

Capital Region Female Minor Hockey Association (CRFMHA)

Equipment Use Policy

Version 2.0

Approved - May 1, 2026

(NOTE: This policy was passed by eVote that was launched on April 28 and ended at noon on May 1, 2026, thus bridging the period of the AGM. The policy passed by a vote count of 13-0. Prior to the start of the AGM, the count was 12-0, such that the policy had actually passed prior to the start of the AGM. All votes in the eVote were cast by active members of the Board of Directors at the time they voted).

BACKGROUND

Capital Region Female Minor Hockey Association (CRFMHA) hosts hockey teams and programs for regular season programming (September to March) and Spring/Summer Development (April to August) with other events and opportunities during the course of each year. To support these activities, CRFMHA aims to provide the necessary equipment, as set out in this policy.

COACHING EQUIPMENT

At the beginning of the regular season, each team will be offered a coaching package to include one bucket of 25 pucks and 15 cones/pylons. Pylons and pucks must be returned to the Director of Equipment by March 31.

Volunteer coaches involved with Spring/Summer Development programs may request coaching equipment as needed after all equipment from the regular season has been returned. Coaching equipment used for Spring/Summer Development must be returned to the Director of Equipment prior to August 31.

Prior to being issued coaching equipment for Spring/Summer Development programs, all coaching equipment from the Regular Season must be returned.

Due to anticipated transition in coaching assignments and roles, coaching equipment may not be retained indefinitely and must be returned according to these deadlines. Minor extensions may be possible based on access to CRFMHA storage facilities and availability of CRFMHA volunteers to receive coaching equipment.

SAFETY EQUIPMENT

At the beginning of the regular season, a First Aid Kit is supplied to each CRFMHA team. The HCSP certified team safety personnel must have this first aid kit available at every team event (game, practice or dryland event). Any contents from the first aid kit that are used during the course of the season must be replaced at the team's expense, such that a complete first aid kit is returned to CRFMHA at the end of the season. Recommended inventory for a first aid kit from HCSP Hockey University course is included as Appendix 1.

If the team safety personnel opts to augment the supplied first aid kit with any additional materials, those can be removed from the kit, or submitted when the first aid kit is returned.

If the team, for any reason, declines the first aid kit supplied by CRFMHA, they must demonstrate that they have an identical or superior first aid kit and it must be available to the team at all events.

All first aid kits must be returned to the Director of Equipment by March 31.

GOALTENDING EQUIPMENT

CRFMHA has an inventory of goaltending equipment available for loan to teams or individuals. All goaltending equipment will be permanently marked "CRFMHA". Whenever needed and possible, CRFMHA will loan ONE set of goaltending equipment to a team for the duration of the season, to ensure they have the opportunity to have a goalie on the ice for all sessions.

CRFMHA members can borrow goaltending equipment for the purposes of practice, development/training, or competition.

All loans of goaltender equipment will be requested using the CRFMHA Gear Loan Form. Loans to a team will be requested by the Team Manager or Head Coach.

Any loans of goaltending equipment borrowed for the regular season must be returned by the team or individual to the Director of Goaltending by March 31.

Goaltending equipment borrowed for Spring/Summer Development must be returned to the Director of Goaltending by August 31.

If any goaltending equipment remains outstanding beyond published return dates, the team Coach and Manager (team loans) or the Player (individual loans) will be considered members not in good standing.

Teams borrowing CRFMHA goaltending equipment are responsible to submit a deposit by cheque, eTransfer or credit card for the use of goaltender equipment by October 31.

Any individual requesting a loan of goaltending equipment will be required to submit the CRFMHA Gear Loan Form and submit a deposit by cheque, eTransfer or credit card at the time the loan is acquired.

As per CRFMHA Bylaws, the amount of the deposit will be set annually by the Finance Committee.

Deposit cheques for goaltending equipment loans will be returned and eTransfers will be refunded or credit card refund processed upon return of all borrowed equipment in reasonable usable condition.

