



## Sports Force Parks at Cedar Point Sports Center Coaches' Checklist

We look forward to hosting you and your team at a Sports Force Parks Tournament. Our organization strives to give each team a truly memorable experience. The list below of important reminders will assist in your preparation for your event. Please feel free to contact our staff at [info@sportsforceparks.com](mailto:info@sportsforceparks.com) if you have any questions.

### Items Required 30 Days Prior to Tournament (Completed Online)

\_\_\_\_\_ Roster (name, email, DOB, and jersey # must be entered for each player)

\*Roster due 60 Days Prior to Tournament for Weeklong Tournaments

### Items Required 7 Days Prior to Tournament (Completed Online)

\_\_\_\_\_ Certificate of Insurance\*\*\*

\_\_\_\_\_ Parental Waiver

\_\_\_\_\_ Hotel Accommodations Form

\*\*\*Must list the following as additionally insured under the certificate holder section:

- Cedar Point Park, LLC
- Sports Force Parks Sandusky, LLC
- Cedar Fair L.P.
- Sports Fields, Inc.
- County of Erie, Ohio

### Items Required at the Tournament

\_\_\_\_\_ Coach must check-in at the park 1 Hour prior to the start of their 1<sup>st</sup> game.

\_\_\_\_\_ Birthday documentation must be available on site at all times \*\*do not need to upload online

Have you read all of the Rules and Procedures? All of the following information can be downloaded from our website.

\_\_\_\_\_ Tournament Schedule (will be posted approximately 3-5 days prior to the tournament)

\_\_\_\_\_ General Tournament Information & Tournament Rules

\_\_\_\_\_ Age Determination Chart for your sport

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

- Give them a copy of the 'General Tournament Information' or ask them to view it from our website
- Map of Sports Force Parks at Cedar Point Sports Center (located on the website)
- 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 – A designated location outside of the park
- Water and cups will be provided at each game field.
- Concessions will be located at Sports Force Parks at Cedar Point Sports Center 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 with them to the complex.
- Pets are not permitted at Sports Force Parks at Cedar Point Sports Center, with the exception of service animals.