

Bolingbrook Raiders Labor Day Soccer Festival Coaches/Managers Preparation Checklist

- Email team roster to Tournament Director Scott Mueller at scott.mueller@cetco.com by August 18th!
- Arrange USYSA Permission to travel from your state (not req'd. for Illinois teams).
- Make Hotel reservations A.S.A.P. (visit web site for near by locations)
- Mail Tournament registration in by Aug. 2nd and payment ASAP. Teams will not be accepted unless full payment is received prior to tournament.
- Make team Travel arrangements, review tournament parking and copy maps for parents, review.
- Free bus service to and from off site location Pioneer Elem. School. We also have parking at the new soccer fields 2 blocks West of the tournament. Remote parking only available from 9:00am to 8:00pm, Saturday & Sunday. Parking is FREE!
- Read all tournament rules and registration information! We had some minor changes over the past 2 years. Extra point for a shut-out was changed to, extra point for a goal differential of 3 goals or more (3-0, 4-1, 5-2, 5-3 etc). Teams ending with a tie 0 to 0 both teams receive 3 points.
- Make copies of the tournament rules to the coaches, managers and parents.
- Game schedules available online 7-10 days prior to the tournament. Make copies for all parents and coaches. Very important to have parents review our web site for last minute changes.
- Pass out to all the parents and players our food concessions full menu and affordable prices.
- Make sure your team and parents prepare for the weather. Check weather forecasts in our area! You will need to have a phone tree in place incase of bad weather during the game/during the day

Get Prepared for Registration/Team Check-In:

Mandatory Team Registration/Check-In will be Friday night 6:00pm to 9:00pm at the Tournament Head Quarters tent for all teams that didn't mail-in their Registration. This is for those teams that didn't get their registrations mailed in on time. Team coaches that can not register Friday night must get prior approval from Scott Mueller, Tournament Director to register on Saturday (1) hour prior to your first game.

- Assign an official team representative to collect all the information required for team check-in

At Registration/Check-in:

- Submit a readable copy of the IYSA/USYSA Player Roster form.
- Show approved player passes which will be matched in the same order as the roster form.
- Submit a readable copy of Emergency Medical Release form (EMR) for each player.
- Submit Guest players form.
- Submit a copy of USYSA Permission to travel out of state.
- Coaches must have approved state coach's card with ID. Only Coaches stated on the approved roster form will be allowed to sit by the players.
- Submit at Check In on Friday night, your Team contact Cell No. This is in case of bad weather related game changes.
- Finally bring a chair, sit back put your feet up and relax for an enjoyable soccer match. Make sure you and your parents get the chance to enjoy our great food in our concessions!

All required forms are available at our web site,
www.bolingbrooksoccerclub.org/traveling/tourney

Our staff and I look forward meeting you, your team and the parents for another exciting tournament. We wish you and your team the best of luck.
Scott Mueller Tournament Director Cell# 224.388.9903