

NCR Ace of Clubs Event Check-In Information

Date & Time: Friday, February 6, 2026 | 4:00 PM – 9:00 PM

Location: Convention Center – Hall C – look for signage

Check-In Process

1. Get in the Designated Line

- Line 1: Club Names A – L
- Line 2: Club Names M-Z

2. Confirm & Sign Off on Team Rosters

Team rosters must be **submitted by February 2, 2026.**

At check-in, the roster will be reviewed and signed off by the team representative.

Rosters must be correct as submitted or reviewed by region staff.

3. Official Team Check-In

Event staff will mark your team as officially checked in once the roster is confirmed.

4. Receive Team Materials

The team representative will receive an envelope containing:

- Bag tags – distributed for rostered athletes and coaches only
- Team rosters
- Event informational sheet

It is the responsibility of the person checking in to ensure the correct number of bag tags are received.

Additional Important Notes

- Replacement cost of a bag tag is \$50
- Only Head and Assistant Coaches will receive an access code for tickets.
- Teams that do not check in during the designated time may risk delays or issues with participation.

All teams MUST be checked in before playing and there will be no check-in the morning that play begins. PLEASE PLAN YOUR TRAVEL AROUND THE CHECK-IN TIMES! THIS IS MANDATORY FOR ALL TEAMS! THERE IS NO AM CHECK-IN