



**Revised August 15th, 2011
A US Club Soccer Sanctioned Event**



**Team Handbook – Younger U9 - U13
2011 NorCal State Championship Cup(s)**

Information specific only to the younger (U9 – U13) NorCal State Cup(s) begins on page 7

For other events, please see the “event specific” Team Handbook

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A message for the NorCal Board of Directors:

Hello 2011 NorCal Cup(s) team Coaches and Managers,

On behalf of the NorCal Premier Soccer Board of Directors, I am pleased and excited to welcome you to the 2011 Younger NorCal State Cup(s) Event. Our goal is to provide your players, team and Club an exciting season of soccer.

NorCal Premier Soccer is sanctioned by US Club Soccer. This is an organization created by and for competitive Soccer Clubs. US Club Soccer provides our insurance, our player passes and they provide a Player Identification Program for US National Teams.

US Club Soccer is our organization. Each US Club Soccer sanctioned Club has one vote for the US Club Soccer Board of Directors. The US Club Soccer Board of Directors is made up of Club representatives from around the country - each of whom must have at least a USSF B license.

Our partnership with US Club Soccer is beneficial because it allows our league and your Club to operate flexibly, with player development as all of our focus.

Your teams and Club have the ability to use the US Club Player pass. This pass allows you to roster up to 26 players for one team or move players from one team to another as needed* throughout the year. This pass allows you to use the collective strength of your Club to play your games and fulfill your League obligations.

We strongly encourage you to use the flexibility offered by US Club Soccer Passes as a tool for your player's development. We believe, when possible, you should use younger players from within your Club when an older team needs players – rather than signing players from another Club.

We believe, when possible, you should use second team players with your first team, rather than signing players from another Club. This is a common practice throughout the world and will help build Club loyalty.

Another benefit is that you can sign player(s) to play for a season and experience what it is like to be on your team and in your Club.

*In 2008, the NorCal Board, at the request of the Clubs, amended the NorCal Cup(s) rules to include the freezing of the rosters on a specific date – this year for the Younger (U9 – U13) - September 1st, 2011.

This rule has worked extremely well for the great majority of teams and has been popular and well accepted by almost all Clubs.

We wish you the best of luck in the 2011 Cup(s)!
Sincerely, NorCal Premier Soccer Board of Directors

OVERALL GOALS

The **goal** of this handbook is to provide assistance to NorCal Club Officers, coaches and managers to insure the NorCal League operates smoothly and is a positive experience for all involved – players, coaches, managers, Club officials, & parents.

The beginning sections contain general information about NorCal. Beginning on page is the information specifically for the Younger U9 – U13 NorCal Cup(s).

All Clubs are expected to know, educate and ultimately accept responsibility for all new coaches and managers that they allow to coach or manage a team in their Club. NorCal cannot allow Clubs to stay in our League if they allow teams into their Club over whom they have no control! All Clubs must meet the following requirements; and are willing to follow NorCal Rules and Directives.

Quality – Clubs and their teams must be committed to striving for excellence as concerns play, sportsmanship, fields, referee's and the total soccer experience.

Director of Coaching - Clubs must have a named Director of Coaching listed on the NorCal Premier website with a working email address. The Director must be willing to remain abreast of their team's involvement in the NorCal Premier Soccer Programs.

Fields - Clubs must have at least one high quality field (5 time slots) per eight teams. Teams traveling long distances deserve to play on decent fields! Newer Clubs or those that have had difficulty providing decent fields must submit proof of fields before their acceptance in the league. Teams may ask that they play all away games.

Referee's - Clubs must have enough licensed referee's available to cover their teams entered in competition. Newer Clubs or those that have had difficulty providing licensed referees must submit proof of fields before their acceptance to the league.

Administrator - Clubs must have a NorCal Premier Administrator responsible for helping teams maintain their Club and team information - including contact information, on the NorCal web site. Newer Clubs or those that have had difficulty with their organization must provide an administrator with working contact information and attend a pre-season meeting before their acceptance to the league.

Good Standing - Clubs must be in good standing with NorCal Premier League for their teams to participate in the 2011 Cup(s)

High Ethical Standards:

NorCal is proud of the integrity and high ethical standards exhibited by the great majority of their managers and coaches!

During the past seasons, a few Clubs and coaches have been expelled from future NorCal competitions and others have been placed on probation. There is a very strong feeling among the NorCal member Clubs that there should be "zero tolerance" for players, coaches, and parents who either break the rules governed by Law 12; or behave in a manner that causes problems for other Clubs.

Law 12 clearly states: a player, substitute or substituted player is sent off and shown the red card if he commits any of the following seven offences: Offences 1, 4, 5 and 7 are of necessity going to be decided by the judgment of the referees. However, offenses 2, 3 and 6 require, in all cases, an automatic "send off" and red card. A) Offense 2: is guilty of violent conduct B) Offense 3: spits at an opponent or any other person C) Offense 6: uses offensive or abusive language and/or gestures.

