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TEAM SPORT PROGRAMS × Ann Arbor Public Schools × Community Education & Recreation × 994-2300

**POLICY & PROCEDURE
FOR
REFEREE CONCERNS, QUESTIONS OR COMPLAINTS
FOR
ADULT SPORTS**

If at any time you have a concern, question or complaint regarding a referee, the following procedure should be followed.

A. Your concern, question or complaint must be put in writing and sent to:

COMMUNITY EDUCATION & RECREATION
Attn: Rick Mull
1515 S. Seventh St.
Ann Arbor, MI 48103

B. Your concern, question or complaint should contain the following information:

1. Your name, address and telephone number.
2. Team name and league you play in.
3. Date, time and site of the game your report pertains to.
4. Position of the referee your report pertains to.
5. Description of your concern, question or complaint.

Once the Officials Office receives your report, the following will occur:

- A. A copy of your report will be forwarded to the referee mentioned
- B. The referee will be requested to respond to your report within seven days.

If, after receiving the response, you still feel that a problem exists, you must:

- A. Contact Mr. Seth Dodson, in writing, to request a formal meeting of all the parties involved
- B. A meeting will then be set up within fourteen days.

SPECIAL NOTE: ALL concerns, question or complaints must be submitted by the head coach. No other complaints will be processed without full knowledge and support of the head coach.