

If your team is hosting any exhibition games (even ones in Okotoks), or attending any exhibition games outside of zone 5. Can you please email me the details below, so that I can apply for sanction numbers/travel permits.

ALL game sheet for games played that require a permit must be emailed to Gord Lane at Hockey Alberta and Lindsay Graw within 24 hours of the game being played. If there is a major penalty then the game sheet must be emailed to Gord ASAP so he can make a ruling. Gord's email address is [minordisc5@hockeyalberta.ca](mailto:minordisc5@hockeyalberta.ca)

The email with the game sheet attached should be sent in the following format:

Subject- The team name and sanction number

The Body of the email: All it needs to say is "there was no major penalties"

Attached the game sheet and press send

If there was a major penalty please attached the referee write up, and provide details in the body of the email of the incident from the teams perspective.

### **Hosting exhibition games**

Home team contact name

Home team contact email address

Home team contact phone number

Division (for example Initiation)

Home team name

Visiting team name

Date of the game

Location of the game

### **Travel Permits** -needed if traveling outside of zone 5 for tournaments and exhibition games

Team contact name

Team contact email address

Team contact phone number

Team name

Level of play (Initiation)

Date(s)

Location traveling to

Sanction number of the exhibition game/tournament (This number is required in order to apply for the permit. The host team requests the sanction number and then they will pass it along to you)

### **Finding tournaments-**

Visit the Hockey Alberta website, [www.hockeyalberta.ca](http://www.hockeyalberta.ca)

Click on the three dots in the top right corner of the tool bar

Select tournaments

Select Initiation and then you can scroll thru the list to find one that looks good

Email the contact that is listed and ask if they have room

The zone of the tournament will be listed in this area. If it is anything but zone 5 you will need a travel permit.

The sanction number is also listed in this area.

Inform Kurt once your team has been accepted so that he does not schedule you any games