

REGIONAL GUIDELINES

AYSO REGION 98 Temple City

ARTICLE ONE

Purpose

The Purpose of these Guidelines is to regulate the affairs of Region 98. These Guidelines are subject to the National Bylaws of the American Youth Soccer Organization (AYSO), the Articles of Incorporation of AYSO, the AYSO National and Section 1 Rules and Regulations, Area C Guidelines and the policies adopted from time to time by the AYSO National Board of Directors (collectively, the National Regulations). Copies of these documents will be made available by the Region on request and are hereby incorporated by reference. To the extent that these Guidelines conflict with or are in contradiction to any of them, they shall prevail over these Guidelines.

ARTICLE TWO

Mission

The AYSO Mission is to develop and deliver quality youth soccer programs which promote a fun, family environment *where young people can learn to develop a positive self-image, self confidence and other positive character traits* 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, although, we do encourage our Coaches to play every player for three quarters.

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 through 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.

ARTICLE THREE
Duties and Responsibilities of the Region

The duties and responsibilities of Region 98 shall be:

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 with the bylaws, policies, rules and 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 the 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 practice 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***

There shall be three kinds of members in Region 98:

EXECUTIVE MEMBERS: 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.

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.

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.

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.

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***

REGIONAL COMMISSIONER

The Regional Commissioner, with the support and assistance of the Regional Board, shall conduct the business and affairs of the Region.

- A. The Regional Commissioner shall serve a term of two 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.
- B. 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.
- C. 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.

- D. The Regional Commissioner shall act in all other ways to avoid the appearance of a conflict of interest.
- E. 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.

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 comprises 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 RC) may be removed by a vote of 2/3 of the Board members voting, which vote shall include the affirmative vote of the RC, whenever it is judged to be in the best interest of the Region or AYSO.

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 board meeting in each month during the primary season and at least one every two months during the remainder of the year. The Regional Board shall provide for the taking of minutes of the proceedings at each meeting and make them available to the members of the Region.
- B. All Regional Board meetings shall be open to all participating members unless the Regional Board determines that it is necessary to hold an executive session.
- C. 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.
- D. 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, via email, by telephone or in person.

- E. A majority of the board members shall constitute a quorum for the purpose of holding either a regular or special meeting.

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.

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, if possible, 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.

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.

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 program 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. No Board member, Participating Member or

Coach is permitted to use his or her position with AYSO or Region 98 to endorse a political candidate or any issue related to politics.

ARTICLE SIX ***Officers***

I. 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 nonvoting 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.

II. 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.

III. 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***

I. 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 delegated such task by the Regional Board.
- C. Retention of players on any team shall be limited to the head coach's child(ren). This also applies to a head coach who is not the parent, but is coaching at the request of a parent of a certain child; i.e. uncle, aunt, or family friend. 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 approval of the coaches of both teams involved, the age division coordinator (if any), the Regional Commissioner and the parent or guardian of the player, unless the player is 18 years of age at the time.

- 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.
- G. Any player requesting to play in a higher or lower division than his/her assigned division, shall have his/her case reviewed by the Coach Administrator along with the division coaches. Any deciding action shall be made by the Regional Board based on the recommendation of the Coach Administrator.
- H. Formation of all teams, other than U16 and U19 teams, will be computer generated and will be based on player ratings for each player established based on each player's skill level. All players are rated on a scale of 10 to 100 with 10 being the lowest rating and 100 being the highest ratings. If there are sufficient registrations in the U16 or U19 divisions, teams will be formed through a live draft. Only the head coach of a team, or his or her duly appointed replacement, may be present at the draft.
- I. The selection of all coaches shall be reviewed and approved by the Regional Board. As coaching is considered a privilege within the Region, any denial to coach a team(s) is not subject to appeal. Once approved, coaches in Region 98 are required to have taken and completed Safe Haven training, and completed the Coaching Course for their division, and to be able to show proof of the Coaching Certificate. The minimum required certification for each age level is as follows:
- U-6 = U-6 Coach
U-8 = U-8 Coach
U-10 = U-10 Coach
U-12 = U-12 Coach
U-14 = Intermediate Coach
U-16 & U-19 = Advanced Coach
- I. Each coach in the U8 through U14 divisions is expected to attend each player rating meeting for their respective divisions in order to ensure a fair and balanced ratings for all players in each division and thereby help to ensure fair and balanced teams in each division. Failure to attend coach ratings meetings will be considered in determining whether an potential will be allowed to coach the following season.

