



L A M A R H U N T

U.S. OPEN CUP

2018 Handbook

Finalists' Edition



2018 Lamar Hunt U.S. Open Cup Handbook—Finalists' Edition

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Changes for the 2018 U.S. Open Cup Tournament

The following list highlights the changes made for the 2018 Lamar Hunt U.S. Open Cup Tournament:

- Prize money increases: The champion will win \$300,000 (up from \$250,000), the tournament runner-up will receive \$100,000 (up from \$60,000) and the team that advances the furthest from each lower division will earn \$25,000 (up from \$15,000).
- Method for determining First Round pairings: Provision requiring teams from the same qualifying pool (e.g. local qualifiers, NPSL, PDL) to not be paired in the First Round can now be disregarded if doing so avoids extensive travel on balance for the participating teams (see page 10).
- Method for determining Fourth Round pairings: Similar to the Round of 16, pairings will now be made by random draw after dividing teams geographically into groups of four and drawing matchups within each group (see page 11).
- Match dates: The Commissioner now has the authority to set outside of the confirmed schedule the date for any match if such a change is in the best interests of the tournament (referenced on the Open Cup Competition Calendar and all Home Game Applications Forms).
- 2018 Referee Fee Schedule (Round of 16 to Final): As a result of collective bargaining between the Professional Referees Organization (PRO) and the Professional Soccer Referees Association (PSRA), rates have increased by three percent over 2017 rates for U.S. Open Cup matches from the Round of 16 to the Final per the schedule on page 37.
- The following sections of the Open Cup Policy have been revised:
 - Section 204(a). Entering the Cup — Provision added allowing the Committee to establish a requirement for teams to submit a performance bond in a form and at levels as the Committee may deem appropriate. Such a bond will allow U.S. Soccer to more easily enforce penalties for those teams who abandon their obligations after entering the competition (e.g. forfeiting matches, withdrawing after matchups have been determined).
 - Section 306(a). Protests and General Discipline — Language updated to allow for protests to be delivered via hand-delivery, courier, certified mail, facsimile or electronic mail. The deadline time has also been advanced by one hour to 4 p.m. CT the day after the match being protested so that administrative action can be taken by U.S. Soccer on the date of receipt.
- Visiting team travel expense reimbursement: U.S. Soccer has increased the levels of travel reimbursement and the size of the traveling party eligible for reimbursement for all rounds of the competition (see page 51).



2018 U.S. Open Cup Committee

Mike Edwards	Chairman
John Motta	Amateur Representative
John O'Brien	Athlete Representative
Todd Durbin	Major League Soccer (Division I) Representative
Rishi Sehgal	North American Soccer League (Division II) Representative
Jake Edwards	United Soccer League (Division II) Representative
Paul Marstaller	Committee Liaison
Adrian Garibay	Committee Liaison

2018 U.S. Open Cup Adjudication and Discipline Panel

Mike Edwards	Chairman (non-voting member)
TBD	Amateur Representative
TBD	Athlete Representative
TBD	Major League Soccer (Division I) Representative
TBD	United Soccer League (Division II) Representative
Paul Marstaller	Panel Liaison
Adrian Garibay	Panel Liaison

2018 U.S. Open Cup Staff

Paul Marstaller (pmarstaller@ussoccer.org)	Commissioner	(312) 528-1284
Adrian Garibay (agaribay@ussoccer.org)	Director of Competition	(312) 528-1275
Zack Garcia (opencup@ussoccer.org)	Open Cup Assistant	(312) 528-7036
Allison Kruk (opencuproster@ussoccer.org)	Player Registration Assistant	(312) 528-7031
Elizabeth Sanchez (esanchez@ussoccer.org)	P.R. / Communications	(312) 528-1226
Jonah Fontela (jfontela@ussoccer.org)	Content Coordinator	(617) 909-7226
Mike Gressle (mgressle@ussoccer.org)	Broadcast Rights	(312) 528-1264
Andy Sevcik (asevcik@ussoccer.org)	Broadcast Technical Standards	(312) 528-1267
Steve Hoffman (shoffman@ussoccer.org)	Sponsorship	(312) 528-1254
Kay Bradley (kbradley@ussoccer.org)	Logo Usage	(312) 528-1239



2018 U.S. Open Cup Competition Calendar

Friday, Dec. 29, 2017	Team Entry & Information Form, Entry Fee deadline for Division I, II and III Outdoor Professional League teams
Wednesday, Jan. 10 (2 p.m. CT)	Team Entry & Information Form deadline for Open Division teams who have qualified via 2017 results in national leagues
February date TBD	Final allocation determined for Open Division slots into 2018 Lamar Hunt U.S. Open Cup
Wednesday, March 14	Venue Declaration Form deadline for teams wishing to host games in the 2018 Lamar Hunt U.S. Open Cup
Wednesday, March 21, 2 p.m. CT	Home Game Application deadline for First, Second and Third Rounds
Wednesday, April 4	Open Cup First Round Pairings and Second Round Possible Matchups Announced
Wednesday, April 25	Deadline for teams entering at First Round (not including Open Division local qualifiers) to submit initial roster
Wednesday, May 2, 4 p.m. CT	Spring roster submission deadline for Open Division local qualifying teams (each team may add up to seven new players to its Fall roster who are not already cup-tied; 22 player limit remains)
Wednesday, May 2	Deadline for teams entering at Second Round to submit initial roster
Wednesday, May 9	First Round
Friday, May 11, 2 p.m. CT	Home Game Application deadline for Fourth through Quarterfinal Rounds
Wednesday, May 16	Second Round
Tuesday, May 22	Deadline for teams entering at Fourth Round to submit initial roster
Wednesday, May 23	Third Round
Thursday, May 24	Fourth Round Draw
Wednesday, June 6*	Fourth Round
Thursday, June 7	Round of 16 Draw
Wednesday, June 20*	Round of 16 (also June 16-17 if home team chooses and visiting team has at least two rest days on each side of chosen date)
Sunday, July 1, to Friday, July 13, 4 p.m. CT	Summer roster changeover period for Open Division local qualifiers still in the competition (teams may add up to seven new players to their Spring roster who are not already cup-tied; 22 player limit remains)
Wednesday, July 11, 2 p.m. CT	Home Game Application deadline for Semifinal Round and Lamar Hunt U.S. Open Cup Final
Wednesday, July 18*	Quarterfinal Round
Thursday, July 19	Draw to determine hosts for Semifinals and Final

Wednesday, Aug. 8*

Semifinal Round (date tentative)

Wednesday, Sept. 26

2018 Lamar Hunt U.S. Open Cup Final (date tentative)

* Note: Any game in the Fourth Round, Round of 16, Quarterfinal Round and Semifinal Round where one of the participants has a league game the following Friday will be moved up a day (exception to this is when the team's opponent is scheduled for a league game the preceding Sunday; in this case, the provisions elsewhere in the Open Cup Handbook to resolve such an issue prevail). Also, any game chosen by U.S. Soccer to be broadcast nationally is subject to being moved up a day. The Commissioner shall have the authority to set outside of the confirmed schedule the date for any match if such a change is in the best interests of the tournament.



2018 U.S. Open Cup Participating Teams

- Major League Soccer (Division I): All 20 U.S.-based teams, entering in the Fourth Round:

Atlanta United FC	Los Angeles FC	Philadelphia Union
Chicago Fire	Los Angeles Galaxy	Portland Timbers
Colorado Rapids	Minnesota United FC	Real Salt Lake
Columbus Crew SC	New England Revolution	San Jose Earthquakes
D.C. United	New York City FC	Seattle Sounders
FC Dallas	New York Red Bulls	Sporting Kansas City
Houston Dynamo	Orlando City SC	

- United Soccer League (Division II): Twenty-two U.S.-based teams, entering in the Second Round:

Charleston Battery	Nashville SC	Reno 1868 FC
Charlotte Independence	North Carolina FC	Richmond Kickers
Colorado Springs Switchbacks FC	Oklahoma City Energy FC	Sacramento Republic FC
FC Cincinnati	Orange County SC	Saint Louis FC
Fresno FC	Penn FC [^]	San Antonio FC
Indy Eleven	Phoenix Rising FC	Tampa Bay Rowdies
Las Vegas Lights FC	Pittsburgh Riverhounds	Tulsa Roughnecks FC
Louisville City FC		

[^] Was known in 2017 as Harrisburg City Islanders

- Premier Development League (Open Division National League Track): Twenty of 66 U.S.-based teams qualifying from 2017 league competition, entering in the First Round:

Charlotte Eagles (N.C.)*	Mississippi Brilla FC	San Francisco City FC (Calif.)
FC Golden State Force (Calif.)*	Myrtle Beach Mutiny (S.C.)	Seacoast United Phantoms (N.H.)
FC Miami City (Fla.)	New York Red Bulls U23	SIMA Aguilas (Fla.)
FC Tucson (Ariz.)*	Ocean City Nor'easters (N.J.)*	South Georgia Tormenta FC
Lakeland Tropics (Fla.)	OKC Energy U23 (Okla.)*	The Villages SC (Fla.)*
Long Island Rough Riders (N.Y.)	Portland Timbers U23 (Ore.)	Western Mass Pioneers*
Michigan Bucks*	Reading United AC (Pa.)*	

* Participated in 2017 Lamar Hunt U.S. Open Cup

- National Premier Soccer League (Open Division National League Track): Nineteen of 92 teams qualifying from 2017 league competition, entering in the First Round:

AFC Ann Arbor (Mich.)*	Erie Commodores (Pa.)	Kingston Stockade FC (N.Y.)
Brooklyn Italians (N.Y.)	FC Arizona	Kitsap Soccer Club (Wash.)
CD Aguiluchos USA (Calif.)	FC Motown (N.J.)* [^]	Miami United FC (Fla.)*
Dakota Fusion FC (N.D.)	FC Wichita (Kan.)*	Midland-Odessa FC (Texas)
Detroit City FC (Mich.)	Fort Worth Vaqueros (Texas)	New Orleans Jesters (La.)
Duluth FC (Minn.)	Inter Nashville FC (Tenn.)	Orange County FC (Calif.)
Elm City Express (Conn.)		

