

# 2019 TEAM ADMIN PACKET



February 28 – March 2, 2019

Team Administrator:

Congratulations on your team's acceptance into Utah's 2019 Rising Star's Coyote Cup! In preparation for the tournament please read through the following packet carefully as it will answer many of your questions and ensure that your team is prepared for check-in. **\*All times listed for the tournament (i.e., check-in, game times, etc.,) are PACIFIC STANDARD TIME. Please plan accordingly.**

## Roster Freeze

- **At Check-in on Feb 28.**
  - Your roster must be created and finalized by before check-in. While we are there to assist, we ask that you have roster finalized before arrival to speed up your check-in process.
  - The UYSA office is open Monday – Friday from 9am – 5pm

## Mandatory Check-In

**February 28, 2019 – 2:00pm – 8:00pm**

Rising Star Sports Ranch  
333 N Sandhill Blvd  
Mesquite NV 89027

We will send an email next week of the tournament of the location as it may change from what is listed on the tournament website.

- **\*\*One representative from each team is REQUIRED to check in the team and verify roster. Failure to Check-in at the Mandatory Team Check-in will result in automatic disqualification from Tournament Play.**

## Required Documentation for Check-in

- Printed Roster (Please see Roster Instructions Below)
- Signed Guest Player Forms (Click [here](#) to find the guest player form)

\*Registration forms are not required nor are consent for medical treatment forms for check-in. However, you do need these during the tournament, upon request, or in case of an accident and parents are not present.

## ROSTERS

- **Each team (coach or admin) must create a tournament roster for Presidents Cup.**

- Each team will be using the Digital Player Cards at game check-in. Please make sure that a coach or admin listed on your Affinity roster has a device that can access Digital Player Cards before each game. It is not the referee's responsibility to pull up your Digital Player Cards on a capable device. You'll find the link to the digital player cards below. We will show you how to use this at check-in if you are unfamiliar.
  - <https://uysa.affinitysoccer.com/m/pass/index.aspx>
- **IMPORTANT** – your roster must be created and finalized by before check-in. While we are there to assist we ask that you have roster finalized before arrival to speed up your check-in process.

### **Tournament Roster Instructions for Digital Player Cards and Player Roster for Check-in**

Only a coach or admin who is rostered to the team can create a tournament roster.

1. Go to [www.utahyouthsoccer.net](http://www.utahyouthsoccer.net). Login in under member login which is located on the top right hand of the front page.

You will now be on the "My Account" page.

2. Click the "Teams" tab under your family information
3. Click on the "Tournament & Schedule Apps" tab
4. Find the Team you are editing the roster for
5. Click "View Tourn. App." To the right of the "2019 Coyote Cup"
6. Click the grey "Player Roster" tab at the top of the page

#### **To add a Guest Player**

- a. click the "Add Player" button
- b. Enter the Player's First and Last Name (and Player ID # if you have it)
- c. Select "Loaned" as "Player Status"
- d. Select the Gender
- e. Enter the Player's "Date of Birth"

#### **To Deactivate a Player that will not be attending Presidents Cup with your team**

- a. To the right of the Player's Name uncheck the "Active" Box to deactivate that player.
- b. To save the changes to your active players click on the "Set Active Players" button at the bottom of the page

7. Enter jersey numbers for ALL of the players on the roster
  - a. Click on the "Edit Player Team Info" in the bottom right hand corner of the page.
  - b. Enter the "Home" and "Away" jersey number for ALL of the players on the roster.
  - c. Click the "Save Changes" button in the bottom right hand corner to save the jersey numbers you have entered

8. Click the "Player Roster" tab at the top of the page

9. Verify that Roster is correct:

Are all of the players traveling with your team on the roster?

Do all of the players have pictures uploaded and are they the correct size?

Have all of the jersey numbers for the players on your roster been entered?

**No changes will be allowed to rosters after the roster freeze deadline**

10. Print your roster for check-in
    - a. Click the "Print Page" option at the bottom of the "Player Roster" page
- \*You will need to bring this copy of your roster to check-in**

Printed roster will look similar to example below:

UYSA League - BU14 Demo - Boys 14 Under (04)  
0123-01PB14-0045

[Send Mail](#)  
[<< Back to Team](#)

[Team Info](#) [Contacts](#) [Team Results](#) **[Player Roster](#)** [Disciplinary](#) [Comments](#) [Review](#)

**Player Roster**

Provide your team roster. This information will be used to print match cards for use in the tournament.

