

GAASA TEAM REGISTRATION

July 6, 2010

1. Teams must have been declared by June 26, 2010.
2. You will be invoiced for the teams that you declared. If you agree with the invoice you may mail your payment to the GAASA post office box or you can attend the Team Registration meeting to pay your invoice.
3. A completed SoccerWorks CLUB OFFICER FORM must accompany your payment.

GAASA PLAYER/COACH REGISTRATION

JULY 31, 2010 – NOTE NEW DATE!!!!!!!

Below is the schedule for clubs to attend Player Registration to register players on their declared teams. Clubs listed in **RED** are to send at least 2 volunteers to help on March 27th.

9:00	Stow	Tallmadge	Lake	Brecksville Travel	
9:30	Rootstown	Internationals	Revere	Ravenna Rec	High School
10:00	Springfield	Field	Waterloo	Copley	Ternopil
10:30	GREEN	INTERNATIONALS	RAVENNA REC	LOUISVILLE	
11:00	WADSWORTH	ST HILARY	WOODRIDGE	STREETSBORO	
11:30	Clubs not listed				
12:30	BARBERTON	STRIKERS	MANCHESTER	JACKSON FURY	SAGAMORE HILLS
1:00	JACKSON SELECT	COVENTRY	BRECKSVILLE	TEAM CHALLENGER	
1:30	Cuyahoga Falls	Alpha Phi	NEO	Inner City	Perry
2:30	Highland	Kent	Mantua	Northwest	
3:00	Norton	Akron Metro	Chippewa		

Arrive at your assigned time!

Additional clubs may also volunteer as well. Each club who volunteers will receive a \$20 per person credit awarded at the spring 2011 registration. A no-show will not receive credit to the club.

Barberton, Strikers, Manchester, Jackson Fury, Sagamore Hills, Jackson Select, Coventry, Brecksville, Team Challenger are to volunteer in the morning from 8:30 am until 1:00 pm prior to registering their club teams. **Green, Internationals, Ravenna Rec, Wadsworth, St Hilary, Woodridge, Streetsboro, Louisville** are to volunteer in the afternoon after they have registered their club teams from 12:00 noon until 4:30 pm. The morning crew will be trained by the GAASA Registrar and the afternoon crew will be trained by the morning crew. The GAASA Registrar will be available all day for any questions that may arise at your table.

INFORMATION TO REGISTER PLAYERS AND COACHES

1. GAASA used SoccerWorks software designed by Keri Sarver. If you do not have access to this software contact Tom Pickett, Executive Director.
2. Your team names (fall team names plus any new teams) will be loaded in your software by Keri Sarver by a pre-determined date.
3. Follow the instructions with SoccerWorks to add players/coaches or release players/coaches from teams.
4. If you have a NEW player to your club and you enter the player data into SoccerWorks and the software tells you that this player “is already registered to (another club)” you must email the Registrar with the name of the player, birthdate, the name of the club that the message tells you he/she is registered with as well as an attachment of the Player Status Form that releases this player from his/her previous club to your club if applicable. Please also include your name and your club name. Fall season generally does not require the use of transfer forms as players have the availability to select a club of their choice.
5. Any new players being added to your team’s roster must have the proper paperwork presented at the July 24th player registration in order to be a member of this roster. All new players must have a:
 - a. Player Registration Form completely filled out with all signatures (medical waiver, code of conduct,)
 - b. Birth Certificate or previous season player pass
 - c. Player pass printed from SoccerWorks Software with the player signature and the player’s color picture glued to the reverse of the pass
 - d. Player’s name must be listed on the roster of the team that he/she is playing
6. Any new coaches being added to your team’s roster must have a:
 - a. Current Coach Registration Form completely filled out including coaching license number and code of conduct acceptance signature.
 - b. Risk Management confirmation of application for new coaches
 - c. Coach pass printed from SoccerWorks Software with the coach signature and the coach’s color picture glued to the reverse of the pass for new coaches. Previous season coaches can reuse coach pass.
 - d. Coach name, address and a current phone number must be listed on the roster of the team that he/she is coaching
7. Please present two copies of each Official Roster printed from SoccerWorks per team playing. Minimum and maximum numbers of players that can exist on a team are as follows:
 - a. U9/U10 teams 6 player minimum / 12 player maximum
 - b. U11/U12 teams 8 player minimum / 14 player maximum
 - c. 13 and older 11 player minimum / 18 player maximum
8. Bring at least 1 copy of the Game Roster and Referee Report for each team being registered. This is a 2 page report and should be printed front to back. This Report will be stamped. Your

team could risk a forfeit of the game without the proper stamp on this report. The club registrar should keep an original stamped report on file.

Only register players/coaches that you have complete paperwork for. All teams must have at least the minimum number of players. A team or player could be pulled from play if the team has less than the minimum number of players or missing paperwork creates the team to have less than the minimum number of players. All players will be paid for at registration.

No credit can be given for players or coaches being dropped from rosters after initial registration.

Rostering younger players on a team are permitted as long as that player is not more than 2 years younger. Please refer to the Age Chart on the GAASA website.

When you arrive at Player Registration on July 24 you will have 4 tables to visit.

1. 1st table will check to see that the team rosters you have corresponds to the teams that were declared.
2. 2nd table will check your coach paperwork. First to be sure your coach has a current risk management application form on file and secondly to check whether the coach has a license on file.
3. 3rd table will check your player paperwork and stamp player passes and rosters
4. 4th table will double check the amount of players and coaches so that you can be invoiced correctly

If you have any questions as a club registrar please feel free to email me.

Lu Ann Blazeff, GAASA Registrar

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