II. Registration Fees and Refunds

- A. The registration fee for each player participant shall be fixed annually by the Regional Board.
- B. The Regional Commissioner 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 shall be entitled to a full refund of such registration fee if the refund request is postmarked by July 31st. Thereafter, a 50% refund is given for request postmarked after July 31st. A full refund will be given only for medical reasons documented by the player's physician. No refunds will be given after the second week of the season. All refunds must be submitted in writing and include the following information: Players Name; Date of Registration; Amount paid and form of payment; self addressed stamped envelope. Request must be mailed to TC AYSO Region 98; Refund Request; PO BOX 881, Temple City, CA 91780.

The cost of the uniform (if it cannot be reused) or other specific non-recoverable costs may be deducted from the refund.

III. 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.

IV. Length of Season and Cancellation of Games

- A. The length of any playing season during the year shall be of such duration as determined by the Regional Board, and as set forth in the Regional calendar. Any cancellations or postponements of games or practices will be made at the discretion of the RC, or Safety Director, or by direction of the Parks and Recreation.
- B. Inclement weather or poor field conditions may necessitate from time to time the postponing or canceling of games. Any such postponement or cancellation will be made at the discretion of the Regional Commissioner or the Regional safety director as early as practical before game time.
- C. 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.

V. Attendance; Participation

- A. In all divisions other than U16 and U19, every player shall be entitled to play at least three quarters of every game. In the event that a player is not present when a game begins, that player must play more

than half of the game for the period of time he or she was physically present and prepared to play. For example, a player who arrives mid-way through the first quarter of game, must play at least two of the remaining three quarters. A player who arrives at, or during the quarter immediately preceding, halftime, must play the entire the second half.

- B. 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. If a player is limited to one half or less of the game it must be with the approval of the Division Coordinator (if available) and the Coach Administrator at least 24 hours prior to game time, and the RC must be made aware of the decision.
- C. No player shall play the entire game unless all of the other players have played at least three quarters of the game.
- D. In the U10 division, no player shall play more that two quarters as goalkeeper. If the goalkeeper rule is abused in divisions U10, the offending coach will be deducted 1 point for unsportsmanlike behavior.
- E. In games played through inter-Regional play (e.g., U16, U19, play-through and All-Stars) the applicable Area 1-C or Section 1 rules for player participation will apply.

VI. Protests.

- A. No protests of games are 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 Referee Administrator, it is found that a law, rule or regulation was misapplied the referee will be so informed in order to ensure that no further misapplication occurs.

VII. Conduct During Games

The highest standard 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 and will not be tolerated by the Region. The coach's responsibility is to provide encouragement, positive direction, and be a positive role model to

his/her team.

- B. The use of alcohol, tobacco products, or illegal drugs in the vicinity of the playing field during practices or games is strictly forbidden.
- C. All participants shall wear the official uniforms, as described in paragraph 12 of this Article Seven, for all games and dress 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. 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, if possible) 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 conducts violate 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).

- J. If, after the requests from the Referee, RC, or Board member, the coach and/or the spectators fail to control their behavior, the game shall be terminated. After review of the incident, the Regional Review Board may invoke a one game suspension for a participant who is sent off the field by a referee for disciplinary reasons. All parents/ coaches are required to read and sign a Parent or Coach Agreement form which will be maintained by the Region throughout the season.

VIII. 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.

IX. 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 will 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.

X. Facilities

- A. It shall be the responsibility of both teams for the first game to set up the goal posts and nets and both teams for the last game to take down the goal posts and nets. A sportsmanship penalty may be assessed if the goals are not properly put away.
- 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.

