AYSO Region 47 Regional Guidelines 2012/2013

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AYSO Region 47 Regional Guidelines

Article One: Purpose

These Standard Regional Guidelines have been adopted by the American Youth Soccer Organization (AYSO) pursuant to the authority granted in AYSO National Bylaw Section 1.03 (a) (6) to provide guidance to the Region in its organization and operation.

Under AYSO National Bylaw Section 1.04 (l) and National Policy Statement 6.1, the Region has the responsibility to operate in accordance with these Standard Regional Guidelines unless the Region has adopted separate Regional guidelines approved by the Region's Area Director and Section Director.

These Standard Regional Guidelines are subject to AYSO's Articles of Incorporation, National Bylaws, National Policy Statements, *National Rules & Regulations*, Section Rules and Regulations, and Area guidelines (AYSO's "operating regulations"). All operating regulations are available on-line at http://www.ayso.org, and copies of these documents will be made available by the Region upon request and are hereby incorporated by reference as a part of these Standard Regional Guidelines. These Standard Regional Guidelines are meant to enhance and to conform with the operating regulations. To the extent that there may be any contradiction or conflict among these documents, the operating regulations shall prevail.

These guidelines, or such other guidelines as the Region may adopt, must be made available upon request to the members of the Region pursuant to AYSO Bylaw 1.04 (l).

Article Two: Mission

The AYSO Mission is to develop and deliver quality youth soccer programs which promote a fun, family environment based on the AYSO philosophies:

Everyone Plays - Our Region's goal is for kids to play soccer—so we mandate that every player on every team must play at least half of every game.

Balanced Teams - Each year we form new teams as evenly balanced as possible—because it is fair and more fun when teams of equal ability play.

Open Registration - Our program is open to all children between 4 and 18 years of age who want to register and play soccer. Interest and enthusiasm are the only criteria for playing.

Positive Coaching - Encouragement of player effort provides for greater enjoyment by the players and ultimately leads to better-skilled and better-motivated players.

Good Sportsmanship - We strive to create a safe, fair, fun and positive environment based on mutual respect, rather than a win-at-all-costs attitude, and our program is designed to instill good sportsmanship in every facet of AYSO.

Player Development - We believe that all players should be able to develop their soccer skills and knowledge to the best of their abilities, both individually and as members of a team, in order to maximize their enjoyment of the game.

The mission is accomplished by our region by providing these essential services:

Coaching and referee programs including quality delivery systems

All players shall play ¾ of every game as further defines in this document.

Quality administrative and operating systems with a support network

Strong financial position

Special network for volunteers, supported by a national staff

Program research and development

***All Participants** in Region 47 AYSO are expected to promote and adhere to these basic philosophies of AYSO, and to have fun!*

Article Three: Duties and Responsibilities of the Region

The duties and responsibilities of the Region shall be, to the extent permitted by its size and available resources:

1. To operate and offer a quality youth soccer program to all youth from 4 through 18 years of age in a safe, fun, fair, positive environment that complies in letter and spirit with the Bylaws, policies, rules, regulations, and philosophies of AYSO;

2. To maintain good community relations and become involved in youth development and other community activities;

3. To register in the AYSO online registration system or with the National Office all participating players, coaches, referees, administrators, and other volunteers prior to the commencement of the membership year or, if registered during the membership year, within 30 days following such registration;

4. To assign players and coaches to assure proper balance of teams within each age division within the Region or within a reasonable part thereof;

5. To obtain and maintain safe playing facilities;

6. To obtain and be accountable for uniforms, balls, goals and other equipment and to use such equipment in a safe manner;

7. To schedule practices and games;

8. To recruit and assign volunteers including coaches and referees, and train them through clinics and audio/visual programs;

9. To disseminate information to the participants, their families and the community concerning the Region and its programs;

10. To recognize volunteer efforts;

11. To hold periodic meetings of the Regional Board and disseminate to the participants, their families and the community appropriate information concerning the operation of the Region by the Board;

12. To comply with AYSO policies and procedures relating to financial matters; including:

    a. to publish for the Region and for the files at the National Office, and make available to the participants and their families at least annually, financial statements of the Region and guidelines for the operation of the Region approved by the Area Director and Section Director, or in the absence of such guidelines, operate the Region in accordance with the Standard Regional Guidelines as are in effect from time to time;

    b. to collect and disburse fees and other monies ensuring the sound financial organization and operation of the Region, to keep and submit to the National Office as required, accurate financial records to insure continuation of the tax exempt status of AYSO;

    c. to participate in the National Accounting Program; and,

    d. to pay the National Office the national player fee and all amounts due with respect to the Region's purchases from the National Office within the payment guidelines established by the national treasurer.

13. To elect or appoint, at a minimum, a Regional Commissioner, Treasurer, Risk Manager/Safety director, Coach Administrator, Referee Administrator, Registrar and Child and Volunteer Protection Advocate;

14. To comply with the Soccer Accident Insurance (SAI) plan and to submit insurance claims according to current procedures;

15. To notify the National Office immediately of any potential or actual financial irregularities or losses or any threatened or actual claim or lawsuit against the Region, its participants, or AYSO;

16. To implement AYSO's national programs available to the Region at least once a season;

17. To cooperate with neighboring Regions, and Area, Section and development personnel, to promote growth, development and cooperation throughout AYSO;

18. To participate in Area, Section and national events and programs; and

19. To cooperate in policies and procedures developed by the Board or the National Office with respect to requiring each coach, referee, and other designated volunteers to complete a volunteer form, and with respect to verifying the information obtained, before permitting the coach, referee or such volunteer to participate.

Article Four: Membership in the Region

1. There shall be three kinds of members in the Region:

    (a) **EXECUTIVE MEMBERS**: If the Region is a Charter Region, or at such time as the AYSO National Board of Directors approves the Region's conversion from Pilot to Charter status, the duly nominated and approved Regional Commissioner shall be the Region's executive member as long as the individual holds that position. Pursuant to AYSO National Bylaws Section 3.03, the Regional Commissioner may not hold more than one position within the AYSO Organization which is an executive membership position and such memberships shall not be transferable.

    (b) **PARTICIPATING MEMBERS**:

1) All youth who exhibit a sincere interest in soccer and who have become registered as a participating player pursuant to the Rules & Regulations of the Organization.

2) All Region volunteers, other than executive members, who become registered with the Organization, including all Regional administrators, coaches, and referees.

(c) **HONORARY MEMBERS**: those other persons to whom the Regional Board grants membership to recognize a contribution of value to the Region or to express its gratitude.

2. No one will be considered a participating member or a playing member unless and until an application is submitted to the Region using the appropriate forms prescribed by AYSO and the application is accepted and entered into the AYSO business system by the Region.

3. The names, addresses and telephone number of all members of the Region, as well as the information contained in the AYSO Executive Member Directory or any AYSO database are private and confidential. Such information and mailing lists or access to any AYSO database may not be disclosed or distributed to anyone, including any vendor or sponsor, without the prior written approval of the national executive director.

Article Five: Management of the Region

1. REGIONAL COMMISSIONER

(a) *The Regional Board conducts the business and affairs of the Region. The Regional Board of Region 47 has authority to adopt, amend, or repeal the Regional Guidelines and policies consistent with the directives of AYSO.*

(b) The Regional Commissioner shall serve a term of three years, subject to the terms of approval set forth by the National Board of Directors (see paragraph 6). The Regional Commissioner may serve multiple terms so long as he or she is nominated and appointed as indicated below.

(c) It is the general policy of the Region that the Regional Commissioner will have normally served at least one year on the Regional Board before serving as Regional Commissioner.

(d) It is the general policy of the Region that the Regional Commissioner not serve as a coach or assistant coach, nor hold any other board or staff position in the Region, except with the approval of the Regional Board. Where the Regional Commissioner or other board member also serves in another volunteer capacity, the Regional Board shall, at a minimum, adopt special procedures to insure that decisions affecting the Regional Commissioner acting in such other capacity are made by other, disinterested board members.

(e) The Regional Commissioner shall act in all other ways to avoid the appearance of a conflict of interest.

(f) The Regional Commissioner may be suspended by the Area Director or the Section Director and suspended or removed by the National Board of Directors in accordance with Sections 3.07 and 7.03 of the National Bylaws.

2. REGIONAL BOARD

Upon the creation of the Region the Regional Commissioner shall appoint the initial Regional Board to serve until the next scheduled board meeting, at which time nominations and voting for board positions will take place.

(a) The Regional Board shall be comprised as described in Article Six.

(b) Regional Board members shall serve a one year term or until the next annual meeting.

(c) Any board member (except the Regional Commissioner) may be removed in accordance with Article Nine, paragraph 4, of these guidelines.

3. MEETINGS

The Regional Board shall fix, at its initial meeting each year ("annual meeting"), the time, date and place of each regular meeting of the Regional Board and send notice of such annual meeting to all participants in the program.

(a) *It shall be the policy of the Region to hold at least one Regular Board meeting in each month. Currently, the Regional Board meets monthly on the first* Monday each month at 7:00 p.m. The time and location of the monthly Board Meeting is subject to change without public notice due to operating constraints. Any member of the Region is invited to participate and speak at the monthly Board meeting, providing that prior notification has been received by the Regional Commissioner of the intent to speak*.

(b) An "executive session" is permitted only to review personnel matters, disciplinary matters, or legal matters, and should not be used where a vote upon any issue involving the affairs of the Region is taken.

(c) The Regional Commissioner or 1/3 of the board members may call a special meeting of the Regional Board on three days' prior notice stating the purposes of such meeting, which notice may be given in writing, by telephone or in person.

(d) A majority of the board members shall constitute a quorum for the purpose of holding either a regular or special meeting.

4. VOTING; VETO POWERS

Unless otherwise specifically provided by these guidelines, all decisions of the Regional Board shall be made by a majority decision of the board members voting on any such matter; provided, however, that the Regional Commissioner may veto any such decision if the effect of such decision would be to violate any of the national operating regulations.

(a) Such veto may be reviewed by the Area Director (the "AD") on request by a 1/3 vote of the board members voting on such matter.

(b) By a 2/3 vote of the entire Regional Board, any other issue may be put to the participating members of the Region, subject to fair and reasonable voting procedures to be adopted by the Regional Board.

5. REGIONAL BOARD NOMINATION PROCEDURES

(a) At least one month prior to the annual meeting, the Regional Commissioner shall appoint a nominating commission of not less than three in number consisting of board members and a reasonable number of persons who are not members of the board.

(b) The nominating commission shall publicize to the participating members of the Region the Regional Board positions to be voted upon, recruit candidates and accept the names of candidates from other participating members of the Region.

(c) Regional Board members need not be parents of players in the Region.

(d) At the annual meeting, the nominating commission shall present to the outgoing board a slate of candidates it deems worthy of consideration. By majority vote of the outgoing board members

present and voting, the final list of board nominees shall be presented to the Regional Commissioner for appointment.

(e) The Regional Commissioner may choose not to appoint an individual to a board position, even though recommended and approved, if the Regional Commissioner deems there is sufficient reason not to make the appointment. In such case, the Regional Commissioner shall ask the nominating commission to recommend additional candidates for approval and appointment. This inclusive and democratic process should be followed any time there are board positions to be filled, with the only exception being the appointment of the inaugural Regional Board (see paragraph 2 of this Article Five.).

(f) An emergent or unplanned vacancy on the Regional Board before the expiration of the term, except that of Regional Commissioner, may be filled by an interim candidate nominated by a majority vote of the then remaining board members.

(g) The person filling such vacancy shall serve until the next annual meeting and until his/her successor has been duly appointed.

6. REGIONAL COMMISSIONER REAPPOINTMENT/ REPLACEMENT

At least three months, and preferably six months, before the expiration of the Regional Commissioner's term, or whenever there is a vacancy in the Regional Commissioner position due to death, resignation or removal, the Regional Board shall constitute a nominating commission.

(a) Such nominating commission may be the same nominating commission appointed pursuant to the preceding paragraph.

(b) The nominating commission shall submit its recommendations of one or more candidates for the position of Regional Commissioner to the Regional Board. The Regional Board shall, by a majority vote, nominate a Regional Commissioner and forward such nomination to the Region's Area Director as directed by National Bylaw Section 7.03.

(c) In the absence of a Regional Board, or in the absence of a nomination by a majority of the Regional Board, the Regional Commissioner will be nominated by the Region's Area Director. A nominee for Regional Commissioner is subject to approval of the Area Director, Section Director and National Board of Directors and is effective only upon approval of the National Board of Directors. The National Board of Directors has full discretion to approve or disapprove a nominee for a term of three years or for a shorter period as it sees fit.

(d) In the event of a vacancy in the position of Regional Commissioner other than at the expiration of the regular term, the Regional Board, including (if available) the outgoing Regional Commissioner, shall recommend an interim Regional Commissioner and submit such recommendation to the Area Director. The interim successor shall remain in office until the completion of the election procedures described in this paragraph.

7. VOLUNTARY SERVICE

No board member or any other participant in the Region shall receive monetary or other compensation for his/her services to the Region, nor may he/she use his/her position to benefit him/her directly or indirectly in any other way, such as a supplier of equipment or camp programs to the Region. Nothing in this paragraph prohibits any Regional Board or staff member, or Regional volunteer, from being reimbursed for his or her out-of-pocket expenses incurred for work on behalf of the Region with the approval of the Regional Board.

