



ALL CHECK-IN/REGISTRATION IS ONLINE VIA GOTSOCCKER

THERE WILL BE NO ONSITE GAME DAY CHECK-INS

****Please read these instructions carefully****

- All team check-in documents are due by Friday, September 21. Please upload your documents as soon as you are accepted into the tournament.
- Team document uploads will be monitored. All communications regarding documents must be done through the “Notify Registrar” section on the Documents tab in your GotSoccer team account.
- Teams are able to send us specific questions from within their team application on the documents page using the “Notify Registrar” section. We are able to respond on the same page. All communications regarding team documentation must be done through “Notify Registrar”. If you have questions regarding any other aspect of the tournament, email shootout@trebolsoccer.org. Please do not call the Trebol Soccer Club office as the Tournament Director will not be available for phone calls.
- Instructions for online check-in can be found below. **PLEASE READ CAREFULLY!**
- Tournament rules can be found [here](#).
- Players can play for only one team throughout the tournament.
- Verified roster, player passes, and medical releases may need to be presented at each game. **NO EXCEPTIONS!**

REQUIRED DOCUMENTS

- 1 copy of your State Approved, Official, Signed Roster
- Permission to Travel form (if applicable) – All USYS teams from outside Region IV must have this form. Check with your State Association for the appropriate form.
- Download, read, complete and execute the [CST Policy/Rule Acknowledgement and Team Information Form](#).

Player passes and medical release/waivers are not required documents to upload but MUST be present and available for viewing at all games.

UPLOADING TO GOTSOCCKER

After you have gathered the appropriate documents to register your team, please scan or create PDF files for each document type, as they will be uploaded separately. Please use appropriately descriptive names, (ie Roster, Travel, CST Policies/Rules) so you will know which files to upload where in your team profile.

Once you have your documents ready, follow these instructions:

- Login to gotsoccer.com with your team username and password. If you do not know your login information contact your club. **DO NOT** create a new team profile for this tournament.
- Select the ‘2018 Colorado Shootout’ Event
- Select ‘Documents’
- Select the labels from the dropdown list and upload the appropriate files.

- After completing your document upload, click on the “Notify Registrar” button, compose a message stating your documents are ready, and then click on the “Add” button. This will trigger the tournament staff to process your documents. If you have any questions during this process please use “Notify Registrar”.
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GUEST PLAYERS

Teams may roster up to 16 players for a 9v9 team, and up to 18 players for an 11v11 team. If there are players on your roster not attending the event please cross those players off on the roster before you scan it.

You are allowed up to 4 guest players, and these players are included in the maximum number.

To add a guest player, please handwrite (legibly) the following information for each guest player at the bottom of your official roster:

Full Name, Unique Jersey Number, Player ID Number, Date of Birth

Once this is complete, please submit this copy of your roster in the Document Upload.

If your guest player is from outside Colorado they will need to complete an Interstate Permission form obtained from their State Association.

You will also need the player pass and medical release for all guest players at each game.

MEDICAL RELEASE FORM

Medical Release forms should not be uploaded for online check-in. By uploading the signed CST Policy Acknowledgement and Team Info Form (below), your team is stating they will have all player medical releases/waivers.

****All teams must have a medical release form for each player (including guest players) at the field for every game.**

COLORADO SHOOTOUT POLICY/RULE ACKNOWLEDGEMENT AND TEAM INFORMATION FORM

- Print out this form [here](#).
 - You must upload your completed form into your team application. **NO TEAM CAN PLAY WITHOUT THIS SIGNED DOCUMENT IN IT'S FILE.** This will be what we use throughout the weekend to contact your team if needed. **It is mandatory this form be uploaded prior to September 21.**
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FAQ's

Can I email you my documents?

No. All documents must be uploaded to your GotSoccer account.

Can I ask a specific question during this process?

Yes. From your documents page in your team account, there is a “Notify Registrar” section. Click on notify, type in your short question regarding documents and “Add”. CST staff can see there is a notification and will

reply at the same spot. Your team contact/manager will receive an automated email when your question is answered.

Once I've checked in using GotSoccer, will I receive an email confirming that my roster has been approved?

Yes. All teams will receive an email confirming their documentation has been approved. Your actual CST verified roster will be uploaded into your team account by us. This is where you will print copies of your CST verified tournament roster to bring to the tournament. This roster must be given to the referee prior to each game. You must always bring your roster, laminated player/coach passes and medical forms to each game. **This email will be sent prior to the tournament start date. NO OTHER ROSTER WILL BE ACCEPTED AT THE TOURNAMENT OTHER THAN THE CST STAMPED ROSTER.**