

# DEADLINE CHECK-OFF LIST

## APPLICATION FOR SUBMISSION MUST INCLUDE:

1.  Cal South Application for Tournament
2.  Receipt and Affidavit of Compliance
3.  Tournament Referee Affidavit
4.  Referee Agreement
5.  USYSA Application to Host a Tournament or Games
6.  USYSA Tournament Hosting Agreement
7.  \$100.00 League check (if late, add another \$500.00)
8.  1 copy of your Tournament Rules

IF FOREIGN TEAMS ARE INVITED, THE FOLLOWING MUST ALSO BE SUBMITTED WITH ALL ITEMS LISTED ABOVE:

9.  Application to Host A Tournament or Games Involving Foreign Teams (HAPP 3-03)
10.  U.S. Soccer International Tournament/Games Hosting Agreement (HTED 3-03), in lieu of #6 USYSA Tournament Hosting Agreement.
11.  \$75.00 League check made payable to US Soccer.

**NOTE: WHEN HOSTING ONE OR MORE FOREIGN TEAMS, THE HOSTING ORGANIZATION MUST FILE 2 SETS OF APPLICATIONS AND HAVE BOTH APPROVED: (1) A US YOURTH SOCCER APPLICATION TO HOST A TOURNAMENT OR GAMES, INCLUDING ATTACHMENTS, MUST BE FILED WITH ITS STATE ASSOCIATION OR AFFILIATE AND APPROVED BY THE STATE ASSOCIATION OR AFFILIATE, AND (2) A US SOCCER APPLICATION TO HOST A TOURNAMENT OR GAMES INVOLVING FOREIGN TEAMS AND CERTIFICATION MUST BE FILED WITH US SOCCER AND APPROVED BY US SOCCER. BOTH APPLICATIONS MUST BE APPROVED BEFORE HOSTING ANY FOREIGN TEAMS.**

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## **TOURNAMENT REPORT DEADLINES:**

1. Seven (7) days after tournament: Red Card Report
2. Fourteen (14) days after tournament: ODP subsidy check (\$5/team)
3. Sixty (60) days after tournament:
  - A. Tournament Program
  - B. Rules of Play (if modified)
  - C. Invitation Form
  - D. Example Letter of Acceptance/Rejection
  - E. Statement of Revenue and Expense
  - F. Tournament Report

# Cal South Application for Tournament Sanctioning

All forms must be sent with appropriate tournament fees to:  
 Cal South Sanctioned Tournaments  
 1029 S Placentia Avenue  
 Fullerton, CA 92831



## Tournament Sanction Application Fees:

Class I, II, III, IV - \$100 Class V - No Fee Required

**Applications are due by April 30th & October 31st**

Applications received after these dates require an **additional** \$500 late fee

League Name \_\_\_\_\_ League Number \_\_\_\_\_

Name of Tournament \_\_\_\_\_ Entry Deadline \_\_\_\_\_

Dates of Tournament \_\_\_\_\_ Rain Dates \_\_\_\_\_

Tournament Director \_\_\_\_\_ Tournament Fee \_\_\_\_\_

Address \_\_\_\_\_ Phone (H) \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_ Phone (W) \_\_\_\_\_

Email Address \_\_\_\_\_ Tournament Phone \_\_\_\_\_

Tournament Website \_\_\_\_\_ Number of Teams \_\_\_\_\_

Tournament Location(s) \_\_\_\_\_ Number of Fields \_\_\_\_\_

### Class(es)

### Gender

### Age Levels (circle all that apply)

I II III IV V Boys U8/U9B U9 U10 U11 U12 U13 U14 U15 U16 U17 U18 U19

I II III IV V Girls U8/U9B U9 U10 U11 U12 U13 U14 U15 U16 U17 U18 U19

We, the undersigned, HEREBY AGREE to abide by the Cal South Tournament Rules:

