



# **UNITED PREMIER SOCCER LEAGUE**

## **2021 SPRING HANDBOOK**



UNITED PREMIER  
SOCCER LEAGUE



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## HANDBOOK TABLE OF CONTENTS

- I. RULES & REGULATIONS
- II. LEAGUE MINIMUM STANDARDS
- III. GAME DAY OPERATIONS
- IV. CODE OF CONDUCT
- V. APPENDIX
  - A. FACILITY CERTIFICATE OF INSURANCE
  - B. REFEREE PROTOCOL
  - C. UPSL SAFETY TIPS & GUIDELINES
  - D. UPSL COSTS & PAYMENTS POLICY
  - E. UPSL CASH PRIZES AND AWARDS
  - F. USASA LIABILITY INSURANCE COVERAGES

*NOTE: The current pandemic has restricted the implementation of some rules.*



## I. RULES & REGULATIONS

1. Laws of the Game
2. Definition of the Season
3. Annual Fees and Entries
4. League Composition and Structure
5. Trophies and Awards
6. Promotion and Relegation
7. Season Schedule
8. Postponement, Withdrawal, Refusal to Play, Forfeiture
9. Team Arrival, Match Duration, Team Sheets
10. Referees, Fees, Referee Assignor
11. Players Registration, Eligibility, Player Transfer Policy
12. Disciplinary Matters
13. Protests, Appeals, and Disciplinary Committee
14. Adherence
15. Clubs Not in Good Standing
16. Rule Reviews, Variations, Amendments and/or Changes
17. Application to join the UPSL



## 1. LAWS OF THE GAME

- 1.1 All UPSL games will be played according to the current FIFA Laws of the Game except for any exception that may be listed in these rules.
- 1.2 All UPSL games will be officiated by currently registered USASA and/or FIFA Referees and Assistant Referees who will be assigned by a registered Referee Assignor.
- 1.3 Substitutions will be allowed up to a maximum of seven (7) players per team during all UPSL games; however, no re-entry will be allowed.
- 1.4 No Club will be allowed to play any UPSL game without nine (9) players available to start the game and at least 7 players available for the game to continue once started. If less than 7 players can continue as a result of injury or red cards the game will be stopped and the referee will include that in his/her referee report. The Club with less than the minimum number of players to start, will forfeit the game with two (2) goals to the opposing team. The Club with less than 7 players to continue the game will lose the game either 0-2 or the score at the time of the game being stopped, whichever is more favorable to the opposition.

## 2. DEFINITION OF THE SEASON

- 2.1 All playing seasons will have a designated period within which all UPSL games are to be played. All UPSL Clubs will be notified about the Official start date of the season at least four weeks in advance in order for Clubs to prepare their teams.
- 2.2 Each season will comprise of a 'regular season' of league play, which will determine regular season division winners across multiple divisions covering much of the USA followed by Division Playoffs which will determine the respective Division Champions. For the Premier Division this will be followed by a playoff structure of 32 qualifying teams, organized on a regional basis and progressing to a National Finals weekend of four teams playing the national semi-finals, national final and 3<sup>rd</sup> place game. For the 2<sup>nd</sup> tier (Division I), the Play-Off Champions from each Division will advance to a Conference Championship Playoff structure.



- 2.3 The UPSL conducts two seasons within one 12-month period, namely Spring and Fall.

The first allowed opening date for the Spring Season is the 3rd weekend in February. The last allowed date for the regular season is the weekend prior to the National Playoffs.

The National Finals will be held the first weekend in August. The National Playoffs will begin 4 or 5 weekends prior to the Finals, which normally falls on the second weekend of July.

The first allowed opening date for the Fall Season is the 2nd weekend in August. The last allowed date for the regular season is the weekend prior to the National Playoffs.

The National Finals will normally be held the second weekend in February. The National Playoffs will begin no later than 4 weekends prior to the Finals, which normally falls on the second weekend of January.

For areas where weather is a factor, that section of the National Playoffs will have an earlier start. The last allowed date for the regular season is the weekend prior to the National Playoffs in the divisions' specific area.

- 2.4 Teams participating in any UPSL season agree to play the *ENTIRE* season. All teams must play each scheduled game from beginning to end. Teams not finishing will be subject to a \$750 fine with no exceptions.

### 3. ANNUAL FEES AND ENTRIES

- 3.1 In order to participate in a season, a Club is required to have paid the annual membership fee and the season dues before the final due date. The current level of dues can be found in the **UPSL Costs & Payments** section.
- 3.2 The annual membership fee to the UPSL provides the Club with the status of being a member of the UPSL for that particular calendar year. Provided with membership the club benefits from General Liability insurance, can take advantage of being issued COIs for their facility rentals free of further charge, can register their players and in doing so obtain player insurance coverage, and will be issued 4 UPSL



match balls along with 42 shirt patches. The club is also allowed to use the UPSL name in marketing their own team on social media. Accordingly, the membership fee is non-refundable under any circumstances.

- 3.3 The season dues are charged for participation in one of the playing seasons of the UPSL, whether that is Spring or Fall. Teams are expected to participate in both seasons except where the particular Division does not hold a Fall Season on account of inclement weather or in a circumstance where a team can demonstrate that their club is predominantly using College based players and hence is unable to compete in the Fall.
- 3.4 For participation in the Premier Division a Club representative is required to sign a certification that their Club (owners, officials and players) are capable and willing to meet the UPSL Minimum Standards and to abide by all the Rules and Regulations found in this document.

#### **4. LEAGUE COMPOSITION AND STRUCTURE**

- 4.1 The League is organized as 4 regions, with conferences within each region, and divisions within each conference. The top tier of competition in each conference is named Premier Division. The next tier is named Division I. Approval to participate in the Premier Division requires an ability, willingness and commitment to meet and adhere to a set of Minimum Standards. Clubs requiring less strict standards can participate in Division 1. Clubs entering multiple teams will have only one team allowed in the Premier Division. A Club that operates multiple geographical locations is eligible to have more than one participating team in the Premier Division so long as each is from a unique location.
- 4.2 For the Premier Division the minimum number of teams is 5 and the maximum is 14. All Clubs within the Conferences and/or Divisions will play a minimum of 10 regular season games and a maximum of 14 regular season games on a home and away basis if possible, with



three (3) points being awarded for a win, one (1) for a draw, zero (0) for a loss.

Number of Teams	5	6	7	8	9	10	11	12	13	14
Number of Regular Season Games	10--12	10	12	10--14	10--12	10--14	10	11	12	13
Number of Play-Off Spots	3	4	4	4	5	5	6	6	7	8

The UPSL can allow a modification to this structure for a Division only in exceptional circumstances.

- 4.3 For all Divisions, the Club which has accumulated the highest number of points at the end of the regular season will be declared the Regular Season Winners of that Division.
- 4.4 If two or more Clubs obtain the same number of points at the end of the regular season, their rankings will be determined as follows in the stated order:
  - 4.4.1 Total goal difference
  - 4.4.2 Total goals scored
  - 4.4.3 Head-to-head points
  - 4.4.4 Head-to-head goal difference
  - 4.4.5 Greatest away goal in head-to-head
  - 4.4.6 In the event of a three-way tie: a mini table involving games between those three respective teams will be used based on the above order.

## Playoffs

- 4.5 Within each division at the end of the regular season, there will be a seeded division playoff structure involving 3 to 8 teams (depending on the size of the Division). The highest seed will be the home team. These play-offs will determine the Division Champion.
- 4.6 The number of Clubs eligible to qualify for the National Playoffs from each Conference will be determined based on the configuration of the League Divisions across the entire nation. When the UPSL gets to a consistent 32 Premier Division structure, only the Division Champions will progress to the playoffs.



- 4.7 In the National Playoffs the highest seed will be the home team except that (1) the Regional Finals (R8) will normally be played at a neutral venue, and (2) in circumstances where the league determines travel to be excessive, or a venue not suitable, a neutral venue will be selected. The National Playoff seeding will be determined using the points per game methodology from the regular season.
- 4.8 The National Finals will consist of 4 qualifying teams, one from each region.
- 4.9 Registration of all new players is frozen 18 days before the end of the regular season (see 11.6) and therefore it is not possible to register new players for the climax of the season and the playoffs, except for the small exceptions (see 11.7 and 11.11 part 4).
- 4.10 For Division I structures there will be a separate play off structure that proceeds to either a State or Conference Final, depending on the composition of the Division I map.
- 4.11 Each Division is encouraged to set up a playoff travel fund to be awarded to teams qualifying for the Playoffs. The UPSL is willing to administer any such fund accordingly.

