2015 US Youth Soccer
Southern Regional Championships

Team Representative Handbook

June 18 – June 25, 2015

Burns Park – Soccer
North Little Rock, Arkansas

www.southernregionals.org
Dear Team Representative:

Welcome to North Little Rock, Arkansas and the 2015 US Youth Soccer Southern Regional Championships. Each of you – players, parents, coaches and managers – has worked hard, made many sacrifices and shown great dedication to become Premier League Champions and State Champions thereby qualifying to attend this year’s Southern Regionals.

We applaud you and your team for demonstrating such a breadth of skill, dedication, and determination that place you among the top teams for 2015 in the US Youth Soccer Southern Region. You have now reached the next level of competitive youth soccer play, the U.S. Youth Soccer Southern Regional Championships.

Take time to enjoy the Greater Little Rock area, and don’t forget the many hundreds of volunteers who have worked countless hours to make this week a special one for you. Please let them know how much you appreciate their hard work.

On the field, play hard and play fair. Obey the laws of the game, accept the official’s decisions, and give it your best. Treat your opponent with respect and dignity; remember they have worked hard to get here too.

We would like to give special thanks to all of our sponsors. We would also like to thank Arkansas Soccer Association for sharing this great venue and their great hospitality. A final thank you goes to the US Youth Soccer national office staff that has worked for months to make the US Youth Soccer Southern Regional Championships a premier event.

Remember that regardless of the outcome of your games, you came to Little Rock a champion and will leave a champion. On behalf of the US Youth Soccer Southern Regional Championships Committee and myself have a great week, best wishes and good luck in the Championships, and most of all have fun!

With best regards,

Don Bohnet, Chairman
Regional Tournament Committee
Table of Contents

**General Information:**
- Schedule of Events  Page 4
- Team Representative Deadlines  Page 5

**Team Representative Information:**
- Team Representative Responsibilities  Page 6-9
- Patch Placement  Page 9
- Player Profile Information  Page 10-12

**Team Registration**
- Procedures & Schedule  Page 13-15

**Program Advertising Form**  Page 16

**Hotel**  Page 17

**Tournament Parking Passes**  Page 18

**Team/Action Photos & Merchandise**  Page 19

**Opening Ceremony**  Page 20

**Sports Medicine Information**  Page 21

**Sample Registration Forms:**
- Medical Release  Page 22
- Code of Conduct  Page 23
- Release of Liability  Page 24
- Eligibility Verification Form  Page 25

**Worksheet for Team Bench Pass Request**  Page 26

**Game Schedule – age brackets**  Page 27-28

**Burns Soccer Complex Map**  Page 29 - 30

**2015 US Youth Soccer Southern Regional Championships Tournament Rules**
- Wild Card Addendum  Page 31-41
- Page 42

**US Youth Soccer Concussion Procedure & Protocol**  Page 43-46

**American Eagle – EMS Instructions for Team Rep**  Page 47-61
# Schedule of Events

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Activities</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Wednesday, June 17, 2015</strong></td>
<td>5:00 pm</td>
<td>State Rep Meeting</td>
</tr>
<tr>
<td></td>
<td>7:00 pm</td>
<td>State Rep Dinner</td>
</tr>
<tr>
<td><strong>Thursday, June 18, 2015</strong></td>
<td>7:30 am – 2:30 pm</td>
<td>Team Check-In</td>
</tr>
<tr>
<td><strong>Thursday, June 18, 2015</strong></td>
<td>3:15 pm</td>
<td>*Pin Exchange</td>
</tr>
<tr>
<td></td>
<td>4:00 pm</td>
<td>Parade of States</td>
</tr>
<tr>
<td></td>
<td>4:45 pm</td>
<td>Opening Ceremonies</td>
</tr>
<tr>
<td></td>
<td></td>
<td>First Security River Market Amphitheater</td>
</tr>
<tr>
<td><strong>Friday, June 19, 2015</strong></td>
<td>7:45 am – 6:00 pm</td>
<td>Round Robin Games</td>
</tr>
<tr>
<td><strong>Saturday, June 20, 2015</strong></td>
<td>7:45 am – 6:00 pm</td>
<td>Round Robin Games</td>
</tr>
<tr>
<td><strong>Sunday, June 21, 2015</strong></td>
<td>7:45 am – 6:00 pm</td>
<td>Round Robin Games</td>
</tr>
<tr>
<td><strong>Monday, June 22, 2015</strong></td>
<td>8:15 am – 1:15 pm</td>
<td>Quarterfinals U14, U15, U16</td>
</tr>
<tr>
<td><strong>Tuesday, June 23, 2015</strong></td>
<td>8:15 am – 1:15 pm</td>
<td>Semifinals U13 &amp; U19 Quarterfinals U17 &amp; U18</td>
</tr>
<tr>
<td><strong>Wednesday, June 24, 2015</strong></td>
<td>8:15 am – 1:15 pm</td>
<td>Championships U13 &amp; U19 Semifinals U14-U18</td>
</tr>
<tr>
<td><strong>Thursday, June 25, 2015</strong></td>
<td>8:15 am – 1:15 pm</td>
<td>Championships U14 – U18</td>
</tr>
</tbody>
</table>

*Teams required to meet @ Clinton Library for Opening Ceremony by 3:15 pm.*
**Team Representative Deadlines**

*Roster Freeze Date: 11:59 pm CT, Tuesday June 9th, 2015*

American Eagle instructions for entering team information are available electronically at [www.southernregionals.org](http://www.southernregionals.org).

Check with your State Representative for specific instructions!

<table>
<thead>
<tr>
<th>Program Roster</th>
<th>Downloaded from American Eagle</th>
<th>Friday, June 5, 2015</th>
<th>Information added or changes to the roster after this date will not be included in the program</th>
</tr>
</thead>
<tbody>
<tr>
<td>Team Name, Players &amp; Head Coach Names</td>
<td><a href="http://www.southernregionals.org">www.southernregionals.org</a> choose team info click Team Manager Log In</td>
<td>Tuesday, June 9, 2015</td>
<td>Information added online after deadline date will not be included in the Player Profile Book</td>
</tr>
</tbody>
</table>

| Player Profiles  | www.southernregionals.org choose team info click Team Manager Log In | Tuesday, June 9, 2015 | Information added online after deadline date will not be included in the Player Profile Book |

<table>
<thead>
<tr>
<th>Media Information</th>
<th><a href="http://www.southernregionals.org">www.southernregionals.org</a> choose team info click Team Manager Log In</th>
<th>Friday, June 12, 2015</th>
</tr>
</thead>
</table>

| *Bench Pass Requests | www.southernregionals.org *Sign-in under team info in American Eagle | Friday, June 12, 2015 | ($10 fee for requests after this date) |

<table>
<thead>
<tr>
<th>Parking Pass Pre-Order</th>
<th><a href="http://www.southernregionals.org">www.southernregionals.org</a> Under team info/forms</th>
<th>Friday, June 12, 2015</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Team T-Shirt Pre-Order</th>
<th><a href="http://www.southernregionals.org">www.southernregionals.org</a> under team info/online store</th>
<th>Wednesday, June 10, 2015</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Team Check-In Forms</th>
<th><a href="http://www.southernregionals.org">www.southernregionals.org</a> under team info/forms</th>
<th>Thursday, June 18, 2015</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Program Ad</th>
<th><a href="http://www.southernregionals.org">www.southernregionals.org</a> under documents &amp; Forms</th>
<th>Friday, May 29, 2015</th>
<th>(ad reservation &amp; payment)</th>
</tr>
</thead>
</table>

*Program Ad:
Camera Ready Artwork/Payment

*In American Eagle: Go to my team; click on red & white calendar (left of team name) then click on pencil to add or make changes. Save and finish. A signed Liability Form and current USYS pass must be presented at team registration for all officials requesting a team bench pass. (4 max per team)
Team Representative Information

Once your team has qualified for the US Youth Soccer Southern Regionals, your State Rep. will:

- Contact you with information and instructions pertaining to registering your team in the Southern Regionals event management system (American Eagle);
- Assign you to a hotel and provide booking procedures. Teams are **REQUIRED** to stay in their assigned hotel; and
- Provide you with their contact information and any special instructions.

**YOUR STATE REPRESENTATIVE WILL BE YOUR PRIMARY CONTACT FOR ALL ASPECTS OF THE SOUTHERN REGIONALS TOURNAMENT**

Your responsibilities include:

- Reading this handbook in its entirety and sharing pertinent information with coaches, parents, and players;
- Ensuring all team members are aware of required attendance events, locations and times;
- Meeting all form deadlines as specified;
- Completing required forms (located at [www.southernregionals.org](http://www.southernregionals.org) under team info);
- Registering your team;
- Familiarizing yourself with the US Youth Soccer Southern Regionals Rules, Safety and Emergency procedures; and
- **BEING AVAILABLE AND RESPONSIVE TO YOUR STATE REP.**
Team Representative Responsibilities

Welcome to the 2015 US Youth Soccer Southern Regional Championships. During your team’s stay, you will be the direct communication link between your team (including players, coaches, trainers, parents and spectators) and your State Rep. The State Rep will be your link with the US Youth Soccer Southern Regional Championships.

