

## Tournament Guidelines

\_\_\_\_\_ Submit the application to host a tournament

\_\_\_\_\_ Submit the signed host agreement

\_\_\_\_\_ Submit fee for hosting tournament:

Restricted tournament: \$50 plus 50% of team entry fee

Unrestricted tournament: \$75 plus 75% of team entry fee

Example: team entry fee is \$400

Restricted:  $\$50 + \$200 = \$250$  host fee

Unrestricted:  $\$75 + 300 = \$375$  host fee

Example: team entry fee is two divisions at \$175, two divisions at \$225, and four divisions at \$300

The average entry fee is \$250

Restricted:  $\$50 + 125 = \$175$  host fee

Unrestricted:  $\$75 + 187.50 = 262.50$  host fee

\_\_\_\_\_ Submit the tournament rules

\_\_\_\_\_ At least two weeks prior to the start of the tournament a list of ALL participating teams must be submitted to the state office. The list should include the team name, team id number, age group and gender. If the team is not registered with ASSA the list should also include the state and/or national affiliation.

a. A tournament can only allow types of teams that are stated on the tournament host application.

Ex: A recreational team cannot participate in a tournament that only allows classic/select teams.

\_\_\_\_\_ The tournament must verify that the teams are properly registered and that ALL players participating are registered. All teams should be required to provide the following information at team check-in:

a. Official roster

b. Player cards for all players and coaches

c. Travel permit (if traveling from another state)

d. Medical release for each player. (Notarization is optional but highly recommended)

e. Birth Certificate (optional but encouraged)

\_\_\_\_\_ If the tournament is unrestricted the following information is required for teams not registered with an US Youth Soccer state association:

a. Proof that all USSF affiliates that are not USYS members are properly registered.

b. Proof of valid medical and liability insurance. This needs to be sent directly to the state office.

c. A document to indemnify ASSA, or any ASSA member association, from any and all liability or medical claims (at least \$1,000,000.00) related to the tournament or a supplemental insurance policy procured by tournament organizers with the same limits. This also needs to be sent directly to the ASSA office