**Post match admin**

1. Complete the score only on GotFootball
2. Complete the Google Form for - EBFA Team Match & Respect Report (TM&RR) - <https://forms.gle/WcnkQLuxYuSNdSdd9>
3. Return a completed team sheet to the League

EBFA Team Sheet - Are now Uploaded (From 26-Sep-20) via a secure EBFA Team Sheet Upload Link - <https://driveuploader.com/upload/z4ujAnKWgy/>

This is a secure transfer link to the EBFA Google Drive, to which only officers of the EBFA Management Committee have access.

The team sheet should be printed from the GotFootball system and Managers MUST/SHALL NOT digitally edit the form (Removing, Hide or alter any data on the form).

Manger will only upload their own team’s team sheets.

The Manager’s own team’s team sheets MUST/SHALL have the following completed in pen (No Digital changes):

1. Final Score for each team (If Trophy Event in which penalties were taken then a FT score of 1-1 with home team winning 6-5 on penalties is reported on GotFootball as 7-5) on the Google Form Team Marks & Respect Report (TM&RR) the true full-time and penalties can be reported.
2. S (U07 to U16) for the player who was substitute at the start of the match and then MUST have played in the match. S for U17/U18 who were substitute at the start of the match and played in the match.
3. X (U07 to U16) for players NOT selected to play in the match. X (U17 & U18) NOT selected to play in the match players or players who were substitute at the start of the match DID NOT playing in the match.
4. Number of Goals scored by a player (Sorry there is no EBFA dubious goals committee),
5. Number 1 or 2 against player how were issued any Red Card and Yellow Card(s) by the referee.
6. The signature of the Manager in the appropriate Home or Away Official Signature box.
7. If there are no player identification issues at the match. Then after the match please ensure you shred the physical copy of the opposition team sheet and digitally delete team sheet that was emailed to you by the opposition, that was used as part of the EBFA Player verification process under EBFA COVID-19 Guidance Rules and Regulations.

In Additional Notes, suggest that you enter EBFA QFA Reg Number – 1 QFA required at venue, so if you do not have a QFA present in your team, you then ask the opposition or check with the facility provider and Referee’s EBFA Reg number and contact detail, as useful at match and for completing the TM&RR.

Then scan or photograph the team sheet and rename the team sheet, following these instructions:

It is very important that For "Played to Result" and "Abandoned" matches please Upload your team sheet in PDF or JPG format - file naming  ( YYYY-MM-DD UXX Match No Your Team Name )  i.e. 2020-09-12 U15 1234 FC Nile Royals.pdf ... YYYY-MM-DD is date of match, UXX is U07 to U18, Match No is # number on the team sheet, Your Team Name lets us know who sent the form.  ... (With 857 teams this helps the League to identify the team sheets. If team do not do this then EBFA will have to make the team sheet upload as part of the TM&RR Google Form, which means the uploader will require a Google gmail account as part of Google’s upload security requirements.)

Again, the secure Link for the Team Sheet Upload is

<https://driveuploader.com/upload/z4ujAnKWgy/>

<http://www.eastberksfa.com/policies_respect.htm>