



## How To Add Guest Players to A Roster

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NOTE: \*\*Any player who is not a “primary” player of your official roster is considered a “guest player”. That means that “club pass” players who are already within your club but primarily rostered to a different team are considered to be “guest players” for the event.

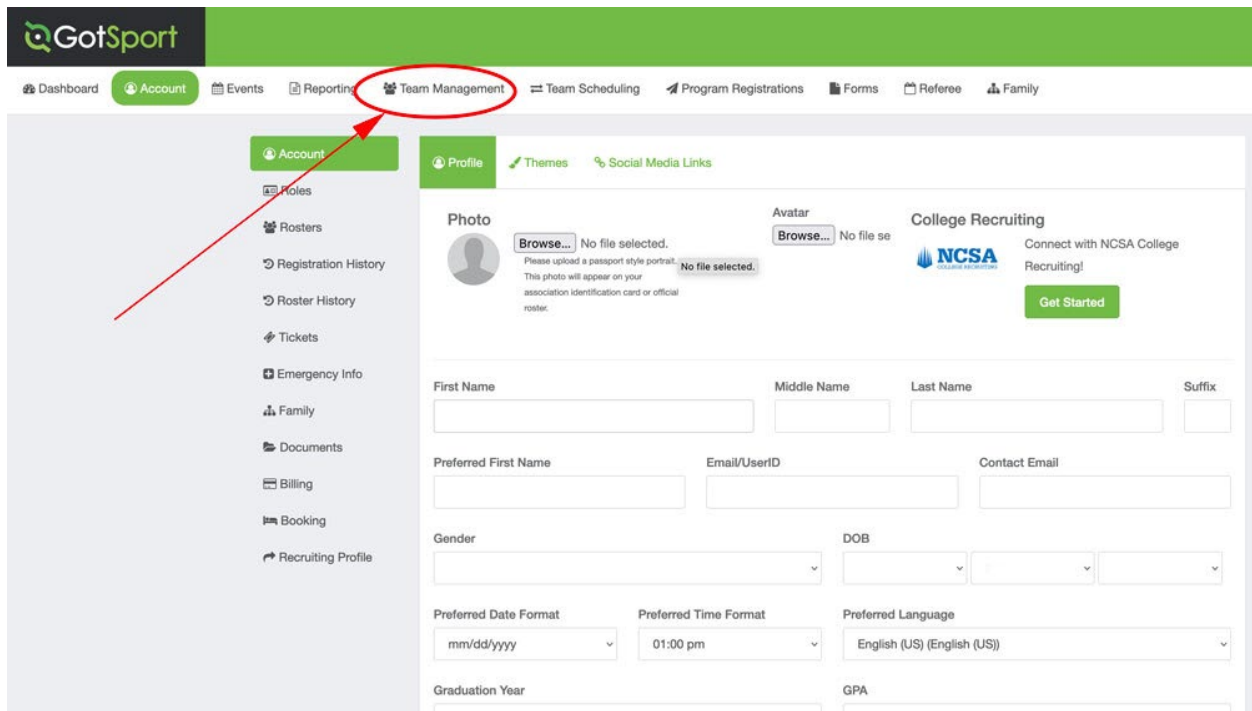
Guest Player [RULES](#) for the 2022 Hempfield Fall Classic

