



PAHL GAME CHANGE INSTRUCTIONS 2015 – 2016 SEASON

1. Teams will have a 10 day grace period after scheduling to initiate game changes with no penalty. Game changes initiated by October 14 at midnight will not be assessed a game change fine. After October 14 the first game change requested by a team will cost \$25.00. Any subsequent game changes by the same team will cost a fine of \$250.00.
2. Game changes must be emailed to the Executive Director in charge of scheduling for the PAHL at pahlconnect@pahockey.com before the scheduled game and must include the following:
 - a. Game Number / Home Team name and id #, Away Team name and id # / Original date, time and rink / New date, time, and rink
 - b. Both Association Presidents must be copied on the game change email and must approve the game change
 - c. The association that is requesting the game change must be identified and is responsible for the fine
3. Please note that all games have a unique game number. This season each game is assigned a four digit number. (all numerals – no letters)
4. Sample Email:

TO: PAHL
FROM: ASSOCIATION TEAM
CC: BOTH HOME AND AWAY ASSOCIATION PRESIDENTS
SUBJECT: GAME CHANGE: MIDGET 18AA #2205

Please process the following game change.
Association presidents please approve.
Game change requested by Allegheny.

Game #2205
Home: Allegheny 723
Away: Westmoreland 790

Original Game:
October 10, 11:30am, DELM

New Game:
November 17, 12:30pm; DELM