Article Six: Officers

1. The Regional Board shall, at a minimum, consist of the Regional Commissioner, the Regional Treasurer, the Regional Risk Management/Safety Director, the Regional Coach Administrator, the Regional Referee Administrator, the Registrar and the Regional Child and Volunteer Protection Advocate.

   (a) The Regional Board may create, designate, appoint, or elect such other voting board, or non-voting staff, positions including one or more Assistant Regional Commissioners, a Regional Secretary, a Regional Coach Trainer, a Regional Director of Referee Instruction, a Regional Director of Referee Assessment, Age Division Coordinators, a Director of Playing Fields, a Team Parent Coordinator, a Director of Public Relations, a Statistician/Scheduler, a Director of Purchasing, a Director of Volunteer Recruitment and Development, a Regional Auditor, and such other positions as the Regional Board may from time to time deem desirable.

   (b) In addition, there may be such members-at-large as the board shall create.

   (c) All members of a Regional Board understand and agree that they are fiduciaries of and owe a duty of loyalty to AYSO, and agree to be bound by its Bylaws, Policies, *Rules & Regulations*.

2. Position descriptions for all positions may be found and downloaded from the AYSO Website, at http://www.ayso.org. or may be obtained by calling the Supply Center to order the complete list. For specific position description requests, please call the Safe Haven Office at the National Office. Every volunteer should have a copy of their position description, and current copies should be kept in the Region for succession planning purposes.

3. A brief and general overview of the duties and responsibilities of the seven mandatory board positions follows.

   - **Regional Commissioner:**
     The AYSO volunteer position of Regional Commissioner is intended to have the responsibility and the authority to manage the day-to-day business of the Region, within the framework of the AYSO operating regulations.

   - **Regional Treasurer:**
     The AYSO volunteer position of Regional Treasurer is intended to have custody of all funds and securities, evidence of indebtedness and other valuable documents, and shall deposit funds and securities in the name and to the credit of the Region in a bank or depository.

   - **Regional Risk Management/Safety Director:**
     The AYSO volunteer position of Regional Risk Management/Safety Director is intended to be responsible for all aspects of the Region's safety and oversee the equipment, nets, fields, and clean-up for fields of the Region.

   - **Regional Coach Administrator:**
     The AYSO volunteer position of Regional Coach Administrator is intended to administer a quality coaching program within the Region.

   - **Regional Referee Administrator:**
     The AYSO volunteer position of Regional Referee Administrator is intended to implement, monitor, and maintain the AYSO National Referee Program including program delivery, staff development, communication, and coordination at the Regional level.

   - **Regional Registrar:**
     The AYSO volunteer position of Regional Registrar is responsible for planning and implementation of the annual registration of all players and, if CVPA trained and certified, of volunteers.

- **Regional Child and Volunteer Protection Advocate (CVPA):**
  The AYSO volunteer position of Regional Child and Volunteer Protection Advocate is responsible for planning and implementation of the annual registration of all volunteers and to oversee the child and volunteer protection program in the Region in accordance with the AYSO Safe Haven program.

Article Seven: Information about the Program

1. Team Assignments

(a) Teams shall be formed as set forth in the *National Rules & Regulations*, Articles II and III.

(b) Team assignments of players shall be made by those persons delegated such task by the Regional Board.

(c) Retention of players on any team shall be limited to the head coach's child(ren). Otherwise there shall be no automatic retention of players on any specific team or with any specific coach from the previous season.

(d) Every attempt shall be made to balance the skill level of teams within each division.

(e) *Once teams are formed, no transfer of any player from one team to another may be made, without the Chief Coordinator and the Regional Commissioners approval*.

(f) In the case where teams are involved in inter-Regional play, no transfer of any player from one team to another after such teams are formed may be made without the additional approval of the Area Director and, if affecting Section play, the Section Director.

2. Registration Fees; Refunds

(a) The registration fee for each player participant shall be fixed annually by the Regional Board. The fee for the current year is set forth in Appendix D to these guidelines.

(b) The Regional Board may by specific grant or scholarship, or by Regional policy, waive such registration in whole or in part with respect to any participant if such fee would create a hardship for such participant or his or her family.

(c) *Any player who withdraws from the program prior to participating in any practices and/or games may be entitled to a full registration refund. Any player who withdraws from the program after participating in any practices may be entitled to a refund of such registration fee less regional applicable fees. Any player who participates in a game does not qualify for a refund.*

3. Eligibility

All boys and girls, between the ages of 4 and 18, based on their age as of July 31 of the year in which the membership year begins, shall be eligible to register for the program, subject to field availability, volunteer support, AYSO operating regulations, and such rules as may be issued by the Regional Board. It is the duty of the Region to assure that only eligible players are permitted to register and play.

4. Length of Season and Cancellation of Games

(a) The season shall be of such duration as determined by the Regional Board, and as set forth in the Regional Calendar attached to these Regional Guidelines.

(b) EXTRA (Flex) is a secondary program that runs year round from August 1 through July 31. This program spans the Fall and Spring seasons. The EXTRA (Flex) program is run by Area 1R staff. This program includes U10 through U19 players. EXTRA (Flex) teams are considered highly competitive. Players must tryout for EXTRA (Flex) teams and if they are not picked for an EXTRA (Flex) team, they may elect to participate in the appropriate Fall or Spring program.

(c) The Fall season runs generally from September to December for divisions U5 through U14. For divisions U16 and U19, the season ends by Thanksgiving to allow players to participate in their High School soccer season. For the younger divisions, post-season play including Area, Section and Tri-State games. can continue into the following March.

(d) The Spring season runs generally from March to June. There are two programs during this season; the Spring Coed and the Spring Select. The Spring Coed program is intended to be instructional and "for fun only". Teams are generally formed as coed divisions and no standings are kept. The Select program is highly competitive; games are played against Select teams from other regions. Some travel is required as at least half of the matches are played in other cities. Players must have participated in at least ½ of the previous Fall Season's games to be able to participate in Spring Select.

(e) Once the game begins, only the referee in charge of the particular soccer field may suspend or cancel the game, except that the Regional Commissioner or designate may suspend or cancel games due to inclement weather or other conditions that may warrant such action.

(f) Attendance; Participation

(a) It is the policy of Region 47:

(b) to play each player at least three quarters of every game, whenever possible, AND

(c) to allow different players to start the first quarter of each game.

(d) Each player is strongly urged to attend every team practice. Any player who misses practices regularly may have his/her playing time limited to one-half (but not less than one-half) of a game (see Section 7.11h)

(e) Player registration forms must be present at all team functions including games, practices, pizza parties, etc. The forms are to be presented if requested by a league or match official. Duplicate copies may be used; however, duplicates require a fresh ink signature and date to be valid.

(f) U5 format "Jamboree" will practice ½ hour prior to scheduled matches each week. There is no practice during the week for U5. Practice is limited to 1 hour per week for Divisions U6, and to 3 hours per week for all other divisions. Practices may commence immediately after distribution of player registration forms to the head coaches (at the Coach's Meeting). In special situations when players are participating on more than one team (i.e./Fall/Extra team, Spring/Tournament team) respective coaches should exhibit caution to ensure that practice times and durations for both teams do not cause an undue hardship to the player.

(g) All playing members will receive participation awards (i.e. AYSO pins, etc.) as determined by the Regional Board prior to the start of each season.

(h) Every player shall be entitled to play at least *three quarter (3/4)* of every game. Moreover, it is the policy of the Region coach to (i) play each player at least three quarters of every game~~,~~ and (ii) to allow different players to start the first quarter of each game.

~~(i)~~ Each player is strongly urged to attend every team practice.

6. Protests

(a) No protest of games shall be permitted.

(b) However, coaches are encouraged to file with the Regional Referee Administrator a written report within 48 hours after a game of any misapplication by a game referee of the *Laws of the Game* or rules and regulations. This procedure shall not be used as a means of complaining about or criticizing any judgment call of a referee or assistant referee.

(c) If, after investigation by the Regional Referee Administrator, it is found that a law, rule, or regulation was misapplied, such referee shall be so informed in order to ensure that no further misapplication occurs.

7. Match Requirements

(a) In pursuit of the AYSO philosophy of good sportsmanship the coach of any team leading by five or more goals must take discrete, clear and positive action not to run up the score. This is the coach's responsibility to uphold in the spirit of good sportsmanship.

(b) Games must start and end on time to maintain a schedule that will fairly allow all players equal playing time. Regardless of when a game starts, games are to end at least 5 minutes prior to the scheduled start time of the next scheduled match.

(c) If no neutral referees appear for a game, the coaches of the two teams must draw from among their certified referee volunteers to officiate the game. Except for U5 and U6 games, coaches may not referee their own games!

(d) Except for U8 and younger games, if the coaches have no referee volunteers available the game may be canceled by Region staff. Both teams will receive a 1-0 loss forfeit.

8. Duration of Matches and Ball Size

(a) Because of the demand for our playing facilities, the recommended times shown below may be reduced to accommodate the demand. Any such shortage of playing time will be announced at the time the schedule of competition is published at the start of the season.

(b) Playing time may also be shortened if the match doesn't start on time.

Division	Halves	Total Playing Time	Ball Size
VIP	20 minute halves	40 minutes total playing time	size 4 ball
U5	10 minute halves	20 minutes total playing time	size 3 ball
U6	20 minute halves	40 minutes total playing time	size 3 ball
U8	20 minute halves	40 minutes total playing time	size 3 ball
U10	25 minute halves	50 minutes total playing time	size ball 4
U12	30 minute halves	60 minutes total playing time	size ball 4
U14	35 minute halves	70 minutes total playing time	size ball 5

U16	40 minute halves	80 minutes total playing time	size ball 5
U19	45 minute halves	90 minutes total playing time	size ball 5

9. Substitution & Playing Time

(a) Game line-up cards listing (in numerical order by uniform number) the full names of each player must be presented to the referee prior to the beginning of the match. Game cards must show the team name and number, home/visitor, region, uniform color, coach's and assistant coach's names, date, field and scheduled game start time. The coach shall note any player absent and the reason for the absence. Player Registration forms must be available to any Regional Board member upon request prior to the game.

(b) Each game shall consist of two equal halves with play being halted at a normal play stoppage approximately midway through the first half and second half for substitutions. This is not a water or tactical instruction break. Players not being substituted must remain on the field as play may be restarted immediately after substitutions are completed.

(c) Game length, substitutions and other rules for Divisions U16 and U19 are determined by Area R guidelines for games during the Fall season. During the Spring season, U16 and U19 are combined into a single coed division. All rules for play are the same as other Spring Coed teams with the following exceptions: (a) 40 minute halves; 80 minute games, and (b) substitutions, are made approximately every 1/8 of the match.

(d) All players in Region 47 must play 3/4 of each game unless the number of players assigned to the team's roster and present for a game mathematically precludes such ¾ playing time. In these cases each player shall play at least 1/2 of each game. This regulation applies to all teams, including Select teams, in all situations, including all tournaments. Exceptions may be made if a player is ill or injured. (See 7.11h)

(e) If a player arrives late for a game his/her playing time will be proportionately reduced subject to the conditions of paragraph (d) above. Thus, a U14 or younger player arriving during the first period of play shall play at least 2 of the remaining 3 play periods. A player arriving during the second period of play shall play at least 1 of the remaining 2 play periods.

(f) Barring injury or illness or player(s) arriving late or leaving early situations, no coach shall play a player for the full match if there are other players on the team which have not played at least 3/4 of the game.

(g) A coach's failure to play a player the required 3/4 of a game (subject to any of the above conditions) may result in the coach being suspended for one or more games. Repeat offences may be cause for the coach's permanent suspension.

(h) Playing a player less than the required time for disciplinary reasons is highly discouraged. Coaches are similarly not to shorten a player's playing time if they are unable to attend practices due to illness, transportation difficulties or other scheduling conflicts. In such cases, the coach is to first consult the appropriate Division Coordinator, the Chief Coordinator or the Regional Coach Administrator.

(i) It is expected that the coach (and not the match referee/assistant referee) will track and enforce the playing time rule. The referee's responsibility is to keep the record of how much time each player actually played. The referee does this by noting on the game card those players who are on the field at the start of each substitution period and which players are not in the game as substitutes. The coach must inform the referee of injured or ill players. If the referee and coach are truly working together for the benefit of the player, the referee/assistant referee will mention to the coach if a mistake in playing time is about to be made so that the coach can correct the error.

(j) Substituting for an ill or injured player:

1. If a player is injured, the coach may provide a substitute for the player, in which case the injured player may not return until the next substitution break. Only the player who is injured is credited with that play period regardless of the actual time played.

2. The coach may choose to play short, thereby allowing the injured player to return to play at anytime. The player must be recognized by the referee in order to return to the game legally.

3. If a player becomes ill or is seriously injured and is therefore unable to play, the referee must note such case and cause on the game card. Coaches have the responsibility to ensure this is done.

(k) During extremely hot weather, the referee and both head coaches may agree to extend the substitution breaks in order to allow all players and the referee to refresh themselves with water. This should be an extremely rare occurrence, done on an exception basis, and only when the health of the players is in question. When doing so, the referee and coaches should take care so as not to cause undue loss of playing time for the players. Referees and coaches should agree on this prior to the start of the match.

