



**USA Softball of Northern California**  
**John Gouveia, Commissioner**

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**Individual Registration Procedure**

You can go directly to [www.registerusasoftball.com](http://www.registerusasoftball.com) . You *do not* need to have all of your players at this time. You will be able to add and edit players at a later date.

If you have difficulty with the procedure, there is a step by step guide available on our website at [www.norcalusasoftball.org](http://www.norcalusasoftball.org).

Once you have entered your information online, you will need to print out an invoice and send it with a check payable to: **Nor Cal USA Softball**

**Please direct your mail to:**  
**NOR CAL USA SOFTBALL - P. O. Box 2829, Fair Oaks, CA 95628**

Upon receipt Nor Cal Office Manager Sandy Scott will approve your request and your membership cards will be mailed to you, usually within 48 hours after approval. You will receive from Nor Cal USA an email of registration instructing where to obtain your team scorebooks and rulebooks. You will be able to print out the Official Championship Roster through Registerusasoftball.com once your players have been processed for the 2018 season. This year you will be able to print your Certificate of Liability Insurance naming your team plus request additional insured certificate. **Please make sure your email address shows on your Registration invoice.**

**NOTE:** "Travel Teams" – It is MANDATORY that each player has a Photo Identification Card for Championship Play (Hall of Fame Qualifier, National Qualifier, Nor Cal Championships). Photo I.D. Cards, which are acceptable: DMV License or Identification Card, Photo Passports within two (2) years or the Photo ID cards. You can purchase colored credit card like photo identification cards through USA Registration. The fee is \$7.00 for two cards. You would order off the website at [www.registerusasoftball.com](http://www.registerusasoftball.com). If you purchased an I.D. Card last year and the player is playing in the same age classification, you can use the same card for AGE Identification only. **(Example: Susie was 9yrs old in 2017 and played on a 10U team. Susie is 10yrs old in 2018 and again playing on a 10U team. Her 2017 ID card is still good for Identification purposes only. You would still need to register her individually as an USA Member for the 2018 Season).**

**It is MANDATORY for all Managers, Coaches or ANY Adult in the dugout or on the field to be certified through the ACE Coaching Education program, which includes Background Checks and Safe Sports. ACE is available online at [www.registerusasoftball.com](http://www.registerusasoftball.com).**

**Also MANDATORY, Youth Sports and Concussion Training per Assembly Bill 2007.**

<http://www.cdc.gov/concussion/HeadsUp/Training/index.html>

<http://www.cdc.gov/headsup/youthsports/parents.html>

<http://www.cdc.gov/headsup/youthsports/athletes.html>

<http://nfhslearn.com/courses/61064/concussion-in-sports>

If you have any questions, please feel free to email Commissioner John Gouveia at [jgouveia@norcalusasoftball.org](mailto:jgouveia@norcalusasoftball.org) or Office Manager Sandy Scott 916-962-1631 [sscott@norcalusasoftball.org](mailto:sscott@norcalusasoftball.org).