



Washington State Youth Soccer Association • WSYSA

500 S. 336th St. Suite #100
Federal Way, WA 98003
(253) 4-SOCCER FAX (253) 925-1830
E mail mary@wsysa.com

DOMESTIC TRAVEL APPLICATION PACKET

Any team desiring to travel outside the State of Washington must submit a properly completed Application to Travel Packet. Submit the completed packet as soon as you enter the tournament, whether accepted or not. WSYSA will allow roster changes up to seven (7) days prior to travel with no additional fees.

FORMS: The completed Travel Packet includes:

- Completed Application for Travel
- Copy of the Approved Application to Host a Tournament
- Official Travel Roster, which includes all appropriate signatures.
- Check for Appropriate Fees
- Request for Player Passes

Mail to:
WSYSA
 500 S. 336th St. Suite#100
 Federal Way, WA 98003

FEES: In accordance with US Youth Soccer policies we will process late applications and charge late fees as follows:

- \$20.00 if received less than thirty (30) days but more than fourteen (14) days prior to travel
- \$50.00 if received less than fourteen (14) days but more than seven (7) days prior to travel
- \$250.00 if received less than seven (7) but more than 48 hours prior to travel with approval from the Executive Director.
- \$50.00 to make a Roster change if received less than seven (7) but more than 48 hours prior to travel with approval from the Executive Director.

Complete the Application to Travel in its entirety. On approval, WSYSA will return a copy of the approved application to the Team Manager or Team Coach listed on the Application to Travel Form.

U.S. Youth Soccer
 National Youth Soccer Association

APPLICATION FOR TRAVEL

Name of Team/Coach: _____

Age Group: _____

League/State Association: _____

Team Manager/Coach: _____

City: _____ State: _____ Zip Code: _____

Signature of Team Manager/Coach: _____

Requested to play in the _____

Signature of Tournament Director: _____

Signature of Host: _____

Signature of U.S. Youth Soccer: _____

Host Agreements may be obtained from the Tournament Brochure Tournament website or from the Tournament Director. Use information from this form to complete the Travel to a Tournament Section

U.S. Youth Soccer
 National Youth Soccer Association

APPLICATION TO HOST A TOURNAMENT OR GAME

Name of Tournament: _____

Host Organization: _____

Location: _____

City: _____ State: _____ Zip Code: _____

Requested State Association: _____

Requested to Host: _____

Age Group	Number of Teams	Number of Players	Number of Coaches	Number of Officials	Number of Refs	Number of Assistants	Number of U.S. Youth Soccer Officials
U-10	10	100	10	10	10	10	10
U-12	10	100	10	10	10	10	10
U-14	10	100	10	10	10	10	10
U-16	10	100	10	10	10	10	10
U-18	10	100	10	10	10	10	10

Signature of Tournament Director: _____

Signature of Host: _____

Signature of U.S. Youth Soccer: _____

All teams traveling outside Washington State must carry with them at all times the following documents:

- Approved Application for Travel
- Approved Official Travel Roster
- Player Membership Passes State Cup Passes are only valid for State Cup.
- Approved and Notarized Medical Release Forms signed by a parent/legal guardian

OFFICIAL TRAVEL ROSTER

- Complete the Official Travel Roster in its entirety. Roster with incorrect or incomplete data will be returned without any action.
- Please submit an original Official Travel Roster Form; photocopies or other roster forms are not acceptable. (See example)
- All rosters must be approved by the appropriate Association Registrar

TEAM PERSONNEL

- For Risk Management verification purpose please submit team personnel's **FULL LEGAL NAME** along with their dates of birth.
- In compliance with 217.3, Team personnel who did not have valid Risk Management Acceptance will be deleted.

PLAYER PERSONNEL

- Listed Player's **FULL LEGAL NAMES** in alphabetical order.
- All players are required to sign the Official Travel Roster. The player's signatures may be used by the tournament officials for verification purposes
- All players are assigned a Team ID Number when they register, usually in the fall. This Team ID Number remains the same throughout the seasonal year unless the player is officially transferred prior to the October 31 deadline. Team ID Numbers are found on their membership passes or obtain from the Association Registrar. *Player's that tryout and intends to play for your team next season, are still registered under their original Team ID Number.* Please use the original Team ID number.
- List the Player's Date of Birth
- A player would be considered a **Guest Player** if: they are not currently registered to your team; and the team they are registered to is still in League or State Cup competition. If the player's team is not in League or State Cup competition then they would be considered an "Open Season" player and would not need to include a guest player form.

TO CHANGE A ROSTER: Submit a new Official Travel Roster with only the *new player's* information and signature. Please be sure to have it approved by the appropriate Association Registrar. If less than seven days prior to travel but more than 48 hours please include appropriate fees.

