



How to Create the Commissioner's Cup Event Roster.



General Information applicable to all National Governing Bodies (NGBs):

- Rosters will be **cloned** by the FYSA and available in the event for review and any required adjustments on:
 - December 19th, 2025 (all Regions).
- Rosters will **freeze** on (no **player** adjustments after this date; coaches and team managers can be adjusted):
 - **Region A:** January 21st, 2025
 - **Region B:** January 28th, 2025
 - **Region C:**
 - 9-10U: January 14, 2026
 - 11-12U: January 28, 2026
 - 13-16U: February 11, 2026
 - **Region D:** February 4th, 2026
- We will implement facial recognition for match day check-in. Please ensure ALL [headshots](#) are compliant.
 - Forward facing, head and shoulders up, no action/sunglasses/or hats should be included. Similar to a passport-style photo. **The image should be dated after August 1st, 2025.**
- **Players can only be rostered to one team in this event**, regardless of whether they are multi-affiliated with alternative NGBs.
- **All players and coaches rostered to the team must be carded with the same NGB – NO EXCEPTIONS.**
- Please ensure the roster limits are observed when reviewing the Commissioner's Cup event roster:
 - 9U-10U – **maximum of 12** players rostered
 - 11U-12U – **maximum of 16** players rostered
 - 13U-16U – **maximum of 22** players rostered (max 18 players can dress per game).
- Please upload a **PDF** of passes (player/coach/team manager) identical to the event roster by the following dates:
 - **Region A:** January 23, 2026
 - **Region B:** January 30, 2026
 - **Region C:**
 - 9-10U: January 16, 2026
 - 11-12U: January 30, 2026
 - 13-16U: February 13, 2026
 - **Region D:** February 6, 2026
 - **If a pass is not uploaded, the player or coach/team manager will be ineligible for participation – NO EXCEPTIONS.**
- [Click here to review the Event Rules and Guidelines.](#)
- Please contact the following members of staff should you have any questions:
 - Event questions: gdegregorio@fysa.com
 - GotSport/Rostering assistance: jcannon@fysa.com
 - Headshot upload: cdavis@fysa.com

Specific information on each NGB is listed on the next page.

Thank you for participating in the 2026 Commissioner's Cup event, and good luck!

FYSA Affiliated Teams:

- Ensure players you wish to participate in the Commissioner's Cup event are rostered to the team in the FYSA Registration Event (can be added as Primary or Primary 1).
 - Players can only be rostered to **ONE** team to participate in this event.
- FYSA will **clone** over your event roster to the Commissioner's Cup event from the **FYSA Registration Event**.
- **Club administrators** will review the Commissioners Cup event roster and remove or add team members to create an accurate event roster (**can only be added if they are registered to FYSA this season**).
 - We will utilize facial recognition for game day check-in. Please ensure **that all players' and coaches' rostered headshots are updated: forward-facing, with no sunglasses/hats/action shots. A profile that does not contain a compliant headshot will not show as approved to participate until the image has been updated.**
 - [Click here for instructions on how to upload or edit a headshot.](#)
 - Once the roster has been frozen, please email outstanding headshots to cdavis@fysa.com
- Ensure the rosters meet the following criteria:
 - 9U-10U – **maximum of 12** players rostered
 - 11U-12U - **maximum of 16** players rostered
 - 13U-16U – **maximum of 22** players rostered (max 18 players can dress per game).
- Upload a PDF of passes for team check-in.
- **Ensure that event deadlines are observed.**

US Club/USSSA Affiliated Teams:

- Ensure players you wish to participate in the Commissioner's Cup event are rostered to the team in the NGB Registration Event (US Club 25/26 Registration Pass cards & Rosters/USSSA Registration/Pass cards & Rosters).
 - **Ensure the team's competitive league level is eligible to participate in this event.**
 - Players can only be rostered to **ONE** team to participate in this event.
- FYSA will **clone** over your event roster to the Commissioner's Cup event from the **NGB Registration Event**.
- **Club administrators** will review the Commissioners Cup event roster and remove or add team members to create an accurate event roster (**can only be added if they are registered to the same NGB this season**).
 - We will utilize facial recognition for game day check-in. Please ensure **that all players' and coaches' rostered headshots are updated: forward-facing, with no sunglasses/hats/action shots. A profile that does not contain a compliant headshot will not show as approved to participate until the image has been updated.**
 - [Click here for instructions on how to upload or edit a headshot.](#)
 - Once the roster has been frozen, please email outstanding headshots to cdavis@fysa.com
- Ensure the rosters meet the following criteria:
 - 9U-10U – **maximum of 12** players rostered
 - 11U-12U - **maximum of 16** players rostered
 - 13U-16U – **maximum of 22** players rostered (max 18 players can dress per game).
- Upload a PDF of passes for team check-in.
- **Ensure that event deadlines are observed.**

All other US Soccer-affiliated teams:

Please click the link below for guidance on creating a GotSport profile and setting up your team profile. Please contact jcannon@fysa.com should you require assistance.

<https://support.gotsport.com/as-a-coach/manager-how-to-create-and-register-a-new-team-to-a-tournament>