



Team Check In Information

Please review all information below:

All teams must clone their Tournament Event Roster and upload their Player/Coach ID Cards for online check in by the due date found on our website. You will not bring any roster documents with you to each game. The referees will have the printed Match Cards. Only players and coaches that are preprinted on the match cards will be allowed to participate.

ONLINE CHECK-IN

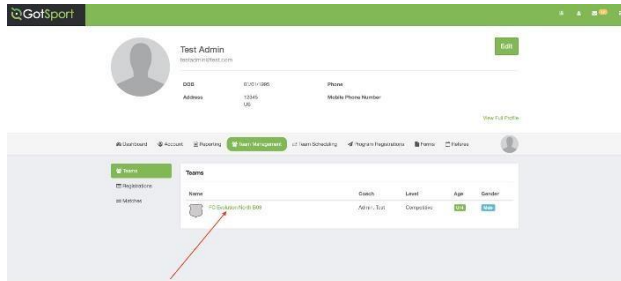
Online Check In is a 2-step process.

- Step 1 - CLONE YOUR OFFICIAL ROSTER TO THE SPECIFIC TOURNAMENT/EVENT ROSTER
- Step 2 - Upload your Player/Coach ID cards in pdf format

PLEASE FOLLOW THE BELOW INSTRUCTIONS TO COMPLETE ONLINE CHECK IN. THIS TOURNAMENT WILL BE WORKING WITH MATCH CARDS AND PLAYER/COACH ID CARDS - WE WILL NOT BE ASKING YOU TO SUBMIT AN OFFICIAL ROSTER OR BRING A STAMPED, APPROVED ROSTER WITH YOU TO EACH GAME. THE REFEREE WILL HAVE A PRINTED MATCH CARD WITH ALL PLAYERS/COACHES THAT HAVE BEEN APPROVED. IF NOT ON THE MATCH CARD, THE PLAYER/COACH IS NOT ELIGIBLE TO PARTICIPATE.

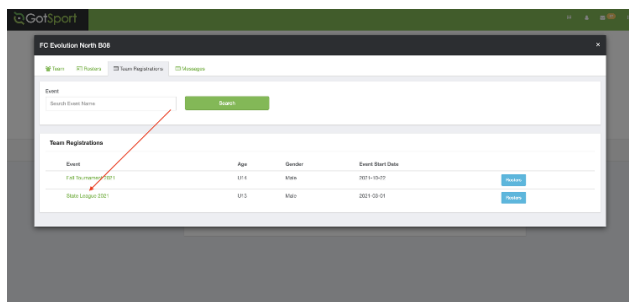
KEEP IN MIND THE BELOW INSTRUCTIONS MIGHT ONLY BE ABLE TO BE COMPLETED BY YOUR CLUB ADMIN/REGISTRAR. IF YOU ARE UNABLE TO FOLLOW THESE INSTRUCTIONS PLEASE CONTACT YOUR CLUB ADMIN/REGISTRAR.

1. Log in to your coach/manager account and click on the “**Team Management**” button
2. Click on the name of the team you are working on



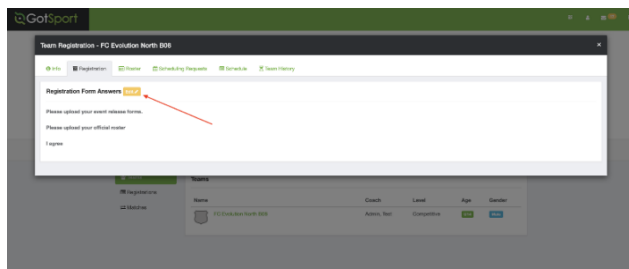
3. Open the **“Team Registrations”** tab

4. Click on the Event that you are Working to Upload Documents to



5. Open the **“Registration”** tab

6. Next click on the **“Edit”** button



7. For any files that are being asked to be uploaded, you will be able to click on the **“choose file”** button and upload accordingly

Team Registration - FC Evolution North B08

Info Registration Roster Scheduling Requests Schedule Team History

Registration Form Answers

Please upload your event release forms.

Choose File no file selected

Please upload your official roster

Choose File no file selected

I agree

Save Cancel

8. Once this is complete, then the event director will be able to view your documents for the online check in process.

A **Guest Player** is defined as a player from another club. Guest players need an electronic Guest Player Form provided by the sending club and the guest player(s) are to be handwritten on the official roster. A **Club Pass** player is a player from within your own club. Club Pass players do NOT need guest player forms and do not count towards your guest player total. Club pass players are to be pre-printed on the roster. Contact your club registrar for help with this. All Guest and Club Pass players must be recreational players. No competitive players are allowed.

ROSTER SIZES:

- U9/U10 7v7 teams are limited to 12 players identified at Registration
- U11 9v9 teams are limited to 16 players identified at Registration
- U12 9v9 teams are limited to 16 players identified at Registration
- U13, U14, U15, U16, U17 and U18/U19 Teams can have 22 players on their rosters turned in at Registration; however teams must identify 18 players before each game with the referees. Only 18 players in each game are allowed to play.
- U5-U8 4v4 teams are limited to 8 players identified at Registration

Three guest players per team will be permitted for all age groups. US Club Soccer teams may only take guest players registered under US Club Soccer, and USYSA teams may only take guest players registered with properly stamped USYSA player pass cards.