(l) The halftime duration shall not be less than 5 minutes or more than 10 minutes.

10. Conduct during Games:

The highest standards of conduct and good sportsmanship must be maintained at all times by players, coaches, referees, spectators and all other participants.

(a) Offensive, insulting or abusive language is forbidden.

(b) Region 47, in accordance with AYSO National Rules and Regulations, insists that no alcoholic beverages or smoking are allowed at practices or games. Non-compliance with this regulation will be cause for ejection from the playing area. Persistent violations may result in permanent suspension from participation for the offender.

(c) All participants must wear the official uniforms, as described in paragraph 12 of this Article Seven, for all games and dress in them in a neat, clean manner.

(d) The use of shin guards is required at all practices and games.

(e) Coaches are expected to be positive role models and set the best possible example for the participants. *Coaching is limited to giving only positive instruction and encouragement (P.I.E.) to the players* Excessive coaching from the sidelines shall not be permitted, and the function of the coach is to provide positive instruction and encouragement to the players The coach may enter the field of play only with the consent of the referee and may coach only within 10 yards in each direction from the half-way line of the field (in no event in either of the penalty Areas or from behind the goals).

(f) Spectators at games must remain behind the spectator control line (three yards from the sideline) and between the penalty Areas and their vocal efforts should be limited to positive compliments to the participants. Spectators are expected at all times to act positively around players and to demonstrate respect for opponents, officials, and all other volunteers. Under no circumstances should they attempt to coach or address remarks derogatory to players, coaches or the referee.

(g) At the end of the game, the players on each team shall line up and shake hands with the players of the opposing team and thank the referee and assistant referees.

(h) Discipline shall be up to the referee at each game. The referee shall have the power and authority to caution and send off players and warn and expel coaches (as well as spectators, in the case of outside interference) from the playing Area, or terminate the match if necessary, if their conduct violates the Laws of the Game, these guidelines or otherwise interferes with the course of play. No appeal of disciplinary action taken by a referee shall be allowed.

(i) A player who is sent off for violation of the Laws of the Game shall be suspended for the duration of that game and shall not participate in the team's next scheduled game. A player who is cautioned or sent off may be subject to additional disciplinary action (e.g., parent conferences, additional game suspensions, expulsion) at the discretion of the Regional Board upon thorough review of the incident following the procedures outlined in Article 9 (Dispute Resolution). A coach, assistant coach or spectator who is warned or expelled from the field may also be subject to similar or additional disciplinary action at the discretion of the Regional Board upon thorough review of the incident following the procedures outlined in Article 9 (Dispute Resolution).

11. Cancellations/Forfeitures of Games

(a) Soccer is an all-weather sport and will be played under most conditions. Teams should always arrive for the games unless they are contacted by their coach. Games will be played even if it is raining. If a game is suspended due to weather conditions during or after half time, the score of the game at the time play is stopped will stand as the official score.

(b) The Regional Commissioner, Assistant Commissioner(s) and Safety Director, or their designees, have the authority to cancel games in the event of dangerous weather conditions.

(c) In the event of fog, the referee will not start a game until both goals can be seen from the center of the field.

(d) AYSO Region 47 has arranged to make the Ab Brown Sports Complex ("ABSC") fields available for each team to safely play their scheduled game(s). While the availability of these fields cannot be changed, if a parent feels that the weather is detrimental to the health of their child, they should take their child home.

(e) It is mandatory for a team to play a scheduled league or tournament game unless a valid reason is supplied in writing to, and approved by, the Regional Commissioner prior to the game. Any coach who intentionally fails to show or withdraws their team from a scheduled game before that game has been terminated or concluded by the referee, may be suspended from further coaching duties or face other disciplinary action.

(f) No game may be rescheduled without prior, written approval.

(g) A team must have a minimum of seven [7] players present in uniform before a game to be allowed to start or restart (except as modified in divisions U5, U6, U8 and U10 – see Appendix L). If at any time a team is unable to field the minimum number of players, the referee should not start or restart the match. Instead, the referee shall submit a detailed report to the Regional Commissioner (or Tournament Director in the case of a tournament), or their designee, who will decide on the outcome of the match.

(h) Teams must be ready to take the field within ten [10] minutes of the scheduled starting time for the game to begin. Failure to do so may result in a forfeit by the offending team and the game referee will enter it on the lineup card as "1-0 forfeit".

(i) If both scheduled teams fail to take the field as required, the referee may cancel the game. The game will be entered as "1-0 forfeit" against both teams.

(j) Once a game has been started only the referee has the authority to suspend or terminate play according to the Laws of the Game and AYSO modifications. However, the referee will terminate play during the regular season at the request of the Regional Commissioner or other designated Regional Board member. In post-season competitions, the prevailing authorities will assume this responsibility.

(k) The referee has discretionary power to terminate the game whenever he/she deems such stoppage necessary due to outside interference of coaches or spectators or any other cause. [FIFA Law 5].

(l) In the event of such termination the referees do not have the authority to declare either team the winner or to decide if the game should be replayed. In such cases the referee shall submit a detailed report to the Region 47 Regional Commissioner who will decide on the matter.

Facilities and Practice Fields

(a) Region 47 has the use of the Ab Brown Sports Complex ("ABSC") on a license basis from the City of Riverside. The facilities are to be used only under the policies established by the Regional Board. Except for U6 and U8 teams, team practices are not to be conducted at ABSC; although teams are allowed to use the ABSC to play one practice game (scrimmage) per season against another AYSO team. Approval by the designated facilities scheduler is required.

(b) Each Fall, the Region obtains a limited number of practice fields in the City of Riverside Park and Recreation Department. These fields will be distributed at the Fall Season Coaches Meeting. Earlier time slots (i.e. before 7 p.m.) will generally be reserved for U6 and U8 teams. Additional practice fields are available at many local schools (contact the local school or school district office for additional information, fees may apply, which are the direct responsibility of the coach and/or team, not the Region). Practice fields are to be kept clean and in good repair.

(c) Generally, the Region does not obtain the use of practice fields for the Spring League. Please contact your local school to see if their facility is available or use a local park on a first come basis. During the Spring season baseball has priority use of the city parks. Please do not encroach on their areas and abide by the directions of their league's umpires.

(d) Each field shall be maintained and lined under the direction of the Director of Operations and/or the Facilities Coordinator.

(e) Rules of use at ABSC:

(f) No smoking, alcoholic beverages or glass bottles on the Ab Brown Sports Complex (including the parking areas)

(g) No pets of any type, including specifically - NO DOGS

(h) Parking lot speed limit is 10 mph.

(i) No parking in restricted or no parking (red log) areas

(j) Handicapped parking spaces are restricted to authorized vehicles

(k) No climbing or hanging on buildings, structures, goal posts or trees

(l) No motorized vehicles (except authorized golf carts) on any turf areas (restrictions apply and prior approval required)

(m) No open fires, BBQs, or propane or liquid gas heaters, grills or other similar devices anywhere on the Complex, including the parking lots

(n) No tents or awnings are allowed between fields. These shall only be erected on the perimeters of the Complex or in special areas designated by the Director of Operations

(o) No unauthorized groups, practices or scrimmages are allowed on the fields or complex grounds

(p) No skating, skateboarding, bicycling or digging of any kind is allowed, bicycles not allowed on fields

(a) No soliciting or selling of merchandise or distribution of advertisements without prior approval by the facilities coordinator. Push cart vendors are not authorized on the Ab Brown Sports Complex.

(b) The North (or West) side of the field shall be the home side and the other shall be the visitor side. Spectators and all team members must remain on their team's side of the field.

(c) The home team is noted on the game schedule and shall provide the game ball.

(d) A team playing the first game of the day is responsible for setting up half of the playing field. Failure to fulfill this obligation before the scheduled game time may result in a significant reduction in game time.

(e) At the end of each game, all teams are responsible for cleaning trash from the field.

(f) A team playing the last game of the day is responsible for taking down half of the playing field. Failure to fulfill this obligation after the scheduled game may result in a forfeit. Take down should take three people approximately 5 to 10 minutes and consist of:

1. Taking down the nets, folding/rolling them up and placing them in the equipment bin.

2. Collecting corner flags and placing them in the equipment bin.

3. Picking up litter.

4. Bringing in trashcans, putting trash bags in the dumpsters, and placing the empty trash cans by the men's restroom.

12. Guidelines for Competition

(a) The Fèdèration Internationale de Football Association (FIFA) Laws of the Game, as interpreted by the United States Soccer Federation (USSF) and as modified by the American Youth Soccer Organization (AYSO) By-Laws and Rules and Regulations are basic rules governing all AYSO Soccer competitions. These rules are further clarified or added to by Section 1 Rules and Regulations and Area R Guidelines. The Region 47 Regional Guidelines expand and interpret these documents where judged necessary as an aid for coaches, referees, and all other Regional volunteers in the management of the game of soccer for Region 47 youth soccer within the framework of AYSO.

(b) The U16 and U19 teams compete in the Area R league for Fall play and are subject to play according to the Area R Guidelines for play in that league. (c) All teams which play in other leagues or tournaments at various times of the year (i.e. Select teams playing in the Area R Spring Select League, Pony Express Tournament or Locomotion Tournament, etc.) are subject to the guidelines for that competition.

13. Refreshments at Games

It shall be the responsibility of each team to supply its own refreshments. It is suggested that the best kind of refreshment is cool water.

It is the responsibility of the coach and team parent participants to assure the absence of any drug, stimulant or other harmful substances in any refreshment given to any player.

14. Parental Participation

(a) As AYSO is an "all-volunteer" organization, each parent or guardian who has a player in the Region shall be strongly encouraged to volunteer his or her valuable time and services in some way.

(b) The Region shall not reduce or eliminate the player fee based upon voluntary work done by a participant's parents or guardians and shall not charge an additional fee to those parents of players who do not volunteer their services or who do not donate funds to the program.

(c) No fee distinction shall be made based upon parental or player participation in Regional fundraising activities.

(d) The Region may not condition the registration of a player based upon any requirement of volunteer participation by a parent or guardian.

15. Facilities

(a) It shall be the responsibility of both teams for the first game each day to set up the goalposts and nets and both teams for the last game of each day to take down the goalposts and nets.

(b) Each field shall be lined under the direction of the Regional Commissioner and/or the director of playing fields, and each group of fields shall be provided with a first aid kit.

(c) No trash should be left at the facility except in designated containers. Parking shall be limited to those Areas designated at the fields.

16. Fundraising

AYSO operates on a non-profit basis. Revenue is generated through payment of registration fees, sponsors, field usage fees and miscellaneous fund raising activities. All revenue is returned to AYSO participants through a variety of ways including insurance, purchase of uniforms, pictures, facilities maintenance, necessary equipment, and special projects as determined by the Regional Board. Region 47 operating requirements are not met by registration fees alone necessitating the need for fundraising. Our fundraisers take the form of our Snack Bar revenues, Fall and Spring "fundraiser", and our Locomotion Tournament. Without team and parent support of our region's fundraisers, Region 47 cannot meet its operating requirements.

(a) Region 47 completes all fundraising at the time of player registration. Participants are offered two various ways to fundraise and complete the transactions at registration.

(b) There is no team responsibility with the collection of fundraisers from players.

17. Sponsors:

The Region encourages local businesses and individuals to support its program. Suitable recognition shall be given to them. Contributions are strongly encouraged to be made to the Region rather than to a particular team. All such contributions are considered charitable contributions and are deductible for U.S. tax purposes, subject to the applicable limitations in the Internal Revenue Code. It is the responsibility of any sponsor to comply with the Internal Revenue Code and AYSO will give no opinion on whether a particular donation is or is not deductible.

18. Equipment

The Region shall make arrangements to supply each player with a shirt with the original AYSO logo properly affixed thereto and, if possible, a pair of socks, and shorts.

~~19.~~ *Region 47 shall purchase game uniforms for the fall and spring seasons with general funds. Players must wear the uniforms provided. Uniforms that do not reasonably fit may be exchanged for a larger size provided none of the components have been used (in practices or games). Shin guards shall be worn at all practices and all games~~.~~*

20. Players may not wear jewelry of any kind (including chains, watches, body jewelry and earrings), bandanas or other ornamentation or anything else that may, in the opinion of the referee, create an increased risk of injury to himself or herself or to other players during the game.

21. Medical information bracelets should not be removed, but can be covered with a soft wrist band or temporarily modified to fit more snugly.

22. Prescription eyeglasses may be worn, but must remain firmly on the wearer's head. A restraining strap may be worn. Non-prescription eyeglasses and sunglasses are not permitted to be worn by a player during a game.

23. Hard casts (including padded casts), splints, helmets and hard padding are not permitted to be worn by a player during any game or practice.

24. *The referee has the final say as to the safety of any player equipment or accessories*.

Article Eight: Financial Banking and Related Matters

1. Budget; Financial Statement

(a) The Regional Board shall adopt an annual budget which provides the basis for setting player registration fees.

(b) At the end of each season, the Regional Board shall cause to be prepared a statement of income received and amounts expended in connection with the program. Such statement shall be made available for review by the parent or guardian of each player and a copy shall be made available upon reasonable request.

