

TEAM CHECK IN
Indy Burn Cup, Indy Pike Fest, Indy Fusion Fall Classic
Revised 5/10/23

1. Upload Team Documents.

Please log into your GotSport team account (that you used to register the team for the event)..

Then click on our tournament.

Next click on the document tab.

New to uploading docs into GotSport? See step by step instructions below.

2. Please upload the following documents.

- a. A pdf of the team's official US Soccer roster (US Youth State association, US Club, other).
Please hand write each guest player's information on the bottom of the team's roster.
- b. A pdf of each player's player card, including each guest player.

If you are unable to upload in the team's GotSport account, please use email A COPY of these materials, at least 10 days prior, to:

USA Indiana Tournament

Tournaments@USAofIndiana.org

Deadline to upload all materials is 10 days prior to the tournament.

3. Travel Permit

Out of state US Youth teams from within US Youth Region II do NOT need to upload "permit to travel" UNLESS your state association DOES require your team to have one. US Youth Teams **outside** of US Youth Region II : please obtain a "permit to travel" form from a U.S. Youth Soccer affiliated association (your state office) and upload. **US Club teams do not need a permit to travel.**

4. Each 8-9-10 and under team: please pick up participation awards during the event

HQ tent, Mary & John Geisse Soccer Complex, 7225 West 56th Street, Indianapolis, IN 46254.

Thank you for selecting our event for your team.

We hope to provide your players a terrific weekend of soccer!

Sincerely,

Tournament Director

Indy Burn Cup, Indy Pike Fest, Indy Fusion Fall Classic
United Soccer Alliance of Indiana events.

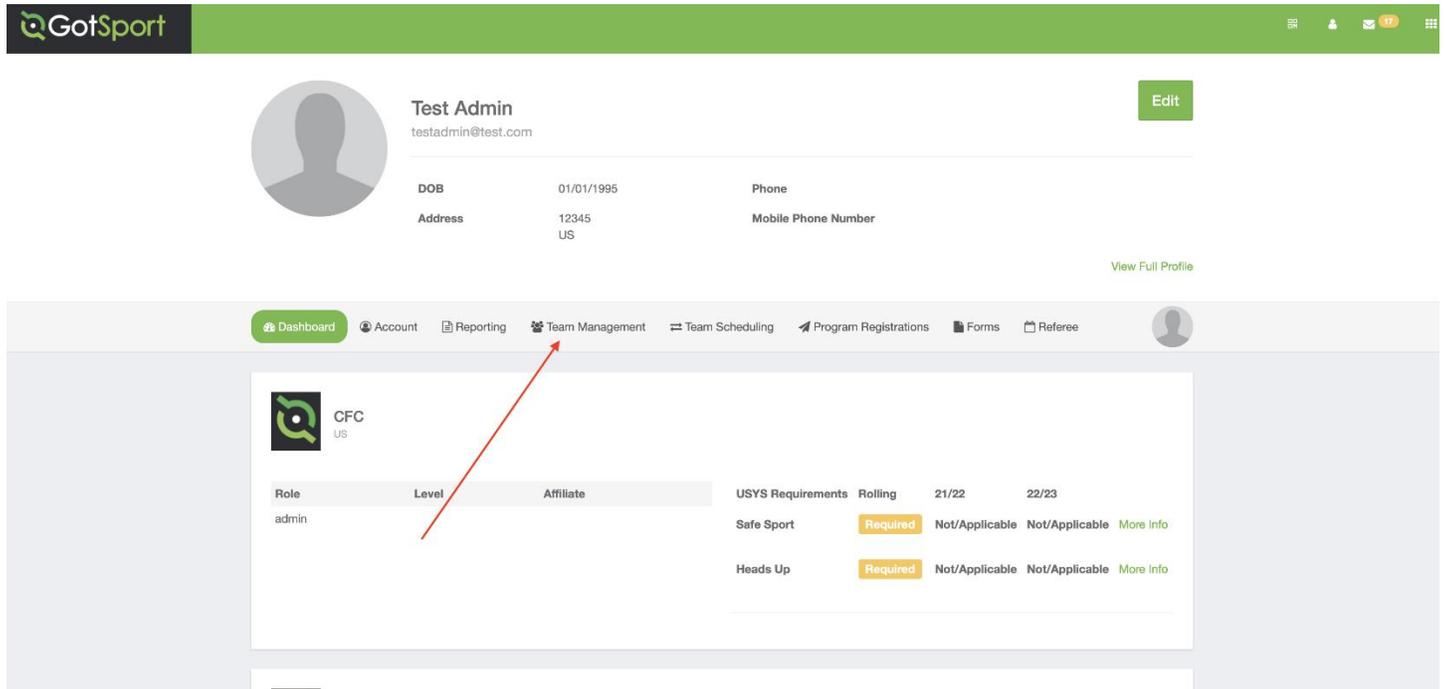
How do I Upload Documents for Online Check In?