Communications with your State Rep

• Make sure that you know your State Rep and all of the responsibilities that they have for your team.
• It is important that you know how to contact your State Rep at all times. Your State Rep is the link between you and the tournament staff during the tournament, especially in an emergency or crisis.
• If you have any questions prior to or during the event, please go through your State Rep. Your State Rep will know who can best answer your question and get you a quick response.

Once my team has qualified for the US Youth Soccer Southern Regional Championships, what do I need to do as team representative?

• Contact your State Rep to get your hotel assignment. As the team representative, you will be the sole contact for your team.
• Review the information provided to you by the State Rep. There are several items that you will need to share with your players and parents in this team information.
• Please review all of the forms in the Team Information Notebook. Complete the forms and return them prior to the stated deadline. Enter player profile information into the American Eagle system by deadline.
• Review with ALL team members & parents the US Youth Soccer Concussion Procedure & Protocol (pages 43-46)
• Submit names of team officials for Team Bench Credentials prior to deadline. Maximum of four per team.
• Check with team members and their families to place the orders for parking passes. One order per team, please. Additional passes may be purchased at Opening Ceremony and at the fields at a higher rate.
• Review the instructions for registration and make sure that you know your assigned time. If all of the information is complete and ready, registration should be a quick and easy process.
• Familiarize yourself and your team with the Regional Rules and Procedures available at www.southernregionals.org.
• Each State will be assigned a practice field(s). Contact your State Rep to schedule practice time for your team.

Once my team arrives in North Little Rock, what do I need to do as the team representative?

• After checking into your hotel, please contact your State Rep and give them your room number.
• Go through all of your registration information one last time. If you have any problems, please let your State Rep know in advance so that they can assist you in taking care of the issue.
• Have a team meeting to make sure that everyone on your team knows when and where he or she needs to be. Opening Ceremonies is required attendance for all players and coaches.
• Get acclimated to the area and locate the venue for registration and your hotel.
• Arrive at registration **30 minutes** early and check in with your State Rep. All team representatives from your state must be present for your state’s registration to begin. Please do not come to registration without checking with your State Rep.

• If other teams from your club are also competing in the US Youth Soccer Southern Regional Championships, coordinate with their team representative confirming who holds the Release of Liability Form and pass for team officials. Only one bench pass credential will be issued to a team official. The credential will have the official’s club name and state – it will not be team specific. The officials’ US Youth Soccer pass will be attached to their credential. The game referee or Field Marshal may ask to see the pass to verify the identity of the official prior to granting access to the team bench area. A maximum of four (4) team officials with a bench pass credential from your club may be on the bench at one time. Worksheet available on page 26 to use as a guide for coordinating team bench pass requests for more than one team in your club competing.

• To add a Bench Pass after the deadline date of June 12th at team registration requires a $10 cash payment, coach/team official’s US Youth Soccer pass and signed Release of Liability.

• To add a Bench Pass after team registration requires an appointment with the Regional Tournament Registrar. State Rep is responsible for making the appointment and must accompany the coach/official to Tournament Headquarters. Coach/official must present their US Youth Soccer pass, sign a Release of Liability and pay the late fee of $10 cash.

• Please make sure to pick up pre-ordered parking passes before you leave registration. Individuals may also purchase parking passes at opening ceremonies and at the field, but are encouraged to purchase them through you prior to registration.

• Please make sure that you pick up your team’s goody bags as you leave registration. Pre-Ordered T-shirts will also be available at that time.

• Opening Ceremonies – Please familiarize yourself with the schedule. All teams are to be present at Opening Ceremonies.

• Please keep your cell phone charged and on at all times during your stay so that your State Rep can reach you.

**Once the tournament starts, what are my responsibilities?**

• Make sure that your team is at the proper field location and that your parents are aware of the NCS Policy and US Youth Soccer Southern Regional Championships Rules available at www.southernregionals.org.

• Communicate daily with your State Rep.

• Review instructions for Safety and Emergencies with all team members and leaders.

• If a serious injury or illness occurs, dial 9-1-1. In the case of a less serious injury or illness, ask an event official to radio the medical team for assistance. Remain with the injured or ill person until you are relieved of duty or otherwise instructed by an event official.

• Immediately inform your State Rep.

• Respond promptly to calls and messages left on your cell or hotel phone.

**My team is in the Quarterfinals; what do I need to do?**

• Verify the day, time and field assignment for your team by contacting your State Rep.

**My team is in the Semi-Finals; what do I need to do?**

• Verify the day, time and field assignment for your team by contacting your State Rep.
We just advanced to the Finals; what are my duties?
• Verify time and field with your State Rep. Both teams will be required to attend the awards ceremony immediately after the conclusion of the finals match.
• Proceed as a group to the US Youth Soccer stage. Your State Rep and a volunteer will direct you to a staging area where you will wait with your team until called to the stage for the medal presentation.

We are Regional Champions! What do I need to do?
• Your State Rep. will meet you after your game to escort your team to the Awards Ceremony. Make sure that your team is properly dressed for the Awards Ceremony and the team pictures afterwards.
• There will be a table near the Awards Ceremony for you to meet with a tournament representative to pick up your team information for Nationals.
• You will receive information about travel arrangements for the National Championship Series.

The tournament committee and staff thank you for the time and dedication that you give as the team representative. We hope that you will enjoy your team’s experience as they battle for the right to be called US Youth Soccer Southern Regional Champions.
Patch Placement

State Cup Champion patches go on the RIGHT sleeve of the jersey, approximately 1” above the bottom edge of the sleeve.

If your team wins Regionals, Region Champion patches go on the LEFT sleeve of the jersey.
Team & Player Profile Information

Entering your Team & Players Profile Information is an important part of the Tournament. Player information not submitted by midnight on Tuesday, June 9th will NOT be included in the Players Profile Book.

Go to: www.southernregionals.org

Open the menu under Region III
Click on Team Registration Info and
you will be directed to instructions on how to access the American Eagle EMS.

There are three (3) steps to the process:
1. Create or Edit Your team Profile (page #47 in this manual)
2. Register Your Team (page #50 in this manual)
3. Confirm Your Team into the Event (page # 57 in this manual)

New for 2015, State Representative will import all team rosters. The role of the Team Representative in the EMS:
1. Enter information about your team history and accomplishments. (page 49)
2. Enter Hotel information. (page 57)
3. Enter Coach and Team Official details. One team official must have a contact number that can receive tournament messages in AR. Tournament will be using a Broadcast texting system and you want to make sure your team receives any and all updates. (page 52)
4. Enter Team Officials that will require Bench Passes (limit of 4 per team) (page 57)
5. Enter player profiles to include college information for College Profile Book (SAT, ACT, graduation year, status (committed, uncommitted) (page 59)
6. Confirm with State Rep that player information is accurate.
7. Notify State Rep if there is a change in your team roster (add/drop a player)

All instructions for entering the above data is included in the EMS Team Representative Instructions – please review carefully.
Ask for help if you have questions.

IMPORTANT: The College Profile Book is only as good as the information it contains. Please make every effort to input your player college details. Information not entered by Tuesday, June 9, 2015 will NOT be included in the Profile Book. College Coaches use the Profile Book as a tool for recruiting and contacting players. Make sure your players have every opportunity – confirm details with your players and enter the information by the June 9th deadline date.
Registration Procedures and Schedule

Thursday, June 18, 2015

People Required at Registration

- State Rep
- Coach, manager or team representative

These individuals should meet with their State Rep prior to the assigned time. In order to stay on schedule, it is important that all teams arrive at registration on time and with the proper paperwork.

Required Check in Forms

Coach / Manager / Team Representative must provide:

- **US Youth Soccer Player Pass** for every player with a current picture, signature of state official and/or stamped with the official state stamp, laminated individually and placed in alphabetical order
- **US Youth Soccer Pass** for each of the four people requesting bench passes (picture, signature of state official and/or stamped with state stamp and laminated individually)
- **US Youth Soccer Parent/Guardian Consent and Player Medical Release Form** for each player, with insurance information and parent contact information, in alphabetical order. ONLY US Youth Soccer Medical Release will be accepted. No club or state medical releases will be accepted, no exceptions. Form may be typed or handwritten. *(sample page 22)*
  (Note: The request to attach both sides of the player’s medical insurance card. Special instructions for players taking medications or having medical conditions should be included as well).
- **Liability Release Form** requires signature of parents as well as team officials requesting a bench pass. As noted on form, an 18 years or older player may sign this form on their own behalf. Note: US Youth Soccer pass must be presented at registration for officials requesting a bench pass. Multiple forms will be accepted. *(sample page 24)*
- **Code of Conduct Form** *(sample page 23)*
- **Eligibility Verification Form** *(sample page 25)*
- Forms Located at - [http://championships.usyouthsoccer.org/regionIII/TeamInformation/](http://championships.usyouthsoccer.org/regionIII/TeamInformation/)
- ALL forms MUST be typed and signed with ONE exception: Southern Regional Medical Release form may be handwritten or typed.
Registration Procedures

• Locate State Rep and proceed to the registration area (arrive **30 minutes** before scheduled registration time)
• Complete check-in process
• Pick up parking passes, goody bags and pre-ordered t-shirts

Players

**Please Note:** Proof of age for each player is not required at check-in, but must be available within 24 hours if requested or if a protest of eligibility is made. It is strongly suggested that this information be available throughout the tournament.

Acceptable proof of age documents include a birth certificate or birth registration issued by an appropriate government agency, passport, alien registration card issued by the US Government, certificate issued by the US Immigration and Naturalization Service attesting to age or a certification of an American Citizen born abroad issued by the appropriate government agency. **Not accepted** are hospitals, baptismal or any religious certificates.

