



Oklahoma Soccer Association

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PROCEDURE FOR APPEALS

The purpose of the Oklahoma Soccer Association appeal procedure is to provide a fair consideration of matters in dispute within the family of Oklahoma Soccer Association and its member organizations. Nothing in the procedure shall take precedence over the Rules of O.S.A., USYSA/USASA and of USSF.

A. Manner of Appeal:

1. Appeals for a decision made by the state level league, committee or board shall be made by filing a notice of appeal, in a form designated by the O.S.A. Board of Directors (The Oklahoma Soccer Association "Appeal Form"). The form shall include a copy of the "Document Directory" which is a list of all documents the appellant requests be included in the appeal process.
2. The "Appeal Form" shall include a list of all documents considered at the last level of appeal. Consideration of appeals will be limited to the specific facts, rules and procedures at issue and not to matters or documents irrelevant to your appeal. All appeal fees will be held until a decision becomes final.
3. The "Appeal Form", "Document Directory" including the listed supporting documentation, and payment must be sent within seven (7) days after your receipt of the decision you are appealing. The appealing party shall send all documents and payment to:
Oklahoma Soccer Association
Appeals, Disciplinary & Grievance Committee
PO BOX 35174
Tulsa, OK 74153
4. The "Appeal Form" must be complete and be signed by the appealing party. It must be sent by certified mail, return receipt requested. The postmark must be within the time for appealing as specified by O.S.A. rules above. The appealing party must also send a copy of the "Appeal Form" by certified mail to the other party(s) involved in the controversy.

B. Appeal Documentation :

1. Appeal documentation shall include the following:
 - A. Copies of all documents stated on the "Document Directory", which are in the hands of the appealing party. No additional materials not listed on the "Document Directory" may be submitted without the advance permission of the Hearing Committee.
 - B. Arguments supporting the appealing party's position of each of the issues.
 - C. Copies of all club, league, association and state rules and regulations pertaining to the appeal.
 - D. A statement that a copy of the appeal documentation has been mailed or delivered to the opposing party.

B. Opposing Party Obligations:

1. Within seven (7) days after receipt of the appeal documentation, the opposing party shall send its arguments and documents of the issues to the hearing committee and the appealing party.

D. Powers of the Hearing Committee:

The Appeal Hearing Committee shall be empowered to return or reject any "Appeal Form", appeal documentation or claim of appeal if this procedure is not followed. The Hearing Committee may extend the appeal hearing if the proper procedure is not followed or if the proper information has not been provided to all parties in a timely manner.