\_\_\_\_\_  
 Name of Tournament Director Signature of Tournament Director Date

\_\_\_\_\_  
 Name of League Official Signature of League Official Date

**\*\*Do NOT Write Below This Line \*\* For Official Use Only\*\***

**District Commissioner**  Approve  Deny \_\_\_\_\_ Date \_\_\_\_\_ Corp Office Initials  Email Attached

**Tournament Chairman**  Approve  Deny \_\_\_\_\_ Date \_\_\_\_\_ Corp Office Initials  Email Attached

**Board of Directors**  Approve  Deny \_\_\_\_\_ Date \_\_\_\_\_ Corp Office Initials

**Tournament Dates & Referee Contract**  Approve  Conflict



**California State Soccer Association-South**  
NATIONAL STATE ASSOCIATION OF THE  
UNITED STATES YOUTH SOCCER ASSOCIATION  
AND THE UNITED STATES SOCCER FEDERATION



The Cal South Application to Host a Tournament must be signed by a top officer (President, Vice President, Secretary, Treasurer, or Registrar) of your League of Registration before submitting it to the corporate office. **The corporate office will then handle contacting your District Commissioner for his/her approval prior to the Board of Directors meeting.** Therefore, all applications MUST come directly to the Cal South corporate office at 1029 S. Placentia Avenue, Fullerton, CA 92831.

Applications to be considered by the Cal South Board of Directors for approval of sanctioning must be in the Corporate Office by **April 30<sup>th</sup>** and **October 31<sup>st</sup>** of the current year. The Cal South Board of Directors approves tournaments at the scheduled June and December board meetings.

Please review the Tournament Manual of Operations carefully before submitting the Application to Host a Tournament. Incomplete applications will be returned.

**Tournament Applications submitted after April 30<sup>th</sup> for the June Board meeting approval or after October 31<sup>st</sup> for the December Board meeting approval are subject to a \$500 late fee, no exceptions!**

## **TOURNAMENT CLASSIFICATIONS**

**Class I:** Open to teams affiliated with USSF and teams affiliated with FIFA from foreign countries.

**Class II:** Open to affiliated competitive teams from Cal South only.

**Class III:** Open to recreational teams affiliated with USSF and teams affiliated with FIFA from foreign countries.

**Class IV:** Open to affiliated recreational teams from Cal South only.

**Class V:** Open to affiliated teams within the host league's Cal South district only.



**RECEIPT  
AND  
AFFIDAVIT OF COMPLIANCE**

I, \_\_\_\_\_,  
**Declare that I have received and read the MANUAL OF  
OPERATIONS FOR TOURNAMENT of CAL SOUTH and  
the TRAVEL & TOURNAMENT MANUAL of USYSA.**

**As Tournament director of the Tournament to be known  
as**

\_\_\_\_\_  
**To be held on \_\_\_\_\_,  
20\_\_\_\_,**

**I declare that all rules and regulations set forth by Cal South  
and USYSA shall be complied with.**

\_\_\_\_\_  
**TOURNAMENT DIRECTOR**



***California Youth Soccer Association – South***

NATIONAL STATE ASSOCIATION OF THE  
UNITED STATE YOUTH SOCCER ASSOCIATION  
AND THE UNITED STATES SOCCER FEDERATION

**Tournament Referee Affidavit**

This form is intended to require all tournaments to have a written, signed agreement with a referee group before approval for the tournament is given by the Cal South Board of Directors.

Date of tournament: \_\_\_\_\_

Number of expected teams: \_\_\_\_\_

Name of contracting referee group: \_\_\_\_\_

Will this group subcontract other referee groups to take some of the games or fields? Yes\_\_\_\_No\_\_\_\_. If yes, which groups and how many fields will they be expected to cover? \_\_\_\_\_

Any significant conflicts (holidays, other events, etc.)? \_\_\_\_\_

Please attach a copy of the referee contract.

