



## Northern Indiana Soccer League Coach/Manager Pre-Season Checklist

- Check with your club to determine who is responsible for registering your team and paying NISL fees for the season.
  - Registered via gotsoccer
  - Payment - Sent: \_\_\_ / \_\_\_ / \_\_\_ Check#: \_\_\_\_\_ Amount: \$\_\_\_\_\_
  
- Obtain official Indiana Youth Soccer (IYS) team roster and coach/manager/player cards (check with your club registrar to determine club procedure).
  - Indiana Youth Soccer (IYS) roster (provided with player cards and available via your gotsoccer team account).
  - Each coach, manager and player IYS card includes photo, signatures and is laminated.
  
- NISL Rules, Regulations & By-Laws
  - Familiarize yourself with NISL Rules/Regulations/By-Laws available on NISL website.
  - Notify coach(es), manager(s), parents and players that NISL Rules/Regulations/By-Laws are available on the NISL website for their review.
  
- Check with club regarding procedures for obtaining club pass players.
  - Familiarize team coach(es) and manager(s) with club pass procedures according to club and NISL (available on NISL website).
  
- Obtain and complete required NISL Forms:
  - NISL Release from Liability: Signed by ALL players, coaches, managers and parents.
  - NISL Code of Conduct: Signed by ALL players, coaches, managers and parents.
  - Email completed Release from Liability and Code of Conduct forms to [nbalmoria1@yahoo.com](mailto:nbalmoria1@yahoo.com) BEFORE your first game.
  
- Obtain club approved Medical Releases for all players.
  - Club medical releases are completed and notarized for all players.
  
- Obtain phone contact information for all players, coaches and managers.

- Check with club to determine the procedure for obtaining funds to pay referees at each game (see NISL Referee Fee procedure for amount required at each game according to age group).
- Familiarize yourself with NISL game score reporting procedure (available on NISL website).
- Keep all forms (IYS roster, NISL Release from Liability, NISL Code of Conduct, Medical Releases, team contact information) together and plan to take ALL forms as well as coach/manager/player IYS cards to ALL NISL games and the post-season NISL tournament.
- Optional: Print copies of NISL Rules/Regulations/By-Laws, NISL club pass procedures and NISL game score reporting procedures to take to each game in case of questions.