## **5. TROPHIES AND AWARDS**

- 5.1 A trophy will be presented to Division Playoff Champions from each Division and a trophy will be presented to all Division regular season winners.
- 5.2 Trophies will be presented to the four (4) Regional Playoff Champions.
- 5.3 A trophy will be awarded to the National Champions, Runners-up and 3<sup>rd</sup> place team.
- 5.4 A Cash Prize will be awarded to the National Playoff Champion, Runner-Up, as well as the 3<sup>rd</sup> and 4<sup>th</sup> place teams. The Spring Season 2021 cash prize pool is \$30,000.
- 5.5 Trophies will be presented to all Division regular season winners and the State or Conference Champions of the Division I Playoffs.





## 6. PROMOTION AND RELEGATION

- 6.1 Promotion and relegation will be in effect for those Conferences with multiple Divisions. As the UPSL grows the rules of promotion and relegation will be updated. Prior to the start of any season, the participating teams will be informed of what promotion and relegation rules are in effect.
- 6.2 The number of teams promoted will be determined by the composition of each Division. The Division I Champion will always qualify for promotion to the Premier Division subject to being able to meet Premier Division Minimum Standards, except that a 2<sup>nd</sup> or reserve team of a current Premier Division team cannot be promoted because one Club can only have one Premier Division participant.
- 6.3 Relegation will be determined by the composition of each Division. If a Premier Division is considered to be operating at the maximum number of teams, and there is a Division I below in that Conference, the team finishing in last place at the end of the regular season will be relegated.
- 6.4 If a Premier Division is considered to be at max capacity, and the Division 1 Champion is not eligible for promotion (because of them being the 2<sup>nd</sup> team of an existing Premier Division team, or because they cannot meet the minimum standards), then the following procedures will apply:
  - (1) The relegated team can be replaced by a new team if that team meets the criteria of having already played at a superior standard elsewhere (as determined by the UPSL, see also 17.3), or
  - (2) The second placed team in Division 1, if eligible, will have a single playoff game versus the last place team in the Premier Division to determine who takes the Premier Division spot.
  - (3) If neither of the criteria in (1) or (2) above can be met then no team need be relegated.
- 6.5 If a Premier Division is not at max capacity, it is feasible that more than one Division 1 team could be promoted, if such teams have demonstrated their ability to meet Minimum Standards and have achieved at least a winning record. Promotion in this case would be subject to the approval of the UPSL Executive Committee.



## 7. SEASON SCHEDULE

**Owing to the ongoing pandemic, the normal scheduling process described below may be affected. Flexibility and understanding is recommended.**

- 7.1 All Conference Managers must submit the number of committed and paid up teams to the Scheduling Committee no later than 30 days prior to the proposed final schedule release date. The Committee in consultation with the Conference Manager will compose the initial draft schedule.
- 7.2 A draft schedule will be provided to teams by the Division Manager no later than 28 days prior to the start date of the season for that Division. The teams will have a window of opportunity to request adjustments before the final schedule is published.
- 7.3 A final schedule will be provided to teams by the Division Manager no later than 14 days prior to the start of the season for that Division. The UPSL will endeavor to lengthen this final schedule announcement time.
- 7.4 Games are not to be scheduled on Sundays earlier than 1:00PM unless approved by the league. The earliest kick off time on Saturdays should be 2:00PM unless approved by the league. Earliest kick off time on weekdays should be at 7:00PM unless agreed by both teams and approved by the league.
- 7.5 The home team is responsible for scheduling the venue and the start time for all the home games, and providing the information to the Division Manager for inclusion in the published schedule.
- 7.6 All UPSL games must commence on the dates and times, and at the venues as stated on the published schedule, except when otherwise agreed by the UPSL based on uncontrollable circumstances. Exceptions must have an emailed Game Change Approval accepted by representatives of both teams and the respective Division Manager and/or Conference Manager (also see 8.5).



## 8. POSTPONEMENT, WITHDRAWAL, REFUSAL TO PLAY, FORFEITURE

### Postponement of Matches

- 8.1 The UPSL has the right to postpone any league game in the event of *unforeseen circumstances*.
- 8.2 The attending Referee or the UPSL will postpone any game where the on-field temperature is 105F or higher or prior to the game is expected to be higher than 105F.

- 8.3 If a game is called off by the Referee due to lightning or any other unforeseeable circumstances, the following rules will apply:

8.2.1	1-45 minutes played	Replay from start
8.2.2	46-69 minutes played	Replay second half with the same score line when the game was called off
8.2.3	70 minutes or more	Game is considered Official, score stands.

- 8.4 UPSL referees must be present at any UPSL sanctioned match or said match will be postponed for a later date. Under no circumstances will a match be played without an official referee crew assigned by the respective UPSL Assignor.
- 8.5 The UPSL will consider a request for postponement of a UPSL game for a Club engaged in the Lamar Hunt U.S. Open Cup or State Cup, but does not guarantee approval.
- 8.6 Clubs seeking approval for a fixture change must first obtain agreement for the change from the opponent and then must submit an emailed Game Change Approval Request to the UPSL Division or Conference Manager ten (10) days prior to the match in question accompanied by all supporting documents required. The Conference Manager has the discretion to grant or deny the request.
- 8.7 Game Change requests within 10 days of the scheduled time are not normally allowed and the opposing team is under no obligation to accept such changes. Game Change Requests may be accepted after the ten (10) day period if there are extenuating circumstances,



but should be accompanied by required supporting evidence, be acceptable to both teams, and must comply or be compatible with any procedures and rules relating to referee assignment.

- 8.8 Games postponed within 24 hours of kickoff owing to inclement weather or unplayable fields should be promptly rescheduled via consultation between representatives of the respective teams along with the Division Manager. The Division Manager is responsible for ensuring the published schedule is updated. If agreement is not reached within 5 days, the rescheduling of the postponed game will be determined by the Conference Manager and must be accepted by both teams.

### **Withdrawal of Clubs from League or Games**

- 8.9 It is strictly prohibited for any team to withdraw from the league once placed on the league fixture list. After the fixture list is published, **no refund of season dues can be issued under any circumstances.** A Club withdrawing after being placed on the league fixtures will be marked as in bad standings with the league.
- 8.10 Any Club failing to honor a game, will forfeit the match 2-0, be fined up to \$500 and one (1) point deducted from its standings, except in the case of unforeseen and unavoidable circumstances that are accepted by the UPSL Executive Committee as justifying a rearrangement of the game.
- 8.11 Any Club failing to honor three (3) league games during the season will constitute a withdrawal and will be subject to the fine designated in 2.4.
- 8.12 If a Club withdraws, and/or is banned or expelled from the League, the following rule will take effect:
- 8.12.1 All matches that were played prior to the expulsion or withdrawal of the team will remain as is. Any game pending will be given a 2-0 win for the opposing Club.

### **Forfeiture of Matches and Refusal to Play**

- 8.13 Where a team is subject to a forfeit the following penalties will apply:



- Loss of game 0-2 (or score prevailing if in game and preferable to opponent)
- Deduction of 1 additional point
- Fine of up to \$500
- Payment of Referee fees if applicable

8.14 A Club will forfeit a game in the following circumstances:

- 8.14.1 Refusing to continue a game for a period of greater than ten (10) minutes, walking off the field, or engaging in tactics to abort the game (forfeit to opponent will be 2-0, or whatever the score prevailing at the time if that is preferable to the opponent).
- 8.14.2 Appearing at a game with less than nine (9) eligible players or without a printed roster.
- 8.14.3 If a Club's supporters, player/s or officials initiate an act responsible for the abrupt end to the game (forfeit to opponent will be 2-0, or whatever the score prevailing at the time if that is preferable to the opponent).
- 8.14.4 The team arrives fifteen (15) minutes after the scheduled kick-off time, unless the referee and opposing team reach agreement that there exists a legitimate reason to delay the kick-off or reschedule.
- 8.14.5 Fielding an illegal player or coach, that being one who is not properly registered, transferred or is currently suspended (forfeit to opponent will be 2-0, or whatever the final score if that is preferable to the opponent) *also see 11.14, 11.15.*
- 8.14.6 Canceling a game within 6 days of kick off without a good reason that is acceptable to the opponent and the Division Manager (inclement weather is considered acceptable).
- 8.14.7 When a Club plays a game, which has been declared non-competitive or the results are found to be pre-determined or fixed.
- 8.14.8 When a player or club official refuses to leave the field of play and team area after a red card (see 12.1).



