

VYSA PHOTO ID PROCESS 2016

- Starting in September, clubs or teams will bring a copy of the validated VYSA roster for each team – with completed ID cards and photo attached, to the address indicated at the bottom of this document.
- Instructions on completing ID cards is on the roster form and both the roster form with cards should be left in “inbox”.
- The Photo ID Person will review each ID card for completion and confirm against roster – no cards are to be issued if not listed on roster.
- All ID cards must be submitted at one time with roster.
- Full roster will be rejected if any information/card is not complete.
- ID cards are good for two years – first year is laminated year; second year is a sticker on top of lamination.
- Any cards with a sticker from previous year will require a new card be submitted.
- Season 2016 – 2017 will have sticker with “17”.
- The Photo ID Person will check the back of all new cards and will affix the VYSA stamp before laminating them.
- The Photo ID Person will bring in the rosters & ID cards by 10:00pm each day.
- All cards with the roster will be left for pick up in the “outbox” before 10:00pm the following day (Note the last sentence for the deadline.).
- Emails will be sent to team officials advising that cards are ready for pick up.
- I.D. cards must be completed, validated, and laminated by VYSA and ready by midnight September 30 to present to game officials from October 1 onward.

Anu Kainth, VYSA Photo ID Person

228 East 58 Avenue

(third house east of Main)