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How to Create a Season & Manage Locations in League Central



- Log in to your League Central account at [Playrcx.com](https://playrcx.com)
- Click on "Seasons"



FLAG Central

NFL Flag Football

Hi, Suzanne

SG

Home

Leagues

Seasons

League Finder

Insurances





Welcome Central

NFL Flag Football

Keep your organization up to date by creating and managing all of your leagues and seasons below.

0/5

League Finder Completion



How to Create a Season

- Click on "Create a Season"
- Enter the required information:
 - Season Name
 - Season Dates
 - Blackout Dates (if applicable)

Information

Locations

Season Name

Name *

Kristy's Spring

Season Dates

Season start and end dates

Start date *

05/30/2025

End date *

06/28/2025

Blackout Dates

Dates of play within the season in which games will not take place

Date

mm/dd/yyyy



Then, complete the information within each block for your season:

- Division Types
- Ages
- Registration Dates
- Registration Price
- Registration Link

Division Types

Types of divisions included in the season

☐ Boys Only ☐ Girls Only ☒ Co-ed

Ages

Season minimum and maximum ages

From

6

To

14

Registration Dates

Dates in which participants are able to register

Registration Open *

04/01/2025

Registration Close *

05/10/2025

Registration Price

Cost of registration, if it is a range use both the "from" and "to" fields. If it is a single price just complete the "from" field

From

\$

100

To

\$

120

Registration Link

Link to registration page

Registration Link *

<http://rcxsports.com>

Next Step

Manage your Season Locations



How to Manage Season Locations

- First, click on "Seasons"
- Then, click on "Manage Seasons Locations"
- Choose your Season, and select "Edit Location"

Manage Season Locations

Home	Leagues	Seasons	League Finder	Insurances ⚠
Manage Season Locations				
Season Name	League Name	Status	Location	Action
Season name 05/19 test	Leah's Test	UPCOMING		 Add Location
Steve Spring	Steve's Test League	UPCOMING	RCX Sports	 Edit Location
Kristy's Spring	Kristy's test league	UPCOMING	RCX Sports	Edit Location



- Next, assign a location to your season. You can either:
- Create a new location & fill in the required location information, or
 - Choose from my locations, and select a previously entered location

Information

Locations

Locations assigned to this season

+

Create a new location

📍

Choose from my locations

Facility name

Type the season name

City

Enter the city

State/Province

Enter the state

Street

Enter the address

Zip/Postal Code

Enter the zip code

Country

Select the country

Cancel

Enter Location

You have completed
adding your Seasons and
Locations