- 8.14.9 If a field that is booked for the game, in the opinion of the referee, does not meet the minimum standards for field size and condition unless the home team has received a waiver for the field in question, or, both the visiting team, and the referee, agree to play the game regardless.
- 8.15 Any Club forfeiting a game where the game is not played will be charged with any referee expenses incurred by the opposing Club.
- 8.16 Any visiting club forfeiting a game that is not played will be charged a 'gate fee' of up to \$500 to be paid to the home club, if requested by the home club with evidence of incurred facility cost and/or loss of ticket sales.
- 8.17 Fines for forfeiture are due and payable to the UPSL within 14 days of notification and subject to late fees (*charged at 1% monthly*). The UPSL also retains the right to impose the additional penalty of points deduction for failure to pay fines in a timely manner.

## 9. TEAM ARRIVAL, MATCH DURATION, TEAM SHEETS

### Arrival at the Venue

- 9.1 All Clubs are requested to report to the match Officials at least one (1) hour prior to kick-off for pre-match formalities. Breakdown of vehicles and traffic delays will not be considered as unforeseeable circumstances.
- 9.2 Clubs which report fifteen (15) minutes after the scheduled kick-off time will forfeit said match in question unless the referee and opposing team reach agreement that there exists a legitimate reason to delay the kick-off or reschedule. (see also 8.14.4)
- 9.3 On the day of its game, a Club will be allowed into the stadium and the perimeter of the field with a maximum delegation of twenty-five (25) persons, which will include twenty (20) players and five (5) technical staff.

### Game Day Rosters

- 9.4 Clubs will submit completed game roster to the referee at least forty-five (45) minutes prior to the start of the match.



- 9.5 The Game Rosters will include full names of the eleven (11) starters, subs and team Officials. Game day roster must also include the players photo, players signatures and jersey numbers.
- 9.6 No Player may be added to the Game Roster that was not listed on the initially submitted team roster. Handwritten player entries are strictly prohibited.

### **Player Check-in**

- 9.7 Inspection of players commences thirty (45) minutes before kick-off.
- 9.8 Any player arriving late is not allowed to start the game once the teams have walked out to center field has commenced. In such an instance, the player can be roster checked by the 4<sup>th</sup> official and can be subbed in no earlier than 10 minutes after kick off. A player arriving after the second half has kicked off is not allowed to play.

### **Club Officials Check-in**

- 9.9 The Coaches and any other technical staff or Club Officials present in the bench area must be listed on the Game Day Roster, checked by the referee, and must be displaying their Club credentials in the form of a printed UPSL Official ID.

### **Duration of Matches**

- 9.10 Each game will last for ninety (90) minutes with two (2) periods of forty-five (45) minutes each plus referee's optional added time. Interval between halves is fifteen (15) minutes.
- 9.11 During playoffs, two periods of fifteen (15) minutes of extra time will be played if the score is tied at the end of regulation time. If the score is still tied after extra time, the game will be decided by penalty kicks. Teams may go straight to penalty kicks if both teams agree in the case of facility time restrictions.

## **10. REFEREES, FEES & ASSIGNORS**

- 10.1 The UPSL will designate each Conference assignor, who in turn will assign all match officials for Division and play-off matches.





- 10.2 For Premier Division matches a 4<sup>th</sup> Official is mandatory. For Division I matches a 4<sup>th</sup> Official is not required except in Conference or State play-off finals.
- 10.3 All Match Officials (Referees, Assistant Referees, and Fourth Officials) will be USASA or FIFA-certified Referees.
- 10.4 The Referee will have the authority to all decisions pertaining to the game. He/she will follow FIFA Laws of the Game, *except* where there have been modifications made by the UPSL in these Rules and Regulations.
- 10.5 The Referee will inspect the playing pitch before the commencement of the match. If he/she decides that a field is unsafe for the players, the game will be abandoned and both teams notified.
- 10.6 The referee fees will be set by the UPSL and communicated to the Clubs prior to the start of each season. The referee fees may vary from conference to conference. Both Clubs will split the fees equally and submit them before the day of the game, except in the Northeast Conference where an outsourced program is being piloted. The Referees fees for the 2021 Spring Season are as follows:
- 10.6.1 **Match Official Fees for Premier Division and Division 1:**
- Premier Division games: range \$135-145 per team, per game.
- Division I games: \$120 per team, per game.
- 10.7 The UPSL will provide the UPSL Referee Assignors a copy of the UPSL Handbook. The assignors will in turn provide it to all Match Officials of UPSL games.
- 10.8 A Club may request that a referee shouldn't be assigned to its games; however, said Club must submit a written explanation via e-mail to the Club's conference or division manager. The UPSL referee assignor will review and consider the request and will make the final decision as to whether the request can be allowed.
- 10.9 UPSL referees must be present at all UPSL sanctioned matches. Under no circumstances should a match be played without a referee crew assigned by the UPSL Referee Assignor. This includes pre-season games that should be handled the same as in season games. **Please note that if a friendly is played without the use of a UPSL appointed**





**referee crew, the game is de-facto not sanctioned by the UPSL and any insurances, including player registration medical insurance will not be valid.**

#### 10.10 **Northeast Conference only Referee Procedures**

The program will be run entirely by [usofficials.com](http://usofficials.com) under the supervision of Assignor Paul Athanasiadis (781-248-3089). They will invoice each team using **Venmo**. Please create a Venmo account if you don't already have one and inform your Division Manager of the Venmo account name. The system will work as follows:

Each team will receive by email a copy of their full season referee fees invoice at the start of the season.

Each team will receive a Venmo reminder when each game payment is due, if not already paid up front.

The **home team** will be responsible for the **\$290 fee per game**.

For games played on weekends, the payment is due by **8pm the prior Tuesday**. If that deadline is not met, a **late fee of \$50** will be applied.

The final opportunity to make the payment, including late fee, will be on Thursday by 8pm, otherwise the referees will be cancelled, the home team will forfeit the match, and the offending team will be issued with a \$350 fine.

*For games played midweek, the fee must be received, by 8pm the previous Friday.*

**The referees are paid by [usofficials.com](http://usofficials.com) once they have submitted the required game report.**

If the referees arrive at the field, or are in transit, they will be paid, even if the game is cancelled or interrupted UNLESS

- (i) If a game is cancelled for non-weather related reasons more than 48 hours before scheduled kick off. Once the 48 hour deadline is passed, this is not allowed.



- (ii) If a game is cancelled more than two hours before kickoff for weather related reasons and the referees are informed in a timely fashion. (To inform the referees please inform the Division Manager first, and if not available then Paul Athanasiadis)

In the event that a game is cancelled on account of weather, but the referee fees are paid, the referee payments for the rescheduled game will be split 50/50 by the participating teams.

If the away team is responsible for the cancellation of a game within the 48-hour rule, they will forfeit the match, fined \$350 and the home team will be reimbursed the referee fees.

To show our commitment to the referees, if either of the above cancellations occur, or if assigned officials are cancelled after the Thursday payment deadline, and do not get re-assigned, the league will cover 50% of their fees.

The referee scheduling is compiled in advance, so any **proposed changes from the original schedule** to the details (venue, date, time) of a match must be brought to the attention of the Division Manager, and the Conference Manager, Paul Konneh.

No changes\* to the date, kick-off time, or venue of the game are allowed within 6 days of the scheduled game. For games on Sundays, this means no changes after close of business Monday prior.

*\*Emergency exceptions will be considered by contacting the Conference Manager, Paul Konneh, your Division Manager, and the Referee Assignor Paul Athanasiadis.*

## 11. PLAYER REGISTRATION, ELIGIBILITY, PLAYER TRANSFER POLICY

- 11.1 All players and coaches must be properly registered with the league, in their legal name, in order to be eligible to play or coach. Player's must register through the league's online registration portal. The Player Registration fee is thirty-seven dollars (\$37) per player per year. One year covers the Spring and Fall Seasons, and after the Fall Season the registration lapses. The fee includes USASA's Secondary player's insurance. Coaches Registration fee is \$10.



