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# Fall '10 Operational Guide

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***NOTE:*** This seasonal Operational Guide is published by the CVSA Board. Its provisions supersede those of the CVSA Constitution and CVSA Bylaws, and do so under authority granted by Article XII.A.1 of the CVSA Constitution. It is written for the benefit of the players of the CVSA, and to cover situations not foreseen by the CVSA Constitution and CVSA Bylaws. In general, the CVSA accepts applications from individual teams, who then register their individual players. The league does not conduct a draft to place individual players on teams, but does have an "Available Players" page where individual players looking to get onto teams are able to post detailed biographical information in order to facilitate placement and contact from an interested team captain.

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## Registration Procedure / Operational Guide - Fall '10

### I. Introduction

The **Central Virginia Soccer Association (CVSA)** is run solely for the enjoyment and recreation of its players and to support continuing soccer operations for all interested amateur soccer players. The CVSA is the only adult soccer league in the Richmond Metropolitan area that offers opportunities for both men and women to play and to be sanctioned by the United States Adult Soccer Association (USASA), United States Soccer Federation (USSF), and the Fédération Internationale de Football Association (FIFA).

### II. Registration

#### A. Fees

**1. Team:** All teams must make a deposit by August 27, 2010 to be considered for inclusion in the CVSA Spring '10 season. The deposit for teams in the open divisions is \$375, while the deposit for teams in the Women's and Coed divisions is \$325. This deposit will count toward each team's total invoice - *it is not assessed in addition to the per player fees.*

**2. Player:** \$75.00 each for players in Open divisions. \$65.00 each for players in the Women's and Coed Divisions. A team's total fee is determined simply by multiplying the number of players by the individual fee. The team's initial deposit counts toward this total.

**3. Forfeit Fee:** \$65.00 per team per game, unless sufficient notice (72 hours prior to start time) is given to the league. The forfeit fee is due within 2 weeks of the forfeit. Failure to comply will result in advance forfeiture of the team's next match and may not be overturned.

**4. Failure to have proper roster:** \$25.00 per team per game.

**5. Returned Checks:** \$25.00 per occurrence. This will be added to the team's invoice.

**6. Late Player Removal Fee:** \$25.00 per player removed past the Roster Freeze Date. All post-RFD roster moves require CVSA Board approval.

7. The CVSA accepts all major credit & debit cards through PayPal at [www.cvsasoccer.org/payments.shtml](http://www.cvsasoccer.org/payments.shtml). Individuals paying their personal Player Fees online are encouraged to forward their payment confirmation to their team captain for record keeping purposes.

**B. Roster Limits:** Rosters will not be limited as to how many players they may have. A team must have a **MINIMUM** of 15 players.

**C. Team Registration Dates:** Registration for the Fall '10 Season will begin on August 9, 2010.

#### **D. Registration Deadlines**

1. Each team must complete a **Team Registration Form** on or before August 22, 2010. Registration forms must be submitted online and can be found on the CVSA website.
2. **Individual Player Registration Forms** (for **ALL** players) must be submitted for each team a player is on. The form must be submitted online and is available on the CVSA website.
3. The **Roster Freeze Date** for the Fall '10 season is October 4, 2010, close of business. No players can be added or removed after this date without CVSA Board approval. Teams will be charged \$25 for each player removed after this date.

#### **E. Treasury Deadlines**

**1. ALL PAST DUE BALANCES MUST BE CLEARED BEFORE A TEAM MAY REGISTER FOR THE FALL '10 SEASON. TEAMS WITH UNCLEARED PAST DUE BALANCES ON AUGUST 15, 2010 WILL HAVE THEIR PLAYERS PLACED ON CVSA DEADBEAT LIST, AND THE PLAYERS WILL THUS BE INELIGIBLE FOR CVSA COMPETITION UNTIL THEIR PER CAPITA SHARE OF THE BALANCE IS PAID.**

2. \$375.00 per team in Open Divisions and \$325.00 for Women's and Coed Divisions is due August 27th. This deposit will be counted toward your team's total. It is not assessed in addition to the normal fees. The team deposit is non-refundable unless the CVSA wait-lists or denies your team or is able to replace your team with another.
3. An additional \$375.00 per team in Open Divisions and \$325.00 per team in the Women's and Coed Divisions is due September 27, 2010.
4. The remaining team balance is due on October 18, 2010. Any team who has a balance due after October 18, 2010 is subject to forfeiture of their games scheduled and will be ineligible for Cup games. Matches will continue to be forfeited on a rolling basis until the balance is satisfied.
5. All team balances must be cleared by close of business October 18, 2010.
6. The mailing address for the CVSA Treasurer is:  
**Mark Thompson**  
**Treasurer, CVSA**  
**Post Office Box 18176**  
**Richmond, VA 23226**
7. Online payments may be completed through the **CVSA PAYMENT CENTER** at [www.cvsasoccer.org/payments.shtml](http://www.cvsasoccer.org/payments.shtml).
8. **"The check is in the mail" is no excuse!**

#### **F. Registration Documents**

1. Individual **player registration forms** are required for ALL PLAYERS participating in the Fall 2010 Season.
2. Fully completed **team registration forms** are required for a team to be included in the CVSA's scheduling.
3. Insurance claim forms available at [www.mdcvsa.org/insurance.html](http://www.mdcvsa.org/insurance.html). The Insurance information sheet should be read before filing a claim.

