

**Petoskey Area Hockey Association**  
**Jersey Procedure**

**GOAL:** To maintain Petoskey Hockey Jerseys for as long as possible in good condition.

1. Each team will designate a jersey coordinator prior to distribution of team jerseys.
2. Each team will be assigned the necessary number of Jerseys and two garment bags for each team. One for home and one for away.
3. The Association equipment manager will have coordinator sign out designated jerseys.
4. Coaches can have team use game jerseys for ONE practice to determine sizing. After practice coordinator, manager or coach will collect jerseys and work with association equipment manager to finalize team's jerseys allotment.
5. Jerseys will be distributed to players on game days in the locker room by coach, manager, or coordinator.
6. Jerseys will be collected after each game and redistributed prior to each game. IF two games are played in one day players are not to wear jerseys around the rink between games. They are to be collected after each and every game.
7. Jersey coordinator will be responsible for laundering after each weeks games.
  - Jerseys are to be laundered following AK product care guidelines:
    - Please wash garments inside out
    - Use only cold or lukewarm water when washing
    - Use only mild soap and detergent
    - Lay flat to dry immediately after washing
    - Do not machine dry
    - Following these instructions will help guarantee that your garments will look great for years to come
  - If a player has a special circumstance such as allergies, or any health reasons that the above procedure will not work for them the players family can request an exception be made and they be allowed to manage their own jersey following the process below:
    - Players family will make a request by email to the associations equipment manager requesting that they have an exemption.
    - They will be required to make a security deposit of \$75 for each jersey (total of \$150 for two Jerseys) be made payable by check to the association.
    - Check will be kept until return of Jerseys at the conclusion of the season. Check will be returned to family when Jerseys are returned.
  - Jerseys are not to be altered or have any patches, butt plates, or last names added.
  - If any damage outside of normal game wear and tear occurs player will be charged full price to replace damaged jersey.