- 11.2 All players must sign both the USASA and UPSL Player Participation Waiver. All coaches must sign the UPSL Coach Participation Waiver
- 11.3 There's no limit on the number of players a Club can register; however, the maximum allowed on the game day roster is 20. Teams are encouraged to register enough players so that they do not encounter player shortages once Rosters are frozen (see 11.6)
- 11.4 All members must register their players through the UPSL website using the USASA's System or the team or player may not participate in the League. Even if a Member has their own insurance, the player must be registered through the League's registration system.
- 11.5 A player may only be registered with one club at any given time. In addition, a player can only be registered with a maximum of two (2) clubs during one season. Player transfer rules apply.
- 11.6 Registration of all new players is frozen on a Wednesday, 5pm PCT, 18 days prior to the weekend of the final regular season scheduled games for that Division.
- 11.7 Any team qualifying for the Playoffs may register up to a total of 3 additional players during the period from the conclusion of the final regular season game, up to the Monday 5pm PCT prior to the scheduled R8 National Playoff game, so long as those players were not registered with any other UPSL Club during the season.

#### **PLAYER TRANSFER REGISTRATION RULES**

- 11.8 A new team entering the UPSL cannot recruit players from an existing team that is located in the same UPSL Division in their first season of play, without the permission from the existing team to recruit such player or players.
- 11.9 A Club entering more than one team in the UPSL must create entirely separate rosters for each of those teams. Transfers between such teams must follow the Intra- Club Transfer rules (see 11.11 part 3 and part 4)
- 11.10 UPSL Clubs are not allowed to approach a player who is currently registered with another UPSL Club without the other Club's consent. If a player contacts a Club from another UPSL Club, kindly inform the



player to speak with his current club coach or owner to get permission for a transfer.

11.11 UPSL Club's must follow the following procedures to expedite a player transfer:

#### **TYPES OF PLAYER TRANSFERS:**

1. In-Season, Club-to-Club Transfer
2. Post-Season Transfer (In between Spring to Fall seasons)
3. Intra-Club Transfer
4. Post Roster Freeze Intra-Club Exemption

Team A: Team currently holding player rights

Team B: Team requesting transfer

#### **1. IN-SEASON, CLUB-TO-CLUB TRANSFER**

##### General Policy:

Players can transfer from one Club to another during the course of the Spring and Fall seasons. Players may only transfer one time during the season. Players cannot be transferred and available to play inside of 48 hours of a game.

##### Player Transfer Window:

The transfer request and payment must be received by 5pm PCT on the Wednesday that falls 18 days prior to the weekend of the final regular season scheduled games for that division (see 11.6).

##### Player Transfer Process:

1. Team B must submit a transfer request form to the League via email at [registrar@upsoccer.com](mailto:registrar@upsoccer.com).
2. Within 48 business hours of an approved form being submitted, the League will notify Team A that a transfer request has been submitted for one of their players.
3. Team A must either approve or reject the transfer within 48 business hours upon notification of the transfer request. Failure to respond within 48 business hours will result in an automatic approval of the transfer.



4. Once a transfer has been approved by team A, the League will notify Team B.
5. Team B must submit payment of all transfer fees to the League within 24 hours. Transfer fees are as follows:
  - a. League Admin Fee: \$50
  - b. Player Registration Reimbursement Fee: \$37. NOTE: Reimbursement Fee will only apply if Team A requests reimbursement.
6. Upon receipt of full payment, the League will finalize transfer approval within 24 business hours and notify each team of such approval.

## **2. POST-SEASON TRANSFER (In between Spring and Fall)**

Players are allowed to transfer from one Club to another after the end of the Spring season.

### Player Transfer Window:

Players will be allowed to transfer 48 hours following the conclusion of the UPSL's National Championship Game for the Spring season. Transfer request and payment must be received by the Wednesday at 5pm PCT that falls directly before the weekend that is the start of the Fall season for that Division.

### Player Transfer Process:

1. Team B must submit a transfer request form to the League via email at [registrar@upsoccer.com](mailto:registrar@upsoccer.com)
2. At the same time, Team B must also submit payment of transfer fees to the League:
  - a. League Admin Fee: \$35
  - b. Partial Player Registration Reimbursement Fee: \$25NOTE: Reimbursement Fee will only apply if Team A requests reimbursement.
3. Within 48 business hours of an approved form and payment being submitted, the League will notify Team A that a transfer has been approved for one of their players.



### 3. INTRA-CLUB TRANSFER

General Policy: Players can transfer from one team to another within their Club. The transfer is considered permanent until and unless a new transfer is executed according to the Player Transfer Process below.

Player Transfer Window: The transfer request and payment must be received by 5pm PCT on the Wednesday that falls 18 days prior to the weekend of the final regular season scheduled games for that division.

Player Transfer Process:

1. Club/Organization must submit a transfer request form to the League via email at [registrar@upsoccer.com](mailto:registrar@upsoccer.com).
2. At the same time the club/organization must also submit payment of transfer fees to the League: League Admin Fee: \$10
3. Within 24 business hours of an approved form and payment being submitted, the League will approve or reject the request.

### 4. POST ROSTER FREEZE INTRA-CLUB EXEMPTION

General Policy: Applicable for teams that have 2 UPSL rosters, one in the Premier Division and one in Division 1.

If the Premier Division team is experiencing a shortage of available players, the Club will be allowed to transfer up to 3 players from the 2<sup>nd</sup> team roster to the Premier Division team roster after the roster freeze deadline.

Window: From the day of the roster freeze to 5pm PCT on the date that falls 5 days prior to a scheduled R8 National Playoff game.

Player Transfer Process:

1. Club/Organization must submit a transfer request form to the League via email at [registrar@upsoccer.com](mailto:registrar@upsoccer.com).



2. At the same time the club/organization must also submit payment of transfer fees to the League: League Admin Fee: \$25
3. Within 24 business hours of an approved form and payment being submitted, the League will approve or reject the request.

### **ADDITIONAL CONSIDERATIONS TO PLAYER TRANSFER POLICY**

- 11.12 No player transfer will be processed by the League for a Club that has an outstanding fine, until the fine payment is settled.
- 11.13 A Player has the right to leave any team at any time; however, he/she will not be allowed to re-register with another UPSL team until after the present season ends unless he is transferred in accordance with the process described above.
- 11.14 Per Rule 11.6, registration of all new players including player transfers is frozen on a Wednesday 18 days before the end of the regular season. Any player registered after this roster freeze, even if placed on a game roster, will be considered an illegal player, except in the limited cases of exemption described in 11.7 and 11.11 part 4.
- 11.15 A Club which fields an illegal player who is not properly registered, transferred or is currently suspended, in a game, shall forfeit the game in which the player participated, by a 0-2 score (unless the opponent has a greater winning margin in which case the score prevails). The club shall also be deducted an additional 1 point and be fined up to \$500.

## **12. DISCIPLINARY MATTERS**

### **Dismissals**

- 12.1 A Player or Club Official sent off by the referee must leave the field immediately and may not return. If Player or Club Official refuses to leave within a 5-minute period, the game will be called and a 2-0 win will be awarded to the opposing team. If the opposing team is winning said match, the score will stand as is. Said Player or Official





- will serve no less than 6 games for the refusal to leave. If team Player or Official returns to the team sideline after the ejection, there will be a further penalty of an additional 3 games and a \$100 fine.
- 12.2 A Player dismissed by the referee (i.e. "red carded" or sent off, including dismissal because of two (2) yellow cards given in the same game) will be suspended from the Club's next match. If the Officials' report states a reason other than the double caution, it will be evaluated, and a suspension report will be sent to the team.
- 12.3 Any period of suspension or part thereof which remains outstanding at the end of a season must be served at the commencement of the next season.
- 12.4 Any dismissal that occurs during a game that is stopped or abandoned before the end of regular time will stand regardless.
- 12.5 Where a Player or Club Official transfers to a new Club during a period of suspension the suspension will transfer to the new Club.
- 12.6 A red card issued to a player or coach carries an automatic and minimum one game suspension which must be served at the next UPSL game whether or not any further suspensions have been decided.
- 12.7 Any player shown a Red Card for the following offenses will be suspended as follows, with the severity depending on specific circumstances:

NOTE: Fines are the responsibility of the Club

RED CARD OFFENSE	SUSPENSION	FINE
Offensive Language	1-2 Games	
Serious Foul Play	1-3 Games	
Violent Conduct: Headbutt, Elbow, Stamping, Biting, Striking, Kicking Opponent	2-4 Games	Up to \$200
Spitting	4 Games	\$200
Threatening or Intimidating Language or Behavior to Match Official	4 Games – Season Ban	Up to \$200
Fighting	6 Months to Lifetime Ban	Up to \$500





## Cautions

Two cautions given to the same player in one game is automatic 1 game suspension (no notice is given).

