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BRCL utilizes a web-based scheduling program that allows a coach or team manager to login with their email address and PIN and maintain their team's contact information.

Below is the procedure to obtain a PIN.

(NOTE: Only the email address of your team's coach, team manager or other team contact listed on your team's schedule page can receive a PIN.)

Procedure to obtain a PIN:

- Access BRCL's website via www.brclsoccer.org
- Click on the "Schedules" then "Team Schedules" link.
- Click on the link to your team's division name for the current season.
- Click on your team's name in the standings to [access your team's schedule page](#). (This is the step coaches and team managers are forgetting. The team's schedule page shows the team contact information as well as coach and team manager email addresses)
- Click on "LOG IN" at the [top of you team's schedule page](#).
- Click on "[Click here](#)" to obtain a pin. See the graphic below. (This same method is used to obtain a pin if you forget your pin.)

Team ADMIN Contacts: Please Log In.

Email Address

PIN#

Forgotten your PIN? [Click here.](#)

- To obtain a PIN, your coach or team manager will enter their email address and click "Submit" (see graphic below). A PIN will be emailed to the coach or team manager's email address.
(NOTE: The coach and team manager email addresses are found on your team's schedule page. These are the only email addresses a team can use to obtain a PIN and therefore change your team contact information.)

Log In Information Retrieval

Please enter your email address and submit.

* If a current match is found, your Log In information will be sent via this address.

- Another document exists on www.brclsoccer.org under the "Team Manager," "Team Schedule Page" link explaining the procedure to LOG IN and change team contact information.