



GOTSOCCKER UPLOADING DOCUMENTS FOR TEAM CHECK-IN

MANDATORY ON-LINE CHECK-IN:

The Florida State Invitational requires on-line check-in for this year's event. All teams must check-in through their Got Soccer account by [11:59pm March 25, 2019](#)

Required for on-line check-in tab on the tournament website:

- Official State/ Association Roster
- Player Passes
- FSU Waiver
- Permission to Travel forms (if applicable)
- Guest Player forms (if applicable)

Not required for on-line check-in:

- Medical Release Forms MUST be onsite with team manager at each game.

[Please follow these instructions to upload the required documents for your team.](#)

1. Go to your *GOT Soccer* team page
2. Click on the event located under "Event Registration History"
3. Click on the "Documents" tab on the far right
4. Load Documents

Please upload forms in PDF Format- no JPEG submissions will be accepted. Documents should be in alphabetical order, legible, and uploaded as 1 file each for all athlete player passes, medical release forms and official team rosters - please note that we are unable to process documents that are individually scanned or uploaded.



1. When logged into the team account, click on the event you are uploading documents to

The screenshot shows the GotSoccer website interface for a team account. At the top, there is a navigation bar with links for Home, Events, Game History, Email Team, College Search, Player Suspensions, Help, and Log Out. Below this is a secondary navigation bar with links for Overview, Team Profile, Manager, Coach, Roster, Roster History, and Account Assistance. The main content area is titled "Team - Boys U16 Gunners" and includes a "GotSoccer TeamID # 1012612". There are several utility links: "Update Team Age and More", "View Team Rankings Page", "Team Fundraising", "View/Print Team Contacts", and "Team Info". A "Universal Account" section offers to "Create your Universal Account". On the left, there are two promotional boxes: "Get the most out of your account" with an "Account Merge Tool" and "Your Club" for "GotSoccer Club (ND)". The central "Event Registration History" section shows a table with two items. The second item, "GotSoccer Cup", is highlighted with a red border. Below the table is a "New! GotSoccer Magazine" link.

Team - Boys U16 Gunners
GotSoccer TeamID # 1012612

[Update Team Age and More](#)
[View Team Rankings Page](#)
[Team Fundraising](#)
[View/Print Team Contacts](#)
[Team Info](#)

Universal Account [Create your Universal Account](#)

Get the most out of your account
Account Merge Tool is Now Available!
[Click Here](#) to get started.

Your Club
GotSoccer Club (ND)

New! GotSoccer Magazine

Event Registration History

Items 1 - 2 of 2

Name/Date	Type	Status	Applied	Accepted	Paid	Roster	Schedule	eTravel	Support
GotSoccer Official Registration 16/17 8/1/2016 - 7/31/2017	Registration	Accepted	06/03/2016	Yes	No	Frozen (6)	N/A	N/A	Request
GotSoccer Cup 7/22/2016 - 7/24/2016	Tournament	Accepted	04/07/2016	Yes	No	Created (9)	View	Request	Request

Items 1 - 2 of 2





2. When looking at the Application, click onto the Documents tab.

The screenshot shows the GotSoccer website interface. At the top, there is a navigation bar with links for Home, Events, Game History, Email Team, College Search, Player Suspensions, Help, and Log Out. Below this is a secondary navigation bar with links for My Events, Search Events, and Permission to Travel. The main navigation menu includes tabs for Team, Hotels, Rooming, Sales, Payment & Status, Schedule, Requests, Misconduct, Guests, Support & Feedback, Roster, and Documents. The Documents tab is highlighted with a red box and a red arrow pointing to it from the text above.

The main content area is titled 'GotSoccer Cup' with the dates '7/22/2016-7/24/2016'. There is a 'Print Completed Application' button in the top right corner. The page is divided into several sections:

- Application Information:** Includes Event (GotSoccer Cup), Confirmation# (T51956-T1012612C25750-42467D4489236111), Date Applied (4/7/2016 10:46:27 AM), Last Updated (N/A), Group (Boys U16), Club Name (GotSoccer Club), Team Name (Green Gunners), Team State (USA), Prev Year Record (Wins Losses Ties), Team Colors (Red), Alt. Colors (White), Preferred Flight, Player ID Numbers (Default), and checkboxes for Team Contact, Team Coach, and Team Manager. There is also a 'Save' button.
- Contact Information (This Event):** Includes a 'Copy from Team Contact' checkbox and fields for Organization, Contact Name, Address, City, State, Zip, Country (United States), Email, Phone, Phone 2, Mobile, Mobile Text, and Fax. There is a 'Save' button.
- Manager Information:** Includes a link to 'Update Manager Information', Manager Name (George Graham), and fields for Address, City, State, Zip, Country, Email (manager@gotsoccer.com), Phone, Phone (2), Mobile, Mobile Text, and Fax.
- Coach Information:** Includes a 'Team Information Update Found' message, a link to 'Click Here' to update the application, and a list of coaches. The current coach is 'Arsene Wenger' with an 'Edit' button. There is a 'Select / Change Coach' dropdown menu and a 'Change' button. There is also an 'Apply Changes to Team Profile' checkbox.
- Asst. Coach Information:** Includes a 'Team Information Update Found' message, a link to 'Click Here' to update the application, and a list of assistant coaches. The current assistant coach is 'George Allison' with an 'Edit' button. There is a 'Select / Change Asst. Coach' dropdown menu and a 'Change' button. There is also an 'Apply Changes to Team Profile' checkbox.
- 2nd Asst. Coach Information:** Includes a 'Team Information Update Found' message, a link to 'Click Here' to update the application, and a list of 2nd assistant coaches. The current 2nd assistant coach is 'Harry Bradshaw' with an 'Edit' button. There is a 'Select / Change 2nd Asst. Coach' dropdown menu and a 'Change' button. There is also an 'Apply Changes to Team Profile' checkbox.



- Once under the Documents tab, you can upload documents in the Team Document Upload section. Select the document you are uploading in the file name, then choose the file from your computer and upload the document. This will allow the event to review this information online.

The screenshot shows the GotSoccer website interface. At the top, there is a navigation bar with the GotSoccer logo and a 'Soccer » Teams' breadcrumb. Below this is a secondary navigation bar with links for Home, Events, Game History, Email Team, College Search, Player Suspensions, Help, and Log Out. A third navigation bar contains 'My Events', Search Events, and Permission to Travel. A main navigation bar at the bottom of the page lists various team management options: Team, Hotels, Rooming, Sales, Payment & Status, Schedule, Requests, Misconduct, Guests, Support & Feedback, Roster, and Documents. The 'Documents' tab is active, displaying the 'GotSoccer Cup' event details for the period 7/22/2016-7/24/2016, with a note that there are no documents to list. To the right, a 'Team Status' section shows a table of team information:

Team Status			
Foreign Team:	No	Permission to Travel:	No
Medical Release (All Players)	No	Official Roster Received	No

Below the status table is the 'Team Document Upload' section, which is highlighted with a red border. It contains a dropdown menu for 'File Name/Description (recommended)' with 'Waiver' selected. Below the dropdown is a 'Select File' button and a 'Choose File' button with the text 'No file chosen'. An 'Upload File' button is located at the bottom right of this section.