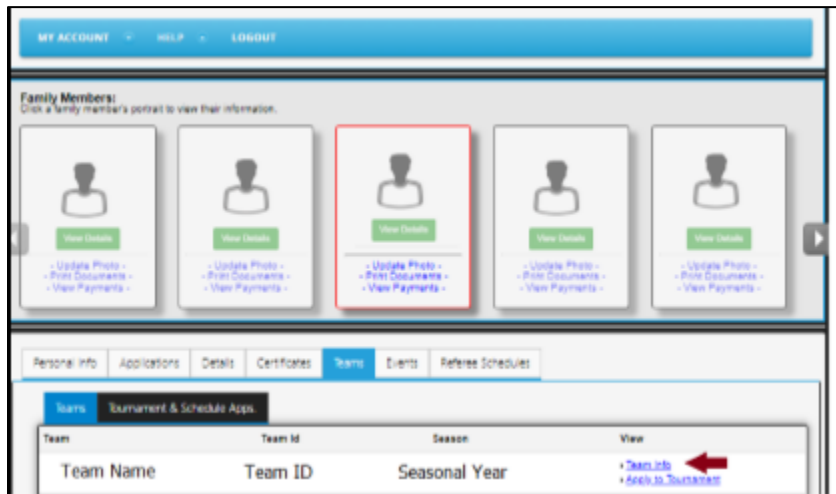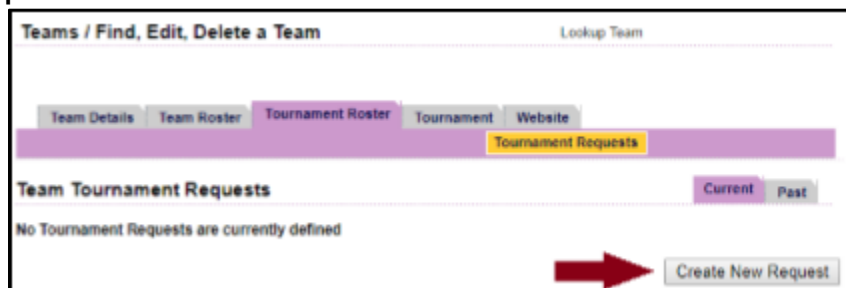# Creating and Printing a Tournament Roster

1. Log into your UYSA account.
2. Click on the **Teams** tab underneath your family information.
3. A new window at the bottom will appear with two tabs. Click on the **Teams** tab.
4. Click on the **Team Info** tab in the new window. You will be able to see your team roster.

5. Click on the **Tournament Roster** tab.
6. Click **Create New Request**.

7. Enter all tournament details then click Save & Continue.
8. This will bring you to your team roster page. Review your team roster.
   - To Add Guest Players
     1. Click the **Add Player/Admin** button on the right-hand corner.
     2. Choose the **Roster Role** from the drop-down menu & enter the Player ID #.
     3. Click **Save & Continue**.
   - **All guest players are required to fill out a** Guest Player Form, **signed by their coach.**

9. Click on the **Review & Submit** tab and click **Submit Application**.
10. Click on the **Review** button.
11. Click **Print Photo Roster** button.
12. Your roster will be generated with player photos. Export the roster to a PDF to print a copy.

Printing your photo roster prior to July 1st

If the Print Photo Roster option is not available for your team it is most likely that your team has not been activated at this time. Please contact your Certified League Registrar to activate your team.