

CULPEPER SOCCER CLUB (CSC)

OFFICIAL GUEST PLAYER INTAKE & COMPLIANCE FORM

INSTRUCTIONS: This form must be completed in full by the requesting CSC Head Coach for every guest player. To maintain compliance with league regulations, insurance mandates, and tournament rules, all fields are mandatory.

I. CSC TEAM & EVENT DETAILS

- Requesting CSC Coach: _____
- CSC Team Name/Age Group: _____
- Event/Tournament Name: _____

II. GUEST PLAYER INFORMATION

- Legal Name: _____
- Date of Birth: _____
- Current Home Club: _____
- Current Age Group/Division: _____
- Parent Email & Phone: _____

III. HOME CLUB AUTHORIZATION

- Primary Head Coach Name: _____
- Primary Coach Email: _____
- Primary Coach Phone: _____

III. MANDATORY COMPLIANCE POLICIES

- 1. AUTHORIZATION RESPONSIBILITY:** The requesting coach and player are **solely responsible** for obtaining formal permission from the player's current Head Coach before submitting this form. **CSC Leadership will not initiate contact to request or solicit permission.**
- 2. ADMINISTRATIVE ROLE:** CSC will only initiate communication with the Home Club *after* initial permission is secured, and solely for the purpose of collecting required state/league paperwork (Player Pass, Medical Releases, etc)
- 3. SUBMISSION DEADLINE:** This form must be submitted a minimum of **10 days** before the check-in deadline set forth by the tournament. **The required paperwork (Player Pass, Medical Releases, etc.) must be submitted a minimum of 5 days before the check-in deadline.**
- 4. INCOMPLETE SUBMISSIONS:** Any form missing information will be returned unprocessed. CSC assumes no responsibility for player ineligibility due to incomplete or late submissions.
- 5. FACILITATION:** The player and requesting CSC coach are responsible for helping facilitate these requests with the Home Club to ensure all documents are received before the deadline. CSC will not be held responsible for delays caused by unresponsive third-party clubs or coaches.

IV. COACH ATTESTATION

By signing below, I certify that I have followed all league protocols for guest player recruitment and that I have secured the necessary permission from the player's current club.

Coach Signature: _____ Date: _____