

HMHA Ice Utilization Policy

**THE HEAD COACH IS ULTIMATELY RESPONSIBLE FOR THE PROPER UTILIZATION OF ICE TIMES ALLOCATED FOR GAMES AND PRACTICES**

Canceling Games	Canceling a home game	<ol style="list-style-type: none"> <li>1. Inform the opposing team.</li> <li>2. Inform the Ice Scheduler</li> <li>3. Inform the Referee Scheduler</li> </ol>	<p>It is your responsibility to provide sufficient notice to the visiting team.</p> <p>Ice Scheduler will arrange an alternate date. When the alternate date is arranged, you must contact the opposing team.</p> <p>Referee Scheduler will cancel the referees.</p>
	Canceling an away game	<ol style="list-style-type: none"> <li>1. Inform the opposing team.</li> <li>2. Inform the Ice Scheduler.</li> <li>3. Inform the League - via Division Coordinator</li> </ol>	<p>It is your responsibility to provide sufficient notice to your opponent.</p> <p>(Note: Any scheduled game in an opponents home arena which is cancelled must be rescheduled on that's team home ice. HMHA ice may not be used for that purpose.)</p> <p>Once you are informed of an alternate date you must inform the Ice Scheduler that you are not available for any other game or practice on that date.</p>
	If your opponent cancels - your home game	<ol style="list-style-type: none"> <li>1. Try to move another league game into this time slot.</li> <li>2. Inform the Ice Scheduler</li> <li>3. Inform the Referee Scheduler</li> <li>4. Inform the League - via Division Coordinator</li> </ol>	<p>It is always best to stay on top of your league games. Unforeseen circumstances (snow storms, etc.) could result in a loss of ice time that may be difficult to make up later in the season.</p> <p>Referee Scheduler will cancel the referees.</p> <p>The Ice Scheduler will arrange an alternate date. When an alternate date is arranged, you must contact the opposing team.</p>
	If your opponent cancels - your away game	<ol style="list-style-type: none"> <li>1. Inform the Ice Scheduler</li> <li>2. Inform the League - via Division Coordinator</li> </ol>	<p>Let the Ice Scheduler know that you are now available for a game or practice on that date.</p>

**CANCELLING ICE DUE TO A SNOW STORM**

Canceling Games	Canceling a home game	<ol style="list-style-type: none"> <li>1. Inform the opposing team.</li> <li>2. Inform the Ice Scheduler</li> <li>3. Inform the Referee Scheduler</li> <li>4. Inform the Arena Staff</li> </ol>	<p>It is your responsibility to provide sufficient notice to the visiting team.</p> <p>Ice Scheduler will arrange an alternate date. When the alternate date is arranged, you must contact the opposing team.</p> <p>Referee Scheduler will cancel the referees.</p>
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**ANY ICE THAT IS WASTED (NOT USED AND NOT RETURNED) MAY RESULT IN THE OFFENDING TEAM BEING INVOICED THE COST OF THE ICE**

Practices	Canceling a practice	<ol style="list-style-type: none"> <li>1. Inform Ice Scheduler</li> <li>2. Trade the practice time with another team.</li> </ol>	<p>Ice allocated to a team and not used and not returned for reassignment may result in the offending team being invoiced the cost of that ice.</p>
	Buying additional practice ice times	<ol style="list-style-type: none"> <li>1. Leisure Services</li> </ol>	<p>Your team will be billed directly from The Town of Hampton</p>

**ALL ICE TIME NOT USED BY A LEAGUE (INCLUDING A SCHEDULED "BYE") IS DEEMED TO BE ICE RETURNED TO THE HMHA ICE SCHEDULER**

Scheduling Exhibition Games	Scheduling a home game	<ol style="list-style-type: none"> <li>1. Request approval from the Ice Scheduler</li> <li>2. Contact Referee Scheduler</li> </ol>	<p>All exhibition games must have prior approval by the Ice Scheduler</p> <p>Referee Scheduler will book officials</p>
	Scheduling an away game	<ol style="list-style-type: none"> <li>1. Request approval from the HMHA President -via Travel Permit</li> <li>2. Inform the Director of Ice.</li> </ol>	<p>All exhibition games must have prior approval of HMHA President of Recreation (It is your responsibility to provide sufficient notice at least 48 hours to obtain a travel permit.)</p> <p>If your game is approved, let the Ice Scheduler know that you are not available for any other game or practice on that date.</p>

**WHEN IN DOUBT, CONTACT THE PRESIDENT**

Tournaments	Both in province and out of province	<ol style="list-style-type: none"> <li>1. Inform the HMHA President</li> <li>2. Inform the Ice Scheduler.</li> </ol>	<p>All teams traveling for the purpose of participating in an out-of-province Sanctioned Tournament (or exhibition game) must receive a signed HNB Travel Permit. This can be obtained by contacting HMHA President. (It is your responsibility to provide sufficient notice at least 48 hours to obtain a travel permit.)</p> <p>The Ice Scheduler must be informed three weeks in advance of any times that a team will not be available to use allocated icetimes.</p>
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