



September 2023

Welcome Officials – The CYO of Long Island (2023 – 2024) Program Year

CYO requires that you complete the following information **EVERY YEAR** from our website <https://cyoli.org/officials-1>

- **Online Registration form.** Please fill in ALL sports you are currently certified in along with your association
- **Virtus Training Certificate** (This is a one time requirement. If your certificate is already on file, please disregard). If you are a new official you can scan the certificate and email to Mary Lou Cerrato (marylou@cyoli.org).
- **W-9 form** (If we have this on file in the office there is no need to submit unless information has changed). The form can be scanned and emailed to Mary Lou Cerrato (marylou@cyoli.org).
- **Direct Deposit form** –We highly encourage everyone to receive payment by Direct Deposit. (If we have your Direct Deposit on file in the office there is no need to submit unless banking information has changed). The form can be scanned and emailed to Mary Lou Cerrato (marylou@cyoli.org).
- **TeamSideline – ALL OFFICIALS MUST SIGN UP FOR TeamSideline THIS YEAR. GO TO teamsideline.com/cyoli.** Steps to sign into your official account are on our website.

All officials are assigned to a "home base" region, based on where you live. That region is coordinated by our Recreational Specialists. Refer to our website and find the proper region and Rec. Spec. who will assign games.

Please communicate and understand the business practices of your particular assigner.

CYO EXPECTATIONS include:

- Arriving at a CYO Contest 15 minutes before scheduled game time.
- Wear the appropriate official's uniform (NO SHORTS).
- **Must review all CYO Policy and Modifications, and have them at all CYO Contests.**
- **The game official is expected to examine each scorebook. Officials are required to check and then PRINT their name in the scorebooks. All players should be listed in the scorebook in NUMERICAL order with BOTH their first and last names.**

- Communicate and confirm CYO games with home teams.
- Do not give or accept a CYO game assignment from another official without CYO Approval.
- Fee per game is \$60.00.
- NEVER accept fees at a game – Payment will be issued by the CYO office as per the payment schedule.
- All Technical fouls and Uniform Violations MUST be reported ASAP to Mary Ellen Cain, maryellen@cyoli.org or Deanna Verdi, Deanna@cyoli.org. Accepting a CYO Game (verbally/ written) is a Contractual Agreement - CYO expects all officials to honor their contract, or fines will be assessed to noncompliant officials.

When assigning games for High School programs, efforts are made to assign Varsity certified officials, pending their availability.

CYO looks forward to working with you for the 2023-2024 Program Year.

You will need Adobe acrobat to read and print "pdf" files.