



**HCYP 2024 Invitational Tournament**  
**July 12-14, 2024**  
**Coach's Checklist**

We look forward to hosting you and your team at our upcoming tournament. The list below of important reminders will assist in your preparation for the event. Please feel free to contact our tournament committee at [hcy pinvitational@gmail.com](mailto:hcy pinvitational@gmail.com) if you have any questions.

**Items Required by July 7th:**

\_\_\_\_\_ Any balance due on registration fees – a link will be sent to those with an unpaid balance to pay online.

**Items Required by July 12th:**

\_\_\_\_\_ Final roster completed, submit through [events.teamsnap.com](https://events.teamsnap.com) (must be done by the user who registered the team)

\_\_\_\_\_ Certificate of Insurance sent to [hcy pinvitational@gmail.com](mailto:hcy pinvitational@gmail.com). The Certificate Holder Block should read: Howard County Youth Program, Inc., PO Box 6441 Ellicott City, MD 21042.

**Items Required at the Tournament:**

\_\_\_\_\_ Signed Liability Waiver (parents do this when accept invite to the roster on TeamSnap Tournaments)

\_\_\_\_\_ Player birthday documentation (birth certificate, passport, state ID) must be available on site at all times (do not need to turn in)

**Have you reviewed all of the Rules and Procedures?**

The following information can be downloaded from our website

(<https://hcyp.teamsnapsites.com/hcyp-invitational/>):

- Tournament Rules
- Tournament Guide

Posted in TeamSnap Tournaments:

- Tournament Schedule (available approximately 3-5 days prior to the tournament)
- Updates to schedule, changes due to weather conditions, etc.

**Important information to relay to the parents and fans that will be attending:**

- Tournament schedule, game scores, and brackets will be updated regularly in TeamSnap Tournaments app.
- Map of Kiwanis-Wallas park is available on the <https://hcyp.teamsnapsites.com/hcyp-invitational/>
- Anyone that displays unsportsmanlike conduct towards any umpire, coach, player, or fan will be ejected from the facility and may not be allowed to return for the duration of the tournament.
- No tobacco and no smoking inside the park.

- Concessions and restrooms located at Kiwanis-Wallas park throughout the tournament.
- All tournament facilities are closed prior to the beginning of the tournament.
- All fields are off-limits except for scheduled games.
- Foul/game balls need to be returned to the playing field.
- Parents are allowed to bring portable chairs and canopys/tents with them to the complex. No RVs or campers.