SKATER EQUIPMENT

CRFMHA has an inventory of skater equipment that can be borrowed by members or participants registered in a CRFMHA Try Hockey program (such as Esso Fun Days). The duration of the loan is pre-specified and can be extended in the current session (i.e. to complete participation in Regular Season or Spring/Summer), but loans cannot carry over from Regular Season to Spring/Summer Development (or vice-versa).

To request a skater equipment loan, the member must contact the Director of Equipment (or designate) and complete the CRFMHA Gear Loan Form.

UNIFORMS

U11 Recreational and below

For U7 to U11, jerseys and socks are supplied through national sponsorship programs and there is no CRFMHA uniform requirement.

Should there be no national sponsor, CRFMHA will arrange uniforms for any affected teams, with costs reflected in registration fees.

The U11-Development Team is excluded from these programs and will be issued Reign game jerseys by CRFMHA regardless of any active national sponsorship programs.

Applicable to all jerseys, excluding those from corporate sponsored programs

Each team will be supplied with a team set of paired Home and Away game jerseys. As per VIAHA regulations, the light jersey is the Home jersey and the dark jersey is the Away/Visitor jersey. Conventions may be different if competing in another jurisdiction.

No jersey will have any permanent accoutrement including name bar, captain C or A, sponsor logo, including iron-on, glue-on or use of any other adhesive. Any eligible patch, badge or name bar shall be hand sewn only.

All jerseys will be collected by the Team Manager at the conclusion of the current regular season by March 31. Team Managers must return team game jersey sets to the Director of Equipment by April 15.

All jerseys will be subject to a jersey deposit as determined by the Board of Directors and payable at the time of first registration with CRFMHA in the U13 Division or above. Jerseys that are not returned in reasonable usable condition will be subject to forfeit of the jersey deposit. Any player re-registering after forfeit of a jersey deposit will be required to submit a new jersey deposit prior to the next season or they will not be issued a game jersey.

The U11 Development A team will be required to submit a team-based jersey deposit as determined by the Finance Committee by September 30. This deposit will be returned to the team when all jerseys are returned in reasonable usable condition.

U11 Development A to U18

Socks

Socks are included in the cost of registration and are supplied to teams early in the season. Socks are not returned at the end of the season.

Game Jerseys

Each team (U13-U18) will be supplied with a standard CRFMHA jersey set of 18 skater jerseys (2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 28 & 77) and two goaltender jerseys (1, 33 for competitive teams and 30, 35 for recreational teams). See Appendix 2 for standard sizing.

Jerseys will be distributed to team members by the Team Manager. Players will only wear Association-provided on-ice jerseys with STOP signs as supplied to their Team Manager by the Association for all games (i.e. league, exhibition, tournaments).

CRFMHA prohibits use of game jerseys in practice or scrimmage situations.

Teams may not acquire or purchase additional game jerseys. If supplementary game jerseys are required, a request can be made to the Director of Equipment (equipment@crfmha.ca) to borrow necessary/required jerseys from the Affiliate Player (AP) set.

Individuals (players, parents, etc) cannot purchase personal Victoria Reign game jerseys from the Association or official suppliers. There is an option to purchase a promotional merchandise jersey (see Brand, Representation and Promotion Policy).

Affiliate Player (AP) Jersey Set

CRFMHA has a set of universal supplementary jerseys, primarily intended for use by AP's when their jersey does not match the team set (e.g. when U11 *atoMc* player is AP to U13 team), or when the number of their assigned Victoria Reign jersey is already in use by the team and the team does not have a suitable jersey available from their primary set. Jerseys from this set are intended for occasional or sporadic use as needed in AP situations and are not for permanent loan to any team. Jerseys borrowed from this set must be laundered and returned within 3 days of use. Available AP jerseys are listed in Appendix 3.

U21 Jerseys

Given the variability in programming offered for U21 and the relatively small size of the program, the U21 program has a common jersey set. Each player is assigned a unique number before they are rostered to a team. This eliminates the need for a specific AP set. Any unused jerseys from the primary universal set can be used for AP's as needed. The U21 jersey set is listed in Appendix 4.