(c) This year's budget and last year's Statement of Income and Expenses are attached hereto as Appendices.

2. Account Signatories

(a) All checks drawn on any bank account maintained by the Region shall bear two signatures, one of which must either be the Regional treasurer's or the Regional Commissioner's.

(b) Additional signatories must be authorized by Regional Board action.

(c) Two signatories from the same household shall not be allowed.

(d) There must be at least three signatories on all Regional bank accounts.

(e) *Signatories may not sign checks payable to themselves*.

3. Transfer of Funds

(a) All funds received by the Region, whether from fees, gifts or otherwise, must be deposited into the Region's checking account,

(b) All expenses and disbursements must be paid out of the Region's checking account.

(c) All funds transferred in or out of the Region's savings account must be transferred from or to the Region's checking account.

(d) No Regional expenses or reimbursements are to be paid from monies collected which have not first been deposited into, and accounted for within, the Regional checking account.

4. Cash Handling Procedures:

The Regional treasurer in cooperation with other Regional Board and staff members shall establish internal control procedures to safeguard against the misuse or loss of Regional assets, especially in regard to cash receipts and cash disbursements. Such internal control procedures shall include the following:

(a) Funds withdrawn for "cash box change" must be deposited back into the Regional bank account on the same day, or the first banking day thereafter.

(b) All registration fees collected in cash and checks must be reconciled to the bank deposit slip and the AYSO registration forms.

(c) Arrangements should be made to have the cash received deposited into the Regional bank account on the same day such cash is received, or the first banking day thereafter.

(d) *When handling cash monies, at least two Regional volunteers must be present and one of which must be a Regional Board Member.*

(e) All fees collected in cash must be collected at AYSO Region 47 events and approved by the Treasurer and Regional Commissioner.

(f) Any and all fees collected in cash must be accompanied along with a receipt stating the following information (exceptions to this would be "buyout" funds collected at registration wherein this information is accompanied on players registration form):

a. Received Parties name

b. Date funds were received

c. Description of funds (including but not limiting team numbers, NSF replacement funds, uniform purchases, fundraiser)

d. Name of AYSO volunteer handling transaction

(g) All fees collected in cash must be counted by two Regional volunteers (one MUST be a board member) and placed and sealed in a cash bag. Accompanied with the sealed bag there shall be an AYSO Region 47 cash receipt form (Appendix N) signed by the two Regional volunteers who counted the funds.

5. Receipt Procedures:

The Regional Treasurer in cooperation with other Regional Board and staff members shall establish internal control procedures to safeguard against the misuse or loss of Regional assets, especially in regard to receipts for monies received. Such internal control procedures shall include the following:

(a) A *triplicate* part ~~A~~ cash receipt book must be used to record all payments received on behalf of the Region in cash. *The original cash receipt for each transaction must be given to the payer, the yellow copy kept in the cash receipt book and the pink copy must be submitted to the Regional Treasurer with the funds collected*. All cash receipts must be signed or initialed by the volunteer completing the cash receipt form.

(b) The cash receipt book must be reconciled to the bank deposit slip.

(c) A volunteer accepting payment for registration fees should note upon an available portion of the player registration form: (i) the amount of the payment received; (ii) whether such payment was made in cash or by check; (iii) the check number (if paid by check); (iv) the date such payment was received if different from the date of the parent or guardian's signature on the player registration form; (v) the names of any other family member players for whom the payment was received; and (vi) the initials of the volunteer receiving such payment.

6. Immediate Accounting to Regional Treasurer:

The Regional Treasurer in cooperation with other Regional Board and staff members shall establish internal control procedures to safeguard against the misuse or loss of Regional assets, especially in regard to the immediate accounting to the Regional Treasurer for monies received, checks written upon the Regional bank account, invoices received for accounts payable by the Region, and requests for reimbursement to Regional volunteers for out-of-pocket expenses incurred on behalf of the Region. Such internal control procedures shall include the following:

(a) No one should sign a Regional check in blank or which contains any item to be filled in later.

(b) No one should sign a Regional check without verifying the expense by examining the invoice or request for reimbursement.

(c) Regional debit and/or credit card accounts are expressly forbidden. Members may make authorized purchases using a personal credit card and submit receipts for reimbursement to the Region.

(d) No requests for reimbursement to Regional volunteers shall be honored without a written request signed by such volunteer, itemizing the out-of-pocket expenses incurred, and with supporting receipts or other documentation attached.

(e) All bills and invoices received for payment by the Region must be forwarded to the Regional treasurer for payment, if not already paid, within five (5) days of the receipt.

(f) The Regional Treasurer must be notified of any checks written on the Regional bank account without his or her knowledge within 48 hours of the issuance or delivery of such check for payment of any Regional expense.

(g) All bank withdrawal transactions and Regional checks shall be noted with the appropriate National Accounting Program (NAP) code denoting the purpose for such transaction

7. Immediate Deposit Procedures

The Regional Treasurer in cooperation with other Regional Board and staff members shall establish internal control procedures to safeguard against the misuse or loss of Regional assets, especially in regard to the immediate deposit of monies received. Such internal control procedures shall include the following:

(a) All fees collected on behalf of the Region for registration, sponsorships, fundraising, and donations or for any other purposes shall be deposited immediately after being reconciled with the appropriate cash receipt book, registration form, and/or bank deposit slips.

(b) Under no circumstances may any person accept on behalf of the Region any post-dated check or agree to hold any check for deposit on a later day.

8. Monthly Bank Reconciliations

(a) All Region accounts shall be reconciled by the Regional Treasurer, and verified by another board member who is not authorized to sign on the accounts.

(b) The reconciled statement(s) and copy of bank statement must be presented to each board member at their regularly scheduled meeting.

9. Credit/Debit Card Transactions

If credit/debit cards are accepted for payment of registration fees, all required accounting shall be performed and submitted on the first banking day after each credit/debit card transaction.

10. Audits

It is strongly recommended that each Region have a Regional Auditor. Additionally, the Region at all times shall cooperate with, and respond to, inquiries by the Area Auditor and Section Auditor.

Article 9: Dispute Resolution

1. General Policy

(a) It is the policy of the Region to resolve all disputes involving persons involved in the Region in an amicable way, if possible. Compromise should be emphasized whenever possible, and personality conflicts should be avoided.

(b) If disciplinary action is found to be necessary, it is the Region's policy to take only the minimum action necessary. All means available should be taken to avoid legal action.

(c) It is the policy of the Region to avoid punishing the players for the conduct of the parents except when there is no other solution (e.g., where a parent cannot or will not cease his or her disruptive behavior).

(d) It is the policy of the Region to avoid wiping out years of good memories of AYSO and good service to AYSO, and that suspension or removal procedures are to be used only as a last resort. Voluntary resignation is preferable to a suspension or removal procedure.

(e) It is the policy of the Region to avoid publicizing the results of suspension or removal proceedings beyond those persons who need to know these results and to respect the privacy of the individuals involved. However, the Regional Commissioner or designee should notify the Area Director, the Section Director, the National Office or members of the AYSO Legal Commission of any pending proceedings pursuant to the operating regulations, and must comply with all applicable regulations and laws requiring suspension for abuse and similar events.

2. General Due Process Procedures

(a) Disputes involving day-to-day activities of the Region should first be addressed and resolved, if possible, by the appropriate board member in charge of the activity and/or then by the Regional Commissioner, if necessary. For example, disputes arising out of game conduct should first be addressed and resolved, if possible, by the Regional Referee Administrator and/or then by the Regional Commissioner or a disinterested disciplinary review panel appointed by the Regional Commissioner, if necessary.

(b) If it is determined that a Participating Member or Playing Member of the Region (including the parent, guardian or other family member of a Playing Member) needs to be disciplined, or that his or her participation in the Region should be limited or terminated, by way of suspension or removal, then the Regional Commissioner or designee shall give notice to such person of such action or proposed action, initially by telephone, FAX, in writing via email or in person.

(c) Notice should always be followed by a written confirmation of the initial communication, delivered via a method which provides proof of mailing and/or delivery, not necessarily proof of receipt or signature by the non-executive member. The U.S. Postal Service "Delivery Confirmation Receipt", any Overnight/Next-Day delivery confirmation, or "In-Person" delivery by at least two volunteers will suffice.

The written confirmation shall specify the action to be taken and the reasons therefore. Such notice shall further notify such person that he or she, upon request, will be given a reasonable opportunity to explain why such action should not be taken. Such opportunity to respond may be in person, by telephone or in writing.

(d) The Regional Commissioner may decide to conduct the review alone. If the Regional Commissioner was a witness to the incident or is otherwise involved in the matter, a neutral designee should be appointed to conduct the review. After such opportunity to respond has been given, the Regional Commissioner shall make a final determination and announce it in writing to the persons concerned.

(e) Alternatively, the Regional Commissioner may choose to appoint a disinterested panel of neutral persons to review the matter. If a disciplinary review panel is appointed, the person appointed to chair that panel shall provide a written recommendation to the Regional Commissioner based upon a review of the information presented to the panel, after which the Regional Commissioner shall make a final determination and announce it in writing to the persons concerned.

3. Immediate Suspension

(a) If the gravity of the incident or preliminary information collected about the matter presents imminent danger to participants or the program, the Regional Commissioner may immediately suspend the person(s) involved.

(b) In such a case of immediate suspension, notice must be provided to the person(s) being suspended and a disciplinary review provided, if requested, according to the procedures described in Paragraph Two of this Article Nine above. However, a suspension may be imposed before a disciplinary review is conducted. A suspension is considered to be temporary in nature, and any such suspension may be removed or set aside by the Regional Commissioner should all the facts remove the original cause for concern.

4. Removal

(a) The Regional Commissioner may remove a Participating Member or Playing Member of the Region (including the parent, guardian or other family member of a Playing Member) (whether or not suspended) from further involvement in the program.

(b) Such removal may only be made upon prior notice and, if requested, after a disciplinary review proceeding described in Paragraph Two of this Article Nine above has been conducted.

(c) Such removal is only permitted when there is found to be (i) a violation of the National Bylaws or of the rules, regulations, policies or philosophies of AYSO or (ii) conduct which disrupts the Region's or AYSO's activities or programs.

5. Disciplinary Review Procedures

(a) Disciplinary review proceedings under these guidelines are intended to provide due process to the person whose conduct is the subject of the review proceeding.

(b) If a disciplinary review panel is appointed, it should be comprised of an odd number so as to avoid ties during deliberations.

(c) Any disciplinary review proceeding shall be held at a neutral location.

(d) The procedures shall be communicated to all parties prior to the commencement of such a review proceeding.

(e) All interested parties are to be informed of the date, time, and location of the proceeding.

(f) The person whose conduct will be subject to review at that proceeding is responsible for notifying any individuals who that person may want to speak at that proceeding.

(g) If a disciplinary review panel is convened, neither the Regional Commissioner nor a person who has a direct interest in the outcome of the matter shall participate as a decision maker in any stage of the review proceeding.

(h) A person has a direct interest in the outcome of the matter if that person's conduct is in any way called into question by the events, or if that person is a witness to the events, has a familial relationship with any person involved in the matter, has a financial interest in the outcome, or whose judgment, for any reason, cannot be unbiased and neutral.

(i) The review shall be conducted as quickly and as fairly as possible, but the proceedings may be structured as circumstances may require to keep them as positive as possible.

(j) The person(s) conducting the review may ask such questions and request such documents or other items as may be necessary to obtain all pertinent facts, but should refrain from being overbearing with such examinations and requests.

(k) It is strongly recommended that players and other minors not be asked to participate as witnesses or to offer "testimonials" either in person or in writing unless it is absolutely necessary in order to determine any pertinent fact of the matter.

(l) The proceedings should be kept as confidential as may be necessary to protect all parties. The person(s) conducting the review shall listen to the facts of the situation from all interested parties. There is no right to make a record or recording of the live proceedings in any form (written, electronic, audio or visual). Any request by a party to use a court stenographer, or a mechanical or electronic device to record the proceedings should be denied.

(m) Each "side" should make their presentations to the person(s) conducting the review outside the presence of the other to prevent undue acrimony or harm to the participants.

(n) Parties do not have the right to involve attorneys or to cross-examine other parties or witnesses. Assistance of attorneys or any other persons whose help may be sought by an interested person may be permitted to help present facts within the discretion of the person(s) conducting the disciplinary review if it is believed that such participation will be helpful and positive.

(o) Interested persons may request that the person(s) conducting the disciplinary review obtain information from or ask questions of others who are providing information if there is a good faith belief that the requested information will reveal facts pertinent to the issues under review.

(p) At the conclusion of the disciplinary review proceeding, the person(s) conducting the review shall deliberate in private to determine the recommendation. Under no circumstances shall any such deliberation take place in the presence of the parties involved in the dispute.

1) The person(s) conducting the disciplinary review will then decide the issues raised pursuant to AYSO operating regulations and these Regional Guidelines based on the information submitted, and determine the appropriate action to be taken.

2) In the event the review proceedings are conducted by a neutral appointee of the Regional Commissioner or by a neutral disciplinary review panel, the deliberations should result in a recommendation of action which is presented to the Regional Commissioner. In the case of a disciplinary review panel, the recommendation is determined by a majority vote.