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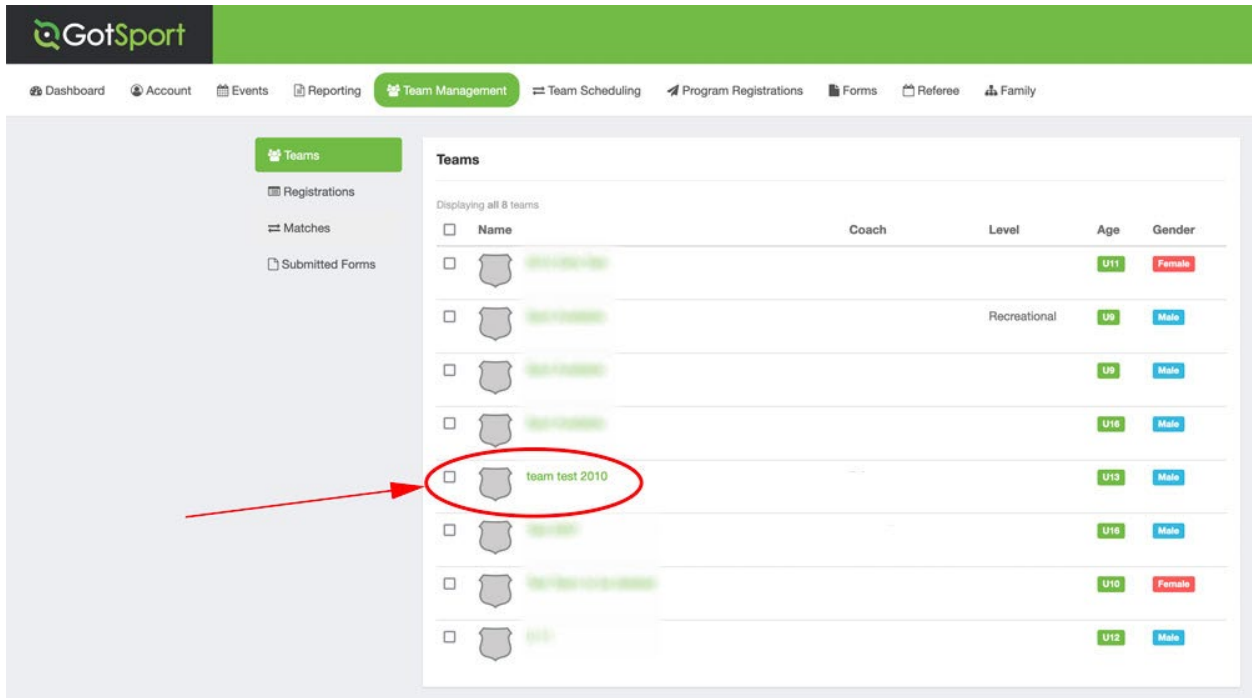
- Once you have built, or cloned, your roster for the event within your team GotSport account, you can then begin to add guest players (up to 5) to your roster.
- For a player to be added to your roster that guest player must first register with the Hempfield Fall Classic as an official guest player by using their personal GotSport player account. The player(s) can accomplish this by logging into their account, selecting the Hempfield Fall Classic, and then the “register as a guest player” tab. They may also directly jump to that portal by using the following links:
  - Boys Player Registration: [CLICK HERE](#)
  - Girls Player Registration: [CLICK HERE](#)
- When a player has confirmed with you that they have officially registered with the event as a guest player and that they are “In the Guest Player Pool”

for the Hempfield Fall Classic you can add them to your roster by following the below instructions...

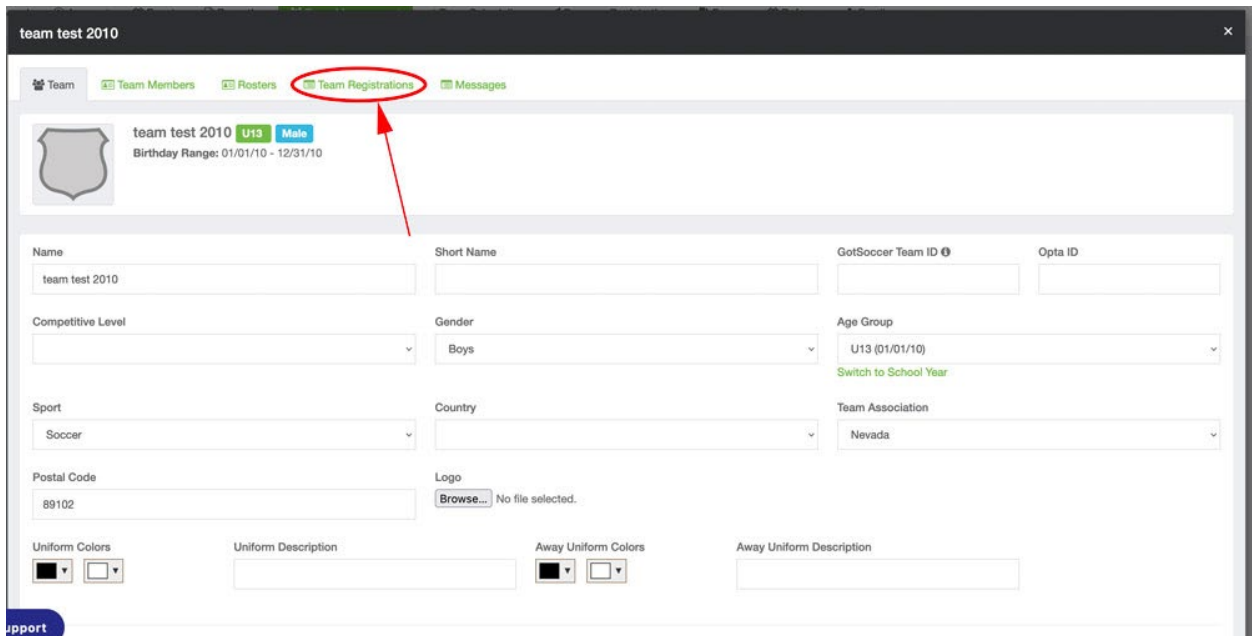
1. Log into your GotSport Account at system.gotsport.com, and select Team Management