TRYOUT JERSEYS

CRFMHA maintains a universal set of tryout jerseys. These jerseys are provided to candidates for CRFMHA competitive teams and must be returned at the completion of Phase 1 or Phase 2 of tryouts, as instructed by the Director of Competitive Hockey or VP Hockey Operations.

Forward jerseys are light blue with navy numbers (40 - 64; 91, 93, 95, 97, 99) and white with navy numbers (65 - 89; 90, 92, 94 ,96, 98)

Defense jerseys are navy with white numbers (6 - 39), but defense are issued a second tryout jersey (with the same number) in either light blue with navy number (6, 7, 10 - 19; 30 - 34) or white with navy number (8, 9, 20 - 29; 35-39). The second jersey is for use in situations of scrimmage or game play, allowing the player to keep the same number, but with a jersey colour matching the Forwards.

Tryout jerseys have a STOP sign and can be used for assessment in sanctioned games, if necessary.

A complete list of forward and defense tryout jerseys is included in Appendix 5.

Goaltender tryout jerseys are black with the number on the front and BC Hockey logo on the back.

OFFICIATING EQUIPMENT

Selected introductory officiating equipment (excluding helmet or whistle) may be offered for loan to new officials-in-training and recently certified officials by the Association if available. Requests can be made to the Referee In Chief. A refundable deposit may be required.

FUNDRAISING EQUIPMENT

CRFMHA will provide common equipment necessary for fundraising activities for fundraisers hosted by the Association or tournaments. Fundraising equipment is typically not available for use by Teams. Use of fundraising equipment is subject to availability and approval of the Director of Equipment.

Events requesting access to fundraising equipment must be posted to the CRFMHA Google Calendar a minimum of six weeks in advance either by the Director overseeing the program or by emailing details to info@crfmha.ca.

Fundraising equipment can be acquired no greater than 2 days in advance of the event (e.g. Thurs AM for a weekend event).

Fundraising equipment must be returned to the Association within 3 days of the completion of the fundraising activity (see list of Fundraising Equipment in Appendix 6).

Use of the CRFMHA card reader (aka Square) and the associated on-line account must be arranged directly with the Treasurer.

Failure to return fundraising equipment within 72 hours of the event will result in a fine of \$100 per day to the group who borrowed the fundraising equipment. For events occurring in short succession requiring fundraising equipment, direct transfer from one borrower to the next may be facilitated through communication and approval by the Director of Equipment.

PROMOTIONAL EQUIPMENT

CRFMHA has an inventory of promotional materials that can be used by the Association, tournaments, or programs by special arrangement with the Director of Promotion. Promotional equipment is only available to Teams for short term rental at rates as determined by the Finance Committee.

Retractable vertical banners are available for indoor events only and not for outdoor use.

Events requesting access to promotional equipment must be posted to the CRFMHA Google Calendar a minimum of one month in advance either by the Director overseeing the program or by emailing details to info@crfmha.ca.

Promotional equipment can be acquired no greater than 2 days in advance of the event (e.g. Thurs AM for a weekend event).

Any promotional material borrowed from CRFMHA must be returned within 3 days of use. A complete list of available promotional material is included in Appendices 7, 8 and 9.

Failure to return promotional equipment within 72 hours of the event will result in a fine of \$100 per day to the team or group who borrowed the promotional equipment. For events occurring in short succession requiring promotional equipment, direct transfer from one borrower to the next may be facilitated through communication and approval by the Director of Promotion.

EQUIPMENT ACQUISITION

For purposes of inventory control, budget management and to prevent duplication, the Director of Equipment is responsible for all above-listed equipment acquisition, with the following exceptions:

- Goaltender Equipment - Director of Goaltending
- Officiating Equipment - Referee in Chief
- Fundraising Equipment - Director of External Funding
- Promotional Equipment - Director of Promotion
- New to Hockey Equipment - Director of Recruitment and Mentorship

As Chair of the Merchandise Committee and the director responsible for uniform acquisition, the Director of Equipment will be the only Board representative to engage with the official supplier, with the exception of Team Managers who may place team orders from existing selections in the Reign Gear online store.