* Participated in 2017 Lamar Hunt U.S. Open Cup

[^] Was known in 2017 as Clarkstown SC Eagles



2018 U.S. Open Cup Participating Teams (cont.)

- Open Division Local Qualifiers: Thirteen of 108 teams who survived three local qualifying rounds, entering in the First Round:

Arizona (1): Sporting AZ FC	Colorado (2): Azteca FC* FC Denver	Massachusetts (1): Kendall Wanderers
California (3): La Máquina* LA Wolves FC* Santa Ana Winds FC	Florida (2): FC Kendall Red Force FC*	New York (2): Lansdowne Bhoys FC Rochester River Dogz
	Maryland (1): Christos FC*	Texas (1): NTX Rayados*

* Participated in 2017 Lamar Hunt U.S. Open Cup

The following professional teams are ineligible to compete per Section 202(d) of the Open Cup Policy due to being majority-owned or having their player roster materially controlled by a higher-level professional club:

<u>Ineligible Team</u>	<u>Parent Team</u>
ATL UTD 2 (USL)	Atlanta United FC (MLS)
Bethlehem Steel FC (USL)	Philadelphia Union (MLS)
LA Galaxy II (USL)	LA Galaxy (MLS)
New York Red Bulls II (USL)	New York Red Bulls (MLS)
Portland Timbers 2 (USL)	Portland Timbers (MLS)
Real Monarchs SLC (USL)	Real Salt Lake (MLS)
Rio Grande Valley FC Toros (USL)	Houston Dynamo (MLS)
Seattle Sounders FC 2 (USL)	Seattle Sounders FC (MLS)
Swope Park Rangers (USL)	Sporting Kansas City (MLS)



2018 U.S. Open Cup Competition Format

The 2018 U.S. Open Cup will be conducted on a single-elimination, one-game-knockout basis utilizing a tiered-bracket format (93 games—see the tournament bracket on the page following this section).

Each team will be matched with an opponent according to the following provisions:

- Pairings will be arranged to prevent the possibility of a non-professional Open Division team playing a parent club should both teams be in the competition in the same round, except for the Final. In 2018 the following pairs will be avoided:
 - New York Red Bulls (MLS), New York Red Bulls U23 (PDL)
 - OKC Energy (USL), OKC Energy U23 (PDL)
 - Portland Timbers (MLS), Portland Timbers U23 (PDL)

Pairings will also be arranged to prevent the possibility of a team who receives material technical support from another club from playing that side, except if both teams reach the Final. In 2018 the following pairing will be avoided:

- San Jose Earthquakes (MLS), Reno 1868 FC (USL)

Professional teams who are majority-owned or otherwise controlled by higher division professional clubs are already excluded from Open Cup competition per Section 202(d) of the Open Cup Policy (see list of ineligible teams on the previous page).

- A team playing in its first Open Cup match cannot be paired against another club from the same qualifying pool also playing in its first Open Cup match (an exception to this restriction will be made in the first round in the interest of avoiding extensive travel for Open Division teams and in the fourth round when eight MLS teams will meet another MLS side in their first tournament game).
- First Round (52 Open Division teams): Teams will be paired geographically with the restriction that teams from the same qualifying pool (e.g. local qualifiers, PDL, NPSL) cannot be paired to play each other except in the event that waiving this provision can avoid extensive travel on balance for the participating teams. In the event that three or more teams are from the same proximity, pairings for these teams will be made by random selection.

- Second Round (26 First Round winners and 22 Division II clubs): After the First Round pairings are made, each Division II (USL) team will be matched geographically to a specific First Round pairing and be scheduled to play its winner. The winners of the four remaining First Round matches not paired with a Division II side will play each other, with pairings made geographically. In the event that three or more teams/pairings are from the same proximity, pairings for these teams will be made by random selection. Instances where a logical geographic fit doesn't exist will be resolved by random selection.
- Third Round (24 Second Round winners): After each Second Round pairing has been determined, these will be paired up geographically to determine the Third Round. In the event that three or more Second Round pairings are from the same proximity, the Third Round matchups will be made by random selection. Instances where a logical geographic fit doesn't exist will be resolved by random selection.
- Fourth Round (12 Third Round winners and 20 Division I clubs): After the completion of the Third Round, the teams in the Fourth Round will be pooled and divided geographically into eight groups of four, with four groups having one Third Round winner and four groups having two, with any teams who are precluded from playing each other until the Final being placed in different groups. A random draw, scheduled for May 24, will determine the pairings within each group, with all Third Round winners paired to face a Division I team and not another Third Round winner.
- Round of 16 (16 Fourth Round winners face each other): The Fourth Round winners will be divided geographically (regardless of league affiliation) into groups of four, with teams who are precluded from playing each other until the Final being placed in the different groups. A random draw, scheduled for June 7, will determine the pairings within each group.
- Quarterfinal (Sixth) Round: The two winners from each group used to determine the Round of 16 matches will face each other in the Quarterfinal Round.
- Semifinal Round: The four Quarterfinal Round winners will be paired geographically to determine the pairings for the Semifinal Round. Should two teams precluded from playing each other until the Final reach the Semifinal Round and be scheduled to face each other, the matches will be re-drawn to avoid this outcome.

2018 Lamar Hunt U.S. Open Cup Tournament Bracket

First Round Wed., May 9	Second Round Wed., May 16	Third Round Wed., May 23	Fourth Round June 5-6	Round of 16 June 16-20	Quarterfinals Wed., July 18	Semifinals Aug. 7-8 <i>(dates tentative)</i>	Final Wed., Sept. 26 <i>(date tentative)</i>	Champion
52 Open Div. teams	22 USL teams 26 First Round winners	24 Second Round winners	20 MLS teams 12 Third Round winners					94 Total Teams 42 Professional 52 Amateur
Open Division	USL		MLS					
Open Division								
Open Division	USL							
Open Division								
Open Division	USL		MLS					
Open Division								
Open Division	USL							
Open Division			MLS					
Open Division	USL							
Open Division								
Open Division	USL		MLS					
Open Division								
Open Division	USL							
Open Division			MLS					
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Open Division	USL							
Open Division								
Open Division	USL							
Open Division			MLS					
Open Division			MLS					

Legend: MLS: Major League Soccer; USL: United Soccer League. Open Division includes clubs from the Premier Development League, National Premier Soccer League and those advancing through local qualifying. The pairings shown above are merely illustrative and are not meant to accurately reflect the actual matchups of teams by division. This bracket should be viewed as a basic structure for understanding the matches and rounds in the tournament.



2018 U.S. Open Cup Process for Determining Home Teams

General Steps and Provisions:

- A team interested in hosting must name its possible home venues (limited to two) by submitting a Venue Declaration Form by the published deadline. The form is based on the stadium requirements set forth in the U.S. Open Cup Policy Manual.
- After receiving the list of possible venues, the Open Cup Commissioner makes a determination for each venue on whether it has met the requirements.
- If the team originally designated as the home team cannot host for whatever reason, the game will automatically revert to the opponent's home.
- Unless for reasons of force majeure, if the team originally designated as the home team cannot host after declaring that it could, that team will be declared ineligible for the visiting team travel reimbursement from U.S. Soccer.

All Rounds:

- Prior to the published deadline, each team who might compete in the First, Second and/or Third Rounds declares whether they desire to host in each of these rounds using the appropriate Home Game Application Form. Through this form, the applicant names a specific home venue for each game. The venue must be confirmed to be available for the match date(s) in question and available for the next day in the event a rescheduled match is required. Similarly, each team who might compete in the Fourth through Quarterfinal Round games declares their desire to host by submitting the corresponding Home Game Application Form, due prior to the Second Round.
- First Round matches and Second Round possibilities will be determined shortly after the Home Game Application Form deadline for these rounds. Third Round possibilities will be set after the First Round has taken place (i.e. once Second Round matches are determined). The Fourth Round matchups will be determined by random draw the day after the scheduled date for the Third Round. A random draw will also determine the Round of 16 matches while pre-setting the bracket for the remainder of the tournament.
- For each match in the tournament, the Commissioner will conduct a random draw or coin flip to determine the host for each game if: a) both clubs in a match have submitted a Home Game Application Form by the deadline; and b) their respective venues have both been deemed suitable to host. This process will be repeated as possible matches are determined up to the Final.
- Hosts for the First Round and Second Round possibilities will be named through the Initial Pairings Announcement (see competition calendar for planned announcement date). Possible hosts for subsequent rounds will be announced once they become known.

All Rounds (cont.):

- **Hosting Fees:** Each home team is obligated to complete and submit a Home Game Revenue Report Form (found elsewhere in this Handbook). The form, along with any resulting Hosting Fee, is due within seven (7) days following each match hosted. Any team that does not submit payment and/or required documentation in a timely fashion may incur sanctions and/or other penalties imposed by the Commissioner, including a possible ban on hosting future matches until accounts are current.

Semifinals and Final:

- Prior to the published deadline, each team who might compete in the Semifinal and Championship Games declares whether they desire to host in each of these rounds using the Home Game Application Form (Semifinal and Championship Games Only). Through this form, the applicant names a specific home venue for each game. The venue must be confirmed to be available for the match date(s) in question and available for the following date in the event a rescheduled match is required. Separate parameters and guidelines apply to these matches (see form for details).



2018 U.S. Open Cup Decision Table for Determining Match Date **When Insufficient Rest Days**

Starting with the Fourth Round and continuing until the Semifinals, the matches in these rounds could be played within two-day windows (Tuesday-Wednesday time frames).

With national television commitments in many cases requiring Division I and II professional league games to be scheduled for Fridays and Sundays throughout the year, U.S. Soccer has developed a decision table (see below) for determining Open Cup match dates when one team has a league game the preceding Sunday while their opponent has a league game the following Friday, resulting in only one rest day between matches for one of the participants.

The table below will be used to determine the day of such Open Cup matches, with the additional proviso that if the Open Cup pairing is between two teams from the same league, the league involved will be allowed to settle the game date internally, if it wishes.

Decision Table

League Game on Sun.	League Game on Fri.	Open Cup Host	Day Designated
Team A Home	Team B Home	Team A	Tues.
Team A Home	Team B Away	Team A	Tues.
Team A Home	Team B Home	Team B	Wed.
Team A Home	Team B Away	Team B	Coin Flip
Team A Away	Team B Home	Team A	Coin Flip
Team A Away	Team B Away	Team A	Tues.
Team A Away	Team B Home	Team B	Wed.
Team A Away	Team B Away	Team B	Wed.