XI. 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 US 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.

XII. Equipment

- A. Region 98 shall make arrangements to supply each player with a uniform consisting of jersey with the AYSO logo properly affixed thereto and, if possible, a pair of socks and shorts.
- B. Each player is expected to provide his/her own appropriate footwear and shin guards. No player may participate in a game without such shirt, socks, shorts, appropriate footwear and shin guards.
- C. Players may not wear jewelry of any kind, (including chains, watches, body jewelry and earrings.), bandanas other ornamentation or anything else that may, in the opinion of the referee, create an increased risk of injury to himself/herself or to the other players during the game.
- D. Medical information bracelets should not be removed, but can be covered with a soft wrist band or temporarily modified to fit more snugly.
- E. Prescription eyeglasses may be worn, but must remain firmly on the wearer's head. A restraining strap may be worn. Non-prescription eyeglasses or sunglasses are not allowed to be worn by a player during the game.
- F. Hard Casts (including padded casts), splints, helmets, and hard padding are not allowed and are not to be worn by the player during the game. Players with orthodontic braces are recommended to wear mouth guards. Soft padded concussion headwear is permitted.

XIII. Upper Division

The selection of all Upper Division coaches shall be reviewed and approved by the Regional Board. As coaching is considered a privilege within the Region, any denial to coach a team is not subject to appeal. As required by AYSO, Section 1 and Area 1-C, selected coaches will be Safe-Haven certified and have the appropriate level coach certification. Once the coaches have been selected, they will meet with the

Regional Commissioner, Upper Division Coordinator, and Regional Coach Administrator prior to team formation to review player skill levels. At which time the players will be rated on a scale of 10 through 100.

If more than one team is to be created, the team formation process will be conducted by the Upper Division Coordinator with the Regional Commissioner and Coach Administrator present as well as an Area representative if required by Area 1-C. Team Formation will consist of a live draft, to be attended by only one representative from each participating team, which will proceed in a snake draft fashion (i.e., the last team picking in each round makes the first pick in the next round and the draft order is reversed). Prior to the start of the draft, the participating coaches shall attempt to determine the appropriate draft round into which each of their children will be slotted. In the event that the coaches cannot agree regarding the appropriate draft round, the Regional representatives present at the draft shall determine the proper draft round.

As the Upper Division Program is run by Area, any additional special requirements will be needed to be followed based on Area Upper Division guidelines.

ARTICLE EIGHT

Financial, Banking and Related Matters

I. Budget; Financial Statement

- A. The Region 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 request.
- C. This year's budget and last year's Statement of Income and Expenses are attached hereto as Appendices.

II. Account Signatories

- A. All checks drawn on any bank account maintained by Region 98 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.

III. 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.

IV. 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 as soon as reasonably practical 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 as soon as reasonably practical thereafter.
- D. When handling a significant amount of cash monies, at least two Regional volunteers should be present.

V. 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 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, and the copy kept in the cash receipt book. 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.

VI. Immediate Accounting to Regional Treasurer

The Region Treasurer in cooperation with the other Regional board and staff members shall establish internal control procedures to safeguard against the misuse of loss of Regional assets, especially in regard to the immediate account 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

VII. 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.

VIII. 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.

IX. 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, or as soon as reasonably practical thereafter.

X. Audits

The Region at all times shall cooperate with, and respond to, inquiries by the Area Auditor and Section Auditor.

ARTICLE NINE ***Dispute Resolution***

I. General Policy

- A. It is the policy of the Region to resolve all disputes involving persons involved in the Region in any 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 are no other solutions. (e.g., where a parent cannot or will not cease his/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 and 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 suspension or removal proceedings beyond those persons who need to know, 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.

II. General Due Process

- 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.

III. 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.

IV. 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.

V. 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.

XI. 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***

I. Approval of Guidelines

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

II. Changes 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 Section Director, and and then submitted to the National Office.

