



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 _____

I. DEFINITIONS OF TYPES OF TOURNAMENTS AND TEAMS

(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 ODP TEAMS

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 TEAMS

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

II. HOSTING RESTRICTED AND UNRESTRICTED TOURNAMENTS AND GAMES

APPLYING TO HOST RESTRICTED TOURNAMENTS OR GAMES

1. These procedures apply when hosting **ONLY** US Youth Soccer State Association or US Youth Soccer Affiliates teams for tournaments or games.
2. 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.**
3. 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.
 4. 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

1. The provisions below are **in addition** to those required as stated above under "Applying to Host Restricted Tournaments or Games". All those provisions so stated above must also be complied with.
2. For all tournaments and games involving international teams (teams from outside the United States), the Rules for the Tournament or Games must comply with the following substitution requirements: For matches involving players under 16 years of age, the number of substitutions allowed is as provided by the Rules of the Tournament or Game. For all other matches, the number of substitutions is as agreed to prior to the match and the referee is informed prior to the match of that number. The number agreed to can be as provided in the Rules of the Tournament or Game.
3. 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.
4. 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

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

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



Missouri Youth Soccer Association, Inc.
1270 Jungermann, Suite E
St. Peters, MO 63376
(636) 936-3676 OFFICE / (636) 936-8983 FAX
www.mysa.org

Addendum A to the Application to Host a Tournament

For Non-Missouri Youth Soccer and/or Non-State Association USSF Affiliate Teams:

We understand that if we only permit state association teams in our invitation that the tournament will receive 100% liability coverage, up to the limit of the policy, and that other benefits of advertising of my tournament may occur. We further understand that we may invite teams other than those from a state association with the following requirements.

FULL COVERAGE FOR TOURNAMENTS PERMITTING NON MISSOURI YOUTH SOCCER AND/OR NON-STATE ASSOCIATION USSF AFFILIATE TEAMS

In addition to the regular requirements for permission to host a tournament, tournaments wanting to admit USSF teams who are not entering under affiliation with MISSOURI YOUTH SOCCER or another US YOUTH SOCCER national state association may do so. MISSOURI YOUTH SOCCER will provide liability coverage to the tournament as long as the following are done, prior to the beginning of the tournament:

- 1) Proof of insurance by an authority figure from their member organization comparable to what is provided by MISSOURI YOUTH SOCCER.
- 2) Proof that each player, participating in the tournament, is registered and in good standing and has permission to travel and participate in MISSOURI YOUTH SOCCER sanctioned tournaments.
- 3) For Players: Copies of players state birth certificate or state approved driver's license for age appropriate.
- 4) For Bench Personnel (Coaches, Team Managers and Trainers): Copy of your identification card
- 5) Medical Release Forms for all players. (Do NOT need to be notarized)
- 6) Laminated player passes with pictures and date of birth for the player.
- 7) 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 MISSOURI YOUTH SOCCER.
- 8) Statements or email as to the level of the team, which corresponds accurately to the levels provided by the tournament.
- 9) If guest players are used, the team may use the MISSOURI YOUTH SOCCER guest player roster and have it validated by their registrar.
- 10) Since no history exists on the insurance claims and liabilities of these other groups, in order to insure the tournament, no more than 20% of the teams, at this time, can come from non-US Youth Soccer state association affiliate teams.
- 11) The tournament must certify that they 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 of Host form, and will result in a denial of insurance claims and liability to have future tournament sanctioned.

As the Tournament Director and President of the Hosting Organization, we understand the requirement, and agree as a condition of hosting the tournament to comply with the above requirements. We will keep the above documentation for one year from the date of the day following the tournament and will provide proof of the above requested.

Signature of Tournament Director

Signature of the President

Date Signed

Date Signed

Printed Name

Printed Name

Address

Address

City, State, Zip

City, State, Zip

Phone Number

Phone Number

Approved by Missouri Youth Soccer Association

Tournament Chairperson

Date





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**Addendum B to the Application to Host a Tournament for League Teams /
Club Teams / Management Companies**

HOST ORGANIZATION:

League / Club / Management Company: _____

President / Chief Officer: _____

Mailing Address: _____

City/State/Zip Code: _____

Phone Number: _____ FAX Number: _____

The above listed Missouri Youth Soccer member organization is hosting the following tournament for the above listed League/Club/Management company.

Name of Tournament: _____

Dates of Tournament: _____

Location of Tournament: _____

It is the responsibility of the Host Member Organization to see that ALL tournament policies are followed properly (re: Tournament Check-In, Schedules, Assignment of Registered Referee Assignor, Completion of Post-Tournament Report).

It is the responsibility of the Referee Assignor to assign all games per item #7 on the Tournament Hosting Application and to be on sight for the entire tournament.

Payment commission per Missouri Youth Soccer Association policy is a minimum of \$10.00 per team entry fee for the tournament. This fee cannot be adjusted to a lower amount.

Cancellation and refund policy must be listed in the tournament rules provided by the League/Club/Management Company with the host tournament packet prior to approval of the tournament.

As the Tournament Director for the League / Club / Management Company and President of the Hosting Organization, we understand the requirements, and agree as a condition of hosting the tournament to comply with the above requirements. We will keep the above documentation for one year from the date of the day following the tournament and will provide proof of the above if requested.

