



DJHL MANAGER'S FACT SHEET

2019-2020 Season

- This season the DJHL will provide Team Managers with an allowance towards extra player fees that are normally collected to cover incidental team costs, like name bars. This amount should never exceed \$100 per player over course of season.
- Managers must keep a record of all team expenditures and receipts and provide a financial report of the team account at end of season to the parents. The DJHL reserves the right to request access to team records but does not require submission of them to the League.
- Funds raised through any Lottery Board license have to be deposited with the League. These funds will be released back to the team thereafter upon request.
- For any team to travel out of province, a secret vote of 14 of 17 in favor is required and one of which has to be a goalie. Votes have to be emailed to Steve Power and indicate player and team.
- Managers have to obtain signed Parent/Player Agreements and from each family and signed Team Staff Member Code of Conduct forms from each staff member.
- The Home Team Manager is responsible for inputting game stats. Shot totals are not required and should not be entered.
- Each team has a separate Team Page on the web site for uploading of player photos and names and positions, etc. Managers will have access for inputting the data.
- All scheduling and game matters are handled by Steve Power; all registration and financial matters are handled by Tim Power.
- Team logos are available from Tim Power upon request to tim.powertp@gmail.com.
- Managers should also have and know contents of League documents related to AP Program, Fundraising Policy, Game Stats Tutorial and League Governance (all available on League Info page of our web site).
- All apparel has to be purchased through either Universal Corporate Wear or Sportscraft.
- Team sponsors cannot be competitors of our title sponsor Scotiabank.