



Utah Youth Soccer Association
 9159 South State Street
 Sandy, UT 84070
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 www.utahyouthsoccer.net

Organization Membership Application

Member Organization Information				
Organization Name				
Street Address		City/State/Zip		
Contact Name		Contact Phone		
Contact Email				
Responsible Directors				
President	Name		Email	
	Street Address		Phone	
	City/State/Zip		Signature	
DOC	Name		Email	
	Street Address		Phone	
	City/State/Zip		Signature	
Board Member	Name		Email	
	Position on Board		Phone	
	Street Address		Signature	
	City/State/Zip			
Board Member	Name		Email	
	Position on Board		Phone	
	Street Address		Signature	
	City/State/Zip			
Certified	Name		Phone	
Registrar	Email			
Field	Name		Phone	
Assignor	Email			
Referee	Name		Phone	
Assignor	Email			
Additional Required Documentation		Date Received	Notes	
Copy of Field Contract(s) or Commitments(s)				
Membership or Team Count				
Bylaws				
Proof of Non-profit Status				
List of Date, Time, and Location of each Board Meeting and Annual General Meeting				

By signing above, the responsible Directors certify to the accuracy of the information in this application and acknowledge their responsibility to UYSA for the Organization's operations and activities.

Administrative Use Only	
Date Received by UYSA	
Reviewed By	
Approval Date	
Reviewer's Signature	

Below you will find UYSA policy stating what information is required when turning in an application to become an Organizational Member. In order for your application to be complete all required documentation must be turned in to UYSA.

141 Organizational Membership

1411 Application Procedures

1. Documentation. An Organization wanting to become an Organizational Member must submit to the State Office the following:
 - a. An application on UYSA's standard form;
 - b. Required membership fees;
 - c. A copy of the Organization's bylaws, which must provide, at a minimum, the following:
 - (1) A board of directors with a minimum of three (3) directors, with open and public election of such directors;
 - (2) The use of Roberts' rules of order;
 - (3) A bylaw requiring the keeping and posting of board meeting minutes and financial statements;
 - (4) A definition of a voting membership, which can be coaches, parents, or some other system for allowing the interests of all members to be represented;
 - (5) Provision for an Annual General Meeting and bylaw revisions;
 - (6) Board terms, duties, and method of election;
 - d. Evidence of non-profit status with the IRS.
2. UYSA Review
 - a. An application for Organizational Membership shall be reviewed by the appropriate Regional Director, then the Rules and Revisions Committee.
 - b. If the documentation is incomplete, the Rules and Revisions Committee shall return the application to the Organization or Team.
 - c. The Rules and Revisions Committee shall check Organization bylaws for any conflict with UYSA, USYSA, and USSF Rules.
 - d. The Rules and Revisions Committee shall make a recommendation on the application and forward it to the Board within thirty (30) days of receipt of a complete application package.
 - e. The Board shall make a final decision on the application.
 - f. Upon approval by the Board, the State Office shall provide written or electronic notice of the decision to the Organization or Team.
 - g. UYSA approval is for the remainder of the Seasonal Year in which membership is granted.

1412 Responsibilities

1. General. An Organizational Member shall have the following general responsibilities:
 - a. Comply with the requirements of Section 304 of the Bylaws;
 - b. Have a representative at UYSA's AGM;
 - c. Hold an annual general meeting and provide at least thirty (30) days notice to its members;
 - d. Discipline its members only after providing adequate notice and an opportunity for a hearing.
2. Reporting.
 - a. On or before July 15 of each year, the Organizational Member shall provide UYSA with the following:
 - (1) A copy of its current bylaws;
 - (2) Proof of current 501(c)(3) status (annual letter from IRS);
 - (3) List of current board members including names, addresses, phone numbers, and email addresses; and
 - (4) All appropriate membership fees.
 - (5) The name, phone number, and email address of the Member's Director of Coaching.

- b. An Organizational Member shall immediately report to UYSA any of the following:
 - (1) Loss of 501(c)(3) status;
 - (2) Revocation or expiration of entity status with the state;
 - (3) Discovery of fraud or embezzlement in the Organization.