All teams and Clubs must realize that the "purposeful" use of an "illegal player" – either not registered or too old – puts the offending team managers and coaches at risk as related to the liability and secondary medical insurance coverage. Furthermore, this type of "purposeful" action is a most serious "breach of good faith and honor" against all of the NorCal teams.

All Clubs and teams must consult the section of the NorCal "Event Handbook" that explains in detail, with examples, the rules concerning the loaning and borrowing of players; and the moving of players from team to team either within a Club or between Clubs.

The NorCal Premier Core Values

The primary focus of a successful soccer program will be the individual player and their families.

We believe:

- A primary focus of soccer coaches, teams and Clubs will be the development of children as people first and players second.
- Individual player development will be a Clubs primary focus and team success a secondary but important goal.
- The players, parents, coaches and Clubs who have been the exception to the previously mentioned principles will benefit from involvement in a Soccer League that promotes and expects this behavior from its participants.
- NorCal Premier Soccer offers programs supporting the players, parents, coaches and Clubs in this endeavor.

Simple administration

We believe:

- A league should be governed by simple administrative procedures that provide players, teams and Clubs flexibility in the player development process.

High-level competition with multiple divisions of play, promotion and relegation

We believe:

- Players, teams and Clubs seeking high-level statewide competition should have a place to play.
- A league and Cup(s) should have promotion and relegation to insure players and teams are, as much as possible, playing against appropriate levels of competition.

Club player passes *

We believe:

- Clubs should have the ability to move players up and down within their Club using a Club player pass.
- Clubs should have the ability to make changes "game to game" due to illness, injury, vacation, changing ability, practice attendance, commitment or because a player has dedicated his/her summer to practicing on their own.
- Having a flexible roster is not only healthy for players, teams, Clubs and families but also reflects a realistic understanding of the changes occurring in players, families, teams and Clubs over a 12 month period

*Experience has shown that a roster freeze for the NorCal Cup(s) enhances the competition for most teams. It is important that teams plan ahead and use the 26 player rule to help their team in case of injuries, illness, or players unexpectedly leaving the team.

Year round league play:

We believe:

- The soccer world has shown weekly competition combined with weekly practices and appropriate breaks provides players, teams and Clubs with the best opportunity for player development.
- It is beneficial, less costly, more enjoyable, more family friendly and better for player development to have players, teams and Clubs competing in a year around league.
- Playing games each weekend in a league against opponents of similar strength will allow players, teams and Clubs to limit costly tournament participation that requires staggering sums of money be spent on food, lodging and travel.
- Playing two competitive games in a day is not ideal but sometimes scheduled by NorCal in the U9 – U11 small sided games on smaller fields.

- Once NorCal discovered that young players in Europe seldom play 2 full games in a day – except if the games are extremely shortened – the NorCal League moved away from scheduling full team large field doubleheaders.

Supporting the pursuit of a high level activity

We believe:

- The pursuit of a high level activity should be encouraged and soccer is a healthy choice.
- The studies revealing the pursuit of high level athletics helps teenagers excel in school, stay fit, avoid drugs and alcohol and build self esteem.
- Encouraging a fuller, more intense involvement with the sport actually increases the likelihood a young person will remain in the sport for the rest of her/his life – as player, coach, volunteer and very importantly as lifetime fan.

Choices and common sense:

We believe:

- In the common sense of parents who are best suited to choose their children's level and location of participation in any activity including soccer and most often, will make their best family choice for the children.
- Children placed, by parental choice, under the guidance of professional soccer coaches, and an unbelievable number of volunteers, most often will benefit immensely from the lessons offered by participation in a high level soccer learning environment.
- An organization that supports the Clubs that believe in this concept of player development is necessary, ethical and good for children.

Fun:

We believe:

- Soccer is a kick in the grass, a blast, loads of fun, the cat's meow, the bee's knees, and the world's favorite pastime. The sport should be played, watched, enjoyed and read about daily.

Scheduling Steps and Responsibilities

Forty-Eight Hours:

- Please wait 48 hours after schedules are posted - before beginning to use the schedules so that we have time to make any corrections that are brought to our attention.
- If you notice any mistakes, please notify the proper administrator for each league or cup.

Scheduling Responsibilities

- It is the responsibility of team managers and coaches to work with each other to schedule the games - **on the Set aside Sundays NorCal has posted**. Changes may be made to the days, provided **they are agreed upon by both teams** and they do not interfere with other NorCal events.

Database – Contact information:

- Once you have logged into the NorCalPremier.com web site you will have access to all managers, coaches and Club NorCal Representatives.

Communication

- You must respond to a team's communication within **48 hours** - Sundays excepted. It is expected that all teams will use the Demosphere email process as the primary source of communication.

NorCal Support

- It is not necessary to contact NorCal unless you are not receiving communication from your opponents or you have reached an impasse. This should be rare. Please notify websitetech@NorCalPremier.com of any "kicked back" email addresses.
- Please let NorCal know within a day or so if you are not hearing from the other team(s). Send them a final message and copy NorCal at U9_u13Cupcoordinator@NorCalPremier.com. We will add our request that they respond to your request.
- The great majority of managers are too kind and often wait too long for contact from another team.