MEMBERSHIP PASSES

Membership Passes (Player Cards) are also required for travel. *Player's who tryout and intend to play for your team next season use their current membership pass.* We do not issue new player passes with the next year's team ID number. Teams that normally do not use player passes need to request them along with their application to travel. State Cup Membership Passes are only valid for State Cup. The cost is \$1.00. Teams are responsible for pictures and lamination.



US Youth Soccer
A Proud Member of US Soccer

Affiliated with the Federation Internationale de Football Association



Please Type or Print Clearly - Do Not Staple

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I. APPLICATION TO TRAVEL

Everyone requesting permission to travel must fill out this section.

Team Name _____ Age Group U-_____ Type of Team (see reverse side)_____ B / G (circle one)
 League or Home Association _____ State Association or Affiliate _____ Team Departure Date _____
 Team Manager or Coach _____ Telephone () - _____ W
 Address _____ E-mail _____ () - _____ H
 City _____ State _____ Zip _____ () - _____ FAX

I state that during the dates below, the team has no conflicting playing commitments at home. All players are fully insured to cover them against injuries sustained on the field and during transportation.

Signature of Team Manager or Coach _____ Date _____

II. TRAVEL TO A TOURNAMENT

If you are requesting permission to travel to a tournament, you must fill out this section.

A copy of the approved Hosting Agreement or official brochure for this tournament must be attached.

We request approval to play in the _____ Tournament, to be held in _____
 _____, during the dates of _____

Tournament Director or Contact Person _____ Telephone () - _____ W
 Address _____ E-mail _____ () - _____ H
 City _____ State _____ Zip _____ Country _____ () - _____ FAX

III. TRAVEL TO PARTICIPATE IN GAMES

If you are requesting permission to travel to participate in games, you must complete this section.

A copy of the approved hosting form or, if outside the US, a copy of the official brochure, pamphlet, invitation, or other applicable material about the tournament or games must be attached.

We request permission to play games between the dates from _____ to _____ in the following locations (and attach a separate sheet, if necessary):

OPONENT	CITY	STATE OR COUNTRY
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

Hosting Organization _____
 Contact Person _____ Telephone () - _____ W
 Address _____ E-mail _____ () - _____ H
 City _____ State _____ Zip _____ Country _____ () - _____ FAX

APPROVAL
(For Official Use Only)

STATE ASSOCIATION OR AFFILIATE _____ Date _____

By _____ Title _____

In granting this permission to travel, neither US Youth Soccer nor its State Associations or Affiliates shall be liable for transportation, lodging, or injury to persons or property sustained in the course of the approved event.

DISTRIBUTION: ?Team (White) / ? State Association/Affiliate (Canary)

I. PROCEDURES TO TRAVEL WITHIN THE UNITED STATES

1. Not later than the date established by the State Association or Affiliate for submitting an *Application to Travel*, the team must submit to its State Association or Affiliate for approval—

- (1) a completed *Application To Travel*; **an incomplete application will be returned and considered as not having ever been submitted;**
- (2) a *Roster* that has been signed, stamped, or both, by the appropriate registrar and includes all players and team officials;
- (3) for the competition in which the team is to participate, a copy of the APPROVED *Application to Host a Tournament or Games* (if hosted by an Organization Member of US Youth Soccer) or the approved hosting form used by (A) a member of an Organization Member or the Organization Member itself that is not a member of US Youth Soccer, or (B) US Soccer; and
- (4) any fees required by the State Association or Affiliate for processing the application.

2. The State Association or Affiliate is not required to approve any application not timely submitted. If an application is not timely submitted, the State Association or Affiliate may accept the late filing of the application and charge a late fee. Consult the team's State Association or Affiliate for its specific policies and fees.

3. If the documents referred to in paragraph 1 are in order and in compliance with State Association or Affiliate requirements, appropriate fees paid, and the team and the club or league of which the team is a member are in good standing, the State Association or Affiliate shall approve the application. On approval, the State Association or Affiliate will return a copy of the approved application to the team coach or manager.

II. PROCEDURES TO TRAVEL OUTSIDE THE UNITED STATES

1. Not later than the date established by the State Association or Affiliate for submitting an *Application to Travel*, the team must submit to its State Association or Affiliate for approval—

- (1) a completed *Application To Travel*; **an incomplete application will be returned and considered as not having ever been submitted;**
- (2) a copy of the official brochure, pamphlet, invitation, or other applicable material of the tournament or games host;
- (3) 4 copies of the *Roster* that has been signed, stamped, or both, by the appropriate registrar and includes all players and team officials;
- (4) a copy of the completed US Soccer forms *Application For Foreign Travel* and *Certification Regarding Compliance with the Ted Stevens and Olympic Amateur Sports Act*, submitted directly to US Soccer; and
- (5) any fees required by the State Association or Affiliate for processing the application.

