

OYSAN

OHIO YOUTH SOCCER ASSOCIATION NORTH

TRAVEL AND TOURNAMENT POLICY

Amended February, 2009

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INTRODUCTION

These requirements and procedures apply to all tournaments involving intrastate, interstate and/or international teams or games involving interstate and/or international teams not conducted as part of a regularly scheduled league or as part of the Snickers® U. S. Youth Championship, Sam Bothwell, or America's Cup competition held in Ohio Youth Soccer Association North (Ohio North) territory. International teams for the purpose of these requirements and procedures are teams from outside the 50 states of the United States and the District of Columbia.

The Ohio Youth Soccer Association North Requirements and Procedures are to be used in conjunction with the U. S. Youth Soccer policies and procedures in the U. S. Youth Soccer Travel and Tournament Manual.

ELIGIBILITY

In order to be granted permission to host tournaments or games in Ohio North, the organization or member league/club must be 100% affiliated and in "good standing" (as defined in the U. S. Youth Soccer Travel and Tournament Manual) with Ohio North and must have properly complied with the requirements and procedures set forth herein. The permission to host a tournament is granted only to an Ohio North affiliated league/club. (An affiliated League/Club is defined by being a directly affiliated organization, voted into membership by the Board of Directors.)

OYSAN will not approve a tournament on the traditional weekend of an existing tournament unless the existing tournament approves, or the majority of the fields are 25 miles from the existing tournament's majority of fields. An existing tournament is a tournament that has been on the same weekend for three consecutive previous years. "Same Weekend" means the same weekend as to holiday, date, or number of the weekend in a month. Guest Players: To maintain the integrity of the named team, OYSAN will not sanction any OYSAN tournament that allows any more than seven guest players. In extreme cases of hardship, as determined by the State Registrar, one more player may be approved.

RESPONSIBILITIES

The Tournament Host must comply with the terms and conditions of the tournament solicitations, invitations or applications. The tournament rules shall state what refunds shall be made to teams if brackets are cancelled or parts of the tournament are cancelled. Refunds for cancelled divisions are to be made within one week of the cancellation of a bracket, division or age group. If the Tournament information is silent, in the event the Tournament cannot provide the guaranteed number of games stated in its literature, the Tournament Host must refund a percentage of the tournament entry fee equivalent to the percentage of games not played by the entrant.

A hosting organization that is hosting a tournament or games to be played in August of one seasonal year

- A) May authorize the teams playing in the tournament or games to use the team roster for that seasonal year, the next seasonal year, or either seasonal year, if the team's Organization Member does not prohibit the use of the team's roster for the seasonal year for which the hosting organization authorized for use during the tournament or games; and
- B) Shall specify in its invitation to teams which seasonal year's roster or rosters may be used to participate in the tournament or games (if permitted by the team's Organization Members.)

A hosting organization is prohibited from

- A) Requiring 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;
- B) Advertising by any means the tournament or games until it has received all approvals by this policy;
- C) Modifying or marking in any way original rosters or member passes;
- D) Registering any player, coach, or team official or issuing any member pass.

In addition to the terms and conditions stated in the tournament literature, the Tournament Host should provide reasonable assistance to visiting team coaches, participants and supporters in the spirit of good sportsmanship.

REQUIREMENTS

TOURNAMENT

- A) The Tournament Director or representative must successfully complete an Ohio Youth Soccer Association North (Ohio North) Tournament Hosting workshop prior to submitting the Request to Host a Tournament package.
- B) The Tournament Application Package must be completed and submitted to Ohio-North by January 1 of the year in which the tournament will be held.
- C) Approval of the tournament will be determined by history, location, and ability of the tournament to provide quality soccer tournament experiences.
- D) The Tournament Host MUST submit an official Tournament Report, obtainable from the state office, within thirty (30) days after the conclusion of the tournament. The report should include cautions, ejections or other incidents of note, and the rosters of any teams who are not affiliated with a US Youth Soccer state association. (20% rule)
- E) The Tournament must notify Ohio North of any incidents of referee abuse, referee assault, or referee misconduct and any other incidents of a serious nature within two (2) days of the incident and the National State or National Association of the participants within seven (7) days.
- F) The Tournament Host shall maintain a copy of the Tournament Report and copies of all rosters including any roster drops/adds and Guest Player Forms on file for a period of not less than two (2) years.
- G) All tournaments must follow OYSAN modified rules for small sided games. Exceptions can be requested on a case-by-case basis.
- H) All tournaments must follow the numbers associated with the team roster sizes used for OYSAN State Cups.

