



## 2013 GHSA SOCCER CHAMPIONSHIPS

### Team Instructions

Please read the “General Instructions” very carefully. Each year we have problems arise because the coaches/team representatives did not follow the instructions. Pay particular attention to the State Tournament bracket regarding the issue of which uniform your team should be wearing each game.

Enclosed you have the following forms:

- **OFFICIAL TEAM TRAVEL FORM** – Please fill out this form out completely and turn it in at the “Team Entry Gate” at the arena. You are allowed to list (24) names on this form.
- **LINE-UP/ROSTER** – Your official line-up/roster information must be turned in to the official scorer no later than (20) prior to your scheduled game time.
- **EXCESS TEAM ENTRY FORM** – You are required to list names on this form of individuals who are “team essential personnel” to your team operations over the limit of the (24) names on the TEAM TRAVEL FORM. (trainers, doctors, managers, etc.)
- **FIELD PASSES** – Each team will be allowed a total of (6) FIELD PASSES. The passes are to be worn in clear view by the non-playing essential members of the team who will be allowed in the bench area (coaches, managers, trainers, etc.). These passes may be picked up when the team arrives at the arena. **ONLY team members and individuals with official “field passes” will be allowed to be on the field.**
- **GAME ADMINISTRATOR/RESOURCE OFFICERS** – Each school is responsible to have a School Administrator and Resource Office on site during the game. Please provide the name and cell # of those individuals on the enclosed form and submit it at the “Team Entry Gate” upon arrival at the venue. These individuals will receive a “Game Credential” for their respective game.
- **BRACKET/JERSEYS** – The team listed with the “H” on the respective bracket will be the “Home Team” and shall wear white/light jerseys. The “Visiting Team” shall wear dark jerseys.
- **GAME SITE** – Contact your respective “Site Contact” immediately to confirm game details and site logistics information.
- **BALL RUNNERS** – Each participating school is required to provide two (2) “ball runners”. They will receive a “Field Pass” that must be visible during the contest. Game balls will be provided by the GHSA.
- **TEAM WARM-UP** – Each team in the subsequent game will have the ability to warm-up on an auxiliary field near the stadium, and a minimum (15) minute warm-up in the stadium prior to the start of the game.
- **SCHOOL/MASCOT LOGO** – If you are playing at West Georgia send a jpeg of your logo to [mcooke@westga.edu](mailto:mcooke@westga.edu) , if at Kennesaw send it to [cbryan42@kennesaw.edu](mailto:cbryan42@kennesaw.edu) .

# GAME ADMINISTRATORS SCHOOL RESOURCE OFFICERS

Please list the individual(s), and their cell phone #'s, who will be at your schools GHSA State Tournament contest.

## ADMINISTRATORS

NAME: \_\_\_\_\_

POSITION: \_\_\_\_\_

CELL PHONE #: \_\_\_\_\_

NAME: \_\_\_\_\_

POSITION: \_\_\_\_\_

CELL PHONE #: \_\_\_\_\_

## RESOURCE OFFICERS

NAME: \_\_\_\_\_

POSITION: \_\_\_\_\_

CELL PHONE #: \_\_\_\_\_

NAME: \_\_\_\_\_

POSITION: \_\_\_\_\_

CELL PHONE #: \_\_\_\_\_

The head coach is responsible for turning in this form to the "Game Manager" upon arrival at the venue. Game Administrators and Resource Officers will receive field credentials when they check in at the "Team Entry Gate".

# OFFICIAL TEAM TRAVEL FORM

SCHOOL: \_\_\_\_\_ BOYS \_\_\_\_\_ GIRLS \_\_\_\_\_

Each team is allowed (24) names on the "Team Travel Form", consisting of players, managers, trainers, statisticians, etc. Coaches are admitted on their GHSA Coaches Pass. Teams wishing to admit more than the (24) names on this form must list the names of those individuals on the "Excess Team Entry Form" at the team entry gate.

NAME	FUNCTION (player, manager, etc.)
1 _____	_____
2 _____	_____
3 _____	_____
4 _____	_____
5 _____	_____
6 _____	_____
7 _____	_____
8 _____	_____
9 _____	_____
10 _____	_____
11 _____	_____
12 _____	_____
13 _____	_____
14 _____	_____
15 _____	_____
16 _____	_____
17 _____	_____
18 _____	_____
19 _____	_____
20 _____	_____
21 _____	_____
22 _____	_____
23 _____	_____
24 _____	_____

COACH: \_\_\_\_\_ DATE: \_\_\_\_\_

**The head coach is responsible for turning this form in at the "Team Entry Gate" upon arrival at the venue.**

# EXCESS SCHOOL ENTRY FORM

Teams wishing to admit more than the (24) names on the "Team Travel Form", must list the names of those "team essential" individuals on this "Excess Team Entry Form" at the team entry gate.

NAME	SCHOOL & FUNCTION
1 _____	_____
2 _____	_____
3 _____	_____
4 _____	_____
5 _____	_____
6 _____	_____
7 _____	_____
8 _____	_____
9 _____	_____
10 _____	_____
11 _____	_____
12 _____	_____
13 _____	_____
14 _____	_____
15 _____	_____
16 _____	_____
17 _____	_____
18 _____	_____
19 _____	_____
20 _____	_____
COACH: _____	DATE: _____

The head coach is responsible for turning in this form prior to the "Game Manager" upon arrival at the venue.



## **SITE CONTACT INFORMATION**

### **KENNESAW STATE UNIVERSITY**

KSU Site Representative – Ms. Kristin Lettiere

Cell – 770-794-7788

Email – [klettier@kennesaw.edu](mailto:klettier@kennesaw.edu)

GHSA Site Representative – Mr. Bill Holleman

Cell – 678-779-8871

Email – [holleman1338@charter.net](mailto:holleman1338@charter.net)

GHSA Officials Representative – Ms. Katie Dowis

Cell – 770-655-2805

Email – [bkdowis@att.net](mailto:bkdowis@att.net)

### **Game Times/Match-Ups**

Friday, May 17 – 5:00 PM

Friday, May 17 – 7:30 PM

Saturday, May 18 – 12:00 PM

Saturday, May 18 – 2:30 PM

Saturday, May 18 – 5:00 PM

Saturday, May 18 – 7:30 PM

### **UNIVERSITY OF WEST GEORGIA**

UWG Site Representative – Mr. Eddie Duffey

Cell – 770-301-4064

Email – [eduffey@westga.edu](mailto:eduffey@westga.edu)

GHSA Site Representative – Mr. Andy Cowart

478-457-7195

Email - [andy.cowart@windstream.net](mailto:andy.cowart@windstream.net)

GHSA Officials Representative – Ms. Kay Argo

Cell – 770-329-2838

Email – [kay\\_argo@att.net](mailto:kay_argo@att.net)

### **Game Times/Match-Ups**

Friday, May 17 – 5:00 PM

Friday, May 17 – 7:30 PM

Saturday, May 18 – 12:00 PM

Saturday, May 18 – 2:30 PM

Saturday, May 18 – 5:00 PM

Saturday, May 18 – 7:30 PM