Calendar View (home team in pairing listed first)

Sun.	Mon.	Tues.	Wed.	Thur.	Fri.	Sat.
Team A Home		A vs. B			Team B Home	
Team A Home		A vs. B			Team B Away	
Team A Home			B vs. A		Team B Home	
Team A Home		Coin Flip B vs. A			Team B Away	
Team A Away		Coin Flip A vs. B			Team B Home	
Team A Away		A vs. B			Team B Away	
Team A Away			B vs. A		Team B Home	
Team A Away			B vs. A		Team B Away	



2018 U.S. Open Cup Awards & Prize Money

The prize money to be distributed for the competition ending Sept. 2018 includes the following:

U.S. Open Cup Champion	\$300,000.00
U.S. Open Cup Finalist	\$100,000.00
Division II team* that advances the furthest	\$25,000.00
Open Division team* that advances the furthest	\$25,000.00

Additionally, the U.S. Open Cup champion will be awarded a championship trophy for its trophy case and have its team name added to the Dewar Challenge Trophy, competed for annually since 1912 and symbolic of the U.S. Open Cup champion since 1914. The Open Cup champion also earns a place in the 2019 CONCACAF Champions League, which runs from mid-February to early May. The players from the winning team and the runners-up will be presented with Open Cup medals. U.S. Soccer may also elect to award players from the winning team with championship t-shirts which are to be worn during the trophy presentation.

*If two or more teams advance to the same round, the following order of steps will be used to determine which single team will be awarded the prize money:

1. Team with the most victories against opponents from three divisions higher
2. Team with the most draws against opponents from three divisions higher
3. Team with the most victories against opponents from two divisions higher
4. Team with the most draws against opponents from two divisions higher
5. Team with the most victories against opponents from one division higher
6. Team with the most draws against opponents from one division higher
7. Team with the most victories against opponents from same division
8. Team with the most draws against opponents from same division
9. Team with the most overall victories
10. Prize money to be divided equally among the teams

For the purpose of this procedure, a game that ends with kicks from the penalty mark to determine the team advancing to the next round is recorded as a draw. Additionally, should a Division II or Open Division team advance to the final match, the Champion and Runner-Up prize money will be awarded in lieu of the divisional prize.



Carryover Suspensions to be Served as of January 1, 2018

Player	Suspension*	Team When Suspension Imposed	Reason For Suspension
Alaniz, Alejandro	Next game	Indios Denver FC (USASA-Colo.)	Red Card, 2018 3 rd Qual. Round
Andrade, Anthony (coach)	Next game	Colorado Springs FC (USASA-Colo.)	Dismissal, 2018 2 nd Qual. Round
Andrade, Carlos	Next game	Santa Ana Winds (USASA-Calif.)	Red Card, 2018 3 rd Qual. Round
Angoua, Brou Benjamin	Next game	New England Revolution (MLS)	Red Card, 2017 Quarterfinal
Antonissen, Brandon	Next game	Strikers FC South Coast (USASA-Calif. South)	Red Card, 2016 1 st Qual. Round
Anyagou, Isaiah (coach)	Next game	Izee Auto FC (USASA-Md.)	Dismissal, 2018 2 nd Qual. Round
Augustine, Anthony	Next game	Western Mass. Pioneers (USL2)	Red Card, 2008 2 nd Round
Bales, Charles (Charlie)	Next game	Des Moines Menace (PDL)	Red Card, 2015 2 nd Round
Bangoura, Naby	Next game	Azteca FC (USSSA-Colo.)	Red Card, 2018 3 rd Qual. Round
Bardsley, Gibson	Next game	Arizona United SC (USL)	Red Card, 2016 2 nd Round
Bartlome, Chad	Next game	Sacramento Republic FC (USL PRO)	Red Card, 2014 4 th Round
Basulto, Gaston (coach)	Next game	Miami Nacional SC (USSSA-Fla.)	Dismissal, 2018 3 rd Qual. Round
Besemer, Chris	Next game	Salinas Valley Samba (USASA-Calif.)	Discipline Panel Decision 7/14/05
(Player suspended for three games total; two games already served [per Discipline Panel] during 2006 qualifying; third game must be served during Open Cup tournament.)			
Blanco, Cuauhtemoc	Next six games	Chicago Fire (MLS)	Discipline Panel Decision 7/29/08
Boateng, Derek	Next three games	Rayo OKC (NASL)	Discipline Panel Decision 11/1/16
Bonseu, Tenywa	Next game	Pittsburgh Riverhounds (USL2)	Red Card, 2009 1 st Round
Botero, Camilo	Next game	Upward Star (NPSL)	Red Card, 2015 1 st Round
Bradford, Clark	Next game	Des Moines Menace (PDL)	Red Card, 2010 1 st Round
Brocks, Stephen	Next game	Tulsa Athletics (NPSL)	Red Card, 2014 2 nd Round
Burdette, Colby	See below	Boca Raton Football Club (USASA-Fla.)	Discipline Panel Decision 11/1/16
(Player suspended for six games total or through the end of the 2018 Open Cup tournament, whichever finishes later; player has served one game of suspension so far.)			
Caben, David	Next game	Milwaukee Bavarians (USASA-Wis.)	Red Card, 2012 1 st Round
Camarena, Jonathan	Next game	El Paso Patriots (PDL)	Red Card, 2009 2 nd Round
Campos, Abraham	Next game	Fresno Fuego (PDL)	Red Card, 2017 2 nd Round
Carrizales, Marcos	Next game	ASC New Stars (USASA-Texas)	Red Card, 2012 1 st Round
Castro Gonzalez, Javier	Next game	Moreno Valley FC (USASA-Calif.)	Red Card, 2017 2 nd Round
Coimbra, Mauricio	Next game	Western Mass Pioneers (PDL)	Red Card, 2017 1 st Round
Colmenares, Vincente	Next game	Battery Park Gunners (USASA-Mass.)	Red Card, 2016 1 st Qual. Round
Coria, Hugo (coach)	Next game	CD Aguiluchos (NPSL)	Red Card, 2014 1 st Round
Corona, Rene	Next game	Hollywood United (NPSL)	Red Card, 2011 1 st Round
Cortes, Eric	Next game	El Farolito (USASA-Calif. North)	Red Card, 2016 1 st Qual. Round
Dempsey, Clint	See below	Seattle Sounders (MLS)	Discipline Panel Decision 6/25/15
(Player suspended for six games or through the end of the 2017 Open Cup tournament, whichever finishes later; player has served five games of suspension so far.)			
DeRoux, Stephen	Next game	San Antonio Scorpions (NASL)	Red Card, 2015 3 rd Round
Diallo, Babacar	Next game	Rochester Rhinos (USL PRO)	Red Card, 2014 5 th Round
Diawara, Maurice	Next game	Indios Denver FC (USASA-Colo.)	Red Card, 2018 3 rd Qual. Round
Diese, Yannick	Next game	Brooklyn Italians (NPSL)	Red Card, 2014 3 rd Round
Dombrowski, Chad	Next game	Carolina Railhawks (USL1)	Red Card, 2008 3 rd Round
Dos Santos, Dener	Next game	Jacksonville Armada U-23 (NPSL)	Red Card, 2017 2 nd Round



Carryover Suspensions to be Served as of January 1, 2018 (cont.)

Player	Suspension*	Team When Suspension Imposed	Reason For Suspension
Edmonds, Alfred	Next game	Fresno Fuego (PDL)	Red Card, 2014 3 rd Round
Escobar, Efren	Next game	Hurricane FC (USASA-Fla.)	Red Card, 2017 2 nd Qual. Round
Farrell, Joseph	Next game	Rochester Rhinos (USL)	Red Card, 2017 4 th Round
Fidalgo, Joao	Next game	Emigrantes das Ilhas (USASA-Mass.)	Red Card, 2009 1 st Round
Flores, Luis	Next game	MF 10 (USASA-Nev.)	Red Card, 2017 2 nd Qual. Round
Flores, Sergio	Next game	Crystal Palace Baltimore (USL2)	Red Card, 2008 Quarterfinal
Ford, Courtney	Next game	Colorado Rapids (MLS)	Red Card, 2017 Round of 16
Frame, Brenton	Next game	Sonoma County Sol (NPSL)	Red Card, 2017 1 st Round
Galvan Barbosa, Daniel	Next game	Laredo Heat (PDL)	Red Card, 2013 2 nd Round
Garcia, Carlos	Next game	Aegean Hawks (USASA-D.C.)	Red Card, 2009 1 st Round
Garrido, Luis	Next game	Houston Dynamo (MLS)	Red Card, 2015 Quarterfinal
Gianotti, Franco	Next game	Real Miami Club of Football (USASA-Fla.)	Red Card, 2016 1 st Qual. Round
Gibbens, Zachary	Next game	Harpos FC (USSSA-Colo.)	Red Card, 2018 3 rd Qual. Round
Gilliam, Brandon (asst. coach)	Next game	BYU Cougars (PDL)	Red Card, 2015 1 st Round
Gomez, Jorge	Next game	Inland Empire FC (USASA-Calif.)	Red Card, 2017 2 nd Qual. Round
Gonzalez, Edgar	Next game	Moreno Valley FC (USASA-Calif.)	Red Card, 2017 2 nd Round
Gregor, Andrew	Next game	Rochester Rhinos (USL1)	3 rd Yellow Card in same year, 2009 Semifinal
Grendi, Andrew	Next game	Columbus Crew (MLS)	Red Card, 2009 3 rd Round
Hafez, Ismail	Next game	Real Sociedad Royals (USASA-Calif.)	Red Card, 2017 1 st Qual. Round
Haskin, Colton	Next game	FC Wichita (NPSL)	Red Card, 2017 2 nd Round
Hernandez, Abimael	Next game	Del Rey City SC (USASA-Calif.)	Red Card, 2017 1 st Qual. Round
Hernandez, Cruz	Next game	San Nicolas FC (USASA-Calif.)	Red Card, 2016 1 st Round
Hernandez, Pablo	Next game	D.C. United (MLS)	Red Card, 2010 Semifinal
Hernandez, Roberto	Next game	Regals FC (USASA-Texas)	Red Card, 2011 1 st Round
Hill, Shane	Next game	Tampa Bay Rowdies (NASL)	Red Card, 2014 3 rd Round
Hines-Ike, Brendan	Next game	Ocean City Nor'easters (PDL)	Red Card, 2014 2 nd Round
Hirsig, Santiago	Next game	Kansas City Wizards (MLS)	Red Card, 2009 4 th Round
James, Julius	Next game	San Antonio Scorpions (NASL)	Red Card, 2015 3 rd Round
Juncaj, George (coach)	Next game	Detroit United (USASA-Mich.)	Dismissal, 2010 1 st Round
Kallis, Ian	Next game	Legends FC (USASA-N. Texas)	Red Card, 2010 1 st Round
Kling, Fabian	Next game	Fort Lauderdale Strikers (NASL)	Red Card, 2015 3 rd Round
Lanning, Brian	Next game	South Jersey Elite Barons (USASA-N.J.)	Red Card, 2016 1 st Qual. Round
Laventure, Jerrod	Next game	Icon FC (USASA-N.J.)	Red Card, 2014 2 nd Round
Lewing, Dave	Next game	Tulsa Athletics (NPSL)	Red Card, 2014 2 nd Round
Lopez, Pablo	Next game	Stanislaus United Turlock Express (US Club)	Red Card, 2012 1 st Round
Lowery, Jon (asst. coach)	Next game	Minnesota Thunder (USL1)	Dismissal, 2009 3 rd Round
Lujano, John	Next game	Des Moines Menace (PDL)	Red Card, 2015 2 nd Round