Overview

If the event you are attending has set up online check in and allowed you to be able to upload documents, you can provide these uploads to the event ahead of time to expedite your check in process.

Instructions

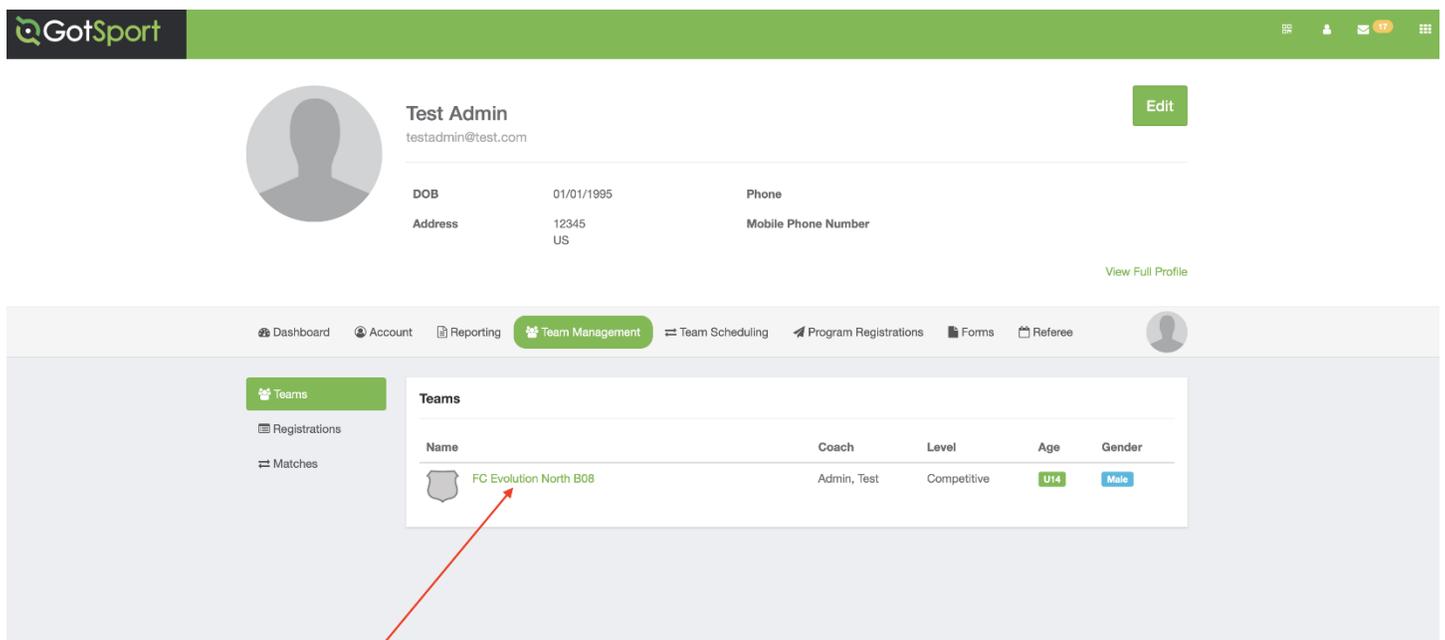
1. Log in to your coach/manager account and click on the **"Team Management"** button



The screenshot shows the user profile for 'Test Admin' (testadmin@test.com) with fields for DOB (01/01/1995), Address (12345 US), and Phone/Mobile Phone Number. Below the profile is a navigation bar with buttons for Dashboard, Account, Reporting, Team Management, Team Scheduling, Program Registrations, Forms, and Referee. The 'Team Management' button is highlighted with a red arrow. Below the navigation bar is a card for 'CFC US' with a table of roles and requirements.

