

**WINTER CUP 2018**  
**Tournament CHECK IN - SELECT TEAMS**

<b>Team Name:</b>	
<b>Age Group Playing In:</b>	

**ELECTRONIC**

	<ul style="list-style-type: none"> <li>➤ Upload all required documents (See Documents section below)</li> <li>➤ DO NOT print Game Reports until documents are approved</li> <li>➤ Documents must be uploaded by <b>Wednesday, January 24, 5 pm</b></li> </ul>
	<ul style="list-style-type: none"> <li>➤ After upload, send email to triumphtournaments@gmail.com</li> <li>➤ Include in subject line – Electronic Upload Completed and your Team Name</li> </ul>
	<ul style="list-style-type: none"> <li>➤ Documents will be reviewed and an acknowledgement email sent on status of your electronic check in</li> <li>➤ No additional changes can be made once approved</li> </ul>
	<ul style="list-style-type: none"> <li>➤ Contact triumphtournaments@gmail.com regarding any questions</li> </ul>
	<ul style="list-style-type: none"> <li>➤ Keep hard copy of all uploaded paperwork with you throughout the tournament along with medical releases</li> </ul>
	<ul style="list-style-type: none"> <li>➤ PRINT GAME REPORTS once uploads are approved and bring to Check In (30 mins prior to first game)</li> </ul>

**DOCUMENTS – all documents required to be in your possession throughout the tournament**

<b>UPLOAD IN DOC TAB</b>	<p>Official Team Roster: Sanctioned signed roster</p> <ul style="list-style-type: none"> <li>➤ Dated for current soccer year</li> <li>➤ <b>NTX/USYSA teams</b> - make sure coach and registrar have signed the sanctioned roster</li> <li>➤ <b>US Club Teams:</b> each player must have a Card Valid date - if NO CARD is listed for a player then that player has not completed their US Club registration, and they are not eligible to play</li> <li>➤ Guest players do not show on the sanctioned roster, guest player/player loan form required</li> <li>➤ Mark through those players not attending the tournament</li> </ul>
<b>UPLOAD IN DOC TAB</b>	<p>Original Guest Player Release (max 5)</p> <ul style="list-style-type: none"> <li>➤ <b>NTX Players:</b> properly executed form – all signatures and <b>NTX assigned registration number</b> required</li> <li>➤ <b>US Club Players:</b> completed Player Loan Form including all signatures</li> </ul>
	<p>Medical Release for each player on your roster and for each guest player</p> <ul style="list-style-type: none"> <li>➤ NTSSA/USYSA registered teams required to have medical release form</li> <li>➤ US Club teams not required to have individual form, yet highly recommended</li> <li>➤ Do NOT need to be notarized</li> <li>➤ Do not need to be uploaded</li> </ul>
	<p><b>Game Report</b> is the Game Roster &amp; Misconduct Report – 1 for each preliminary game</p> <ul style="list-style-type: none"> <li>➤ <b>Must be printed from Got Soccer</b></li> <li>➤ Game Reports will be <b>stamped</b> at check-in</li> <li>➤ <b>Tournament HQ will hand out a Score Card to teams advancing to Semi and Finals on Sunday</b></li> </ul>
<b>UPLOAD IN DOC TAB</b>	<p><b>Travel Teams</b> – outside NTX jurisdiction</p> <ul style="list-style-type: none"> <li>➤ USYS Travel Authorization</li> <li>➤ Travel ID cards (player, coaches, and managers)</li> </ul>
<b>ROSTER TAB</b>	<p><b>GOTSOCCKER ROSTER</b> – this differs from the Playing/League Roster</p> <ul style="list-style-type: none"> <li>➤ Required by ALL TEAMS</li> <li>➤ Setup roster of all players in your GotSoccer team account under this tournament event</li> <li>➤ PHOTOS are REQUIRED for all players</li> <li>➤ Remove players not attending this event; add guest players if applicable</li> <li>➤ This roster is used to populate the Game Reports – refer to How To Docs at triumphfc.org/winterup</li> </ul>
	<p>Tournament Committee - Verify Receipt of Fee</p>