



**Application for New Active Member/ Associate Member**

**NAME OF APPLICANT** \_\_\_\_\_

**PROPOSED NAME OF CLUB** \_\_\_\_\_

**Date of Application** \_\_\_\_\_

We wish to make application for Membership in the Elgin Middlesex Soccer Association for the year ending..... ( to be submitted between November 1 -30)

This application for Active Membership is for (indicate all categories that apply):

- \_\_\_\_\_ Active (Youth Soccer Recreational only)
- \_\_\_\_\_ Active (Youth Soccer Recreational and Competitive) Active
- \_\_\_\_\_ (Youth Soccer Recreational only + Senior Soccer) \*
- \_\_\_\_\_ Active (Youth soccer Recreational and Competitive + Senior Soccer) \* Active
- \_\_\_\_\_ (Senior Soccer only)
- \_\_\_\_\_ Active (Indoor only)

**\* Youth Club Applicants may NOT apply for competitive status for the first year of operation.**

- All participants registered with the Club **MUST BE** registered with EMSA (per OS policy).
- A Club requesting Youth status must have a minimum of 4 (four) teams

**Applicants must sign this Application and initial each page of the Application in the area indicated and completes the Application Checklist.**

**By signing and submitting this New Membership Application, the Applicant:**

- (i) Acknowledges that Notice of the Application shall be sent to all existing Members, that Members are entitled to receive a copy of the Application, and Members may provide written submissions to the EMSA concerning the Application;
- (ii) authorizes the EMSA and District staff to investigate any facts or circumstances related to this Application;
- (iii) consents to the District requesting and obtaining any credit reports or credit enquiries concerning the Applicant

- (iv) acknowledges that if the Applicant is approved as a Youth Club Member, that any Application for Change in Status seeking competitive status for youth players is not guaranteed and that any subsequent Application will be assessed on its own merit;
  - (v) acknowledges that EMSA shall have the authority to impose upon the Applicant, any temporary or permanent conditions or restrictions that it considers fair and reasonable in the circumstances;
  - (vi) agrees to meet with EMSA or District Staff to discuss the Application;
  - (vii) agrees that the EMSA Executive or District Staff shall be entitled to meet with or contact any affected or interested District Association members or municipal Parks and Recreation Department and any other relevant parties while considering its decision on the Application;
  - (viii) acknowledges that in making its decision, the EMSA Board shall be entitled to consider the Application, the materials and submissions presented by the Applicant, any submissions received from existing Members concerning the Application, any facts, documents or findings resulting from any District investigation, any other information that it considers relevant to the Application, and any recommendation from any membership committee, as the case may be;
  - (ix) acknowledges that EMSA shall be authorized and entitled to consider whether or not, in its sole and exclusive discretion, acting reasonably:
    - (a) the Application and the Applicant's supporting documents and submissions establish a fair and reasonable plan for operating a new soccer organization within the District;
    - (b) the approval of the Application will not have a material adverse effect on any existing Clubs;
    - (c) there are reasonable temporary or permanent conditions or restrictions that the District could impose, that would alleviate any anticipated adverse effect on any existing Clubs;
    - (d) there is sufficient demand with the community for the establishment of a new soccer organization within the District;
    - (e) there are rational grounds to accommodate the Applicant within the District;
    - (f) the Applicant's technical plan; the qualifications of its coaches and technical staff(as required by OS policy, including NCCP#), is reasonably satisfactory and will promote the development of players, coaches, and referees, as the case may be;
    - (g) the discipline record of the Applicant's officers, directors, staff and coaches or technical staff is reasonably satisfactory and does not raise concerns regarding whether or not the Applicant will comply with all OS and EMSA Policies and Procedures and Published Rules & Regulations;
    - (h) the Applicant has established reasonable measures to protect the health and safety of all participants, including players, coaches, referees, staff and members;
    - (i) the Applicant will be able to pay its registration fees, fines, debts and bonds and meet the general debts and liabilities in the ordinary course of business; and
    - (j) the approval of the Application will result in a net beneficial gain to the promotion and development of the game of soccer within the District.
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***The EMSA shall have “just cause” to deny membership if the Application Form is incomplete, in any material regard; if the New Membership Application Fee is not paid; if the Applicant`s submissions are unsatisfactory in any material respect; if the Application fails to satisfy any one or more of the standards as prescribed by its Published Rules and Regulations; or for any other valid and justifiable reason.***

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Please complete to give the Club mailing address. All mail from EMSA, OS, etc., will be sent to this address. This will be considered the Club’s “Official Address”.

**Club/Organization Mailing Address**

Soccer Club \_\_\_\_\_

c/o \_\_\_\_\_

Address \_\_\_\_\_

Day No. \_\_\_\_\_

Evening Phone No. \_\_\_\_\_

E-mail \_\_\_\_\_

Cell No. \_\_\_\_\_

**Club/Organization Contact:** The Club/Organization Contact should be a person available to take phone calls and e-mails during the day and evenings related to the Club/Organization business requiring prompt attention.

Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Day No. \_\_\_\_\_

Evening No. \_\_\_\_\_

E-mail \_\_\_\_\_

Cell No. \_\_\_\_\_

**By signing and submitting an Application for Active Membership each Applicant agrees that if its Application is approved it will:**

- a) Have a Constitution or By-Law which meets the minimum requirements for a Club Constitution in accordance with the OS's Published Rules;
- b) Follow the Published Rules (By-Laws and Rules & Regulations) of the District Association and Ontario Soccer. The Member is subject to the published rules in declining order of authority of the following governing organizations to which it is affiliated:

The OS  
The District Association  
The Club

- c) Abide by the OS Discipline Policies;
- d) Abide by OS's Conflict of Interest;
- e) Have the Club's financial statements audited as per the OS's Club Policy;
- f) Abide by the OS's Dispute Resolution Process and make available to any Member the OS's Dispute Resolution Process when requested;
- g) Abide by the OS's Harassment Policy and make available to any Member the OS's Harassment Policy when requested;
- h) Abide by the OS's Appeal Process and make available to any Member the OS's Appeal Policy when requested; and
- i) Abide by the decisions of the Board of Directors elected to act on its behalf.
- j) Include the following provision in its By-Laws:

"A Member may be fined, censured, suspended or expelled from Membership for cause and only after charges have been laid in accordance with the Club's published rules and a hearing held in accordance with the Club's and OS's Published Rules. An individual whose membership has been suspended loses all rights of membership until the suspension has been terminated.

The Applicant's players, teams and team officials are subject to discipline for game infractions in accordance with the procedures published by the OS.

Any Member who infringes the Articles or Rules of the Club or brings the Club into disrepute may be reprimanded, suspended or expelled from the Club after a hearing by the Board of Directors of the Club at which hearing the Member is entitled to attend."

The Applicant acknowledge that failure to comply with the requirements enumerated above may result in suspension or termination of Membership, as laid out in the EMSA's By-Laws and Rules & Regulations.

**ACCEPTED & AGREED**, on behalf of the Applicant

**Name of Applicant** \_\_\_\_\_

**Signed:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_

**Date:** \_\_\_\_ / \_\_\_\_ / 20\_\_\_\_ (Month, Day, Year)

**Position:** \_\_\_\_\_

**I have authority to bind the Applicant Club/ Organization**

**For Office Use Only**

This Application was received \_\_\_\_ / \_\_\_\_ / 20\_\_\_\_ (Month, Day, Year)

This Application was \_\_\_\_\_ approved/ \_\_\_\_\_ denied on \_\_\_\_ / \_\_\_\_ / 20\_ (Month, Day, Year)

Notice of the Decision was sent \_\_\_\_ / \_\_\_\_ / 20\_\_\_\_ (Month, Day, Year)

**ELGIN MIDDLESEX SOCCER ASSOCIATION**

Per:

\_\_\_\_\_/ \_\_\_\_/ 20\_\_\_\_ (Month, Day, Year)

Signature of Authorized Signing Officer

\_\_\_\_\_  
Name & Title

## Application Checklist

**The Applicant must submit in one complete and sequentially numbered package, the following documents, statements and information:**

Check box(s) if completed

1. A duly completed Application Form;
  2. New Membership Fee (\$250.00) **Non Refundable**
  3. A list of current elected and appointed officers;  
(Please indicate titles, areas of responsibility, and any applicable OS No.)
  4. A copy of its Constitution, Articles of Incorporation, and By-Laws and Rules & Regulations which meets the minimum requirements under OS Published Rules;
  5. The Applicant's audited or unaudited financial statements for the past three years (if applicable) in such form as prescribed by the OS's Rules & Regulations;
  6. A Statement of the Applicant's rationale and justification for adding a new Club, including planned age groups, number of teams, etc.;
  7. A Statement of the Member's position on their potential impact on existing Clubs and copies of any available letters of support and a declaration stating what efforts the Applicant made to contact existing Clubs regarding any potential impact;
  8. A description of any temporary or permanent conditions or restrictions that the Applicant proposes to lessen any adverse impact on any existing Clubs and a declaration stating what efforts the Applicant made to contact existing Clubs and discuss any such temporary or permanent conditions or restrictions;
  9. A Declaration on the municipal and geographical area in which the new club intends to operate and a statement on the availability of fields or indoor facilities or an opinion on the same from the Parks and Recreation department of the local municipality in which the proposed club will be operating or from any private corporation or educational facility that owns or controls the designated fields or facilities;
  10. A Declaration on "for profit" or "not for profit" and details of their incorporation status or plans and copies of any and all incorporation documents and by-laws;  
  
Not-For Profit \_\_\_\_\_ For Profit \_\_\_\_\_ Other: \_\_\_\_\_
  11. A Statement describing the Applicant's technical plan regarding referee, coach, and player development and a list of the qualifications of all of its existing or proposed coaches (applies to all youth clubs);
  12. A Statement concerning whether or not it is offering programs that are presently unavailable in the District and a description of such programs;
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13. A Statement concerning the prior affiliations of all its officers, directors, and staff with any other soccer organization and a description of the circumstances concerning their departure from any such previous soccer organization;
14. A copy of an insurance certificate certifying that the Applicant has general commercial liability insurance for a minimum coverage of \$2 Million per incident in respect of its players, coaches, referees, staff, and members;
15. A Statement concerning the measures that the Applicant has taken to ensure the health and safety of its players, coaches, referees, staff and members;
16. If the Applicant operates or intends to operate a house league program, written confirmation from the Applicant and from a certified game official stating that they have been appointed and have agreed to serve as the Applicant's Head Referee for the first year of operation; (please indicate the name of the Head Referee and their OS No.)
17. If the Applicant operates or intends to operate a house league program, written confirmation from the Applicant and from a certified discipline chair stating that they have been appointed and have agreed to serve as the Applicant's Club Discipline Chair for the first year of operation; (Please indicate the name of the Certified Discipline Chair and their OS No.)
18. Satisfactory evidence or a written undertaking that all officers, directors, staff and existing or proposed coaches have or will perform a police check in accordance with the OS Volunteer Screening Policy (Youth Clubs and Senior Clubs with minor age players); and
19. Include a reasonable and satisfactory three-year business plan describing its anticipated revenues and expenses.