Coaches and Team Officials

Four Bench Passes are available for each team. Those individuals must have a valid US Youth Soccer pass and sign the Release of Liability. If other teams from your club are also competing in the US Youth Soccer Southern Regional Championships, coordinate with their team representative confirming who holds the completed Release of Liability Form and pass for team officials. Only one bench pass credential will be issued to a team official. The credential will have the official’s name, club and state – it will not be team specific. A maximum of four (4) club officials with a bench pass credential are permitted on the bench at any one time. The team official’s US Youth Soccer pass will be attached to the back of their team bench credential. The game referee or Field Marshal may ask to see the pass to confirm official’s identity prior to granting access to the bench.

There is a $10 fee for each name addition after the deadline of June 12, 2015. To request a Bench Pass at team registration, team rep must present the coach/team official’s US Youth Soccer pass, signed Release of Liability, and $10 cash.

To add a Bench Pass after team registration, the State Rep. must make an appointment with the Tournament Registrar and must accompany the individual to the appointment. The coach/team official must show their US Youth Soccer pass, sign a Release of Liability form and pay $10 in cash for the late fee.

Deadline for requesting a Team Bench Pass is June 12, 2015 in the American Eagle System. Please provide the correct information prior to the deadlines to avoid a $10 fee.

Team registration will be held at the Double Tree Hotel, 424 West Markham Street, downtown Little Rock, AR. Parking for State and Team Reps will be in the garage adjacent to the hotel. Communicate with your State Rep for parking instructions.

Please provide the correct information prior to the deadlines!
# Team Registration Check-In Schedule

**Double Tree Hotel (Second Floor)**  
424 West Markham Street, Little Rock, AR 72201

**Thursday, June 18, 2015**

<table>
<thead>
<tr>
<th>State</th>
<th>*Credentials</th>
<th>Team Registration</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arkansas</td>
<td>7:30 AM</td>
<td>8:00 AM</td>
</tr>
<tr>
<td>Oklahoma</td>
<td>8:00 AM</td>
<td>8:30 AM</td>
</tr>
<tr>
<td>Mississippi</td>
<td>8:30 AM</td>
<td>9:00 AM</td>
</tr>
<tr>
<td>Louisiana</td>
<td>9:00 AM</td>
<td>9:30 AM</td>
</tr>
<tr>
<td>Tennessee</td>
<td>9:30 AM</td>
<td>10:00 AM</td>
</tr>
<tr>
<td>North Texas</td>
<td>10:00 AM</td>
<td>10:30 AM</td>
</tr>
<tr>
<td>South Texas</td>
<td>10:30 AM</td>
<td>11:00 AM</td>
</tr>
<tr>
<td>Alabama</td>
<td>11:00 AM</td>
<td>11:30 AM</td>
</tr>
<tr>
<td>Georgia</td>
<td>12:00 PM</td>
<td>12:30 PM</td>
</tr>
<tr>
<td>South Carolina</td>
<td>12:30 PM</td>
<td>1:00 PM</td>
</tr>
<tr>
<td>North Carolina</td>
<td>1:00 PM</td>
<td>1:30 PM</td>
</tr>
<tr>
<td>Florida</td>
<td>1:30 PM</td>
<td>2:00 PM</td>
</tr>
</tbody>
</table>

- Parking garage is located adjacent to the hotel. Parking is an underground lot.
- Passes for free exit will be issued at registration to State & Team Reps.
- Volunteers will be available to help carry tournament goody bags and t-shirts to car.
- There will be no time for team meetings during your assigned credential or registration slot.
- A meeting room (Riverside West) will be available prior to your scheduled credentials time.
- Each State may convene in the Riverside West for a meeting 30 minutes prior to advancing to Credentials.
- **DO NOT BE LATE TO REGISTRATION** – Your state may not enter the area until all teams are represented!!

Teams will enter registration area as a group with their State Rep.
2015 US Youth Soccer Southern Regional Championship Tournament

Program Ad Form

Ad space & payments due May 29, 2015

Camera Ready Art due NO LATER than June 5, 2015

<table>
<thead>
<tr>
<th>Select Ad Size</th>
<th>Ad Size</th>
<th>Price</th>
<th>Maximum Ad Size</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full Page Ad</td>
<td>$600.00</td>
<td>7.5&quot; wide x 10&quot; high</td>
<td></td>
</tr>
<tr>
<td>Half-page Ad</td>
<td>$300.00</td>
<td>7.5&quot; wide x 4 7/8&quot; high - Y2 horizontal only</td>
<td></td>
</tr>
<tr>
<td>Two Third Page Ad</td>
<td>$375.00</td>
<td>7.5&quot; Wide x 6.625&quot; high-top or bottom 2/3 only</td>
<td></td>
</tr>
<tr>
<td>One Third Page Ad</td>
<td>$250.00</td>
<td>7.5&quot; Wide x 3.25&quot; high-top, middle or bottom 1/3 only</td>
<td></td>
</tr>
</tbody>
</table>

Total Paid $

Check# Name on Check Date Comments

<table>
<thead>
<tr>
<th>Category (select 1)</th>
<th>Company</th>
<th>State Association</th>
<th>Team</th>
<th>Other</th>
</tr>
</thead>
</table>

Name:

Name of Contact Person:

Mailing Address:

City, State, Zip Code:

Daytime Phone Number: Evening Phone Number

FAX Number: E-mail:

Make checks payable to ASSA with Program Ad indicated on your check

Ad space reservation & payment due by May 29, 2015

Please send payment and copy of this form to:

NOTE: Camera ready due June 5, 2015

Arkansas State Soccer Association
Attn: Sabrina Blankenship
9871 Brockington Rd.
Sherwood, AR 72120

Program Ad Internet Upload is available. See instructions on the following page OR view within the documents option on website: www.southernregionals.org
Program Ad Internet Upload Instructions

Ad space & payments due May 29, 2015
Camera Ready Art due NO LATER than June 5, 2015

Ads may be uploaded to our FTP site (http://www.ardemgaz.com/adv) as an Adobe Acrobat TM PDF file with fonts embedded.

- Color files must use CMYK values.
- Do not use RGB values.*
- Do not use transparency.
- Distiller settings are available on the FTP site
- Internet Ad Transmission

Your digital ad can be uploaded easily to our FTP site. The ad must be created using the Adobe Acrobat TM 4.0 or higher file format called PDF (Portable Document Format) and must be distilled (not exported from the application) with all fonts included, using PostScript TM fonts. (True Type fonts may not output correctly). When distilling the ad file, omit “OPI comments” as this will prevent artwork from appearing on the ad.

To access the Internet Ad Delivery System:
- Open the web address: http://www.ardemgaz.com/adv
- User name: democratgazette
- Password: 3783400

Successful Transmission
If the ad file has been submitted successfully, you will receive a report ticket.

Unsuccessful Transmission
If the transmission is not successful, you will receive an error message. Please read the error message, then click on your browser's BACK button, correct the error, and resubmit the ad file.

*For assistance please call 501-378-3569*

*Ads not sent as Adobe Acrobat TM PDF files can be built in:*  
- Multi-Ad Creator 7*  
- Adobe InDesign TM CS1*  
- Adobe Illustrator TM*

*IMPORTANT - *Include all images, logos, and other artwork used to make the ad. We would prefer that you convert all text to outlines. However, we will accept files in which all fonts used in the ad are included. If any of these items are missing, the ad may not print correctly.

All artwork must be prepared as EPS or JPEG files in Photoshop 9.0 or an earlier version. Any EPS/JPEG file supplied with the ad must include the original native application file as well as the EPS/JPEG file.

Any questions contact Sabrina Blankenship (501) 605-2451 or sblankenship@arkansasonline.com

Revision Dated: 5-20-2015
2015 US Youth Soccer Southern Regional Championship Tournament

Hotels

• State Reps will assign teams to the hotel properties.

• No one but the state representative will be allowed to change the rooms blocked out for a team.

• Your room blocks will solely be handled by your State Reps. If you have additional questions, please work with your State Rep.

• TEAMS ARE REQUIRED TO STAY IN THE ASSIGNED BLOCK FOR YOUR STATE.
2015 US Youth Soccer Southern Regional Championship Tournament

Tournament Parking Passes

Pre-orders are to be submitted by team, not individuals.

Parking Options

1.) Weekly Pass for Cars - $35.00 – Preordered Only
   - Weekly tournament pass is good for duration of tournament
2.) Weekly Pass for Cars - $45.00 – Purchased at registration & fields
3.) Daily Pass for Cars - $15.00
4.) Weekly Pass for RV’s and Busses - $75

Additional Information

• Two complimentary ($35) parking passes will be provided for each team.
• Pre-ordered passes will be delivered to team managers at registration.

How to Order your Parking Passes:

Submit your order online at www.southernregionals.org. Available under Team Info option.

Deadline is Friday June 12, 2015 at 5pm CST.
2015 US Youth Soccer Southern Regional Championships

**Team and Action Photos**

Information about team photos and action photos will be posted on the website in May and also available with your team information given at registration.

![Team Photo]

**Merchandise**

Items may be pre-ordered online
Or purchased on site at the tournament.

