



## How to submit tournament paper work via gotsoccer

1. Scan all your documents to your computer, PDF format is suggested. Best way is to scan like papers into one scan, ex: all medical releases are one document, roster and guest player forms could be another one.
2. Sign in to your teams account
3. The first page is the “home” “overview”

The screenshot shows the GotSoccer website interface. The navigation menu at the top includes 'Home', 'Events', 'Game History', 'Email Team', 'College Search', 'Rewards', 'Help', and 'Log Out'. The 'Home' tab is highlighted with a red circle. Below the navigation menu, the page displays 'Team - Girls U14 Test team 1' and 'GotSoccer TeamID # 733487'. On the left, there are links for 'GotSoccer Account' and 'Get the most out of your account'. On the right, there is an 'Event Registration History' table with one item listed: '32nd Annual Brookshire's Fall Kickoff'.

Name/Date	Type	Status	Applied	Accepted	Paid	Roster	Schedule	eTravel	Support
32nd Annual Brookshire's Fall Kickoff 11/8/2013 - 11/10/2013	Tournament	Applied	10/03/2013	No	No	Frozen (3)	View	Request	Request

4. Click on the event you are needing to submit paper work to

The screenshot shows the GotSoccer website interface with the 'Events' tab selected in the navigation menu. The page displays 'Team - Girls U14 Test team 1' and 'GotSoccer TeamID # 733487'. On the left, there are links for 'GotSoccer Account' and 'Get the most out of your account'. On the right, there is an 'Event Registration History' table with one item listed: '32nd Annual Brookshire's Fall Kickoff'.

Name/Date	Type	Status	Applied	Accepted	Paid	Roster	Schedule	eTravel	Support
32nd Annual Brookshire's Fall Kickoff 11/8/2013 - 11/10/2013	Tournament	Applied	10/03/2013	No	No	Frozen (3)	View	Request	Request

5. This is the “Events” “My Events” “team” tab section. You will need to click on “documents” tab:

Tyler Soccer Association: | x GotSport | Teams | Events | x

https://www.gotsport.com/asp/teams/application.asp?TeamID=733487&ApplicationID=2090265

gotsoccer.com

My GotSoccer > Teams Return to My GotSoccer

Home Events Game History Email Team College Search Rewards Help Log Out

My Events Search Events Permission to Travel

Team Hotels Rooming Sales Application Status Schedule Requests Misconduct Guests Support & Feedback Documents

32nd Annual Brookshire's Fall Kickoff  
11/8/2013-11/10/2013

☒ Print Completed Application

**Application Information**

Event 32nd Annual Brookshire's Fall Kickoff  
Group Girls U14  
Club Name TEST  
Team Name Test team 1  
Team State Texas North

**Prev Year Record**  
Wins Losses Ties

**Team Colors**  
Alt. Colors

**Preferred Flight**

**Player ID Numbers** Default

**Team Communication Preferences**  
At least one contact below must be made available for the Team Chat and Team Contact function.

☒ Team Contact  
☒ Team Coach  
☒ Team Manager

**Guest Player Preferences**  
☐ Allow unassigned Guest Players to email manager and coach (If available)

**Confirmation#** E35125-T733487  
**Date Applied** 10/3/2013 4:17:48 PM  
**Last Updated** N/A

**Contact Information (This Event)**  
☒ Copy from Team Contact

Organization  
Contact Name Christopher Wheeler  
Address 726 Purdue Dr  
City Tyler  
State TX  
Zip 75703  
Country United States  
Email topher976@gmail.com  
Phone 9032165061  
Phone 2 9032165061  
Mobile 9032165061  
Mobile Text 9032165061  
Fax 9032165061

**Manager Information**  
Update Manager Information  
Manager Name Christopher Wheeler  
Address 726 Purdue Dr  
City Tyler  
State TX  
Zip 75703  
Country US  
Email topher976@gmail.com  
Phone 9032165061  
Phone (2) 9032165061  
Mobile 9032165061  
Mobile Text 9032165061  
Fax 9032165061

**Save**

6. Under the “documents” tab section you will click “choose file” button.

Tyler Soccer Association: | x GotSport | Teams | Events | x

https://www.gotsport.com/asp/teams/application\_docs.asp?ApplicationID=2090265

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Girls U14 TEST TEAM 1 (TXN)  
No documents to list.