Posted Scheduled Games

- Once you have contacted your opponents and agreed upon a game time the home team, must log in to our web-site and post the field and game time. Once the date, time, and location have been negotiated, teams are expected to abide by the final schedule.
- It is expected (unless it is an emergency) that teams have enough players in their Club to play regardless of injuries, illness, or players missing for various reasons. Please remember that you are allowed to use players from your Club from younger teams or second teams in case you are short of players, but for the Cup(s) they must be on the roster of the teams for which they play.

Scheduling and Cancellation Policies

Communication Policy:

Communication between teams is vitally important for all NorCal Soccer events. Please make sure to have at least 2 different contacts listed on your **team's page**. It is highly recommended to have as many contacts as possible so your team never

misses communications from your opponent. **Having the wrong email address or phone number listed is not a valid excuse for not receiving information; and could result in your team and Club being placed on probation if it becomes a common occurrence.**

Please check your team pages to make sure that your information is current. It is a good idea to add one Club representative to each teams contacts so Club officials are aware of what is going on with each individual team in your Club.

Since it leaves an audit trail, teams are expected to use the online communication tool developed by Demosphere as the primary source of communication. It is recommended that each team have a representative that is email savvy and can take care of all communications. It is very important that teams abide by the 48-hour rule in returning posted communication messages.

Policy for Scheduling Matches:

NorCal will provide common Sunday dates when the matches can be played. Teams are expected to be **available to play at a reasonable time** on those "set aside" game dates, although home teams need to be flexible especially if the opponent is traveling from a long distance.

Please do not schedule games before 10am if a team is traveling from more than two hours away.

We usually expect a few **Scheduling Conflicts** during NorCal events. Please coordinate directly with opponents regarding the re-scheduling of those relatively few games to another date that works for both teams. Please be flexible and try to make this work, we all want these games to be played.

Please be aware of all scheduling deadlines – in 2011 all games must be scheduled by September 1st.

For NorCal State Cup(s) home and away games, NorCal will provide the home and away teams. The teams will then coordinate a date, time and location for the match to be played. Sometimes for the Cup(s) games, teams can agree to change the day on which a game will be played from a "Set aside" Sunday to another day that works for both teams.

All games, including reschedules, must be confirmed and on the schedule by the NorCal scheduling deadlines for this event. At that point schedules will be locked and can only be rescheduled if both teams and NorCal Admin agree.

Please note - If NorCal feels that the home team or the away team is responsible for a Cup(s) game not being scheduled they will:

- A) First Warning – Communications from Tournament Director
- B) Second Warning - Lose home field advantage and pay for refs and field costs.

C) Third Warning - Elimination from future Cup(s)

After NorCal scheduling deadlines have passed, both teams must agree upon any game that needs to be rescheduled. If the opponent does not agree to a reschedule, the team asking for the reschedule must play the game.

Cancellation/Forfeit Policy:

Since forfeits cause problems for the NorCal Cup(s) very few are allowed. Please plan on playing all games and do not think that another team will be allowed to decide to forfeit a game. Only a Tournament Staff member can allow a forfeit and they are allowed well less than 1% of the time.

Teams must give their opponent a 96-hour warning if forfeiting an away match or they will be required to pay field and referee costs. Please remember that this is a **Club competition** - not only an individual team competition. The following is a list of common excuses we see for needing to cancel a game. We recommend the following solutions to frequently posed problems:

A) Too many players missing (ODP, sick, testing, etc)

Solution - Remember that any player from your Club is available to participate with your Cup(s) team as long as they are of correct age and are on the frozen roster.

For NorCal Cup(s) since players may only play for one team in an age group, please make sure to fill your roster up to 26 by adding younger players to the roster. As long as a player has a player card and is on the team roster with your Club they would be eligible to play with your older team when you are short players.

B) Missing Coach

Solution - Any coach with a valid pass for your Club is able to coach any team in that Club. If your coach has several commitments it is recommended that teams have an assistant coach or another coach from the Club available to cover games.

C) No Fields Available

Solution - It is expected that if your team is playing in the NorCal Cup(s) that your team has a high quality field and access to fields. Fields need to be lined with proper dimensions as per posted rules. This excuse will not be acceptable for a cancellation of a match. Teams may also choose the "no home games option".

D) Tournaments other games

Solution - NorCal understands that teams will possibly play another tournament during the time of NorCal Cup(s) matches. Please do not plan to play another event that conflicts with the posted dates for Central Site NorCal play or on Set aside - Sundays.

U9 – U13 NorCal State Cup(s) Game Day Procedure: Home and Away games

At each game – both team managers should have in their possession:

1. NorCal Game Card
 - a. To Print a Game Card, go to your Team Page and click on the 'vs' tab of the Match you would like to print, then select 'Print Match Report PDF'. A PDF file will open with the Game Card and you will be able to print the card.
 - b. Make sure that both teams rosters * are printed on the Game Card
2. US Club Medical Release forms
3. US Club Soccer roster of team – official game card only is needed
4. US Club Soccer passes for all** players

* A player can only be added for an U9 – U13 NorCal Cup(s) game if both teams have received a written message from NorCal allowing a player be added on the game card.