Link is LIVE on [www.southernregionals.org](http://www.southernregionals.org)
Click online store option
2015 US Youth Soccer Southern Regional Championship Tournament

OPENING CEREMONIES SCHEDULE*

William J. Clinton Presidential Center
1200 President Clinton Avenue, Little Rock

Little Rock River Market
400 President Clinton Avenue, Little Rock

Thursday, June 18, 2015

3:15   Player Gathering & Pin Swap at the Clinton Presidential Center.

4:00   State Parade down President Clinton Avenue from the Clinton Presidential Center to the Little Rock River Market. Parents will line the parade route.

        Parade route is 0.3 miles in length.

4:45   Opening Ceremony in the River Market Amphitheater.

5:15   Opening Ceremony ends.

Opening Ceremonies Maps will be posted online http://championships.usyouthsoccer.org/regionIII/TeamInformation/

TEAMs ARE REQUIRED TO BE AT THE CLINTON LIBRARY NO LATER THAN 3:15 pm on Thursday, June 18, 2015

NOTE: Seating maybe limited for Guests. Details will be made available through your State Rep. Thank you!
2015 US Youth Soccer Southern Regional Championship Tournament

**Sports Medicine Information**

Arkansas State Soccer Association (ASSA) is partnering with Arkansas Children’s Hospital (ACH) to provide medical services at the 2015 Southern Regional Championships.

ASSA will provide a medical tent in each grouping of fields and one main medical tent located just south of Field 1. Each tent will have an ATC and/or orthopedic resident along with an ATC student for taping purposes. ACH will have on hand portable defibrillators and immersion tubs.

ASSA will provide athletic training supplies to all competing athletes (i.e. tape, pre-wrap, band aids, ice bags, etc). Athletes who need pre-game assistance should report to one of the designated medical tents 30 minutes prior to the time that their coach has told them to arrive.

ASSA and ACH will provide priority scheduling with physicians at the Arkansas Children’s Hospital for any injuries in need of additional medical attention. Call ahead services will be provided to the emergency room and after hours care as needed. In addition, we will have sports medicine physicians on-call throughout the tournament.

ASSA will provide an on-site ambulance through Metropolitan Emergency Medical Services (MEMS) while players are at the fields.
PARENT/GUARDIAN CONSENT AND PLAYER MEDICAL RELEASE FORM

Player’s Name: __________________________ Date of Birth: ________________ Gender: ________________

Address: ____________________________ City: __________________________ State: ________________ Zip: ________________

EMERGENCY INFORMATION

Father’s Name: _________________________ Home Phone: __________________ Work Phone: ________________

Mother’s Name: _________________________ Home Phone: __________________ Work Phone: ________________

In an emergency, when parents cannot be reached, please contact:

Name: __________________________________ Home Phone: __________________ Work Phone: ________________

Name: __________________________________ Home Phone: __________________ Work Phone: ________________

Allergies: ____________________________________________________________________________________________

Other Medical Conditions: ____________________________________________________________

Player’s Physician: _________________________ Home Phone: __________________ Work Phone: ________________

Medical and/or Hospital Insurance Company: ______________________________________ Phone: ________________

Policy Holder: ____________________________ Policy #: __________________________ Group #: ___________________

PLEASE COPY BOTH SIDES OF YOUR HEALTH INSURANCE CARD AND ATTACH TO THIS FORM

PARENT/GUARDIAN CONSENT AND MEDICAL RELEASE

Recognizing the possibility of injury or illness, and in consideration for US Youth Soccer and members of US Youth Soccer accepting my son/daughter as a player in the soccer programs and activities of US Youth Soccer and its members (the “Programs”), I consent to my son/daughter participating in the Programs. Further, I hereby release, discharge, and otherwise indemnify US Youth Soccer, its member organizations and sponsors, their employees, associated personnel, and volunteers, including the owner of fields and facilities utilized for the Programs, against any claim by or on behalf of my player son/daughter as a result of my son’s/daughter’s participation in the Programs and/or being transported to or from the Programs. I hereby authorize the transportation of my son/daughter to or from the Programs.

My player son/daughter has received a physical examination by a licensed medical doctor and has been found physically capable of participating in the sport of soccer. I have provided written notice, which is submitted in conjunction with this release and attached hereto, setting forth any specific issue, condition, or ailment, in addition to what is specified above, that my child has or that may impact my child’s participation in the Programs. I give my consent to have an athletic trainer and/or licensed medical doctor or dentist provide my son/daughter with medical assistance and/or treatment and agree to be financially responsible for the reasonable cost of any such assistance and/or treatment.

______________________________________________ Date

Signature of Parent/Guardian

Form available on website: www.southernregionals.org (Documents & Forms)
Code of Conduct

US Youth Soccer
Southern Regional Championships

REQUIRED FOR TEAM REGISTRATION

State Association: Age Division:
Team Name: Team Gender:
Head Coach:
Team Representative:

Certification of Responsibility

My team will conduct itself in a manner respecting the other players, referees, administrative staff of the US Youth Soccer Southern Regional Championships and all facilities. My team understands that the Opening Ceremony is a mandatory event and is subject to a fine if we do not attend the entire event. Further, I understand that if my team is found using or in possession of drugs, alcohol or in violation of the US Youth Soccer, Region III and/or hosting facility’s rules and regulations, the result may be my team’s immediate ejection from the US Youth Soccer Southern Regional Championships.

Signature of Coach __________________________ Date ______________

Signature of Manager/Team Representative __________________________ Date ______________

Form available on website: www.southernregionals.org (Documents & Forms)
Release of Liability

US Youth Soccer
Southern Regional Championships

20[____-20[____]

REQUIRED FOR TEAM REGISTRATION

In consideration of my being allowed and/or my child being allowed to participate in the US Youth Southern Regional Championships, I hereby release, waive and covenant not to sue the United States Soccer Federation, United States Youth Soccer Association, the Southern Regional hosting State Association and Club(s), the US Youth Soccer Southern Regional Championships, any of the officers, directors, commissioners, volunteers, or anyone connected in any way with the US Youth Soccer Southern Regional Championships (the “Sponsors”) or any owner or lessee of a facility used in the Championships (a “Provider”) because of any injury, illness or death, or property damages alleged to be caused in whole or in part by the actions or omissions, either individually or collectively, of any Sponsor or Provider.

<table>
<thead>
<tr>
<th>State Association:</th>
<th>Age Division:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Team Name:</td>
<td>Team Gender:</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Players</th>
<th>Parents' signature*</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Player's Name</td>
<td>Parent's signature</td>
<td>Date</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Bench Pass Personnel</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name</td>
</tr>
<tr>
<td>Head Coach</td>
</tr>
</tbody>
</table>

This form is located at: www.southernregionals.org Click on the Region III tab and then click Team Information

This form must be completed and brought to Registration by the Team Representative at your State Association's assigned time. All forms MUST be typed and signed.

*Player's signature if player is 18 years of age or older.

Form available on website: www.southernregionals.org (Documents & Forms)
Form available on website: www.southernregionals.org (Documents & Forms)
TEAM BENCH CREDENTIAL WORKSHEET
(Worksheet not required for registration. This is provided as a tool to coordinate Bench Passes within a Club)
To avoid the $10 fee, Bench Pass requests must be submitted via American Eagle by June 12, 2015

STATE: ___________ CLUB: ___________________________________________

# Club Teams in Competition: ______________ # Bench Passes Allowed (4 per team): ___________

<table>
<thead>
<tr>
<th></th>
<th>First Name</th>
<th>Last Name</th>
<th>Bench Pass Requested</th>
<th>USYS Pass</th>
<th>Signed Release of Liability</th>
<th>NOTES</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>11</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>12</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>13</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>14</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>15</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>16</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>17</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>18</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>20</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
# 2015 US YOUTH SOCCER REGION III CHAMPIONSHIPS

**Master Field Schedule**

**Round-Robin Games**

**Friday, June 19 – Sunday, June 21, 2015**

**Burns Soccer Park**

**North Little Rock, AR**

## 2015 US Youth Soccer Southern Regional Tournament

<table>
<thead>
<tr>
<th>TIME</th>
<th>Field 1</th>
<th>Field 2</th>
<th>Field 3</th>
<th>Field 4</th>
<th>Field 5</th>
<th>Field 6</th>
<th>Field 7</th>
<th>Field 8</th>
<th>Field 9</th>
<th>Field 10</th>
<th>Field 11</th>
<th>Field 12</th>
<th>Field 13</th>
<th>Field 14</th>
<th>Field 15</th>
<th>Field 16</th>
<th>Field 17</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>TIME</th>
<th>Field 1</th>
<th>Field 2</th>
<th>Field 3</th>
<th>Field 4</th>
<th>Field 5</th>
<th>Field 6</th>
<th>Field 7</th>
<th>Field 8</th>
<th>Field 9</th>
<th>Field 10</th>
<th>Field 11</th>
<th>Field 12</th>
<th>Field 13</th>
<th>Field 14</th>
<th>Field 15</th>
<th>Field 16</th>
<th>Field 17</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>TIME</th>
<th>Field 1</th>
<th>Field 2</th>
<th>Field 3</th>
<th>Field 4</th>
<th>Field 5</th>
<th>Field 6</th>
<th>Field 7</th>
<th>Field 8</th>
<th>Field 9</th>
<th>Field 10</th>
<th>Field 11</th>
<th>Field 12</th>
<th>Field 13</th>
<th>Field 14</th>
<th>Field 15</th>
<th>Field 16</th>
<th>Field 17</th>
</tr>
</thead>
</table>