## Misconduct of Players & Clubs

- 12.8 No Club will be allowed to post on social media, websites or anywhere else any negative or disparaging comments about the UPSL, its affiliate members and referees. Violation of this rule will result in a fine of \$500 and possible game forfeiture, suspension or banishment from the league. Please direct any complaints in writing to your division manager or conference manager and you will be certain to receive a response from the league officials.
- 12.9 Any player or Club Official who insults, castigates, intimidates or threatens a match Official or damages the Referee's personal property before or after the game, or threatens a match official during the game, will be fined up to \$200, will be suspended for up to six (6) months for the first offense, one (1) year for the second offense, and banned from all UPSL activities for any further offense.
- 12.10 Assault: Any player or Club Official who physically assaults a match official will have a lifetime ban from the UPSL. Assault includes, but is not limited to the following acts committed upon a referee: hitting, kicking, punching, choking, spitting on, body checking, head butting or the act of kicking or throwing any object at a referee with force such that it could inflict injury. Additionally, the Club of the player or official will be fined \$500.
- 12.11 Misconduct towards a match Official/player away from the field of play where that misconduct can be related or traced to a game, will be dealt with as if it has been committed on the field of play.
- 12.12 The UPSL will hold Clubs responsible for the misconduct of their players, fans, supporters, sympathizers and followers, etc. before, during and after a game (see 12.15, 12.16).
- 12.13 The UPSL will uphold disciplinary action on any player(s) and Club Official(s) suspended by USASA, USSF, and/or FIFA.

## Qualifying Games for Serving Suspension



12.14 In general, only matches that are actually played count towards fulfillment of a suspension. If a match is abandoned, cancelled or forfeited, a suspension is only considered to have been served if the team to which the suspended player belongs is not responsible for the circumstances that led to the abandonment, cancellation or forfeit of the match (*as per FIFA Disciplinary Code 62.5*)

### **Misconduct of Fans**

12.15 Teams are fully responsible for the behavior of their fans. This includes, but is not limited to fighting, threatening behavior and verbal abuse. A team's failure to control their fans will result in a possible fine, suspension, game forfeit or even removal from the league without refund.

- A. The home team's responsibility is to make sure all fans are on the opposite side of the players. If your facility is a stadium that has a fence separating the fans from the players, then that would be permitted.
- B. The home team is responsible for providing a safe and secure environment for all fans in attendance. When required, the home team should have police officers on site to provide adequate security. Home games should be designed to create a positive, fun experience that can be enjoyed by both adults and youth.

12.16 Fan involvement in fights on or off the field will not be tolerated by the League. The League will hold a strong position on the penalties for a team that does not control its fans.

The penalties for fan(s) misconduct are as follows:

- 1) For the first fight that involves fans:
  - A. Team fined \$500 dollars
  - B. Mandatory Police (not security guards) will be required on-site at every future home game.
  - C. Team will be put on 12-month probation
- 2) For the second violation that involves fans:
  - A. Team will be fined \$1,000 dollars



- B. Team will be banned from having any fans at all future home games until further notice.

3) For additional violations, the team will be immediately removed from the schedule and the League. No refund of any fees or dues will be given.

### 13. PROTESTS, APPEALS, DISCIPLINARY COMMITTEE

#### Protests

- 13.1 Protests emanating from a game must be registered on the referee's game report by informing the referee immediately after the game in question, and followed by a formal letter by e mail within thirty-six (36) business hours to the relevant conference or division manager.
- 13.2 In order for the formal protest letter to be reviewed by the League, the Club must pay a \$200 filing fee. **The filing fee will be refunded if the protest is successful, less a \$30 administration fee.** Please reference sections 13.3 to 13.5 before filing a protest.
- 13.3 The formal protest letter submitted to the League should be detailed and must specify the reasons for the protest. The letter must also reference the Article or Rule allegedly contravened by the opposing party.
- 13.4 The burden of proof is on the protesting Club.
- 13.5 A protest will not be allowed if it relates to a decision of the referee or assistant referee made during the match, as these decisions are final. This includes claims of bad calls.

#### Appeals

- 13.6 A Club or player wishing to appeal any suspension or fine must submit the Appeal to the League along with a \$200 filing fee. **The filing fee will be refunded if the Club wins the appeal, less a \$30 administration fee.**
- 13.6.1 In the event of an appeal, the suspension and/or fine will remain in place until a final decision is made by the Appeals Committee. If found against the player, coach or club, the suspension will be served, even if carried over into the next



season. No appeals are allowed for double yellow cards which require a one game suspension.

### **Disciplinary Committee**

- 13.7 All appeals and cases of misconduct will be reviewed by the USPL Appeals Committee. This committee is comprised of an independent group of individuals that are not part of the UPSL's Executive or Administrative team.
- 13.8 The decision of the Appeals Committee will be based on the written reports from the Referees and other evidence provided by the parties concerned. The committee's decision is final.

### **Complaints and Suggestions**

- 13.9 Any complaints or suggestions that do not relate to an appeal or a protest should be submitted in writing to the respective Club's division manager or conference manager.

## **14. ADHERENCE**

- 14.1 The UPSL reserves the right to review all Clubs' adherence to League's rules, minimum standards and financial commitments after every season. Based on this, the UPSL will make a decision on whether or not to accept the Club into the League for the following season.

## **15. CLUBS NOT IN GOOD STANDING**

- 15.1 Any Club that is not in good standing with the League at any time gives up all benefits of its membership to the UPSL, including the general liability and directors and officers insurance. Note: Teams put in bad standing with the league could also affect their eligibility to participate in the Lamar Hunt U.S. Open Cup.
- 15.2 Any Club suspended from the league will have its roster released to allow players to pursue other Clubs, *UNLESS* the suspension involves the player(s) who could be suspended as well.

## **16. RULE REVIEWS, VARIATIONS, AMENDMENTS AND/OR CHANGES**

- 16.1 These UPSL Rules and Regulations may be reviewed, varied, amended and/or changed by the UPSL Board from time to time



either to change existing Rules and Regulations, or to add new ones or to incorporate changes ordered by FIFA, USSF and/or USASA.

- 16.2 Any changes, variations and/or amendments made will take immediate effect. The League will ensure that any changes are adequately communicated to all UPSL Clubs.

## **17. APPLICATION TO JOIN THE UPSL**

17.1 New team applications will be considered by the Application Committee for each UPSL Division which comprises the local Division Manager, the Conference Manager, plus 2 members of the UPSL Executive Committee.

17.2 Applying teams will be required to provide all the required data featured on the UPSL Application Form.

17.3 New teams entering the UPSL must enter at the Division I level unless the UPSL Application Committee determines that the new team qualifies for immediate entry to the Premier Division, and, the relevant Division is not already operating at maximum size. Qualification for entry to the Premier Division can include, but is not limited to the following:

17.3.1 Team comes with previous experience in a National League such as NPSL, USLPDL (USL League 2) or higher.

17.3.2 Team has participated in the Lamar Hunt U.S. Open Cup and advanced beyond the first qualifying round.

17.3.3 Team has participated in State and or USASA National Cup competition and advanced to the National Finals.

17.3.4 Club can demonstrate that UPSL Premier Division Minimum Standards can be met.

17.4 New teams joining as a result of newly originated Clubs will be required to pre-pay season dues covering 2 seasons in order to demonstrate the financial capability to operate.

17.5. Once approved your team will be invoiced the membership fee and season dues, and upon payment you will be provided with an official UPSL press announcement.



## II. LEAGUE MINIMUM STANDARDS

### Match Venue

Only League approved venues will be used to play Official UPSL games. The UPSL reserves the right to deny any Club from using a specific stadium if the League deems it unfit to host UPSL games. Club requesting to use a home venue must be able to meet the following criteria:

- Home stadium must seat at least 300 fans and must have controlled access for fans and ticketing.
- Turf Field or Quality Grass Field (7 or better). Field dimensions should be 110-120 yards long and 70-80 yards wide. NOTE: The absolute minimum allowed is 105 yards long v 65 yards wide. (Violation can result in forfeit, see 8.14.9)
- The U.S. National Anthem must be played at the stadium via a PA system, or, in the worst case, a suitable Bluetooth controlled speaker system.