3) Such recommendation may include that no action should be taken against the individual accused, or that a warning or caution be given, that a written reprimand be given, that further education or probation be required, or that such person should be suspended or removed from involvement in Regional activities.

4) In all cases, the Regional Commissioner makes the final determination of the action to be taken in the matter. If provided a recommendation from a neutral appointee or a neutral disciplinary review panel, the Regional Commissioner should not dismiss the recommendation(s) without careful consideration.

(q) Where the final determination results in removal or where otherwise determined appropriate, the individual in question should be given an opportunity to resign voluntarily (except in instances involving alleged acts of physical violence or alleged improper sexual behavior). All persons whose conduct was at issue in the matter shall promptly be notified of such resignation or, in the absence of a resignation, of the disciplinary action taken. Such notice shall include notice of a right to appeal the decision to the next highest executive member within a reasonable period of time.

6. Appeal

(a) If the party is dissatisfied with the decision or action taken by the Regional Commissioner, he/she may request a review of such decision by the Area Director, unless it is determined by the Area Director, or, he/she is not disinterested, then by the Section Director unless it is determined by the Section Director, or, he/she is not disinterested, then by the National Board of Directors, as may be appropriate pursuant to the operating regulations relating to dispute resolution and due process.

(b) The basis of any such appeal must be that the original determination was arbitrary and capricious, or that the procedure was not fair, including that the person or persons making such determination are found not to have been disinterested, or that the procedures described in these guidelines were not followed.

(c) There shall only be one appeal of each matter

(d) Any determination made in accordance with this Article shall be final and binding on all concerned.

Article Ten: Changes in Guidelines

1. Approval of Guidelines

These guidelines shall become effective after being approved by the Regional Commissioner and the existing Regional Board, the Area Director and the Section Director, and then submitted to the National Office.

2. Change in Guidelines

Once adopted, these Guidelines may only be amended by the Regional Board by a 2/3 vote of the Regional Board members, with the approval of the Regional Commissioner, the Area Director and the Section Director, and then submitted to the National Office.

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APPENDIX A Members of the Regional 47 Board

Board Position	Name	E-mail
Commissioner	Debra Johnson	commissioner@ayso47.org
Assistant Commissioner	Cathy Crowder	asstcommissioner@ayso47.org
Assistant Commissioner	Roy Reed	asst2commissioner@ayso47.org
Operations 1	Terry Swney	terry_swney@att.net
Operations 2	Jim Sandoval	jk.sandoval@att.net
Secretary	Sarah Forrest	secretary@ayso47.org
Registrar	Terry Kelly	registrar@ayso47.org
Treasurer	Bree Lujan	treasurer@ayso47.org
Coach Administrator	Rob Cross	coachadmin@ayso47.org
Referee Administrator	Steve Tick	refereeadmin@ayso47.org
Asst Referee Administrator	Rick Lozano	rlozano1@sbcglobal.net
Director of Referee Instruction	Mark Parker	parker.mark@hotmail.com
Director of Referee Assessment	John Reynolds	treadhead57@yahoo.com
CVPA	Emily Dillon	cvpa@ayso47.org
Purchaser/Vendor Coordinator	Jamie Hackbarth	purchaser@ayso47.org
Safety Director	Lonnie Waring	mamawaring@yahoo.com
Statistician	David Johnson	stats@ayso47.org
Fields Coordinator	Joe Gutierrez	xperiodista@hotmail.com
Snackbar Coordinator	Jenny Lozano	jlozano6@sbcglobal.net
EXTRA/SELECT Administrator 1	Manuel Palencia	extraselectcoord1@ayso47.org
EXTRA/SELECT Administrator 2	Marcus Malteses	extraselectcoord2@ayso47.org
Chief Coordinator	Jessica Lujan	chiefcoord@ayso47.org
VIP Administrator	Susan Sheehan	vipcoord@ayso47.org
STAFF POSITIONS		
Region Fundraising Coordinator	Jennifer Hunter	jennyhunter5@yahoo.com
EXTRA League Fundraising Coordinator	Scott Traylor	scotttray@hotmail.com
Webmaster	Jay Kelly	webmaster@ayso47.org
Volunteer Coordinator	Terry Cross	
SAYSO Newsletter	Kim Lane	kslane4044@yahoo.com
EXTRA/Select Treasurer	Tom Forrest	estreasurer@ayso47.org
Regional Auditor	TBD - See Website	
Regional Tournament Director	Manuel Palencia	mapalencia@yahoo.com
U5 Jamboree Master Coach	Sarndra Swney	U05coord@ayso47.org
Coach Trainer	Brad Crowder	coachtrainer@ayso47.org
U5 Jamboree Coordinator	TBD - See Website	U05coord@ayso47.org
U6 Coordinator - Boys/Girls	TBD - See Website	u06coord@ayso47.org
U8 Coordinator - Boys/Girls	TBD - See Website	u08coord@ayso47.org
U10 Coordinator -Boys/Girls	TBD - See Website	u10coord@ayso47.org
U12 Coordinator - Boys/Girls	TBD - See Website	u12coord@ayso47.org
U14/U16/U19 Coordinator - Boys/Girls	TBD - See Website	u14U16U19coord@ayso47.org

APPENDIX B *2011/2012_ Budget / Budget Vs. Acutal*

AYSO Annual Budget

Section 1 Area R Region 47 Other_____

For the 12 month period beginning: **July 1, 2012 Ending: June 30, 2013**

Date of last financial statement distributed to members: 2/7/2012

				Last Season
Estimated Revenues:		**Budget**	**Per Player**	**Actual**
4005	Registration Fees (see bottom right)	245,025	$ 75.00	235,635
4006	Registration Fee Refunds	(7,700)		(8,641)
4021	Tournament/Player Camp	15,000		0
4024	Tournament - Concessions	0		0
4031	Cultural Exchange	0		0
4040	Fund Raising Receipts: Concessions	0		0
4041	Fund Raising Receipts: Other	161,750		136,535
4310	Sponsors/Contributions/Donations	8,750		6,750
9105	Interest Income	3,500		3,505
4959	Other Income (Describe)/Field Usage	31,450		22,643
	Scholorships	(12,375)		(1,020)
	Total Estimated Revenue (R):	445,400	$ 134.97	398,352
Estimated Expenditures:				
5101	Uniforms: Players	66,000		66,946
5102	Uniforms: Coaches	500		764
5103	Uniforms: Referees	5,500		5,159
5104	Uniforms: Other	2,000		0
5111	Field Expenses	140,425		142,510
5115	Park Fees	15,000		0
5146	Equipmt Purchases & Storage Exp	3,270		1,842
5200	Natl Games-start up seed money	0		0
5205	Natl Games-Business Expenses	0		0
5208	Tourn/Natl Games: Opening ceremonies	0		0
5209	Tourn/Natl Games: Banners & Signs	0		0
5210	Tourn/Natl Games: Traffic Control	0		0
5211	Tourn/Natl Games: Entertainment	0		0
5212	Tourn/Natl Games: ID Cards	0		0
5213	Tourn/Natl Games: Insurance	0		0
5220	Tourn: Incentives, Trophies, Awards	0		0
5221	Tournament: Coaches	0		0
5222	Tournament: Referees	0		0
5223	Tournament: Other	0		0
5224	Tournament: Water/Food	0		0
5225	Tournament: Concession Expenses	0		0
5226	Tournament: Medical Personnel	0		0
5227	Tournament Planning Meetings	0		0
5229	Tournament/Player Camp Expenses	0		0
5239	Cultural Exchange Expenses	0		0
5241	Playoff Expenses	200		110

5255	Ads/Newsletter/Yearbook/Pictures	14,800		13,694
5261	Fund-raising Expenses: Concessions	0		0
5262	Fund-raising: Other	72,600		40,697
5274	Awards & Volunteer Recognition	10,700		6,378
5275	Donations	0		0
5431	Clinic Training Expenses: Player	0		0
5432	Clinic Training Expenses: Coaches	6,500		1,555
5433	Clinic Training Expenses: Referees	3,250		2,442
5434	Clinic Training Expenses: Other	0		0
5701	Payments to AYSO: Inter-regional	0		0
5702	Payments to AYSO: NSTC	0		0
5703	Payments to AYSO: Registration Fees	55,010		54,552
5704	Payments to AYSO: Supply Center	0		0
5801	Fixed Assets (over $1,000)	0		0
Estimated Expenditures:				
7401	Travel: Other	0		0
7430	Conferences / Meetings	20,300		12,565
7431	Section / NAGM	5,000		4,197
7435	Travel Mileage	200		37
7515	Phone / Internet / Website	1,400		1,383
7535	Postage	0		0
7625	Office Supplies	24,850		19,814
7695	Miscellaneous Supplies	0		0
8595	Other Expenses	4,000		3,675
	Contingency		$ 136.82	
	Total Estimated Expenditures (E):	$ 451,505.00		$ 393,057.56

Estimated Cash Increase (Decrease): $ (6,105.00)

Estimated Bank Balance on June 30: $ 50,979

Estimated Ending Cash Balance: $ 44,874.00

Please comment if the cash reserve is less than $5 or more than $12 per player:

$3.94 Per player. Region does fundraising to offset player fees.

Comments: Profits are placed into a savings account to allocate for field replacement and/or use.

DUE DATES:

Region: 30 days prior to end of fiscal year - June 1

Area discretionary account: July 1

Section discretionary account: July 1

Tournament: 6 months prior to event

Camp: 60 days prior to camp

Cultural Exchange: 3 months prior to travel

PLEASE COMPLETE THIS SECTION:

Players	Fee		Registration fees
#	$ 75.00	=	$ 247,500.00
NSF ESTIMATES		=	$ (2,475.00)
		=	$ -
		=	$ -
	Total		$ 245,025.00

APPENDIX C *Registration Fee Schedule* & Age Chart

I. Registration Fee is set each year by the Regional Board prior to the first registration. The fee for the 2012- 2013 season is:

Fall registration fee $85.00

$75.00 Early Registration (Generally, first two registrations)

Spring Coed registration fee $85.00
$75.00 Early Registration (Generally, first two registrations)

Spring Select registration fee $110.00

EXTRA fall registration fee $125.00 New Player

EXTRA fall registration fee $80.00 Returning Player

EXTRA spring registration fee $125.00 New Player

EXTRA spring registration fee $80.00 Returning Player

Family Maximum

Family Maximum is effective following the registration of your 3rd child

Qualification for Family Maximums: "Family" includes natural or adopted brothers and sisters and step or half brothers or sisters living in the same household. It does not include cousins or other family members, even if living in the same household. Please see the Regional Registrar regarding other circumstances such as foster children and/or adoptive children.

II. Current Age Groupings and Birthday Date Ranges for the 2012~2013 season are:

Age Guide for 2012-2013 Membership Year		
Division	**Age**	**Born Between**
U-19	16-17-18	8/1/93 and 7/31/96
U-16	14-15	8/1/96 and 7/31/98
U-14	12-13	8/1/98 and 7/31/00
U-12	10-11	8/1/00 and 7/31/02
U-10	8-9	8/1/02 and 7/31/04
U-8	6-7	8/1/04 and 7/31/06
U-6	5	8/1/06 and 7/31/07
U-5	4	8/1/07 and 7/31/08
This age guide is for games and competitions that begin on or after Aug. 1, 2012.		