#### **G. Player Passes & Rosters**

1. Player passes will be used for the Fall 2010 Season. Captains are responsible for having validated player passes at each game. A validated pass is one that has the current "Fall '10" on the back. If your players are new to the league or do not have player passes, **THEY MUST HAVE THEM MADE !!** This can be done at the CVSA Office.
2. Captains are also responsible for having current rosters & passes on hand at the game. A current roster is one that has "Fall '10" printed in the upper left corner. The referees will check passes and rosters before games and will not allow players into the match without confirmation they are properly registered. It is recommended that an extra copy of the roster be given to a teammate to cover unforeseen absences by the captains.
3. The **CVSA** is handling registration online this season. Any questions can be directed to the Director of Operations at 316-2591 or by meeting at the CVSA office located at SCOR, 1385 Overbrook Road. The Director of

Operations will validate passes, email captains roster data, and will assist you with which individuals have paid their CVSA individual player fee.

**4. Payments can be accepted at the CVSA Office, but you are encouraged to pay online. Payments can also be mailed to:**

**Mark Thompson  
Treasurer, CVSA  
Post Office Box 18176  
Richmond, VA 23226**

**H. Dual Registration:** Players may be registered on more than one team simultaneously. They must pay a full registration fee and complete a registration form for each team they play on. They should also have multiple Player Passes made, one for each team of which he or she is a member. Per **Article II.F.3.** of the **Pass & Roster Policy**, under no circumstances may a player be registered on two or more teams within the same division at the same time.

**I. Outdated Player Passes:** Up until 2004, CVSA Player Passes used individual's Social Security Numbers (SSNs) as their Player IDs. Since that time, the CVSA has been phasing out the use of SSNs to protect our members from potential identity theft. In order to complete this phase-out, the **CVSA will no longer accept any Player Passes for registration which use a SSN.** Any teams trying to register someone with such a Player Pass will be required to submit a new Player Pass and the player in question will not be added to the team's roster until a new pass is submitted.

### **III. Fall '10 League Information**

**A. Phone:** The CVSA phone number is 804-316-2591.

**B. Website:** The league website ([www.cvsasoccer.org](http://www.cvsasoccer.org)) will have the entire schedule for the season. Scores and standings will be updated weekly. Please familiarize yourselves with this website, as it will contain all information that you will need for the season.

**C. E-Mail:** the league will send periodic e-mails to team captains as important issues arise. Every team should provide valid e-mail addresses for a primary and secondary contact on their Team Registration form. Additionally, team contacts should notify the CVSA if any changes should occur over the course of the season.

**IV. Fields of Play:** the fields in use for the Fall 2010 Season are:

**A. Bryan Park (Central)**

**B. Dorey Park (East End)**

**C. Ukrop Park (Southside)**

**D. MYSL Complex at Hensley (Southside)**

**Fields are subject to change and use of additional fields is being explored!**

**For directions click on the link in the sidebar to the left.**

### **V. Mode of Play**

#### **A. Divisional Alignment**

1. The following divisions will be formed, subject to interest:

a. Open Divisions

i. Premier

ii. First

iii. Second

iv. Third

v. Fourth

vi. Fifth

vii. Sixth

b. Age Specific Divisions

- i. Veterans (40+)
- c. Gender Specific Divisions
  - i. Women's
  - ii. Coed Competitive - Tuesday evenings\*
  - iii. Coed Recreational - Thursday evenings\*
    - \* - *Depending on field availability and demand, the Coed Division teams may have 1-2 games on different evenings*

2. Each division is ultimately subject to the level of interest from participating teams. In the event that sufficient interest is not there for a particular division, it will be combined with a similar division.

3. Emphasis will be on creating divisions even in number. The Spring '10 standings and team attrition will be the primary determinants of divisional alignment. Every effort will be made to place teams in the division of their choosing, but the **CVSA reserves the right to place teams accordingly**.

4. All divisions will be capped at 10 teams per division. Teams will be accepted on a first-come, first-served basis and no team will be considered registered until a Team Registration form has been received and the team deposit has been satisfied. Teams exceeding the maximum number allowed will be wait-listed and accepted as space arises.

