

TEAM TOURNAMENT APPLICATION PROCEDURES

Applying to a CYSA Tournament

1. Teams may begin applying to tournaments for the new season on 5/1/05. Teams must apply using the 2005-2006 application form. Tournament application deadlines are eight (8) weeks prior to the tournament weekend. Because some tournaments receive more applications than can be accommodated, each tournament reserves the right to close the tournament to further applications prior to the application deadline. This policy is in place so that rejected teams have the opportunity to apply to other tournaments.
2. All tournament applications must be sent to your District Tournament Coordinators for verification and approval except for State Cup, Association Cup, District Events, and Jamborees.
3. If any of these requirements are not met, your application will be returned to you without being approved:
 - a. Complete the entire application form, except for the District Tournament Coordinator box.
 - b. Sign the application indicating that you have read and understand the CYSA policies listed on the back of the application form.
 - c. All applications must contain complete birth dates (i.e.... 05/02/88, 02/13/85) for each player on the roster.
 - d. Include a check or money order payable to the tournament to which you are applying for the amount of the entry fee
 - e. Include an envelope addressed to the tournament that you are applying to and with proper postage affixed.
 - f. Mail the application, entry fees and envelope to your District Tournament Coordinator for his/her approval.
4. No coach is authorized to forward a tournament application or check to a tournament without first receiving DTC approval.
5. You may apply to **only one** tournament per weekend, whether CYSA, out-of-state or foreign.

Submitting a new CYSA Tournament Application following rejection or withdrawal from a tournament.

1. Acceptance and rejection notices for application received by the tournament before the application deadline will be mailed within seven days of the application deadline date. If you are rejected from a tournament and are reapplying to another one on the same weekend, you must send a copy of the rejection letter along with the second application. Failure to do this will result in a delay in processing of the second application.
2. Teams must withdraw from tournament with written notice by certified mail, return receipt requested to the tournament director. If you have withdrawn from a tournament and are reapplying to another one on the same weekend, you must send a copy of your official withdrawal letter as well as a photocopy of the returned certified mail receipt which has been signed by the tournament along with the second application. Failure to do this will result in a delay in processing of the second application.

League and Team Responsibilities

1. A team participating in a tournament agrees to abide by all rules, regulations, policies and procedures as set forth by US Youth Soccer, CYSA and the individual tournament. Failure to do so may result in appropriate penalties as specified by those organizations.
2. It is the responsibility of the coach to have the following paperwork available when entering a tournament:
 - a. Copy of official team roster, also known as the "goldenrod" signed by league and district registrar.
 - b. US Youth Soccer member passes signed by the player or coach for whom it is issued, stamped by the league and district registrar and laminated.
 - c. Copies of add, release or transfer forms for players added to or dropped from your team, including adult add forms.
3. US Youth Soccer Membership forms with original signature of parent/guardian or player (in the case where the player has reached eighteen years of age), for each player on roster.
4. It is the responsibility of the individual leagues to notify their coaches of the all tournament application and withdrawal procedures.

Team Penalties and Fines

1. Any team formally accepted into a tournament (when a timely acceptance notice has been sent to the team and the team is included on the LIST OF TEAMS ACCEPTED which is on file with DTC and CYSA) shall be penalized for the following offenses:

LATE WITDRAWAL

An accepted team withdraws from a tournament within 14 days of the tournament starting date without tournament approval. Tournament officials must show proper notification of the team's acceptance.

FORFEITURE

An accepted team fails to take the field and start the match with the required minimum number of players in any game of the tournament. The referee must document the failure of a team to do so with an official game card. A copy of the game card must be submitted along with the infraction report form.

MULTIPLE APPLICATIONS

A team applies to more than one tournament (CYSA or out of state) on the same tournament weekend. Infractions must be confirmed by the respective District Tournament Coordinator or the CYSA office.

FALSIFIED OR ILLEGAL CREDENTIALS

A team is excluded from play due to the use of false credentials or illegal players(s)

ALLOWING AN UNCREDENTIALLED OR IMPROPERLY CREDENTIALLED PLAYER TO PARTICIPATE

A coach or team official allows a player who is improperly credentialed to the team to participate in any tournament game

2. Assessment and collection of team fines will be administered by the tournament director and hosting league with notification being made to the offending team, the offending team's league, the offending team's District Commissioner and the CYSA Tournament Committee Chairman.