



## INFORMATIONAL LETTER FOR ACCEPTED TEAMS



# EDP SPRING KICKOFF FLORIDA 2025

*This letter contains all the information you'll need for a successful tournament.*

**EDP SPRING KICKOFF FLORIDA 2025** • 8U-14U Boys and Girls • Saturday & Sunday — January 25-26, 2025  
Paradise Coast Sports Complex, 3940 City Gate Blvd N, Naples, FL 34117  
[www.edpsoccer.com/edp-spring-kickoff-florida](http://www.edpsoccer.com/edp-spring-kickoff-florida)

### **Coach / Team Manager,**

EDP Soccer would like to thank your club and team for choosing to participate in our event. We expect that you are reading this letter because your team has been accepted to compete in the upcoming **EDP SPRING KICKOFF FLORIDA**. Please review the following information carefully, as all of it is important knowledge to help your team have an incredible and competitive soccer experience.

#### **A) APPLICATION**

Please note that your application is not officially complete until payment has been finalized. EDP Soccer will fully accept teams after their online application has been accepted and their payment received.

Teams that are not accepted will be placed on a waiting list. If your team is ultimately not accepted, any necessary refunds will be issued after the event concludes.

#### **B) HOTEL LODGING & ACCOMMODATIONS**

Teams staying overnight at EDP Soccer Showcases, Tournaments, or EDP-hosted events, are required to book their hotel accommodations through EDP Soccer's official housing provider(s). Failure to comply with this requirement may lead to revocation of a team's acceptance in the tournament. It is a 'Stay-to-Play' tournament for teams outside the 'day-trip area', as stated in the event application information posted online. Any reservations booked through a third party provider (i.e. [hotels.com](http://hotels.com), Expedia, Hotwire, etc.), booked directly with the property, or through any method other than through Team Travel Source, will NOT fulfill the housing requirement.

**EDP Soccer is excited to partner with Team Travel Source (TTS) as the official housing provider of 3STEP Sports and EDP Soccer events.**

#### **[VISIT THE BOOKING PORTAL](#)**

Applied and accepted teams can access the booking portal at any time. Within a few days of applying for the tournament in GotSport, team representatives will receive an email from our partner(s) with access to their hotel accommodations portal. Follow the instructions to block or reserve rooms and share them with your team and club. All rooms are to be reserved through our partner(s), and only applied or accepted teams can access event accommodations.

**For assistance in creating your block, please call or text TTS at (502) 354-9103 or email [soccer@teamtravelsource.com](mailto:soccer@teamtravelsource.com).**

For general assistance, please visit the [TTS web page](#) or [TTS FAQ and Resources page](#).

### **C) RULES & REGULATIONS**

Rules of Play and Conduct are accessed from the Event Homepage. Your team is responsible for being familiar with the contents, so it's a must-read document.

Major conduct items: No smoking, no drugs or alcohol, no pets, no abusive behavior. Obey traffic directives. Please pick up your trash. See our facility rules listed below and follow others posted onsite.

Note that halftime will be a short stoppage to exchange halves and grab a drink to keep fields in play as much as possible for the coaches in attendance.

Note the Substitution Rules intended to let players easily get on the field for their scheduled minutes, and to avoid unnecessarily lost time due to coaches' and players' indecision. Policy can be summarized as follows:

#### **SUBSTITUTIONS**

- Unlimited substitution with the head referee's permission, at every stoppage in play.
- Players must be clearly standing and waiting AT THE MID-FIELD LINE to be substituted (and not merely waiting "in the vicinity of mid-field"), and the referee's assistant (AR) should be alerted, to the extent possible, of the request to substitute at the next stoppage of play.
- Players standing at midfield MUST be substituted into the game at the next stoppage of play (subject to the referee's discretion), unless they remove themselves from the mid-field position prior to the stoppage of play.

### **D) TEAM REGISTRATION & CHECK-IN**

Teams are required to REGISTER ONLINE before the event and have the relevant team, coach, and player documents in their possession at the event.

All teams must have:

- A copy of the Team Roster that can be left with EDP HQ or event officials. It must be updated with any Guest Players being used.
- Player Passes for all participating players, rostered and guest.
- Authorizations for Medical Treatment, more commonly referred to as Medical Releases, for all participating players. The ones executed when the player was first registered with the team for the season are usually adequate. Remember, these documents are critical to ensure that a player can be admitted to an ambulance, clinic or hospital for treatment, especially in the absence of a parent or legal guardian in attendance. These documents must show original signatures. (And preferably be notarized, as we have heard of clinics that questioned how they could confirm the signature was actually a parent or legal guardian.)
- Permissions To Travel for those out-of-state teams using USYS passes from State Soccer Associations that require a Permission to Travel.