Carryover Suspensions to be Served as of January 1, 2018 (cont.)

Player	Suspension*	Team When Suspension Imposed	Reason For Suspension
Markham, Nicholas	Next game	Strikers FC South Coast (USASA-Calif. South)	Red Card, 2016 1 st Qual. Round
Martinez, Steve	Next game	Ozzy's Laguna FC (USASA-Calif.)	Red Card, 2017 2 nd Qual. Round
McFayden, Kendell	Next game	Rochester Rhinos (USL PRO)	Red Card, 2013 3 rd Round
Melendez, Jonathan	Next game	Charlotte Sporting Soccer Academy FC (USSSA-N.C.)	Red Card, 2016 1 st Qual. Round
Miller, Kyle	Next game	South Jersey Elite Barons (USASA-N.J.)	Red Card, 2016 1 st Qual. Round
Mlinar Delamea, Antonio	Next game	New England Revolution (MLS)	Red Card, 2017 Quarterfinals
Monilla, Roberto	Next game	Atlanta FC (USASA-Georgia)	Red Card, 2009 1 st Round
Morales, Javier	Next game	FC Dallas (MLS)	Red Card, 2017 Quarterfinals
Moran, Christian	Next game	Azteca FC (USSSA-Colo.)	Red Card, 2017 1 st Round
Morgan, Taylor	Next game	Tulsa Roughnecks FC (USL)	Red Card, 2016 2 nd Round
Narbon, Francisco	Next game	Seattle Sounders (MLS)	Red Card, 2017 Round of 16
Nava, Juan	Next game	Laredo Heat (PDL)	Red Card, 2012 2 nd Round
Nieves Mincillas, Luis	Next game	El Farolito (USASA-Calif.)	Red Card, 2017 1 st Round
Nolan, John Peter	Next game	GPS Omens (USASA-Mass)	3 Yellow Cards, 2017 Tournament
Núñez, Jefferson	Next game	Cal Victory FC (USASA-Calif.)	Red Card, 2018 3 rd Qual. Round
Nylen, Kevin	Next game	Red Force (USASA-Fla.)	Red Card, 2014 2 nd Round
Ochoa, Alberto (coach)	Next game	Fullerton Rangers (NPSL)	Dismissal, 2012 1 st Round
Odur, Mo	Next game	Harrisburg City Islanders (USL2)	Red Card, 2009 4 th Round
O'Hara, Alan	Next game	Brooklyn Italians (USASA-E.N.Y.)	Red Card, 2010 1 st Round
Oliveira Barroso, Mickael	Next game	Wilmington Hammerheads (USL PRO)	Red Card, 2014 2 nd Round
Ortiz, Christopher	Next game	Charlotte Sporting Soccer Academy FC (USSSA-N.C.)	Red Card, 2016 1 st Qual. Round
Paterson, Nicholas	Next game	Charleston Battery (USL PRO)	3 rd Yellow Card in same year, 2013 4 th Round
Powell, Jacob	Next game	Austin Aztex (PDL)	Red Card, 2014 2 nd Round
Qsiyer, Billal	Next game	SW Florida Adrenaline (PDL)	Red Card, 2015 1 st Round
Quintero Buelvas, Jesus	Next two games	Cal Victory FC (USASA-Calif.)	Discipline Panel Decision 11/21/17
Raj, Jonathan	Next game	Chicago Fire PDL (PDL)	3 rd Yellow Card in same year, 2011 3 rd Round
Ramirez, Jonathan	Next game	Red Force (USASA-Fla.)	Red Card, 2014 2 nd Round
Ramirez, Pablo	Next game	Galati FC (USASA-Ariz.)	Red Card, 2018 3 rd Qual. Round
Ribeiro, Pedro	Next game	Harrisburg City Islanders (USL)	3 rd Yellow Cards in same year, 2017 4 th Round
Rocha, Armando	Next game	Fullerton Rangers (NPSL)	Red Card, 2012 1 st Round
Rodriguez, Victor	Next game	Frontera United (USASA-Ariz.)	Red Card, 2017 1 st Qual. Round
Rubio Kostner, Diego	Next game	Sporting Kansas City (MLS)	Discipline Panel Decision 11/21/17
Russell, Drew	Next game	Pittsburgh Riverhounds (USL)	Red Card, 2016 2 nd Round



Carryover Suspensions to be Served as of January 1, 2018 (cont.)

Player	Suspension*	Team When Suspension Imposed	Reason For Suspension
Sandoval, Jose Luis	Next game	Atlanta FC (USASA-Georgia)	Red Card, 2009 1 st Round
Sanyang, Amadou	Next game	Seattle Sounders 2 (USL)	Red Card, 2015 4 th Round
Schmitz, Tony	Next game	Nebraska 402 (USASA-Neb.)	Red Card, 2009 1 st Round
Schunk, Ross	Next game	Los Angeles Legends (PDL)	Red Card, 2008 1 st Round
Schwartz, Evan	Next game	Dayton Dutch Lions (USL PRO)	Red Card, 2011 1 st Round
Sesay, Mohamed	Next game	Salome FC (USASA-Pa.)	Red Card, 2017 1 st Qual. Round
Shinsky, Matt	Next game	Baltimore Bohemians (PDL)	Red Card, 2014 3 rd Round
Soares, AJ	Next game	New England Revolution (MLS)	Red Card, 2014 Quarterfinal
Songo'o, Yann	Next game	Orlando City SC (USL PRO)	Red Card, 2013 Quarterfinal
Soto Ochoa, Diego	Next game	PSA Los Gatos Storm (U.S. Club)	Red Card, 2010 Play-In Round
Staats, Luke	Next game	Albion SC (NPSL)	Red Card, 2017 1 st Round
Stojkov, Dragan	Next game	St. Louis FC (USL)	Red Card, 2017 4 th Round
Tarquino, Nick	Next game	Jersey Shore Boca (USASA-N.J.)	Red Card, 2012 1 st Round
Urruti, Maxi	Next game	FC Dallas (MLS)	Red Card, 2017 Quarterfinals
Vazquez, Benjamin	Next game	Chivas El Paso Patriots (PDL)	Red Card, 2011 1 st Round
Velazquez, Jorge	Next game	Azteca FC (USSSA-Colo.)	Red Card, 2017 1 st Round
Venn, Sappia	Next game	Atlanta FC (USASA-Georgia)	Red Card, 2009 1 st Round
Walters, Tim	Next game	Nebraska 402 (USASA-Neb.)	Red Card, 2009 1 st Round
Watson, Jason	Next game	Wilmington Hammerheads (USL PRO)	Red Card, 2014 2 nd Round
Wicks, Josh	See below	D.C. United (MLS)	Discipline Panel Decision 9/30/09
(Player suspended for next five games or through the end of the 2010 Open Cup tournament, whichever finishes later.)			

*Note: Section 305(c), Player and Team Official Match Discipline, of the Open Cup Policy states:

“A suspension shall be served by the individual at the next Cup match or matches of the team of that individual. If the individual has no remaining Cup matches during the year, the suspension shall carry forward for up to the next ten year’s Open Cup competitions (or twenty years in the case of suspensions imposed by the Adjudication and Discipline Panel) and be served at the individual’s next Open Cup match for which he would otherwise be eligible.”



U.S. Open Cup Policy
(as taken from the U.S. Soccer Federation Policy Manual)

Policy 102(4)-1, Lamar Hunt U.S. Open Cup (Amended March 5, 2018)

PART I — ORGANIZATION

Section 101. General

The United States Soccer Federation shall conduct annually a competition of outdoor amateur and professional soccer teams of Organization Members of the Federation. The competition shall be known as the “Lamar Hunt U.S. Open Cup” (referred to in this policy as the “Open Cup”). This competition shall be recognized as the Federation’s National Championship, and information about the Cup, including the annual champion and runner up, shall be provided to FIFA and CONCACAF.

Section 102. Open Cup Committee

(a) The President shall appoint annually, subject to approval of the National Board of Directors, an Open Cup Committee. The President shall designate one of the members as Chairman of the Committee.

(b) The Committee shall be responsible for carrying out this policy, establishing requirements and procedures for carrying out this policy and for conducting the Open Cup, and for the direction of the Open Cup.

Section 103. U.S. Open Cup Commissioner

The Secretary General of the Federation shall designate a member of the Federation staff to be the Open Cup Commissioner. The Commissioner shall be responsible for the administration of the Open Cup in accordance with this policy and the direction of the Open Cup Committee.

Section 104. Adjudication and Discipline Panel

(a) The Open Cup shall have an Adjudication and Discipline Panel. The Chairman of the Open Cup Committee shall appoint the members of the Panel, to be composed of one representative from the Adult Council and one representative from each outdoor league in the Professional Council and an athlete not otherwise competing in that year’s Open Cup. The Chairman of the Open Cup Committee shall be the Chairman of the Panel but shall not vote when serving as Chairman of the Panel.

