



# 31st Bill Eisenwinter HOTS HOT Tournament

## Online Credentials Check-In **MANDATORY**

The 31st Bill Eisenwinter HOTS HOT Tournament team credentials check-in will be online this year. We will not have a team check-in before the tournament. The teams will still need to do a player check-in 30 minutes prior to their match at the fields.

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

Every team's online credential check-in must be completed by: **April 22, 2022**

Team Credentials include **complete team roster** entered into GotSport, **players cards** uploaded into GotSport and Emergency Contact Form uploaded into GotSport.

#### **Step 1: Complete your team roster - Deadline: April 22, 2022 – NO EXCEPTIONS**

Log in to your account by going to <http://system.gotsport.com>

Team Rosters must be for the 31<sup>st</sup> Bill Eisenwinter HOTS HOT Tournament. For instructions on how to complete your roster, please go to:

<https://gotsport.zendesk.com/hc/en-us/articles/4407211842199-How-do-I-Build-Event-Roster-Coach-Manager>

Don't forget to add coaches and jersey numbers to your 31<sup>st</sup> Bill Eisenwinter HOTS HOT Tournament roster.

**IMPORTANT!** If there is even a remote chance a player will be playing in the tournament, add them to the roster. You do not want a player to show up to play and not be eligible because they were not put on the roster.

**DO NOT EMAIL ROSTERS. OFFICIAL ROSTERS ARE CREATED IN GOTSPORT. WE CANNOT ACCEPT EMAILED ROSTERS.**

**ROSTER UPDATES (If applicable):**

Rosters will be locked after the initial deadline (April 22, 2022). IF there are changes to your roster after the deadline, you will need to contact the tournament at [office@timbersthornsouthfc.com](mailto:office@timbersthornsouthfc.com) to make any changes to your roster.

**THERE ARE NO ROSTER CHANGES ALLOWED AFTER THE ROSTER FREEZE DATE: MAY 1, 2022**

## **STEP 2: UPLOAD AN IMAGE OF YOUR PLAYER PASSES**

Lay out your player passes in the order they appear on your roster in rows of 3. Take a picture of the passes or save a PDF file of your passes and upload them into your GotSport application. Instructions to do so are found at: <https://gotsport.zendesk.com/hc/en-us/articles/4408013292183-How-do-I-Upload-Documents-for-Online-Check-In->

The image/upload of the player passes does not make the players eligible. Only players listed on the 31<sup>st</sup> Bill Eisenwinter HOTSHOT Tournament ROSTER are eligible.

All player passes must match your roster. If a player is not on the roster, do not include their pass.

All passes must be from the same association. We accept passes from USYS and US Club Soccer, but they cannot be mixed.

Bring all player passes with you to the tournament.

**Step 3: If you will be using guest players, upload an image of your guest player passes with their guest player permission form.** Guest player forms come from the player's home association and require the signature of their current coach. Guest player passes must be uploaded and have them bring the pass with them.

**IMPORTANT: GUEST PLAYERS MUST BE REGISTERED TO THE SAME ASSOCIATION AS THE TEAM. YOU MAY NOT MIX US CLUB AND USYS REGISTERED PLAYERS. ALL PLAYERS MUST BE REGISTERED TO THE SAME ASSOCIATION.**

## **Step 4: UPLOAD THE ATTACHED "EMERGENCY CONTACT FORM"**

Take a picture of the "EMERGENCY CONTACT FORM" or save a PDF file and upload it into your GotSport application. Instructions to do so are found at:

<https://gotsport.zendesk.com/hc/en-us/articles/4408013292183-How-do-I-Upload-Documents-for-Online-Check-In->



# 31<sup>st</sup> Bill Eisenwinter HOTS HOT Tournament

## Emergency Contact Form

Club Name:

Team Name:

Team Gender:

Age Group:

Coach Name:

Coach Phone:

Manager Name:

Manager Phone: