

THE HONG KONG HOCKEY ASSOCIATION WOMEN'S SECTION 2019/20 WINTER LEAGUE

CHECKLIST:

BY FRIDAY, 9 AUGUST 2019

Please do the following:

- Complete the online registration form <http://www.hockey.org.hk/Merchandise.asp?Uid=2> to join the league on or before **Friday, 9 August 2019**.
- Complete **two separate payments** for your league fees and your administration fees. There are now two options:
 - (a) Send a cheque for your Team Registration Fee(s) and another cheque for the Club Affiliation Fee and Administration Fee(s); or
 - (b) make two payments online for such fees to the account specified in the online registration form on or before **Friday, 9 August 2019**.
- Send an email to ambrosekwan@hockey.org.hk & jowiewong@hockey.org.hk with the following information **on or before Friday, 9 August 2019**:
 - Designs and colours of the 2 sets of playing uniform (including socks, skirts/skorts and shirts). Shirts must be numbered. Each player must have a unique shirt number within a club. **Kit design has to be sent to HKHAWS for committee's approval.**
 - If you are a new club or if there are any changes to the existing details, your Club's full name, website, email address and bank account name and bank account details.
 - Any changes to the convenor details which you provided in the preregistration questionnaire.

CONVENORS' MEETING

- A pre-season Club Convenors' meeting will take place on **Monday, 19 August 2019** at 7.30 pm at King's Park Hockey Ground meeting room. **You, or your representative, must attend.**

FIXTURES

- Saturday, 21 September 2019** is the expected start date for the Winter League.
- Draft fixtures will be issued as soon as possible.
- Final fixtures for the first half of the season will be issued before the 2019/20 Winter League commences.

REGISTRATION

- Players must be registered **before** they play their first match, including any overseas player registrations.
- Registrations should be completed on the HKHAWS website **before 5:00pm on Friday, 23 August 2019** to allow time for processing.
NB: Any changes, including additional player registrations, **MUST** be finalised before noon two (2) days before their first match (i.e. noon on Thursday for a Saturday game).
- All players are required to wear numbered shirts and appropriate kit.