

MIDNIGHT MADNESS SOCCER TOURNAMENT ONLINE CHECK-IN INSTRUCTIONS

DEADLINE TO COMPLETE ONLINE CHECK-IN IS MONDAY PRIOR TO THE TOURNAMENT

Please read the instructions below carefully. If you have any questions regarding this document, please call (469) 383-8298 or email admin@waxahachiesoccer.org

REQUIRED DOCUMENTS

Please gather the following required documents before proceeding with online check-in. *Partial registrations will NOT be accepted.*

- Team Roster
- Game Report

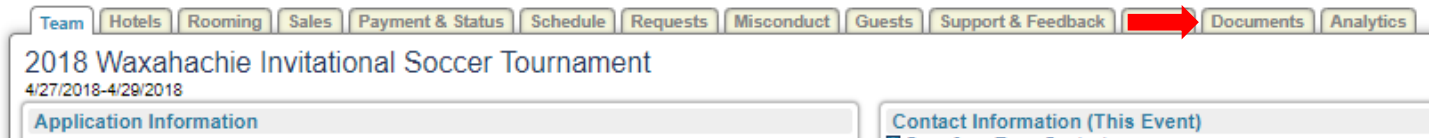
STEP 1: Log into your GotSoccer TEAM account. If your local organization does not use GotSoccer, please contact us for help creating an account.

STEP 2: Under Event Registration History, select “Midnight Madness”

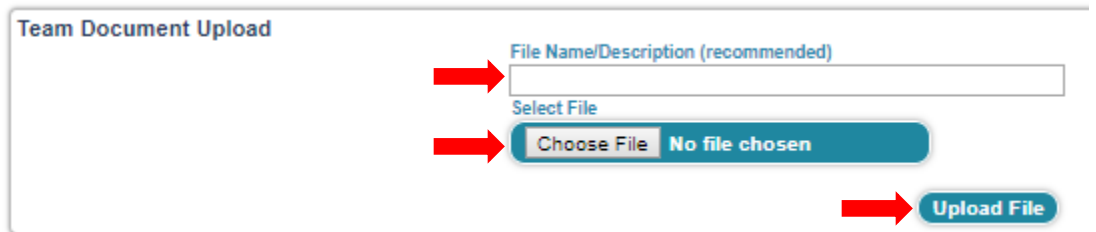


Name/Date	Type	Status	Applied	Accepted	Paid	Notify	Roster	Schedule	eTravel	Support	Misconduct-Y/R
BEST SOUTHWEST SPRING 2019 2/18/2019 - 6/15/2019	League	Accepted	02/26/2019	Yes	No		Default	TBA	Request	Request	
WSA Spring 2019 1/1/2019 - 8/30/2019	League	Accepted	02/09/2019	Yes	No		Frozen (12)	TBA	Request	Request	
2018/2019 NTX Soccer Youth Recreational Registration 8/1/2018 - 7/31/2019	Registration	Accepted	09/22/2018	Yes	No		Frozen (12)	N/A	N/A	Request	
BEST SOUTHWEST FALL 2018 9/9/2018 - 11/27/2018	League	Accepted	08/21/2018	Yes	No		Default	View	Request	Request	
Fall Season 2018 9/1/2018 - 12/1/2018	League	Accepted	08/09/2018	Yes	No		Frozen (12)	TBA	Request	Request	
2017/2018 NTX Soccer Youth Recreational Registration 8/1/2017 - 7/31/2018	Registration	Accepted	04/11/2018	Yes	No		Default	N/A	N/A	Request	
2018 Waxahachie Invitational Soccer Tournament 4/27/2018 - 4/29/2018	Tournament	Accepted	02/28/2018	Yes	No		Default	View	Request	Request	
BEST SOUTHWEST SPRING 2018 3/17/2018 - 6/17/2018	League	Accepted	02/27/2018	Yes	No		Default	TBA	Request	Request	

STEP 3: Select the Documents tab



STEP 4: Under Team Document Upload select the appropriate File Name/Description from the drop-down menu and then select Choose File to pick the correct file from your computer to upload. Once you have chosen the correct file from your computer, select Upload File.



The screenshot shows the 'Team Document Upload' form. It has a dropdown menu for 'File Name/Description (recommended)' with a red arrow pointing to it. Below the dropdown is a 'Select File' button with a red arrow pointing to it. To the right of 'Select File' is a button that says 'Choose File' and 'No file chosen'. To the right of that is an 'Upload File' button with a red arrow pointing to it.

STEP 5: Repeat Step 4 for each item that needs to be uploaded for your team

REMINDER: Partial uploads will not be accepted. All documents required for each team must be uploaded in order for your team to be considered “checked-in”.

Once your team documents have been received and approved, you will receive an email with further instructions.