



Colorado United Soccer  
Recreational & Rec+  
Game Cancellation/Reschedule Procedure

**1. All Leagues Weather Cancellation Reschedule Procedure**

**2. In House League Individual Game Reschedule Procedure (U6-U8 Teams)**

**3. South Metro League and Front Range League Individual Game Reschedule Procedure (U9-U15 Teams)**



## All Leagues Weather Reschedule Procedure

### **AUTOMATIC RESCHEDULE PROCEDURE - (Used in case of Weather/Field Closure/etc.)**

**(This process is for CO United Home Games Only, REAL and Skyline Home Games will be rescheduled according to their process)**

- 8 Days from the cancellation of games
  - Example:
    - Canceled Game Saturday, 4/4 at 9 AM
    - Game automatically rescheduled to Sunday, 4/12 at 9AM
- We will email out details via Playmetrics for the automatic reschedule to every team and coach, if and when it occurs. This will also automatically update in your PlayMetrics App.
- All teams are expected to attend the rescheduled match however If the Automatic Reschedule doesn't work for your team, you will need to follow the **INDIVIDUAL TEAM RESCHEDULE** procedure to request a change to that game.
- Canceled Games that were scheduled on a Sunday will not be automatically rescheduled - teams will need to follow the **INDIVIDUAL TEAM RESCHEDULE** procedure.

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### **FIELD CLOSURE UPDATES**

- [Colorado United Field Status Page](#) (CO United Home Games and all U5-U8 Games)
- [Colorado United Facebook Updates](#) (CO United Home Games and all U5-U8 Games)
- [Skyline Field Status Page](#) (Skyline Home Games)
- [Skyline Facebook Updates](#) (Skyline Home Games)
- [Real Colorado Field Status Page](#) ( Real Home Games)
- [Real Colorado Facebook Updates](#) ( Real Home Games)



## In House League Reschedule Procedure (U6-U8 Teams)

### INDIVIDUAL TEAM RESCHEDULE PROCEDURE (Used for Fall/Spring Break, Out of Town Coach etc..)

#### Three Step Process (Summary):

- Step 1 - Contact the other team and cancel the game with your Admin
- Step 2 - Agree on a new day/time
- Step 3 - Home team submits reschedule request form and we find you a field.

#### Three Step Process (Full Breakdown):

**Step 1:** Contact the opposing coach if your team is unable to play your game and copy your admin on the email so all parties involved are aware of the needed cancellation

- **EMAIL or send a playmetrics message to the other coach NO LATER THAN THE MONDAY PRIOR TO THE GAME**
  - This will also allow all coaches to contact their families, about the cancellation, in a timely manner
  - Click on the following links for email examples that you can send to the opposing coach
    - [EMAIL TO TEAM](#)
    - [EMAIL TO OPPOSING COACH](#)

#### How to find Coach Contact Information:

- **Any CO United Coach's contact information** can be found by logging into playmetrics (with Coach Access) and clicking on the staff button on the left, from there a simple search can be done to find the coach of the team you want to contact.
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**Step 2:** Once the game is canceled, work with the opposing coach to coordinate at least two days/time that works for both teams. Include a second date/time, if possible (not required).

- **U6 to U8 Recreational Teams:** You may reschedule the game to another Saturday or during one of the team's practice days/time/location. Please recognize that we may need to move teams to open space/another field to accommodate these requests. We find that we can make it work for all teams involved.
- If you know you need to cancel a game later in the season, it is advisable to cancel and reschedule early rather than waiting until the end. This gives you more reschedule options.
- **All submitted dates/times must be agreed upon by both teams, which means both teams have confirmed player availability and are willing and able to play**

**Step 3:** Once the dates and times have been agreed upon, the **HOME** team coach will need to fill out the "Game Reschedule Form" [[Game Reschedule Form](#)]

- Your admin will make every effort to reschedule the game, as requested.
- If the admin is unable to honor your request, you will be contacted with possible options.
- Your game will be updated in Playmetrics when finalized

#### Colorado United Admin Contact Information

- U6-U7 - Katie Puchino - [katie@coloradounitedsoccer.com](mailto:katie@coloradounitedsoccer.com)
- U8 - Isaac Miller - [isaac@coloradounitedsoccer.com](mailto:isaac@coloradounitedsoccer.com)



## South Metro League and Front Range League Reschedule Procedure (U9-U15 Teams)

### INDIVIDUAL TEAM RESCHEDULE PROCEDURE (Used for Fall/Spring Break, Out of Town Coach etc..)

**Note: Note: All Reschedules for the SML or FRL must be submitted to your admin no later than Wednesday 12PM the week of the game in question or earlier. Even if you do not have a set date/time for the reschedule it is important you let your admin know so they can postpone the game in the referee system. If we are notified later than Wednesday at 12 PM there may be a fee for your team due to late cancellation of the referee.**

#### Four Step Process (Summary):

- Step 1 - Switch into your SML Access or your CSA Member Account (FRL ONLY)
- Step 2 - Teams message each other to request the change and agree on a time/day
- Step 3 - Notify Admin no later than Wednesday 12 PM the week of the game no matter if time/day is set.
- Step 4 - If applicable notify admin of date/time requested for Reschedule.
- Step 5 - The Home Team's Club Admin will then need to request a schedule change in the system

#### Help Guide Links:

[How to Message the Opposing Team and View Contact Info](#)

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#### Colorado United Admin Contact Information

- U9-U10 Rec/Rec+ - Susie Puchino - [susie@coloradounitedsoccer.com](mailto:susie@coloradounitedsoccer.com)
  - U11-U15 Rec/Rec+ - Lindsey Hendon - [lindsey@coloradounitedsoccer.com](mailto:lindsey@coloradounitedsoccer.com)
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