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EXCELLENCE IN SOCCER  
CORPORATE OFFICE: 1029 S. Placentia Avenue . Fullerton, CA 92831  
714.778.2972 | 888.429.7276 | FAX 714.441.0715  
<http://www.calsouth.com>  
AFFILIATES: U.S.S.F. F.I.F.A.

# Referee Agreement

For use with the Cal South Application for Tournament Sanctioning

I, \_\_\_\_\_ being the president of \_\_\_\_\_ Referee Association do hereby certify that:

- We have a written agreement with \_\_\_\_\_ Tournament to provide referee services on \_\_\_\_\_ (dates) for up to \_\_\_\_\_ games. All officials are current members of the aforementioned Referee Association and are United States Soccer Federation registered referees. Only referees with approved risk management status will be assigned to youth games.
  
- We have a written agreement with \_\_\_\_\_ Tournament to provide referee services on \_\_\_\_\_ for up to \_\_\_\_\_ games. Not all officials are members of this Association, we will utilize referees from the following Referee Associations:
  - \_\_\_\_\_
  - \_\_\_\_\_
  - \_\_\_\_\_
  - \_\_\_\_\_

Each individual referee association must complete a supplementary agreement that must be attached to this agreement.

All officials are United States Soccer Federation registered referees. Only referees with approved risk management status will be assigned to youth games.

- We have written agreement with \_\_\_\_\_ Tournament to provide referee services on \_\_\_\_\_ for \_\_\_\_\_ games. This does not represent complete coverage for the entire tournament and we respect the right of the Tournament to solicit referee services from any other referee organization. All officials provided by us are currently United States Soccer Federation registered referees. Only referees with approved risk management status will be assigned to youth games.

Signed \_\_\_\_\_

Dated \_\_\_\_\_



A Proud Member of US Soccer

Affiliated with the Federation International de Football Association

Please Type or Print Clearly – Do Not Staple

### APPLICATION TO HOST A TOURNAMENT OR GAMES

Name of Tournament or Games \_\_\_\_\_ Website URL: \_\_\_\_\_

Hosting Organization \_\_\_\_\_ Type of Tournament:  Select  Recreational  Select & Rec

Designate Official of Hosting Organization \_\_\_\_\_ Title \_\_\_\_\_ Phone ( ) \_\_\_\_\_ W

Address \_\_\_\_\_ Email \_\_\_\_\_ Phone ( ) \_\_\_\_\_ H

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_ Phone ( ) \_\_\_\_\_ FAX

State Association or Affiliate \_\_\_\_\_ Guest Referees Applications Accepted  Yes  No

Location of Tournament or Games \_\_\_\_\_ **TEAM ENTRY DEADLINE:** \_\_\_\_\_

Date(s) of Tournament or Games \_\_\_\_\_ Estimated # of Teams \_\_\_\_\_

Tournament or Games Director or Contact Person \_\_\_\_\_ Phone ( ) \_\_\_\_\_ W

Address \_\_\_\_\_ Email \_\_\_\_\_ Phone ( ) \_\_\_\_\_ H

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_ Phone ( ) \_\_\_\_\_ FAX

Age Groups Accepted	Type(s) of Team Accepted *	B	G	Roster Size	# Guest Players Allowed	Length of Games	# Players on Field	Awards	Minimum # of Games	Entry Fee	Bond
U-	8/1/	<input type="checkbox"/>	<input type="checkbox"/>					<input type="checkbox"/>			<input type="checkbox"/>
U-	8/1/	<input type="checkbox"/>	<input type="checkbox"/>					<input type="checkbox"/>			<input type="checkbox"/>
U-	8/1/	<input type="checkbox"/>	<input type="checkbox"/>					<input type="checkbox"/>			<input type="checkbox"/>
U-	8/1/	<input type="checkbox"/>	<input type="checkbox"/>					<input type="checkbox"/>			<input type="checkbox"/>
U-	8/1/	<input type="checkbox"/>	<input type="checkbox"/>					<input type="checkbox"/>			<input type="checkbox"/>
U-	8/1/	<input type="checkbox"/>	<input type="checkbox"/>					<input type="checkbox"/>			<input type="checkbox"/>
U-	8/1/	<input type="checkbox"/>	<input type="checkbox"/>					<input type="checkbox"/>			<input type="checkbox"/>
U-	8/1/	<input type="checkbox"/>	<input type="checkbox"/>					<input type="checkbox"/>			<input type="checkbox"/>
U-	8/1/	<input type="checkbox"/>	<input type="checkbox"/>					<input type="checkbox"/>			<input type="checkbox"/>
U-	8/1/	<input type="checkbox"/>	<input type="checkbox"/>					<input type="checkbox"/>			<input type="checkbox"/>
U-	8/1/	<input type="checkbox"/>	<input type="checkbox"/>					<input type="checkbox"/>			<input type="checkbox"/>

