



L A M A R H U N T

U.S. OPEN CUP

2018 Referee Manual

2018 U.S. Open Cup Staff

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Arrival & Pre-Game

Arrival

The referee crew should arrive at least 90 minute prior to the start of the match. Upon arrival you will be met a member of the home team or the Referee Liaison. The Match Commissioner will also meet with you to provide rosters and begin player check-in. **The Match Commissioner will be your on-site contact for any questions or issues that need to be communicated to U.S. Soccer.**

Dress Code & Appearance

Members of the referee crew are expected to dress professionally and in sponsor-appropriate gear. A polo shirt and slacks or other dress equivalent to a polo shirt and slacks are a must. All dress, with the exception of footwear, must be Nike, OSI, or a generic brand.

Player Eligibility & Check-In

Player check-in will be completed by the Match Commissioner and a member of the referee crew. If any players arrive late they will be checked in by the Match Commissioner and a member of the referee crew upon arrival. All players must present a picture ID that matches the name on the roster. Any player without an ID cannot participate. In some cases an ID can be electronic and be viewed on a mobile device. This is acceptable if the Match Commissioner agrees. Except as specified in this Policy or as the result of discipline matters imposed by U.S. Soccer, all players on an official league roster will be eligible for Open Cup competition, regardless of any status (e.g. injured reserve) each player may have with regard to league competition.

Rules of Competition

FIFA Laws of the Game

FIFA Laws of the Game apply to Open Cup competition matches. If changes to the Laws are adopted to be effective after matches are first played involving any Division I, Division II, or Division III Outdoor Professional League teams, those changes will apply to the next Open Cup competition and not the competition in progress. The 2017-18 IFAB Laws of the Game apply to all 2018 Open Cup matches.

Player uniforms

- When the uniforms of 2 competing teams are similar, as determined by the referee, the visiting team shall change its uniform.
- A clear visible number, at least 8 inches high, must be worn on the back of each player's jersey. Each player on a team must wear a number different from the numbers of the other players on the same team.

Match play

- Each team will be allowed to select not more than 18 players from its official league roster who shall be designated for its match day roster. No later than 60 minutes prior to the start of the match, each team will provide to the referee and the other team a match day roster designating not more than 11 starting players and the other players (not more than 7) as the pool of players from which substitutions may be made. A team may use not more than 3 substitutes from its match day roster. Once a player leaves the match and is replaced by a substitute, the player leaving may not re-enter the match. A player originally selected for the match day roster of up to 18 who is deemed not able to play may be replaced prior to kickoff by another player on the team's official league roster with the consent of the referee and will not be eligible to compete in the match in which he was replaced. The replacement of such a player (if originally listed as a starting player) shall not reduce the number of substitutions available to his team. The referee shall communicate any such change to the opposing team.
- Each match shall be comprised of two 45-minute halves, with a halftime interval not to exceed 15 minutes. If the match is tied at the end of the second half, there will be a five-minute break followed by two 15-minute overtime periods, with a one-minute interval between periods for teams to change ends of the field. If the match is still tied at the end of the two overtime periods, the winner will be decided by kicks from the penalty mark as described in the FIFA Laws of the Game. If, in the opinion of the Match Commissioner, there may not be sufficient light to safely complete both overtime periods and kicks from the penalty mark, the Match Commissioner (in consultation with the referee) may shorten the overtime periods by equal amounts, shorten the break between regulation and overtime periods, and/or cancel the overtime periods entirely. Such a decision must be made and communicated to the teams no later than the start of the first overtime period.

- Each team shall have no more than 7 players and 7 coaches or team officials in its Technical Area. The name and photo of each coach and team official shall be included on the roster sheet provided to the referee before the match.

Cancelled and Terminated Matches

- Only the Match Commissioner may declare a match cancellation. The Match Commissioner must consult with the teams' General Managers, the referees and a U.S. Soccer representative before any game may be cancelled.
- Every attempt shall be made to play the match irrespective of how long the delay. Postponements shall be considered only in extreme situations, such as those that are beyond the control of the participating teams or could endanger the safety of the participants and spectators.
- If a match is terminated after the end of the first half of a match, but before the end of the second half with one of the teams winning, and the termination is not due to the conduct of one of the teams, the match is considered complete, and the team winning at the time of the termination shall be the winner.
- If a match is terminated prior to the end of the first half or is otherwise tied at the time of termination, and the termination is not due to the conduct of one of the teams, the match shall be replayed in its entirety on the rescheduled date.
- If a match is abandoned because of the conduct of a team in the match, the other team shall automatically be awarded a win and the team engaging in the misconduct shall be awarded a loss. If a game must be abandoned due to the misconduct of both teams, the referee will file a complete report and the status of the game will be decided by the Open Cup Commissioner. The Commissioner will immediately refer the matter to the Adjudication and Discipline Panel for a recommendation before issuing a decision.