APPENDICES

- APPENDIX A: All Star Guidelines
- APPENDIX B: All Star Permission Slip
- APPENDIX C: T C Cup Guidelines
- APPENDIX D: 2015-16 Annual Budget

APPENDIX A

ALL STAR GUIDELINES

1. Player Selection

- a. **General:** The following procedure will be used to select Section and Area All Star Teams as appropriate for each participating division. Selected teams will be entered in Area C Competition for Girls and Boys Divisions U10- U14. Both the Area C Board of Regional Commissioners and Regional Directors shall determine the number of All star teams to be entered from each division. The criteria for forming multiple All Star teams in a division shall be determined by Area C Board of Regional Commissioners. These procedures shall be modified as required to satisfy the Area Criteria. The following procedures provide for the formation of Section and Area All Star Teams within a division.
- b. **Nomination Forms:** Four weeks prior to the end of regular season, the coaches in a participating division will nominate qualified All Star candidates from their teams by submitting a list of nominees on the appropriate form to the All Star Team Coordinator. Coaches must also submit player evaluation forms at this time.
- c. **Nominee Selection:** Two weeks prior to the last regular season game, each division will hold a meeting to discuss the relative merit of each nominated player. This meeting will be attended and chaired by the All Star Coordinator and the Regional Commissioner. The Coach Administrator(s) and the division coordinator will be required to attend. Based on the discussion at this meeting, nominees may be deleted or additional players added to the list of candidates.
- d. **Team Formation Single Division:** Prior to the last day of regular season for division with one All Star team, each coach will vote for an all opponent team, (11 players U12-U14) and 7 players (U10) from the list of players submitted by the coaches as candidates. Coaches may not cast votes for players from their own team. The remaining players on the team will be selected by the all star coach at his/her discretion from any of the remaining players in the division. In case of a tie in the vote count the All Star Coordinator shall chair discussion with the coaches within the division to break the tie(s). Coaches that have not submitted player evaluation forms shall not participate in the All Star selection.
- e. **Team Formation Two Team Divisions:** If two All Star teams are entered from the same division, at least 12 of the thirty players selected must be from a younger age in the division. The Section All Star team is to be the best team the Region can field. The Area All Star team will not compete against any Section All Star teams, and will not continue to play beyond the area playoffs. The player selection procedure for divisions with two all star teams will be as follows
 - i. One week prior to the last day of the regular season for each division, each coach will vote for an all opponents team (11 players U12-U14) and

(7 players U10) from the list of players submitted by the coaches as candidates. Coaches may not cast votes for players from their own teams. The coaches also vote on a second ballot for an all opponent team (11 players U12, U14) and (7 players U10) from the list of younger players submitted by the coaches as candidates.

- ii. The eleven and seven players of the divisions receiving the top vote counts shall be selected to the Section All star teams. The remaining players on the team will be selected by the all star coach at his/her discretion from any of the remaining players in the division. In case of a tie in the vote count, The All Star Coordinator shall chair discussion with the coaches.
- iii. The second All Star team will be composed of a sufficient number of younger players to provide at least 12 players for the two all star teams. The second play ballot of young players will only be used to identify the appropriate (highest count) young players for the Area Team. If less than eleven young players were required for the Area team the first ballot will be used to select the remaining players needed to fill the first eleven positions. The last four players on the area team will be selected by the Area team coach, at his/her discretion, from any of the remaining players in the division, either younger or older.
- iv. When a player has been elected to a specific team, that player must play for that team unless his / her parent is the coach of the other team in the division; in this case the player may move to the other team with the approval of the Regional Commissioner and the All Star Coordinator.
- v. The All Star Coordinator will be responsible for the counting of ballots and the selection of additional players in an expedient manner after completion of the regular season. All Star selections will be announced by the Regional Commissioner at the end of the regular season. All Star Coaches are not to contact selected All Star Players prior to the formal announcement, after the last regular game season has been played.
- vi. All Star team practices may start immediately following the regular season but under no circumstances prior to December 1st due to the Section 1 regulations. Players may participate in All Star and regular team playoffs; however in case of practice conflicts the regular season team must take precedence.
- vii. Coaches who have submitted player evaluation forms shall participate in All Star team formation.

