



APPLICATION PROCESS TO ORGANIZE INTERNATIONAL MATCHES

APPLICATION PROCESS: The full version of US Soccer Federation's operating procedures for International Games is available on its website: www.ussoccer.com under "Services/International Games". The following is a summary of the key provisions. This completed application along with the application fee and any late fees must be received by US Soccer Federation Inc. twenty-one (21) days prior to the first scheduled match, or, forty-five (45) days prior to tournaments (see "Tournament Rules" below) accompanied by:

- 1) **Non-Refundable Application Fee:** (a) \$100 for each foreign non-professional team for each visit to the US (regardless of how many games are played) (b) \$100 for each foreign professional team for each game to be played in the US.
- 2) **Late Application Fee:** \$250 (in addition to the standard application fee) if application is submitted less than the required minimum days.
- 3) **Stadium Confirmation:** a letter from the stadium confirming that the facility is on hold for the date of the event.

All applications must include phone number, fax number and e-mail address to be processed.

Mail all materials to: US Soccer; c/o International Games; 1801 S. Prairie Ave; Chicago, IL 60616. Payments must be in the form of a certified, cashier's check, or money order payable to US Soccer.

If the Federation does not disapprove the completed application within seven (7) days, it will be deemed conditionally approved. The seven (7) day period does not commence until all items indicated above have been submitted.

The Federation's initial approval of an application is conditional, and is not finally approved until:

1. The applicant has completed and signed an International Games Agreement, which will include a requirement that the applicant abide by the "Federations Standards for Promoting and Staging an International Match for Which Admission is Charged."
2. The applicant has submitted the appropriate performance bond.
3. The applicant has submitted an insurance certificate consistent with the insurance terms in the International Games Agreement.
4. The applicant has submitted letters from the teams involved confirming their participation in the event.

PERFORMANCE BOND: final approval will be granted only upon receipt by the Federation of a performance bond in the form of a certified or cashier's check made payable to "United States Soccer Federation, Inc." or by wire transfer, in accordance with the following terms:

- (A) No bond is required for Matches involving foreign teams that have no ticket sales.
- (B) For each match, the bond due will be the greater of the following:
 - (1) **\$3,750 per foreign team per game;**
 - (2) **\$25,000 for any game involving a National Team; or**
 - (3) **An estimate of anticipated percentage payments that will be due the Federation, The Football Confederation and FIFA. Such estimate to be at the sole discretion of the Federation.**
- (C) The Federation has the authority to require a bond in excess of the figures listed in this Section to ensure the financial integrity of an International Match or International Tournament. This amount will be determined by the Federation in its discretion.
- (D) The performance bond must generally be received in the Federation's office in the form of a wire transfer, a cashier's check, a certified check, or cash no later than fourteen (14) days prior to the scheduled date of the first game covered by the request or on the date stipulated in the International Games Agreement. Any bond received after this date must be accompanied by a \$250 late bond fee. The Federation has the authority to revise the performance bond due date at its discretion.

FEES PAYABLE TO THE US SOCCER FEDERATION: the following shall be paid to the Federation within thirty (30) days of each International Match or International Tournament:

- (A) **Five and one quarter percent (5.25%)** of the gross gate receipts of matches involving one foreign team, but not less than \$300. This includes the greater of 2%, or \$200 payable to the Football Confederation.
- (B) **Nine percent (9%)** of the gross gate receipts of matches involving two foreign teams, but not less than \$300. This includes the greater of 2%, or \$200 payable to the Football Confederation.
- (C) **Eleven and one quarter percent (11.25%) of the first \$200,000 and fifteen percent (15%) of the balance of gross gate receipts after the first \$200,000**, but not less than \$450, of matches involving a National Team. The Federation will use these fees to cover fees due to FIFA and The Football Confederation.
- (D) In any International Tournament where more than fifty percent (50%) of the participating clubs are affiliated to the Federation, the applicable percentage of gross gate receipts shall be **five and one quarter percent (5.25%)**, but not less than \$300. If fifty percent (50%) or more of teams are foreign, then the applicable percentage shall be **nine percent (9%)**.

FINANCIAL REPORT: A properly completed Federation Financial Report on the appropriate forms signed by Promoter, along with the itemized stadium accounting shall be forwarded to the Federation with the applicable percentage payment. This financial report is due to the Federation within thirty (30) days of any International Match or International Tournament. Any game promoter failing to submit a timely financial report (along with any monies due) will be fined \$100 per day for every day beyond the deadline by which the report is to be received. The Federation reserves its right to request a stadium accounting directly from stadium authorities. In this event, the game promoter must notify stadium authorities that the Federation is authorized to receive such accounting directly.

TELEVISION RIGHTS: The appropriate sponsoring organization must apply to the Federation for permission for TV rights at least 21 days in advance of the match to be televised. Failure to confirm the TV broadcast of a game will result in a fine of \$1,000.00 and possible suspension.

LOCATION/SEATING CAPACITY OF STADIUM/TICKET PRICES: If admission fees are charged, a schedule of ticket prices, the location of the stadium and seating capacity must be submitted upon request from the Federation. Failure to adhere to such request may result in the denial of the application.

TOURNAMENT RULES: If this application is for a tournament involving club teams from three or more countries, the applicant must also submit a copy of the rules regarding the organization of the tournament. US Soccer must approve these rules before the final approval is made.

EVENT PROMOTION: If a sponsor or promoter makes any public announcement before written permission has been granted by the Federation, either of them or both shall be fined a **minimum of \$1,000.00 each game**.



APPLICATION TO HOST INTERNATIONAL MATCHES
(Please print or type all information)

Promoter / Company _____ aaaaaaa _____

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Contact Person _____ aaaaaa _____

Address _____

City _____ State _____ Zip Code _____

Phone _____ aa _____

Fax _____ aa _____

Cell _____ aaa _____

E-mail _____ aa_aaaaaaaa _____

All contact information is required to process application.

We request permission to host the following international Game(s). If more than three games please provide schedule on a separate sheet.

MATCH DATE	TEAM/COUNTRY	vs.	TEAM/COUNTRY	STADIUM	CITY	STATE	TIME

Team(s) Status: Professional _____ Amateur _____ Will admission fee be charged? Yes _____ No _____

Will games be broadcast on television? Domestically: Yes _____ No _____ Internationally: Yes _____ No _____

We have read the information on the reverse side. We hereby agree to abide by the Rules, Regulations and Procedures of US Soccer Federation, Inc. involving International Matches and to be subject to all administrative requirements and to be responsible for paying all fees and costs associated with the sponsorship of International Matches. Further information on hosting international exhibition matches can be found on our website at www.ussoccer.com.

FOR OFFICE USE ONLY

Date Application Received _____ Stadium Letter _____

Application Fee Amount/Received _____ Late Application Fee _____ Total Application Fee _____

Bond Amount/Received _____ Late Bond Fee _____ Total Bond Fee _____

Federation Approval:

Adrian Garibay/ International Games _____ Date _____

Greg Fike / Staff Attorney _____ Date _____

Approval/Denial Letters (Date) aaaaaaaa Promoter: _____ Foreign Federation(s) _____

(Revised 7/13)