



## 2018 OPC State Cup Online Check in

### Tournament Online Check-In Required Documents

1. Official State Roster (signed by Coach & Registrar) (US Club Roster must have card printed date listed by the player and rostered adult, “NO CARD” next to the name means they do not have a current player card and are not registered)
2. Player Medical Release Team Certification
3. Player Cards

All required paperwork is to be submitted by Thursday, May 31 12:00 pm

INDIVIDUAL MEDICAL RELEASES DO NOT NEED TO BE UPLOADED All teams are required to have a Medical Release for every player on their roster • Medical Releases are to be available at the soccer complex upon request.

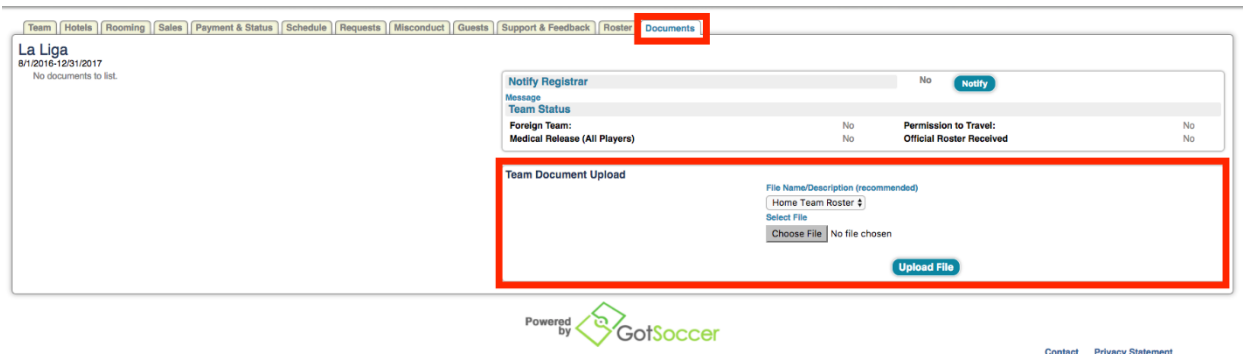
### UPLOADING THE DOCUMENTS

1. Login to “Team” GotSoccer Account”
2. Under “Event Registration History” find “2018 OPC State Cup”

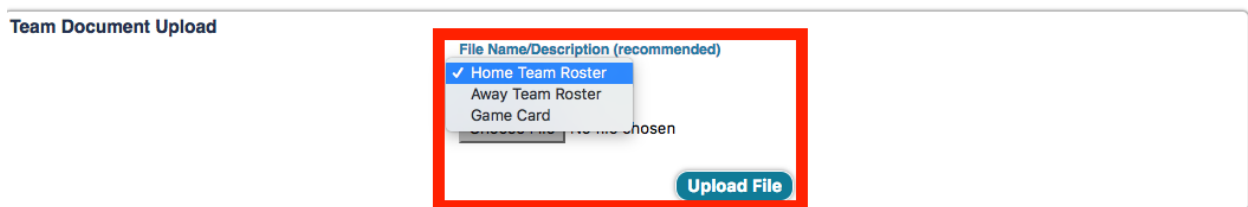
The screenshot shows the GotSoccer website interface. At the top, there is a navigation bar with 'Home', 'Events', 'Game History', 'Email Team', 'College Search', 'Player Suspensions', 'Help', and 'Log Out'. Below this is a team profile for 'Boys OPEN Arsenal Gunners' with a GotSoccer TeamID of # 882706. The main content area displays the 'Event Registration History' table, which lists various events and their registration details. The first row, 'La Liga', is highlighted with a red box.

Name/Date	Type	Status	Applied	Accepted	Paid	Roster	Schedule	eTravel	Support	Misconduct:Y/N
La Liga 8/1/2016 - 12/31/2017	League	Applied	03/16/2017	No	No	Default	View	Request	Request	
Winter League - Norcal - Demo 1/1/2017 - 5/31/2017	League	Accepted	02/13/2017	Yes	No	Default	TBA	Request	Request	

3. Click on the “2018 OPC State Cup”
4. Click on “Documents”



5. Go to "Team Document Upload"
6. Click on the "Arrow on the right side of the Drop Down Box"



7. Pick "Document " from the drop down box you will upload
8. Click "Choose File"
9. Find "Document" on your computer
10. "Upload"
11. Do this for each "Required Document that pertains to your team"
12. Once you have uploaded all the necessary documents you must click the "Notify Registrar" button. (You can also ..... ask a question after you click the Notify Button and we can in turn type a message back. Once your paperwork ..... has been reviewed the notify icon will be removed if needed a message will be left for you in the message box. )