(b) The Panel shall have responsibilities as provided by this policy.

Section 105. Awards, trophies, and prizes

The Open Cup Committee shall determine the awards, trophies, prizes and cost reimbursements to be granted each year, pursuant to the budget approved by the Board of Directors.

Section 106. Open Cup account

The Federation shall maintain an Open Cup account. All receipts and expenses related to the Open Cup shall be credited and debited against that account. Any surplus and deficits shall be carried forward from year to year.

Section 107. Matters not provided for and emergencies

The Open Cup Committee may determine any matters not provided for in this policy. The Committee may also act to change matters included within this policy when emergency circumstances require and report the changes to the National Board of Directors of the Federation. An action of the Committee under this section is final.

PART II — COMPETITION PROCEDURE

Section 201. Categories of competition

(a) Teams shall qualify for the Open Cup through one of the following divisions of competition: (1) Division I Outdoor Professional League; (2) Division II Outdoor Professional League; (3) Division III Outdoor Professional League; and (4) Open Division. All teams registered and competing in a Division I, Division II or Division III Outdoor Professional League (excluding those teams based outside the United States and teams otherwise ineligible under this Policy) shall be required to enter the Open Cup competition annually. A youth amateur team applying to compete shall compete through the Open Division.

(b) The Open Cup Committee shall determine procedures for competition within each category of competition and among the categories, the order of competition among the categories, the number of winning teams within each category that are to advance to the next round of competition, dates of Cup matches, and other matters, to provide for the fair and orderly determination of an Open Cup champion each year. The Committee may authorize the organization or organizations within a category of competition to establish procedures for determining the winners within that category of competition. If the Committee so authorizes, the organization or organizations must submit its procedures to the Committee by a deadline established by the Committee for prior approval by the Committee.

Section 202. Team eligibility

(a) To enter the Open Cup, a team must be an outdoor soccer team based in the United States and a member of a club or league of an Organization Member of the Federation. The team must be playing in a regular club or league competition of at least four (4) teams and the competition must consist of at least ten (10) matches for each team in the competition each fiscal year.

Section 202. Team eligibility (cont.)

(b) Division I, II and III Outdoor Professional League Teams:

- (1) To remain eligible throughout the tournament:
 - (i) A team must remain a playing member in good standing within its club/league competition from December 31 of the competition year until the Open Cup Final;
 - (ii) A team's league must be in operation from December 31 of the competition year until the Open Cup Final.
- (2) Any team whose league is starting its first season of competition:
 - (i) Must have its league schedule set and announced to the public by January 31 of the competition year;
 - (ii) Must have its first league game scheduled for no later than seven (7) days prior to the first scheduled Open Cup round of competition involving the team's division.
- (3) Any team starting its first season of competition in an existing Division I, II or III Outdoor Professional League:
 - (i) Must have its league schedule set and announced to the public by January 31 of the competition year;
 - (ii) Must have its first league game scheduled for no later than seven (7) days prior to the first scheduled Open Cup round of competition involving the team's division.

(c) Teams Entering Through the Open Division:

- (1) To remain eligible throughout the tournament:
 - (i) A team must remain a playing member in good standing within its club/league competition, starting from the Open Division entry deadline and continuing until the Open Cup Final for the competition year;
 - (ii) A team's league must be in operation from the Open Division entry deadline until the Open Cup Final for the competition year.
- (2) Any team whose league is starting its first season of competition must have started its league schedule at least thirty (30) days prior to the Open Division entry deadline.
- (3) Any team starting its first season of competition in an existing league must have started its new league's schedule at least thirty (30) days prior to the Open Division entry deadline.

Section 202. Team eligibility (cont.)

(d) Any Outdoor Professional League Team that is majority owned by a higher-level Outdoor Professional League Team, any Outdoor Professional League Team whose player roster is materially managed by a higher-level Outdoor Professional League Team, or any team that is (1) majority owned by an Outdoor Professional League team, (2) registered with any Open Division League, and (3) registered as a professional team, shall be ineligible to participate in the Open Cup. The Open Cup Commissioner shall circulate a list of proposed ineligible teams for review by the Open Cup Committee. The Open Cup Committee shall review and determine team eligibility annually pursuant to this provision and report its decisions to the National Board of Directors.

Section 203. Player eligibility

(a) Teams entering the Open Cup shall use their official league roster as their Open Cup roster. Except as specified in this Policy or except as the result of discipline matters imposed by U.S. Soccer, all players on an official league roster will be eligible for Open Cup competition, regardless of any status (e.g. injured reserve) each player may have with regard to league competition. Players on loan from another team or league may not be included on an Open Cup roster, with the exception of the following: 1) Loaned players originating from teams competing in leagues that are not active participants in the Open Cup Tournament or qualifying process (professional indoor leagues, foreign clubs, etc.); 2) players on loan from other US clubs for a period of greater than 90 days; or 3) players from teams who have been deemed ineligible for the current Open Cup competition due to the provisions of Section 202(d) and are loaned to the team exercising roster control pursuant to Section 202(d). A team may list up to 18 players on its game day roster. Professional teams may have no more than 5 foreign players listed. Amateur teams are not restricted as to the number of foreign players they may list. Foreign players shall be those players who are not protected individuals as defined in 8 U.S.C. § 1324b (e.g. U.S. Citizens, lawful permanent residents, asylees and refugees).

(b) Roster rules for competing teams:

- (1) For teams entering the tournament by competing through Open Division qualifying rounds: Each team shall submit its roster, together with additional player information that has been requested, to the Open Cup Commissioner by a date set by the Open Cup Committee. Rules with respect to the maximum number of players, roster approval and freeze deadlines, and other features shall be determined by the Open Cup Committee and communicated and enforced by the Commissioner.
- (2) For teams entering the tournament after all Open Division qualifying rounds have concluded: Two weeks prior to the first Open Cup Round in which a team participates, that team shall submit to the Open Cup Commissioner its Open Cup roster, together with additional player information that has been requested by the Commissioner. A team's Open Cup roster shall not be frozen at any time during the competition. For Open Cup matches, a team may add players to or drop them from its league roster under the league rules currently in place. Any changes to a team's roster must be communicated to the Open Cup Commissioner and all clearances obtained, including approval from U.S. Soccer's player registration department, no later than 2 p.m. CT on the first business day prior to any Open Cup match in order for such changes to be in effect for said match.

Section 203. Player eligibility (cont.)

(c) Any player who plays in any part of an Open Cup match for a team, including any match in any Open Division qualifying round, may not be included in the Open Cup roster or play for any other team in the Open Cup competition for that competition year.

(d) If any team plays an ineligible player in an Open Cup match, that team is subject to fines or other penalties, including game forfeiture, as determined by the Adjudication and Discipline Panel.

Section 204. Entering the Cup

(a) To compete in the Open Cup, a team must apply each year, on a form provided by the Federation, and pay an entry fee with the application for each year the team enters the competition. The entry fee shall be paid by cashier's check or money order made payable to "USSF". The application and entry fee must be submitted to the Federation by the deadline established by the Open Cup Committee. The Committee may establish different entry deadlines for different categories of competition. The Committee may also establish a requirement for teams entering the competition to submit a performance bond in a form and at levels as the Committee may deem appropriate.

(b) Prior to the 2015-16 competition, the annual Open Cup application fee shall be as follows:

- | | |
|--|-------|
| (1) Each team competing through the Open Division | \$200 |
| (2) Each Division III Outdoor Professional League team | \$350 |
| (3) Each Division II Outdoor Professional League team | \$550 |
| (4) Each Division I Outdoor Professional League team | \$650 |

Starting with the 2015-16 competition, the annual Open Cup application fee shall be as follows:

- | | |
|--|-------|
| (1) Each team competing through the Open Division | \$200 |
| (2) Each Division III Outdoor Professional League team | \$400 |
| (3) Each Division II Outdoor Professional League team | \$600 |
| (4) Each Division I Outdoor Professional League team | \$700 |

PART III — PLAYING RULES

Section 301. FIFA Laws of the Game

FIFA Laws of the Game apply to Open Cup competition matches. If changes to the Laws are adopted to be effective after matches are first played involving any Division I, Division II, or Division III Outdoor Professional League teams, those changes will apply to the next Open Cup competition and not the competition in progress.

Section 302. Player uniforms

(a) When the uniforms of 2 competing teams are similar, as determined by the referee, the visiting team shall change its uniform.

(b) A clear visible number, at least 8 inches high, must be worn on the back of each player's jersey. Each player on a team must wear a number different from the numbers of the other players on the same team.

Section 303. Match play

(a) Each team will be allowed to select not more than 18 players from its official league roster who shall be designated for its match day roster. No later than 60 minutes prior to the start of the match, each team will provide to the referee and the other team a match day roster designating not more than 11 starting players and the other players (not more than 7) as the pool of players from which substitutions may be made. A team may use not more than 3 substitutes from its match day roster. Once a player leaves the match and is replaced by a substitute, the player leaving may not re-enter the match. A player originally selected for the match day roster of up to 18 who is deemed not able to play may be replaced prior to kickoff by another player on the team's official league roster with the consent of the referee and will not be eligible to compete in the match in which he was replaced. The replacement of such a player (if originally listed as a starting player) shall not reduce the number of substitutions available to his team. The referee shall communicate any such change to the opposing team.

(b) Each match shall be comprised of two 45-minute halves, with a halftime interval not to exceed 15 minutes. If the match is tied at the end of the second half, there will be a five-minute break followed by two 15-minute overtime periods, with a one-minute interval between periods for teams to change ends of the field. If the match is still tied at the end of the two overtime periods, the winner will be decided by kicks from the penalty mark as described in the FIFA Laws of the Game. If, in the opinion of the Match Commissioner, there may not be sufficient light to safely complete both overtime periods and kicks from the penalty mark, the Match Commissioner (in consultation with the referee) may shorten the overtime periods by equal amounts, shorten the break between regulation and overtime periods, and/or cancel the overtime periods entirely. Such a decision must be made and communicated to the teams no later than the start of the first overtime period.

(c) The referee will keep the official time of the match. However, the scoreboard shall count up from 00:00 to 45:00, if possible.

(d) The team or the Federation hosting the match shall provide the ball for the match. In the event that the game is to be televised, the Federation may elect to provide the ball.