Role	Level	Affiliate	USYS Requirements	Rolling	21/22	22/23
admin			Safe Sport	Required	Not/Applicable	Not/Applicable
			Heads Up	Required	Not/Applicable	Not/Applicable

2. Click on the name of the team you are working on



The screenshot shows the 'Teams' page for 'Test Admin'. The 'Team Management' button in the navigation bar is highlighted. Below it is a table of teams. The team 'FC Evolution North B08' is highlighted with a red arrow.

Name	Coach	Level	Age	Gender
FC Evolution North B08	Admin, Test	Competitive	U14	Male

3. Open the "Team Registrations" tab

FC Evolution North B08

Team Registrations

FC Evolution North B08 U14 Male Competitive
Birthday Range: 01/01/08 - 12/31/08

Name: FC Evolution North B08
Short Name: fcevo
Legacy ID:
Opta ID:
Competitive Level: Academy
Gender: Boys
Age Group: U14 (01/01/08)
Sport: Soccer
Country:
Team Association:
Postal Code:
Logo: Choose File no file selected
Colors:
Roster Editing Locked

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

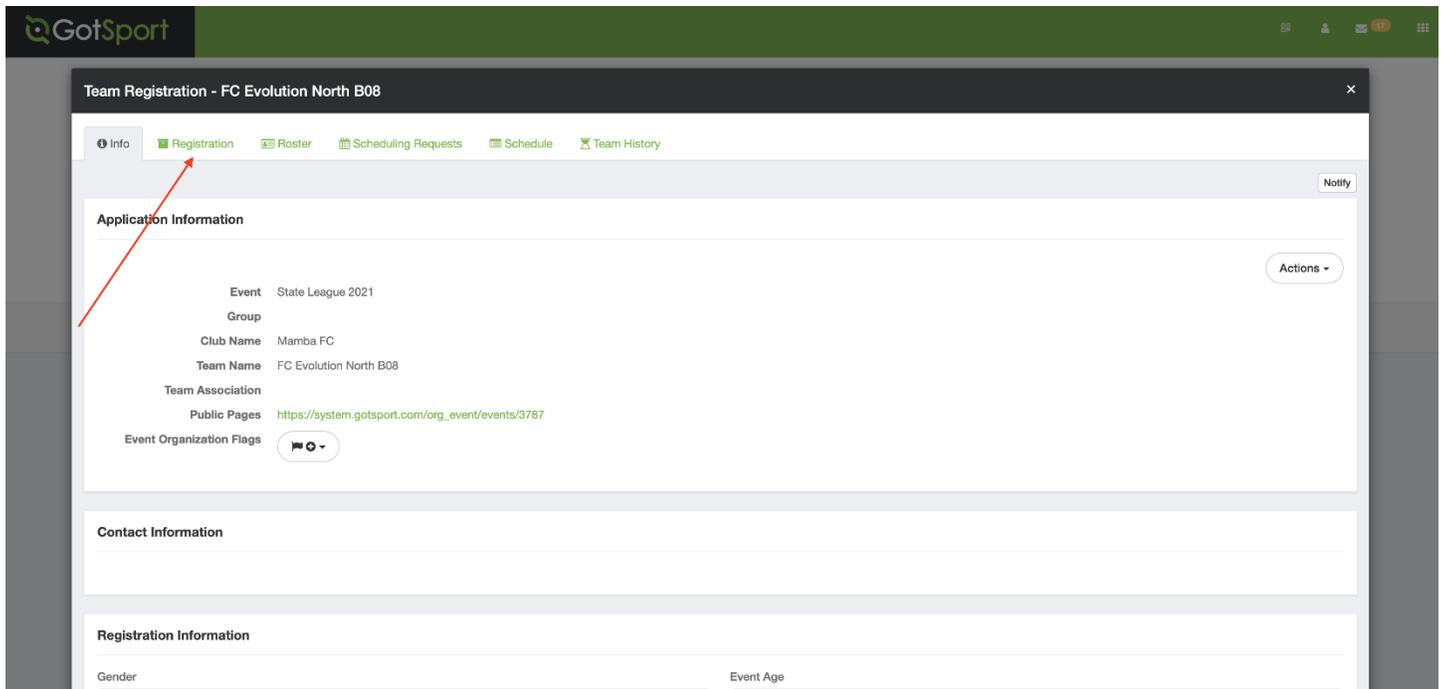
FC Evolution North B08

Team Registrations

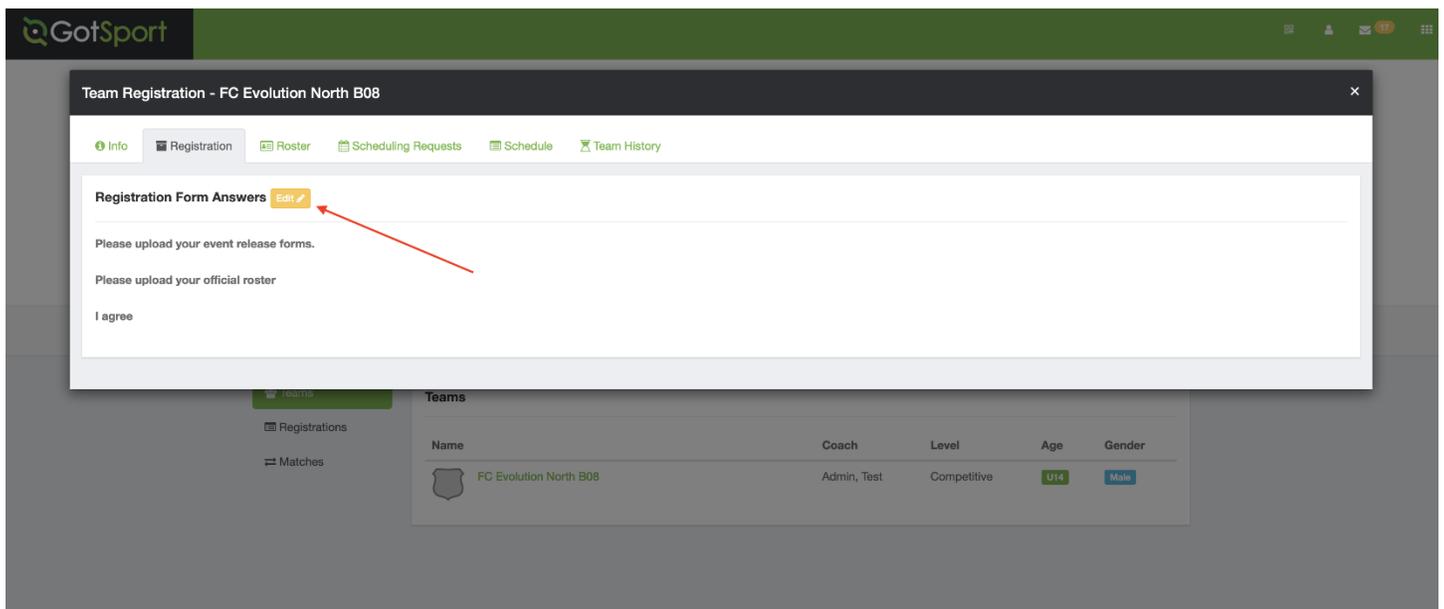
Event Search

Event	Age	Gender	Event Start Date	
Fall Tournament 2021	U14	Male	2021-10-22	Rosters
State League 2021	U13	Male	2021-03-01	Rosters

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. **If you have a challenge uploading a document, there is a good chance that the document is too large and will need to be decreased in size.**

GotSport

Team Registration - FC Evolution North B08

Info Registration Roster Scheduling Requests Schedule Team History

Registration Form Answers

Please upload your event release forms.

Choose File no file selected

Please upload your official roster

Choose File no file selected

I agree

Save Cancel

8. Click Save

9. Once this is complete, then the event director will be able to view your documents for the online check in process.