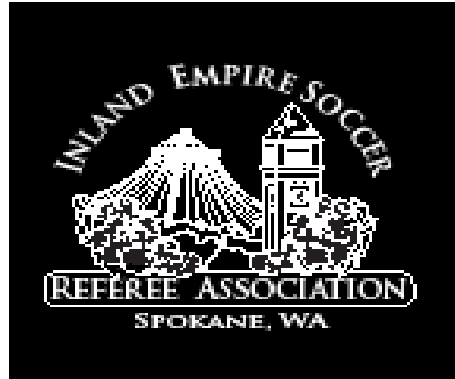


## Inland Empire Soccer Referee Association



### Terms and Conditions

Updated June 2017

The Inland Empire Soccer Referee's Association (IESRA) provides complete referee development following the guidelines of the United States Soccer Federation Referee Program, including instruction, testing, certification, assessment, mentoring, and assignment. The IESRA also provides administrative support including billing of Leagues and payment to referees. **The IESRA Administrative Fees collected from Leagues go directly into referee development and administration.**

Organizations intending on utilizing the services of IESRA should be familiar with The Policy to Address Irresponsible Behavior at Soccer Matches and the Fee Schedule prior to sending game data to IESRA.

By Sending IESRA game data for the IESRA to assign referees, the Organization sending the game data agrees to the Fee Schedule, The Policy to Address Irresponsible Behavior at Soccer Matches, and the Terms and Conditions herein.

IESRA is recognized by the Washington State Referee Committee.

IESRA uses certified Referees, Assignors, and Instructors.

**The IESRA only assigns for affiliated leagues.**

#### SECTION 1- ORGANIZATION CONTACT INFORMATION

1. The Organization using IESRA officials for their matches must provide the IESRA one contact person whom is responsible for handling the Organization's payments to IESRA.
2. The Organization must provide IESRA an address to send monthly billing statements to.

#### SECTION 2 - GAME FEES

1. Game Fee shall include a fee for the Referee, Assistant Referees, **and an Administrative fee.** See Fee Scale for current rates.
2. If a Fourth Official is requested, the fee shall be the same fee as the Assistant Referees.
3. IERSA will bill the Organization a total game fee. The total game fee shall constitute the number of referees that work a match for the Organization and the Administrative fee.
4. IERSA will only bill the Organization for referees that actually work the match billed. For example, if there is one Referee on a match and one Assistant Referees, IERSA will bill the Organization for the Referee and one Assistant Referee fee.
5. If only one referee works a match that would normally have three referees, IERSA will bill the Organization an additional \$7 to compensate the Referee for handling the match alone.
6. IERSA shall issue a monthly billing statement to the Organization summarizing Game Fees and detailing any fee adjustments. The referee payments shall be payable monthly, no later than 5 days after receipt of invoice.
7. Checks should be made payable to "IESRA." Any fees received after the due date, are subject to a 10% late fee. Please send payment to:

SECTION 3- TOURNAMENTS

1. Payment for 80% of the Tournament bill shall be provided with game schedules to IESRA **PRIOR** to the Tournament beginning as outlined in delivery of schedule below. Payment will be estimated by IESRA based on number and level of matches. Any outstanding balance shall be reconciled by the parties after the Tournament. IESRA shall not provide services for the Tournament until payment is received.
2. Fee Schedule shall be used regardless of length of games.
3. If any premier or competitive team is participating in the Tournament, the entire Tournament shall be considered to be a Premier or Competitive Tournament for fee purposes.
4. The Organization sanctioning the Tournament shall provide a sheltered space to be used by the Referees for the duration of the tournament. Such shelter should be at least 20' x 20' with at least 3 sides for protection. This shelter should be separate from the tournament officials to avoid any confusion for spectators, coaches and players.
5. IESRA shall provide meals and snacks to the referees for the Tournament out of the Administrative fee to be billed for the Tournament. (Starting 2015)
6. IESRA will provide an on-site Assignor for the duration of the Tournament. Tournament shall be responsible for additional cost of on-site Assignor per day. If Assignor is on-site for less than four hours on any given day of the Tournament, the cost shall be \$100. Anything over four hours, the cost shall be \$200 per day.
7. IESRA will bill two (2) Field Mentors out for the tournament duration. This position is there to assist the referees on the field and mentor any issues that arise with referees. This position WILL NOT act as a Field Marshall for the Tournament.
8. Tournament schedule shall be delivered to the IESRA at 8:00 a.m. five (5) days prior to the first full day of the Tournament. A full day of the tournament shall be considered if a day has at least three (3) time slots. Example: If the first full day of the Tournament is on Friday, game schedules shall be delivered to the IESRA on Sunday at 8:00 a.m.