FULL COVERAGE FOR TOURNAMENTS PERMITTING NON OYSAN, NON STATE ASSOCIATION USSF AFFILIATE TEAMS

In addition to the regular requirements for permission to host a tournament, tournaments wanting to admit USSF affiliated teams who are not entering under affiliation with OYSAN or another US Youth Soccer state association may do so. A special letter (obtainable from the State Registrar) must be signed by the Tournament Director and the President of the hosting league prior to permission being granted. Also a waiver form must be signed by each parent/guardian of those teams who are not affiliated with OYSAN or another US Youth Soccer state association. For tournaments allowing teams other than Canadian (teams from the country of Canada), Foreign (teams from outside of the United

States) or state association teams, OYSAN will provide liability coverage to the tournament as long as the following are done, prior to the beginning of the tournament.

- A) Proof of insurance by an authority figure from their member organization comparable to what is provided by OYSAN.
- B) Proof that each player that will be in the tournament is registered with the USSF and in good standing and has permission to travel and participate in an OYSAN sanctioned tournament
- C) Notarized medical release forms for each player
- D) Laminated player pass with picture and date of birth of the player
- E) Valid team roster submitted at registration that does not change during the tournament. The number of players on the roster cannot be more than allowed by Ohio North
- F) Notarized statement as to the level of the team, which corresponds accurately to the levels provided by the tournament. The statement should specify actions the tournament will take if the information is not accurate.
- G) If guest players are used, the team may use the OYSAN guest player roster and have it validated by their registrar, or use their own guest player roster validated by their registrar.
- H) The tournament is permitted to charge an additional fee of \$25 per team to process these teams due to different documentation that is typical for US Youth Soccer teams.
- I) Since no history exists on the insurance claims and liabilities of these other groups, **in order to fully insure the tournament**, no more than 20% of the teams, at this time, can come from non US Youth Soccer state association affiliated teams. The tournament may accept more than 20% and still maintain the tournament sanctioning; however the tournament will not have insurance from Ohio North.
- J) The tournament must certify that the above were done, and in the case of a liability claim, must prove the above.

Failure for the tournament to do the above is a violation of the contract of the Permission to Host and will result in the denial of liability insurance; however, the tournament can be held. It is recommended that the tournament obtain insurance from another source.

Tournaments inviting teams affiliated with OYSAN or another state association only do not have to provide additional documents as listed above.

TEAMS

- A) All teams participating in the tournament must have current US Youth Soccer Association or US Youth Soccer approved organization Player Passes or the appropriate National Association Passes for players and coaches.
- B) The Tournament must make certain that teams attending from states other than Ohio North have an approved travel permit from their state association. Those teams from outside of the Ohio North borders who wish to use guest players must have a National State Association, US Youth Soccer Guest Player Form attached to their team roster.
- C) A coach or team manager who is responsible for the conduct of the team must represent each team in the tournament at the tournament.
- D) Teams entering Ohio North sanctioned tournaments are subject to Ohio North and US Youth Soccer rules and regulations for the tournament.

PROCEDURES

The following forms must be completed and fees submitted as a part of the Ohio Youth Soccer Association North Tournament Application package by the deadline specified herein. Incomplete Tournament Application packages will be returned to the Tournament Host and could jeopardize the sanctioning of the tournament.

- A) Completed and signed Application to Host Tournament or Games.
- B) Completed and signed Application to Host Foreign Teams. (International Tournaments, only.) Foreign teams are defined as any team from outside the 50 states of the United States and the District of Columbia; Canadian teams are defined as teams from Canada.
 - 1) The copy of the rules of the tournament must provide for 3 points for a win, 1 for a tie and 0 for a loss. Any division U17 or older must specify FIFA limited substitution rules)
 - 2) A copy of 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, submitted directly to US Soccer. (Form available from the state office)

NOTE: When hosting one or more foreign teams the hosting organization must file 2 sets of applications and have both approved: (1) US Youth Soccer Application to Host a Tournament or Games, including attachments, must be filed with its state association and approved by the state association, and (2) 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.

- C) Completed and signed US Youth Soccer Tournament Hosting Agreement.
- D) Copy of the Tournament Rules and Regulations
- E) Copy of the Tournament Invitation
- F) Letter from the tournament site granting use of the facility by the Tournament Host for the dates indicated on the Application to Host Tournament form. The number and exact location of all fields must be specified.
- G) A non-refundable fee as indicated: A base fee of \$150, which provides sanctioning, insurance (see section on Full Coverage) a link on the Ohio North web page and a listing in the OYSAN newspaper. See Addendum A for a cafeteria plan of services for sanctioned tournaments.
- H) If teams other than Canadian (teams from the country of Canada) or Foreign Teams (teams from outside of the United States) or state association teams are invited, the tournament must provide a letter of certification as to the requirements listed in above in the section entitled “Full Coverage for Tournaments permitting non OYSAN, non state association USSF Affiliate teams” of Tournament Requirements, which is obtainable from the State Registrar.