EQUIPMENT STORAGE

CRFMHA equipment will be stored at centralized and accessible locations. Dependent on the number of keys, keyholders for locked storage facilities will be (in order):

- 1) CRFMHA Administrator
- 2) Director of Equipment
- 3) Director of portfolio most aligned with items in storage
- 4) President

At the CRFMHA central storage location, in addition to the two primary key holders, the following Officers and Directors can also gain access during office hours only, by obtaining a key from the facility front desk:

- 1) VP Administration
- 2) VP Hockey Operations
- 3) Secretary
- 4) Treasurer
- 5) Director of Promotion
- 6) Director of Special Events
- 7) Director of Tournaments

APPENDIX 1: INVENTORY OF CRFMHA FIRST AID KIT

Number / quantity	Item
1	Soft, sturdy kit/box
1 roll	Pre-Wrap
2 rolls	1.5" Athletic tape (low grade)
2 - 4	Tensor bandages (2", 4" or 6")
2	40" cotton triangular bandages (slings)
1 bag	Sterile cotton tipped applicators
1 box	Knuckle dressings
1 box	Fingertip dressings
2 boxes	Elastic stretch strips in assorted sizes
10	Sterile pads (non-adhering)
10	4" x 4" gauze
1 roll	4" stretch gauze
1 container	Petroleum jelly
4 - 8	Ziploc plastic bags (Various sizes)
1 pair	Bandage scissors
10 pair	Barrier protection gloves
1 container	Hand sanitizer or wipes
1	Pocket mask
1	Notepad / pencil
2	Working pens
Multiple	Ice packs

REFERENCE: Hockey Canada Safety Program (HCSP) Hockey University Course

APPENDIX 2: Standard Jersey Sizing (2021)

Number	U13	U15	U18
1 / 30	L	3X	2XL
33 / 35	XL	2XL	4XL
2	YL	XS	M
3	XS	XS	M
4	XS	S	M
5	XS	S	M
6	XS	S	M
7	XS	S	M
8	XS	S	M
9	XS	S	M
10	XS	S	M
11	S	M	M
12	S	M	M
13	S	M	M
14	S	M	L
15	S	M	L
16	S	M	L
17	S	M	L
18	S	M	L
28	S	M	L
77			

NOTE 1: 2021 order was modified to correct for sizing issues in the original 2019 order.

NOTE 2: Jersey 28 was added to all CRFMHA jersey sets (U11 Development A and above) beginning with the 2022-23 season, in honour of 2022 Olympic Gold Medallist, Micah Zandee Hart.

NOTE 3: Jersey 77 was added to all CRFMHA jersey sets (U11 Development A and above) in January 2024 at Scotiabank Hockey Day in Canada, in recognition of early support of the CRFMHA by Cassie Campbell-Pascal, Olympic Gold Medallist and hockey broadcasting pioneer.

APPENDIX 3: Affiliate Player (AP) Jerseys

Jersey number	Size
19	S
20	S
21	M
22	M
27	L
28	–
29	L
77	–

NOTE 1: Jersey 28 was originally added as an AP jersey honouring Micah Zandee Hart, but removed from the AP set in 2022 when #28 was added to all jersey sets.

NOTE 2: Jersey 77 added in recognition of Cassie Campbell-Pascal's support of CRFMHA in her review of the successful application to the Calgary Foundation Daryl Seaman Canadian Hockey Fund grant (February 2019). Jersey 77 was removed from the AP set in January 2024, when it was added as an extra jersey to the primary jersey set of all teams (U11 Development A and above).

APPENDIX 4: U21 Jerseys

Number	Size	Number	Size
1	3XL	17	L
30	3XL	18	L
33	4XL	19	L
35	4XL	20	M
2	L	21	L
3	M	22	M
4	L	23	M
5	M	24	M
6	M	25	M
7	M	26	M
8	M	27	M
9	M	28	M
10	M	29	M
11	M	36	M
12	M	40	L
13	M	51	L
14	L	61	L
15	L	77	L
16	L	91	L

