

Illinois State Soccer Association

Application to Host a Tournament: submit completed form and appropriate fee to ISSA, 2001 S. Halsted, # 100, Chicago, IL 60608

(Please read Host Requirements listed below)

Name of Applicant: _____

Affiliation (If Applicable): _____

Date of Request: _____

Date(s) of Tournament/Games: _____

Name of Tournament: _____

Hosting Organization: _____

President/Tournament Director: _____

Address: _____

Tel: _____

Fax: _____

Cell: _____

Email: _____

Tournament Web Site: _____

Location of Tournament/Games: _____

Official Signature* (President/Tournament Director): _____

* I attest that all teams are affiliated with their local State Association and in good standing

Print Name & Title: _____

Cell: _____

Fax: _____

Email: _____

Tournament Host Requirements**

1. Any entity hosting an event lasting less than six days in which more than two teams participating in games, either simultaneously or sequentially, which are external to regular league competition or post-season play, shall apply to the ISSA for permission to host such an event.
2. Such permission shall be granted when:
 - a. The required fees have been paid,
 - b. The ISSA tournament form has been properly submitted to the ISSA, and,
 - c. The ISSA has reviewed and approved the above
3. No team shall play in such an event unless permission has been granted, as above, nor shall affiliates host without permission.
4. Permits shall be maintained at the principle site of the tournament and shall be available for inspection upon request.
5. Late substitutes of teams may be made without charge, but must be clearly marked on the permission form.
6. Schedule of fees:
 - a. USASA Application Fee: \$25 if submitted 90 days prior to event, \$100 if less than 90 days remain
 - b. Participants: up to 50 Teams: \$250, 51 teams or more: \$500
7. Each divisional entry shall constitute a separate team under this schedule.
8. This rule shall not be construed as applying to occasional friendly games, Cup or Select competition, or make-up games.
9. Please attach as list of participating teams and league/state affiliation
10. Permission from the league or state association when applicable is also required.

**Please see registration section for team and player registration requirements.

FOR OFFICE USE ONLY :: ISSA APPROVAL

Fee Paid (If Applicable): _____

Signed: _____

Title: _____

Date: _____

In granting permission to host a tournament or games, neither ISSA, USASA nor USSF shall be liable for transportation, lodging, or injury to persons or property sustained in the course of the sanctioned event.

11. **TOURNAMENT RULES – BEHAVIOR.** We agree that our tournament rules contain provisions ensuring that the behavior of teams, players, coaches and spectators in appropriately controlled including specific provisions:
- a. which spell out the disciplinary measures to be imposed for the issuance of red and yellow cards or other improper conduct;
 - b. which indicate what procedures will be followed regarding protests and appeals;
 - c. which indicate that all disciplinary measures imposed by host organizations shall be limited to placing restrictions upon on individual’s group participation in the tournament;
 - d. which states the issuance of all yellow and reds card and other matters involving the conduct of a team, its players, coaches or supporters will be recorded by the host organization and also reported immediately to the home state association and the home club/league except that all matters involving referee assault (or abuse) shall, in accordance with USSF Rule 3041, be referred immediately to the host state association; and
 - e. which state that the home state association and the home club/league shall, except in the case of referee assault, have the responsibility for imposing, should circumstances warrant, additional sanctions within their respective jurisdictions with regard to any matters arising from the tournament.
12. **TOURNAMENT CANCELLATION.** We agree that our tournament rules shall state what refunds, if any, shall be made to participating teams if all or a portion of the tournament is canceled b the host organization for any reason.
13. **POST TOURNAMENT REPORT.** We agree that we shall file a Tournament Report with the National State Association granting us permission to host this tournament, within thirty (30) days after the conclusion of the tournament. We understand that failure to file the report shall preclude the tournament host from receiving sanction for any tournament for the following seasonal years until the report is filed. The Tournament Report shall include the following information:
- a. the number of teams participating in each age division;
 - b. if a champion is determined, the name of the champion for each division;
 - c. the number of teams from each National State Association or foreign country;
 - d. if “Sportsmanship Awards” are given, the criteria for the award and to who awards were given;
 - e. the number of fields used for the tournament
 - f. the names of the sponsor(s), if any; and
 - g. the names and teams of all players issued red and yellow cards, and details of any other matters involving the improper or unsporting like conduct of a team, its players, coaches or supporters.

NOTE: Any incidents of ejections in a final game, or any incidents of referee abuse of referee assault, or other incidents of a serious nature should be reported to the team’s or player’s home National State Association immediately, but no later than seven (7) days after the conclusion of the tournament.

Signature of Host Organization President	Signature of Tournament Director							
Date	Date							
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Please Type or Print Clearly –
Do Not Staple

US Adult Soccer
A Division of US Soccer

Please Type or Print Clearly –
Do Not Staple

Affiliated with the Federation Internationale de Football Association

State Fee: _____

APPLICATION TO HOST A TOURNAMENT OR GAMES

Name of Tournament _____

Hosting Organization _____

President of Hosting Organization _____ Telephone () _____ Office

Address _____ () _____ Home

City _____ State _____ Zip _____ () _____ Fax

Nationals State Association _____

Location of Tournament/Games _____ Estimated # of Teams _____

Tournament Director/Contact Person _____ Telephone () _____ Office

Address _____ () _____ Home

City _____ State _____ Zip _____ () _____ Fax

Age Divisions Accepted*	Type(s) of Teams Accepted*	M e n	W o m e n	C o - e d	Roster Size	# of Guest Players Allowed	Length of Games	Awards	Min # of Games	Entry Fee	Bond

***List of age divisions and types of teams is on reverse side of this form.**

Teams will be invited from: Foreign Teams ** National State Associations (list below or attach list)

** If foreign teams are invited you must complete and send in a USSF *Application to Organize International Matches* no later than 60 days prior to the tournament.

