**INTERCHANGE SHEET**

**MATCH:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ VS \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **GRADE:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **DATE:** \_\_\_\_ / \_\_\_ / \_\_\_\_

**Interchange Steward Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Club:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**How to Fill Out This Form**

* Please fill out one line in the table to the right, per incident
* Write down the numbers of all players starting the quarter on the bench, for both teams (bottom table)
* You must record:
	+ Stretcher being called
	+ Player changing jumpers due to a blood rule
	+ Red & Yellow cards
	+ Guernsey number change
	+ Player leaves the ground outside of the interchange area
* **This sheet must be given to the umpires at the conclusion of the match**
* Record any additional notes from the match (players leaving boxes early, 2 runners on-field at the same timeboxes not marked etc. in the space provided)

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| **INCIDENTS** |
| **TEAM** | **PLAYER** | **QUARTER** | **TIME** | **DETAILS OF INCIDENT** |
| **HOME** | **AWAY** |
| 🞎 |  | eg. 4 | 1st | 19:32 | Guernsey change: 4 to 38 |
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**Additional Notes:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Interchange Steward Responsibilities**

* Ensure the correct number of players begin each quarter on the field
* Monitor the number of players who enter and leave the field of play
* Ensure players only leave the Interchange Holding Area upon the player leaving the field
* Should a melee erupt, take note of the jumper numbers of all players on the bench
* Assist field umpires in the event of a head count, where asked
* Liaise between timekeepers and Team Managers with regard to players who must wait before re-entering the field of play

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| **Players Starting Each Quarter on the Bench** |
| **HOME** | **AWAY** |
| **1st** | **2nd** | **3rd** | **4th** | **1st** | **2nd** | **3rd** | **4th** |
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**REMINDER**

**Yellow Card** – Player off for 15 minutes of elapsed time (excluding breaks). Can be replaced instantly.

**Red Card** – Player off for the remainder of the match. Can be replaced after 15 minutes of elapsed time (excluding breaks)