2. **Coach Selection**

- a. **General:** Coaching a tournament or All-Star team in Region 98 is a privilege that is granted based on a variety of factors, including coach experience and history, coach certifications, team placement in the standings, attendance at all coach division coach ratings meetings, and other Region volunteerism. Accordingly, the coach of the first place team will not necessarily be awarded a tournament or All-Star team. Tournament and All-Star coaches are representatives of the Region and are expected to conduct themselves in accordance with the AYSO philosophies.
- b. **Application:** Anyone interested in coaching a tournament or All-Star team must submit an application indicating his or her interest in coaching and in which division. A committee consisting of the Regional Commissioner, Assistant Regional Commissioner, Regional Coach Administrator and the appropriate Division Coordinator will select All-Star coaches. The Regional Commissioner retains final authority to select and appoint tournament and All-Star coaches. The selection of All-Star coaches will be made prior to the coaches' vote for the All-Star teams. Only coaches who meet the certification requirements are eligible to coach a tournament or All Star Team.
- b. **Certification:** Tournament and All-Star coaches in Region 98 are required to have taken and completed Safe Haven training, and completed the Coaching Course for their division, and to be able to show proof of the Coaching Certificate.
- c. **Board of Review of Coaching Candidates:** Prior to selection of All-Star Coaches the Regional Executive Board Members may review the list of candidates and by a 2/3 vote remove candidates from the eligibility list.

APPENDIX B

Temple City AYSO Region 98

All-Star Participation

Permission Slip

All-Star season will be coming up soon. If you would like to be eligible to participate you must have your parents read, understand, complete this form and return to your coach.

Please understand the form is only to establish your commitment to participate if chosen. It does not guarantee that you will be chosen for an All Star Team.

1. You must be committed to play All Stars from December through approximately the end of February, and possibly into March if your team makes it to the playoffs.
2. You must be available for all practices and all games. Any conflicts should be brought to your coach before submitting this form. (Practice schedules and locations will be determined by coaches.)

If you are chosen for All-Stars, there will be a \$120.00 All star fee which will include a new uniform, please indicate on this form the uniform size. Please do not include check along with the form. All-Star fees will be collected by the coaches.

The permission slips must be returned to your coach by November 20, 2015.

Players Name _____ Birthdate _____

Division _____ Coach's Name _____

Parents Name(s) _____

Phone Number (s) _____

Parent's Signature _____ Date _____

Uniform Size: YS YM YL
 AS AM AL AXL AXXL

APPENDIX C

TC Cup Guidelines 2015

National AYSO guidelines will prevail during TC Cup; however, all players must play a minimum of 2 quarters of play per game

In each division, seedings for the TC Cup will be determined by order of finish during the regular season. In the event of a tie in the standings the following guidelines will be used to break the tie, in order: (1) Head to head competition based on points (3 for win, 1 for tie, 0 for loss); (2) Head to head competition based on fewest goals allowed; (3) fewest goals allowed in overall regular season play; and (4) highest goals differential in overall regular season play.

For U10, the goalkeeper must play at least 1 quarter of their playing time on the field

For U12 and U14, goalkeeper may play full game at this position (that said, coaches please be sensitive of the kids' needs)

In case of a tie at the end of regulation, we'll have (2) full five minute overtime periods. If we are still tied at the end of two overtime periods, a shoot out will be held.

For the shootout, each team will select 5 players that were on the field, at the end of overtime, to take penalty shots. The players will alternate after each shot. The team with the most scored shots wins.

If the game is still tied, coaches will select a different player to shoot.

If one team has more players than the other, the same players can shoot again only after all players on the team with fewer players have had an opportunity to participate in the shootout. Players will alternate taking shots from the penalty mark until one team has scored a goal more than the other from the same number of kicks.

The team winning the TC Cup becomes the Region division runner-up and represents Region 98 in post-season, inter-Region play. If the same team that won the regular season wins TC Cup, then the 2nd place finisher in the TC Cup becomes the division runner-up.

