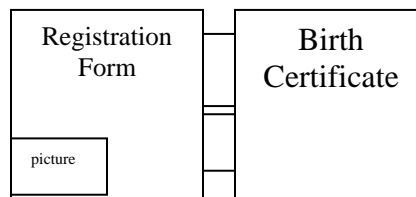


Baldwin County Youth Football Credential Books

Please follow the following procedures when putting together your credentials book for your football team(s). Checking credentials can be a lengthy process if things are unorganized or out of place. Thank you for your cooperation!!

- Please use a 3 ring binder. Clearly indicate on the front of the binder the team name, color if applicable and age group.
- Please use the clear sheet protectors to place all credentials in the book so that they are easily read.
- In the front side of the first sheet protector, please place two copies of your team's official BCYFA roster. **Please list everyone alphabetically.** The roster should have the team name and color, age group, the player number, name, age, and date of birth and the head coach's name and phone number. You can NEATLY hand write the information on the roster or you can download a copy of the roster from www.daphnesports.com and type the information on the roster, save it, then print as many copies as you need. **Without a roster, there is no way to check the credentials.**
- In the back side of the first sheet protector please place the registration form of the first child listed on the roster along with the picture of that child. Please make sure to place the picture at the bottom of the registration form so that the picture does not cover up any of the pertinent information of the player.
- In the front side of the second sheet protector, please place a copy of the child's birth certificate. By placing the information in the binders in this format, we can look at all the information without having to flip pages or pull pages out from behind other stuff.

After we take the roster out and turn the page, this is what it should look like. All the information is visible at the same time. Please put the remaining players' information in the book in this format.



At player weigh-ins you will get your credentials book back along with a note stating what, if anything, is missing in your book. Any player who does not have all his information in the credentials book is considered ineligible to play. The roster will be kept by a BCYFA member so that a list can be compiled of overweight players as well as those who were not weighed. You will need to keep the second copy of the roster in your credentials book and have with you at all games.