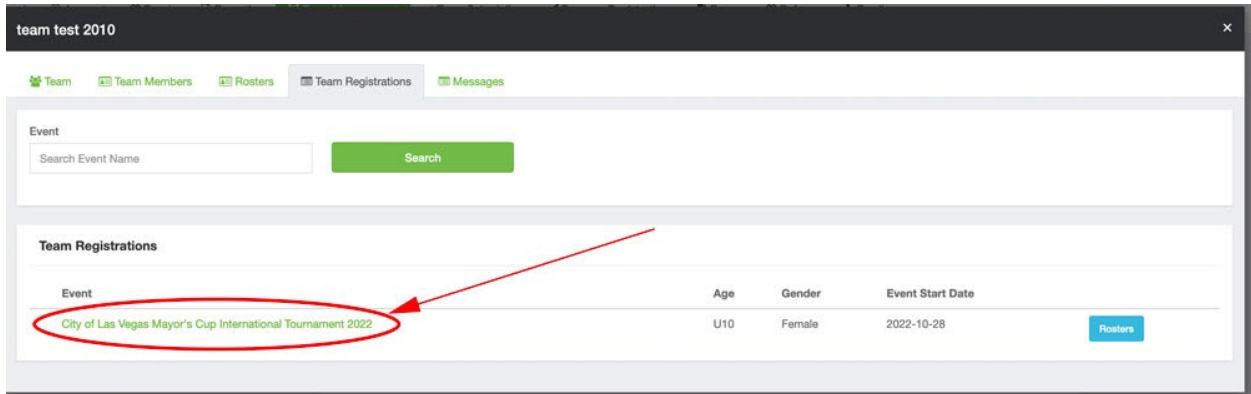
2. Select the team that you would like to add the guest player to.