(e) Each team shall have no more than 7 players and 7 coaches or team officials in its Technical Area. The name of each coach and team official shall be included on the roster sheet provided to the referee before the match.

Section 304. Match officials

The Federation will assign all match officials, and determine the amounts of compensation for them, for all Open Cup matches except for those matches assigned by the Open Cup Committee to be overseen by an Organization Member of the Federation.

Section 305. Player and team official match discipline

(a) In addition to red and yellow cards the referee may issue to players and substitutes at a match, the referee may also warn coaches and other team officials for inappropriate behavior and may dismiss them from the area of the field. Each caution or send-off of a player or substitute and each warning or dismissal of a coach or other team official shall be included in the referee's game report. For purposes of this policy, a warning to a coach or team official shall be equivalent to a caution and a dismissal equivalent to a send-off.

(b) If any individual referred to in subsection (a) is issued--

- (1) a red card, including a red card as the result of being issued 2 yellow cards in the same match, the individual shall be suspended for at least one Open Cup competition match; and
- (2) each multiple of 3 yellow cards in Open Cup competition in one year (excluding 2 yellow cards received in the same match resulting in a red card), the individual shall be suspended for at least one Open Cup match.

(c) A suspension shall be served by the individual at the next Cup match or matches of the team of that individual. If the individual has no remaining Cup matches during the year, the suspension shall carry forward for up to the next ten year's Open Cup competitions (or twenty years in the case of suspensions imposed by the Adjudication and Discipline Panel) and be served at the individual's next Open Cup match for which he would otherwise be eligible.

(d) The Open Cup Commissioner shall review the circumstances concerning all red and yellow cards issued. If the Commissioner believes that the actions of the individual receiving the card or cards should be further reviewed to determine if a greater penalty than the minimum penalty should be imposed, the Commissioner will refer the matter to the Adjudication and Discipline Panel for further consideration. The Panel shall review a card matter referred to it and may impose a longer suspension period or impose a fine, or both.

Section 306. Protests and General Discipline

(a) A protest related to an Open Cup match must be filed in writing with the Open Cup Commissioner and delivered via hand-delivery, courier, certified mail, facsimile or electronic mail not later than 4:00 p.m. CT the day after the match. A cashier's check or money order for \$500 made payable to "USSF" must be received by the second business day after the match. The Commissioner shall immediately refer the protest to the Adjudication and Discipline Panel for decision.

(b) Anyone may file a complaint with the Panel about an action or inaction of an Open Cup team, individual, or group or organization participating in the Open Cup competition. The Panel shall determine if the conduct complained of is or would be contrary to the good of the game. The Panel shall take action it considers appropriate in regard to anyone involved in the complaint as provided by subsection (c) of this section.

Section 306. Protests and General Discipline (cont.)

(c) Except for overturning match results, the Panel may take any action it considers appropriate, including suspension or fine, or both, for any matter considered by it under this policy. The Panel may only consider mandating a replay of a game or advancing a team that lost if a protest has been filed. The Panel may also consider dismissing a team advancing to the next round of competition and awarding a victory via forfeit to the dismissed team's scheduled opponent if either a protest or a complaint has been filed. The Panel may exercise discretion in cases where a team submits a protest to the Commissioner after the deadline has expired in the event that circumstances regarding the availability of information after the deadline warrant this discretion.

(d) A decision of the Panel under this policy is final and binding unless appealed to the Open Cup Committee. An appeal of a decision of the Panel must be filed in writing with the Open Cup Commissioner not later than 5:00 p.m. CT, of the day after receiving the decision of the Panel, accompanied by a check or money order of \$500 made payable to "USSF". The record on appeal is limited to the record before the Panel. A decision of the Committee about the appeal is final and binding.

(e) A party subject to a decision of the Panel or the Committee under this policy may not resort to the courts or other means for relief or restitution from the Federation. As a condition to entering or otherwise participating in the Open Cup, teams, players, and other individuals agree not to seek resort to the courts or other means for relief or restitution from the Federation.

(f) Where the matches are played solely under the auspices of, and delegated to, an Organization Member of the Federation, such as in any qualifying matches prior to Round 1 of the Open Cup, the protest or grievance shall be referred to the appropriate Council or Member's Competition Authority and shall be determined according to the Competition Authority's, Bylaws, Rules, Policies and Procedures then in effect.

Section 307. Forfeiture or failure to appear

If a team forfeits or fails to appear timely for a match, the team forfeits the match and must pay a fine that is at least equal to 3 times the entry fee of that team. The Adjudication and Discipline Panel shall determine the amount of the fine.

Section 308. Cancelled and Terminated Matches

(a) Only the Match Commissioner may declare a match cancellation. The Match Commissioner must consult with the teams' General Managers, the referees and a U.S. Soccer representative before any game may be cancelled.

(b) Every attempt shall be made to play the match irrespective of how long the delay. Postponements shall be considered only in extreme situations, such as those that are beyond the control of the participating teams or could endanger the safety of the participants and spectators.

Section 308. Cancelled and Terminated Matches (cont.)

(c) If a match is cancelled because of weather or other act of God, the match must be rescheduled for the next day unless mitigating circumstances prevent this. In the event that the game cannot be rescheduled for the next day and the teams involved cannot within 24 hours of cancellation reach agreement on a new match date that is within 7 days of the originally scheduled date, the Commissioner will set the date.

(d) If a match is terminated after the end of the first half of a match, but before the end of the second half with one of the teams winning, and the termination is not due to the conduct of one of the teams, the match is considered complete, and the team winning at the time of the termination shall be the winner.

(e) If a match is terminated prior to the end of the first half or is otherwise tied at the time of termination, and the termination is not due to the conduct of one of the teams, the match shall be replayed in its entirety on the rescheduled date.

(f) If a match is abandoned because of the conduct of a team in the match, the other team shall automatically be awarded a win and the team engaging in the misconduct shall be awarded a loss. If a game must be abandoned due to the misconduct of both teams, the referee will file a complete report and the status of the game will be decided by the Open Cup Commissioner. The Commissioner will immediately refer the matter to the Adjudication and Discipline Panel for a recommendation before issuing a decision.

ATTACHMENT A — U.S. OPEN CUP STADIUM REQUIREMENTS

All Open Cup Matches from Round 1 to the Final must guarantee:

- A playing surface of at least 68 yds by 110 yds Smooth, flat, and level playing surface with natural grass
- Clear and distinct field markings according to FIFA specifications
- Goal nets and corner flags
- Adequate lighting for night play
- Electronic scoreboard in working order that counts up to 45 minutes when possible
- Clear and audible public address system
- Team benches to accommodate 14 personnel per team
- Fourth official's table
- An enclosed stadium for controlled ticket access; adequate tickets sales staff, ushers, security
- Minimum seating capacity that is appropriate for the scheduled match/round.
- Press box areas w/ phone and fax capabilities to accommodate at least 20 media members
- Dressing rooms with working showers (either connected to stadium or in an adjacent structure) for teams, with an additional separate dressing area for the match officials
- EMS vehicle on site, or emergency response procedures written and distributed
- Flag of the United States displayed and United States National Anthem played
- Sufficient floodlights for TV broadcasts
- Suitable area to park TV production truck

The U.S. Open Cup Commissioner shall have the authority to waive or modify the stadium requirements for good cause, or may place additional conditions or requirements for hosting an Open Cup game.



U.S. Open Cup Commercial Guidelines

As both U.S. Soccer and participating clubs continue to invest resources into the development of the U.S. Open Cup, questions may arise regarding sponsorship, broadcast, intellectual property and other commercial matters. These U.S. Open Cup Commercial Guidelines were created to provide a set of parameters for clubs participating in the tournament to assist with your planning. While the guidelines provide a framework for operation, please do not hesitate to reach out to the contacts listed below with questions or ideas about how to maximize value around the tournament.

U.S. Soccer owns all sponsorship, broadcasting (over-the-air and cable television, radio, and internet) and new media rights for all rounds of the U.S. Open Cup but has mechanisms (such as the Broadcast Request Form on page 33 of this Handbook) in place should a U.S. Open Cup participant or third party wish to apply to broadcast any U.S. Open Cup match(es).

On a round-to-round basis for any U.S. Open Cup games clubs host, U.S. Soccer may grant to clubs field-level commercial rights. Please refer to the list of assets on the following page for details on the division of these rights. Examples of field-level rights include, but are not limited to, all signage within thirty (30) feet of the playing field, goals, corner flags, benches and bench shields (and any marks affixed thereto), medical bibs, ball kid selection and apparel, player escort selection and apparel, sideline beverages/equipment, substitution boards and match balls, all of which, if provided by U.S. Soccer, must be used for all U.S. Open Cup games.

U.S. Soccer owns all rights to U.S. Soccer intellectual property (IP) (examples below) as well as all such assets related to the U.S. Open Cup, with the exception of team IP. Approval must be secured from U.S. Soccer by any participant who desires to use the U.S. Open Cup logo or other IP for any purpose (including advertising, merchandise and game programs). Brand guidelines and various versions of the Lamar Hunt U.S. Open Cup logo can be found at the following web page: <https://ussoccer.app.box.com/s/itbyc6yqh9e6dvv089dzvxp0c5yr9w6>

Examples of U.S. Soccer intellectual property include but are not limited to:

- Logos – Crest, U.S. Open Cup, Referee Logo, all individual elements of each logo and the Open Cup trophy.
- Name – “U.S. Soccer”, “U.S. Soccer Federation” or any abbreviations inferring identification with U.S. Soccer.
- National Team Player likenesses – Pictures of current and former Men’s and Women’s National Team members in uniform.
- National Team jersey – Artwork, including photographs, line art, artist renderings, etc., depicting the Men’s or Women’s National Team jersey.
- National Team footage and photography – Men’s, Women’s and Youth National team match or training footage, including video and audio.
- U.S. Soccer 90 Minutes Font

Clubs may not use U.S. Open Cup IP or commercial assets such as field level rights in association with a third-party without first obtaining U.S. Soccer approval. Participating teams shall inform their commercial affiliates (i.e. local sponsors and partners) that no U.S. Open Cup IP, media or marketing rights are conveyed to them as a result of the team’s affiliation with the U.S. Open Cup. With the exception of promoting a club’s participation in the competition, a team’s commercial affiliates are not permitted to identify with the U.S. Open Cup aside from direct affiliation with the team specifically. Examples of approved promotional messaging include: printed collateral, emails, email footers, social media messaging and in-stadium advertising.