A signature below signifies that a copy of the Missouri Youth Soccer Tournament Policy was read (available on www.mysa.org).

It is the responsibility of the League / Club / Management Company to submit a copy of their current Missouri Business License. This must be included in the tournament application.

Signature of Tournament Director from
League / Club / Management Company

Signature of Host Organization President

Date Signed

Date Signed

Printed Name

Printed Name

Address

Address

City, State, Zip

City, State, Zip

Phone Number

Phone Number



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District / Alternate District Commissioner Approval

Information has been given to me stating the Member Organization listed below will be hosting the following tournament:

Host Member Organization: _____

President/Chief Officer: _____

Name of Tournament: _____

Date of Tournament: _____

Location of Tournament: _____

Pending receipt of all items on the tournament check list, approval for the above tournament can be granted.

Signature of District / Alternate District Commissioner

Date Approved

If the Member Organization is sponsoring the tournament for a league/club/management company, please fill out the information below and complete the Addendum to the Host Tournament Application for league/club/management company form.

League/Club/Management Company Name: _____

Contact Person: _____

Address: _____

City/State/Zip: _____

Phone _____ FAX Number _____

Referee Assignor Approval Form

Name of Tournament: _____

Date(s) of Tournament: _____

Hosting MYSA Member Organization: _____

Signature of MYSA Member Organization: _____ Date _____

Level of Play: **A - Primarily Teams from Premier Leagues**
(Circle One) **B - Primarily Teams from Competitive Leagues**
C - Primarily Teams from Recreational Leagues

# of Fields to be Used	Estimated Number of Teams
Maximum Number of Teams in Each Age Group	
Girls U9/U10 _____	Boys U9/U10 _____
Girls U11/U12 _____	Boys U11/U12 _____
Girls U13/U14 _____	Boys U13/U14 _____
Girls U15/U16 _____	Boys U15/U16 _____
Girls U17/U18 _____	Boys U17/U18 _____
Girls U19 _____	Boys U19 _____

As Tournament Director, I hereby certify that the number of teams in each age group listed is an estimate. I also certify that the absolute maximum number of teams in the tournament will not exceed the estimated total number above.

Name of Tournament Director: _____

Signature of Tournament Director: _____

Date: _____

As a MISSOURI registered Referee Assignor, I (Circle one) AGREE / DISAGREE that there are a sufficient number of registered referees in both quality and ability to adequately support the indicated number of teams in this tournament and that all games will be assigned three certified USSF officials. It is the responsibility of the Referee Assignor to assign all games per item #7 on the Tournament or Games Host Application and to be on site at the main playing facility for the entire tournament.

Name of Referee Assignor: _____ Phone _____

Signature of Referee Assignor: _____ Phone _____

***** THIS SECTION IS TO BE COMPLETED AND SIGNED BY THE MISSOURI SYRA ONLY IF YOU ARE HOSTING A TOURNAMENT OF 80 OR MORE TEAMS AND YOU ARE NOT THE PRE-EXISTING / HISTORICAL (OLDEST) TOURNAMENT FOR THE DATES LISTED ABOVE*****

As State Youth Referee Administrator, (Circle One) I RECOMMEND / RECOMMEND WITH THE FOLLOWING RESTRICTIONS / DO NOT RECOMMEND this tournament.

Name of SYRA: _____ Phone: _____



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Tournament Policy Verification Form

This form is verification that the Host Organization Tournament Director has read, reviewed, & understands the MYSA Tournament Policy. The MYSA Tournament Policy governs all aspects of the Missouri Youth Soccer Tournament approval, hosting, and follow-up procedures. There are

I, _____, have read, reviewed, & understand the
(Tournament Director Name)

MYSA Tournament Policy and all that it entails.

Tournament Director Signature

Date



Missouri Youth Soccer Tournament Check-List

The member organization that is requesting to host a tournament will submit the following check-list along with their application. All forms must have original signatures.

- _____ 1. The original completed and executed US Youth Soccer Association Tournament or Game Form.
- _____ 2. The original completed and executed US Youth Soccer Association Tournament/Game Hosting Agreement.
- _____ 3. Addendum A to the Application to Host a Tournament for Non-Missouri Youth Soccer and/or Non-State Association USSF Affiliated teams. (Only need if it is an "Unrestricted" Tournament)
- _____ 4. Addendum B to the Application to Host a Tournament for League Teams / Club Teams / Management Companies
- _____ 5. Copy of a completed Contract with any individual, or organization who is managing the tournament from outside the member organization be on file. (See Service Price section in the MYSA Tournament Policy, paragraph three for additional information).
- _____ 6. Signed District / Alternate Commissioner approval notification form.
- _____ 7. Signed Referee Assignor approval form.
- _____ 8. Copy of Tournament Rules, including the Refund Policy and Cancellation Policy.
- _____ 9. Check payable to Missouri Youth Soccer equal to one team entry fee.
- _____ 10. Signed contract with an on-site certified medical trainer or medical care provider. If using more than one (1) field location, a certified medical trainer or medical care provider must be at each site.
- _____ 11. Signed copy of the Tournament Policy form, stating that the Tournament Director has read & reviewed the MYSA Tournament Policy.
- _____ 12. Disclosure statement with list of required hotel/motel names and guaranteed rate. Copy of each hotel/motel contract on the disclosure statement.