APPENDIX D *Regional Calendar*

2012/2013 Competition Region 47 Calendar

Day		Date	Activity
	April	April 27-30, 2012	EXTRA Coach Interviews
Monday	May	5/7/2012	Board Meeting
Sunday	May	5/11 & 5/18	EXTRA Tryouts 6-8pm
Saturday	May	5/19/2012	Picture Day Make-Up 9-11am
Saturday	May	5/19/2012	Fall Registration @ Fields 9-12
Saturday	June	6/2/2012	Fall Registration @ fields 9-12
Friday	June	6/2/2012	EXTRA Team Roster Deadline
Wednesday	June	6/6/2012	Fall Registration - Orangecrest Community Center 6-8 pm
Saturday	Jume	6/9/2012	Fall Registration @ fields 9-12
Saturday	June	7/14/2012	Registration Event (Late signups) - UNANNOUNCED
Saturday	June	7/14/2012	Scholarships Assigned
Saturday	June	7/14/2012	Registration Event (Late signups-U16/19)
Wednesday	June	6/2/2012	EXTRA Team Formation Completed
	June		Wait List
Wednesday	July	7/16/2012	Teams per division for Fall Decided
Tuesday	July	7/18/2012	Coordinators Meeting
Monday	July	7/2/2012	Board Meeting
Tuesday	July	7/26/2012	Coach Lists completed
Monday-Friday	July	7/30 - 8/3	Division Drafts (U12-U19)
Monday	Aug	8/6/2012	Board Meeting
Tuesday	Aug	8/5/2012	Team Formation completed
	Aug		EXTRA Coaches Meeting
	Aug		Area Coaches Meeting U16/19
Wednesday	Aug	8/1/2012	Practices begin
Thursday	Aug	8/2/2012	Area 1R U16-U19 Coaches Meeting
Monday	Aug	8/5/2012	Board Meeting
Tuesday	Aug	8/7/2012	Coach Meeting U6- U8
Thursday	Aug	8/9/2012	Coach Meeting U10-U19
Thursday	Aug	8/9/2012	U16U19 Coach Meeting & Uniform Distribution
Saturday	Aug	8/11/2012	Coach Clinic
Saturday	Aug	8/11/2012	NO Coach Meeting - Teams with No Coaches 10am
Monday	Aug	8/13/2012	Area 1R U16-U19 Rosters Due
Monday	Aug	8/20/2012	Area 1R U16-U19 League Begins
Tuesday	Aug	8/21/2012	Team Parent Meeting U6-U8 / Uniform Distribution
Wednesday	Aug	8/22/2012	U5 Parent Meeting
Thursday	Sept	8/23/2012	Team Parent Meeting U10-U19 / Uniform Distribution U10-U14)
Saturday	Aug	8/25/2012	U12 Coachinfg Clinic 9-2pm
Saturday	Aug	8/25/2012	U12 Referee Clinic 8-5pm
Monday	Sept	9/3/2012	Labor Day
Monday	Sept	9/10/2012	Board Meeting
Saturday	Sept	9/8/2012	Season begins
Saturday	Sept	9/29/2012	AYSO Day - pictures
Saturday	Oct	10/6/2012	Select Coach Applications Due
Monday	Oct	10/7/2012	Board Meeting
Monday	Oct	1015/12	Select Coach Interviews
Saturday	Oct	10/13/2012	Picture Makeup Day

Monday	Nov	11/5/2012	Board Meeting
Monday	Nov	11/5/2012	Select Coach Announcement
Saturday	Nov	11/3/2012	Spring Registration @ fields 9-12
Saturday	Nov	11/12/2012	Select Team Formation
Saturday	Nov	11/19/2012	Spring Select Coaches Meeting
Saturday	Nov	11/2 & 9/2012	EXTRA Tryouts
Saturday	Nov	11/10/2012	Spring Registration @ fields 9-12
	Nov		Locomotion Tournament Application submitted to NSTC for Approval
Saturday	Nov	10/13/2012	Regional Tournament begins
Wednesday	Nov	11/7 - 1/30	Locomotion Planning Meetings / Committees
	Nov		Area U16U19 League ends. Rosters are due for tournament teams.
	Nov		U16U19 League Tournament
Saturday	Nov	11/17/2012	Fall Season ends U5-U8
Saturday-Sunday	Dec	12/1/2012	Regional Tournament Playoffs U10-U14
Saturday-Sunday	Dec	12/8/2012	SectionTournament
	Dec		Section U16U19 Tournament Playoffs
	Dec		Rosters are due for U10-U14 Area Championship Teams
	Dec		U10-U14 Area Championship Tournament

APPENDIX E *Blood-Borne Disease Policy and other safety policies*

To protect our players against disease, Region 47 has adopted the following policy intended to minimize the risk of transmission of HIV, Hepatitis-B and other blood borne pathogens during soccer activities. Current available medical evidence suggests that the risk of transmission of HIV during the type of contact that occurs in soccer is extremely slight. Organizations such as the NCAA, the National Academy of Pediatrics, Committee on Sports Medicine, and the U.S. Olympic Committee have concluded that persons affected with blood-borne pathogens, particularly HIV, should not be barred from participating in contact sports. Certain federal and state anti-discrimination laws may also prohibit such a ban. These organizations have also concluded that the already slight risk of transmission of HIV and other blood-borne pathogen diseases can be reduced further by the adoption of the Center for Disease Control-recommended "Universal Precautions". Region 47 AYSO will observe these "Universal Precautions". Generally this means that coaches and players shall treat all exposed body fluids as if they were infected. Specifically, the following measures will be observed at all times.

1) If you have any open cuts or sores, you must clean them with a suitable antiseptic and cover them securely with a leak-proof dressing before participating in practices or matches. Make sure that the cut or sore stays covered while you are participating. If your hands have broken skin, suitable gloves may be worn to cover these areas. If you notice that someone else has an open cut or sore, notify your coach or a referee immediately.

2) If a bleeding wound, even a minor one, occurs during practice or a match, the person bleeding shall immediately stop participating and leave the practice/playing field until the bleeding stops and the wound is securely covered. Immediate measures shall be taken to stop the bleeding. If the person needs assistance with this, then each person assisting shall wear a pair of latex gloves. Hands shall be washed with soap and hot water immediately after gloves are removed. All used gloves, bloody dressings and rags, etc shall be placed in a leak-proof plastic bag. All contaminated items should be disposed of carefully. It is strongly recommended that players make every attempt possible to prevent blood from coming in contact with their clothing or uniform. If there are blood stains on the player's clothing or uniform, the player shall be disqualified from further participating until the blood has been properly disinfected.

3) If you come into contact with the blood of another, you shall immediately stop, leave the field area and wash the exposed area thoroughly with soap and hot water before returning.

4) Finally, there are other disease and illnesses aside from those transmitted through blood. You are reminded that you are responsible for not only your own health and safety but the health and safety of others with whom you interact. If you know or suspect that you have any illness or disease which might infect others, refrain from participating until you are no longer a risk to others.

APPENDIX F *Field Use Policy*

AGREEMENT FOR USE OF FIELDS AND FACILITIES

As part of the Region 47's Field Use Policy, the following represents an understanding between **AYSO Region 47** and _____ [APPLICANT] relating to the use of the **Ab Brown Sports Complex (ABSC)** for (type of event) _____ during the periods of _____

Use is to include the following fields:
Please review **Appendix A** and check what fields you are interested in using, what equipment you will be using and if you will need the snack bar and restrooms.

Fees Required for Event:
Damage, Use & Clean-up Deposit: **$8,000**

Field Use Fee: **$32/full size field/game** **$26 all other fields /game**

Total Amount Due: $8,000 (refund may be given after games fees and any additional fees/charges have been determined, additional charges may be added for damage, number of games, cleaning charges etc.)

DEPOSIT FOR 1 WEEKEND SOCCER TOURNAMENT 2 to 3 days (50+ teams) $8,000

Full amount of deposit must be received minimum 7 days prior to event, check will be deposited, games and any other charges will be deducted from deposit and an appropriate refund will be sent within 14 days from conclusion of the event. If charges exceed the deposit amount payment is due within 7 days of notification of additional charges.

Check number _____ Amount _____Date received_____
Check number _____ Amount _____Date received_____

All requirements must be completed. Failure to complete any of the required conditions will be cause for immediate termination of this permit.

AYSO Region 47	Applicant:
Signed:	Signed
	Name:
Regional Commissioner	Address:
PO Box 2308, Riverside, CA 92516-2308	City, State, Zip:
951-688-6338	Telephone:

INSURANCE, FEES AND OTHER REQUIREMENTS

Applicant agrees to obtain insurance and pay all fees required for the various activities and events to be conducted throughout the period of use of the facility.

Following is a list of liability insurance information, fee information and other requirements needed to complete the scheduling process:

1. **LIABILITY INSURANCE –** Provide a copy of in-force insurance liability policy naming the **American Youth Soccer Organization (AYSO), its officials, agents and assigns AYSO Region 47 and its registered players and volunteers** as its additional insured. Send to AYSO Region 47, PO Box 2308, Riverside, CA 92516-2308 (example copy provided).
2. **TOURNAMENT FEES – (**See attached tournament fee schedule). This fee schedule will include field rental for full and short-sided games, field light rental, and cleanup fee.
3. **REFUNDABLE DAMAGE /CLEANUP DEPOSIT – (**See attached fee schedule and fee amendment attachment). Damage and cleanup deposit is based on number of people at the complex for the scheduled event.

INSURANCE REQUIREMENTS

Applicant shall procure and maintain in force during the term of this permit and any extension thereof, at its expense, comprehensive policy of general liability coverage with a minimum $1,000,000 combined single limit for personal injury and property damage. Said policy shall be from an insurance company that is AM Best rated A8 or better at all times and the policy shall name "The American Youth Soccer Organization (AYSO), its officials, agents and assigns: AYSO and its registered players and volunteers" as an additionally insured. Upon request, the applicant shall also document that it maintains proper worker's compensation and employer's liability coverage for any personnel employed at ABSC during its use of the facilities.

Additionally, the applicant agrees to completely hold harmless, defend and indemnify Region 47 from all costs (including Region 47's reasonable attorney's fees and costs), claims, demands, lawsuits or expense of any kind arising out of or related to the applicants' use of the property and facilities of Region 47.

In addition, all vendors and service providers shall provide Certificates of Insurance in the amount of $1,000,000 with **AYSO as additional insured.**

DAMAGES AND OTHER UNFORESEEN COSTS

Applicant shall provide a damage deposit at least two weeks prior to the event date, in an amount sufficient to cover potential damages to ABSC and equipment which may occur and to recover other costs which may accrue as a result of the scheduled activities. These funds will be deposited prior to an event and may be returned all or in part upon inspection of event by a designee of Region 47 within 14 days after conclusion of event.

Refundable Damage & Clean-up Deposits

A. Refundable damage and clean-up deposits shall be required for all special events, athletic events, fundraisers, and other events which warrant such deposits based on specific numbers of people and uses of facilities and equipment. Minimum deposits are as follows:

Number of People	Damage Deposit	Cleanup Deposit
Fewer than 50	$ 300	$ 75
50 – 100	$ 500	$ 150
101 – 200	$ 750	$ 300
201 – 500	$1,000	$ 750
501 – 1,000	$2,000	$1,500
1,000 +	**$5,000**	**$3,000**

B. Refundable deposits held pursuant to this resolution may be refunded in full or in part within fourteen (14) days after completion of the use period. No refund shall be made until the using party or group has secured a signed inspection and release form from the appropriate facility manager. Deductions for any damages to the facility or for clean-up and repairs shall be made from the said deposit by Region 47.

CLEANLINESS OF FACILITY AND CLEAN-UP DEPOSIT

Applicant will provide for continuous clean up during the event. The applicant will provide personnel to empty trash receptacles into the large trash bins prior to scheduled pick-up time by the Refuse Division. The facility shall be cleaned by applicant immediately following the end of the event. The cleaning deposit shall be forfeited in whole or part, if upon inspection by a Region 47 representative; the facility has not been properly cleaned.

PERMANENT AND PORTABLE RESTROOMS

Applicant agrees to maintain the permanent and portable restrooms as required for the anticipated attendance. Restrooms are strategically located and shall be kept clean and supplied by applicant.

TOURNAMENT FEE SCHEDULE

- Field rental per game - $32 per large field, $26 for all other fields (does not include use of lights).
- Field light rental: $50/game/field
- **AYSO Region 47 Liability policy does not cover golf cart injuries so applicant's certificate of insurance must cover use of carts if applicant chooses to use carts.**

FIELD USE

Recruiting of any AYSO players by ANY Club entities while at Ab Brown Sports Complex is strictly prohibited and future use of the complex will be in jeopardy if recruiting is reported.

Said use shall include the use of the fields, goals, goal nets, flags, trash cans, restrooms, chemical toilets and such other equipment that is necessary to use the fields for soccer matches. Applicant **is not contracting for the use of the Snack Bar, Snack Bar equipment, AYSO owned golf carts or building(s)**. **(SEE APPENDIX "A" ON PAGE 8 FOR INCLUDED ITEMS)**The parties explicitly agree this is a limited, non-transferable, non-exclusive license to use for a specified term, and not an easement, landlord-tenant relationship, or any other interest in real or personal property. The parties agree that Region 47 is not to be construed as a sponsor of Applicant's soccer tournament.

The laws of the State of California shall govern the construction and interpretation of this agreement. This document constitutes the entire agreement between the parties regarding the subject matter of this agreement. This agreement supersedes all previous discussions and understandings, if any, between the parties. There are no representations, agreements or warranties between the parties that are not incorporated in this agreement. This agreement may not be amended or modified except in a written document signed by both parties.

Region 47 makes no representations or warranties as to the repair or condition of the real or personal property, equipment or facilities requested for use under this agreement. The parties agree that THE APPLICANT, and not AYSO Region 47, shall have the responsibility before each use to assure that the real and personal property, equipment and facilities (including goal posts, ground anchors for portable goal posts and vehicles) are in a proper and safe condition to be used for the purpose anticipated by this agreement. It is also the obligation and duty of THE APPLICANT, not Region 47, to inspect such property and facilities (including goal posts and ground anchors for portable goal posts) before each use and to take affirmative steps to repair or where necessary warn, in order to prevent injury to person or property. If used, THE APPLICANT accepts the real or personal property, equipment or facilities in "AS IS" condition.

THE APPLICANT shall have the responsibility to "set-up" the fields prior to use. This may include marking the fields and retrieving and placing all equipment, including, but not limited to, goal nets on goals, corner and midfield flags and trash cans with liners adjacent to the fields. THE APPLICANT is also solely responsible for providing adequate supervision of the players, coaches and spectators before, during and after the games.

After the games are over, THE APPLICANT is responsible to "take down" the fields used and insure that all Region 47 equipment is returned and secured in its original location. This includes cleaning up restrooms and net bins. AYSO will provide a key to restrooms, which must be returned during post-event inspection.

THE APPLICANT is responsible for returning any goalposts to their original location if they are moved for the tournament.