Violations of these marketing rules may result in sanctions ranging from a fine to disqualification from the U.S. Open Cup or any other action as deemed appropriate by U.S. Soccer. Should you have any questions about commercial, IP or broadcast rights relating to the U.S. Open Cup, please contact the following:

- Broadcast and new media: Mike Gressle, (312) 528-1264, mgressle@ussoccer.org
- Sponsorship and field level: Steve Hoffman, (312) 528-1254, shoffman@ussoccer.org
- Logo usage: Kay Bradley, (312) 528-1239, kbradley@ussoccer.org

Assets for Commercial Use at U.S. Open Cup Games

The grid below identifies various assets that may be used commercially at U.S. Open Cup games and spells out by round the party who may take advantage of these rights. Assets not included here should be brought to the attention of U.S. Soccer for review. Assets, ownership and dates are subject to change at U.S. Soccer's discretion.

<u>Asset</u>	<u>Round 4</u>	<u>Round of 16</u>	<u>Quarterfinal Round</u>	<u>Semifinal Round</u>	<u>Final</u>
Static Field Boards	5 sideline center boards to USSF, remainder to Club*	5 sideline center boards to USSF, remainder to Club*	5 sideline center boards to USSF, remainder to Club*	All sideline boards to USSF, endlines to Club*	USSF
LED Field Boards	5 minutes in-game to USSF, remainder to Club*	5 minutes in-game to USSF, remainder to Club*	5 minutes in-game to USSF, remainder to Club*	45 minutes in-game to USSF, remainder to Club*	USSF
Ball	Club	Club	Club	USSF	USSF
Sideline Product	Club	Club	Club	USSF	USSF
In-Stadium Elements (e.g. videos, PA's)	Club	Club*	Club*	Club*	USSF
Wall Wrap	Club	Club*	Club*	Club*	USSF
Player Escorts	Club	Club*	Club*	Club*	USSF
Medical Bibs	Club	Club*	Club*	Club*	USSF
Ball Kids	Club	Club*	Club*	Club*	USSF
Substitution Board	Club	Club*	Club*	Club*	USSF
Bench Shields and Goals	Club	Club*	Club*	Club*	USSF
Sponsor Activation	Club	Club*	Club*	Club*	USSF (may grant Club local rights)
Merchandise Sales ^A	Club	Club	Club	Club	USSF (may grant Club local rights)
TV Broadcast (any format, including over-the-air, cable, streaming, etc.)	USSF (may grant Club local rights)	USSF (may grant Club local rights)	USSF (may grant Club local rights)	USSF (may grant Club local rights)	USSF
Radio Broadcast	USSF (may grant Club local rights)	USSF (may grant Club local rights)	USSF (may grant Club local rights)	USSF (may grant Club local rights)	USSF (may grant Club local rights)
Game-Day Script	Club	Club	Club	Club	USSF
Open Cup IP (any form)	USSF	USSF	USSF	USSF	USSF

* Club may not promote sponsors who are competitors to U.S. Soccer sponsors.

^A Refers to the right to sell merchandise at game but does not grant teams the right to create and/or sell U.S. Open Cup merchandise without U.S. Soccer's permission.



2018 U.S. Open Cup Broadcast Request Form

U.S. Soccer controls all broadcasting rights in all formats (e.g. over-the-air and cable television, internet video streaming, over-the-air radio, internet audio streaming, mobile device, etc.) for the U.S. Open Cup. Any home or visiting team wishing to broadcast any Open Cup match it plays (including Play-In or Qualifying Round games) must complete and submit this form to be awarded permission to broadcast for a specific event. Separate requests must be submitted for each match.

In exchange for granting permission, U.S. Soccer may require a rights fee, promotional mentions during the broadcast, minimum broadcast technical standards, use of opening/closing/event/score graphics and recorded sequences (video or audio) provided by U.S. Soccer, a restriction on broadcast sponsors that conflict with U.S. Soccer sponsors, and/or other consideration.

Any team found to have conducted a broadcast of an Open Cup game without U.S. Soccer's express written permission is subject to sanctions ranging from a letter of reprimand and/or a fine to disqualification from the U.S. Open Cup or any other action as deemed appropriate by U.S. Soccer.

To request permission to broadcast, please complete the form below and submit it at least fourteen (14) days prior to the anticipated event via email to opencup@ussoccer.org. U.S. Soccer will reply at the earliest possible opportunity. If granted, permission will be communicated in writing.

Team Name: _____ Round: _____ Date: _____

Opponent: _____ Stadium: _____

Primary Contact/Title: _____

Email address: _____

Phone: (_____) _____ Mobile: (_____) _____

Broadcast Method and Distribution Channel (e.g. "WXYZ AM-1800", "ussoccer.com"):

- ☐ Over-the-air television: _____
- ☐ Cable television: _____
- ☐ Internet video streaming: _____
- ☐ Over-the-air radio: _____
- ☐ Internet audio streaming: _____
- ☐ Other (please specify): _____

Primary Contact Signature: _____



2018 U.S. Open Cup Home Team Responsibilities

Home teams for Open Cup games have specific duties and responsibilities. Teams who apply to host implicitly agree to fulfill the staffing and operational requirements for hosting as detailed in this section of the Handbook. **If your league has declared your team or facility exempt from any of the minimum standards for regular season play, this does not mean that the team or facility is exempt for Open Cup matches.** The Open Cup Commissioner has the authority to waive or modify the stadium requirements for good cause, or may place additional requirements for hosting an Open Cup game. **Teams that violate these minimum requirements will be subject to fines and/or match forfeiture.** U.S. Soccer match commissioners, appointed by U.S. Soccer to observe and inspect the activities of a particular match, will enforce these requirements.

If you have questions regarding the following minimum requirements, please contact the Open Cup Commissioner or the Director of Competition.

When your club has been designated as the home team, you must contact your opponent's travel coordinator within one day of knowing the team you will be hosting and help arrange for reasonably priced and adequate hotel accommodations, as well as ground transportation, if needed.

Note: Each home team will be responsible for paying a Hosting Fee to U.S. Soccer based in part on gross ticket sales (including sales from any suite, club and other premium-seat tickets). Any assessments imposed by leagues sharing in season ticket revenues allocated to Open Cup games, sales taxes, commissions, management fees and other operational expenses are not deductible in determining the basis for Open Cup gross ticket revenue. The fee and a report (see forms on pages 49-50) detailing the fee's calculation will be due within seven (7) days following the event, regardless of any circumstances (e.g. stadium has not yet settled with home team). Failure to submit the required report and/or fees owed on a timely basis may result in a ban on hosting future matches until documentation has been submitted and accounts are current.

Game Day Staff Requirements

- Director of Game Day Operations
- Press Box Supervisor
- Public Address Announcer
- Locker room attendants for both home and visiting teams
- Adequate security for players, coaches, referees, and spectators
- Certified trainer on-site
- Licensed physician on-site
- Ambulance with trained emergency response crew on-site
- Ball persons (at least six, 11 years of age or older, two on each sideline and one behind each goal)
- Liaisons as outlined below (see next page)

Required Liaisons

Home teams must appoint liaisons to look after the needs of the visiting team, the match referees, and the match commissioner. The liaisons must be responsible for the following:

- **Match Commissioner Liaison:** Match commissioners are appointed by U.S. Soccer to review whether the facility meets the minimum standards, to observe and inspect the activities of the match assigned, and to answer any questions the teams may have regarding Open Cup rules. The liaison will contact the match commissioner and give directions and/or provide transportation to the facility where the match will be played. The liaison must give the commissioner a tour of the facility at least 90 minutes before the match. U.S. Soccer is responsible for all match commissioner fees and reimbursements.
- **Referee Liaison:** Referees have been instructed to officiate the game according to the FIFA Laws of the Game. Any special circumstances should be brought to their attention before the match, and they should be escorted to and from the dressing rooms.
- **Visiting Team Liaison:** The visiting team liaison will see to the needs of the visiting team for all Open Cup games. The liaison should meet the visiting team at the airport or at the team hotel prior to the game. The liaison will supply the visiting team with information pertaining to practice times and facilities, directions to the stadium, and the logistics of the Open Cup game (kickoff time, pre-game instructions, etc.).

Game Day Responsibilities

- Meet match commissioner 90 minutes before the match and provide a brief tour of the facility.
- Contact visiting team at least two hours before game time. The visiting team liaison should meet the visiting team (at either the airport or at the visiting team's hotel) and escort them to the stadium. The visiting team must reach the stadium at least 75 minutes prior to game time.
- Home team must arrive at the stadium at least 75 minutes prior to game time.
- Deliver home team and visiting team rosters to the match referee 60 minutes before kickoff.
- Provide visiting team with game timeline including instructions on how and where to line up for introductions, pre-game ceremonies, etc.
- Provide ice and water at both benches, in both changing rooms, and in the referee changing room. Water should be replenished on request or at halftime.
- Provide the visiting team with 25 towels (and 4 to the referees), plus soap and shampoo, in their locker room.
- Provide substitution cards to the fourth official.
- Supply at least eight (8) fully inflated practice balls to each team and eight (8) game balls to the referees, all balls being the same model.
- Supply the visiting team with 40 complimentary tickets, if requested.
- Supply the referees with two (2) complimentary tickets each, if requested.
- Record the game on video and email a link to an HD video file to opencup@ussoccer.org by the morning after the game or send an HD DVD copy to U.S. Soccer via overnight delivery the day following the match. In the event of an incident at the match, the Commissioner will review the video immediately.
- Pay the referees and reimburse them for their expenses at the completion of the match. Make copies of the form on page 36 of this booklet, ask each member of the referee crew (excluding the assessor) to fill out a form and return to the team for payment/reimbursement. The completed form will serve as a receipt.
- Email stat sheet to U.S. Soccer immediately following the game to opencup@ussoccer.org.

Stadium Requirements

Please see the list of Stadium Requirements (part of the U.S. Open Cup Policy) on page 30 of this Handbook. Proposed stadiums with an artificial surface will be reviewed on a case-by-case basis.