\*List of types of teams and tournaments is on reverse side of this form.

- RT RESTRICTED TOURNAMENT –Open only to members of US Youth Soccer and its State Associations.
- Team will be restricted to teams within the state association  Teams will be invited from all US Youth State Associations/Affiliates only.
- UT UNRESTRICTED TOURNAMENT**  Other US Soccer Members as listed: \_\_\_\_\_
- International
- Teams as listed: \_\_\_\_\_

The Hosting Organization agrees to be bound by and comply with the terms contained in the TOURNAMENT AND GAMES HOSTING AGREEMENT and all applicable rules of the approving State Association or Affiliate.

Signature of Designated Official of Hosting Organization \_\_\_\_\_ Date \_\_\_\_\_

### APPROVAL

(For Official Use Only) STATE ASSOCIATION OR AFFILIATE \_\_\_\_\_ Date \_\_\_\_\_

By \_\_\_\_\_ Title \_\_\_\_\_

## RECOMMENDED DEFINITIONS OF TEAMS AND TOURNAMENTS

(Place corresponding letter in appropriate space on application.)

### TYPES OF TOURNAMENTS

**UT UNRESTRICTED TOURNAMENT:** A tournament that is open to all Federation affiliated participants. Any tournament that allows international participants must be an Unrestricted Tournament.

**RT RESTRICTED TOURNAMENT:** A tournament that is open only to members of US Youth Soccer and its State Associations.

**SELECT TEAMS** (teams formed by a selection or tryout process):

- S1 generally a team which competes at the highest level of play in a state or region
- S2 generally a team which competes at other than the highest level of play in a state or region
- S3 generally a team which competes in a local area or state

### TOURNAMENT SELECT TEAMS

S4 a team which is put together for the sole purpose of playing in a tournament or other sanctioned non-league competition, whose roster includes select players who are members of one club.

### RECREATIONAL TEAMS

RT a team which was formed in a random nature without regard to players' abilities.

### US YOUTH SOCCER OLYMPIC DEVELOPMENT PROGRAM

**ODP TEAM:** the official US Youth Soccer Olympic Development team of US Youth Soccer, any of its regions, a State Association, an Affiliate, other Organization Member, or any district or geographical subdivisions thereof.

**NATIONAL TEAM:** the official national team of US Soccer or any other member of FIFA.

### APPLYING TO HOST RESTRICTED TOURNAMENT(S) OR GAME(S)

These procedures apply when hosting **ONLY** US Youth Soccer State Association or US Youth Soccer Affiliates teams for tournaments or games.

Applications, agreements to host and other required information must be submitted as provided by the designated approving association or affiliate to include:

Not later than the date established by the State Association or Affiliate for submitting an *Application to Host a Tournament or Games*, the hosting organization must submit to its State Association or Affiliate and, if any game is to be played in another State Association or Affiliate, to that other State Association or Affiliate, for approval a completed *Application to Host a Tournament or Games* signed by the designated official of the hosting organization and the following items:

- a) a completed US Youth Soccer *Tournament or Games Hosting Agreement*, with appropriate supporting documents and information, signed by the president or chief officer or designee of the hosting organization and by the tournament or games director;
- b) a copy of the approved Rules for the Tournament or Games; and
- c) any fees required by the State Association or Affiliate for processing the application. **Incomplete applications will be returned and considered as not having ever been submitted.**

The State Association or Affiliate is not required to approve any application not submitted by the deadline established by the State Association or Affiliate. Any application which is not submitted in a timely manner may be subject to late fees if approved. The team must contact its State Association for its specific policies and fees.