**Team Document Upload**  
File Name/Description (recommended)

Select File  
**Choose File** No file chosen

**Upload File**

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7. After you choose the file that you are wanting to upload, ex. Official Roster, you will see that file as you named it.

Return to My GotSoccer

Help Log Out

Requests Misconduct Guests Support & Feedback Documents

**Team Document Upload**  
File Name/Description (recommended)

Select File  
**Choose File** 05 team roster.pdf

**Upload File**

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8. In the drop down box, choose what it is: Medical releases, roster, guest player forms, etc

l\_docs.asp?ApplicationID=2090265

[Return to My GotSoccer](#)

[Help](#) [Log Out](#)

[Requests](#) [Misconduct](#) [Guests](#) [Support & Feedback](#) [Docs](#)

**Team Document Upload**

File Name/Description (recommended)

official roster

Select File

[Choose File](#) 05 team roster.pdf

[Upload File](#)

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9. Then click the "Upload File" button. You will see it appear on the left.

Tyler Soccer Association: x GotSport | Teams | Events x

https://www.gotSPORT.com/asp/teams/application\_docs.asp?ApplicationID=2090265

**got soccer**

[My GotSoccer](#) > [Teams](#) [Return to My GotSoccer](#)

[Home](#) [Events](#) [Game History](#) [Email Team](#) [College Search](#) [Rewards](#) [Help](#) [Log Out](#)

[My Events](#) [Search Events](#) [Permission to Travel](#)

[Team](#) [Hotels](#) [Rooming](#) [Sales](#) [Application Status](#) [Schedule](#) [Requests](#) [Misconduct](#) [Guests](#) [Support & Feedback](#) [Documents](#)

**Girls U14 TEST TEAM 1 (TXN)**

Document	Created	Accessed	
official roster	10/3/2013 4:53:54 PM	N/A	<a href="#">Delete</a>

**Team Document Upload**

File Name/Description (recommended)

Select File

[Choose File](#) No file chosen

[Upload File](#)

10. Repeat for each document you want to submit. When completed, your paper work is done.

11. If for any reason your paperwork changes, you can go back in and delete the old file to update with the new file. (Until the paperwork deadline)

Brookshire's Fall Kickoff x GotSport | Directors - To... x GotSport | Teams | Events: x

← → C [https://www.gotsport.com/asp/teams/application\\_docs.asp?ApplicationID=3174584](https://www.gotsport.com/asp/teams/application_docs.asp?ApplicationID=3174584)

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**NORTH TEXAS SOCCER**  
IGNITING PASSION FOR THE GAME

My GotSoccer Teams Return to My GotSoccer

User: tyler.s.tournament  
Tournament Director: Full Access Log Out

Home Events Game History Email Team College Search Player Suspensions Help Log Out

My Events Search Events Permission to Travel

Team Hotels Rooming Sales Payment & Status Schedule Requests Misconduct Guests Support & Feedback Documents

**34th Annual Brookshire's Fall Kickoff**  
11/13/2015-11/15/2015

Document	Created	Accessed	Verified	
Official Roster	10/24/2015 4:20:09 PM	10/24/2015 4:20:18 PM		Delete

**Team Status**

Foreign Team:	No	Permission to Travel:	No
Medical Release (All Players)	No	Official Roster Received	No

**Team Document Upload**

File Name/Description (recommended)  
Academy Player Forms

Select File

Choose File No file chosen

Upload File

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12. However, once the paperwork has been verified you will no longer be able to change your paperwork without approval from the tournament director.

Brookshire's Fall Kickoff x GotSport | Directors - To... x GotSport | Teams | Events: x

← → C [https://www.gotsport.com/asp/teams/application\\_docs.asp?ApplicationID=3174584](https://www.gotsport.com/asp/teams/application_docs.asp?ApplicationID=3174584)

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**34th Annual Brookshire's Fall Kickoff**  
11/13/2015-11/15/2015

Document	Created	Accessed	Verified	
Official Roster	10/24/2015 4:20:09 PM	10/24/2015 4:20:18 PM		Verify

**Team Status**

Foreign Team:	No	Permission to Travel:	No
Medical Release (All Players)	No	Official Roster Received	No

**Team Document Upload**

File Name/Description (recommended)  
Academy Player Forms

Select File

Choose File No file chosen

Upload File

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