



## 2024 Kohl's Fall Rec

# Coach/Manager Check List

A team representative must stop at Tournament Headquarters to check the team in before the first game. It is best to do this about **20-30 minutes before the start of the team's first game**. Headquarters will open one hour before first games each day.

The items needed to check a team in:

- A copy of your official state/club issued roster
  - Milwaukee Kickers Soccer Club teams do not have to provide a copy of their roster. It will be provided for you.
- A copy of the completed Guest Player Form (if applicable)
  - All players must be listed on the team's roster or be registered as a guest player.
  - Participating players must be affiliated with a soccer club and fully registered for the 2024-2025 soccer year.
  - Guest players must be the correct age for the team they are playing with. A younger player can be allowed to "play up".
  - If a guest player is from another club, the Guest Player Form for that player must be completed by someone from the club they belong to.
  - Teams are limited to 4 Guest Players.
- Wisconsin Youth Soccer Association 2024-2025 Liability Release/Medical Consent Form for every player.
  - MKSC teams are exempt and do not have to bring these forms.
  - Out of State teams must complete the Wisconsin Liability form.
- A Permission to Travel form for out of state teams as required by your organization.

Please share these reminders with all participants:

- Parking will be \$5.00 per day/per car or \$10 for a weekend pass with unlimited re-entry. To expediate the traffic flow and process, ***exact cash payment is requested at entry***.
- Park only in designated, lined parking spots. Illegally parked cars can block the flow of traffic and create dangerous situations.
- We are a dog friendly environment. However, we ask that you have your pet on a leash and clean up after them.

All necessary forms and information can be found in the tournament section of our website, [www.uihleinsoccerpark.org](http://www.uihleinsoccerpark.org).

Please contact Dawn Urban, Tournament Director with any questions at [DawnU@mksc.org](mailto:DawnU@mksc.org) or 414-375-1152.