The State Association or US Youth Soccer Affiliate shall make a determination as to whether or not they will sanction the tournament or games in accordance with the policies they have established within their organization for the sanctioning of tournaments or games.

### APPLYING TO HOST UNRESTRICTED TOURNAMENTS INCLUDING INTERNATIONAL TEAMS (TEAMS FROM OUTSIDE THE UNITED STATES) AND OTHER FEDERATION ORGANIZATION MEMBERS

The provisions below are **in addition** to those required as stated in Section 4 above for hosting a tournament. All provisions stated in Section 4 above must also be complied with. For all Tournaments and games involving international teams the Rules for the Tournament or Games:

- a) Must provide for a point system of 3 points for a win, 1 point for a tie, and no points for a loss.
- b) In any age group older than 16 years of age, the Rules MUST specify FIFA limited substitution rules;

The completed US Soccer forms Application to Host a Tournament or Games Involving Foreign Teams and Certification Regarding Compliance with the Ted Stevens and Olympic Amateur Sports Act, must be submitted and approved by the hosting State Association or US Youth Soccer Affiliate and any additional fees required by the State Association, Affiliate and/or the United States Soccer Federation for processing the application.

For all teams that are not members of US Youth Soccer or a US Youth Soccer Affiliate, Proof of medical and liability insurance must be provided by their organization of registration



# US Youth Soccer

## TOURNAMENT OR GAMES HOSTING AGREEMENT

In consideration of permission being granted to \_\_\_\_\_ to hold a tournament or games at \_\_\_\_\_ (Hosting Organization) \_\_\_\_\_ (City) \_\_\_\_\_ (State)

On the dates of \_\_\_\_\_, 20\_\_\_\_, we agree to the following conditions:

**ABIDE BY RULES:** We shall abide by all statements made in our approved US Youth Soccer *Application to Host A Tournament or Games*, in our tournament invitation, in our tournament rules, in the US Youth Soccer *Travel and Tournament Policy* and in this US Youth Soccer *Tournament or Games Hosting Agreement*. We agree that all decisions regarding acceptance of teams into a tournament shall be fairly and impartially made and shall not be based upon race, creed, color or national origin and that we will not advertise by any means the tournament or games until all approvals are received.

**INVITATIONS:** The tournament or games approval form shall accompany all tournament or games invitations distributed.

**HOUSING:** We agree that we will not require a team to use only accommodations approved or provided by the hosting organization or other organization, unless disclosure is made on the tournament application form of the required hotel/motel names and the guaranteed rates.

**PROCURING LIABILITY INSURANCE:** We have procured liability insurance coverage for the tournament or games with limits of not less than \$1,000,000/\$2,000,000 which names the State Association or Affiliate with which the Hosting Organization is a member. A copy of the certificate of insurance, IF REQUIRED, is attached issued by \_\_\_\_\_

**REQUIRING MEDICAL AUTHORIZATIONS:** We shall require all teams participating in the tournament or games to provide medical releases for each player in an appropriate form. These authorizations shall be reviewed by the Hosting Organization at registration and kept in the possession of a team official

**ADVANCE PUBLICATION OF RULES:** We agree that our tournament or games rules shall be included with the invitation sent to each team and shall, again, be published to all teams accepted prior to the start of the tournament/games.

**CREDENTIALS CHECKS:** We agree that we shall conduct credentials checks to ensure that all players are registered with US Youth Soccer or US Soccer or a member thereof or their national association, properly rostered with their team, and participating in accordance with representations set forth on the US Youth Soccer *Application to Host a Tournament or Games*. We agree that we will not modify or mark in any way original rosters or member passes; and will not register any player, coach, or team official or issue any member pass.