APPENDIX 5: TRYOUT JERSEYS

DEFENSE JERSEYS			FORWARD JERSEYS			
Number	Size	Second Jersey	Number	Size	Number	Size
		L	40	YXL	65	YXL
		M	41	S	66	S
		M	42	M	67	M
9	M	M	43	L	68	L
10	YXL	YXL	44	YXL	69	YXL
11	S	S	45	S	70	S
12	M	M	46	M	71	M
13	L	L	47	L	72	L
14	YXL	YXL	48	YXL	73	YXL
15	S	S	49	S	74	S
16	M	M	50	M	75	M
17	L	L	51	L	76	L
18	YXL	YXL	52	YXL	77	YXL
19	S	S	53	S	78	S
20	M	M	54	M	79	M
21	L	L	55	L	80	L
22	YXL	YXL	56	YXL	81	YXL
23	S	S	57	S	82	S
24	M	M	58	M	83	M
25	L	L	59	S	84	S
26	YXL	YXL	60	M	85	M
27	S	S	61	S	86	S
28	M	M	62	M	87	M
29	S	S	63	M	88	M
30	M	M	64	M	89	M
31	S	S	91	YL	90	YL
32	M	M	93	YXL	92	YL
33	M	M	95	YXL	94	YXL
34	M	M	97	YXL	96	YXL
35	L	L	99	YXL	98	YXL
36	M	M				
37	M	M				
38	M	M				
39	L	L				

APPENDIX 6: FUNDRAISING EQUIPMENT

Fundraising Item	Number available
Cash box (lockable)	1
Silent auction ticket boxes	Approximately 15
Raffle ticket bins with handles	Approximately 12
Pencil cases (as cash wallets)	Approximately 12
Rubber Ducks	Approximately 300
Square Credit Card Reader	1
Game of chance - Maze	1
Game of chance - Lollipop pull	1

APPENDIX 7: PROMOTIONAL EQUIPMENT

Promotional Item	Number available
Retractable banner (General information about CRFMHA)	4
CRFMHA Promotional Jerseys	20
Parade banner and support dowel	1
Victoria Reign flags (36 x 60")	2
Victoria Reign magnetic door signs	2
Victoria Reign "Happy Holidays" logo magnetic door signs	3
Folding table (10' length)	2
White tablecloth / table throw (10' table)	2
Navy blue tablecloth / table throw (6' table)	2
Event tent with frame (10' x 10' tent/canopy top and double sided wall)	1
Event tent/canopy top and double sided wall (mistinted) NO FRAME	1
Slanted acrylic desktop sign holder (8.5" x 11")	3
Quartet Enclosed Cork Indoor Bulletin Board, 2 Doors, Aluminum Frame, 4 x 3 Feet (Oct 3, 2020) - Installed at SEAPARC	1
Quartet Enclosed Cork Outdoor Bulletin Board, 2 x 3 Feet, Aluminum Frame (Oct 3, 2020) - Installed at Archie Browning Sports Centre	1
Reign banquet table centrepieces	Approximately 20
Reign banquet vases	Approximately 20
Tripod for live-streaming	1
Shooting/stickhandling matt for promo displays	1
Holiday parade float accessories	1 box

APPENDIX 8 - CRFMHA AWARDS

TROPHY/ AWARD	DONATED BY:	HONORING:	HISTORY
Lindal Award	Ian Fleetwood	Bob and Edna Lindal	2022 onward
Team of the Year	Finck Family		2020 onward
Player of the Year	CRFMHA		2020 - 2023*
Most Improved Player	Gladstone Family		2020-2023**
Goaltender of the Year	Anonymous		2020 onward
Official of the Year	CRFMHA		2020 onward
Coach of the Year	CRFMHA		2020 onward
Manager of the Year	Wishart Family	Laurie Wishart	2020 onward
Volunteer of the Year	CRFMHA		2020 onward
Resilience Award	Allison Crealock		2020 onward
Spirit Award	CRFMHA		2024 onward
Most Improved Official	CRFMHA		2024 onward
Player of the Year - Offense	CRFMHA		2024 onward*
Player of the Year - Defence	CRFMHA		2024 onward*
Most Improved Player - U11 and below	CRFMHA		2024 onward**
Most improved Player - U13 and above	CRFMHA		2024 onward**
Youth Volunteer of the Year	CRFMHA		2025 onward

*In the 2023-2024 season, "Player of the Year" was divided into "Player of the Year - Offense" and "Player of the Year - Defense". Prior winners were reassigned based on their position in the season they received the award

**In the 2023-2024 season, "Most Improved Player" was divided into "Most Improved Player - U11 and below" and "Most Improved Player - U13 and above". Prior winners were reassigned based on their Division in the season they received the award.

