

TEAM TRAVEL PROCEDURES

These procedures apply to all CYSA teams traveling out of CYSA's jurisdiction, including travel to CYSA South as well as any non-affiliated tournaments (AYSO, YMCA, SAY, etc.) Travel to non-affiliated tournaments requires the pre-approval of the CYSA Board of Directors.

TRAVEL PROCEDURES FOR TEAMS LEAVING THEIR DISTRICT

Except for State Cup, Association Cup and CYSA Sanctioned Tournaments, if your team wishes to play a game outside of your district or wishes to host a team from another district either for a single game or numerous games, your District Commissioner must be notified either by your league or by you in order for the game to be sanctioned. **FAILURE TO NOTIFY YOUR DISTRICT COMMISSIONER MAY RESULT IN DISCIPLINARY ACTION AGAINST THE TEAM.**

PROCEDURES FOR TRAVELING WITHIN UNITED STATES

No later than thirty (30) days in advance of your departure date, submit to CYSA State Office for final approval:

1. A completed **US YOUTH SOCCER *Application for Travel*** (Must be original NO Faxes)
2. **CYSA Official Blue Travel Roster** (CYSA Form 201 C) which includes ALL traveling players and team officials. **MUST HAVE ALL REQUIRED SIGNATURES PRIOR TO FINAL APPROVAL.**
3. A copy of the approved **US Youth Soccer *Application to Host a Tournament or Games*** (sanctioning form) for the competition in which you wish to participate.
4. A check or money order (NO CASH PLEASE) for \$10.00, made payable to CYSA
5. Two (2) addressed and stamped envelopes: one addressed to team coach, one addressed to director of tournament you are entering.

California Youth Soccer Association is **NOT** required to approve an application submitted less than thirty (30) days in advance. If an application is submitted **LESS** than thirty (30) days in advance, late fees may be charged by CYSA. Consult your District Commissioner for specific policies and fines. **INCOMPLETE APPLICATIONS WILL BE RETURNED.**

PROCEDURES FOR TRAVELING OUTSIDE OF THE UNITED STATES

No later than ninety (90) days prior to your departure date, submit to CYSA for approval:

1. A completed **UNITED STATES SOCCER FEDERATION *Application for Foreign Travel***. (Must be original NO Faxes)
2. **CYSA Official Blue Travel Roster** (CYSA Form 201 C) which includes ALL traveling players and team officials. **MUST HAVE ALL REQUIRED SIGNATURES PRIOR TO FINAL APPROVAL.**
3. A signed ***Ted Stevens Olympic and Amateur Sports Act Agreement*** form.
4. A copy of the official brochure, pamphlet, invitation or other applicable material of the Tournament or Games Host.
5. Checks or money orders (NO CASH PLEASE) for the following travel processing fees:
 - a. \$25.00 made payable to US Soccer
 - b. \$10.00 made payable to CYSA
 - c. Any applicable late fees

California Youth Soccer Association is **NOT** required to approve an application submitted less than ninety (90) days in advance. If an application is submitted **LESS** than ninety (90) days in advance, late fees may be charged by CYSA. Consult your District Commissioner for specific policies and fines. **INCOMPLETE APPLICATIONS WILL BE RETURNED.**

After ensuring that your team or organization is in good standing, CYSA will forward these documents to US Soccer Federation for approval. After approval, a copy of the approved application will be returned to CYSA and to your team coach or manager. US Soccer Federation will notify the National Association of the country or countries to which your team is traveling, that your team is properly affiliated and has permission to travel.

US Soccer Federation is **NOT** required to approve an application submitted less than ninety (90) days in advance. If an application is submitted **LESS** than ninety (90) days in advance of your desired travel date, the following non-refundable late fees must be enclosed and made payable to USSF:

1. **Less than ninety (90) days, but more than sixty (60) days - \$25.00**
2. **Less than sixty (60) days, but more than thirty (30) days - \$50.00**
3. **Less than thirty (30) days in advance - \$100.00**