



The 2023 Bay Classic

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 a printed match card. Only players and coaches that are preprinted on the match cards will be allowed to participate.

ONLINE CHECK-IN

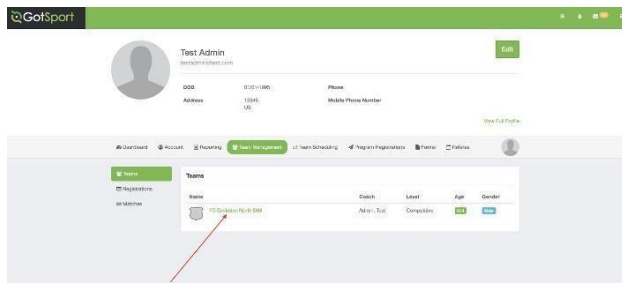
Online Check-In is a 2-step process.

- 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 the online check-in. This tournament will be working with match cards and player/coach id cards, you will need to upload the official roster, but we will not be asking you to bring 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,

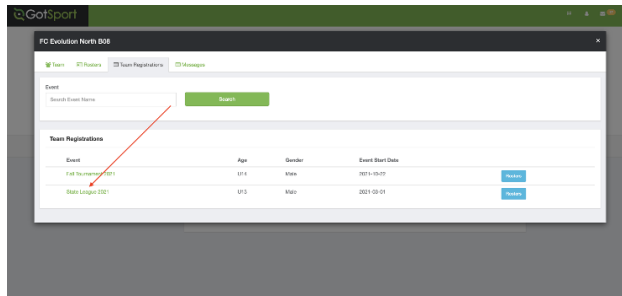
Keep in mind the instructions below might only be able to be completed by your club admin/registrar. If you are unable to follow these instructions, please contact your club admin/registrar.

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



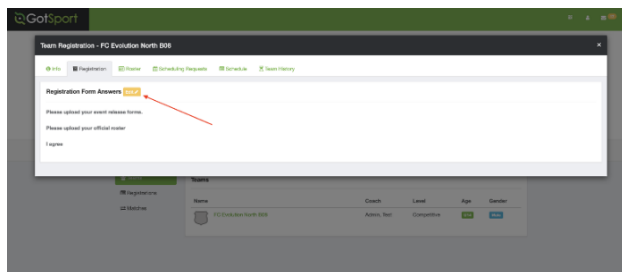
3. Open the “**Team Registrations**” tab

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

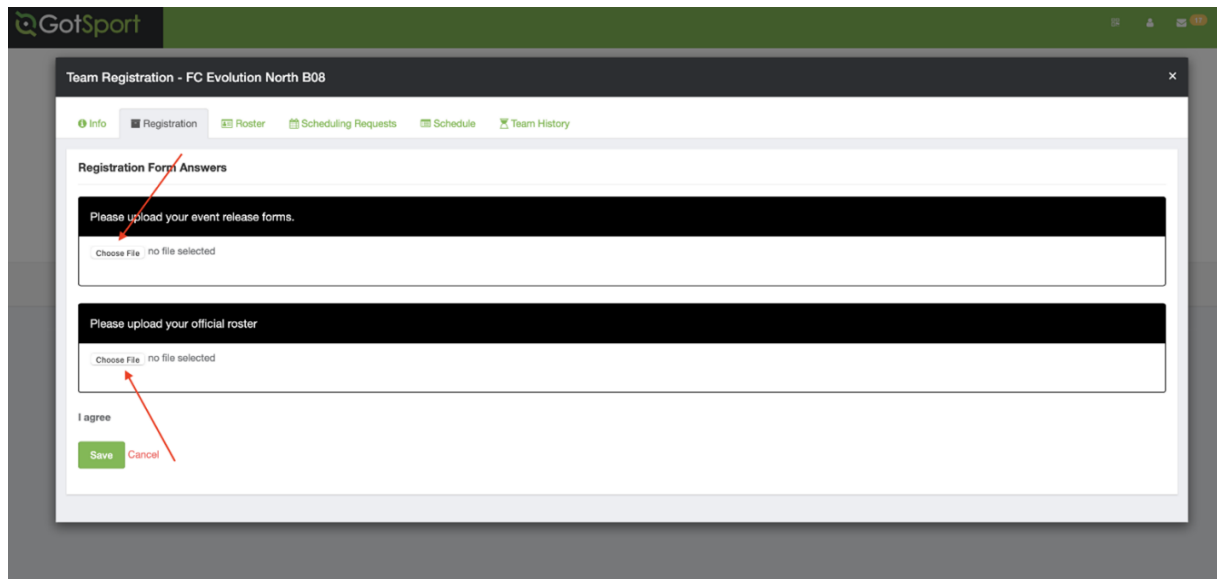


5. Open the “**Registration**” tab

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



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, 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.

Five 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.

WHAT YOU NEED AT THE FIELDS

PLAYER PASSES

A team must have player passes for all players on their roster. All guest players must have player passes from the same sanctioning organization as the team's roster. For example, a player carded under US Youth Soccer cannot play with a US Club-sanctioned roster and vice versa. No roster may be comprised of players with different passes from different sanction organizations.

MEDICAL RELEASE FORMS

We do not need to see Medical Release Forms at registration; however, it is mandatory that each player have a completed Medical Release form with them at each game.

***Please remember to keep all documents with you all weekend!