With this system successfully introduced in the 2010 Cup(s), the two teams now have all of the information needed to decide who is eligible to play. The Referee does not need to decide who will play except if there is disagreement between the two teams.

** It is expected that the great majority of the time – 99.9% - team Management will have in their possession a Player Pass for each player.

For Round #1 Cup(s) games, if because of human error, a last minute emergency or an "Act of God" a Player Pass for an individual(s) or a team is not available, please follow these directions.

1. With both teams at the field, NorCal prefers the game be played either as a game that counts or as a practice game.
2. Only NorCal can decide if a game is allowed to be a forfeit. To maintain fairness in the re-ranking of the teams they are rarely allowed.
3. Knowing that the player named on the game card is legal to play, the absence of the Player Card impacts only the identification of the player – matching name to face.
4. Special care can be taken to identify the player at the field as the player on the roster.
5. Whatever the two teams decide about the status of the game – score counts or practice only – the decision should be in writing and not subject to protest after the game is played.

6. Honor, trust and good faith between NorCal teams and Clubs are important ingredients in these situations - as are the feelings of the players and parents who might be negatively impacted by whatever decision is made.

Pre-game Procedures

Home Team Responsibilities:

1. Contacting away team to insure proposed game time works for both teams
2. Scheduling and posting agreed game time on website
3. Providing properly lined field
4. Provide and pay credentialed referee's who must have proper refereeing Uniforms and badges.
5. Provide NorCal Referee Game Report to center referee
6. For a NorCal State Cup(s) match provide the game card that shows the approved NorCal State Cup(s) rosters for both home and away teams
7. Provide referee US CLUB SOCCER player passes for each player

Visiting team responsibilities:

1. For a NorCal Cup Match provide the game card and approved NorCal State Cup rosters for both home and away teams.
2. Provide the referee with US CLUB SOCCER player passes for each player

Post-Game Procedures

Home team Responsibilities:

1. Both coaches, or managers, sign the game sheet following the game
2. If no red card is given the home team holds onto the game report until the end of the season
3. **If a red card is given see red card procedure below – this requires immediate action from the center referee and manager**
4. Home team posts score on NorCalPremier.com within 24 hours

Visiting team responsibilities:

1. Coach or manager must sign the Referee Game Report following the game
2. Fill out NorCal Game Report online

Key Rules and Regulations - Short Sheet

Here are the most pertinent rules and regulations for U9 – U13 NorCal State Cup(s) play. The entire rules and regulations are below this list.

Rule 205 Point System

The NorCal Premier league (NPL) shall operate under a point system. The point system shall award six points for a win, three points for a tie, one point for a shutout (no shutout points will be earned for a 0 – 0 tie), 1 point for each goal up to three, and no points for a loss.

Please see NorCal Cup(s) Bulletin # 44 for a complete explanation of the point system that will be used for the First and Second Round of the 2011 NorCal Cup(s).

In case of a tie in the standings **within** a Flight:

- 1) "Head to head" Points (win/lose/draw) between teams
- 2) "Head to head" Goal Differential between teams
- 3) Overall Goal Differential (up to 4)
- 4) Goals for (up to 4)
- 5) Goals against (up to 4)
- 6) Coin toss

If more than two teams are tied, the tie-breaking process will be used until a winner is determined. The tie-breaking procedure does not revert to previous criteria if one team is eliminated.

In case of a tie in the standings **between** Flights:

- 1) "Head to head" Goal Differential between teams
- 2) Overall Goal Differential (up to 4)
- 3) Goals for (up to 4)
- 4) Goals against (up to 4)
- 5) Coin toss

Rule 208 Game lengths for NorCal Cup(s) games

U9 play - 2x25 minutes | 10-min. halftime | size 4 ball | Numbers of players- 8v8 |Field size: Length: minimum 50 yards / maximum 90 yards; Width: minimum 35yards/maximum 60 yards – 14 players game day roster - two referees

U10 play - 2x25 minutes | 10-min. halftime | size 4 ball | Numbers of players- 8v8 |Field size: Length: minimum 50 yards / maximum 90 yards; Width: minimum 35yards/maximum 60 yards – 14 players game day roster - two referees

U11 play - 2x30 minutes | 10-min. halftime | size 4 ball | Numbers of players - 8v8 | Field size: Length: minimum 60 yards / maximum of 90 yards; - Width - minimum 40 yards / maximum 60 yards - Preferred U10 goals however will allow regulation goals provided both are the same size - 14 player game day roster - two referee's

U12 play 2x35 minutes | 10-min. halftime | size 4 ball | Numbers of players - 11v11 | Field size: Length: minimum 90 yards, maximum 130 yards; Width: minimum 50 yards, maximum 100 yards. Regulation goals - 8'h X 24w - 18 players game day roster - three referee's

