



2026 PFL MATCH DAY TEAM MANAGER CHECKLIST

GROUND MANAGER CHECK LIST

1. Inspect ground	Complete Marsh AFL Match Day Check list prior to first match of the day or where there is significant change to weather conditions. Link - HERE
2. Mark ground	Must be clearly marked.
3. Interchange	Must be clearly marked.
4. Goal post pads	Attached to goal and behind posts.
5. Stretcher	Placed immediately behind interchange area.
6. Siren	Checked and audible.
7. Visitor rooms	Open and clean.
8. Umpire rooms	Secure, open and clean.
9. Scoreboard	Set up and attendant ready.
10. Licensed Area	Rope off licensed area.

PRE-MATCH TEAM MANAGER CHECK LIST

11. Uniforms	All jumpers must be branded with the correct PFL sponsor logos. Check there is no jumper clash with the opposition. Away team responsible for arranging a clash jumper (should be checked Thursday before game if away team)
12. Timekeepers	Timekeepers from both teams confirmed.
13. Umpires	Check Umpires have arrived and are correctly attired. Boundary/goal umpires must be 13+ years. Ensure goal umpire has scorecard
14. Football	Ensure match football is league approved, correct pressure and taken to umpires
15. Team sheets	(1) Ensure coach, runner, team manager and trainer are listed on PlayHQ and team sheet (2) Ensure all players are listed on PlayHQ sheet with player points (A-D League Men and all Women's Grades) and jumper numbers
16. Runner	Ensure correctly attired . Understand they are required to escort umpires off ground at half time and full time. Must be 16+ years
17. Water Carriers	Are correctly attired. Must be 13+ years.

DURING MATCH CHECK LIST

18. Umpire Escort	Check Runner is providing umpire escort at half and full time.
19. Umpire drinks	Home team to supply water for the umpires at breaks.

POST-MATCH CHECK LIST

20. Scores	Home team to enter final scores via PlayHQ within <u>1 hour</u> of the conclusion of each match.
21. Scorecards	Ensure umpire has taken a photo of your club's scorecard for uploading to Officials HQ. Maintain copy of scorecard through until the end of the season.
22. Reports	Team managers to check with umpires for any match day reports (player / coach / official).
23. Umpire Payment	Team managers to ensure club / pool umpires are paid. Panel umpires (PFL Umpire's Association) are paid through the PFL.