5. The Veterans Division will be limited to players over forty (40) years of age. In addition, each team will be allowed four (4) Underage Exemptions who are at least thirty-six (36) years of age by the start of the season. The Veteran's Division will be operating under a "no slide tackling" rule. All other rules will be consistent with FIFA and other CVSA Divisions. The following eligibility requirements will be in effect for teams competing in the Veterans Division. All players must meet one of the following requirements:

- a. Have been born on or before 12/31/1970
- b. Have been "grandfathered" into the Veterans division by being on a Veterans Division roster in a previous season.
- c. Be female and have been born on or before 12/31/1980
- d. Be one of the four (4) Underage Exemptions.

6. The Coed Divisions will play in the evening during the week at Dorey Park. The rules for Coed Division play do not differ from any other division except for the following rule:

- a. No more than 7 males may take the field at any time

## **B. Regular Season**

1. Teams will be split into divisions and will complete a round-robin within their division. The divisions will have no more than 10 teams, and may have fewer in order to maintain divisions as even in number as possible and provide all teams a comparable number of games.

2. The Division Champions will be determined in accordance with the established procedures. Awards will be given to the champion of each division.

3. **Fall '10 Specifics** - FIFA Rules apply with the following modifications:

- a. Teams need at least seven players to play a regulation game.
- b. No overtime will be played, as ties will stand in regular season games.
- c. **VETERANS RULES:**

- i. There will be no slide tackling allowed. Slide tackling offenses will result in an indirect free kick from the spot of the foul, even if the slide tackle was committed inside the 18-yard box. If the slide tackle results in a more traditional foul, the corresponding penalty will be assessed.

- d. **COED RULES:**

- i. Team makeup: the two rules to remember are -

- Seven males maximum - there may be no more than seven male players on the field at any time.
    - Seven players minimum - a team needs to field at least seven players in order to start and maintain a game.

There are many different permutations possible, but as long as these two rules are met you are fine.

- ii. If a male player is red-carded, then the maximum number of males allowed on the field is six. If a second male player is red-carded, then the maximum number of males allowed on the field is five.

- e. **WOMEN'S RULES:**

- i. There shall be no slide tackling in the Women's First Division.

#### **4. Scheduling:**

- a. **Dates:**

- i. The Fall 2010 Season begins Sunday, September 12, 2010 (Coed Competitive begins September, 14 and Coed Recreational begins September, 16).
  - ii. The CVSA Cup and Copa Bruce 1st Round matches will be determined after participation levels are determined.
  - iii. Games that are postponed due to weather or field conditions will be rescheduled. Games that are rescheduled may be moved to nonstandard playing times and/or days. Every effort will be made to avoid such occurrences and to provide sufficient notification leading up to the date of the rescheduled match.
  - iv. All Scheduling requests should be sent to CVSA Scheduling Coordinator, **Robert Kennedy** before the start of the season. While all scheduling requests will be considered, from a logistical standpoint, they cannot all be guaranteed. In the past few seasons, the number of last minute requests for match reschedules have gotten out of hand, therefore, no further reschedule requests will be granted once the schedule is posted on the website.

#### **C. 2010-'11 CVSA Cup / Copa Bruce**

- 1. The Cups will begin in September.

- 2. Games will be scheduled sporadically during the Fall '10 and Spring '11 seasons.

3. The Fall '10 Regular Season roster will be used for the Cup matches played during the Fall season (i.e any games played before 1/1/10). For any matches that carry over into the Spring '11 season (i.e any games played after 1/1/10), the teams' Spring '11 rosters will be used and only players appearing on the Spring '11 rosters will be eligible.

4. Any Open Division teams may be eligible to participate. Any teams who do not satisfy their payment obligations will be immediately removed from Cup participation.

5. The format for both the CVSA Cup and the Copa Bruce will be posted on the CVSA website once the number of teams participating is determined.

## **VI. Uniforms & Equipment**

**A. Jerseys:** Teams are responsible for having jerseys or T-shirts, all the same color and design, with professionally applied numbers (minimum 6") on the back.

1. In the event that both teams involved in a match have the same color jerseys, the home team should be prepared to switch to a different color.

2. The CVSA has a few sets of leftover Summer '10 T-shirts for sale. The shirts could be used as uniforms for the current CVSA season. For details, contact **the Director of Operations** at [operations@cvsasoccer.org](mailto:operations@cvsasoccer.org).

**B. Socks:** Teams are strongly encouraged to have all players wear socks of the same color.

**C. Proper shoes and shinguards** are required.

**D. Game Ball:** Each home team will be responsible for providing a proper soccer ball for use during the match.

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