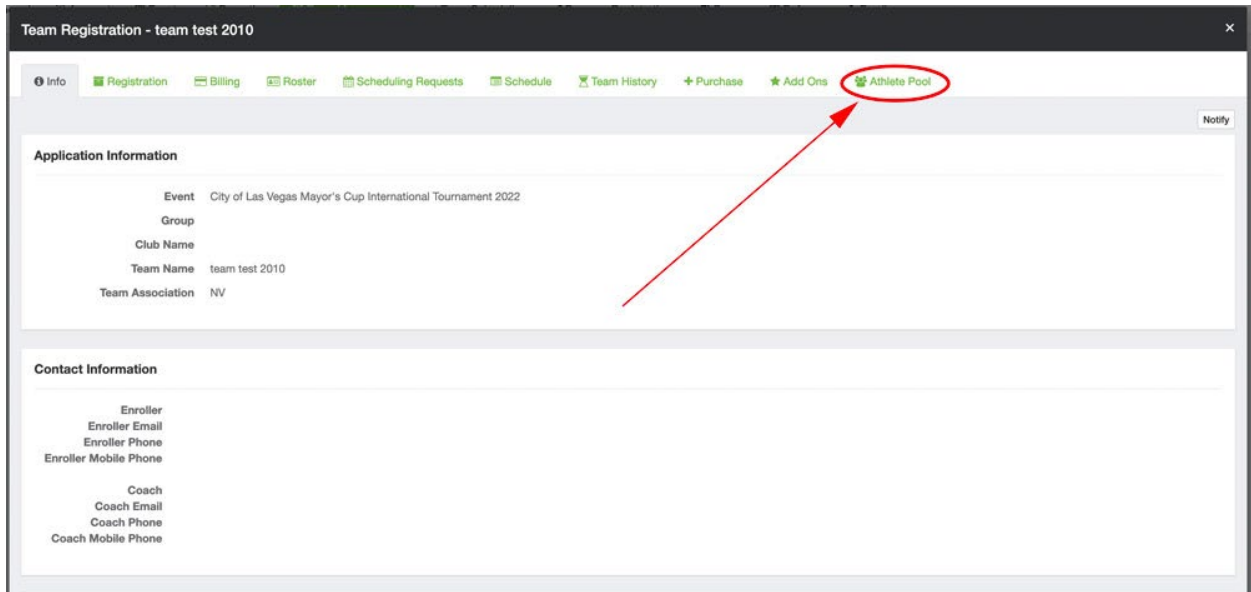
### 3. Select Team Registrations



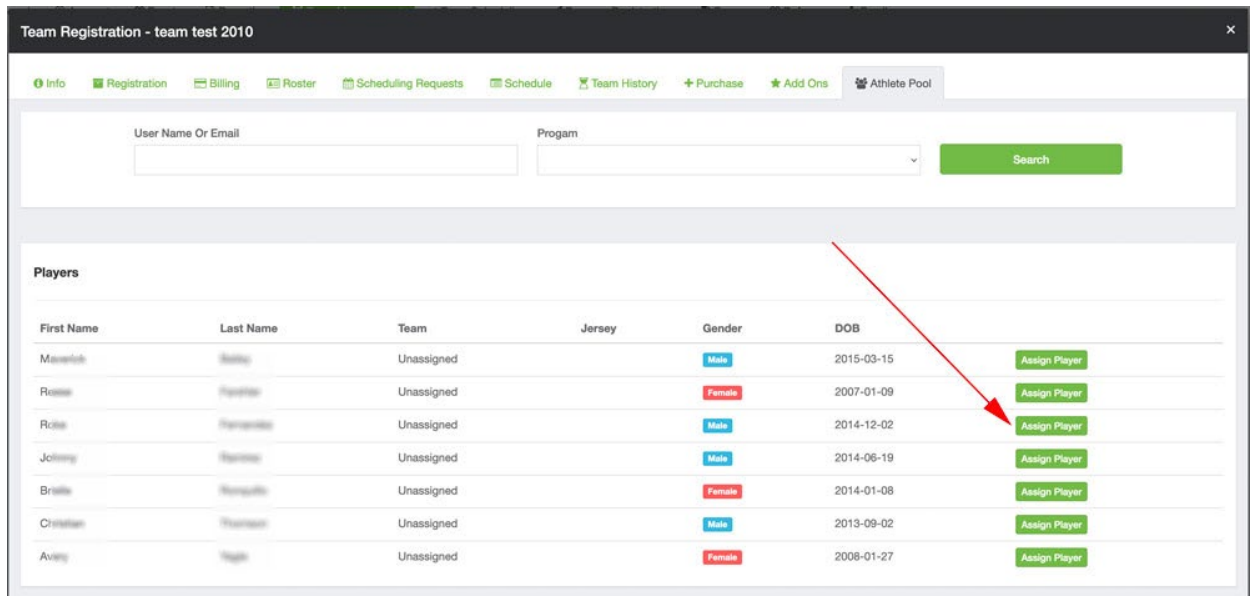
4. Select the Event. There may be a large number of events in your list, so you can search for the event you're looking for in the search bar. Be sure to carefully select the correct event.



5. Select Athlete Pool. This will bring up the list of guest players.



6. Carefully select the player you wish to add as a guest.



- At the conclusion of this selection process the players you have chosen will now be on your roster for the Hempfield Fall Classic but there are further steps.
- You will now need to go back to your initial application, the Guest Player Passes PDF section, and upload a picture ID for any player you have selected.
- When you have built your roster, added guest players, and uploaded the PDF documents into the application we will be able to verify the players and approve them. Once players are approved, they will show up in your official event roster. They will then be eligible to participate in the Hempfield Fall Classic. Any player that is not showing up on the official roster is not “checked-in” and is not eligible to participate.

For additional help with this process please contact Brittney Jakobson via email at [bjakobson@paclassics.org](mailto:bjakobson@paclassics.org)