U13 – U14 play 2x35 minutes | 10-min. halftime | size 5 ball | Numbers of players - 11v11 | Field size: Length: minimum 90 yards, maximum 130 yards; Width: minimum 50 yards, maximum 100 yards. Regulation goals - 8'h X 24w - 18 players game day roster - three referee's

Rule 211 Substitutions

A team may have no more than 18, or 14 if U9 - U11, players eligible for each game. For a NorCal State Cup(s) match teams must present the game card with the attached approved NorCal State Cup(s) rosters. Substitutions are at the **referee's discretion**. A substitution can take place for either team at the following times:

- 1) prior to a kick-off
- 2) a goal kick
- 3) a throw-in
- 4) or after the referee stops play for an injury or yellow card

Unlimited substitutions are allowed but NorCal Premier Soccer reminds all coaches that it is their responsibility to handle their substitutions in a professional manner so as not to detract from the game.

Rule 212 Eligibility

All players and coaches must present their US Club Player Identification Card to the referee prior to the match. If the individual picture is not on the ID card and the card is not laminated, the individual will not be eligible for the match. All players must be named on the game roster presented to the referee at beginning of each game.

Players may only play for one NorCal Club, their NorCal Club, during any NorCal Cup(s) game unless a transfer is approved by the League office. All out of Club transfers must be approved through NPL.

Players rostered and playing for their own Club on an older Club team are not considered guest players. Guest players from other NorCal Clubs are never allowed to play in a NorCal Cup(s) match.

Individual teams may contain up to 26 players for the NorCal Cups. **For NorCal State Cup, rosters are frozen as of September 1st, 2011 and players may only be used from the up to 26 player Cup(s) roster submitted on-line to NorCal.**

Only 18 (14 for U9, U10 & U11) of 26 players may be used for matches. The 18 players must be on the official game roster given to the match official and opposing team before the start of the game. The eight players not being played must have a line through their name on the roster.

Rule 215 No-shows/forfeits:

Until the Quarter-finals, all forfeit situations in the Younger 'Cup(s) are handled by the Tournament Director to make sure that the gaining or losing of points by forfeit does not elevate or lower teams into Divisions that will have a harmful impact on the event. As an example, it would not help the tournament to have a #1 seed lose a game by forfeit to the #48 seed.

A no-show occurs when a team willfully does not show up at a game agreed to by the teams. Penalties for no-shows are as follows:

- A "no show" for a home team game results in the team having to pay for the fields and referees as an away game.
- A "no show" for an away team results in the team having to pay for the fields and referees and to return to play the game and again pay for the fields and the referees.
- A report for all teams who have a "no show" will be sent to the PAD Committee for further action.

A team unable to attend a scheduled game because of an accident, weather or "Act of God" should immediately notify the opponent and the league office. Each situation shall be reviewed by the league office, which shall enter a decision.

General League Regulations

Membership

Rule 103 Conditions for termination of team

Club and team affiliation may be terminated because of a violation of performance conditions set forth by the league.

Rule 104 Conditions for competition in leagues

Following each event, the league office shall review the compliance record of each team in their specific division. The committee may find that compliance with the

standards is insufficient and recommend action to the league office. In extreme cases of repeated noncompliance, the respective executive committee may recommend the termination of the team in question.

League Structure

Rule 201 Governance

All competition in the NPL is governed by regulations approved by the league office.

Rule 202 Division formations

Competitive divisions will be structured according to the playing level of teams as determined by the NPL, which has final authority on all placement issues. Should the NPL determine there are an insufficient number of teams to constitute an age group division the teams affected may be allowed to temporarily or partially compete in a different division of play.

Rule 203 Playing rules

All games under league jurisdiction shall be played according to the rules and regulations recognized by the NPL which shall be the same rules set by FIFA/ U.S. Soccer (USSF) except for those exceptions authorized by FIFA or USSF.

Rule 204 The NorCal Cup(s) season

Each playing season event, which shall be designated by the NPL, will be provided to teams two weeks before the beginning of Cup(s) play except in those instances where the last round of play did not end in time to give that notice.

As an example, the last game in the Under 11 – U13 Second Round is played only 6 days before the Quarter-finals. In the U9 and U10 the last game of the Second Round is played the morning of the Quarter-final.

Rule 207 League/Cup standings

Official standings of teams, the keeping of which is the responsibility of the league office, are tabulated on a regular basis and displayed on the NorCal Premier League website. The reporting of scores is the responsibility of the Home team of each game. The web site will keep posted the standings of the league.

Rule 209 Ties in Group Round

If a NorCal Cup(s) First or Second Round game is tied after regulation, the tie stands and will be posted as a tie.

Rule 210 Playoffs for NorCal Cup(s)

For matches needing a winner, the team with the most goals after regulation time will be the winning team.

For U9 – U13 teams, if the Quarter-final, Semi-final or Championship NorCal Cup(s) match is tied after regulation - two 5 minute "Golden Goal" periods will be played. Teams will have a short break before the first overtime. After 5 minutes, teams will change sides, with no break, and play the remaining 5 minutes.