Match Reporting

Reporting Requirements

All game reports and supplemental reports must be completed online via ussoccer.gameofficials.net. It is imperative that all reports are submitted immediately after each match.

Game Reports


To enter a game report:

- Go to After Games under  Main Menu
- Find the game for which you would like to complete the report
- Click on • **Online Game Report**
- Be sure to upload a picture of each team roster that was verified at check-in
- Detailed instructions can be found on the homepage of ussoccer.gameofficials.net in the Open Cup section

Supplemental Reports

Supplemental reports must be submitted for all red cards, serious injuries, coach warnings and dismissals, and spectator issues.

To enter a supplemental report:

- Go to After Games under  **Main Menu**
- Find the game for which you would like to complete the report
- Click on • **Incident Reports**
- Click on **Click to Add a New Incident Report**
- Enter the type of incident and the requested incident information
- Click “SAVE (Add Report)” to submit the report

Game Fees

The *game fee schedule* and *referee payment form* for the 2018 Lamar Hunt U.S. Open Cup is listed below. Note that fees change from round to round.

2018 Referee Fee Schedule

Referee Level	1st Round	2nd & 3rd Rounds	4th Round	Round of 16 to Final
FIFA Referee	-	-	\$600	See following page
PRO and Nat'l Referee	\$150	\$300	\$500	See following page
FIFA Assistant Referee	-	\$250	\$350	See following page
PRO and Nat'l Assistant Referee	\$100	\$200	\$300	See following page
4th Official	\$85	\$125	\$200	See following page

Game Fees – Round of 16 to Final

2018 Referee Fee Schedule (Round of 16 to Final): As a result of collective bargaining between the Professional Referees Organization (PRO) and the Professional Soccer Referees Association (PSRA), rates have been determined for U.S. Open Cup matches from the Round of 16 to the Final per the following schedule:

Referee:

<u>Experience Level</u>	<u>2018 Rate</u>
0 to 30 MLS regular season matches as Referee	\$900.41
31 to 60 MLS regular season matches as Referee	\$956.68
61 to 100 MLS regular season matches as Referee	\$1,012.96
101 or more MLS regular season matches as Referee	\$1,125.51

Assistant Referee:

<u>Experience Level</u>	<u>2018 Rate</u>
0 to 20 MLS regular season matches as Assistant Referee	\$619.03
21 to 40 MLS regular season matches as Assistant Referee	\$759.72
41 to 75 MLS regular season matches as Assistant Referee	\$844.13
76 to 149 MLS regular season matches as Assistant Referee	\$928.54
150 to 199 MLS regular season matches as Assistant Referee	\$956.68
200 or more MLS regular season matches as Assistant Referee	\$1,012.96

Fourth Official:

<u>Experience Level</u>	<u>2018 Rate</u>
Full- and Part-Time Referees (regardless of game count)	\$393.93
0 to 20 MLS regular season matches as Fourth Official	\$393.93
21 to 40 MLS regular season matches as Fourth Official	\$450.20
41 to 75 MLS regular season matches as Fourth Official	\$478.34
76 or more MLS regular season matches as Fourth Official	\$506.48

Fifth Official (Open Cup Final only):

<u>Experience Level</u>	<u>2018 Rate</u>
All experience levels	\$225.11

Payment Procedures

First, Second and Third Round

For first three rounds of the tournament, the home team is responsible for payment of the game fee to the referees on-site (this includes any mileage, parking, if required). As soon as assignments are confirmed, each referee is must fill out the *Referee Payment Form*. To avoid any confusion on payment, it is advised that each referee send a copy of the form to the home team so the exact amount of the payment on-site is known including any mileage. The day of the match each referee should each bring a signed copy of the *Referee Payment Form* and upon payment of the fee give the signed form to the home team as proof of payment.

Fourth Round to Final

Payments for game fees will be made by U.S. Soccer via GoPay in the GameOfficials system. After the match each referee should fill out the Referee Payment Form and submit that to U.S. Soccer via e-mail (zgarcia@ussoccer.org). The referee will be notified of the approval and payment will follow shortly thereafter. In cases where a hotel stay is required, the home team is responsible for securing and paying for the hotel. Each referee should coordinate this with the home team contact as soon as the assignment is confirmed.

If there are any questions on the payments for the Open Cup matches please reach out to Zach Garcia at (312) 528-7036 or zgarcia@ussoccer.org