## U19 Girls

- On field 15
- With 4 time slots

## U19 Girls

- On field 15
- With 4 time slots

---

*Wear Mustard Yellow for U13, 11, 16 and 19’s*
2015 US YOUTH SOCCER REGION III CHAMPIONSHIPS

Master Field Schedule
Quarterfinals, Semi-finals & Championship Games
Monday, June 22 – Thursday, June 25, 2015
Burns Soccer Park
North Little Rock, AR

2015 US Youth Soccer Southern Regional Tournament

<table>
<thead>
<tr>
<th>Time</th>
<th>Field 1</th>
<th>Field 2</th>
<th>Field 3</th>
<th>Field 4</th>
<th>Field 5</th>
<th>Field 6</th>
<th>Field 7</th>
<th>Field 8</th>
<th>Field 9</th>
<th>Field 10</th>
<th>Field 11</th>
<th>Field 12</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:15</td>
<td>10G</td>
<td>10G</td>
<td>10G</td>
<td>10G</td>
<td>10G</td>
<td>10G</td>
<td>10G</td>
<td>10G</td>
<td>10G</td>
<td>10G</td>
<td>10G</td>
<td>10G</td>
</tr>
<tr>
<td>10:15</td>
<td>10G</td>
<td>10G</td>
<td>10G</td>
<td>10G</td>
<td>10G</td>
<td>10G</td>
<td>10G</td>
<td>10G</td>
<td>10G</td>
<td>10G</td>
<td>10G</td>
<td>10G</td>
</tr>
<tr>
<td>11:15</td>
<td>10G</td>
<td>10G</td>
<td>10G</td>
<td>10G</td>
<td>10G</td>
<td>10G</td>
<td>10G</td>
<td>10G</td>
<td>10G</td>
<td>10G</td>
<td>10G</td>
<td>10G</td>
</tr>
</tbody>
</table>

Tuesday REST DAY for U14, 15 and 16's

<table>
<thead>
<tr>
<th>Time</th>
<th>Field 1</th>
<th>Field 2</th>
<th>Field 3</th>
<th>Field 4</th>
<th>Field 5</th>
<th>Field 6</th>
<th>Field 7</th>
<th>Field 8</th>
<th>Field 9</th>
<th>Field 10</th>
<th>Field 11</th>
<th>Field 12</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:15</td>
<td>18G</td>
<td>18G</td>
<td>18G</td>
<td>18G</td>
<td>18G</td>
<td>18G</td>
<td>18G</td>
<td>18G</td>
<td>18G</td>
<td>18G</td>
<td>18G</td>
<td>18G</td>
</tr>
<tr>
<td>9:15</td>
<td>18G</td>
<td>18G</td>
<td>18G</td>
<td>18G</td>
<td>18G</td>
<td>18G</td>
<td>18G</td>
<td>18G</td>
<td>18G</td>
<td>18G</td>
<td>18G</td>
<td>18G</td>
</tr>
<tr>
<td>10:15</td>
<td>18G</td>
<td>18G</td>
<td>18G</td>
<td>18G</td>
<td>18G</td>
<td>18G</td>
<td>18G</td>
<td>18G</td>
<td>18G</td>
<td>18G</td>
<td>18G</td>
<td>18G</td>
</tr>
<tr>
<td>11:15</td>
<td>18G</td>
<td>18G</td>
<td>18G</td>
<td>18G</td>
<td>18G</td>
<td>18G</td>
<td>18G</td>
<td>18G</td>
<td>18G</td>
<td>18G</td>
<td>18G</td>
<td>18G</td>
</tr>
</tbody>
</table>

Semi Finals for U19 and U13

<table>
<thead>
<tr>
<th>Time</th>
<th>Field 1</th>
<th>Field 2</th>
<th>Field 3</th>
<th>Field 4</th>
<th>Field 5</th>
<th>Field 6</th>
<th>Field 7</th>
<th>Field 8</th>
<th>Field 9</th>
<th>Field 10</th>
<th>Field 11</th>
<th>Field 12</th>
</tr>
</thead>
<tbody>
<tr>
<td>9:45</td>
<td>15G</td>
<td>15G</td>
<td>17G</td>
<td>17G</td>
<td>11:00</td>
<td>15B</td>
<td>17B</td>
<td>17B</td>
<td>17B</td>
<td>15B</td>
<td>15B</td>
<td>17B</td>
</tr>
<tr>
<td>10:45</td>
<td>15G</td>
<td>15G</td>
<td>17G</td>
<td>17G</td>
<td>11:00</td>
<td>15B</td>
<td>17B</td>
<td>17B</td>
<td>17B</td>
<td>15B</td>
<td>15B</td>
<td>17B</td>
</tr>
<tr>
<td>11:45</td>
<td>15G</td>
<td>15G</td>
<td>17G</td>
<td>17G</td>
<td>11:00</td>
<td>15B</td>
<td>17B</td>
<td>17B</td>
<td>17B</td>
<td>15B</td>
<td>15B</td>
<td>17B</td>
</tr>
</tbody>
</table>

Finals

<table>
<thead>
<tr>
<th>Time</th>
<th>Field 1</th>
<th>Field 2</th>
<th>Field 3</th>
<th>Field 4</th>
<th>Field 5</th>
<th>Field 6</th>
<th>Field 7</th>
<th>Field 8</th>
<th>Field 9</th>
<th>Field 10</th>
<th>Field 11</th>
<th>Field 12</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:15</td>
<td>16B</td>
<td>16G</td>
<td>16B</td>
<td>16G</td>
<td>8:30</td>
<td>16B</td>
<td>16G</td>
<td>16B</td>
<td>16G</td>
<td>16B</td>
<td>16G</td>
<td>16B</td>
</tr>
</tbody>
</table>

Maybe finals should be on 1 2 11 12 13 14 16 17
Burns Soccer Complex
1 Soccer Avenue
North Little Rock, AR

A more detailed soccer complex map will be available: [www.southernregionals.org](http://www.southernregionals.org)
1.1 GENERAL INFORMATION

A Fees

1. Entry Fees
   The $8,050 entry fee is required for each participating state. Each State Association entered into
   the competition must pay the entry fee. A check should be made payable to US Youth Soccer
   Region III and is due in the National office no later than March 1st. After March 1st, fees will be
   $9,800.

2. The Southern Regional Premier League entry fee of $23,000 will be paid directly
   to the National office by the Southern Regional Premier League no later than March 1st. After
   March 1st, fees will be $28,000.

B Discipline
   Tournament discipline will be the responsibility of the RTC.
   Failure to comply with requirements could result in a fine, probation, suspension or a combination of
   these determinations. It is the responsibility of the State Association to enforce all sanctions levied on
   their teams, players and coaches.

C Hotels
   Teams are required to stay in their states hotel cluster for the duration of their participation in the
   tournament unless authorized in writing by the RTC to relocate.

D Team Forms
   Teams must complete all forms as required by the tournament and RTC.

E Late Withdrawal
   In the event that a team withdraws from the tournament, a fine will be assessed as follows:
   
   a. 45 days from the beginning of the tournament - $750
   b. 30 days from the beginning of the tournament - $1000
   c. 20 days from the beginning of the tournament - $1500
   d. 15 days from the beginning of the tournament - $2000
   e. 10 days from the beginning of the tournament - $3000
   
   The team’s State Association shall pay the fine to Region III. Fines must be paid prior to that state’s
   participation in the current Southern Regional Tournament.

F Team Rosters
   All teams will submit a Regional Roster to the RTC within 48 hours of the Regional Roster freeze date.

G Game Rosters
   Game rosters will be brought to the fields by the referees.
   The game roster will have a minimum of 7 and a maximum of 18 eligible players.
   Teams will designate their eligible players at the field.
H Registration
1. Team registration will be on the day prior to the start of the competition.
2. State registration time will be set by the RTC.
3. A team representative must register the team.
4. All teams must present required forms, completed as specified, and their US Youth Soccer player and/or coach passes. The passes must have a current photograph, and be properly validated. The passes must be laminated with a material that allows this information to be seen and allows the passes to be punched. Teams, players and coaches without their US Youth Soccer passes cannot compete in the Tournament.
5. Every State Association must have a State Representative present at registration.

I Opening Ceremony
1. There will be a mandatory opening ceremony/player event on the day prior to the start of the competition.
2. Players and their coaches are required to attend.
3. Players must be dressed uniformly.
4. Teams must be on time and remain for the entire ceremony. Any team leaving early will be fined $500.00. Fines must be paid prior to the start of the competition.

J Scheduling of Games
1. The RTC is responsible for developing the schedule of games.
2. The schedule will be posted 10 days before the competition. If teams withdraw prior to 14 days of the start of the competition, wildcards may be used as replacement teams.
3. If teams withdraw within 14 days of the start of the competition, teams may not be replaced. Scheduled opponents could receive a “bye game” during the preliminary round.
4. The best scheduling to ensure maximum rest for each team is to play one game per day. All teams are entitled to sufficient rest between games. If it is necessary to schedule two matches on the same day, four and one-half hours between the scheduled start of two successive games is considered to be sufficient rest.

