APPLICATION PROCESS TO ORGANIZE INTERNATIONAL MATCHES

APPLICATION PROCESS: The full version of U.S. Soccer Federation's ("U.S. Soccer" or the "Federation") 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 U.S. 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 U.S. (regardless of how many games are played), and (b) $100 for each foreign professional team for each game to be played in the U.S.
2) **Late Application Fee:** $250 (in addition to the standard application fee) if application is submitted in 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 the phone number, fax number and e-mail address of the promoter and the FIFA match agent in order to be processed.
Mail all materials to: U.S. 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 U.S. Soccer (applications submitted without payment will not be accepted).

If the Federation does not disapprove the completed application within seven (7) days of receipt, it will be deemed conditionally approved. The seven (7) day period does not commence until all items indicated above have been received.
The Federation's initial approval of an application is conditional, and shall not be deemed 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 "Federation's Standards for Promoting and Staging an International Match for Which Admission is Charged."
2. The applicant has submitted the appropriate performance bond as determined by the Federation.
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.
5. If one or more teams participating in the event(s) are National Teams from a Confederation outside of CONCACAF, the approval of the respective Confederation(s) is required. It is the promoter's responsibility to contact the appropriate Confederation(s) to secure written approval.

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 for which admission will not be charged.
(B) For each match for which a bond is required, 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;**
(3) **An estimate of anticipated percentage payments that will be due the Federation, CONCACAF and FIFA; or**
(4) **Any other amount as the Federation deems appropriate to ensure the financial integrity of the International Match or Tournament (such estimate to be at the sole discretion of the Federation). 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.**

(C) The performance bond must 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 twenty-one (21) 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 and may only be accepted at the Federation's discretion. The Federation has the authority to revise the performance bond due date at its discretion.

FEES PAYABLE TO THE U.S. SOCCER FEDERATION: the following shall be paid to the Federation in full within thirty (30) days of each International Match or International Tournament for which admission is charged:
(A) **Five and one quarter percent (5.25%)** of the gross gate receipts of matches involving one foreign team, but not less than $400;;(this includes the greater of 2%, or $200, payable to CONCACAF.)
(B) **Nine percent (9%)** of the gross gate receipts of matches involving two foreign teams, but not less than $400; ;(this includes the greater of 2%, or $200, payable to CONCACAF.)
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, for matches involving a national team. The Federation will cover fees due to FIFA and CONCACAF.
(D) In any International Tournament where fifty percent (50%) or more 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 $400. If more than fifty percent (50%) of teams are foreign, then the applicable percentage shall be **nine percent (9%).**
(E) In the case of a Double-header match (any event that includes an International Match and a regularly scheduled professional league match [not including pre-season or scheduled exhibition matches] at the same time for which only one ticket is issued), the fee shall be calculated based upon **fifty percent (50%)** of the gross gate receipts.

FINANCIAL REPORT: A properly completed Federation Financial Report on the appropriate forms signed by the Promoter and FIFA match agent, 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 promoter and FIFA match agent failing to submit a timely financial report (along with any monies due) may be fined $100 per day for every day beyond thirty (30) days until the report is to be received. The Federation reserves the right to request a stadium accounting directly from stadium authorities.
BROADCAST RIGHTS: The appropriate sponsoring organization must apply to the Federation for permission for broadcast rights (through any medium) at least twenty-one (21) days in advance of the match to be broadcast. Failure to confirm the broadcast of a match may result in a fine of $1,000.00 and possible suspension of promoter and/or FIFA match agent from promoting future matches in the United States.
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 fulfill such request may result in the denial of the application or withdrawal of approval.
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. U.S. Soccer must approve these rules before the final approval is made.
EVENT PROMOTION: If a sponsor, promoter or FIFA match agent makes any public announcement before written permission has been granted by the Federation, any one of them may be fined a **minimum of $1,000.00 each game.**

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

Promoter / Company _____

Contact Person (indicate "preferred" contact)_____

FIFA Match Agent _____

Contact Person (indicate "preferred" contact)_____

Address_____

City_____ **State**_____ **Zip Code**_____

Phone_____

Fax_____

Cell_____

E-mail_____

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 an 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 U.S. 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 at www.ussoccer.com/About/Federation-Services/International-Games

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 / Dir. of Registration_____ Date_____

Greg Fike / Staff Attorney_____ Date_____

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

(Revised 5-8-12)