



COPPER STATE NATIONALS TEAM BOOK GUIDELINES

Every team participating in the Winter 2017 Copper State National Youth Tackle Football Tournament is required to create and maintain a Team Book that will be used to verify teams, players and coaching staff prior to every scheduled game. The Team Book shall contain the following documents for every player listed on the Certified Team Roster that was submitted to AYSL by the team in the order outlined below:

FRONT PAGE OF BOOK: Certified Team Photo Sheets – Please refer to the Copper State Nationals Team Photo Sheet Guidelines.

SECOND PAGE OF BOOK: Certified Coach and Team Manager Photo Sheets – The same process must be completed for the coaches and team manager in order for the individuals to be permitted on the sidelines.

THIRD PAGE OF BOOK: Certified Official Team Roster – Once you register your team online, you will have the ability to enter each individual player onto your electronic team roster, which will create your Official Team Roster. Copper State Nationals Staff will have your Official Team Roster on site at your initial team check-in two hours prior to your first game. (Teams playing at 8 a.m. on Saturday will have a 7 a.m. check-in time.) Any player not listed on your electronic roster will not be eligible to play. NO EXCEPTIONS. You may contact Keri Arsenault for a copy of your electronic roster prior to the tournament to verify you have listed all of your players and their information.

FOURTH PAGE OF BOOK: Copper State Nationals Tackle Football Rules – Every team is required to have a copy of the most recent Copper State Nationals tournament rules pertaining to their division in their Team Book. You may find a copy of the rules online at www.azysl.org.

PLAYER ELIGIBILITY DOCUMENTS

Place the following documents in page protectors after the documents outlined above. Place page protectors in alphabetical order by player's last name.

FIRST PAGE: Age Verification Document – Every player shall have an age verification document. Valid forms of age verification documents include but are not limited to a copy of his/her birth certificate, passport, shot records, official school document. **If a player's age is questioned, Copper State Nationals Tournament Staff may request to verify the original age verification document, or additional documentation prior to the player participating in any games.

SECOND PAGE: Signed Copper State Nationals Code of Conduct – Every player shall have a Copper State Nationals Code of Conduct signed by both the player **and** the parent/legal guardian.

THIRD PAGE: Signed Copper State Nationals Participation Contract – Every player shall have a Copper State Nationals Participation Contract signed by both the player **and** the parents/legal guardians.

FOURTH PAGE: Grade Level Verification Document (14U Division ONLY) – The maximum grade level for the 14U Division is 8th grade. Every player participating in the 14U Division shall have a grade verification document indicating the player's *current* grade level. Valid forms of grade verification documents for players in the 8th Grade and below include but are not limited to the player's most recent report card/progress report, a printout of the player's online school profile, the player's school ID, or an official letter from the player's school.

Coaches

All head coaches and assistant coaches shall have a Copper State Nationals Coaches Code of Conduct signed and in the back of the book.

Student Coaches Under 18 Years Old – Student Assistant Coaches are required to have a Participation Contract signed by their parent/league guardian and placed in the back of the Team Book along with the Coaches Code of Conduct. If a Student Coach does not have a signed Participation Contract, he or she shall not be permitted on the sidelines during scheduled games. This is required for insurance purposes.

Team Books must be certified by Copper State Nationals Tournament Staff at the team's initial team certification. **Team Books will **not** be certified if any of the above-listed information is missing for any of the team's player's.

The Team Book must be presented to Copper State Nationals Tournament Staff when checking in the players and coaching staff before every game. If the Team Book is not present at the time of check-in before the game, the team shall forfeit the game.

Teams are asked to return all documents collected from the players back to the individual players at the end of the tournament.

Please contact keri@azysl.org with any questions and/or concerns.