



Late registration - 2010

Late registrations will be accepted **depending on availability**.

You are required to follow each step of the procedure:

1. Request via email

Send an email to inscription@socccerverdun.com and indicate the player's name, sex, date of birth and a telephone number

2. Availability

We will verify if there is a space available in the player's division

3. Registration form

If there is a space available, you will receive a registration form that you will be required to fill out **electronically** (late registration forms are not available at the community center).

4. Codes of conduct

Read the codes of conduct that parents and players must conform to

5. Fill out the form

Fill out the form using the Microsoft **Excel** program. Fill out all yellow fields. (If you do not have access to Excel, please mention it in your email)

6. Send the form via email

Send the completed form to inscription@socccerverdun.com

7. Approval

The electronic form will be validated and we will confirm the amount to pay. If the form is incomplete, you will receive a request for the missing information.

8. Print and deliver the documents and payment

Steps to follow:

NOTE: only registration forms pre-approved via email will be accepted

- **Print** the completed form
- **Sign** the form
- Make a **photocopy** of the player's **Access card** and of his **medicare card**
- Players U13 to U18 (born before 1998) : recent **photo** required (small format)
- Put all the documents in an **enveloppe**
- Include the exact payment in **cash only** (no checks accepted for late registrations)
- Drop the registration package to the following address: **196 Rolland Jeannot** (off Chemin du Golf)

9. Confirmation

You will be notified of the final approval of the registration. If player formation has already been made, an evaluation of the player will be required before assigning him to a team.

= DO NOT DROP THE FORMS AT THE ELGAR CENTER =