ONLINE CHECK-IN INSTRUCTIONS

******ALL TEAMS MUST COMPLETE MANDATORY ONLINE CHECK-IN******

REQUIRED DOCUMENTS FOR ONLINE CHECK-IN:

- Tournament EVENT ROSTER created in GotSport within our event. (See help guide below if you need assistance.
- Current Player Cards to match the EVENT ROSTER in GotSport
- **Team Info Sheet (Click Here)**
- Permission to travel (non-AZ teams)

Mixed rosters will NOT be allowed. Teams can only check in using all US Club passes/roster, or all USYSA Passes/Roster.

IMPORTANT DATES:

- ***Friday September 16th, 2024, by 10:00PM*** is the deadline to submit the above required documents. No Exceptions.
- ***Wednesday September 18th, 2024, by 10:00PM-*** Teams can expect to receive a confirmation email that your team has completed online registration. Email will be sent to the email address listed as "Primary Contact" for this specific event. Please do not send individual inquiries prior to the deadline.

UPLOADING DOCUMENTS:

- Log into coaches or managers GotSport profile
- Click Team Management
- Click on the team name
- Click team registration Tab at the top
- Select your event
- Click Registration tab at the top
- Click edit and upload required documents.
- Create tournament Roster

How do I Upload Documents for Online Check In ?
How to create a Tournament Roster for Coaches/Managers
How to create a Tournament Roster
How to add a Guest Player to your GotSport event roster
How to assign guest players to your event roster as a coach/manager
How to print Roster & Player Cards

ROSTER UPDATES (If applicable):
Must notify Tournament Directors via email at fctucsontournament@gmail.com. After confirmation of your initial check-in, your roster is locked, and you will need to contact the Tournament Directors to confirm your updated roster.