



## **ADULT INDOOR LEAGUE POLICIES AND PROCEDURES:**

### **REGISTRATION:**

Registration can be done through our website, front desk or via phone. All registrations must be accompanied by complete registration information, \$150 deposit, and a credit card to be kept on file in our secure database. Registration must be submitted no later than 7 days prior to the start of any league. Late registrations will be accepted at the discretion of management on a case to case basis provided there is room remaining in the program of interest.

### **SESSION FEES:**

All session fees are due in full no later than the 2<sup>nd</sup> game of the session. Any team with an outstanding balance at this time should expect that their remaining balance will be charged to the credit card kept on file unless other arrangements are made at time of registration. Any team not paid in full will be removed from the schedule and all funds paid to date will be retained by Ultimate Soccer Arenas. Deposits will not be refunded in the case of a non-payment by the deadline indicated.

Session fees include: 50 minutes in length games (unless otherwise advertised), scheduling, officiating and field time

### **LEAGUE DIVISIONING:**

Ultimate Soccer Arenas reserves the right to promote or relegate a team from one division to another, after the completion of each session. It is our goal to provide best pairing of equally matched competition between the teams involved. We respectfully request that you register your team at the highest level of competition possible.

Division Guidelines:

A – premier/select level

B – select/recreational level

C – recreational/house level

**NO GIRLS ALLOWED IN ANY MENS LEAGUES(MENS OVER 30, OPEN, OR 40). Women are ONLY allowed in COED.**

### **CANCELLATION OF LEAGUE REGISTRATION:**

Any team withdrawing from a league prior to the schedule being published will incur a \$50 withdrawal fee. Any withdrawal after the schedule has been published or the league has started will forfeit their deposit and any other fees collected toward the session balance.

## **ROSTERS:**

Team managers are required to submit a roster by your first game. This ensures that roster info and participant information is current to date. We do not cap the number of players a team can place on a roster. We do require that every player placed on a roster as a full time player has a passcard processed through our front office. Memberships are required yearly for a \$10 processing fee.

All players placed on a roster must fall within the age guidelines for the league they are participating in. Players must meet the age requirements for the league within the session dates. Any team found playing with players in violation of age requirements for their respective league should expect the following consequences:

**1<sup>st</sup> offense:** game forfeit

**2<sup>nd</sup> offense:** 1 game suspension in addition to a forfeit of the game in question

**3<sup>rd</sup> offense:** expulsion from the remainder of the league with no refund of session fee.

Management reserves the right to extend exclusion from any future leagues based on severity of offense.

\*Any team wanting to protest a roster of their opponent should do so by half time of the game in question. A referee must be asked to involve management at which time a roster will be pulled and players will be identified. Teams fielding players who are not on their roster will be forced to forfeit the game in question.

## **PASSCARDS:**

Player passcards are required for each player assigned to a roster. A card must be processed through our front desk once a year for a minimal \$10 fee. The passcard is ensure that we have accurate contact information, a waiver on file, age appropriateness and allows for monitoring of continued yellow/red card offenders.

**Guest Players:** We understand that due to vacations, holidays, etc it will be necessary for teams to bring in guest players. A guest player is defined as a player participating in no more than 2 games for a session. After 2 games a player is considered a full time player for the team and must be added to the roster and get a player pass card through our front office. Any team utilizing a guest player must get authorization through the front desk to receive a guest player card. Authorization requires that the player is added into our system, birth date verified, photo taken and must agree to our waiver to be eligible to play. The player will receive a guest player card to give to our referees.

\*Any team wanting to protest a roster of their opponent has up to half-time of the game in question. A referee must be asked to involve management at which time a roster will be reviewed and players will be identified. Teams fielding players who do not have a pass card or guest player card will be forced to forfeit the game in question.

## **GAME CANCELLATIONS:**

As a courtesy to your opponents, we ask that teams do not cancel or no show games. We rarely have open field time during our peak season, therefore, it is our policy to forego reschedules.

In the event that a cancellation is unavoidable, we request that all cancellation notices are given no less than 24-36 hours in advance. 48 hours is preferred as that it may allow us to replace the cancelling team with another team in the league so your opponents do not miss out on a game.

It is rare that Ultimate Soccer Arenas will cancel games. In the event that this should happen due to inclement weather, power outages, etc, we will make every attempt to reschedule games. A prorated refund for the cancelled game will be offered in the event that we are not able to reschedule these games.

## **FORFEITS:**

**IF YOU FORFEIT A GAME YOU WILL BE CHARGED \$100.00. It is hard to reschedule games as we book fields up till we close. If you sign up a team you are committing yourself to show up to all games. You are letting down another team by forfeiting who is looking forward to play. \$50 dollars will be given to the opponent in credit and the other to the facility for the refs.**

Ultimate Soccer Arenas reserves the right to forfeit any team/person from any league/program for failure to follow any of the policies and procedures outlined here within without refund of deposits/session fees.

Teams submitting false or incomplete rosters will face required forfeit for any game under which they play until the roster is complete and accurate.

**Teams will have up to 10 minutes after the 25-minute mark to field a team with no less than 6 players.**

The clock will start at the scheduled game time regardless of the number of people a team has ready to play at that time. Coed teams are required to have 3 females on the field at all times. Coed teams starting the game short of players must have 2 female players on the field at the start of a game. Any team not able to field 6 players for the start of a game, will forfeit the game in question. Teams may borrow players from other teams within their own league provided these players are rostered, from the same or lower division, and have an up to date passcard in place. Players from a higher division may not play in a lower division as a substitute.

Teams/players exhibiting overly aggressive play, fighting by players, coaches or associated fans, blatant fouls and repetitive displays of unsportsmanlike conduct are grounds for forced forfeiture. Forfeiture based on this behavior is subject to the discretion of the management and referees of Ultimate Soccer Arenas.

Refunds will not be given for forfeited games for either team involved. Management may make efforts to reschedule for the opponents based on availability.

## **REFUNDS:**

It is rare that we will give refunds once league play has started. Refunds of session fees will be left to the discretion of management. Refunds will not be given on deposits for league registrations if the date of withdrawal is within 1 week of the start of a league. Full refunds will be given in the event that a program/league/tournament does not have enough participants enrolled to occur which will result in the cancellation of the league.

**SCHEDULING REQUESTS:**

Ultimate Soccer Arenas does not accept scheduling requests from teams for EARLY GAMES ONLY based on there being a limited time frame for games which includes 11:30 start times. We respectfully request that if you cannot agree to play late games, you consider not registering for our leagues. We expect that teams share the burden of these later game times, thus eliminating an abundance of them for any team. By granting an early game for one team, another team is forced into more than their share of late games. Due to the high demand of registration from November through March, we cannot eliminate these late time slots without turning away multiple teams which is why we exhibit full disclosure on our website about start times for our adult leagues. When scheduling we will do our best to distribute these late times as evenly as possible among participating teams.