

WMCYO Basketball Guidelines

Cancellation Policy

(Non-Weather Related Cancellations)

- **Home team/program** needs to cancel a game in their own gym.
 - o In the event that the home team needs to cancel a game they should notify the visiting team ASAP, preferably 72 hours in advance.
 - o If possible the game is to be rescheduled.
 - o **Any potential rescheduling is handled by the two teams/programs involved not WMCYO.**
- **Home team/program** needs to cancel a game in a gym space they procured from an outside source.
 - o The home program is responsible to adhere to any agreement they had with the host gym.
 - o **WMCYO is not responsible for any cancellation fees incurred.**
- **Home team/program** needs to cancel a game in a WMCYO or host gym provided by WMCYO.
 - o They must follow the same guidelines as a visiting teams/programs as outlined below.
 - If a replacement team is found it must be approved by **both** WMCYO and host gym.
 - If not approved then the team cannot play and the “home” team will be responsible for paying the gym use fee assessed by WMCYO.
- **Visiting team/program** needs to cancel a game.
 - o The visiting team must contact the home program to notify them of the cancellation ASAP, with a minimum require notice of 72 hours before the game.
 - o The visiting team/program is required to find a replacement team to play in their place.
 - The home program has to approve of the replacement team, or they cannot play.
 - If the home program does not approve the replacement, then a different replacement needs to be found or the original visiting team is still assessed the fee.
 - If the replacement team does not show up or cancels, the original visiting team is still assessed the fee.
 - o The home program may also opt to find a replacement on their own.
 - If the home program agrees to find a replacement then they assume responsibility and the visiting team is freed from any responsibility or fees.
 - o If the visiting team does not find a suitable replacement then their program will be charged the cancellation fee by WMCYO.
 - This fee will be paid by WMCYO to the home program or host gym.
 - The home/host gym will be paid in a reasonable time frame, but may take a couple weeks.
- **No Shows**
 - o If the visiting team or home team using a host gym “No Shows” without any notice or warning they will be charged the cancellation fee.
 - The home program should notify the master scheduler immediately of any no shows, notify them via email @ schedule.wmcyo@gmail.com .
 - Teams/programs with multiple no shows will face potential further sanctions by WMCYO which may include cancellation of the remainder of their season.
 - o Any home team that no shows in their own gym is the responsibility of their own program.
 - The visiting team should still notify the master scheduler @ schedule.wmcyo@gmail.com .
 - Programs with repeated no shows of their own teams in their gym may face potential sanctions by WMCYO which may include cancellation of the remainder of the season.

THE CANCELLATION FEE IS \$100.00 per game.

The master scheduler should be notified, via email @ schedule.wmcyo@gmail.com , prior to game of any changes of opponents or cancellations.

WMCYO Basketball Guidelines

Home Gyms / Gym Use

- All WMCYO Basketball programs are required to have “home” games.
- Suggests that all teams have a minimum of 6 home games, and they should be spread out over the season.
- Each programs should work to procure a gym for their “home” games.
 - o If your program does not have their own gym some potential sources for gyms are:
 - Local public & private schools
 - Local community centers
 - Local YMCA or Boys & Girls Clubs
 - Other Local CYO Programs
 - o If you procure your own gym space your programs is responsible for any costs/fees associated with your gym use.
 - Your program is also responsible for providing two referees, a score keeper and time keeper, and paying their fees. (Unless you have negotiated with the gym to provide them on your behalf.)
 - Any cancellation fees by the gym, or officials will be your programs responsibility.
 - **WMCYO will not pay or subsidize any gym or officials fees on your behalf when you procure your own gym.**
 - o If the “away” team cancels the game, they are subject to the Cancellations Policy set forth by WMCYO just as they would for any program using their own gym. For more information see *WMCYO Basketball Fee Structure and Cancellation Policy*.
- In the event that it is absolutely not possible for a program to procure gym space/time then they may work with WMCYO to obtain “home” gym space.
 - o The space that WMCYO has is extremely limited, therefore the number of home games will be limited and is first come first serve.
 - o The gym time/space provided can potentially be on a neutral court or may be provided at another CYO program’s home court.
 - o If WMCYO provides your program with gym time/space then you are required to pre-pay for the space prior to any schedule (Home or Away) is issued as outlined in the *WMCYO Basketball Fee Structure*.
 - The fee you pay to WMCYO for WMCYO providing gym time/space will cover both the gym and any referees needed.
 - WMCYO or the host program will arrange for the referees on your behalf.
 - **The gym provided may still charge entry fees and host a snack bar / concession stand.** Any proceeds from those stay with the host gym and are not required to be split or given the “home” team or used to cover any fees.
 - If the “Home” team cancels the game, then they are still responsible to adhere to the *Cancellation Policy* to find a replacement team, if you do not your fee for this gym use will be forfeited, as the host gym will still have fees they need to pay.
 - The WMCYO or the host program has to approve the alternate team.
 - If the “Away” team cancels they are subject to the Cancellation Policy.
 - In addition to your program approving the alternate program both the WMCYO and host gym have to approve the alternate program.
 - In the event of a weather cancellation, or a cancellation by the host gym (if the gym cannot/is not rescheduled) then your fee will be returned to you at the end of the season.
 - If the game is cancelled in the first part of the season, then a game may be added by the schedulers in the second half of the season if the schedule has not been issued yet.
 - In the event of any issues that occur in a WMCYO or host gym, then the issue should be reported to WMCYO. WMCYO with the “home” program and host gym to resolve any issues, which may include cancellation of future games.
 - Any unused gym fees by a program, unless they have been fortified due to cancellation, will be returned to the program at the end of the season.