

Eastern Pennsylvania Soccer Association (EPSA) Guidelines for Hosting a Tournament or Games

Completed Applications and fees must be submitted at least 90 days prior to the tournament date. If an application is submitted less than 90 days prior to the tournament, then an additional \$100 late fee is required.

In order to be eligible to host tournaments or games a club, league, or association must be in "good standing". Clubs, leagues, or associations are considered in "good standing" if all of their players have been properly registered with Eastern Pennsylvania Soccer or another US Soccer organization member. In addition, the team or organization is not subject to any disciplinary penalties prohibiting hosting imposed by Eastern Pennsylvania Soccer Association, its affiliates, its organization members, the US Adult Soccer Association or US Soccer.

Any club, league or association affiliated with Eastern Pennsylvania Soccer may be granted permission to host a tournament. When a private organization provides sponsorship for a tournament, the permission to conduct the tournament is granted only to the Eastern Pennsylvania Soccer member club, league or association and not to the sponsor.

Responsibility of Hosting Teams and Organizations

The hosting club, league, or association is responsible for and obligated to comply with the terms of its invitation to all visiting teams. Reasonable aid and assistance should be provided to the visiting teams and participants during their stay. In the spirit of good sportsmanship, visiting players, coaches and parents should be treated as welcome guests.

When inviting teams to an approved tournament or games, the invitation to each team MUST include the following:

1. A copy of the approved stamped 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 a current member pass of USASA or any other approved organization of which the team is a member
4. If the tournament or games are to be played in August, the roster or rosters of which seasonal year or years that may be used to participate
5. A statement that US Soccer rules, regarding the use of US Soccer registered referees ONLY, will be followed.
6. Submit the name of the Certified Referee Assignor who will confirm the availability of a sufficient number of officials for the specified tournament. The tournament must adhere to the Referee Fee Structure as approved by the EPSA Board of Directors.

Post Tournament or Game Reports

The hosting organization MUST submit a post tournament report to Eastern Pennsylvania Soccer Association within 30 days after the conclusion of the tournament or games. Also, any incident of referee assault or abuse by a player, coach, manager, club official, or game official, or other incidents of a serious nature, must be reported to the alleged offender's club or league and EPSA immediately, or no later than 48 hours after an incident of referee assault or abuse.

Hosting Only United States Teams

The hosting organization must submit to Eastern Pennsylvania Soccer Association:

1. A completed *Application to Host a Tournament or Games*¹, signed by the Tournament Director of the hosting organization. An incomplete application will not be approved.
2. A completed *United States Adult Soccer Tournament or Games Hosting Agreement*¹, with appropriate supporting documents and information, signed by the president or chief officer of the hosting organization and by the tournament or games director.
3. A copy of the Rules for the tournament or games
4. Referee Assignor Certification Form
5. Tournament Application Fee of \$50 (plus a \$100 late fee if submitted less than 90 days prior to the tournament)

¹ Forms can be found on www.eastpasa.org

Hosting Foreign Teams: (Teams from outside the United States including Canada and Mexico)

MUST submit the following along with 1-5 from above:

1. A completed *Application to Host a Tournament or Games with Foreign Teams*²
2. A completed *US Soccer International Tournament/Games Hosting Agreement*²
3. Fee of \$75 made payable to US Soccer 30 or more days in advance

² Forms can be found on www.ussoccer.org