Tournament Director's Signature _____ Date _____

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APPROVAL

FOR OFFICIAL USE ONLY

Fees Paid: _____

NATIONAL STATE ASSOCIATION

US ADULT SOCCER

By _____

By _____

Title _____

Title _____

Date _____

Date _____

In granting this permission to host a tournament or games, neither US Adult Soccer, US Soccer nor the National State Association shall be liable for transportation, lodging or injury to persons or property sustained in the course of the sanctioned event.

PROCEDURE FOR HOSTING NORTH AMERICAN TEAMS IN TOURNAMENT OR GAMES

(Teams from the United States)

No later than one hundred twenty (120) days in advance of the proposed date(s) of the tournament or games you are requesting permission to host submit in your National State Association for approval.

1. A completed *Application to Host a Tournament or Games* (must be the original – **NO FAXES**), incomplete applications will be returned;
2. A completed *Tournament Hosting Agreement* with appropriate supporting data, signed by the President of Chief Officer of the Host Organization, and by the Tournament Director;
3. A copy of the Rules for the Tournament or Game;
4. Fees (if any) charged by the National State Association.

The National State Association is not required to approve any application submitted less than one hundred twenty (120) days in advance. If an application is submitted less than one hundred twenty (120) days in advance, late fees may be charged by the National State Association per their specific policies and fees.

PROCEDURES FOR HOSTING FOREIGN TEAMS IN TOURNAMENTS OR GAMES

(Teams from outside of the United States)

No later than one hundred eighty (180) days in advance of the proposed date(s) of the tournament you are requesting permission to host, or no later than one hundred twenty (120) days in advance of the proposed date(s) of the games you are requesting permission to host, submit to your National State Association for approval:

A completed

1. A completed *Application to Host a Tournament or Games* (**must be the original – NO FAXES**), incomplete applications will be returned;
2. A completed *Tournament Hosting Agreement* with appropriate supporting data, signed by the President of Chief Officer of the Host Organization, and by the Tournament Director;
3. A copy of the Rules for the Tournament or Game;

4. Fees (if any) charged by the National State Association.

5. Any applicable *US Adult Soccer* late fees.

The National State Association is not required to approve any application submitted less than one hundred eighty (180) days in advance. If an application is submitted less than one hundred eighty (180) days in advance, late fees may be charged by the National State Association per their specific policies and fees.

After ensuring that your team or organization is in good standing the National State Association will forward these documents to *US Adult Soccer* for approval. *US Adult Soccer* will then through *US Soccer*, submit to *FIFA* (Federation Internationale de Football Association) a request for approval. Upon approval, *US Adult Soccer* will return the approved applications in the National State Association. (Refer to pg. 10 of *Travel and Tournament Manual*, FIFA Circular No. 510,d.)

No later than sixty (60) days prior to the start of the approved tournament, a completed *Application in Organize International Matches*, must be submitted to the National State Association, which will in turn forward it on to *US Adult Soccer* for approval.

***US Adult Soccer* is not required to accept or approval any application to host a tournament submitted less than one hundred and fifty (150) days in advance, or application to host games submitted less than sixty (60) days in advance. If applications to host are submitted in less than the required time, the following non refundable late fees must be enclosed, made payable to *US Adult Soccer*:**

Application to Host a Tournament

1. Less than one hundred and fifty (150) days but more than ninety (90) days advance notice - \$25.00;
2. Less than ninety (90) days, but not more than sixty (60) days advance notice - \$50.00;
3. Less than sixty (60) days, but not more than thirty (30) days advance notice - \$75.00; and
4. Less than thirty (30) days advance notice - \$100.00

Application to Host Games

1. Less than sixty (60) days, but not more than thirty (30) days advance notice \$25.00; and
2. Less than thirty (30) days advance notice - \$50.00

AGE DIVISIONS AND TYPES OF TEAMS (place corresponding age or letter in appropriate space on application)

AGE DIVISIONS:

Under 20, Under 23, Open, Over 30, Over 40, Over 50

TYPES OF TEAMS:

- A. **Recreational Team.** A team which participates and is registered in a *US Adult Soccer* Recreational League
- B. **Recreational All-Star Team.** A Tournament Team whose roster only includes players selected from teams, which participate in the same *US Adult Soccer* Recreational League.

- C. **Premier Team.** A team, which participates and is registered in a *US Adult Soccer* Premier League.

- D. **Select Team.** The official Select (all star) Team of a *US Adult Soccer* member National State Association or any district or geographical sub-divisions thereof, or any league.

- E. **Other.** Attached description of team if it does not fit any of the above definitions.