



# Indoor Adult League

## Policies and Procedures

### **REGISTRATION:**

Registration can be done in person at our Front Desk, or website and via phone. ([ultimatesoccerarenas.com](http://ultimatesoccerarenas.com) or 248-648-7000) All registrations must be accompanied by a complete registration form, team roster, \$150 deposit, and a valid credit card to be kept on file in our secure database. Registration must be submitted not later than 7 days prior to the listed start of any league, or by end registration date communicated by Ultimate Soccer Arenas. Late registrations will only be accepted at the discretion of management on a case to case basis provided there is room remaining in the league of interest. Schedules will be communicated via email and website to participants of the league and only teams with complete team rosters will be given schedules to the upcoming league.

### **PASSCARD POLICY:**

Player Pass Cards are required for each player assigned to a roster. A card must be processed through our front desk once a year for a \$10 fee. The Player Card is to ensure that we have accurate contact information, a waiver on file, age appropriateness and allows for monitoring of continued yellow/red card offenders. Players must possess their Player Card for each game and present it to the referee. Any player who loses or destroys their Player Card must purchase a new card at the front desk before they can play in any further league games.

A player in possession of an expired Player Card can play the remainder of their game on that Player Card. The player is required to purchase a new Player Card before their next game is played.

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.

## **TEMP CARDS:**

We understand that due to vacations, holidays, etc. it will be necessary for teams to bring in guest/substitute players. Any team utilizing a guest player must get authorization through the front desk to receive a Temp 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. Substitute players are required to purchase a Temp Card for \$1 every game played. Only 2 Temp Cards are allowed. After the 2<sup>nd</sup> Temp card, the player will be notified that they are required to purchase a Player Card for \$10. The player will not be given any additional Temp Cards, and will only be permitted to play once a Player Pass Card has been purchased at the front desk.

Upon receiving a Temp card, the player must leave a valid driver's license with the front desk for the duration of the game. Only a driver's license will be accepted. The player will receive a Temp Card to give to our referees allowing play in the game and can pick up their driver's license at the completion of the game.

## **ROSTERS:**

Team managers are required to submit a roster before your first game of EVERY session. This ensures that rosters and participant information is current and up to date for that league session. We do not have a maximum number of players a team can place on a roster. We do require that every player placed on a roster has a Player Card processed through our front desk. Substitute players do not initially need to be placed on a roster and will be added to that teams' roster once they have played their 1<sup>st</sup> game. Any team failing to submit a team roster 48 hours before the 1<sup>st</sup> game will be subject to pay a \$25 late roster 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. Teams submitting false or incomplete rosters will face required forfeit for any game under which they play until the roster is complete and accurate. 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:** Immediate game forfeit

**2<sup>nd</sup> offense:** Team suspension of 1-3 game(s)

**3<sup>rd</sup> offense:** Permanent expulsion from the remainder of the league with NO REFUND of session fee, and lifetime ban from USA.

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 before the start of the game or by half time of the game in question only. A referee must be asked to involve management at which time a roster will be printed from the front desk and players will be identified. Teams fielding players who are not on their roster will be forced to forfeit the game in question.

### **SESSION FEES:**

All league fees are due in full no later than the 2<sup>nd</sup> game of the league. Any team with an outstanding balance after the 2<sup>nd</sup> week of play will be charged the remaining balance to the credit card kept on file unless otherwise arranged with USA management. Any team not paid in full will not be permitted to play any remaining league games. In addition, teams 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.

Registration payments made via USA website must indicate the amount being paid at registration. Payment of \$150 is required. A registration paid in full will receive a \$50 discount off the total team registration fee. If paid online, please remove \$50 from the total price when paying in full.

### **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 the 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 or at the level of best fit.

We will occasionally merge divisions based on low participation. We do our very best to keep a competitive division(s), and balance teams accordingly.

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 total league balance. No refunds will be given.

**GAME CANCELLATIONS:**

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.

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

**FORFEITS:**

**IF YOU FORFEIT A GAME YOU WILL BE CHARGED \$100.00. It is extremely difficult to reschedule games as we book our fields until 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 \$50 to the facility to pay for referee fees.**

**GAME PROCEDURES:**

**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 Player Card. 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 USA 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 pm start times. We respectfully ask 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. When scheduling, we attempt to make an even and fair schedule for all participants. 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 late games without turning away multiple. When scheduling, we will do our best to distribute these late games as evenly as possible among participating teams.