



Winter 2022-23 Player Registration Information

Team Staff Registration

Team staff were carried forward from last season for returning teams. Returning Team Staff, and new & already setup Team Staff will be sent their log in credentials and their key code for player registration. Teams can define up to six team staff who will get team staff notices and be able to access rosters and cards and call ups, etc. New team staff login info will be sent out in tranches throughout the summer and the season as new staff are added. (This is a manual process so email admin@vmslsoccer.com if you have not received your log in info within 72 hours of registering as a new team staff.)

To add/remove/edit team staff members, log in and go to your team page and click the edit icon (pencil) in the Team box in the top left to go to the Team Detail Maintenance page. Scroll down to the team staff section. To remove someone, use the drop down and go to the top of the drop down list and change to "none assigned". To change a team staff, use the drop down and select the new name from the drop down. If the team staff has not been registered yet in the team staff registry, first use the "Add" button to register them and then come back and select them from the drop down. Only use the "Edit" button to update for instance contact info for the team staff currently shown.

Note 1 – CRC's: for any team that registers a Youth player (U18, born after Dec 31, 2004) or uses youth players on permit, **every** team staff member **must provide the VMSL with a Criminal Record Check** that is no older than 3 years. The VMSL will not activate underage player registrations or approve youth permits until these are in place.

Note 2 – Merging Logins: team staff who are also players (on the same or a different team) should register as a player using their staff log in. (If you do not do this, you must request your player and staff accounts be merged by emailing admin@vmslsoccer.com)

Player Registration

In order to facilitate the processing of roughly 4500 players on top of 160+ teams and 900 team staff ... you will all need to distribute and/or socialize this information with all of your players, and be the first line of support for your players. The second line of support should be the VMSL FAQ's on the web site. If these avenues are exhausted without a resolution, please contact VMSL Administration at admin@vmslsoccer.com

Individual player registrations will begin August 3rd. An email will be sent to all Team Staff. This email will include your team key code and instructions to share with the players you want to register.

We will also send to all players (returning from 2020-21 & 2021-22) a login reminder to access their profile on vmslsoccer.com. They **MUST** use these login credentials to register, along with the teams' key code, which you will send to them.



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Note 3 – Players Login ID for VMSL Site: players can only have 1 login to the VMSL site. If players cannot find their login information, and have checked their email, Junk and/or Spam folders for our note (mentioned in paragraph above) they need to email admin@vmslsoccer.com requesting their information. They **MUST NOT create a new login ID**.

Returning players with an approved headshot that successfully register and pay by credit card are immediately approved for play without administrator intervention, even if switching teams between seasons.

Aug 3 to Aug 31 each season – Regular player registration period

- League will process in time for season opening all complete registrations received and paid by August 31 (i.e., new players and etransfer payments)

August 31 – September 8 – Late player registration period

- League will process all complete registrations on a *best efforts basis* (i.e., new players and etransfer payments)

After September 8 - Ongoing player additions

- Registrations of players new to the VMSL should be completed at least 72 hours prior to game that player is hoping to play in
- Registrations of returning players by etransfer should be initiated at least 48 hours prior to game that player is hoping to play in

Player Registration Fees

- \$50 Returning player with existing VMSL login ID and previously completed registration*
- \$65 New player without a pre-existing VMSL login ID and previously completed registration

To register as a player... go to www.vmslsoccer.com and LOG IN TO YOUR EXISTING PROFILE unless brand new to the league. Then click on “Register” and then “Player registration”. Fill out the online form allowing the page to refresh when you make choices in the drop down menus. Please make sure all your contact info is correct and that you have included at least team contacts in your entry form.

Payment Options:

- Credit Card (Visa & Mastercard) online (PREFERRED. AUTOMATIC/IMMEDIATE)
- Team to Pay (manager will pay by credit card or etransfer)
- Etransfer to payments@vmslsoccer.com (Manual processing required. Not Immediate.)

If you choose the etransfer option please ensure that you include your name, team name and division in the payment notes or email this information to admin@vmslsoccer.com and note the date of your etransfer. (Ensure you register well before your first game if using the etransfer option because it requires manual processing)



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Any player registering for the VMSL who is U18 (born after Dec 31, 2004) **needs to file a parental liability acknowledgement form with the VMSL** (regardless of whether they played in the VMSL last year and already filed one last season.) The form is available here;

<https://vmslsoccer.com/upload/doc/Parental-Liability-Acknowledgement.pdf>

Note 5 – Waiver & Code of Conduct: Player registration requires players to agree to the BC Soccer Waiver and Code of Conduct and that they are aware of the Provincial Transfer and International Transfer (PTC and ITC) rules, etc. Players must also agree that they are aware of BC Soccer Rule 5B prohibiting the remuneration of amateur players. Players must also be aware that their VMSL ID Cards will be exposed to opposing Team Staff.

Reminders for new players to the VMSL who need to email registration paperwork:

- Please have the team manager submit all player registrations on behalf of the team
- Send everything for 1 player in a single email (not 2 to 5 separate emails that we need to collate), with his name/team/division in the body of the email
- The email SUBJECT LINE needs to reference the player name
- For signed registration confirmation pages, we need the COMPLETE registration confirmation form showing all the registration detail, not just the signature section.

Digital signatures are not accepted

- Photo ID must show date of birth and signature (e.g. Drivers License, Passport)
- Headshots must be of decent quality and cropped closely. This is the player's and/or manager's responsibility, not the league's and failure to comply will delay player registration completion

Headshots

- Once a player is accepted into the league, their headshot is locked and only the league can update it.
- In the rush of the season, the VMSL sometimes approves headshots to get players playing with the intention to replace them. Last summer the VMSL deleted a number of unacceptable headshots that had persisted and will be reviewing all headshots again this summer. When a headshot is deleted, the player automatically comes off the roster and ID Card deck (and an exclamation mark is placed on their name on the team page) until a new headshot is uploaded by the administrator. It is the responsibility of players and managers to ensure that they are on their roster and ID Card deck and that the administrator has an acceptable and adequately cropped headshot to upload.
- To submit a replacement or cropped headshot, email it to admin@vmslsoccer.com with your name, team and division.

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