Within the limits imposed by these rules and guidelines and by uncontrollable external conditions, the schedule is developed in an objective manner with no favoritism shown to specific teams or State Associations.
1.2 COMPETITION FORMAT

A Format

1. Round-Robin
   a) Wildcard teams may be used as necessary to bring age divisions to an even number of teams.
   b) Teams are not seeded. State Champions and Southern Regional Premier League teams are placed within the brackets by random draw, conducted at the US Youth Soccer Workshop.
   c) Each age group will be divided into three or four team sub-groups. The teams in each sub-group will play three preliminary round-robin games according to established matrices. Advancement to the quarterfinal or semi-final round will be determined as follows.

2. Quarter-Finals
   a) Quarterfinals will be played in divisions of 16 teams.
   b) Quarterfinals are single elimination format. Winners of the quarterfinal matches will advance to the semi-finals.
   c) If the score is tied at the end of regulation play, two complete overtime periods will be played at the end of normal playing time. The duration of the overtime periods will be two 10 minute halves for U13 and U14 and two 15 minutes halves for U15 and older.
   d) If at the end of the overtime periods a tie still exists, the game result shall be determined by the taking of kicks from the penalty mark in accordance with FIFA rules.

3. Semi-Finals and Finals
   a) Games are single elimination format. Winners of the semi-final will advance to the final match.
   b) There are no consolation games to determine 3rd and 4th place. The teams that do not advance from the semi-finals will be awarded 3rd place.
   c) In 12 team groups, teams from the same bracket, or teams that have already played each other in the round-robin will not play each other in the semi-final games.
   d) If the score is tied at the end of regulation play, two complete overtime periods will be played at the end of normal playing time. The duration of the overtime periods will be two 10 minute halves for U13 and U14 and two 15 minutes halves for U15 and older.
   e) If at the end of the overtime periods a tie still exists, the game result shall be determined by the taking of kicks from the penalty mark in accordance with FIFA rules.

4. Day of Rest
   a) U14, U15, U16, U17, U18 divisions will receive a day-of-rest prior to either their quarter or semi-final match.
   b) U13 and U19 divisions will receive a day-of-rest after their round robin games.
B  Playing Matrix

12 Team Divisions

<table>
<thead>
<tr>
<th></th>
<th>A</th>
<th>B</th>
<th>C</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>2</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>5</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>8</td>
<td>9</td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>11</td>
<td>12</td>
<td></td>
</tr>
</tbody>
</table>

- No quarterfinal will be played.
- Semi-final #1: Winner A v Wildcard
- Semi-final #2: Winner B v Winner C
- If the Wildcard comes from Group A, then Winner A v Winner C and Winner B v Wildcard.

16 Team Divisions

<table>
<thead>
<tr>
<th></th>
<th>A</th>
<th>B</th>
<th>C</th>
<th>D</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>6</td>
<td>7</td>
<td>8</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>10</td>
<td>11</td>
<td>12</td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>14</td>
<td>15</td>
<td>16</td>
<td></td>
</tr>
</tbody>
</table>

Quarterfinals will be played.
- Winner A v 2nd B
- Winner B v 2nd A
- Winner C v 2nd D
- Winner D v 2nd C

The winners of each quarterfinal will play in the semi-finals.
- Semi-final #1: Winner A v 2nd B v Winner C v 2nd D
- Semi-final #2: Winner B v 2nd A v Winner D v 2nd C

Revision Dated: 5-20-2015
C Wildcard (see addendum)

1. Age groups will consist of either 12 or 16 team divisions. To meet these requirements, wildcards may be added if necessary.

2. One wildcard team per state, per tournament, will be selected unless no other state can fill the open slot.

3. Procedure for wildcard selection:
   - State notifies the RTC that it will not be able to fill their state’s slot in an age group.
   - A wildcard may be selected to fill the open slot.
   - Order of selection of wildcards:
     1) Host state
     2) #1 state in random draw for gender group
     3) #2 state, #3 state, etc.

A state may accept or decline a wildcard slot in either gender division, and the order selection proceeds. Pairings will not be changed to accommodate states. A state’s team and wildcard team may be in the same bracket.

D Southern Regional Premier League

In the U14-U18 age groups (U13-U18 starting Fall 2015), the Southern Regional Premier League (SRPL) will receive four SRPL slots bringing the number of teams in these age groups to 16 teams.

Pairings will not be changed to accommodate states. A state’s team and SRPL team may be in the same bracket.

E Game Cards

The official records of the tournament are the game verification report signed by both team officials at the field and the referee match report submitted to the RTC.

F Game Balls

Each team shall be able to provide a game ball at each game. The game ball for each age group must meet US Youth Soccer requirements. Once the game begins, a protest cannot be lodged because of an illegal ball.

G Grace Periods

Any team not ready to play at the scheduled start time shall be granted a fifteen (15) minute grace period. Any team not ready to play after this grace period has expired shall be reported to the RTC by the referee. The RTC shall decide when a forfeit is declared. A minimum of seven (7) players constitutes a legal team.

H Home Team/Visiting Team

The home team will wear light colored jerseys, shorts and socks. The visiting team will wear dark colored jerseys, shorts and socks. The team in the incorrect color will have to change.
I Decorum

Coaches are responsible for the behavior of themselves, their coaching staff, parents/spectators, and their players. Coaches and other team officials shall be subject to all rules pertaining to misconduct contained in this policy, including cautions, ejections and standard suspension. Any other individuals who may be reasonably construed as being associated with a team, such as relatives and spectators, are also subject to the jurisdiction and authority of US Youth Soccer and the Tournament.

J Team and Spectator Location

The teams will sit on the opposite side of the field from the spectators. Teams will be separated by the table/bench/chairs for the officials. Spectators are to remain on the half of the pitch across from their own team’s bench.

K Team Bench and Sidelines

1) Players and up to 4 club-specific credentialed team officials may be on the bench. The credentials will be issued at registration.
2) Non-game day rostered players may sit on the bench and must wear clothing distinct from game-day uniform.
3) Each team may order a maximum of four (4) bench passes.

L Uniforms

1. Each player must wear an official uniform with a number on the back of the jersey.
2. Numbers are not required on goalkeeper jerseys.
3. Duplicate numbers or tape on uniforms is not permitted.
4. HOME teams wear Light colored uniforms.

At every level of the National Championships competitions, each player, team and team official may only have on his/her/their apparel the name, logo, or other identifying mark of US Youth soccer or a member directly or indirectly of US Youth Soccer.

(1) A name, logo, or other identifying mark of any youth soccer organization other than US Youth Soccer or its member must be removed, replaced, or covered before a player, team or team official may enter or remain at a field complex where the National Championships competition is being held.

(2) After an initial warning pursuant to (1) above, the name, logo, or other identifying mark of any youth soccer organization other than US Youth Soccer or its member must be removed before the player, team or team official may enter or continue in the competition.

Each team MUST have 2 (TWO) complete kits onsite including socks. (one light, one dark). Home team is required to wear light uniform (including socks). Away team is required to wear dark uniform (including socks). The RTC shall decide when uniform color conflicts are an issue.

M Equipment

All players must wear shin guards.
N Player/ Team Official Passes

The referee will review all 18 player passes prior to the beginning of the game. Before each half, the referee or assistant referee (AR) will receive the player passes from a team official for the starting 11 players. When a substitute player enters the game they will hand their pass to the AR. Player passes will be returned to the team official after each half. Beginning with the quarterfinals, the fourth referee official will hold the passes instead of the AR. It will be the responsibility of the team official to obtain the passes at the end of the game.

Coaches must have their US Youth Soccer pass and Team Bench Credential on them at all times while on the bench.

If teams’ US Youth Soccer passes cannot be produced at the start of a game, the RTC will determine appropriate actions.

O Determination of Winners

1) Scoring Method in Round-Robin

In preliminary round-robin games, points will be awarded as follows:

- Win - 3 points
- Tie - 1 point
- Loss - 0 points

There will be no overtime played during the round-robin portion of the tournament.

P Advancement

The team earning the most points in each group will advance to the next round of the tournament. In groups of 12 teams, the team with the most points after the group winners are declared will advance as the wildcard. In groups of 16 teams, the teams with the 2nd highest points in each bracket will advance as the best 2nd.

In groups where crossover games are scheduled, only the game points earned within the bracket will count in determining the bracket winner. To determine the wildcard team all game points earned, including crossover game points, will count.

Q Tiebreakers

In the event teams are tied on the basis of points earned, the team’s placement will be determined in accordance with the following sequential criteria.

a. Winner of head to head competition (these criteria not used if more than two teams tied.)

b. Winner of most games.

c. Goal differential (goals scored minus goals against) with a maximum of four goals per game.

d. Fewest goals allowed.

e. Kicks from the penalty mark (as described in National Championships Rule 242 Section 2 (c)).
NOTE: If more than two teams are tied, the sequence will be followed until a team is eliminated/advanced. The remaining teams will then restart the sequence at Point “b” above until the tie is broken.

If FIFA penalty kicks have to be taken, there will be a draw by the Region III Tournament Committee. The first team drawn will receive the bye; the next team drawn will be the home team against the remaining team in the first contest of penalty kicks. The winner of the first contest will then compete against the bye team in penalty kicks to determine the round robin winner. The bye team will be the home team. This is only if there are more than two (2) teams tied after going through the Tie Breakers.

R  Forfeiture Rule

In the event a team in round-robin competition forfeits any match, the official game scores for all of that team’s games will be recorded as 4-0 losses. A team that forfeits a match will be considered to have withdrawn from the tournament.

