

MANDATORY TEAM ON-LINE CHECK-IN

*****All Teams Must Complete Team Check-in Online*****

DEADLINE TO SUBMIT DOCUMENTS:

All registration will be done in Got Soccer. ALL REGISTRATION DOCUMENTS MUST BE UPLOADED BY: Midnight Friday, November 10th, 2017

EMAIL ADDRESS FOR DOCUMENTS

Boys Teams - boys@arizonasoccer.com

Girls Teams - girls@arizonasoccer.com

INSTRUCTIONS

Required Documents:

Print and Complete the Phoenix Cup Check-in Information Sheet. Check-in sheet on next page for online version

Instructions for Upload to Got Soccer

- 1) Go to www.gotsoccer.com
- 2) Click on User Login in the upper right corner
- 3) Click on Team and Team Officials Login
- 4) Enter your Got Soccer Username and password
- 5) Click on our link to the Desert Super Cup
- 6) Click on the Documents Tab
- 7) On the lower right, you choose which file you are uploading to the system
- 8) You can browse your computer for files
- 9) Once you upload a file, you'll see if on the left
- 10) Upload everything required above per your team type

Required Documentation:

- 1) Official State Team Roster (Not GotSoccer Roster) + list of guest players
- 2) Player ID Cards - 6-8 passes per page
- 3) A copy of each guest players passes (Only front must be copied)
- 4) Travel Permit - If traveling from outside of Region 4.
- 5) Official Desert Super Cup Information Sheet (please fill out and sign all areas)

GUEST PLAYERS:

1. Obtain the guest player's current player card and medical release form
2. Add the guest player to your roster copy. Please write their full name, unique jersey number, player

identification number and birthday below the existing rostered players.

3. Include Guest Players' player card with the rest of your team information when emailing documents
4. Do not email medical release forms for guest players but you are required to have them present at all games.

Email documents once they are loaded into gotsoccer.

- 1. After you have gathered the required documents to register your team, please create PDF file for each document type as they will be sent separately - please have player cards scanned in one PDF file. Ensure to label each file with your teamname and brief word that describes what's in file. ie) SDFC-Girls99-PlayerCards.pdf

We recommend scanning multiple player cards to fill a sheet of paper which requires fewer "ID Card" attachments and a smaller email. (See Template attached for scanning 6 cards up on one sheet!)

EMAIL Documents or Upload to Your Team Got Soccer account:

Boys Teams - boys@arizonasoccer.com Girls Teams - girls@arizonasoccer.com

APPROVAL PROCESS: All accepted teams will receive two emails:

1. First you will receive an automatic confirmation that we have received your email; followed by an email confirming that your team is checked-in and information is complete - please allow for a week for this to come through.
2. **IMPORTANT:** You must have your State Approved Roster, players cards and staff cards, individual player medical release forms available at all games for review. Teams failing to provide this documentation if requested will forfeit all matches.



Desert Super CUP Team Info Sheet

Club:	<input type="text"/>	Team:	<input type="text"/>
Age and Gender:	<input type="text"/>	State:	<input type="text"/>

Registration Checklist

Official Roster: Player Passes: Permission to Travel*: Team Info Sheet:

Coach Name:	<input type="text"/>	Contact Name:	<input type="text"/>
Coach Mobile:	<input type="text"/>	Contact Mobile:	<input type="text"/>
Coach Phone:	<input type="text"/>	Contact Phone:	<input type="text"/>
Coach Email:	<input type="text"/>	Contact Email:	<input type="text"/>
Team Hotel	Total Room Nights Booked _____	Check In Date _____	Check Out Date _____

MEDICAL RELEASES

I certify that I am in possession of a medical release form for each rostered player that is signed by the player's parent and/or guardian. (Club / Generic Forms are acceptable. The does not require a specific tournament form)

Print Name X

Sign Name X

Desert Super Cup Score Reporting

For Score-keeping, it is required that the winning team return a correct score card for each game to the field site coordinator's tent. And for tie games the home team will be required to turn in the game score card. *Referees will provide the winning coach (or home team for ties) a scorecard, which must be turned into the Site Coordinators Tent immediately following the game!*

I understand that if my team is the winning team (or home team for tie games) that a team official is required to return completed Game Card to the site coordinator's tent immediately following the game. This includes all group games, all playoff games and all consolation games.

Print Name X

Sign Name X

**USYS and US Club Soccer are not required to have Permission to Travel Forms.