THE APPLICANT is responsible for returning all benches to the concrete areas by the classroom and info booth after the tournament.

THE FOLLOWING IS A LIST OF SUPPLIERS AND SERVICE PROVIDERS USED BY AYSO REGION 47.

Provider	Contact	Phone
Portable restrooms		
UNITED SITE SERVICES	Dianne Nipper	626 255-8790
Trash disposal		
BURRTEC INDUSTRIES	Unknown operator	951 786-0639
Field striping		
Kit Vigil	Kit Vigil	661 878-0765
Golf Cart rentals		
Best Golf Carts	Art	909 873-8444
Golf Cars of Riverside	Unknown	951 276-9872
Paper goods		
Smart & Final	3310 Vine St. Riv.92507	951 341-8230
Lodging arrangements		
Riverside Convention & Visitors Bureau	Shaheen Roostia	951 222-4700

There are sufficient lodging facilities within the City of Riverside to accommodate event lodging needs, every effort to have patrons stay in Riverside lodging establishments **must** be taken. Contact Riverside Convention and Visitors Bureau (RCVB) for room blocks, rebates and all your event lodging arrangements. Sign below to ensure you have read this section and agree to utilize RCVB for lodging arrangements. RCVB can not charge for their services and will help secure best possible rates etc.

Signed_____ **Date**_____

FACILITY USE RULES

All participants are expected to observe these rules at all times for the safety, and convenience of all visitors to the Ab Brown Sports Complex

Rules for Your Stay at Ab Brown Soccer Complex:

1. No Pets; **Absolutely no dogs allowed.**
2. Please pick up all trash around your area after your game.
3. Parking lot speed limit is 10 MPH.
4. No smoking is allowed at ABSC.
5. **No open fires, BBQ's, propane heaters or similar items are allowed.**
6. Park in designated areas only. Improperly parked vehicles may be towed.
7. No overnight RV Parking.
8. No alcoholic beverages are allowed.
9. No glass bottles or containers.
10. Climbing on trees, goalposts, fences, structures etc. is not allowed.
11. No selling, soliciting or distribution of advertisements without prior written approval.
12. No vehicles of any kind (including bicycles) allowed on the fields or any grass area.
13. Tents and covers at edge of field complex only – none next to or between fields.
14. Operators of golf carts must be at least 18 years of age with valid drivers and liability insurance. Golf carts allowed on Complex grounds with specific permission only.
15. **Recruiting of any AYSO players by ANY Club entities while at Ab Brown Sports Complex is strictly prohibited and future use of the complex will be in jeopardy if recruiting is reported.**

SIGNED _____

DATE _____

FIELD USE AMMENDMENTS

1.	missing net crates	$15 each
2.	missing flags	$15 each
3.	missing or damaged nets	$65 each
4.	missing net markers (banners)	$15 each
5.	missing crate markers	$15 each
6.	portable goals not returned to proper location	$20 each
7.	restrooms left un cleaned	$200 for both
8.	benches not returned to concrete areas	$15 each
9.	restroom keys not returned	$50
10.	missing lock (s)	$40 each
11.	non AYSO net markers left on nets or goals	$5 each
12.	net bin left “a mess”	$50
13.	trash cans not emptied	$2 each
14.	trash and/or debris left on complex grounds	$50 minimum
15.	damaged goals	Cost TBD based on repair/replace cost
16.	fields damaged beyond normal usage	Cost TBD
17.	fields not correct size when event completed	$100 per field

THE PURPOSE OF THESE FEES IS NOT PUNITIVE OR TO GENERATE INCOME, THEIR PURPOSE IS TO ENCOURAGE USERS OF THE FACILITY TO RETURN THE FACILITY AND ITS COMPONENTS TO THE SAME CONDITION AS WHEN THE USER TOOK POSSESSION.

- Facility and restrooms will be clean and ready for renter to “take possession”, they need to be in like condition at conclusion of event/tournament
- Renter is responsible for ordering additional portable restroom units as well as any additional cleaning for the duration of the event.
- Renter is responsible for any/all paper goods necessary for their event
- A set of keys to access soap dispensers and toilet paper dispensers will be provided
- No ATVs or cars/trucks allowed on the turf. Golf carts with turf tires only
- Renter is responsible for additional trash container pickup or additional dumpsters
- Trash cans need to be completely emptied and placed back in the men’s room
- Area around trash bins needs to be clean (no trash on ground)
- Striping is renter’s responsibility, if field sizes are changed they need to be striped back to AYSO specs
- Vendors and vendor permits/licenses etc are renter’s responsibility

SIGNED _____

DATE _____

APPENDIX A

Please check which fields you are interested in using.

Yellow 1		Green 1		Green 5		White 1		Blue 1		Blue 5	
Yellow 2		Green 2		Green 6		White 2		Blue 2		Red 1	
Yellow 3		Green 3		Green 7		White 3		Blue 3		Red 2	
Yellow 4		Green 4				White 4		Blue 4		Red 3	

Murphy 1		MURPHY, WHITE AND RED FIELDS FULL SIZED,	$32/FIELD/GAME
Murphy 2		BLUE, YELLOW AND GREEN FIELDS	$26/FIELD/GAME

Please check the following that you are interested in using.

Snack Bar* **		Field liners	
Restrooms		Paint***	
Portable potties			
Nets			
Flags			

*Snack bar users must have a food-handling permit from the City of Riverside. Check with the city for information on obtaining the permit, which is $10.
**AYSO will do a pre-event and post-event inventory of snack bar supplies. Snack bar users will pay the supplies used.
***Paint is not part of the user fee.

SIGNED _____

DATE _____

APPENDIX G *Team Formation Methods*

1. Divisions U6 and U8 will be formed by the respective Division Coordinator(s) primarily on the basis of neighborhoods (based on the city's public elementary schools), while also taking into account the player's age and previous soccer experience to balance the teams.

2. Division U10 will be formed by the respective Division Coordinator(s) primarily on the basis of the players' skill ratings and secondarily on the basis of neighborhoods (based on the city's public elementary schools). The Division Coordinator(s) will update and adjust the player's skill rating as considered necessary to achieve consistency and reflect recent participation in Select or "club" programs. Unrated players will be evaluated according to first-hand knowledge of coaches or coordinators about previous soccer experience, past participation in Select or "club" programs and overall years of soccer experience.

After completing the initial team formation, coaches will be assigned to or recruited for the various teams. If a coach's child(ren) is/are not on the team assigned to the coach, the Division Coordinator (and others as the Coordinator may decide to consult) shall agree on a trade of an equally skilled player(s) to place the coach's child(ren) on the correct team. Only a head coach's (but not the assistant coach's) child(ren) may be moved to another team

After the distribution of team rosters to the coaches, the assignment of late-registering players will be made by the Division Coordinator with the primary objective of maintaining the overall balance of the skill levels of the players on the teams. A highly rated player shall not be considered as "dropped" from the team until the coach has returned all copies of the Player's Registration Form to the respective Division Coordinator.

3. Working with the Chief Division Coordinator and experienced, knowledgeable coaches, the U12, U14, U16 and U19 Division Coordinator(s) will initially form balanced teams (without regard as to the possible coach of the team), considering primarily the players' skill ratings. Ratings may be adjusted as considered necessary to achieve consistency and reflect recent participation in Select or "club" programs. Unrated players will be evaluated according to first hand knowledge of coaches or coordinators about previous soccer experience, past participation in Select or "club" programs and overall years of soccer experience. The diversity of players on a team from different schools and neighborhoods of Riverside should also be considered.

After completing the initial team formation, a random drawing will assign coaches to the various teams. If a coach's child(ren) is/are not on the team drawn for the coach, the Division Coordinator and Chief Division Coordinator (and others as they may decide to consult) shall agree on a trade of an equally skilled player(s) to place the coach's child(ren) on the correct team. Only a head coach's (but not the assistant coach's) child(ren) may be moved to another team.

After the distribution of team rosters to the coaches, the assignment of late-registering players will be made by the Division Coordinator, in consultation with the Chief Division Coordinator (and others as they may decide to consult) with the primary objective of maintaining the overall balance of the skill levels of the players on the teams, even if this means that teams may not have the same number of players on the roster. A highly rated player shall not be considered as "dropped" from the team until the coach has returned all copies of the Player's Registration Form to the respective Division Coordinator.

APPENDIX H *Select and EXTRA Team Formations*

1. PURPOSE AND PHILOSOPHY

Participation in SELECT and EXTRA competition:

- Rewards those players and coaches that have exhibited the philosophy of AYSO with an opportunity for involvement in a higher level of competition.
- Allows Riverside Region 47 to be represented in a positive manner at tournaments and in play with other regions.
- Promotes player development and growth of youth soccer.
- All Region 47 Regional Guidelines will apply to SELECT and EXTRA teams unless specifically prohibited by tournament rules. The only exception to the Region 47 Regional Guidelines allows U10 players to play more than ½ the game as a goalkeeper during SELECT or EXTRA play.
- The SELECT teams will be formed from Fall season players who participated in at least ½ of the Fall season.
- SELECT is played during the Spring season and EXTRA is a year-long program.

2. COACH SELECTION PROCESS

It is strongly recommended that U10 and U12 coaches are an AYSO certified Intermediate Coach or above and that U14 and above coaches are AYSO certified Advanced or above.

- To be eligible, a coach candidate must have coached a primary program within the past calendar year.
- Coaches shall submit their application to the SELECT/EXTRA Administrator who shall submit copies of all applications to the Regional Commissioner. Coaches may coach only one team at a time unless they have received prior approval from the Regional Commissioner.
- The number of teams per division will be determined by the Regional Commissioner and SELECT/EXTRA Administrator.
- The SELECT/EXTRA Administrator shall form a selection committee to choose coaches. The committee shall consist of Regional Coach Administrator, Regional Referee Administrator, and SELECT/EXTRA Administrator.
- The Selection Committee will interview the individual coach candidates.
- The Selection Committee shall submit their selections to the Regional Commissioner. The Regional Commissioner shall review the selections and have final approval of all coaches. The SELECT/EXTRA Administrator will notify the coaches. Coaches not selected should be provided constructive feedback on the committee's decision by the SELECT/EXTRA Adminstrator.

3. PLAYER SELECTION PROCESS – SELECT

- Each Fall, coaches shall submit the player rating form indicating:
  - ✓ Position(s) the player plays
  - ✓ Parent involvement
  - ✓ Player commitment to the program

- SELECT coaches may scout players at any time.
- To be eligible for selection on SELECT team, player must have played at least half of the Fall season's games.
- Teams will be formed by a committee (determined by SELECT/EXTRA Administrator), including the team coach.
- If there is more than one team in a division, teams shall be formed as equally balanced teams.
- The teams will be chosen by: 1) allowing each coach to have his "first pick" players that have not been picked by another coach, and 2) a serpentine draft, continuing until each team's roster is complete. The SELECT/EXTRA Administrator oversees this process to ensure that the coaches are working together with the goal of creating balanced teams and to apply to Region 47 guidelines.
- The SELECT teams may not commence practice prior to the end of the Regional Tournament that concludes the Fall season. If a SELECT team has players that are still participating in playoffs with their Fall team, coaches must comply with the requirements of the Regional Guidelines regarding excessive practice times.

4. Other

It is mandatory for a Region 47 team to play in all scheduled league and playoff games unless a valid reason is submitted in advance in writing and approved in writing by the Regional Commissioner. Attendance at an alternate tournament or event is not a valid reason not to play a scheduled game. All Region 47 teams are expected to play in the Locomotion tournament and all Area tournaments, if qualified.

5. Player Selection Process – EXTRA

Players will be selected by following the "Open Tryout Procedures AYSO EXTRA Program". Players are required to tryout each year.

6. Player Registration

SELECT players need to register for the SELECT Spring season. Once selected for the EXTRA program, players should register for this year-long program at the next available registration. (see Appendix D)

7. Team Fundraising

- It is anticipated that teams will participate in Region fundraising activities, including Locomotion. In addition, teams will conduct fundraising activities in order to pay for tournaments and team activities.
- All team funds must be deposited into the Region 47 checking account.

- SELECT accounts will remain open during the SELECT season. EXTRA accounts will remain open during the time that the team exists.

- It is expected that an EXTRA team will remain together for a period of one year and that these accounts remain with this core group. All SELECT and EXTRA team accounts will be closed each June 30th, unless other arrangements have been made with the Regional Treasurer and Regional Commissioner. If questions arise about the continuation of a team, the Regional Commissioner will make the final decision.

- Once funds are raised and turned into the Region Treasurer, they become “team funds” and are not subject to any refunds.

- If a team folds and there are funds remaining, the funds will be moved to the Region general account pending approval of the Regional Commissioner.

APPENDIX I *VIP*

A. Region 47 runs a special program for kids with special development needs.

B. This program is called the "VIP" Program.

C. This program is for kids ages from 4 to 18.

D. Teams are formed with the intent to balance and give all VIP kids an equal chance to play.

E. The teams usually combine all VIP kids of all ages into a single competition division.

F. Games are played on the 3/4 sized fields, and are played with 20-minute halves and a #4 ball.

G. The games are played exactly as other games are played, with the same rules.

H. No results are recorded and no standings are kept – these games are for fun only.

I. Region 47 has a VIP Coordinator on its Regional Board. The VIP Coordinator is responsible for forming the teams and managing the league.

