



West Ottawa Jersey Policy

(Revised December 2017)

The West Ottawa Ringette jerseys are on loan for the season and will be collected at the end of each season. The **player** is responsible for any loss or damage to the jersey (excluding normal wear). Please adhere to the following guidelines for maintaining and returning your jerseys.

Receiving your Jerseys

- 1) All players will be asked to submit a \$150.00 jersey deposit, postdated to April 1, 20__, to the team's manager when receiving their jerseys at the beginning of the year. This check will be returned to the player upon receipt of their jersey at the end of the season should the jersey be in proper condition and not damaged.
- 2) The West Ottawa format for name bars is to have white letters on a black bar for the black jersey, and black letters on a white bar for white jersey.
- 3) Name bars should be placed on the bottom of the jersey, while sponsor bars are placed on the top. When putting on any name bars and sponsor bars consider how they will be removed at the end of the season. West Ottawa Ringette recommends hand-stitching of name/sponsor bars to minimize damage to jerseys.
- 4) Should a player and/or team decide to utilize a tailor/seamstress, please ensure the following:
 - a) The tailor/seamstress is aware that the bars need to be removed at the end of the season
 - b) only a straight stitch is used
 - c) Minimum 3mm stitch length

Maintaining your Jerseys

- 1) **The jerseys are to be worn for games only.** Each player should have her own practice jersey for practices.
- 2) In order to protect the jersey, it's recommended that players bring their game jerseys to the arena on a hanger and in a garment bag. If the jersey is put in the equipment bag, be careful that it does not get damaged e.g. cut by skate blade or stuck to Velcro. It is best placed in the bag neatly folded and as the last item in.

- 3) For stains, please pre-scrub stubborn stains first.
- 4) Jerseys should be machine-washed in cold water and hung to dry

Jerseys can be washed throughout the season to remove facepaint stains and/or smell.

Returning your Jerseys

- 1) At the end of the season, jerseys are to have their name and sponsor bars removed **before they are washed** to reduce the amount of time required to store and clean them for next season.
- 2) When the jerseys are returned, the manager will inspect the jerseys and return the jersey deposit if the jerseys have been taken care of. In the event that the jerseys have been damaged the manager will consult with the Equipment Coordinator and the Director of Logistics. In this event the jersey deposit may be withheld.

Any addition to the jerseys beyond Name and Sponsor bars must be cannot be done without to the jerseys without written permission from the WORA executive.