

PART 3 CLUB REGISTRATION AND TEAM ENTRY

The rules prescribe the procedures for Club registration and for entry of teams into CUSL leagues.

SECTION I: CLUB REGISTRATION

Immediately following the election of new Club officers, the Club Representative (or the Club's designated representative) should notify the CUSL Executive Director and enter into the CUSL website the listing the Club President and the Club's Representative(s) on the CUSL Board of Trustees. Each Club is responsible for accurately maintaining their contact information.

SECTION II: LEAGUE REGISTRATION

A. Dates and Fees

Prior to each season, the CUSL Operations Committee shall establish the team entry fee for that season and the final date for entering teams. All teams will be entered via the CUSL website.

B. Team Entry Procedure

1. Each Club determines which of its teams will participate in league competition.
2. The Club will then enter the team on the CUSL website. All of the required information must be entered on the website for the team.
3. Each Club is to enter the "Field Directions" information on the CUSL website. All of the required information is to be entered into the website. Clubs must provide sufficient number of fields of adequate size to permit half of the Clubs teams to play at home each Sunday. (Failure to provide adequate fields will cause rejection of teams).
4. The Club is to enter into the CUSL website the name of the Club's Field Coordinator and the name and address of the Club's Referee Assignor.
5. After the website entry is complete, the Club send a single check covering the entry fees to the CUSL Operations Committee Treasurer for all teams in the Club to arrive no later than the established deadline for team registration.
6. Early entry of teams is encouraged to facilitate league planning.
7. At the discretion of the Boys/Girls Director, late applications may be accepted for the purpose of completing a team bracket.

C. Scheduling

1. Each Club must, as a minimum, provide sufficient fields and playing times to schedule one-half of their teams at home each week.
2. No more than eight (8) teams may be assigned to any one field as a home field. The Boys/Girls Director may provide an exemption for fields that are composed entirely of teams from the youngest age groups.

D. Refunds and Penalties

1. All Clubs must maintain a "Surety Bond" of \$200.00 for each Club. In the event of penalties against Club teams, the Club must re-establish the bond to maintain it at \$200.00. At the end of the season, the CUSL Treasurer shall normally carry the Club's bond over to the next season.
2. Team Withdrawals: If a team is entered in good faith and it is later found that a viable team cannot be formed:
 - a) If the Boys/Girls Director and Treasurer are notified prior to the time scheduling has begun, the entry fee will be refunded.
 - b) If the Boys/Girls Director is notified after scheduling has begun, but at least two weeks before league play begins, the fee will be forfeited, but no penalty will be assessed.
3. Penalties
 - a) Team Withdrawal: If the Boys/Girls Director is notified of a team's withdrawal after the date specified by the Operations Committee each season, or is not notified at all, the team entry fee will be forfeited and a \$500.00 penalty will be assessed against the Club.

b) Forfeits: The following penalties will be assessed to each Club for games its teams forfeit:

- 1st game \$ 30.00
- 2nd game, same team \$50.00
- 3rd game, same team \$150.00
- each subsequent game \$150.00

c) Any Club with forfeit fees that remain unpaid will not have any of its team registrations processed for the following season. The Operations Committee (i.e. the Treasurer) will notify each Club of forfeit fees due.

d) Referee Fees: If notification that a match will not be played as scheduled is received too late to inform the referees, the Boys or Girls Director will determine which team(s) is at fault and that team(s) is also liable for all referee fees. If necessary, the Boys/Girls Director is authorized to use the Club's surety bond money to reimburse referees. See Playing Rules for the requirements of notification.

SECTION III: CLUB AND TEAM MEMBERSHIP REQUIREMENTS

The Cincinnati United Soccer League, Inc. is a web based soccer program. In order to participate in CUSL each Club President, Representative and every Coach in their Club must be able to connect to the web and have an email address.

The Club Representative (or his/her designated representative) is to register of all their teams. The registration of players will be completed by the coach and/or the Club Representative on the CUSL website (WWW.CUSLSOCCER.ORG or WWW.CUSLSOCCER.COM). In addition, all communications will be done via email. All other League information, such as the League Manual, league assignments, and standings and scores will be on the web and it is the responsibility of the coach and Club Representative to print out the needed material. All scores of all games are to be reported on the web by the coaches.

No letters will be mailed to coaches, so it is the coach's responsibility to promptly and accurately utilize the website and respond to email before, during and after each season. If the coach and/or Club Representative does not fulfill all of his/her responsibilities promptly on the website or via email, the Club and/or team will be warned of their failure to comply. Failure to correct non-compliance and to being to comply will result in the elimination of the team and/or Club from the program.

If the coach does not have an email address and/or cannot connect to the web, the team has three options:

- a) Use an assistant coach, team administrator or parent surrogate to receive email and respond and handle all of the coaches/team's web based responsibility
- b) Install a computer and email address and access to the web
- c) Not participate in the Cincinnati United Soccer League.

If the Coach elects to use an assistant coach, team administrator, or surrogate, he/she is responsible for the functions performed by the replacement in the same manner as the coach who handles this function. It is the responsibility of the coach to make arrangements for all web-based information to be collected and delivered/communicated to the coach. Failure of the assistant coach, team administrator, or surrogate to properly/promptly to communicate with/for the coach is not an acceptable reason to prevent penalties.