

Registrar:

- Registration Form, Med Release Form ready for Season
- Copies made at City Hall
- Forms on Website
- Registration Night-check for Med Release Forms and Birth Certificates on File
- Fall every player has to have a New Med Release Form filled out and signed
- Tell Coaches about on line Disclosure form that has to be done right away in the fall- new coaches in the spring
- Enter all players and set up teams with board in League One
- Print off Med Release for each team, Jersey print out, Team Contact List for each Coach/Team Binder
- Have Copies Made of Team Contact List for each family on team(some have to have 2 because of split families)
- Alternate team names –so the same equipment is not being used all the time—
- Volunteer List for other areas
- Concession List for Concession Committee
- \$10.00 list for Treasurer