



Team Manager Guide

Welcome to our team! As a team manager for Central Valley Youth Soccer League, you are in excellent hands. The club has established a partnership with Eurosport based on the confidence that we will make the uniform and equipment purchasing experience a positive one. We recognize that the team manager position is not an easy responsibility and that you are volunteering your time. I will do my best to make this a simple process.

If you have ever have any questions, please feel free to call me, Dave Mallick, Eurosport Account Manager, at 800-967-8326 ext.1370 or email at dmallick@sportsendeavors.com.

The information listed below is provided to give you a clear understanding of how Eurosport and your club have structured the ordering process. Follow these guidelines and we will be well positioned and prepared for the upcoming season.

Order Form

An excel spreadsheet has been designed specifically for you. It includes all the necessary uniform and accessory item information as required by the club. In addition, formulas have been set up within the spreadsheet to automatically calculate your item quantities and totals. A copy of the current order form accompanies this document.

Order placement

Team managers are asked to complete and submit an order form (via email) for each team order (including "fill-in" and exchange orders). I will be more than happy to assist with any situation, but I do ask that only one contact per team coordinate the transactions. You can expect to receive a reply to emailed orders within 24 hours (typically much sooner). You will also receive an order # and confirmation of total upon placement.

Delivery

Team orders are shipped via UPS. An order form deadline will be listed on each spreadsheet. This date is to make sure deliveries are set to arrive by the pre-determined time. For emergency and fill-in orders, rushed order options will be available. The expected delivery date will always be provided upon order confirmation. Team managers may also request to have an email order confirmation sent upon shipment. This email will include a UPS tracking # that can be accessed online.

Payment

One method of payment is requested for each team order. Teams may pay by credit card, or on a club account (*if applicable). Team orders are released once payment has been received.

Sizing

A full size run of each item has been provided to the club. Samples may also be purchased by the team and returned for a full refund.

Customization

Your club has a distinct look that is featured in the uniforms, outerwear and bags. The uniform has a distinct design and the club has added a custom logo and number combination. The order form provides space for specific numbering requests. Eurosport is proud to customize these uniforms for the club. Let me know if your team would like to coordinate any additional product.