If the game is still tied after the overtime periods, standard Penalty Kicks will decide the winning team.

Please note: Please make sure you arrive for your game knowing if the game can end in a draw or if a winning team is required.

Rule 213 League discipline

A send off (red card) will result in a minimum of a one (1) game suspension. A send off because of two cautions will result in the player being suspended for the next match.

If a player is sent off during the weekend, they may not play the remainder of the weekend. Games sat out that weekend can count against the suspension, as long as noted on the Roster and/or Referee Game Report as such.

Any team using suspended players will be disciplined the same as using illegal players. The League office must be notified of the send off within 24 hours by the home team. The player card can be returned to the team as long as the Referee Game Report shows the infraction, the players name and number.

Rule 214 Incomplete games

In the event a game cannot be completed, the game counts if half the game was completed. If there is no result and the match is suspended prior to the expiration of one half, the game shall be repeated at a time agreed upon by the competing teams in consultation with the league office.

NorCal State Cup(s)

Rule 300 Official Roster

Create your US Club Roster online. Post it online as the NorCal State Cup(s) roster. For ages U9 -U13, once the event begins – August 15th, 2011 – you can only use players off this up to 26 player roster. There will be a window from December 19th, 2011 to January 5th, 2012 during which time White, Blue and Green players will be allowed to be added to the Red teams for Cup(s) play in January, 2012.

Rule 301 Guest Players

No Guest Players will be allowed. Only players who are registered with the Club the team is represents may compete on behalf of the Club in the NorCal State Cup(s). A player may not be registered for two NorCal Clubs during the NorCal Cup(s).

Rule 302 "Cup Tied"

Players may only compete for one Club in the NorCal State Cup(s). A Club may place players on more than one 26 player team roster in different age divisions. However, players may not play on two different teams in the same age group.

For example, they may not play for a first team in the Gold Division and the second team in the Silver Division. A player may play up in an older age group while also competing in their true age group.

Rule 303 Transfers

For U9 - U13, teams there will be no transfers allowed from one Club to another Club after August 15th, 2011 for the purpose of competing in the 2011 NorCal State Cup(s) unless permission is given by the NorCal State Cup(s) Committee.

Game Officials

Rule 400 Match officials

Match officials must be licensed Referees. The match officials shall consist of the referee and assistant referees (AR1,AR2) except for U9 – U11 Cup(s) where a two referee system may be utilized.

No match officials may have family members playing in the game they are working.

Rule 401 Assignment of match officials

For home and away games, match officials shall be assigned and paid by the home team of each match.

Disciplinary regulations

Rule 500 Violating NorCal league rules

The NorCal league office shall have the authority to suspend, fine or disqualify players, team officials or competing Clubs for violating league rules, or for any action or conduct not in the best interest of soccer or the NorCal Premier League.

Rule 501 Disciplinary issues

The Younger (U9-U13) NorCal Cup(s) Tournament Director will receive any protests resulting from the Cup(s) games. If time permits, one of the teams directly affected by a decision of the Director and/or the Tournament Committee decides to appeal- The decision will be reviewed by the NorCal PAD Committee and/or the NorCal Board.

A panel of individuals (standing PAD Committee) from the NorCal League office shall conduct the review of disciplinary issues. Such panels will consist of at least three officials.

Minimum Standards

Rule 600 Team management requirements

Each team must have a team manager that handles the following responsibilities: scheduling, referee payments, travel cooperation, reporting of scores and communication with appropriate league officials. All team managers must have access to email, and a telephone number connected to a 24 hour answering system during the season. All team managers must have an email address to be checked on a regular **daily** basis.

Rule 601 Playing venues

The playing field used by each team must be lined according to FIFA standards with goals nets and flags. The goals of each Club shall be to provide an enjoyable experience for the fans, players, officials and everyone involved with the staging of a soccer game.

Rule 602 Personnel on the bench

A maximum of 3 non-playing personnel is allowed on each team bench.

Rule 603 Score reports

The home team will post the score on the NorCal website within 24 hours of the game. The home team will keep and file the game card for possible future reference.

Game Procedures

Rule 700 Exchange of game sheet

Teams must give opposing team and referee a roster (NorCal Cup(s) game card) 20 minutes prior to each game.

Rule 701 Official score sheet

Referee Game Report - The game information shall be filled in on the NPL web site after each match by the home team of each game. Home teams will keep and file the Referee Game Report for future possible reference.

Rule 702 Referee Game Report

The NorCal Referee Game Report is to be given to the Referee by the home team before the game. It is to be filled out and signed by the Referee and each teams coach. The home team will keep and file the game card for future possible reference. This form can be downloaded from the NorCal Premier web site.

Registration

Rule 800 Master Rosters

Players may only play for one Club during League and Cup competitions. **NO GUEST PLAYERS ALLOWED FROM OTHER CLUBS IN ANY NORCAL COMPETITION.** All out of Club transfers must be approved through NorCal Premier League. Individual teams may contain up to 26 players for any NorCal Premier competition. For Leagues, there is no limit to the number of changes made to the roster provided the players are active in the teams Club, or have not played for another Club in the League. For NorCal State Cup rosters are frozen and changes made only be made to the 26 player roster with approval from NorCal.