PLAYER ROSTER STATS					
registered	loaned	transferred	active	inactive	total
11	0	0	11	0	11
11 players defined of the 18 allowed					

Home Jrs#	Away Jrs#	Name	ID#	DOB	Gender	Player Status	Transfer Date	ODP Level	Active?	PlayerInfo	UYSA ClubPass	SMS
1	1	Armstrong, Franklin	88654-976901	7/31/2004	Boy	Registered			<input checked="" type="checkbox"/>	Edit	Assign	
2	2	Bird, Schroeder	63589-406791	5/1/2004	Boy	Registered			<input checked="" type="checkbox"/>	Edit	Assign	
3	3	Bird, Woodstock	65143-230924	4/1/2004	Boy	Registered			<input checked="" type="checkbox"/>	Edit	Assign	
4	4	Brown, Charlie	99475-767329	1/1/2004	Boy	Registered			<input checked="" type="checkbox"/>	Edit	Assign	
6	6	Brown, Snoopy	98497-645512	1/1/2004	Boy	Registered			<input checked="" type="checkbox"/>	Edit	Assign	
7	7	Carlin, Marcie	98420-878619	5/1/2004	Girl	Registered			<input checked="" type="checkbox"/>	Edit	Assign	
8	8	Jetson, Elroy	13365-665702	7/4/2004	Boy	Registered			<input checked="" type="checkbox"/>	Edit	Assign	
9	9	Patty, Peppermint	53625-688243	3/1/2004	Girl	Registered			<input checked="" type="checkbox"/>	Edit	Assign	
10	10	Schulz, Pig-Pen	17791-472339	6/1/2004	Boy	Registered			<input checked="" type="checkbox"/>	Edit	Assign	
11	11	van Pelt, Linus	59965-590584	2/1/2004	Boy	Registered			<input checked="" type="checkbox"/>	Edit	Assign	
12	12	van Pelt, Lucy	36796-562415	2/1/2004	Girl	Registered			<input checked="" type="checkbox"/>	Edit	Assign	

## TOURNAMENT RULES AND INFORMATION

Please review the rules! Especially any roster rules. Please follow this link to the tournament rules:

<https://usys-assets.ae-admin.com/assets/985/15/Coyote%20Cup%20Rules2.PDF>

Some important rules to note:

### Updated Game Time for 11U & 12U

- 11U & 12U will play full games (30 mins halves)

**Roster Limit:**

- 11U & 12U – Max of 15 players
- 13U & Up - Max of 22 players, only 18 allowed to be active per game.

**Guest Players (strictly enforced):**

- 11U & 12U – Max of 4 guest players
- 13U & up – 5 guest players

**Coaches:**

- Recommended to have assistant coaches for this tournament. We will schedule as best as we can to avoid coaching conflicts for pool play but we can't make any guarantees, which means a potential of two games being at the same time or a second game could be at a different field in the city of Mesquite. Finals and consolations will not be adjusted because there is no second coach on the roster. It is your responsibility to have the necessary number of coaches.
- Coaches should have an "E" license, we will work with you if you can't find an assistant to coach a game in conflict.
- Please watch your behavior on the sidelines. Any ejection is a one (1) game suspension with no appeal.

**STAY-TO-PLAY:**

- Teams are required to follow the current STAY-TO-PLAY policy while participating in the event. All hotel rooms must be booked with one of the approved hotels provided on the President's Cup webpage. Non-approved hotels, AirBNB, VRBO and other similar properties are not approved. If a team selects to stay elsewhere in the Mesquite/St. George area you may opt out of the stay and play requirement. To opt out of the Stay-To-Play, teams must send an email to [zdean@utahyouthsoccer.net](mailto:zdean@utahyouthsoccer.net) informing him of where the team will be staying. A fee of \$100 will be required to opt out of the Stay-to-Play policy, unless the majority of the team (half team plus one) will be lodged at a personally or family owned property. Team's choosing this method of lodging will be exempt from the opt out fee.
- Teams from Mesquite/St. George are exempt from the Stay-to-Play policy.

**FACILITIES/TOURNAMENT RULES AND INFORMATION**

- **NO DOGS/PETS** at the Mesquite Sports and event complex. This rule will be strictly enforced. The city of Mesquite takes it very seriously and expects us to enforce it. I have a dog and love mine as well but please make accommodations to not bring your dog/pet to Mesquite.
- No scooters, hoover boards, roller blades, or anything similar
- No hiking/climbing on hills
- No smoking
- We will have a vendor at the Mesquite Sports Complex selling tournament hoodies and t-shirts.

- Be aware there are, unfortunately, no adequate sports stores in Mesquite. Closest is in St. George. Make sure you are prepared with all your gear.

### **VENUE INFORMATION**

- Bunkerville Soccer Field – 190 Virgin Street, Bunkerville, NV 89007
- Mesquite Recreation Center – 100 Old Mill Road, Mesquite, NV 89027
- Mesquite Sports Complex – 1635 World Champion Way, Mesquite, NV 89027
- Rising Star Sports Ranch – 333 N Sandhill Blvd, Mesquite, NV 89027
- Hunter Sports Park – 500 E Mesquite Blvd, Mesquite NV 89027
- Pioneer Park – 501 Hillside Dr, Mesquite NV 89027
- Old Mill Park – 50 Old Mill Road, Mesquite NV 89027

UYSA will provide tents at all fields **except** at the Mesquite Sports Complex. You'll want to bring your own benches as well as we do not provide those either.

Utah Youth Soccer thanks you for your participation and wishes you and your players' good luck!!

Thank you,  
Utah Youth Soccer Association