

PROGRAM OWNERS ROSTER CHECKLIST

1) Remove all roadblocks to the successful creation of USASF Official Rosters

- ☐ All owners must show as Eligible in the member database in order to create teams.
- ☐ All athletes that turn 18 prior to 6/1/2022 must complete their background check and SafeSport Training, which is located in their athlete profile. PLEASE have them do this immediately.

2) Create the Official Team Roster

- ☐ From your USASF Program Profile, select the teams attending and add them to the event BEFORE the lock date listed for the event.

3) Verify for Accuracy

- ☐ Print Compliance Report
- ☐ Print Official Roster
- ☐ Make sure all owners, coaches and personnel are listed on the USASF Compliance form.
- ☐ Verify that the number of athletes registered is equal to the number of athletes listed on the roster.
- ☐ Verify that every team roster reflects exactly the list of athletes that will be taking the floor.