Only 18 (14 in U9, U10 and U11) of 26 players may be used for matches. The 18 players must be on the official game roster given to the match official and opposing team before the start of the game.

Rule 801 Illegal players

Any player that does not appear on the US CLUB master roster shall be considered an illegal player. Any team using an illegal player shall forfeit three points (NorCal cup(s) 6 points.) for each game to the opposing team against whom the illegal player was used. In addition, the guilty team shall forfeit an additional three points (NorCal cup(s) 6 points) in the standings.

In Younger NorCal Cup(s) play, the Tournament Director will handle these very rare cases on an individual level- based on maintaining the integrity of the event for all teams and Divisions.

Rule 802 Player registrations

Players shall be registered according to US Club rules.

Code of Conduct

Do not tarnish the game of soccer, the NPL, US Club Soccer, USSF, your Club, your Team, your self or your family. Behave reasonably, respectfully and flexibly.

Frequently asked Questions

Question: May I use a player from another Club in a NorCal Cup(s) game if that Club is not competing in the event?

Answer: No! You may only use players who are registered with your Club. If the player is transferred into your Club before the roster deadline they may compete with your Club's team. However, you may not list the player as a guest player for competitions, they must be a player for your Club.

Question: We have a Class 3 team and a class 1 team. We would like to have some of the class three players on our NorCal Cup roster even though they play on a different team. May we do this?

Answer: As long as the players are registered with US Club Soccer in your Club, and they are:

- a. on your approved 26 player Cup(s) roster.
- b. not playing in the Cup(s) with their team in your age group.

you may allow them to compete with your team.

Question: We have a player who plays up on the U11 team but the Club would like her to play in her own age group as well. Is this allowed?

Answer: As long as the player is registered in your Club, is the proper age and is on the teams 26 player Cup(s) roster, they may play with your team.

Question: May an U12 player play for their team as well as for a U13 team?

Answer: Yes, a player may play in their own age group as well as an age group higher.

Question: We have a player who plays for a rival Club but would like to play for us in the NorCal Cup(s). He/She is attending a US Club tournament in October. His Club does not want to release him to our Club. May we put him on our

roster?

Answer: No, the player must be registered under US Club Soccer with only one Club. We recommend the player attends the tournament as a guest player.

Question: We are having trouble scheduling our match with our next opponent. What can we do?

Answer: Send an email to them mentioning their lack of response along with their team name and Club; and copy U9_U13Cupcoordinator@norcalpremier.com . The Tournament Director will then send them a reminder and copy their Club Officials.

Question: We had a game scheduled and a team emailed to cancel the match the day before. We had referees and fields already lined up. What is the policy?

Answer: If a team cancels or forfeits a match, they must notify opponents 96 hours in advance or they will be charged with field and referee fees.

2011 – 2012 Red Card Procedure

Teams' Responsibility

It is the team's responsibility to ensure their Red Carded player(s)/coach(s) serve the game suspensions. Referee report must be sent in within 48 hours of a Red Card being issued. The teams must send in the verification form (below) confirming that suspensions have been served.

Referee's responsibility

All Club referees must provide Red Card report to the home team manager and NorCal Premier Soccer. It is important that the **NorCal Game ID#** number is included to PAD Chair: Jason Drury

Automatic Suspensions:

Red Cards

All Straight Red Carded Player/Coach are automatically suspended for 2 games with the PAD committee reviewing and considering additional suspensions. This suspension is effective immediately.

Please note: The card carries over into other NorCal Premier Age Groups and Games. For example, if Coach A receives a card for his/her U12 Girl's game and Coach A has a game with his/her U15 Boy's team – Coach A is unable to coach this match.

Double Yellows

All double yellow carded players/coaches are automatically suspended for 1 games with the card being reviewed by the pad committee for further suspensions. For instance, a second card for dissent, especially involving swearing will most often result in additional games suspensions.

Please note: The card does not carry over into other NorCal Premier Age Groups and Games. For example, if Coach A receives a card for his/her U12 Girl's game and Coach A has a game with his/her U15 Boy's team – Coach A must serve suspension with U12 Girl's team.

When do suspensions take affect?

The carded Player/Coach must begin their suspension immediately in the next game(s). Even if the official suspension has not been awarded the one or two game suspension is effective immediately. It is the team's and Club's responsibility to ensure this is followed. If the player sits out a match, they should fill out the form below for verification of the player or coach serving the suspension. Failure to provide verification could result in a forfeit.