NOTE: WHEN TRAVELING OUTSIDE THE UNITED STATES, A TEAM MUST FILE 2 SETS OF APPLICATIONS AND HAVE BOTH APPROVED: (1) A US YOUTH SOCCER APPLICATION TO TRAVEL, INCLUDING ATTACHMENTS, MUST BE FILED WITH ITS STATE ASSOCIATION OR AFFILIATE AND APPROVED BY THE STATE ASSOCIATION OR AFFILIATE, AND (2) A US SOCCER APPLICATION FOR FOREIGN TRAVEL AND CERTIFICATION MUST BE FILED WITH US SOCCER AND APPROVED BY US SOCCER. BOTH APPLICATIONS MUST BE APPROVED BEFORE A TEAM MAY TRAVEL OUTSIDE THE UNITED STATES.

2. The State Association or Affiliate is not required to approve any application not timely submitted. If an application is not timely submitted, the State Association or Affiliate may accept the late filing of the application and charge a late fee. Consult the team's State Association or Affiliate for its specific policies and fees.

3. If the documents referred to in paragraph 1 are in order and in compliance with State Association or Affiliate requirements, appropriate fees paid, and the team and the club or league of which the team is a member are in good standing, the State Association or Affiliate shall approve the application. On approval, the State Association or Affiliate will return a copy of the approved application to the team coach or manager.

RECOMMENDED DEFINITIONS OF TEAMS (Place corresponding letter in appropriate space on application.):

- A **INTRA-CLUB TOURNAMENT TEAM:** a team which is put together for the sole purpose of playing in a tournament or other sanctioned non-league competition, whose roster includes only players who are members of one club.
- B **INTER-CLUB TOURNAMENT TEAM:** a team which is put together for the sole purpose of playing in a tournament or other sanctioned non-league competition, whose roster includes players who are members of more than one club.
- C **RECREATIONAL TEAM:** a team which participates in a RECREATIONAL LEAGUE.
- D **RECREATIONAL PLUS TEAM:** a team which participates in a RECREATIONAL PLUS LEAGUE.
- E **RECREATIONAL ALL-STAR TEAM:** an INTRA-CLUB TOURNAMENT TEAM whose roster only includes players selected from teams which participate in the same RECREATIONAL or RECREATIONAL PLUS LEAGUE.
- F **CLASSIC TEAM:** a team which participates in a CLASSIC LEAGUE.
- G **LEAGUE TEAM:** a team which participates in regularly scheduled league play.
- H **PREMIER TEAM:** a team which participates in a PREMIER LEAGUE.
- I **SELECT TEAM:** the official SELECT (all-star) TEAM of US Youth Soccer, any of its regions, a State Association, an Affiliate, other Organization Member, or any district or geographical subdivisions thereof, or any league.
- J **OTHER:** attached description of team if it does not fit any of the above definition



OFFICIAL TRAVEL ROSTER

Name of Association _____ Name of Team _____ Age Group U _____ Boys Girls
 Name of Coach _____ DOB _____ RMA ID# _____ Telephone _____
 Assistant Coach _____ DOB _____ RMA ID# _____ Telephone _____
 Assistant Coach _____ DOB _____ RMA ID# _____ Telephone _____
 Contact Person _____ DOB _____ RMA ID# _____ Telephone _____
 Address _____ City _____ State _____ Zip _____
 Colors: Jersey _____ Shorts _____ Socks _____ Alt. Jersey _____

LIST PLAYERS IN ALPHABETICAL ORDER BY LAST NAME FIRST - PRINT OR TYPE ONLY

PLAYER	SIGNATURE	TEAM ID#	BIRTH DATE	GUEST PLAYER
1.				<input type="checkbox"/> Yes <input type="checkbox"/> No
2.				<input type="checkbox"/> Yes <input type="checkbox"/> No
3.				<input type="checkbox"/> Yes <input type="checkbox"/> No
4.				<input type="checkbox"/> Yes <input type="checkbox"/> No
5.				<input type="checkbox"/> Yes <input type="checkbox"/> No
6.				<input type="checkbox"/> Yes <input type="checkbox"/> No
7.				<input type="checkbox"/> Yes <input type="checkbox"/> No
8.				<input type="checkbox"/> Yes <input type="checkbox"/> No
9.				<input type="checkbox"/> Yes <input type="checkbox"/> No
10.				<input type="checkbox"/> Yes <input type="checkbox"/> No
11.				<input type="checkbox"/> Yes <input type="checkbox"/> No
12.				<input type="checkbox"/> Yes <input type="checkbox"/> No
13.				<input type="checkbox"/> Yes <input type="checkbox"/> No
14.				<input type="checkbox"/> Yes <input type="checkbox"/> No
15.				<input type="checkbox"/> Yes <input type="checkbox"/> No
16.				<input type="checkbox"/> Yes <input type="checkbox"/> No
17.				<input type="checkbox"/> Yes <input type="checkbox"/> No
18.				<input type="checkbox"/> Yes <input type="checkbox"/> No

I hereby certify that the above information is true and correct.

Signature of Association Registrar _____ Date _____

Signature of State Officer and Title _____ Date _____

WSYSA IS A MEMBER OF USSF AND USYSA

