



TOURNAMENT HOSTING PROCEDURES

Any Indiana Soccer member in good standing wishing to host a tournament in which teams from outside their home organization will be invited to play, must obtain sanctioning from Indiana Soccer to hold the tournament.

1. At least 90 days before the event, the club must apply for sanctioning
2. The Tournament director or his designee must fill out the Application to Host form. This can be accessed from the Indiana Soccer website, www.soccerindiana.org under the sanctioned tournament section. The names, contact information and other vital information about the Tournament Director and Referee Assignor will be required, as well as the actual tournament information. The Application to Host has been modified to include the hosting agreement so that clubs have a single form to fill out and submit.
3. The club must **completely** fill out the Application to Host form and also submit:
 - a. \$200 sanctioning fee payable to Indiana Soccer
 - b. Complete copy of the tournament rules for the upcoming tournament year
 - c. Detailed security plan must be formed and documented. Include plans for the use of security officers, ambulance availability and plans if one should have to be called; how ejected adults or players are handled or asked to leave the complex. This plan may be in a separate document.
 - d. Detailed severe weather plan must be formed and documented Include plans for how weather is monitored; how are teams/players/referees informed of the stoppage of play; who makes that call; how long will play be suspended; how are teams notified that they may reenter the field of play; what happens if games cannot be completed and cannot be replayed... etc. This plan may be in a separate document.
4. If all paperwork is in order, and the Tournament and Cup Committee has no objections, the tournament will be approved. The approved Application to Host form will then be emailed to the Tournament Director for use when advertising and hosting the tournament.
5. The application can be modified and re-approved at any time by contacting Indiana Soccer.

OTHER POINTS TO KNOW WHEN HOSTING A TOURNAMENT:

1. Clubs may not advertise their tournament in any way before the Application to Host has been approved.
2. Any amendments to the Application to Host must be sent to State Office and approved before the tournament is held.
3. The Tournament Director must fill out a "Post Tournament Report" within 30 days of the completion of the tournament. ***If this report has not been filed in the state office from the prior year's tournament, the present tournament will not be approved for sanctioning.***
4. Indiana Soccer's playing rules for small sided play (under 9 through U12 age groups) must be followed.
5. New small sided playing rules and heading rules for ages 8-12 must be in the rules and abided by.