S  Unfinished Games

Unfinished game due to any cause shall be replayed providing neither team is at fault and play has not begun in the second half. If play is stopped after completion of the first half, and cannot be resumed as determined by the Region III Tournament Committee (RTC), and provided neither team is at fault, the RTC may deem the game complete. Should play be stopped at any time due to one of the teams being adjudged at fault, it shall be at the discretion of the RTC as to whether the game is to be replayed, stand as is, or declared a forfeit.

T  Terminated/Suspended Games

Once play has begun, games may only be terminated/suspended by the RTC or his/her representative.
1.3 Ejections

A Player Ejection:

1. Either a credentialed team representative or State Representative must escort a player who is sent off from the field to the designated red card holding area.
2. The player’s pass, together with the referee report, shall be turned over to the RTC or his/her designee by the referee.
3. The minimum penalty for an ejection is that the player shall not be permitted to play in the immediate next competition match of his or her team. This penalty may be increased at the determination of the Region III Conduct Committee.
4. Any appeal of an increased suspension by the Region III Conduct Committee must be submitted in writing to the Region III Appeals Committee within two hours of notification of increased suspension.
5. If the team of an ejected player allows the player to participate in the game he or she is to be sitting out, that team will automatically forfeit the game.
6. A player is allowed to serve their suspension at the game on the team bench, provided they are not in uniform.
7. A member of the RTC or their designee shall notify the player’s State Representative of the send-off. The player’s pass shall be returned to the State Representative following the disciplinary period.

B Coach or Credentialed Team Representative:

If a coach or credentialed team official is ejected from any game, they will be escorted by the State Representative out of sight and sound of the field and may not coach another team during the time slot for which they were ejected. The ejected coach or credentialed official may not be in sight or sound of the field while serving their suspension.

The minimum penalty for an ejection is a one game suspension to be served in the next US Youth Soccer National Championship Series game played by the team where the ejection was received. The penalty may be increased at the determination of the Region III Conduct Committee. Any appeal of an increased suspension must be submitted in writing to the Region III Appeals Committee within two hours of notification of the increased suspension.

Any other individuals who may be reasonably construed as being associated with a team, such as relatives and spectators, are also subject to the jurisdiction and authority of US Youth Soccer and the Tournament.

C Player and Coach Suspension

Any player, coach or bench personnel who have been suspended may appeal the decision to the Region III Tournament Appeals Committee. This appeal must be made within two hours of notification of the suspension.

D Substitutions

The number of substitutions shall be unlimited for U13 and U14.

For all other age groups, a maximum of 7 substitutions for each team shall be allowed in each game during each half of play and during overtime play. After leaving the game during a half of play, the substituted player may not re-enter the game during that same half of play. After leaving the game during overtime play, the substituted player may not re-enter the game. Substitutions may be made with the consent of the referee, at the following times:

1. Prior to a throw-in in your favor.
2. Prior to a goal kick by either team.
3. After a goal by either team.
4. After an injury by either team when the referee stops play.
5. At half time.
6. When the referee stops play to caution a player, only the cautioned player may be substituted prior to the restart of the game

E Player Equipment

The referee is the sole judge of allowed player equipment as prescribed by the FIFA Laws of the Game.

1.4 PROTESTS

All questions relating to the qualifications of the competitors or interpretation of the rules, or any dispute or protest shall be referred to the Region III Tournament Protest Committee.

A Validity

To be valid and eligible for consideration:

1. All protests relating to the ground, goal posts, bars or other appurtenances of the games shall be entertained only if a written objection has been lodged with the referee and the opposing coach prior to the start of the game.
2. All protests must be filed in writing with the Chair of the Protest Committee or his/her representative within two hours of the completion of the game in protest and must include:
3. A fee in the amount of $300. This fee may be in cash, cashier’s check or money order. Personal checks will not be accepted. Checks or money orders must be made payable to US Youth Soccer Region III.
4. Full particulars of the grounds on which the protest is lodged.

B Timing

1. Game situations
   Notification of protest must be received by the chair of the Protest Committee or his/her or designee within two hours of the completion of the game being protested.
2. Non-game situations
   Notification of protest must be received by the chair of the Protest Committee or his/her or designee within two hours of completion of the last game in the bracket or division in question, whichever is latest.

C Procedures

The committee shall immediately upon the receipt of a protest notify the team against which the protest is made and shall give a copy of the protest and all particulars to that team, which will then have the right to defend its case, with or without witnesses. A written response must be made within 2 hours of notification.

A plea of ignorance to the rules and policies of the US Youth National Championship Series and/or the US Youth Soccer Southern Regional Championships is not sufficient grounds for protest. Judgment decisions of the referee are not subject to protest.

The committee shall compile the necessary information to hear the protest from all available sources, before the protest is heard. This shall include, but not be limited to, coaches, field marshals, referees, assessors, witnesses if necessary, etc. All materials will be treated with confidentiality.
After compiling the necessary information, the committee will meet to conduct the protest hearing. The decisions of the committee shall be binding on all parties.

The Region III Protest Committee will notify the parties of the committee’s decision.

1.5 APPEALS

The decisions of the Tournament Committee and the Tournament Conduct and Protest Committees may be appealed to the Tournament Appeals Committee. The appellant shall bear the burden of showing that the decision being appealed is clearly erroneous. No new evidence may be presented to the Appeals Committee unless circumstances have materially changed, or new facts are discovered that were unavailable at the time of the original hearing.

1. An appeal must be filed in writing with the Chairman of the Appeals Committee or their representative within two hours of notification of the Conduct or Protest Committees decision and include:
   • A fee in the amount of $500. This fee may be in cash, cashiers check or money order. Personal checks will not be accepted. Cashiers checks and money orders must be payable to US Youth Soccer Region III.

2. Ignorance
   • A plea of ignorance to the rules of the competition is not sufficient grounds for appeals or protests.

3. Judgment decisions
   • Judgment decisions of the referees are not subject to appeal or protest.

1.6 LAWS OF THE GAME

Except as otherwise provided herein, the rules of US Youth Soccer and FIFA Laws of the Game shall apply.
Wild Card Draw Addendum
(Adopted by Presidents 1/17/2014)

One wildcard team per state, per tournament, will be selected unless no other state can fill the open slot.

Procedure for wildcard selection:

- State notifies the RTC that it will not be able to fill their state’s slot in a gender group.
- A wildcard may be selected to fill the open slot.
- Order of selection of wildcards:
  1) Host state
  2) #1 state in random draw for gender group
  3) #2 state, #3 state, etc.

Wild Card Slot #1:

State informs RTC they cannot field a team in a gender (age group does not matter)

- RTC will contact the Host State and offer them the slot;
- Host State can fill the slot;
- Selection complete.

Wild Card Slot #2:

State informs RTC they cannot field a team in a gender (age group does not matter)

- Since the Host State accepted Wild Card slot #1, the State listed #1 random draw is offered the slot and accepts;
- Selection complete.

OR

- #1 in random draw cannot fill the slot, continue to #2 in random draw;
- #2 does not accept;
- #3 does not accept;
- #4 DOES accept;
- Selection complete.

Wild Card Slot #3:

State informs RTC they cannot field a team in a gender (age group does not matter)

- Draw continues from the last “accepted” slot and #5 in the random draw is offered the open spot;
- And so on…

After the entire draw selection has been rotated thru, start at the top with the order of selection, and those states who could not fill the initial slot offered, are given first chance at the open slot. No state may accept a second wildcard slot until all other states have refused the option.
Concussion Procedure and Protocol
For US Youth Soccer Events

Concussion: a traumatic brain injury that interferes with normal brain function. Medically, a concussion is a complex, pathophysiological event to the brain that is induced by trauma, which may or may not involve a loss of consciousness (LOC). Concussion results in a constellation of physical, cognitive, emotional, and sleep-related symptoms. Signs or symptoms may last from several minutes to days, weeks, months or even longer in some cases.

CONCUSSION SIGNS, SYMPTOMS, AND MANAGEMENT AT TRAINING AND COMPETITIONS

Step 1:
Did a concussion occur?
Evaluate the player and note if any of the following signs and/or symptoms are present:
(1) Dazed look or confusion about what happened.
(2) Memory difficulties.
(3) Neck pain, headaches, nausea, vomiting, double vision, blurriness, ringing noise or sensitive to sounds.
(4) Short attention span. Can’t keep focused.
(5) Slow reaction time, slurred speech, bodily movements are lagging, fatigue, and slowly answers questions or has difficulty answering questions.
(6) Abnormal physical and/or mental behavior.
(7) Coordination skills are behind, ex: balancing, dizziness, clumsiness, and reaction time.

Step 2:
Is emergency treatment needed?
This would include the following scenarios:
(1) Spine or neck injury or pain.
(2) Behavior patterns change, unable to recognize people/places, less responsive than usual.
(3) Loss of consciousness.
(4) Headaches that worsen
(5) Seizures
(6) Very drowsy, can’t be awakened
(7) Repeated vomiting
(8) Increasing confusion or irritability
(9) Weakness, numbness in arms and legs

Step 3:
If a possible concussion occurred, but no emergency treatment is needed, what should be done now?

