



TEAM MEETING CHECKLIST

- ┌ You do NOT need to collect player photos or birth certificates at this time. Elaine will notify you if she needs a player photo or birth certificate copy. Player photos were taken at tryouts and will be preprinted on the player cards this year.
- ┌ **Accept team positions** – have players who have not accepted please do so online ASAP. They must accept online and NEW players also MUST order a uniform kit.
- ┌ **Uniforms:**
 - **New players must order a uniform kit** as this is year 2 of our uniform cycle.
 - **Collect jersey numbers** for new players and add them to the excel spreadsheet you will receive this weekend. **MUST** be to Tripp Miller by Monday, July 29 to ensure they will be printed by your first game.
 - **Confirm uniform sizes ordered for every new player on the team** and make any necessary changes in the spreadsheet. Sizes must be confirmed and turned in by July 29. After July 29th, sizes cannot be changed as uniforms will be printed and cannot be exchanged.
 - **Goalkeeper/Field Player** - make sure GKs order the Goalkeeper Uniform kit instead of Field Player kit. For GKs who also play the field, it is recommended that they order Field Player kit and order a separate GK jersey.
- ┌ **Collect SCYS Medical Releases (date SCYS form must be August 1, 2018 or later!!)** – keep these for your team in your Team Manager notebook. We also recommend that you get a copy of the player's insurance card, if possible.
- ┌ **Collect CPL Medical Releases** – scan and e-mail individual copies to Elaine and keep originals of these for your team in your Team Manager notebook. We also recommend that you get a copy of the player's insurance card, if possible.
- ┌ **Players Code of Conduct** – (MUST be copied front and back with Code on front and player signatures on back of same sheet). ALL players must sign this form. Names must be printed neatly so that they can be read. The original will need to be mailed to the club address as indicated on the form. You keep a copy for your records. **DUE August 15, 2019 or before your team plays in it's first league or tournament game!**
- ┌ **Complete Additional Pieces Team Uniform Order Form.** You must compile a master team order and submit a team check for your entire team (do not send in individual checks!). Payment must be received before printing will be done. These orders will not be processed before August 15. Due no later than September 15!
- ┌ **Team Camp** – encourage all to register for the Team Camp. \$125. All Girls are at the Southeastern Freight Lines Soccer Complex (July 26-28) and Boys are at SCUFC West Complex (Aug. 2-4)