



This information is for all teams registered to play in the Midwest Conference hosted weekend in St Louis, MO on May 2-3 at Creve Coeur Soccer Complex. Contacts have frequently changed so please make sure you forward this on to your coaches, DOC's and managers to make sure this message gets to where it needs to be. There is a lot of important information regarding the upcoming weekend, so please take the time to read this document in its entirety.

Creve Coeur Soccer Complex will host all of the matches this weekend on its fantastic 13 field all turf complex. Field Maps to the complexes can be found attached to this email and on the conference website. All team check in will take place at Creve Coeur Soccer Complex HQ.

Creve Coeur Soccer Complex address is 2350 Creve Coeur Mill Rd South, St. Louis, MO 63146 and their website can be found at <https://www.ccparksoccer.com/> Please refer to the Creve Coeur Map and follow parking instructions in relation to your game field. The link can be found on the conference website.

SCHEDULES

Please double check your games schedules, go to the Midwest Conference website at <https://www.usyouthsoccer.org/midwest-conference/> click on Scores & Standings and then select your specific division

Games are ALL played LOCAL time. Just a point of note for the conference schedules posted online in general. Wherever you are playing all times are ALWAYS listed as local time.

Be sure to read **ALL** the information below carefully regarding Event Fee's & Check In

EVENT FEE

Each participating team is to pay a **\$75 per match** at the time of check in. This fee was made very clear before the scheduling process began. It was listed online and on the tables at the scheduling meetings. Any First Division teams that were granted an exception to participate in this weekend also pay the full fee. This information can be seen at:

[Midwest Conference Full Scheduling Document Spring 2020](#)

This fee covers all team additional costs incurred in rental and staffing due to the size of this event, as well as college coach hospitality. Cash or checks (make payable to US Youth Soccer) are accepted. It also allows us to have adequate medical and safety cover at the event.

WEEKEND CONTACT

The contact for the weekend will be Nik Bushell, who can be reached at nbushell@usyouthsoccer.org

CHECK IN

A team representative must check in your team at least one hour (1) prior to your first game of the weekend. As mentioned earlier in the email, ALL teams must check in at Creve Coeur Soccer Complex HQ trailer.

We will have one check in area:

Before your first game of the weekend you will check in at the Creve Coeur Soccer Complex HQ trailer. You are looking for a white trailer located between Field #1 and Central Village as you enter the south parking lot.

Check in is very streamlined, only team mangers/team representatives need to check in and at the most this should take no more than a couple of minutes. For new teams to the Conference this is not like a tournament, we do not have to check your team roster at check in. All that is needed are these 3 items.

1. Your referee fees (the entire amount for the weekend in **CASH**)
2. Payment of your team's **\$75 per match** EVENT FEE
3. The Team Check In form (see attached on page 4 of this document) that provides us with emergency contact information for the weekend

Passes, SportsForms Line-Up cards, medical releases and copies of your rosters (for the opponent if requested) are brought to the field. SportsForms Line-up cards and player passes will be passed to the referee before each game.

REFEREE FEE'S

A reminder on **Referee Fees** (per team):

At check-in, referee fees for the entire weekend are paid (The Check-In form lists the per game amounts due and the denominations that are required. No checks, **CASH only**). A reminder on Referee Fees and denominations needed:

13U, 14U \$60/per game	(2 twenties, 1 ten, 2 fives)
15U, 16U \$70/per game	(3 twenties, 1 ten)
17U, 18U, 19U \$80/per game	(3 twenties, 1 ten, 2 fives)

Again, game fees for the entire weekend must all be paid in **CASH** at Check In.

SportsForms Line up cards (printed off in advance by you from SportsForms) and player passes etc are reviewed by the referees on the game field. As a reminder, here is the link to the SportsForms [Team Portal](#). You should also double check your team's game schedule for any last minute field changes.

ROSTERS

Roster submission and approval. You should have had your initial roster submitted to SportsForms and approved by your state association long before now. The league has no access to this and you must have your roster approved by your state association before you can print off your SportsForms Line-Up Cards for each game. For more information on this click the links below (these are all on the Midwest Conference website):

- [Midwest Conference Team Roster Guide](#)
- [SportsForms Team Roster Submission Overview](#)
- [Midwest Conference Maximum Roster Size Guide](#)

You do NOT need to turn in any roster at check-in, merely bring your SportsForms Line-Up card to each game and turn in to the referee at your game field. Also Referee Reports are provided at conference hosted events, so need for teams to bring those (you always provide the Referee Report to referees at club hosted events or one offs, but not at conference hosted weekends).

We expect to play through any rain or cold weather, although severe weather may delay games.

It is expected that the first team listed on the match schedule is to wear light/white color jerseys and socks. When there is a conflict in uniform color, the team listed second on the schedule must change its jerseys and socks, except in situations where the team listed first is wearing dark colored jerseys and/or socks, then the team listed first must change to light/white color jerseys and socks. The Referee shall define what constitutes light and dark color jerseys and socks.

SEND OFFS-RED CARDS

Remember that anyone receiving a Red Card or Sent Off is automatically suspended from the team's next game. The referee's decisions on the field are final.

MISCELLANEOUS ITEMS

Some additional notes about this weekend:

Medical support will be on hand and can be found in golf carts monitoring the fields. If players are in need of taping be sure to bring your own tape. Taping is not done at the fields, the medical staff are there to treat injuries on the field.

Please know that scores and standings will be posted online throughout the weekend.

One final reminder to forward this to onto your other coaches, DOC's and team managers. Do not assume that we have all of the contacts. We are currently doing a reconciliation of contacts through SportsForms and many contacts have been updated in the past few weeks. You can also update the registered Team Coach, Team Administrator or Club Administrator at any time in your [Team Portal](#). (You'll need your TeamID and the email address of the Coach, Club or Team Administrator who is being replaced.) A confirmation email will be sent to both parties (and USYS Conference) with a successful contact update.

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League Manager

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USYouthSoccer.org/Leagues



TEAM CHECK-IN INFORMATION FORM

Teams are to provide this form along with Referee Fees to the Local Site Coordinator (if available) about one (1) hour prior to the start of your first game of your USYS Leagues Conference weekend competition.

Team Name: _____

State Association: _____

Gender Girls Boys
Age Group 13U 14U 15U 16U 17U 18U 19U

Conference & Division: _____

Be sure that you have brought the following:

- SportsForms Line-Up Cards for each match – **give Line-Up Card to Referee prior to each match** - provide opponent with Line-up card only upon request)
- US Youth Soccer Player Member Passes (from your state association) – **give to ref**
- Referee Report – **give to ref** (NOT needed at conference hosted weekends)
- Team State Rosters (one for each match - bring a spare in case the opponent if requests) - **do not give to ref**
- Club Pass Player State Rosters (one for each match - one for the opponent if requested) - **do not give to ref**
- Player Medical Release Forms (your local forms are acceptable) - **do not give to ref**

The following is to be turned in to the Local Site Coordinator (if applicable):

- Total Referee Fees for each game (each team is to provide the following) **IN CASH**. Ensure you have your total for the weekend and make sure the denominations requested are given exactly.

U13, U14	\$60/game (2 twenties, 1 ten, 2 fives)
U15, U16	\$70/game (3 twenties, 1 ten)
U17, U18, U19	\$80/game (3 twenties, 1 ten, 2 fives)

- This Check-In Information Form

Please provide Cell Phone contact information in the event that the Local Site Coordinator must contact you

Contact Person: _____ Date: _____ Cell Phone Number: _____

Signature: _____