DEADLINE TO SUBMIT DOCUMENTS: October 16 All documents need to be uploaded into the team's GotSoccer account.

INSTRUCTIONS FOR UPLOADING TO GOTSOCCER:
1) Go to www.gotsoccer.com
2) Click on User Login in the upper right corner
3) Click on Team and Team Officials Login
4) Enter your Got Soccer username and password
5) Click on the link to the "Copper Sky Cup" page
6) Click on the Documents Tab
7) On the lower right, choose which file you are uploading to the system
8) Browse your computer for files
9) Once you upload a file, you'll see it on the left
10) Upload all required documents (Listed below)

REQUIRED DOCUMENTS:
1) Official State Team Roster (official team roster used during league play) + list of guest players
   a. Add in guest player information at bottom of roster
   b. Cross out players on roster NOT attending tournament
2) Player ID Cards – 6 passes per page, only the frontside of cards are needed.
   a. Scan multiple player cards to fill a sheet of paper. Upload all player cards as ONE FILE. (See Template attached for scanning 6 cards up on one sheet!)
   b. Upload player cards for all players attending the event
   c. Upload player cards for all guest players
   d. Please upload in alphabetical order from last name.
3) Travel Permit must be uploaded if the team is traveling outside of the team's region or province.

GUEST PLAYERS:
1) Obtain the guest player's current player card and medical release form
2) Add the guest player to your roster copy. Please write their full name, unique jersey number, player identification number and birthday below the existing rostered players.
3) Include Guest Players' player card with the rest of your team cards

Do not submit medical release forms for any players. Managers are required to have medical release forms present at all games. Gather all required documents and information. Sign, Date, Fill out, and edit all items as required. Scan or photograph each document type (documents must be legible), clearly label and upload files to GotSoccer. PDF files preferred. Label each file with a brief word that describes what it is. ie) PlayerCards.pdf

APPROVAL PROCESS
All accepted teams will be able to view check-in approval/ status on GotSoccer.

APPROVED - When approved, the team will have a note in the notify registrar area stating, "check-in approved."

INCORRECT/INCOMPLETE - If you've missed a document or done something incorrectly, the team will have a note in the notify registrar area on what to do.

PLACE PLAYER CARD HERE
COLOCA EL DOCUMENTO DE IDENTIDAD
AQUÍ

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Scan multiple player cards to fill a sheet of paper. Use this as your template to upload up to 6 player cards at a time.

**Escanee varias tarjetas de jugador para llenar una hoja de papel.
Usa esto como tu plantilla para sube hasta 6 cartas de jugador a la vez.**