**USE OF US SOCCER REGISTERED REFEREES:** We agree that we shall use for all games only US Soccer registered referees who are in good standing (unless US Soccer has granted a waiver to allow the use of authorized referees from another country), and shall use a one- or 3-referee system. We intend to use a 3-referee system for the following age groups: \_\_\_\_\_. There will be an adequate number of US Soccer registered referees available in the area during the tournament or game dates to cover the scheduled games. We have selected the following assignor to assign referees for the tournament or games (NOTE: ONLY US Soccer certified assignors may be used.):

Name \_\_\_\_\_ Phone ( ) \_\_\_\_\_ W  
Address \_\_\_\_\_ Email \_\_\_\_\_ Phone ( ) \_\_\_\_\_ H  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone ( ) \_\_\_\_\_ Fax

**AVAILABILITY OF POLICE AND RESCUE SERVICE:** We have notified the local police, ambulance, and emergency rescue services of the date of the tournament or games and the times and fields which will be used for games, and have been advised by them that they will be available to render assistance if needed. We will use the following method(s) of contacting emergency services \_\_\_\_\_

**TOURNAMENT OR GAME RULES – BEHAVIOR:** We agree that our tournament or game rules contain provisions ensuring that the behavior of teams, players, coaches, and spectators is appropriately controlled, including specific provisions that—

- Spell out the disciplinary measures to be imposed for the issuance of red and yellow cards or other improper conduct;
- indicate what procedures will be followed regarding protests and appeals;
- indicate that all disciplinary measures imposed by hosting organizations shall be limited to placing restrictions upon an individual's group participation in the tournament/games;
- record the issuance of all red and yellow cards and other matters involving the conduct of a team, its players, coaches, and supporters and also report them immediately to the home State Association and the home club/league of the team; and
- state that the home State Association or member thereof and the home club or league shall, except in the case of referee assault or abuse, have the responsibility for imposing, should circumstances warrant, additional penalties within their respective jurisdictions with regard to any matters arising from the tournament or games.

**TOURNAMENT CANCELLATION:** We agree that our tournament or game rules shall state what refunds, if any, shall be made to participating teams if all or a portion of the tournament or games is cancelled by the hosting organization for any reason.

**POST TOURNAMENT OR GAMES REPORT:** We agree that we shall file any required Post Tournament or Games Report with the State Association or Affiliate granting us permission to host this tournament or games within 30 days after the conclusion of the tournament or games. We understand that failure to file the report may preclude the tournament/games host from receiving approval for any tournament/games for the following seasonal years until the report is filed. The Post Tournament or Games Report shall include the following information:

- the number of teams participating in each age group (boys and girls);
- if a champion is determined, the name of the champion for each group;
- the number of teams from each State Association, Affiliate, other Organization Member, or foreign country;
- if "Sportsmanship Awards" are given, the criteria for the award and to whom awards were given;
- the number of fields used for the tournament/games;
- the name of the sponsor, if any; and
- the names and teams of all players issued red and yellow cards, and details of any other matters involving the improper or unsporting conduct of a team, its players, coaches or supporters. **NOTE: Any incident of referee assault or referee abuse by a player, coach, manager, club official, or game official must be reported to the alleged offender's home State Association, or member thereof immediately, but in no event later than 48 hours after an incident of referee assault or abuse..**

Signature of Hosting Organization Designated Official	Signature of Tournament or Games Director
Date	Date

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Hosting Organization _____	Phone	( ) _____	W
Address _____	Email _____	Phone ( ) _____	H
City _____	State _____	Zip _____	Phone ( ) _____ Fax

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Tournament or Games Headquarters _____	Phone	( ) _____	W
Address _____	Email _____	Phone ( ) _____	H
City _____	State _____	Zip _____	Phone ( ) _____ Fax