APPENDIX 9 - CHAMPIONSHIP BANNERS AND HARDWARE

SEASON	EVENT	TEAM	ASSET
2019-2020	VIAHA District Championship	Midget A	Banner
2019-2020	VIAHA District Championship	Bantam A	Banner
2019-2020	VIAHA Playoff Champion	Bantam C1	Banner
2019-2020	WickFest - Calgary	Bantam A	Banner
2019-2020	Pat Quinn Classic	Peewee A	Trophy
2019-2020	WickFest - Surrey	Midget A	Banner
2021-2022	Kruger Big Assist	CRFMHA	Banner
2021-2022	VIAHA District Champion	U15-A	Banner
2021-2022	VIAHA Playoff Champion	U11-C1	Banner
2021-2022	VIAHA League Champion	U11-C1	Banner
2022-2023	VIAHA Pacific Coast Rep Classic	U18-A	Banner
2022-2023	VIAHA District Champion	U18-A	Banner
2022-2023	WickFest - Surrey	U18-A	Banner
2022-2023	Richmond Ice Classic	U11-Development	Banner
2022-2023	BC Hockey MHA OTY	CRFMHA	Banner
2022-2023	GVSA Organization OTY	CRFMHA	Banner
2023-2024	VIAHA Playoff Champion	U13-C3	Banner
2023-2024	VIAHA League Champion	U11-C2	Banner
2023-2024	Smith Cup	U21	Trophy
2023-2024	WickFest - Surrey	U11-Development	Banner
2023-2024	Richmond Ice Classic	U13-C4	Banner
2023-2024	Richmond Ice Classic	U15-C1	Banner
2023-2024	VIAHA MHA OTY	CRFMHA	Banner
2024-2025	VIAHA Playoff Champion	U15-C1	Banner

2024-2025	VIAHA League Champion	U15-C1	Banner
2024-2025	VIAHA Playoff Champion	U13-C2	Banner
2024-2025	Abbotsford Girls with Goals	U15-A	Banner
2024-2025	Pacific Coast Rep Classic	U15-A	Banner
2024-2025	WickFest - Surrey	U15-C1	Banner
2024-2025	TriCities Female Ice Classic	U18-A	Banner
2024-2025	TriCities Female Ice Classic	U13-A	Banner
2024-2025	Richmond Ice Classic	U11-C2	Banner
2024-2025	Richmond Ice Classic	U11-C3	Banner
2024-2025	Richmond Ice Classic	U13-C4	Banner
2024-2025	Richmond Ice Classic	U15-C2	Banner
2024-2025	Richmond Ice Classic	U15-C3	Banner
2025-2026	VIAHA District Champion	U13-A	Banner
2025-2026	VIAHA U11 Female Rec League	U11-C2	Banner
2025-2026	VIAHA U11 Female Rec Playoff	U11-C2	Banner
2025-2026	VIAHA U13 Female Rec League	U11-Development	Banner
2025-2026	VIAHA U13 Female Rec League	U11-Development	Banner
2025-2026	Pacific Cup Female Rep Classic	U15-A1	Banner
2025-2026	TriCities Female Ice Classic	U15-A1	Banner
2025-2026	TriCities Female Ice Classic	U18-A	Banner
2025-2026	Richmond Ice Classic - U11 Group A	U11-Development	Banner
2025-2026	Richmond Ice Classic - U11 Group C (Flight 2)	U11-C4	Banner
2025-2026	Richmond Ice Classic - U13 Group A	U13-C3	Banner
2025-2026	Richmond Ice Classic - U15 Group C	U15-C1	Banner