

AYSO Region 114 Tournament Request Form

**Needs to be submitted 2-3 weeks prior to tournament to ensure approval **

Submit to: ayso114rc@gmail.com, penamc6@gmail.com, ayso114springcoordinator@gmail.com

Request Date:

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| Tournament: | |
| Date of Tournament: | |
| Entry Fee: | |
| Referee Fee: | |
| Region Check Payable To: | |
| Division and Team Name: | |
| Coach Name: | |
| Coach Email and Cell: | |

Coaches need the following for a tournament:

- 1. Registered volunteers**
 - All of your volunteers must be registered through our website on Blue Sombrero, this includes your assistant coach, team manager and referees
 - www.ayso114.org
- 2. ID Cards (If team already has current season cards, no need to get new ones)**
 - All players, coach and assistant coach must have an ID card
- 3. Signed Tournament Roster (By Commissioner)**
 - Email the Commissioner and Registrar your Team Roster Request Form
- 4. Region Check (Pick up from Treasurer/Commissioner)**
 - Before a check can be issued, Team needs to provide the fee to Treasurer/Commissioner
- 5. Referee Refund (Read closely on your Team Invitation flyer)**
 - Refunds need to be mailed to: **Maria Peña, AYSO 114, 173 E. Home Street, Long Beach, CA 90805**
 - After Treasurer receives refund it will be mailed out to you
 - It is up to you to get in contact with the tournament Treasurer to find out if it has been mailed out.

***** Read all requirements on the Tournament Invitation. It is the responsibility of the Coach to make sure they have everything they need *****

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| Internal: | Check# | Referee Refund received: | Referee Refund Check# |
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