This is an "unrestricted tournament", which means all USSF-accepted player passes can be used. The event has sanctioning from both USYS and US Club Soccer.

**Remember: All players on your team must have player passes from the SAME governing body, whether it is USYS, US Club, or AYSO, etc.**

[EDP Soccer Online Team Check-in](#) allows all parties to be fully registered, insured and eligible to participate in competitive play. Check-in procedures and deadlines are communicated multiple times to teams prior to each event and posted on various web pages and documents. EDP Soccer has a firm stance with regard to a team's failure to check in prior to an event.

**Failure for a team to check in prior to an event will result in:**

- Zero points being awarded for any ties or wins for any teams that play while they are not checked in. Example: If the team that did not check in wins a game 2-0, they will receive zero points in the tournament standings.
- If check in occurs after the team plays a game, all future games will be eligible to earn points towards standings. Past games will remain ineligible to receive points towards standings.

**Failure to check in by the end of Day One will result in the following steps:**

- All previously played games will be recorded as a forfeit (2-0 loss).
- If the team does not check in prior to the start of play on Day Two, all future games will be recorded as a forfeit (2-0 loss). Pattern repeats for each day.
- The team and club will be reported to their state association and/or governing body.
- The team will be ineligible to participate in an EDP event for 12 months.

If you are having problems with the [Online Team Check-In Procedure](#), please contact the EDP Tournament Group in a timely manner. EDP Soccer's goal is for all accepted teams to attend and all scheduled games to be played. Our staff will assist in any way possible. If any issues or roadblocks occur, your team must inform EDP Soccer. The first place to start is sending a detailed email to [tournaments@edpsoccer.com](mailto:tournaments@edpsoccer.com) describing your circumstances so we can assess your situation.

**E) SCHEDULE OF GAMES**

The schedule of games for this competition will be posted to the relevant event webpage on the EDP Soccer website. All schedules are accessible from the Schedule Homepage located by clicking on the 'SCHEDULES & STANDINGS/RESULTS' button.

Please check and re-confirm the dates, times, locations, and field numbers of your games as soon as possible after they are posted, and several times prior to the event. In the last ten days before the event, teams will be notified by email if they are involved in a material change. Team Contacts (as provided on your application) are responsible for checking their emails on a regular basis, especially the last week before the event, to ensure that no last-minute communications or updates are missed.

If you have any comments about the schedule, please use the **Request Form** which will be shared in Tournament Bracket and/or Schedule Release email notices once posted. Do not email or call with requests and comments. The **Request Form** is quick to fill out and ensures that all relevant information is provided, and that the appropriate EDP tournament staff can review your request. It also allows the staff working on scheduling issues to easily share the same database of requests.

**F) AWARDS & MEDALS**

Awards will be presented to each Bracket Champion and Finalist team player. Please come to the onsite field headquarters (EDP HQ) after your last game for a presentation if your team qualifies.

**G) REFRESH YOUR WEB BROWSER / CONTACT MOBILE PHONE MESSAGING**

Whenever checking your online information, always click 'REFRESH' on your WEB BROWSER. This ensures you are seeing the latest, live information available online, and not a previous page

being stored in your computer's cache. Failure to do so is the most common reason teams discover they have incorrect information.

Please check your team account on [www.GotSport.com](http://www.GotSport.com) and make sure there is a valid mobile phone number listed for the TEAM CONTACT PERSON INFORMATION. This will be the first number called if there is a scheduling issue, game or field change, or weather problem at the fields.

Also, make sure you avoid using corporate or government email addresses for your team contacts entered in [www.GotSport.com](http://www.GotSport.com). These networked computer systems tend to have strong firewalls and spam filters that invariably prevent group messaging functions that EDP Soccer relies heavily upon for communicating. Please provide email addresses for club, team, or your personal email accounts.

Finally, DO NOT list the same person for coach, manager, and team contact. If EDP Soccer needs to communicate with your team, it is very helpful to have alternates—This is why the GotSport system allows for multiple team contact listings.

