



Elgin Middlesex Soccer Association
Active CLUB Membership Renewal Application Form

On behalf of the _____, we hereby make
CLUB NAME

application for membership with Elgin Middlesex Soccer Association (EMSA) for the 20__ Membership Year. The following is to be submitted **on or before January 15th of the renewal year (late fees will be applied, see notes below)**,

- Membership Renewal Application Form (this form)
- Club Executive List
- Payment of all invoices

FINANCIAL REPORTING

The financial statements of the Club shall be:

- a) based on a defined fiscal year end;
- b) presented to members at the Annual General Meeting; and
- c) presented annually subject to the minimum requirements as defined below:
- d) subject to one of the following size test based on financial statements of the previous year:

PLEASE CHECK which one applies to your club

- Audited, as defined by CPA Canada, by a public accountant if the Club's annual gross revenue is greater than or equal to \$150,000 or the Club has greater than or equal to 1000 registered players;
- Reviewed by a Public Accountant, through a Financial Review Engagement, as defined by CPA Canada, if the Club's annual gross revenue is less than \$150,000 but greater than or equal to \$100,000, or the club has less than 1000 but greater than or equal to 500 registered players; or
- Signed with a Notice to Reader prepared by a Public Accountant, if the Club's annual gross revenue is less than \$100,000 but greater than or equal to \$10,000
- Completed by the Treasurer or designate, if the Club's annual gross revenue is less than \$10,000.

NOTE: Clubs are still required to follow applicable legislation related to filing income tax returns. Incorporated Clubs are still required to follow audit guidelines in accordance with the legislation as outlined in the Corporations Act of Ontario which currently require any Incorporated Club with income over \$100,000 to perform an audit.

AGREEMENT **PLEASE CHECK BELOW**

- A club shall annually submit** its Club Constitution or Leagues By-Laws to its District Association which shall be responsible for ensuring compliance with Section 3.0 of Ontario Soccer's Operations Procedures, Procedure 6.0 Clubs, unless the club has certified below that the Club's Constitution and/or Bylaws have not been changed since its previous membership renewal application and both the President and Secretary have signed this application form. Clubs shall be required to submit any amendments to its Club's Constitution and/or By-Laws to its District Association within 60 days after the Club's General Meeting at which the amendments were approved.

OR

- Check here** to certify that your Club's Constitution and/or Bylaws have not changed since the organization's previous Membership renewal application

- o **Check here** to confirm that each Active Member shall hold its Annual General Meeting on or before December 31 of the current year (EMSA Rules and Regulations 1.6)
- o **Check here** to confirm that Members must notify the Association, within seven days, of any change to their list of officers. (EMSA Rules and Regulations 1.8)

In consideration of the acceptance of our membership in Elgin Middlesex Soccer Association (EMSA), we agree to comply and abide by the following:

1. All Governing Documents of EMSA and Ontario Soccer
2. All decisions made by EMSA’s Board of Director’s elected to act on its behalf.
3. Agree to receive e-mails from the Elgin Middlesex Soccer Association and Ontario Soccer as a registered member of the district
4. EMSA’s Policies including, but not limited to:
 - a) Dispute Resolution
 - b) Harassment
 - c) Volunteer Screening
 - d) Conflict of Interest
 - e) Privacy Policy
 - f) Transgender Policy
 - g) Social Media Policy
 - h) Rowan’s Law
5. The Constitution and/or Bylaws of _____ are in

CLUB NAME

 compliance with the minimum requirement determined by Ontario Soccer Operational Procedures (Section 3, Procedure 6.0 Clubs).
6. Have submitted the Canada Soccer Risk Assessment Tool and have received a Low or Moderate Risk Rating. Submission is only required once, not required for each season.
7. Return to Play Guide will be continually updated and adhered as required.

CONTACT INFORMATION FOR SIGNING AUTHORITY

PRESIDENT NAME: _____
ADDRESS: _____
PHONE: _____ **EMAIL:** _____
DATE: _____ **SIGNATURE:** _____

SECRETARY

NAME: _____
ADDRESS: _____
PHONE: _____ **EMAIL:** _____
DATE: _____ **SIGNATURE:** _____

NOTES:

1. Both the Club President and Secretary are required to sign this application form
2. Renewals received:
 - On or between February 16 to March 15 will have a fine of \$50 applied.
 - Renewals received from March 16 onwards, membership with EMSA will be terminated. Reconsideration for reinstatement will be heard by the EMSA Board at one of its regular meeting accompanied by a reinstatement fee of \$250 as well as a reason as to why the membership should be reinstated.