



## **Requesting Referees**

### **High School/Non USAWP Events:**

- Request Referees Online at TAWPO site: [www.tawpo.org/assignments/request-officials](http://www.tawpo.org/assignments/request-officials)
- Email Local Ref Assignor and give basic information such as number of pools, approximate number of teams, age groups, start times, end times, hotel arrangements, etc.
  - North Region (DFW Area): Wes Mahan – [jw\\_mahan@charter.net](mailto:jw_mahan@charter.net)
  - West Region (San Antonio-Austin): John Rightmyer - [john.rightmyer@gmail.com](mailto:john.rightmyer@gmail.com)
  - South/East Regions LEAGUES (Houston): Richard Smith - [butterflytexas@juno.com](mailto:butterflytexas@juno.com)
  - South/East Regions HIGH SCHOOL (Houston): John Webb - [txhoozer@yahoo.com](mailto:txhoozer@yahoo.com)
- Host Responsibility
  - Follow up with Local Ref Assignor each week leading up to event
  - Communicate Schedule to the Ref Assignor at least 7 days prior to the event
  - Arrange hospitality for coaches & officials
  - Payment of Refs after the event
- Ref Assignor Duties:
  - Contact Local Refs and get availability, Stay in contact with host
  - Assign Head Referee (tournament only, small changes at event)
  - Work with host on schedule, Assign Referees accordingly
  - After event, provide Host with all costs for each ref, addresses to send checks, breakdown of assignments, etc.
- Primary Contact: TAWPO Chair, John Rightmyer- [john.rightmyer@gmail.com](mailto:john.rightmyer@gmail.com), 210-857-4950

### **USA Water Polo Events:**

- Registered Club/Club Admin needs to sanction event online at USAWP, [www.usawaterpolo.com](http://www.usawaterpolo.com).
- Request Referees Online at TAWPO site: [www.tawpo.org/assignments/request-officials](http://www.tawpo.org/assignments/request-officials)
- Email Local Ref Assignor/Southwest Zone Referee and give basic information such as number of pools, approximate number of teams, age groups, start times, end times, hotel arrangements, etc.
  - North Texas (DFW Area): Vern Heimbigner – [vernh24@hotmail.com](mailto:vernh24@hotmail.com)
  - San Antonio-Austin: John Rightmyer - [john.rightmyer@gmail.com](mailto:john.rightmyer@gmail.com)
  - Houston: Richard Smith - [butterflytexas@juno.com](mailto:butterflytexas@juno.com)
  - Southwest Zone Ref, Vern Heimbigner, [vernh24@hotmail.com](mailto:vernh24@hotmail.com).
- Host Responsibility
  - Follow up with Local Ref Assignor each week leading up to event
  - Communicate Schedule to the Ref Assignor at least 7 days prior to the event
  - Set Roster Deadline & Have Printed Rosters for ID Checks prior to first game of event
  - Arrange for hotels, hospitality (or per diem), etc.
  - Payment of Refs after the event
- Ref Assignor Duties:
  - Contact Zone Refs and get availability, Stay in contact with host
  - Assign Head Referee (tournament only, small changes at event)
  - Head Referee communicate with Host regarding printed rosters for ID Checks
  - Work with host on schedule, Assign Referees accordingly (Arbiter)
  - After event, provide Host with all costs for each ref, addresses to send checks, breakdown of assignments, etc.
- Primary Contact: Southwest Zone Ref, Vern Heimbigner, [vernh24@hotmail.com](mailto:vernh24@hotmail.com).