

**Dear U12-U18 State Cup Teams, Coaches and Managers,**

It's that time of year again!!! State Cup is about to begin. Read **ALL** the information in this email so that your team will be ready to play, without any delays.

**ROSTER FREEZE IS TUESDAY April 10<sup>th</sup> at 12:00pm Arizona time.**

- Credentials for all players and coaches listed on your official state roster **MUST** be checked and verified by ASA for State Cup participation.
- There are **NO LOAN PLAYERS ALLOWED FOR STATE CUP. ALL PLAYERS MUST BE LISTED ON YOUR OFFICIAL STATE ROSTER AND HAVE A PLAYER PASS THAT HAS YOUR TEAM NAME LISTED.**
- Players transferred into your club after Nov. 1<sup>st</sup> are ineligible for State Cup participation.
- Maximum of 5 transfers (submitted on or before Nov. 1<sup>st</sup>) are allowed per team. Contact your club registrar for specific descriptions of moves, transfers and releases if you have any questions.
- Maximum of 4 staff members per team on your official state roster and can be given sideline passes. It is strongly recommended that you have at least 2 staff members listed on your official state roster.

Carefully review your team binder to ensure you have the following documents for each of your players. Missing documents and signatures, as well as out of date signatures will result in the player pass being pulled. The pass can be released once the required documentation has been taken into the ASA office so that we can complete the credentialing. If the requested documentation is not provided, the player will not be allowed to participate in the tournament.

**You will need to bring the following to team credential check:**

1. Passes for all players, coaches and managers listed on your team official state roster. All passes must have pictures, be laminated and on a ring. All player passes whether playing or not must be presented at check in.
2. Medical release - signed by parent and dated on and after 5/7/2017 - they do not need to be notarized.
3. Copy of birth certificate, passport or government issued ID.
4. All foreign born/non-English birth certificates must have completed translation forms. Form must be completed prior to credential check and cannot be completed by the coach or anyone associated with the team. The Foreign Translation form can be found at [www.azyouthsoccer.org](http://www.azyouthsoccer.org) under the Resource tab in the forms section.
5. **Copy of International Clearance Approval from US Soccer (the email) for all foreign-born players. The player will not be able to participate without this International Clearance approval.**

Bring all your information ORGANIZED and in ALPHABETICAL order by last name so that it is ready to be checked!

Please see below for instructions by location to make appointment for your team credential check. Each team **must** make an appointment for credential check in. No walk-ins.

**Phoenix and surrounding areas** - please click on the following link to sign up for an appointment:

**<http://www.signupgenius.com/go/4090844aaaf2c7-2018>**

Friday, April 13<sup>th</sup>, 9:00am – 3:45pm,  
ASA office- *New location*  
2320 W. Peoria Ave C-123, Phoenix AZ 85029

Monday April 16<sup>th</sup>, 9:00am – 6:00pm,  
ASA office- *New location*  
2320 W. Peoria Ave C-123, Phoenix AZ 85029

Tuesday, April 17<sup>th</sup>, 9am – 5pm,  
ASA office- *New location*  
2320 W. Peoria Ave C-123, Phoenix AZ 85029

**Flagstaff and Yuma areas** - please contact the office at 602-443-9202 x201 or x203.

**Tucson and surrounding areas** - credentials check in will be handled by appointment only on **April 17<sup>th</sup> & 18<sup>th</sup>**. Please email Pat Dunham [patdunham@aol.com](mailto:patdunham@aol.com) or call her at 520-885-5775

If you don't understand the directions above, please feel free to call the AYSA office 602-433-9202 x 203

*Good Luck to all teams participating in the 2018 Arizona State Cup!*

Sincerely,

Michelle Hudson  
Arizona Soccer Association  
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