

## Socketers FC Chicago Allocation Worksheet

Please complete the following information **as it pertains to your trip**. This information along with other known costs will be used to determine the player allocation. This worksheet **must** be submitted **at least 2 weeks prior** to the tournament or event. Allocation money **must be collected and submitted** to Lynn Jeskey **prior** to the tournament or event.

Team \_\_\_\_\_ Coach \_\_\_\_\_

Event Name \_\_\_\_\_ Dates \_\_\_\_\_

Location \_\_\_\_\_ Number of games \_\_\_\_\_

Number of players attending \_\_\_\_\_ Tournament fee \_\_\_\_\_

Travel permit (for out of state events) Yes \_\_\_\_\_ (attach a copy of hosting agreement, found on  
tournament website)

No \_\_\_\_\_

### **Hotel information**

Hotel name \_\_\_\_\_

Number of **player rooms** (include a list of each room with players names) \_\_\_\_\_

Cost per night w/tax \_\_\_\_\_ Number of nights \_\_\_\_\_

Number of **coach(es) rooms** \_\_\_\_\_

Cost per night w/tax \_\_\_\_\_ Number of nights \_\_\_\_\_

Will hotel take a company check? Yes \_\_\_\_\_ No \_\_\_\_\_

**If yes:** Total amount for check, including tax (coach & player rooms) \_\_\_\_\_

Payable to: \_\_\_\_\_

### **Coach's travel** (must be approved by director) Check one.

○ Flight cost \_\_\_\_\_ Method of payment \_\_\_\_\_

○ Car rental cost \_\_\_\_\_ Name of car rental company \_\_\_\_\_

Will they take a company check? Yes \_\_\_\_\_ No \_\_\_\_\_

**If yes:** Total amount for check, including tax \_\_\_\_\_ Gas estimate \_\_\_\_\_

○ Own car Mileage (from Soccer City)-roundtrip x number of days driving \_\_\_\_\_

**Ground transportation –(excluding above)**

Total cost of van or car w/tax \_\_\_\_\_ Number of vans or cars \_\_\_\_\_

Will rental company take a company check Yes \_\_\_\_\_ No \_\_\_\_\_

Name of company \_\_\_\_\_

Total cost, including tax & insurance if applicable \_\_\_\_\_

Estimated gas per van/car \_\_\_\_\_ Total amount \_\_\_\_\_

**Coaching information**

Number of coaching days \_\_\_\_\_

Is coach coaching multiple teams at this event? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please list additional teams \_\_\_\_\_

**Miscellaneous costs**

Referee money per game (if applicable) \_\_\_\_\_ Number of games \_\_\_\_\_

Water/snack money (if applicable) \_\_\_\_\_

Profile books-total cost \_\_\_\_\_

Miscellaneous (please list item and cost)

**Please attach a roster of players attending the tournament.**

Prepared by \_\_\_\_\_ Date \_\_\_\_\_

***Sockers FC***  
Tournament Allocation Form

Team: \_\_\_\_\_ B/G      Date: \_\_\_ / \_\_\_ / \_\_\_      Event: \_\_\_\_\_

<b>Team Roster Player's names</b>	<b>Amount</b>	<b>Cash</b>	<b>Check #</b>	<b>Credit Card #</b>	<b>Exp. Date</b>	<b>Recpt # Office use only</b>
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.						
12.						
13.						
14.						
15.						
16.						
17.						
18.						
19.						
20.						

Team Managers:

1. Please fill out the roster fully for each event (**all players participating must be listed**)
2. Please turn in this sheet along with the money to Lynn Jeskey in the Sockers FC office  
Lynn can be reached at 847-788-5326
3. Tournament allocations are to be turned in to Lynn **one week prior to the event**