AYSO Annual Budget

Section 1	Area C	Region 98	Other Temple City
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For the 12 month period beginning: **July 1, 2009** __ **Ending: June 30, 2010** __

Date of last financial statement distributed to members: 12-May-09

Estimated Revenues:	Budget	Per Player	Last Season Actual
4005 Registration Fees (see bottom right)	<u>87,750.00</u>		<u>72,296.01</u>
4021 Tournament/Player Camp	<u>0.00</u>		<u>0.00</u>
4024 Tournament - Concessions	<u>0.00</u>		<u>0.00</u>
4031 Cultural Exchange	<u>0.00</u>		<u>0.00</u>
4040 Fund Raising Receipts: Concessions	<u>6,500.00</u>		<u>6,679.35</u>
4041 Fund Raising Receipts: Other	<u>65,000.00</u>		<u>45,591.66</u>
4310 Sponsors/Contributions/Donations	<u>500.00</u>		<u>877.00</u>
9105 Interest Income	<u>0.00</u>		<u>0.00</u>
4959 Other Income (Describe)	<u>6,000.00</u>		<u>5,552.00</u>
<u>All Star Fees</u>			
Total Estimated Revenue (R):	<u><u>165,750.00</u></u>	<u>\$ -</u>	<u><u>130,996.02</u></u>

Estimated Expenditures:	Budget	Per Player	Last Season Actual
5101 Uniforms: Players	<u>26,000.00</u>		<u>29,071.84</u>
5102 Uniforms: Coaches	<u>2,500.00</u>		<u>474.14</u>
5103 Uniforms: Referees	<u>4,000.00</u>		<u>3,883.41</u>
5104 Uniforms: Other	<u>2,000.00</u>		<u>812.47</u>
5111 Field Expenses	<u>8,000.00</u>		<u>3,537.23</u>
5115 Park Fees	<u>6,000.00</u>		<u>4,433.47</u>
5146 Equipmt Purchases & Storage Exp	<u>5,000.00</u>		<u>1,000.69</u>
5200 Natl Games-start up seed money	<u>0.00</u>		<u>0.00</u>

5205

Natl Games-Business Expenses

0.00

0.00

5208	Tourn/Natl Games: Opening ceremonies	<u>0.00</u>	<u>0.00</u>
5209	Tourn/Natl Games: Banners & Signs	<u>0.00</u>	<u>0.00</u>
5210	Tourn/Natl Games: Traffic Control	<u>0.00</u>	<u>0.00</u>
5211	Tourn/Natl Games: Entertainment	<u>0.00</u>	<u>0.00</u>
5212	Tourn/Natl Games: ID Cards	<u>0.00</u>	<u>0.00</u>
5213	Tourn/Natl Games: Insurance	<u>0.00</u>	<u>0.00</u>
5220	Tourn: Incentives, Trophies, Awards	<u>0.00</u>	<u>0.00</u>
5221	Tournament: Coaches	<u>0.00</u>	<u>0.00</u>
5222	Tournament: Referees (Turkey Tourney)	<u>2,000.00</u>	<u>1,775.00</u>
5223	Tournament: Other (Turkey Tourney)	<u>0.00</u>	<u>4,185.00</u>
5224	Tournament: Water/Food	<u>0.00</u>	<u>0.00</u>
5225	Tournament: Concession Expenses	<u>0.00</u>	<u>0.00</u>
5226	Tournament: Medical Personnel	<u>0.00</u>	<u>0.00</u>
5227	Tournament Planning Meetings	<u>0.00</u>	<u>0.00</u>
5229	Tournament/Player Camp Expenses	<u>0.00</u>	<u>0.00</u>
5239	Cultural Exchange Expenses	<u>0.00</u>	<u>0.00</u>
5241	Playoff Expenses	<u>0.00</u>	<u>0.00</u>
5255	Ads/Newsletter/Yearbook/Pictures	<u>14,000.00</u>	<u>13,144.25</u>
5261	Fund-raising Expenses: Concessions	<u>7,000.00</u>	<u>7,715.32</u>
5262	Fund-raising: Other	<u>35,000.00</u>	<u>33,622.51</u>
5274	Awards & Volunteer Recognition	<u>8,000.00</u>	<u>6,892.42</u>
5275	Donations	<u>500.00</u>	<u>0.00</u>
5431	Clinic Training Expenses: Player	<u>700.00</u>	<u>648.01</u>
5432	Clinic Training Expenses: Coaches	<u>2,500.00</u>	<u>543.15</u>
5433	Clinic Training Expenses: Referees	<u>1,000.00</u>	<u>1,031.16</u>
5434	Clinic Training Expenses: Other	<u>0.00</u>	<u>0.00</u>
5701	Payments to AYSO: Inter-Regional	<u>23,000.00</u>	<u>14,934.32</u>
5801	Fixed Assets (over \$1,000)	<u>0.00</u>	<u>0.00</u>
7401	Travel: Other	<u>0.00</u>	<u>0.00</u>
7430	Conferences / Meetings	<u>4,000.00</u>	<u>2,232.60</u>
7431	Section / NAGM	<u>4,500.00</u>	<u>9,082.10</u>
7435	Travel Mileage	<u>500.00</u>	<u>0.00</u>
7515	Phone / Internet / Website	<u>650.00</u>	<u>442.20</u>
7535	Postage	<u>700.00</u>	<u>455.67</u>