### GAME DAY REQUIREMENTS - HOME TEAM must provide the following:

- Home Team travel sheet submitted to away opponent and Conference Manager Tuesday by 5:00pm. For a midweek game, travel sheet must be submitted the prior Friday by 12pm.
- Home Team must record and stream each home game (including playoffs) via the MyCujoo Platform. The stream must begin 15 mins. prior to kick off, must continue through the half time, and must continue until at least 5 mins. after the final whistle.
- Home team responsible to ensure that the game kicks-off at the exact scheduled time as advertised on the UPSL website.
- UPSL Team Roster Sheet presented to Referee. All players, coaches must be fully registered.
- Game Day Itinerary presented to visiting team upon arrival (see Game Day Operations).
- \*Trainer must be provided by home team for each match. \*To be voted by teams per Division.



- Two Sets of Uniforms (Home & Away)
- UPSL Patches (worn on left sleeve) for both Home and Away Uniforms
- Bibs & Vests for Players sitting on the Bench
- (4) UPSL Match Soccer Balls.
- (4) Corner Flags
- Tape for Goal Net
- (2) Benches per Team
- Referee Table & Chair
- Complimentary Water for Visiting Team (40 bottles), (8) bottles for Referees, (3) Gallon Water Container
- Locker Rooms or Portable Locker Rooms with (2) team tents per team, benches under tent
- Announcer to make pre-game announcement of starting line ups and National Anthem.
- National Anthem conducted with Players & Refs walking out to Center Field
- Home Team records and streams via the Mycujoo Platform each home game (including playoffs)
- Team Website – Social Media (Facebook, Instagram, and Twitter)

## Game Day Roster

UPSL allows a full game day roster of twenty (20) players. All Clubs must have a game day roster of no less than nine (9) players. Without at least 9 players the game will be called a forfeit and all forfeit fines will apply.

## Score Reporting, goal scorers and assists

The UPSL wants to get the match data published as fast as possible to improve the promotion of the league, its players and teams. It is the home Club's responsibility to report the game score and stats within thirty (30) minutes after the game is concluded. Report scores to Hoang Nguyen by Text: 657.257.9843.





## NON-GAME DAY REQUIREMENTS

### Summit Meetings

At least one representative from each Club is required to attend at least one UPSL Summit Meeting annually or a \$250 fine will be issued.

### Payments

Clubs are required to make their annual membership payment before being allowed to register players, and benefit from any insurances including issuance of COIs for facility rental. Clubs are required to make payment of season dues before being included in the schedule for any season. Clubs will be required to settle payment of any fines before being allowed to compete in any playoff matches. A Club with an outstanding balance due for any reason will not be considered for the following season and will be in bad standing with the UPSL until the balance is paid in full.

### Schedule and Travel

Clubs are required to honor all games scheduled, both regular season and play-offs. All Clubs are required to travel to participate in the UPSL. Travel is required to compete at a higher level of competition, to increase the level of competition in the league, and to enhance the development of the players. For regular season play the UPSL does strive to keep travelling time as low as possible. Clubs are required to honor the schedule to the end no matter their ranking in the standings. Any team forfeiting a game for any reason will be fined up to \$500 and have one additional point deducted (see 8.10). Any team not completing the season will be fined an additional \$750 (see 2.4).

### Roster

All Clubs must carry a roster of no less than twenty-five (25) registered players throughout the season. Be sure to register enough players so that you do not encounter any player shortages as the season progresses. The





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team Roster will be frozen 18 days before the end of the regular season. The Home Club is required to send the travel information sheet to opponents no later than Tuesday at 5:00PM before the upcoming weekend game.

## Registered Colors and Numbering System

Each Club will register Home and Away colors distinct from each other on forms to be supplied by the UPSL. In the event of a clash of colors between the visiting Club's jerseys and the home Club's jersey, the visiting Club will change to its alternative colors. Every away Club will carry in addition to its away colors, its registered home colors. Where also the clash of colors affects the goalkeeper colors, the goalkeeper will change to an alternative color. All jerseys must be numbered 1 to 99 with the name or logo of the Club printed on the jersey and the logo of the UPSL on the left sleeves.

## EXCEPTIONS TO MINIMUM STANDARDS

If a Club is unable to meet some of the minimum standards, a waiver must be submitted in writing to the UPSL Head Office as soon as possible in order to avoid being subject to fines. If the waiver is approved, the UPSL Head Office will inform the visiting Club immediately. Consideration will be given to new Clubs. Teams are to use the Minimum Standard exception forms. Minimum Standard Violations can be reported to the UPSL by either team, or by a member of the referee crew, or by an attending representative of the UPSL.

**Please note:** \$40 fine will apply per game for each game day minimum standard requirement violation, unless a waiver is obtained from UPSL Head Office at least 5 days prior to the game. To submit a waiver, please complete the online form: click the "Forms tab," click Minimum Standard Waiver Form.



### III. GAME DAY OPERATIONS

1. All teams must arrive (75) minutes before each game. The home team must have a Game Day Itinerary to be presented to their opponents and referees.
2. Game Day Itinerary to include:
  - Location of visiting locker room and any use times if applicable
  - Where to warm up
  - Reminder to give paper work to officials and announcer
  - Time of referee roster check
  - Time locker room must be vacated too comply with game ceremony
  - Time of walk out and player announcements
  - Time of National Anthem
  - Time of Kick-Off
  - Last time to vacate facility
3. Both teams must have their game day rosters signed by each player forty-five (45) minutes before each game. Teams must have printed copy of their roster available if asked by either the Officials or opposing team for verification of players. (Players not on Official UPSL Game Day Rosters may not play).
4. If a player appears on the Game Day Roster without a photo, he/she will not be allowed to play, without exception.
5. All players must be checked in by the referees with the UPSL Game Day Roster.
6. Game Day Rosters are limited to 20 *players*. Only 18 can play: 11 starters, 7 subs. Only seven (7) substitutions are allowed during a game. Any player substituted may not re-enter. If a player re-enters after being substituted, he/she will be considered an illegal player and the game will result in a forfeit.
7. Substitutes must have an ID (sub pass) upon entering the field and must present it to the sideline Official. Teams are to bring at least seven (7) sub passes to the game.
8. Starters are to enter the field from the center with subs on the benches. Proceed to the midfield, line up with the Officials in the center for the National Anthem.



9. National Anthem must be played before each game and an American Flag must be present throughout the game.
10. The home team must provide UPSL Official game balls and a system of retrieving loose balls so not to cause a stoppage in the game play.
11. The home team must provide water and ice for visitors and Officials. The home team must also have ice available for injury as well.

**VIOLATIONS** of game day operations procedures are subject to a \$40 fine per each violation unless the violation is already subject to a greater fine elsewhere in the UPSL rules, in which case the greater fine applies (e.g. game forfeit). The violation can be reported by the Referee crew, either team, or a representative of the UPSL who is present.

## IV. CODE OF CONDUCT

The following principles of ethical behavior are to be applied by all members of the United Premier Soccer League (UPSL) regarding all internal and individual team media as applied to Twitter, Facebook, Instagram, Snapchat, MyCujoo, YouTube, Periscope or any other print, on-air or online Platform. These principles are based on the Code of Ethics of the Society of Professional Journalists.

The UPSL Code of Conduct applies to all sources of media: Social media, written media (publications) and visual. The UPSL takes all rules of conduct seriously and will respond to any violations with swift and harsh penalties. Penalties will result in fines not less than \$500.00, game forfeiture, and suspension or expulsion from the league.

### PROMOTE & REPORT THE TRUTH

- Do not lie and do not make assumptions.
- Identify and cite sources.
- Avoid profanity, morose and/or inflaming emotions over controversial issues.
- Label opinions and personal interpretations as such.
- Label advertising clearly.



## MINIMIZE HARM

- Be transparent and honest with the public.
- Act honorably and ethically in dealing with sources, the public and colleagues.
- Do not expose the private life of any UPSL-affiliated personnel without permission.
- Do not abuse referees.
- Respect the rights of all persons involved.
- Observe common standards of decency and treat people with dignity, respect and compassion.

## BE ACCOUNTABLE

- Avoid conflicts of interest by refusing to accept outside gifts, favors or other benefits.
- Avoid being influenced by advertisers on the content of your reporting.
- Do not give favorable rates to one advertiser and not others.
- Do not seek autographs or other memorabilia from UPSL personnel.
- Be accountable to your sources and the public for the fairness and accuracy of your work.
- Be accountable for how you behave and collect news.
- Obey the state and local laws and the standards of ethical behavior.
- In any social media format or broadcasting media and / or any written matter, *one will avoid any kind of inflammatory statements* (i.e. speech or writing arousing or intended to arouse angry or violent feelings).