APPENDIX J SPRING COED PROGRAM

A. Region 47 runs a coed program in the Spring. The Spring season generally runs from the middle of March to the middle of June. This program is intended to be instructional and recreational.

B. The Spring Coed program follows all of the same rules and regulations as the Fall program, with the modifications as shown here.

C. Teams are formed into coed age divisions as follows:

Divisions U19 and U16 are placed in a combined age division.
Division U14 are placed in a single age division
Division U12 are placed in a single age division
Division U10 are placed in a single age division
Division U8 are placed in a single age division
Division U6 are placed in a single age division
Division U5 are placed in a single age division

D. Games results are not recorded and standings are not kept.

E. Game durations remain the same as the Fall season with the exception of the combined U19/U16 division which is played with 40-minute halves.

APPENDIX K *Short Sided Play*

Rules of Competition	**U-12**	**U-10**	**U-8**	**U-6**
Field Dimensions:	Rectangular field, about “3/4 the size of regular fields, approximately 100 yards long by 50 yards wide	Rectangular fields, “1/2” the size of regular fields, approximately 70 yards long by 35 yards wide.	Rectangular fields, “1/2” the size of regular fields, approximately 70 yards long by 35 yards wide.	Rectangular fields, “1/4” the size of regular fields, approximately 25 yards long by 15 yards wide.
The Goal:	Maximum of six feet high and 18 feet wide.	Maximum of six feet high and 18 feet wide.	Maximum of six feet high and 18 feet wide.	Maximum of four feet high and six feet wide (Pugg goals).
Field Markings	A halfway line shall be marked out across the field. A center circle with an 8 yard radius. Four corner arcs with a 1 yard radius. Goal Area – 6 yards from each goalpost and six yards into the field of play. Penalty Area – 6-8 yards from each Goal Area line and 12 yards into the field of play. Penalty Mark: 9 inches in diameter, 9 yards from the goal line centered between the goal posts.	A halfway line shall be marked out across the field. A center circle with an 8 yard radius. Four corner arcs with a 1 yard radius. Goal Area – 6 yards from each goalpost and six yards into the field of play. Penalty Area – 6-8 yards from each Goal Area line and 12 yards into the field of play. Penalty Mark: 9 inches in diameter, 9 yards from the goal line centered between the goal posts.	A halfway line shall be marked out across the field. A center circle with an 8 yard radius. Four corner arcs with a 1 yard radius. Goal Area – 6 yards from each goalpost and six yards into the field of play. Penalty Area – 6-8 yards from each Goal Area line and 12 yards into the field of play. Penalty Mark: None	A halfway line shall be marked out across the field. A center circle with a 6 yard radius. Four corner arcs with a 1 yard radius. Goal Area – 2 yards from each goalpost and 4 yards into the field of play. Penalty Area – 4-6 yards from each Goal Area line and 8 yards into the field of play. Penalty Mark: None
The Ball:	Size four	Size four	Size three	Size three
Number of Players	Maximum number of players on the field at any one time: nine, one of whom is a goalkeeper. Minimum number of players on the field: seven.	Maximum number of players on the field at any one time: seven, one of whom is a goalkeeper. Minimum number of players on the field: five.	Maximum number of players on the field at any one time: seven, one of whom is a goalkeeper. Minimum number of players on the field: five.	Maximum number of players on the field at any one time: 3. No goalkeeper. Minimum number of players on the field: 2.

Rules of Competition	U-12	U-10	U-8	U-6
Roster Size	Maximum of 12 players on the roster.	Maximum of 9 players on the roster.	Maximum of 9 players on the roster.	Maximum of 8 players on the roster. Roster split for two separate side-by-side games of 3 v 3.
Goalkeepers	No Maximum length of time one player may perform as goalkeeper in a single match, except for Area or Section, Tournaments (other than our Region Tournament) and Select play wherein teams must adhere to visiting rules and/or guidelines.	Maximum length of time one player may perform as goalkeeper in a single match is one-half of the game, except for Area or Section, Tournaments (other than our Region Tournament) and Select play.	Maximum length of time one player may perform as goalkeeper in a single match is one-quarter of the game.	No goalkeeper – all players are “field” players.
Referee	The diagonal system of control will be used to officiate each match. In absence of the assigned referee, the designated team referees should officiate the match. The coach may not officiate the match.	The diagonal system of control will be used to officiate each match. In absence of the assigned referee, the designated team referees should officiate the match. The coach may not officiate the match.	The diagonal system of control will be used to officiate each match. In absence of the assigned referee, the designated team referees should officiate the match. The coach may not officiate the match.	No referee. A single coach or parent from each team should direct the flow of play and control any unnecessary fouls. A coach or parent from the “home” team will be on one field and a coach or parent from the “visiting” team will be on the other field.
Coaching	No change from regular play.	No change from regular play.	Coaches (one from each team) are allowed on the field of play during the first two weeks of play only. When on the field, coaches shall not carry clipboards or other equipment that could be dangerous to a player.	One coach or parent (one from each team) is allowed on the field of play at all times. When on the field, coaches shall not carry clipboards or other equipment that could be dangerous to a player.

Rules of Competition	U-12	U-10	U-8	U-6
Free Kick	No change from regular play except opponents must be 8 yards away before the kick is allowed.	No change from regular play except opponents must be 8 yards away before the kick is allowed.	All free kicks are DIRECT. A goal may be scored directly from a free kick. Opponents must be 8 yards away before the ball is kicked.	All free kicks are DIRECT and taken from the spot of the foul. A goal may be scored directly from a free kick. Opponents must be 8 yards away before the ball is kicked.
Penalty Kick	No change from regular play except opponents must be 8 yards away and outside the Penalty Area before the kick is allowed.	No change from regular play except opponents must be 8 yards away and outside the Penalty Area before the kick is allowed.	No penalty kicks will be awarded. For a penalty-type kick, the ball shall be placed on that point of the Penalty Area line closest to the spot of the foul and parallel to the goal line. All opponents must be 8 yards away	No penalty kicks will be awarded. Instead, play will restart with a direct free kick from the point of the foul.
Throw-In	No change from regular play.	No change from regular play.	A second throw-in is allowed if a player commits a foul on initial attempt. The referee shall explain the proper method before allowing the player to re-throw.	A second throw-in is allowed if a player commits a foul on initial attempt. The coach shall explain the proper method before allowing the player to re-throw. The second throw-in is normally accepted.
Corner Kick	No change from regular play except opponents must be 8 yards away before the kick is allowed.	No change from regular play except opponents must be 8 yards away before the kick is allowed.	No change from regular play except opponents must be 8 yards away before the kick is allowed.	No change from regular play except opponents must be 8 yards away before the kick is allowed.
Duration of Game	Two equal 30 minute halves; halftime break of 5-10 minutes.	Two equal 25-minute halves; halftime break of 5-10 minutes.	Two equal 20-minute halves; halftime break of 5-10 minutes.	Two equal 20-minute halves; halftime break of 5-10 minutes.
Substitutions:	Mid-way through each half, at the start of the second half, and for any injuries.	Mid-way through each half, at the start of the second half, and for any injuries.	Mid-way through each half, at the start of the second half, and for any injuries.	Mid-way through each half, at the start of the second half, and for any injuries. In addition, coaches may substitute at any time for any valid reason.

Division-Specific Modifications for U10, U8 and U6 Divisions.

Rules of Competition	U-12	U-10	U-8	U-6
The Start of Play	No change from regular play except opponents must be 8 yards away before the kick-off is allowed.	No change from regular play except opponents must be 8 yards away before the kick-off is allowed.	No change from regular play except opponents must be 8 yards away before the kick-off is allowed.	No change from regular play except opponents must be 8 yards away before the kick-off is allowed.
Scoring Method	No change from regular play.	No change from regular play.	No change from regular play. Goals scored from a “cherry-picking” player, once warned, will not be allowed.	No change from regular play.
Offside:	No change from regular play.	No change from regular play.	There shall be no offside called. Referees will be encouraged to provide proper instruction to players who seem to be positioning themselves intentionally in an offside position.	There shall be no offside called.
Fouls and Misconduct	No change from regular play except no caution or send-off issued to players except by an independent neutral referee.	No change from regular play except no caution or send-off issued to players except by an independent neutral referee.	No change from regular play except direct free kick for all fouls, with the opponents eight yards away. Referee to explain ALL infractions to the offending player. No caution or send-off issued to players. Serious misconducts are referred to the respective coach for immediate corrective action.	No change from regular play except direct free kick for all fouls, with the opponents eight yards away. Coach to explain ALL infractions to the offending player. No caution or ejections issued to players. Coaches are expected to take immediate, positive and instructional corrective actions for any serious misconduct.
Tackling	No change from regular play.	No change from regular play.	Slide tackling is not allowed. Violations will result in a free kick for the opposing team.	Slide tackling is not allowed. Violations will result in a free kick for the opposing team.
Standings	No change from regular competition.	No change from regular competition.	No standings will be kept.	No standings will be kept.

APPENDIX L Competition Format and Post-Season Tournament Play

Regional Tournament

(a) Standings will not be kept for Divisions U5, U6 or U8, nor are any awards given for finishing positions. These divisions are recreational only, there is no post-season play. Once their regular-season schedule is concluded, these teams are finished for the season.

(b) Standings for Divisions U16 and U19 are kept by Area R. The format for the U16 and U19 playoffs will be decided by the Area, and these teams will compete in the Area post-season tournament.

(c) For the remaining divisions (U10, U12, and U14); during the first portion of the Fall season, standings will be kept for the sole purpose of seeding teams into the Regional Tournament. During this time, games are to be considered 'recreational' and may end in a tie.

(d) Regional Tournament: Teams will be seeded into competition pools of 4 or 5 teams. The number of teams in each pool will depend upon the total number of teams in the respective division. These teams will play 1 or 2 matches per day in a tournament format to decide which teams qualify for the Regional Finals. Scoring during the tournament will be as follows:

Win .....……..… 18 points

Tie .....……. 9 points

Shut-out …....…… 3 points (a 0-0 tie earns each team a shutout point)

Goals Scored .....… 3 points per goal (to a maximum of 3)

Forfeit ……..… 21 points (scored as a 1-0 win for the opposing team; no shutout points for a forfeit win)

Ejection .....……. - 3 points per ejection (includes players, coaches, spectators)

(e) Parent volunteers on each team will have the opportunity to “earn” Team Participation Incentive Program points for their volunteer work during the Fall season (details about this program are found on the Region’s website). Each team’s TPIP points are totaled and added to the team’s total competition points to determine the final standings for each team.

(f) Game Durations: games may be shortened to accommodate the number of games that must be played against the number of fields that are available. This information will be provided to all teams along with the game schedule prior to the start of the Regional Tournament.

(g) Ties: In the unlikely event of a tie in which both teams cannot move on, the team to advance to the finals will be decided as follows:

Higher total Team Participation Incentive Points
Head-to-head competition during the Regional Tournament
Lowest total goals against during the Regional Tournament
Fewest send offs/ejections of players, coaches and/or spectators during the Regional Tournament
Fewest cautions of players during the Regional Tournament

By a flip of a coin.

(h) Advancement to Regional Finals: Depending on the number of teams in each division, the top four to eight finishers will advance to the Regional Finals. The Regional Finals will be held at a time and date to be determined, following the conclusion of the Regional Tournament.

(i) Additional information regarding the Regional Tournament and Regional Finals will be made available shortly before the Thanksgiving break.

Regional Finals

(a) The Regional Finals will be single elimination.

(b) In divisions where eight teams qualified for the Finals, there will be quarterfinals, semi-finals and a consolation and championship final.

(c) In divisions where only four teams qualified for the Finals, there will be semi-finals and a consolation and championship final.

(d) The Regional Finals will be regulation-length matches. All matches must have a winner, and cannot end in a tie.

(e) Tie-Breakers: in the case of a tie, two overtime periods will be played as follows:

U14 – 9 minute periods

U12 – 7 minute periods

U10 – 5 minute periods

(f) If the match is still tied after these two periods, the teams will determine the outcome of the match by kicks from the Penalty Mark as defined by FIFA. The champions of the Regional Finals will advance to the Area Tournament. Depending on the number of teams that the Area Tournament needs, the runners-up in some divisions may also be invited.

Awards

Awards in the form of trophies or medals (as determined by the Board) will be awarded to all participants for teams that finish in places 1 through 4, except for U19, U16, U8, U6 and U5 as previously mentioned.

REGIONAL GUIDELINES

Choose only one option below:

- ❑ Option 1: Region _____ hereby acknowledges they are operating under the Standard Regional Guidelines with approval below. *(Do not attach a copy of the guidelines)*

- ❑ Option 2: Region _____ Regional Guidelines are attached and approved below. *(Attach a copy of the Regional Guidelines)*

- ❑ Option 3: Region _____ hereby acknowledges they are operating under their own Regional Guidelines dated _____; filed with the National Office and there are no changes for this year, approval below.

APPROVED BY: Regional Commissioner _____ Date _____

APPROVED BY: Area Director _____ Date _____

APPROVED BY: Section Director _____ Date _____

Date Received by the National Office: _____