



# Region Cup Showcase

## Team Check-In Instructions



Check-In for the 2026 Region Cup Showcase event must be completed electronically via your team GotSport account.

You can submit the required documents by uploading them to your GotSport registration using the team account you registered for the Region Cup Showcase. All information must be received no later than **Wednesday, March 4<sup>th</sup>, 2026 by 5:00 p.m. CST**. You must use the same team account that you used to register for the event.

### **Submitting your documents via GotSport**

- Go to: <https://system.gotsport.com/>
- Log into your GotSport account using your username & password.
- Click on the team attending the event and Select “Team Registrations.”
- Select “2026 Region Cup Showcase” listed under all your events.
- Select “Registration” and click on the orange “Edit” button.
- Upload the following documents:
  - Approved Official State Roster
  - Player & Coach Passes
    - All passes must be from the same organization. You cannot combine passes from different organizations.
  - Medical Release Forms (All saved on one document)
  - Waiver Form
  - Travel Permit
    - For USYS team outside of Indiana. The form is not needed for US Club Soccer teams.
  - Emergency Contact Form
- Save
- Logout

### **Roster Builder**

All teams must do this to ensure the players show up on the tournament game card for each game. This is what the referees will use to check players in for games. All players and coaches must show up on the game card to be eligible to play.

- Go to the “Roster Builder” section of GotSport
- Select “2026 Region Cup Showcase” and hit “Submit”
- Add all the Coaches & Players that will be playing on that team while at the Region Cup Showcase
- Be sure to have the correct jersey numbers listed next to each player.
- You will see a “Green Check” next to the Coaches & Players names which means they are approved for the event.
- Logout when completed.