

Team Check-in at Tournament Headquarters

A team official must check-in their team at the Tournament Headquarters at least 90 minutes before its first game. If your first game is at 8:00 AM, check-in will start at 6:45 AM. Below is a Check-in Checklist. We suggest you copy the Checklist to use as you prepare for the tournament.

Check-in Materials

Be prepared. LSA cannot access or print materials for you on-site.

- Face Coverings:** Face coverings are required at Tournament Headquarters. LSA will supply a face covering if you do not have one with you.
- Rosters:** Managers do not need to bring their rosters. Your team's Official Tournament Roster will be provided by LSA. NOTE: Rosters are frozen as of the Roster Freeze Date.
- Player Passes:** Passes must be generated via GotSoccer, in alphabetical order by last name, individually laminated, include a photo of the player and be bound by a metal book ring.
- Coach / Manager Passes:** All Team Officials assigned to your team's Official Tournament Roster who will be on the team bench during games will be required to present their pass to ensure they meet LSA Risk Management standards. Passes must be generated via GotSoccer, individually laminated and include a photo of the coach or manager. Any adult on the team bench during games must wear their pass around their neck with a lanyard. No more than 4 adults will be permitted on the team bench during games.
- Medical Release Forms:** Only the US Youth Soccer Player Medical Release Form is to be used. The form is available in [ENGLISH](#) and in [SPANISH](#). The forms need to be in alphabetical order by last name.
- Team Emergency Contact:** Teams will be asked to confirm the name and cell phone number of their on-site tournament emergency contact.