

Check in Information for the Davis Legacy Tournaments

DOWNLOAD YOUR AGREEMENT SHEET [HERE](#) (also available on step #7)

Check In Options: ****PLEASE NOTE ALL ROSTERS MUST BE UPDATED BY 5:00 PM ON THE CORRESPONDING NIGHT OF YOUR CHECK IN (see below for check in timetable). ALL PLAYERS MUST BE ON YOUR GOTSOCCKER ROSTER AND APPROVED THAT ARE PLAYING IN THE TOURNAMENT**

******PLAYERS MAY ONLY PLAY FOR AND BE ROSTERED ON ONE TEAM FOR THE ENTIRETY OF THE TOURNAMENT, REGARDLESS OF AGE GROUP, CLUB AFFILIATION, BRACKET, POSITION, INJURY. ONCE AGAIN....PLAYERS MAY ONLY PLAY FOR ONE TEAM DURING THE TOURNAMENT.**

**THERE IS NO IN PERSON CHECK IN, ALL CHECK IN'S MUST BE DONE ONLINE
ROSTER INSTRUCTIONS:**

Roster Freeze Deadline is 5:00 pm the evening before your first tournament match

1. Log onto your GotSport account
2. Click on "TEAM MANAGEMENT" top menu bar
2. Click on TEAM NAME
3. Then click on ROSTERS at the top of the page
4. Select corresponding Davis Legacy Tournament from the drop down menu
4. Add any LOAN or CLUB PASS players by clicking on the buttons available. For more information on this please follow this link:

<https://gotsport.zendesk.com/hc/en-us/articles/4406129679767-How-to-add-a-guest-club-pass-player-for-an-event-as-an-admin->

GUEST PLAYER REGISTRATION LINK:

https://system.gotsport.com/programs/7H5028100?reg_role=player

5. Log into your GOTSPORT account and click on the team registered for the tournament
6. Click the "ROSTER" tab, and select the corresponding Davis Legacy Tournament from the drop down menu
7. Add or remove players from the roster ****PLEASE NOTE, IF THERE IS NOT A RED X NEXT TO THE PLAYERS NAME, YOUR ADMIN WILL NEED TO REMOVE PLAYERS FOR YOU or GRANT YOU ACCESS.**
8. Click on the "DOCUMENTS and IDs tab, THIS ROSTER IS WHAT WILL SHOW UP ON THE MATCH CARD, IF PLAYERS ARE NOT ON THIS DOCUMENT, THEY WILL NOT SHOW UP ON THE GAME CARDS
9. Download and fill out the agreement sheet found [here](#)
10. Click on the TEAM REGISTRATIONS tab, then click on the corresponding Davis Legacy Tournament, this click on REGISTRATION tab, hit the EDIT button and upload your ROSTER and AGREEMENT sheet.
11. Please note you will not see the document approved as in years past
12. YOU ARE ALL SET, the players will check in with the referee 30 minutes before each match. They will need their player cards (cards do not need to be uploaded) and will be checked against the

match cards (the tournament will print the match cards). IF PLAYERS ARE NOT ON THE MATCH CARD ROSTER, THEY MAY NOT BE ELIGIBLE TO PLAY