

Tournament Sanctioning Application Cheat Sheet

This tool will walk you through the application process and explain any process that is managed by US Soccer and US Youth Soccer. It may be helpful to review this first in the case you need to be ready with additional information before you begin.

Affiliated League/Club applying for Sanctioning:

Any group or organization must be a current and in good standing as an affiliate of Cal North Soccer, during the application period and the event dates.

Affiliated League/Club President:

This is the person who is the elected President of the hosting organization. This person will need to be the one to “approve” the application for sanctioning.

Affiliated League/Club President Email Address:

Please include the best email address for the President so the office can make contact quickly to get your event approved in a timely manner.

Tournament Director’s Name:

Most of the time, this is the person who will be managing the event. If you have not hired or selected a director at this time, you may submit the League President as long as they are aware you have done so. Once you have a director, please notify us so we can update the records.

Tournament Director’s Email:

Please make sure this is an email address that is monitored. If you have not selected a director at this time, please use an email address of a person who can answer any event related questions. You can update this at a later date.

Tournament Director’s Phone Number:

This will not be posted on the Event calendar unless you request it to be.

Tournament Director’s Mailing Address:

This will not be posted on the Event calendar unless you request it to be.

Tournament Name:

Self-explanatory

Tournament Website:

If you do not have a website set up yet for your event yet, you are welcome to use the link for your league/club.

City where games will be actually played:

This is important for teams knowing the distance and location for booking lodging, if needed.

Tournament Start Date:

Please use the date that competition will begin, not your event set up date.

Tournament End Date:

Please include the last day games are played.

Tournament Status:

This is a very important selection and can require additional paperwork. Teams that travel to your event may need a signed copy of the form to meet the requires for their specific organization.

Restricted:

Hosting for ONLY Cal North Teams OR Cal North and any US Youth Soccer affiliated team. No additional forms required to host Cal North Teams ONLY. Hosting for US Youth Soccer affiliated teams will require submitting the US Youth Soccer Hosting Application and Agreement with this application. (Check the box on the application "Restricted"). Basically, if you are only hosting Cal North teams, with Cal North Passes, you do not need to complete any additional forms. If you

Unrestricted:

Hosting for any US Soccer affiliated organization teams (US Youth Soccer, US Club, AYSO, SAY etc..) This status will also require submitting the US Youth Soccer Hosting Application and Agreement with this application (check the box on the application "Unrestricted")

Forms Required:

There are (2) forms required.

- US Youth Soccer Hosting [Application](#)
- US Youth Soccer Hosting [Agreement](#)

Both forms are posted on the application. You can download them to your desktop, complete them and then upload them to the application. These are fillable forms.

*Basically, if you are only hosting Cal North teams, with Cal North Passes, you do not need to complete any additional forms. If you are including any other teams from "other" states or organizations, you will need to complete the US Youth Soccer forms.

Team Classification and Age Groups Accepted:

Please make sure you check all groups that you will be hosting. Please note that at any time you need to alter this list we can make changes to the web posting for you.

Guest Players Accepted:

This is just a Yes or No answer for the posting, however if you have a limit, please make sure this is posted in your rules.

Total Number of teams you plan to accept:

The is a total number for your event, a breakdown per age/gender or classification is not requested, and leaves you the ability to fill your event with the groups that most apply.

Upload your logo:

This is an option you can upload your event logo or League/Club logo. Or none at all.

Cost per Team:

This is the application fee for the teams applying to your event. If you have a sliding scale (cost per age etc..) you are welcome to include that and we will post as such.

Additional Information:

This is any additional information you might need us know. If you have a special event or activities planned around your tournament, make sure you have that information posted on your event website.

Email address of person completing form:

We need this in case information you have submitted needs clarification. If you had someone complete this application who may not be able to answer questions pertaining to the application, please provide the email address of the person who can.

If you have any questions, please feel to contact the Cal North Office. You should have automatically received a confirmation of your submitted application from Google Forms.