

North Central Florida Soccer Officials Association, Inc.  
PO Box 14971  
Gainesville, FL 32604  
[www.ncfsoa.org](http://www.ncfsoa.org)

September 1, 2021

Athletic Director  
Trenton High School  
1013 N. Main Street  
Trenton, Florida 32693  
Dear Athletic Director;

We are providing you with a 2 page contract and associated information sheets for the upcoming soccer season. Please review these documents closely and contact us if you have any questions.

As per FHSAA guidelines, when three officials are assigned to a game, they will be using the Double Dual, also known as the Three Whistle System. It is our policy to make every effort to provide 3 officials for varsity contests. While we anticipate having enough officials to fulfill the contracted games, there is a possibility that we may not be able to provide officials for all the contests scheduled by the schools that we service on a given date. Our assignor will notify you should this situation arise.


Please note that Section 1 of the contract requires that your school provide us with the signed contract, \$65.00 booking fee, game schedules and the contact information for school personnel including the school bookkeeper no later than **October 15, 2021**. The game schedules shall be emailed to the assignor at [rlc1016@aol.com](mailto:rlc1016@aol.com). The contract, booking fee and contact information shall be mailed to: **NCFSOA, Inc., PO Box 14971, Gainesville, FL 32604**.

During the season, referee assignments are posted weekly at the High School Assignments tab on the Associations website at (<http://www.ncfsoa.org>). We encourage you and your coaches to visit our assignment web pages at least weekly to double check the scheduling that we have for your games. The more notice that we have concerning any mistake or need for a change in the schedule posted for your teams, the easier it will be to resolve the situation quickly.

Invoices for referee game fees will be submitted via email to your school's bookkeeper by our Treasurer every two weeks. We have included Attachment #1 to the contract as a reminder for you, your coaches, and the bookkeeper regarding the fees that attach to late schedule changes. While we understand that some circumstances are out of your control, last minute changes to the schedule can make it difficult to furnish you with the best officials available.

Finally we would be happy to schedule a meeting with you and your coaches to discuss any concerns for the upcoming 2021-2022 season. We look forward to working with you this winter.

  
Chris Stakely  
NCFSOA President  
352-494-9757 C  
[cstakerun@gmail.com](mailto:cstakerun@gmail.com)

  
Rhonda Link-Cummings  
NCFSOA ASSIGNOR / TREASURER  
352-875-3002 C  
[rlc1016@aol.com](mailto:rlc1016@aol.com)

**NORTH CENTRAL FLORIDA SOCCER OFFICIALS ASSOCIATION, INC.**  
**PO Box 14971, Gainesville, FL 32604 – [www.ncfsoa.org](http://www.ncfsoa.org)**  
**OFFICIATING AGREEMENT – Page 1 of 2**

THIS AGREEMENT is hereby made and entered into this 8 day of October, 2021 by and between NORTH CENTRAL FLORIDA SOCCER OFFICIALS ASSOCIATION, INC., hereafter referred to as NCFSOA, and TRENTON HIGH SCHOOL hereinafter referred to as SCHOOL.

WHEREAS SCHOOL wishes to secure the services of FHSAA-registered officials for the sport of soccer for the school year 2021-2022, and

WHEREAS NCFSOA is willing to assign registered members for the sport of soccer, under the terms and conditions set forth below.

NOW THEREFORE, the parties contract and agree as follows:

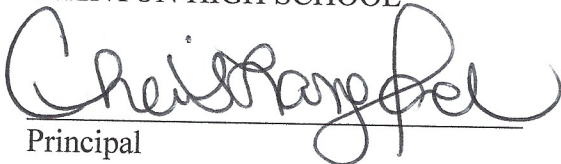
1. SCHOOL agrees to furnish NCFSOA a signed copy of this contract, assignment fees, contact information and a written schedule of game dates, starting times, and opponents not later than October 15, 2021 for the Winter season for all participating teams. (NCFSOA PO BOX 14971, Gainesville, FL 32604) All participating teams include varsity and sub varsity (e.g., middle school, junior varsity) teams for both boys' and girls' programs. In addition, SCHOOL shall submit this schedule in an electronic format acceptable to our booking agent.(rlc1016@aol.com)
2. SCHOOL agrees to pay NCFSOA a Booking Fee of \$ 65.00 by October 15, 2021 for this contract period.
3. Changes in the SCHOOL'S schedule after the dates designated in Section 1 above and after a schedule of games are posted will result in assessment of a fee for service. The service fee will be assessed for match modifications according to the schedule designated in Attachment #1.
4. All game rules and officiating procedures shall be in accordance with FHSAA and National Federation High School directives.
5. Should an official fail to appear for a scheduled contest, said official shall be referred first to NCFSOA and, if appropriate, to FHSAA for disciplinary action. Please contact the Booking Commissioner, Rhonda Link-Cummings (352-875-3002) or the President, Chris Stakely of NCFSOA (352-494-9757).
6. NCFSOA and SCHOOL agree that officials are paid by SCHOOL through NCFSOA as Independent Contractors.
7. SCHOOL agrees to pay NCFSOA officiating fees at the rates defined by the rates on the NCFSOA Game Fee Sheet.
8. SCHOOL agrees to pay NCFSOA an administrative fee of \$15.00 administrative fee for each home GAME or \$25.00 for two games played on the same night. This administration fee will cover the work of the booking agent (the assignor), the treasurer and some of the everyday business costs of NCFSOA.