Verification procedure

Teams must have signed verification form (see below). The form must be signed by the Center Referee and coaches of both teams, verifying that Player or Coach did not participate in game. Please copy and or scanned the referee report or game suspension form to: Alan Ramos at alanNorCal@sbcglobal.net or faxed to Attn: Alan Ramos at 415-593-7697

Referee Information

Referee Game Day Procedure

NorCal Cup(s) Match Check In:

1. Receive Game Cards from Home Team - usually both teams.
2. All eligible players must be printed on the game cards brought by each team. No players should be added without written permission for NorCal.
3. To add a player both teams should have been notified in writing by NorCal stating that a named player can be added.
4. 18 (14 for U11 and below) out of the up to 26 players are allowed to participate. Players not playing should be crossed off.
5. Check Player and Coaching Passes for both teams. All players must be registered with the Club and team for which they are playing.
6. The two managers for the teams should know all of the rules!
7. Ask if a winner is needed for the match or if a tie stands. Please see Rule 209 for tie-breaking procedures.

League/Cup Post Game:

1. Both coaches, or managers, sign the game sheet following the game.
2. If no red card is given the home team holds onto the game report until the end of the season.
- 3. If a red card is given, see red card procedure as this requires immediate action from the center referee and manager.**

Important Match Rules for Referees

Rule 208 Game lengths

U9 play - 2x25 minutes | 10-min. halftime | size 4 ball | Numbers of players-

8v8 |Field size: Length: minimum 50 yards / maximum 90 yards; Width: minimum 35 yards/maximum 60 yards – 14 players game day roster - two referees

U10 play - 2x25 minutes | 10-min. halftime | size 4 ball | Numbers of players- 8v8 |Field size: Length: minimum 50 yards / maximum 90 yards; Width: minimum 35 yards/maximum 60 yards – 14 players game day roster - two referees

U11 play - 2x30 minutes | 10-min. halftime | size 4 ball | Numbers of players- 8v8 |Field size: Length: minimum 60 yards / maximum of 90 yards; - Width - minimum 40 yards / maximum 60 yards - Preferred U10 goals however will allow regulation goals provided both are the same size - 14 player game day roster - two referee's

U12 play 2x35 minutes | 10-min. halftime | size 4 ball | Numbers of players - 11v11 | Field size: Length: minimum 90 yards, maximum 130 yards; Width: minimum 50 yards, maximum 100 yards. Regulation goals - 8'h X 24w - 18 players game day roster - three referee's

U13 – U14 play 2x35 minutes | 10-min. halftime | size 5 ball | Numbers of players - 11v11 | Field size: Length: minimum 90 yards, maximum 130 yards; Width: minimum 50 yards, maximum 100 yards. Regulation goals - 8'h X 24w - 18 players game day roster - three referee's

Rule 209 Ties in Group Round

If a NorCal Cup(s) First or Second Round game is tied after regulation, the tie stands and will be posted as a tie.

Rule 210 Playoffs for League/Cup

For matches needing a winner, the team with the most goals after regulation time will be the winning team.

For U9 – U13 teams, if the Quarter-final, Semi-final or Championship NorCal Cup(s) match is tied after regulation - two full 5 minute periods will be played. Teams will have a short break before the first overtime. After 5 minutes, teams will change sides, with no break, and play the remaining 5 minutes.

If the game is still tied after the overtime periods, standard Penalty Kicks will decide the winning team.

Please note: Please make sure you arrive for your game knowing if the game can end in a draw or if a winning team is required.

Rule 211 Substitutions

A team may have no more than 18, or 14 if U9 - U11, players eligible for each game. For a NorCal State Cup(s) match teams must present the game card with the attached approved NorCal State Cup(s) rosters. Substitutions are at the

referee's discretion. A substitution can take place for either team at the following times:

- 1) prior to a kick-off
- 2) a goal kick
- 3) a throw-in
- 4) or after the referee stops play for an injury or yellow card

Unlimited substitutions are allowed but NorCal Premier Soccer reminds all coaches that it is their responsibility to handle their substitutions in a professional manner so as not to detract from the game.

Referee Red Card Procedure

Referee's responsibility

1. All Club referees must provide Red Card report to the home team manager and NorCal Premier Soccer. It is important that the **NorCal Game ID#** number is included to PAD Chair: Alan Ramos

Verification procedure

1. Teams must have signed verification form. The form must be signed by the Center Referee and coaches of both teams, verifying that Player or Coach did not participate in game. Please copy and or scanned the referee report or game suspension form to: Alan Ramos at alanNorCal@sbcglobal.net or faxed to Attn: Alan Ramos at 415-593-7697

Send Off-Reports

1. The Center Referee that issued a Send/Off (Coach or Player) should fill out the MS Word version of the NorCal Referee Send-Off Report (<http://www.NorCalPremier.com/content/view/19/127/>) and E-mail that directly to admin@NorCalPremier.com. By doing this we save a lot of time in determining whom the Send-Off Player/Coach is and what their game suspension is going to be. We need to do this quickly so the suspension information will be available to the affected teams and coaches ASAP.
2. Please do not retain the Coach's or the Player's Pass (that were Sent-Off) but return the passes to them after the completion of the game. All Send-Offs/Ejections and Suspensions will be tracked on the NorCal website and that other teams in the same division/group will be notified of the infraction and the pending suspension.
3. Referee Coordinators please request that all your referees read and understand the NorCal Handbooks.