#### **H) TRAVEL & DIRECTIONS**

Links to event Venue(s), Travel Directions, Maps, Facilities, and Field Layouts for all locations being used for this competition can be accessed from the relevant event webpage on the EDP Soccer website.

#### **I) WEATHER-RELATED UPDATES & ALERTS**

EDP Soccer avoids cancelling games due to weather if at all possible and chooses venues that have a high resistance to adverse conditions. So do not assume games are being cancelled without direct confirmation from EDP Soccer. Also, do NOT assume that the weather conditions in your area are the same at our event venues or fields. Weather patterns can be highly localized and different at each of our event locations.

In the event of lightning being detected nearby or within a few miles of our facilities, EDP Soccer will cease play immediately. We may also suspend play in the event of a substantial downpour. Games in the second half will likely be declared as completed. Please have your team get to shelter and have a system for contacting each team member. Fifteen minutes after a stoppage, send ONE team representative to HQ, where event officials will inform all affected teams of the current status of play, and when we expect to resume. DO NOT assume comments by referees or other personnel are authoritative; only the direct notice provided at EDP HQ is authoritative and final. Note, if games are halted for lightning activity, then so are warm-ups on the field. All vendors will cease sales and all attendees should seek shelter. Please refer specifically to EDP's Severe Weather Procedures, which will be shared with your listed team contacts.

The first place for off-site information is the [Tournament Schedule Homepage](#), where weather updates will be posted. This is the GotSport page you are directed to when you click on the 'SCHEDULES' button on the event webpage.

We will also send alerts that weather info has been updated through EDP Soccer emails or even social media posts, if necessary.

In the event of precipitation, wet fields, or frost, there will be NO WARM-UPS within the four corners of the field, including Keeper warm-ups. The fields will be used strictly for game play when EDP event officials advise it is safe to do so.

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## **J) MANDATORY FACILITY RULES**

- Watch for children & park in designated areas. Do not move signs, traffic cones or barriers.
- Park only in designated spots. Do not park just anywhere. You may get ticketed! Or towed!
- No pets, on a leash or otherwise. Service animals must be clearly marked.
- No smoking, drug use, or alcoholic beverages anywhere near the fields.
- No weapons or violence. No derogatory, foul, or abusive language.
- Teams must pick up their trash. The pitch is sacred ground and shouldn't be buried in discarded water bottles and wrapping tape.
- Any tents or canopies must be properly anchored.
- No BBQs or other open flames.
- Cooperate with tournament officials, referees, field marshals, law enforcement, and facility staff.

Anyone caught abusing the above items may be evicted from the premises, and it may lead to early termination of an offending team's participation.

## **K) EVENT POLICY ACKNOWLEDGEMENTS**

Teams participating in this event acknowledge that all players, coaches, managers, parents and affiliated parties have been advised of the contents of the following items, and will abide by the directives and provisions contained therein:

- INFO LETTER FOR ACCEPTED TEAMS (This document)
- EDP TOURNAMENT RULES & REGULATIONS (Accessed from the event web page)
- EDP TOURNAMENT PAYMENT, COUPON & CANCELLATION POLICIES  
([www.edpsoccer.com/policies/payments-and-coupons-policy](http://www.edpsoccer.com/policies/payments-and-coupons-policy))
- EDP SOCCER MEDIA POLICY – PHOTO/VIDEO/AUDIO  
([www.edpsoccer.com/policies/photo%2C-video%2C-and-audio-policies-and-disclaimer](http://www.edpsoccer.com/policies/photo%2C-video%2C-and-audio-policies-and-disclaimer))
- EDP SOCCER PRIVACY POLICY ([edpsoccer.com/privacy-policy](http://edpsoccer.com/privacy-policy))
- EVENT DETAILS / APPLICATION INFORMATION (Accessed from the event web page)
- EVENT UPDATES - Any event updates, weather and schedule changes, or other matters that are posted on the EVENT SCHEDULE Homepage or emailed to Team Contacts before, during, or after the event.

EDP Soccer events follow all local, state, and federal government health and safety guidelines, as well as all State Soccer Association and facility protocols. By registering for and attending EDP Soccer events, all participants and their entourage agree to comply with these requirements.

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Thank you for your cooperation. We are looking forward to an exciting competition.

**Ashley Wells**

**Executive Director of Tournaments**

**EDP Soccer**

**732-432-7200**

[tournaments@edpsoccer.com](mailto:tournaments@edpsoccer.com)

[www.edpsoccer.com](http://www.edpsoccer.com)