**NCFSOA OFFICIATING AGREEMENT – Page 2 of 2**

9. SCHOOL agrees to assume full liability for ensuring the safety and well-being of all officials assigned by NCFSOA, especially in regard to the conduct of players, coaches, spectators, and all others towards said officials and their property for all games, including post-season tournaments. SCHOOL agrees to fulfill FHSA requirements that call for a **School Administrator** to be identified and present at all FHSA sanctioned athletic events. If the school administrator is not available the duties and responsibility of the school administrator then goes to the head coach.
10. Should the teams fail to appear by 30 minutes past start time of the match the officials may leave without penalty, and the school will be billed all associated fees.
11. SCHOOL will be invoiced every two weeks and the balance of the invoice is due upon receipt. Failure of the school to make payment or contact the NCFSOA Treasurer regarding the existence of a payment dispute within 2 weeks of the email date of the billing will result in fine of what is higher. Fines will go as follows: 5% of invoice or \$200.00 after 30 days, 10% of invoice or \$300.00 after 45 days, and 20% of invoice or \$500.00 after 60 days. Referral to FHSA in the matter of late payments for invoices will come at the discretion of the President.
12. Those persons whose signatures appear below are duly elected or appointed officials or representatives of NCFSOA and SCHOOL and shall do all within their power to see that the provisions of this agreement are met.

TRENTON HIGH SCHOOL



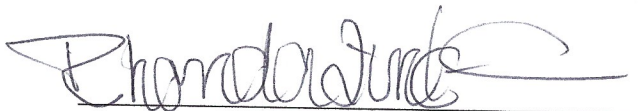
Principal



Witness

NCFSOA, Inc.

\_\_\_\_\_  
President or Vice President



\_\_\_\_\_  
Witness/Booking Agent

North Central Florida Soccer Officials Association  
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Soccer Officials Administrative Check List

**Athletic Director:**

For your convenience, here is a checklist of tasks relating to our relationship for the upcoming season.

Please note all items and especially #2 must be completed before **October 15, 2021**  
Please send schedules in excel format (DATE, DAY, TIME, FIELD, HOME, AWAY) and email to: **rlc1016@aol.com**

Item

1. Sign and return before **October 15, 2021** one copy of the **contract and check for booking fee** (Item 3) to:

**NCFSOA PO Box 14971, Gainesville, FL 32604** \_\_\_\_\_

2. Send a written **schedule** of games, opponents, site and starting times, before **October 15, 2021** Please email to: **rlc1016@aol.com**

Boys Varsity \_\_\_\_\_ ✓

Girls Varsity \_\_\_\_\_ ✓

Boys JV \_\_\_\_\_

Girls JV \_\_\_\_\_

Middle School \_\_\_\_\_ ✓

Middle School \_\_\_\_\_ ✓

3. **Booking fee (\$65.00)** before **October 15, 2021**. (to address above) \_\_\_\_\_

4. Please provide the name, email address and a telephone number for **each** head coach for emergencies and assignment problems to NCFSOA.

Email this information to: **rlc1016@aol.com**

Boys Carl Loy 352-~~443~~ 327-2912 Girls Tammy Sudigala 813-495-2682  
loycar@mygcsd.org sudigala.t@mygcsd.org

5. Please provide the name and mailing address of the person we should contact at your school for billing and payment purposes. This information should be emailed to: Rhonda Link-Cummings, NCFSOA Treasurer at: **rlc1016@aol.com**

AD Pat Burton Book Keeper Mary Blythe  
burtopp@mygcsd.org franksm@mygcsd.org





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**Attachment #1 to  
NCFSOA Officiating Agreement for 2021-2022 Season**

<b>Fines for match modifications once schedule of games is posted</b>		
<b>Activity</b>	<b>More than 48 hours of match</b>	<b>Within 48 hours of the match.</b>
Time or field change on previously scheduled match.	\$75	\$100
Add a match	\$75	\$100
Cancel a match	\$75	\$100 + Game Fees

<b>Schedule, contract, booking fee, and contact information not received by OCTOBER 15, 2021</b>	<b>\$150</b>
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1. In the event that two changes, as described above, are made at the same time, only the higher fine will be assessed.
2. If multiple changes occur regarding the same match, but not at the same time, each fine will be assessed individually. (ex. Two days before a match, the field is changed. The next day, it is canceled.)
3. When a change affects a double header (match followed immediately by another match), a fine is only applied to the **applicable** match.