

# ONLINE CHECK-IN INSTRUCTIONS

## 2022 Dallas St. Paddy's Day Invitational

**All teams must upload their documents for online checkin by Wednesday, March 9<sup>th</sup>.**

**Once verified, Approved Rosters will be emailed to you by Wednesday, March 16<sup>th</sup>.**

**Print 4 copies of your Approved Roster – you will turn in 1 copy to the referees at each game.**

1. Log in to your GotSport account
2. Click "Team Management"
3. Click "Teams" and choose your team
4. Click on "Team Registrations" tab at the top
5. Click on the Event Name, do not click on Rosters
6. Click on the "Registration" tab at the top
7. In the section labeled Official Roster, click the Yellow EDIT button
8. Click "Choose File" and upload your roster
9. Follow steps 7 and 8 for your Player Cards
  - a. Guest Player Forms and Permission To Travel Forms may not be applicable to your team
  - b. If you have North Texas Youth Soccer virtual player cards, you do not need to upload player cards. Please be ready to show your virtual player cards at the fields upon request
  - c. If you have US Club or any other State Association player cards, please upload a pdf of your player cards

Once you have uploaded your documents, tournament staff will go in and approve your roster. Your approved roster will be emailed to you by Wednesday, March 16<sup>th</sup>. \*\*\*Please print 4 copies\*\*\*

1 copy of your approved roster will be turned in to the referee at each game. You must use the roster that has the APPROVED stamp on it.

# NECESSARY DOCUMENTS

1. Approved/Certified Roster from your State/National Association **\*\*Please list jersey numbers for all players\*\***
2. Player Cards
  - If you have North Texas Youth Soccer virtual player passes, please be ready to show your virtual player passes at the fields upon request.
  - If you have US Club or any other State Association player passes, please be ready to show your hard copy player passes at the fields upon request.
3. Guest Player Forms (if applicable)
4. Permission To Travel (not required for clubs in Texas or US Club teams)

# WHAT YOU NEED AT THE FIELDS

- You must use the roster that you print from your team account with APPROVED on the bottom.
- You must have jersey numbers for all players on your roster.
- Once you have printed your APPROVED roster, you do not need to check-in your team at the HQ tent before going to fields.
- If you have any changes to your roster, please stop by HQ tent before going to fields.

*You may not make changes to your roster after your first game.*

**\*\*\*We do not need to see Medical Release Forms at registration, however it is mandatory that each player have a completed Medical Release form with them at each game.**

**\*\*\*No player can play on more than 1 team at any point during the tournament.**

# OTHER IMPORTANT INFORMATION

## MAX ROSTER SIZE

4v4 (U7-U8): 8 players

7v7 (U8-U10): 12 players

9v9 (U10-U12): 16 players

11v11 (U12-U14): 18 players

11v11 (U15-U19): 22 players

## GUEST PLAYERS

To add guest players to your roster, write the guest players information below the existing rostered players. The minimum required information for each player on the roster is Name, Date of Birth, player ID number, Uniform number, and Gender.

## ROSTERS

A team must provide us with an approved roster from either a US Soccer affiliated state association (Ex. Us Club, USYSA, SAY, USSSA, AYSO, etc). Rosters must include all guest players and must mark out any players not attending the tournament. To add guest players to your roster, write the guest players information below the existing rostered players. The minimum required information for each player on the roster is Name, Date of Birth, player ID number, Uniform number, and Gender.

## PLAYER PASSES

A team must have player passes for all players on their roster. All guest players must have player passes from the same sanctioning organization as the team's roster. For example, a player carded under US Youth Soccer

**cannot play with a US Club sanctioned roster and vice versa. No roster may be comprised of players with different passes from different sanction organizations.**

**MEDICAL RELEASE FORMS**

**We do not need to see Medical Release Forms at registration, however it is mandatory that each player have a completed Medical Release form with them at each game.**

**\*\*\*Please remember to keep all documents with you all weekend!**