PROCEDURES FOR INVITING TEAMS

- A) When inviting teams to an approved tournament or games, the invitation to each team **MUST** include the following:
 - 1) A copy of the approved US Youth Soccer Application to Host a Tournament or Games;
 - 2) A copy of the rules and regulations governing the tournament or games;
 - 3) A statement that all teams **MUST** have current member passes of US Youth Soccer or other approved organization of which the team is a member;
 - 4) If the tournament or games are to played in August, an indication of which seasonal year or years rosters that may be used to participate, (to the extent permitted by the team’s Organizational Member);
 - 5) A statement that the teams must follow the applicable procedures of this policy; and
 - 6) A statement that US Soccer rules regarding the use of US Soccer registered referees **ONLY** will be followed, unless US Soccer has granted a waiver to allow the use of authorized referees from another country;

- 7) Any tournament requirements/qualifications for participation.
- 8) No competition leading to standings or championship is permitted for teams U9 or younger. Fair Play Championship Awards are encouraged. If any awards are given, except for fair play awards, all participants on U9 teams and younger must receive the award. It is not necessary to present any participation awards.

B) The invitation SHOULD also include the following:

- 1) The name, address, and phone number of the tournament or games director;
- 2) If accommodations, transportation, or meals are being provided, a description of what will be provided; and
- 3) Expenses for which the visiting teams are responsible, such as entry fees, referee fees, meals, lodging, transportation, etc.

FRIENDLY GAMES

All proposed friendly games with teams from other State or National Associations must have advance approval from OYSAN. For such games conducted within the boundaries of OYSAN, a properly completed Application to Host Tournament or Games plus a fee of \$10 per team out of OYSAN boundaries must be submitted unless the event is sponsored or co-sponsored by OYSAN for which no fee will be required.

PENALTIES

Ohio Youth Soccer Association North and/or U. S. Youth Soccer are not required to accept or approve any Tournament Application if the application is not completed properly and submitted prior to the filing deadline with the appropriate fees and bonds. Failure to comply with any of the Ohio Youth Soccer Association North Tournament Host Requirements and Procedures and the U. S. Youth Soccer Policies and Procedures for hosting tournaments or games will result in penalties and sanctions including but not limited to fines and revocation or denial of approval to host the tournament.

YOUNGER TEAMS

All teams are required to display excellent sportsmanship during all activities. All teams who travel are under scrutiny as to the behavior of players, coaches, managers and parents. If any team traveling under the auspices of OYSAN whose individual or group behavior on or off the field is inappropriate, in the opinion of the State Registrar and

Executive Director for OYSAN, future travel for a specific time can be denied. The decision of these two people in this matter is appealable to the Board of Directors who shall have the final authority in this matter.

OYSAN will not grant permission to host for any tournament that provides playoffs, championships, standings or awards for placements for teams U9 or younger. Fair Play awards, which single out teams displaying outstanding sportsmanship, are encouraged. If awards, other than Fair Play, are given to one team they must be given to all. Awarding of prizes of any kind is not required to meet these provisions.

OYSAN will not sanction any OYSAN tournament that includes tournament play for U7s. U8s may play in OYSAN sanctioned tournaments only.

Violation of the above will result in the loss of tournament hosting permission for one year for the tournament for the first violation, and five years for the second violation.

The club of the team who violates this provision will be fined \$500 and will lose six months of travel for all teams from the club.

ADDENDUM A.

Sanctioned tournaments may select any of the services of OYSAN listed below to help in the development and publicity of the tournament.

In addition to the base fee:

- \$275 places a banner on the front page of the Tournament section of the OYSAN web site during the month (30 days) requested by the tournament.
- \$350 places a banner on the front page of the Tournament section of the OYSAN web site during the two months (60 continuous days) requested by the tournament.
- \$500 places a banner on the front page of the Tournament section of the OYSAN web site during the three months (90 continuous days) requested by the tournament. (etc. For a full year, the cost is \$1500)
- Banner changes are \$100 each.
- \$450 places a full-page ad in the workshop program and a half page in OHIO SOCCER for one issue. (A \$675 value)
- \$300 gives the tournament up to 2000 labels for a coach's list selected by the tournament (one free sort) for a mailing to be done by a bonded mailing house. The mailing is at the expense of the tournament.
- Volume discounts can be negotiated