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## **APPENDIX**

- A. FACILITY CERTIFICATE OF INSURANCE**
- B. REFEREE PROTOCOL**
- C. UPSL SAFETY REQUIREMENTS & GUIDELINES**
- D. UPSL COSTS & PAYMENTS POLICY**
- E. UPSL CASH PRIZES AND AWARDS**
- F. USASA LIABILITY INSURANCE COVERAGE**



## A. FACILITY CERTIFICATE OF INSURANCE

Form location: <https://div1.upsoccer.com/facility-insurance-request-form>

NOTE: a password is required to access

All teams need a certificate of liability for the facility used for either home games or practice fields. All teams are required to use the correct form "Request for Facility Certificate of Insurance" when you need proof of insurance. You must fill out with all requirements from the facility, must have a complete address with zip code and the full name of facility. If you play in one location, please put both names and address on the form.

### Facility Insurance Request Form Example:

The screenshot shows the top of a web browser displaying the UPSL Division I website. The navigation bar includes links for Home, News, Schedule, Standings, Teams, Tickets, and Player Placement. Social media icons for Facebook, Instagram, Twitter, and YouTube are also present. Below the navigation bar, the title "Facility Insurance Request Form" is displayed. The form itself consists of several text input fields, each preceded by a label and an asterisk indicating it is required. The labels are: Team Name, Personal Making Request, Telephone, Email Address, Facility Owner, Address, Second Facility Name, Address, Phone, and Special Wording. Each label is followed by a single-line text input box.

You must print clearly or type so the form is legible. No hand-written forms will be accepted. Allow 72-hour turnaround time. Forms cannot be turned around in less than 72 hours. Certificates are valid for one-year January to December. All requests must be on this form.

Please send form to [gary@upsoccer.com](mailto:gary@upsoccer.com)



## B. REFEREE PROTOCOLS

### Game Day Protocols for all UPSL Officials to follow:

1. Arrival is to be no later than 1 hour prior to the start of the match.
2. Referees should have two sets of uniforms in different colors.
3. Referees are required to inspect the field at least 45 min. prior to the start of the match to ensure that it is in acceptable playing condition. This includes checking:
  - a. Playing Surface
  - b. Bench area
  - c. Goals
  - d. Corner Flags
4. **Team Check In:**

Teams are required to provide the officials with their game day roster at least 45 min. prior to kick off. Each roster must contain the following:

  - a. Color photos of each player
  - b. Player Registration ID # (far left)
  - c. Player Signature
  - d. Player Jersey number

If a team does not provide the above proper roster the game is not allowed to be played and it will be considered a forfeit.

Only players with printed names on the roster are eligible to play. Teams are allowed 20 players on the roster all must be checked in. Only 18 can play.

**Referee must take a photo of the team rosters for inclusion with the Match Report.**

5. **Player Check In:**
  - a. Referees are required to ask **each player** their name and uniform number to ensure that they match what is listed on the roster.
  - b. Referees are required to check each **player's face** and ensure it matches the photo provided on the roster (no other photo allowed)
  - c. Referee may ask for a second photo ID in the case where there is any doubt about a player's authenticity.
  - d. Referees are required to make sure each player has **signed** the roster.
  - e. Handwritten player names on the roster are strictly **NOT ALLOWED**. If this occurs and the official allows the player to play sanctions against the referee will occur.



- f. No player arriving late may start the game once the teams walk out has commenced. A late arriving player must be roster checked by the 4<sup>th</sup> official and can be subbed in after 10 mins. No late arrivals allowed once 2<sup>nd</sup> half kicks off.

**6. Substitutions:**

- a. Each team is allowed 7 substitutions per game. Once substituted, a player may not return to the game.
- b. Substitution Pass- the player entering the match must provide the official with a completed pass with the following information:
- Game date
  - Both players names
  - Both players numbers
  - Time of the substitution

If the team does not have the sub passes the official is to note it on the game day report.

7. Names of Coaches and technical staff present on the bench should be noted on the team roster sheet.
8. Referees should lead the team walk out to center field for the pre-game announcements and national anthem 10 minutes before the scheduled kick-off time.
9. If the on-field temperature is >90F the referee should insert a 2-minute water break into the middle of each half with the time to be added at the end of the half. The break should commence at a dead ball situation and restart with possession at the same spot to the same team.
10. The 4<sup>th</sup> official is to report the score via text to 657-257-9843 within 45 minutes of the conclusion of the match. If no 4<sup>th</sup> official, then it must be done by the Head Official.
11. **Covid-19 Safety Protocols:** The UPSL has provided safety protocols to all players, coaches and referees. Please report any glaring violations on the Match Report.

**Reports and Contact Information:**

- 1) **Report scores** via text to 657-257-9843 (within 45 min. of the conclusion of the game).
- 2) **Match Reports and Supplemental Reports** are to be emailed the same day or the following day at the latest. Email to [gary@upsoccer.com](mailto:gary@upsoccer.com) cc your Assigner. Include the photo of the Team Rosters.
- 3) **Injury Reports** are to emailed to [registrar@upsoccer.com](mailto:registrar@upsoccer.com) cc your Assigner.





## C. UPSL SAFETY REQUIREMENTS & GUIDELINES

# UNITED PREMIER SOCCER LEAGUE COVID-19

The health and safety of our coaches, players, referees and fans is of utmost concern during this time. As a result, we are outlining some League mandated changes along with some recommended safety precautions for each UPSL team to follow. These items are designed to help minimize the spread of COVID-19 during UPSL matches.

### LEAGUE MANDATED CHANGES

**1. Symptoms** - Do not play or travel if: a. You are exhibiting any symptoms of the coronavirus: mild to severe respiratory illness with fever, cough and difficulty breathing, or other symptoms identified by the CDC. b. You have been in contact with someone with COVID-19 in the last 14 days. c. You are a vulnerable individual: A vulnerable individual is an individual with serious underlying health conditions, including high blood pressure, chronic lung disease, diabetes, obesity, asthma and those whose immune system is compromised such as by chemotherapy for cancer and other conditions requiring such therapy.

**2. Positive Covid Tests** - Any positive covid test of a player or team coach must be immediately reported to your Division Manager or directly to [Luin.Frazier@upsl.com](mailto:Luin.Frazier@upsl.com). Upon consideration of the circumstances the UPSL will then put in place the appropriate procedures that must be followed before a return to play is allowed.

**3. Face Masks and Gloves:** Face masks are required to be worn when sitting on your team bench. Face masks are required to be worn in a vehicle when traveling to and from a match alongside non-household members. Although not required, face masks and gloves are allowed to be worn whilst playing in a match.

**4. Coughing, Sneezing and Spitting:** Do not cough, sneeze or spit if you are within 6 feet of another person.

**5. Spectators:** Spectators will not be allowed at any UPSL matches unless local and/or state government guidelines allow for spectators at such events.



**6. Locker Rooms:** Use of team locker rooms is not allowed. Players must arrive to the field in their uniforms and ready to compete.

**7. Roster Check:** Roster Check to take place in an open area with players standing at least 6 feet apart.

**8. Temperature Check:** Every player must have their temperature taken upon arrival by the Head Coach or other Team Official, prior to the roster check process. Any player with a temperature of 100(F) or greater will not be allowed to play, sit on the bench or spectate.

**9. Presentation of Teams:** The pregame presentation of teams and the National Anthem should be conducted with suitable safe spacing between the players.

**10. Team Handshakes:** Teams handshakes have been eliminated both during pregame and postgame.

**11. No Sharing of Water Bottles, Food or Towels:** Each player should have their own beverage bottle. Shared beverage stations are not allowed.

**12. Expanded Bench Area:** Teams are required to provide additional seating to the bench area. There should be enough seating to allow coaches and substitute players to remain at least 4 feet apart.

**13. No Close Verbal Exchanges:** Close verbal exchanges between players and between players and referees, such as "getting in someone's face" will not be permitted.

