**How to Reschedule a Game**

STEPS:

1. Contact your Convenor in regards to the match.
2. They will supply you with the contact info for the other team. (**WCVL is not responsible for reschedule arrangements**)
3. Contact the other team & try to reach an agreement for a reschedule date.
4. Contact the scheduler (contact info online) to see if there is any gym time available. (not guaranteed from the WCVL. You will be responsible for providing a gym in that case and any fees associated with it.)
5. If an agreement is reached, let your convenor know so they can confirm these changes with the refs & scheduler.
6. If no agreement is reached, the team wanting the reschedule must take the default loss

Please note:

-The League needs 5 days to cancel a ref, 3 days to let the other team know of the reschedule, so all these steps need to be completed BY **6 days PRIOR TO MATCH TIME.** Failure to give appropriate notice will also result in a $50 fee.