7625	Office Supplies	<u>2,700.00</u>	<u>1,446.10</u>
7695	Miscellaneous Supplies	<u>400.00</u>	<u>42.00</u>

8305	Bank fees	<u>200.00</u>	_____	<u>154.01</u>
8595	Other Expenses	<u>500.00</u>	_____	<u>1,236.99</u>
	Contingency			
	Total Estimated Expenditures (E):	<u><u>161,350.00</u></u>	\$ -	<u><u>142,796.06</u></u>

Estimated Cash Increase (Decrease): (R-E) 4,400.00

Estimated Bank Balance on June 30: 600.00

Estimated Ending Cash Balance: 5,000.00

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

Comments: _____

Treasurer's Name & Signature: _____

Date: _____

Executive Member's Name & Signature: _____

Date: _____

<p>DUE DATES:</p> <p>Region: 30 days prior to end of fiscal year - June 1</p> <p>Area discretionary account: July 1</p> <p>Section discretionary account: July 1</p> <p>Tournament: 6 months prior to event</p> <p>Camp: 60 days prior to camp</p> <p>Cultural Exchange: 3 months prior to travel</p>	<p>PLEASE COMPLETE THIS SECTION:</p> <table border="0" style="width: 100%;"> <tr> <td></td> <td></td> <td></td> <td style="text-align: right;"><u>Registration fees</u></td> </tr> <tr> <td style="text-align: right;">Players</td> <td></td> <td style="text-align: right;">Fee</td> <td></td> </tr> <tr> <td style="text-align: right;"><u>700</u></td> <td style="text-align: center;">x</td> <td style="text-align: right;"><u>\$ 90.00</u></td> <td style="text-align: center;">=</td> </tr> <tr> <td style="text-align: right;"><u>100</u></td> <td style="text-align: center;">x</td> <td style="text-align: right;"><u>\$ 100.00</u></td> <td style="text-align: center;">=</td> </tr> <tr> <td style="text-align: right;"><u>50</u></td> <td style="text-align: center;">x</td> <td style="text-align: right;"><u>\$ 115.00</u></td> <td style="text-align: center;">=</td> </tr> <tr> <td style="text-align: right;"><u>150</u></td> <td></td> <td></td> <td style="text-align: right;"><u>\$ 63,000.00</u></td> </tr> <tr> <td></td> <td></td> <td></td> <td style="text-align: right;"><u>\$ 10,000.00</u></td> </tr> <tr> <td></td> <td></td> <td></td> <td style="text-align: right;"><u>\$ 5,750.00</u></td> </tr> </table>				<u>Registration fees</u>	Players		Fee		<u>700</u>	x	<u>\$ 90.00</u>	=	<u>100</u>	x	<u>\$ 100.00</u>	=	<u>50</u>	x	<u>\$ 115.00</u>	=	<u>150</u>			<u>\$ 63,000.00</u>				<u>\$ 10,000.00</u>				<u>\$ 5,750.00</u>
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	x	<u>\$ 60.00</u>	=	<u>\$ 9,000.00</u>
		Total		<u>\$ 87,750.00</u>

- * Mail or fax (310-643-5310) to AYSO National Support Center * 12501 S. Isis Avenue * Hawthorne CA 90250
- * A copy should be submitted to your Area Director
- * Source online: <http://soccer.org> > Top menu "AYSO Business"> dropdown "Finance"