**14. Disinfect Match Soccer Balls:** Prior to kickoff, the designated match balls will be wiped down by the Referee.

**15. Celebrations:** No hugging, high fives or other physical contact for goal celebrations.



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## RECOMMENDED SAFETY PRECAUTIONS

- 1. Elderly Relatives:** Players and coaches living at home with an elderly relative (56+ years) or a vulnerable individual as described above, are recommended not to participate at this time.
- 2. Transportation to Games:** Minimize travel by bus to and from games. Any groups traveling to and from games should wear masks in their vehicles during the commute as designated under mandated changes.
- 3. Hand Sanitizer:** Each team should make best efforts to have hand sanitizer available for use by its players and coaches.
- 4. Maintain Proper Social Distancing:** We ask that everyone use best efforts to practice social distancing before and after games.
- 5. Referees:** Referees are allowed to wear facemasks during the game, pre-game activity and until they leave the field.
- 6. Post-Game:** No extracurricular or social activity should take place. No congregating. Players should leave the facility promptly.

## PARTICIPATION IN UPSL MATCHES IS VOLUNTARY AND REQUIRES THE SIGNING OF A WAIVER.

For additional information on COVID-19 please visit [www.cdc.gov](http://www.cdc.gov) Please note that these guidelines are subject to change if COVID-19 developments and restrictions warrant.

***Fines of \$40 can be imposed for failure to meet the requirements.***



## D. UPSL COSTS & PAYMENTS POLICY

### **Annual Membership Fees** (*non-refundable*)

\$500 per Club (multiple teams allowed)

Includes:

- Team General Liability Insurance through USASA
- Certificates of Insurance (COI) for facility rental
- 4 UPSL match balls
- Official UPSL shirt patches for home and away kits
- Access to Player Registration System
- Sanctioned UPSL Referee scheduling
- Team & Player press and social media marketing
- \$500 team kit purchase credit with Score
- Team website build and operation with **SportzStudio** at only \$35 pm

### **Single Season Dues\***

Premier Division: \$2000 per team

Division I: \$1500 per team

### **Discounts & Referral Credit**

Clubs entering a 2nd or 3rd Team in the same season will receive a \$500 discount\*. Any Club referring a new Club who goes on to participate in the UPSL will receive a one-time \$500 credit toward future UPSL payments. *\*The 2<sup>nd</sup> or 3<sup>rd</sup> team discount does not apply across to UPSL Women.*

The UPSL will put in place a payment deadline prior to each season. If the required payment is not made then the team will not be included in the schedule and will not be allowed to participate. Going forward this rule will be strictly enforced. In trying to provide certainty over the make-up of your divisions, to publish schedules in a timely manner, and to keep costs low, we ask for your understanding and cooperation with this policy.

### **Payment Plans**

For teams preferring a payment plan which spreads season dues over several payments, these are available for future seasons but must be completed before the deadline for inclusion in the schedule.

### **Methods of Payment**

The methods of payment will be provided on your UPSL invoice.



## **Player Registrations, Player Registrations, Coach and Team Officials Registration**

\$37 per player.

-Provides secondary medical insurance coverage through USASA.

-Maximum coverage of \$25,000 with \$400 deductible.

See page that follows with additional USASA insurance info.

\$10 per coach or team official (required to occupy bench area).

## **Home Stadium Field Payments**

These are the responsibility of the home team, including when hosting playoff games. At agreed neutral venues both participating teams will share the cost.

## **Referee Payments**

These are the responsibility of the teams and the payment process depends on the conference referee set-up.

*\*Season dues are non-refundable once a schedule is released unless the entire season is cancelled.*

*For new teams season dues are non-refundable unless a season is cancelled.*



## E. UPSL CASH PRIZES AND AWARDS

- Premier Division National Champion Prize Pool of \$30,000 (see below)

### REGULAR SEASON & DIVISIONAL PLAYOFFS

- Regular Season Division Winner: Trophy
- Division Playoff Winner: Trophy and Medals
- Division Playoff Runner-Up: Medals

### REGIONAL PLAYOFFS

- Regional Playoff Winner: Trophy and Medals
- Regional Playoff Runner-Up: Medals

### NATIONAL FINALS

- Champion: \$20,000 Cash Prize, Trophy and Medals
- Runner-up: \$5,000 Cash Prize, Trophy and Medals
- 3rd Place: \$3,000 Plaque and Medals
- 4<sup>th</sup> Place: \$2,000 Cash Prize

### AWARDS

- National Top Scorer: \$1,000 Cash Prize and Golden Boot
- 4 Regional Top Scorer Awards.

- Division 1 Awards

### REGULAR SEASON & DIVISIONAL PLAYOFFS

- Regular Season Division Winner: Trophy
- Regular Season Division Winner: eligible for Promotion
- Division Playoff Winner: Trophy and Medals
- Division Playoff Runner-Up: Medals

### STATE or CONFERENCE PLAYOFFS

- Playoff Winner: Trophy and Medals
- Playoff Runner-Up: Medals



## F: USASA LIABILITY INSURANCE COVERAGES

The liability insurance coverage package provided to USASA members is far superior to any other offered plan for soccer related organizations.

### General Liability:

- Protects team, League, state and national entities for lawsuits filed by players, fields and members of public.
  - e.g. Player (PLL) unsafe field conditions
  - e.g. Public – Spectator falls from bleacher. Soccer Ball hits parked car and breaks windshield
- Additional Coverage included in general liability policy:
  - General Aggregate – None
  - \$3,000,000 Products – Completed Operations Aggregate Limit
  - \$2,000,000 Personal and Advertising Injury Limit
  - \$2,000,000 Each Occurrence
  - \$2,000,000 Participant Legal Liability
  - \$2,000,000 Hired and Non-Owned Auto
  - \$300,000 Damage to Premises Rented to You
  - \$5,000 Medical Payments
  - Blanket Additional Insured's (Owners and/or Lessors of Premises, Sponsors or Co-Promoters)

The combination of General Liability and Participant Accident Coverage gives comprehensive protection to participants and entities. These protections give peace of mind to all participants and their families as it removes some of the risk of playing a contact sport.





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## Player Medical Insurance Policy



## UNITED STATES ADULT SOCCER ASSOCIATION (USASA)

7000 S. Harlem Avenue Bridgeview, IL 60455

This benefit summary is intended as a general description of the excess accident medical expense and accidental death and dismemberment benefits available under the insurance policy issued to USASA. Please contact your Designated Organization Verification Officer.

**COVERED PERSONS:** Players, coaches, referees, futsal participants, and coaches/players for whom premium has been paid.

**COVERED ACTIVITIES:** Coverage, subject to the terms, conditions, limitations and exclusions of the Policy, for injuries resulting from Covered Accidents which occur while the Covered Person is participating as a member of a Team in a USASA affiliated sanctioned event (scheduled game, official tournament game, practice/tryout session of the team); or while traveling directly to or from a game or practice session as a member of a team.

## ACCIDENT PLAN BENEFITS, LIMITATIONS AND EXCLUSIONS - 2020

**Benefit limits apply on a per Covered Person per Covered Accident basis.**

Accident Medical Expense Benefit	\$25,000 maximum benefit
Benefit Period	52 Weeks
Incurral of First Expense	Within 90 days of Covered Accident
Deductible Amount	\$400
Hospital Room & Board Expense (In-Patient)	\$300 maximum per day
Hospital Miscellaneous Services (In-Patient)	\$1,000 maximum
Hospital Miscellaneous Services (Out-Patient)	\$250 maximum
Ambulatory Medical Center (Out-Patient)	50% of Usual & Customary (U&C) amount
Emergency Room Treatment	\$350 maximum
Physician Services (Non-surgical; In-or-Out-Patient)	\$35 maximum per visit, for up to 10 visits
Surgery Benefit (In-or-Out-Patient)	50% of Usual & Customary (U&C) amount
Assistant Surgeon Expense	25% of Surgeon Benefit
Anesthesiologist	25% of Surgeon Benefit
Physiotherapy (Out-Patient)	\$25 per visit, for up to 15 visits
X-rays, Imaging, MRI or Cat Scans (Out-Patient)	\$150 maximum benefit
Laboratory Tests	\$100 maximum benefit
Ambulance Services	\$150 maximum benefit
Prescription Drug Benefit	\$100 maximum benefit
Dental Benefit (sound, natural teeth only)	\$1,000 maximum benefit
Medical Equipment Rental	\$400 maximum
Accidental Death Benefit	\$25,000 (including Death from Heart Failure)
Accidental Dismemberment Benefit	\$25,000 maximum benefit
Accidental Paralysis Benefit	\$25,000 maximum benefit
Aggregate Limit of Liability	\$500,000 maximum benefit

Benefit limits apply on a per Covered Person per Covered Accident basis. Accident Medical Expense benefits are only payable in excess of any benefits provided by a Covered Person's primary health insurance. USASA Contact Information Nick Schmitt  
nscmitt@usasa.com