Focus on these areas every 5-10 min for the next 1 - 2 hours, without returning to any activities:

2. Speech.
3. Memory, instructions, and responses.
4. Attention on topics, details, confusion, ability to concentrate.
5. State of consciousness
6. Mood, behavior, and personality
7. Headache or “pressure” in head
8. Nausea or vomiting
9. Sensitivity to light and noise

Players shall not re-enter competition, training, or partake in any activities for at least 24 hours. Even if there are no signs or symptoms after 15-20 min, activity should not be taken by the player.

**Step 4:**

A player diagnosed with a possible concussion may return to US Youth Soccer play only after release from a medical doctor or doctor of osteopathy specializing in concussion treatment and management.

**Step 5:**

If there is a possibility of a concussion, do the following:

1. The attached Concussion Notification Form is to be filled out in duplicate and signed by a team official of the player’s team.
2. If the player is able to do so, have the player sign and date the Form. If the player is not able to sign, note on the player’s signature line “unavailable”.
3. If a parent/legal guardian of the player is present, have the parent/legal guardian sign and date the Form, and give the parent/legal guardian one of the copies of the completed Form. If the parent/legal guardian is not present, then the team official is responsible for notifying the parent/legal guardian ASAP by phone or email and then submitting the Form to the parent/legal guardian by email or mail. When the parent/legal guardian is not present, the team official must make a record of how and when the parent/legal guardian was notified. The notification will include a request for the parent/legal guardian to provide confirmation and completion of the Concussion Notification Form whether in writing or electronically.
4. The team official must also get the player’s pass from the referee, and attach it to the copy of the Form retained by the team.

**References:**


Possible Concussion Notification
For US Youth Soccer Events

Today, ________________, 2__, at the
_____________ [insert name of event], ________________ [insert player’s name]
received a possible concussion during practice or competition. US Youth Soccer and Staff want to make you aware of this possibility and signs and symptoms that may arise which may require further evaluation and/or treatment.

It is common for a concussed child or young adult to have one or many concussion symptoms. There are four types of symptoms: physical, cognitive, emotional, and sleep.

If your daughter or son starts to show signs of these symptoms, or there any other symptoms you notice about the behavior or conduct of your son or daughter, you should consider seeking immediate medical attention:

- Memory difficulties
- Headaches that worsen
- Vomiting
- Focus issues
- Weakness/numbness in arms/legs
- Neck pain
- Odd behavior
- Fatigued
- Irregular sleep Patterns
- Slurred speech
- Delicate to light or noise
- Repeats the same answer or question
- Slow reactions
- Irritability
- Less responsive than usual

Please take the necessary precautions and seek a professional medical opinion before allowing your daughter or son to participate further. Until a professional medical opinion is provided, please consider the following guidelines:

• refraining from participation in any activities the day of, and the day after, the occurrence.
• refraining from taking any medicine unless (1) current medicine, prescribed or authorized, is permitted to be continued to be taken, and (2) any other medicine is prescribed by a licensed health care professional.
• refraining from cognitive activities requiring concentration cognitive activities such as TV, video games, computer work, and text messaging if they are causing symptoms.
If you are unclear and have questions about the above symptoms, please contact a medical doctor or doctor of osteopathy who specializes in concussion treatment and management. Please be advised that a player who suffers a concussion may not return to play until there is provided a signed clearance from a medical doctor or doctor of osteopathy who specializes in concussion treatment and management.

Player’s Team: ________________________________

Age Group: ________________________________

Player Name: ________________________________ Gender: ______

Player Signature: ________________________________ Date: ______

Parent/Legal Guardian Signature: ________________________________ Date: ______

Team Official Signature: ________________________________ Date: ______

By inserting my name and date and returning this Notification Form, I confirm that I have been provided with, and acknowledge that, I have read the information contained in the Form. If returning the signed Form by mail, send it to the following address: 9220 World Cup Way, Frisco, TX 75034. If returning this Form by email, send it to the following address: nationaloffice@usyouthsoccer.org.

US Youth Soccer Notification: Yes No If yes, method and recipient: ________________________________

References:


US Youth Soccer Event Management System
Team Manager and Team Registration Instructions

For assistance at any time, email support@usyouthsoccer.org.

PLEASE SELECT ONE OF THE OPTIONS BELOW TO GET STARTED:

**FIRST TIME USER:** If the team has not previously created a profile in the system, please click the link below to get started and refer to page 2 of the instructions. http://tournaments.usyouthsoccer.org/members/register.aspx?type=TM.

**CHANGED TEAM MANAGERS:** If a team profile has been created in the past but there is a new team manager, YOU DO NOT NEED TO CREATE A NEW TEAM PROFILE. Team profiles can be used each year and for each event, and can be transferred to the new team manager. Visit the link below to proceed and then refer to page 4 of the instructions. http://tournaments.usyouthsoccer.org/teams/team_manager_change.aspx.

**RETURNING TEAM MANAGER:** If you set up the team profile previously, log in at the link below, click Go To My Teams and refer to page 4 of the instructions: http://tournaments.usyouthsoccer.org/members/login.aspx

**Rollover to New Season:** If you have not rolled over your team information for the current season (you received an email from US Youth Soccer), log in and click the blue arrow next to last season’s team in the archived section to make any updates and move the team into the current season. YOU DO NOT NEED TO CREATE A NEW TEAM PROFILE.

### Registration Instructions Below

SET UP A USER ACCOUNT
Fill out the required fields and click **Submit**.

**NOTE:** Under ‘Quick Links’ you can access your Member Home Page at any time.

Your user account is now registered.
CREATE A TEAM PROFILE

Click Setup Team Info to create your team profile.
Step ONE: CREATE OR EDIT YOUR TEAM PROFILE

It is important to follow these steps even if you have previously created your team profile.

From this page, you will be able to manage all of your teams. Click **Add a New Team** to create a new team profile, or click the pencil icon 🖋️ to edit an existing profile.
Team Registration

In the following four sections you will input your team, coaching staff, media and team background information. For any fields that are not required, you can come back and edit/save your information at any time.

Click **Continue**.
Enter coaching staff information. The names in these four sections will determine the bench passes for your team. This information will also be used for communications and shipping.

**NOTE:** At least ONE coach/manager attending the event MUST accept emails/text messages.
Approve or deny the release of your roster and team webpage. This will allow your roster information to be available to approved National Team, professional and collegiate coaches. The web page includes the team logo, photo and roster with jersey numbers and college commitments.

Click **Continue**.
Provide any local media contact information for US Youth Soccer to promote the events your team is participating in.

Click **Continue**.
Complete any relevant information on the history of your club, team and players. This information will be used to help promote your team and event.

NOTE: Background info helps the media with story ideas and your team Web page.

For ODP and National Team players, we are looking for current players. Please put their first and last name in one box as shown.
Enter your initials to verify that everything is accurate.

Click Save & Finish. Your team profile has now been created. You will now add players to your Player Pool.

When your team profile is set up and Regional Championship is selected as an Event Type, your State Rep will be notified and they will import your event roster.
STEP TWO: SETTING YOUR TEAM FOR AN EVENT

Once your Team Profile is complete, you will receive an email when your team has been added to the event. The message will explain that your **State Rep will import and set your roster for the event.** The State Rep will then confirm, approve and lock the roster. When that process is complete, the State Rep will contact you to finish the following steps:

1. Enter Bench Pass Personnel and Hotel Information
2. Review Jersey Numbers and Positions on the Event Roster
3. Enter Players’ Academic Information (GPA, SAT, Grad Year, etc.)

**NOTE** – You must go through your State Rep to add/remove players from the event roster and adjust jersey numbers/positions after the event roster has been locked.

The page to get back to your information is here: [http://tournaments.usyouthsoccer.org/members/login.aspx](http://tournaments.usyouthsoccer.org/members/login.aspx)

TO ENTER BENCH PASS/HOTEL INFO:

Once you log in, go to **My Teams.** Here you will see the calendar icon for your team.
Click on the calendar icon to go to My Team Events.

Next, click on the pencil icon . To provide bench pass information for your event.

The pencil tool leads you to the following screen to possibly enter your hotel information, bench pass information, and agree to the event’s code of conduct. If your team is local to the event and not staying in a hotel, please enter ‘Home’ in these fields.

Click Save & Finish.
Click on the blue roster icon to access your Event Roster and review jersey numbers and positions. Contact your State Rep if information is incorrect.

In the next screen, you will be able to confirm your players’ positions and jersey numbers. If any of the information (Position, Jersey Number, League/Club Pass) needs to be updated, you must contact your State Rep.

Once you are finished reviewing your event roster, click Back To My Team Events. To return to your My Teams homepage, click Back to My Teams.
After you have reviewed the event--specific information, go to your Player Pool to make sure each player’s academic information is accurate and up-to-date.

From your My Teams homepage, click Player Pool.

**Note:** For many events, player information can be accessed by approved college coaches and will be used in player profile books.

To make updates to your player pool, you can edit player information individually by clicking the pencil icon next to the player.

When you are finished updating your players’ information, you can click on Back to My Teams to return to your My Teams homepage.

From now on, when you click on the red calendar icon next to your team’s name on the
My Teams home page, you will be able to view the games your team is scheduled in for the event.

After you are confirmed and all of your event information is correct, you are prepared for the event and no further action through the Event Management System is needed. Please check throughout the year that your team’s profile is up to date.

If you have any questions, you can reach us at 1.800.4SOCCER or support@usyouthsoccer.org (US Youth Soccer offices are open from 8:30am--5pm CST).