9. Late Fee Charges for late delivery of Tournament Schedule and Schedule Change Fee shall apply to tournaments as covered in Section 5.
10. Payment for the Tournament shall be billed to and paid for by the sanctioning organization of the Tournament.

#### SECTION 4 - SCHEDULE DELIVERY AND GAME DATA

**Prior to IESRA uploading matches for assignment of officials, the Organization must provide proof of the Organization's yearly affiliation with the United States Soccer Federation (USSF). If the Organization is not affiliated, the Organization must provide verification that officials working games that are unaffiliated shall be covered under the Organization's liability insurance for all matches. Proof of affiliation with USSF or other liability coverage must be provided each calendar year. Officials will not be provided for matches until proof has been provided.**

##### A. Season

1. At least seven (7) days prior to the first game of the league season, the Organization shall send to IESRA a schedule of games via email in excel spread sheet.
2. The season shall conform to the excel template provided to the Organization by IESRA.

##### B. Tournament

1. The Tournament schedule shall be delivered in the excel template provided by IESRA in the time directed in Section 3- Tournaments.

#### SECTION 5 - GAME SCHEDULE CHANGES AND CANCELLATIONS

The following shall apply to Season and Tournaments:

#### A. Game Schedule Delivery/Changes/Cancellations

1. **Delivery of Game Schedules for an entire Season shall be provided at least Seven (7) days prior to the first game of the season. Delivery of the Game Schedules for the season not meeting the Seven Day period shall be considered late and late fees will be applied.**
2. Delivery of Game Schedules for an entire Tournament shall be provided at least Five (5) days prior to the first day of the Tournament as specified in Section 3.7. Delivery of the Game Schedules for the Tournament not meeting the Five Day period shall be considered late and late fees will be applied.
3. Late fees on late delivery of Season or Tournament games will be assessed a \$150 per day late fee if the entire Season or Tournament is not delivered on time.
  - B. Late Game Schedule Changes (Less than 48 hours of Game Day)

1. When the Organization makes a Late Game Schedule Change from the original game schedule given to the IESRA, the Organization shall be subject to a Late Change Fee of \$25 per match, per change regardless of whether the Organization or the visiting team is responsible for the Late Game Schedule Change.
2. A Late Game Schedule Change is defined as the time when IESRA Assignor for the game being changed receives notice of the change and that notice is within 48 hours of the match date and time.

#### C. Late Game Schedule Changes (Less than Seven Days of Game)

1. When the Organization makes a Game Schedule Change that is within seven (7) days of the original game schedule given to IESRA but is more than 48 hours of the original match date and time, IESRA will issue a Change Fee of \$10 per match, per change regardless of whether the Organization or the visiting team is responsible for the Game Schedule Change.
2. If IESRA has not assigned a Referee or any Assistant Referees to a match that has been changed in the seven day to 48 hour window, IESRA will not charge the Organization a Game Schedule Change Fee.

3. Any Game that is added to the Schedule within Seven Days of the Game Date is considered late and the late charges above apply.

#### D. Game Schedule Cancellations

1. If the Organization cancels a game within 24 hours of the original match time given to IESRA, the Organization shall still be responsible for the full match fee to be paid to IESRA unless the game was cancelled for a field closure.
2. Field closures are considered outside the control of the Organization and include city or county authorities closing the facilities because of weather or the referee declaring the field unplayable for safety concerns.

### SECTION 6 - RELATIONSHIP OF THE PARTIES

1. IESRA is an independent organization and is not associated in any way with the Organization.
2. Similarly, referees are independent contractors and may request not to be assigned or put restrictions on their assignments. IESRA is only acting as an agent to assign and distribute payments to officials.

### SECTION 7- ENTIRETY OF THE TERMS AND CONDITIONS

1. These Terms and Conditions supersede any prior written or oral agreements between the IESRA and the Organization.
2. These Terms and Conditions may not be modified or amended without approval of the IESRA Board.
3. The IESRA will not provide services to Organizations that do not submit game data to the IESRA.
4. Sending game data to the IESRA for referee assignment, constitutes an agreement by the Organization to these Terms and Conditions.