

Hershey Tournament Team Check-In

ALL teams attending the Memorial Day Tournament MUST check-in on-line.

Electronic Check In:

Electronic check in is due no later than **Wednesday, May 18, 2022**. All forms and instructions are on the Memorial Day Tournament Page at <https://www.hersheysoccer.org/tournaments/memorial-day-challenge/>

To complete the online check-in please follow these instructions:

US Club Teams must provide:

- (1) A copy of the US Club Roster, with guest player names legibly written onto the bottom of the roster.
- (2) A copy of each US Club Player and Coaches' Pass (including guest players) for all participants.
Please do not submit player passes as individual documents. Combine Player Passes into one PDF document
- (3) A completed "Team Info Sheet" (Available for download on the event website).

US Youth Soccer Teams must provide:

- (1) A copy of the State Approved Roster, with guest player names legibly written onto the bottom of the roster.
- (2) Coaches' and Player Passes for any player **not pictured** on the State Approved Roster (including guest players).
- (3) A completed "Team Info Sheet" (Available for download on the event website).
- (4) **Teams coming to the event from outside of Region 1 need to provide a signed permission to travel form. Check with your State association for the appropriate form.

***Documents should be uploaded as 1 file per category rather than individually scanned and uploaded. (Official Roster, Player Passes, Team Check-In Form should be in PDF format.**

1. Log into your GotSoccer team page
2. Click on the event located under "Event Registration History"
3. Click on the "Documents" tab on the far right and select the appropriate label from the dropdown list in the "Team Document Upload" box.
4. Load Documents in as few PDF's as possible.

Important Reminder:

US Youth Soccer (USYS) does not allow USYS registered players to guest play for a team that is not affiliated with USYS. All guest players on USYS registered teams must be affiliated with USYS or a state association of USYS.

US Club/AYSO Soccer passes cannot be used on a USYS team and USYS passes cannot be use on a US Club/AYSO team.

THERE IS NO MIXING OF ROSTERS AND PASSES ALLOWED. ALL ENTRIES MUST BE EITHER US CLUB/AYSO OR US YOUTH, NO EXCEPTIONS.

Teams can confirm check in approval in the documents section of their Got Soccer application by May 23rd or earlier. There will be notes on the documents page in Got Soccer if there is an issue with your check in. There will be a green check under the verified column in the documents section of Got Soccer once approved. Only teams with approved documents are considered 'checked-in' and eligible to compete in the tournament. Your checked in/approved roster is your official tournament roster and must be with you at the tournament for all games along with player passes. Any alterations to the roster after check-in must be approved.

FREQUENTLY ASKED QUESTIONS

Check -In Confirmation: If I checked my team in on-line, will I receive an email confirming that my roster has been approved?

No. The verified column in the documents section of your Got Soccer will have green checks for verified documents. If you checked in and there was a problem, we will contact you through the documents page in your Got Soccer Team account.

Players not attending the event: If a player is not attending the event do I leave their name on the roster?

No, if a player is not attending the event; strike their name from the roster.

The following are the maximum roster sizes per age groups:

U08-U10 (7v7) 14 players

U11-U12 (9v9) 16 players

U1-U18 (11v11) - 22 players (18 suited players in any given match).

Guest Players: What is the maximum number of guest players a team can bring to the event?

A max of five (5) guest players will be allowed.

How do I add a guest player?

Step 1: Obtain the guest players current player card (same type as your cards) medical release form.

Step 2: Handwrite the guest player's full name, unique jersey number, player identification number and birthdate below the bottom of the existing rostered players.

How do I add a guest player after I registered electronically?

*Guest players may be added after electronic check in up until May 26, 2022. Simply follow the instructions and upload the new documents. Once updated, email Madison Hemler and look for a confirmation green check in your documents page of your Got Soccer account. After May 26th, any roster changes will have to be confirmed directly with Madison Hemler, tournamentregistrar@hersheysoccer.org. **Rosters are frozen as of Thursday, May 27th, 12:00 PM.***

Any questions should be directed to Madison Hemler at tournamentregistrar@hersheysoccer.org