2018 U.S. Open Cup Referee Payment Form

Instructions to Referee: Please complete information requested below and submit with receipts (as appropriate) to the Home Team Referee Liaison. You should receive payment for services and have expenses reimbursed upon completion of the game in which you worked. All referee fees and expenses are the responsibility of the Home Team.

Name: _____

Address: _____

City, State, ZIP: _____

Social Security Number: _____ Level of Certification: ☐ FIFA ☐ PRO/National

Game: _____ Assignment: ☐ Referee ☐ AR1 ☐ AR2 ☐ 4th

Date: _____ Round of Competition: _____

Experience Level for position assigned for this game (use only for Round of 16 games and beyond): Matches = _____

Match Fee (based on Round of Competition and Level of Certification; see table below): \$ _____

Mileage (Allowable rate: \$0.545 x _____ miles): \$ _____

Tolls, Parking, Etc.: \$ _____

Per Diem: \$50 per day in venue city; each night spent in hotel adds one day: \$ _____

Hotel (for overnight stays only, if not paid directly by home team) \$ _____

TOTAL AMOUNT PAID: \$ _____

Signature declaring receipt of payment: _____

2018 Referee Fee Schedule

Referee Level	1st Round	2nd & 3rd Rounds	4th Round	Round of 16 to Final
FIFA Referee	-	-	\$600	See following page
PRO and Nat'l Referee	\$150	\$300	\$500	See following page
FIFA Assistant Referee	-	\$250	\$350	See following page
PRO and Nat'l Assistant Referee	\$100	\$200	\$300	See following page
4th Official	\$85	\$125	\$200	See following page



2018 U.S. Open Cup Referee Payment Form (cont.)

2018 Referee Fee Schedule (Round of 16 to Final): As a result of collective bargaining between the Professional Referees Organization (PRO) and the Professional Soccer Referees Association (PSRA), rates have been determined for U.S. Open Cup matches from the Round of 16 to the Final per the following schedule:

Referee:

<u>Experience Level</u>	<u>2018 Rate</u>
0 to 30 MLS regular season matches as Referee	\$900.41
31 to 60 MLS regular season matches as Referee	\$956.68
61 to 100 MLS regular season matches as Referee	\$1,012.96
101 or more MLS regular season matches as Referee	\$1,125.51

Assistant Referee:

<u>Experience Level</u>	<u>2018 Rate</u>
0 to 20 MLS regular season matches as Assistant Referee	\$619.03
21 to 40 MLS regular season matches as Assistant Referee	\$759.72
41 to 75 MLS regular season matches as Assistant Referee	\$844.13
76 to 149 MLS regular season matches as Assistant Referee	\$928.54
150 to 199 MLS regular season matches as Assistant Referee	\$956.68
200 or more MLS regular season matches as Assistant Referee	\$1,012.96

Fourth Official:

<u>Experience Level</u>	<u>2018 Rate</u>
Full- and Part-Time Referees (regardless of game count)	\$393.93
0 to 20 MLS regular season matches as Fourth Official	\$393.93
21 to 40 MLS regular season matches as Fourth Official	\$450.20
41 to 75 MLS regular season matches as Fourth Official	\$478.34
76 or more MLS regular season matches as Fourth Official	\$506.48

Fifth Official (Open Cup Final only):

<u>Experience Level</u>	<u>2018 Rate</u>
All experience levels	\$225.11



2018 LAMAR HUNT U.S. OPEN CUP TEAM ENTRY & INFORMATION FORM

(For Division I, II and III Professional Teams Only)

Team Name:	_____	League (check one):	<input type="checkbox"/> MLS <input type="checkbox"/> NASL <input type="checkbox"/> USL
Address:	_____	Phone:	_____
City:	_____	State:	_____
	Zip Code:	Fax:	_____
Primary Contact/Title:	_____	Phone:	_____
Email address:	_____	Mobile:	_____
Contact for Player Registration/Title:	_____	Phone:	_____
Email address:	_____	Mobile:	_____
Contact for Media Relations/Title:	_____	Phone:	_____
Email address:	_____	Mobile:	_____
Contact for Travel Exp./Title:	_____	Phone:	_____
Email address:	_____	Mobile:	_____
Team Facebook Account:	_____		
Team Twitter Account:	_____		

TEAM UNIFORM DESCRIPTION:

	Home Set		Alternate Set		3 rd Set (if applicable)	
	(Field Players)	(Goalkeepers)	(Field Players)	(Goalkeepers)	(Field Players)	(Goalkeepers)
Shirt:	_____	_____	_____	_____	_____	_____
Shorts:	_____	_____	_____	_____	_____	_____
Socks:	_____	_____	_____	_____	_____	_____

AFFILIATED TEAM(S): Please list any team(s) anticipated to take part in the 2018 Lamar Hunt U.S. Open Cup that are affiliated with the team listed above and describe the nature of the affiliation (e.g.: ownership/operator relationship; player development arrangement; marketing relationship only).

	Affiliated Team	League	Nature of Affiliation
1)	_____	_____	_____
2)	_____	_____	_____
3)	_____	_____	_____

—over—

ENTRY FEE:	Division I Professional Team	\$700.00
	Division II Professional Team	\$600.00
	Division III Professional Team	\$400.00

PLEASE NOTE:

1. Both the Team Entry & Information Form and Entry Fee must be **RECEIVED BY U.S. SOCCER by DEC. 29, 2017.**
A team not submitting both the form and fee by the deadline automatically incurs a \$100.00 penalty that becomes due immediately. A team whose check is returned by their bank for insufficient funds will incur a \$100.00 penalty, in addition to a \$100.00 late fee if returned after Dec. 29.
2. PRINT or TYPE all information requested on the form.
3. Include correct email address. Much of the tournament information will be sent via email.
4. Please make check payable to “United States Soccer Federation, Inc.”

PLEASE MAIL TO: United States Soccer Federation -or- **EMAIL TO:** opencup@ussoccer.org
Attn: U.S. Open Cup
1801 S. Prairie Ave.
Chicago, IL 60616

DEADLINE: RECEIPT by FRIDAY, DEC. 29, 2017



2018 LAMAR HUNT U.S. OPEN CUP

VENUE DECLARATION FORM

(First Round through Championship Game)

Team Name: _____ League (check one): ☐MLS ☐NASL ☐USL ☐PDL ☐NPSL ☐Other Amateur

Primary Contact/Title: _____ Phone: _____

Email address: _____ Mobile: _____

RATIONALE:

In an effort to streamline the evaluation and selection process for potential venues and to allow for a more efficient management of the competition, U.S. Soccer has developed this Venue Declaration Form. Teams participating in the Open Cup may choose up to two venues in which to host games during the 2018 tournament. The venue(s) must be declared by the deadline listed below. The information requested here can be classified into three general areas: 1) Venue name, location and contact data; 2) Information relating to venue infrastructure; and 3) Information relating to Stadium Requirements set forth by the Open Cup Policy.

INSTRUCTIONS:

1. Complete the form below (please PRINT or TYPE) based on the number of venues your team wishes to consider utilizing for home games.
2. Have the form signed at the bottom of the next page by the primary contact listed above.
3. Submit the form so that U.S. Soccer receives it by **WEDNESDAY, MARCH 14**. Form can be emailed to **opencup@ussoccer.org**.
4. Teams who do not submit a Venue Declaration Form by the deadline will not be eligible to host games in any round of the 2018 Open Cup.
5. In the event that the team's best venue does not meet ALL of the Stadium Requirements, the team should still complete the form in the event that an opponent's stadium also does not meet some of these same requirements.
6. Once the Venue Declaration Form has been submitted, the team is responsible for informing U.S. Soccer of any material change(s) by submitting an updated form.
7. Include correct email address. Much of the tournament information will be sent via email.

VENUE(S) DECLARED FOR HOSTING 2018 OPEN CUP GAMES:

	Venue A	Venue B
Venue Name:	_____	_____
Address:	_____	_____
City, State, Zip:	_____	_____
Main Phone:	_____	_____
Venue Manager and Title:	_____	_____
Reserved Seating Capacity (A):	_____	_____
General Admission Seating Capacity (B):	_____	_____
Standing Room and Grass Hillside Capacity (C):	_____	_____
Total Spectator Capacity (A + B + C):	_____	_____
Playing Surface Type (if artificial, list brand):	_____	_____

	Venue A	Venue B
Size of Field (in yards):	_____	_____
Lights for night games:	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO
Scoreboard w/ clock that counts up from 0:00 to 45:00:	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO
Public address system:	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO
Team benches to accommodate up to 14 people for each team:	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO
Stadium enclosed for controlled ticket access:	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO
Dressing rooms with working showers for each team available within venue:	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO
Separate dressing room with working showers for referees available within venue:	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO
If dressing rooms are in adjacent structure, state distance from team benches (in feet):	_____	_____
Flagpole for displaying U.S. flag:	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO
Press Box Phone Number:	_____	_____
Press Box Fax Number:	_____	_____
Seating Capacity of Permanent Press Box (excluding seats taken by P.A. announcer, statisticians and other staff):	_____	_____
Suitable location next to stadium available for TV broadcast production truck:	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO
Venue pre-cabled for TV broadcast purposes:	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO
Midfield and penalty area camera positions available without need for additional platforms or lifts:	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO
TV commentator position in place:	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO
Please Attach Driving Directions to Venue:	Check here if attached: <input type="checkbox"/>	Check here if attached: <input type="checkbox"/>

I declare that the information listed here is accurate at the time this form is submitted to U.S. Soccer.

Signature: _____ Date: _____

PLEASE MAIL TO: United States Soccer Federation -or- **EMAIL TO:** opencup@ussoccer.org
 Attn: U.S. Open Cup
 1801 S. Prairie Ave.
 Chicago, IL 60616

DEADLINE: WEDNESDAY, MARCH 14, 2018



2018 LAMAR HUNT U.S. OPEN CUP HOME GAME APPLICATION FORM (First, Second and Third Round Games Only)

Team Name: _____ League (check one): ☐NASL ☐USL ☐PDL ☐NPSL ☐Other

Primary Contact/Title: _____ Phone: _____

Email address: _____ Mobile: _____

VENUE NOMINATED TO HOST FIRST ROUND GAME:

Venue Name (only one venue may be listed)

Proposed Kickoff Time (local time):

Wednesday, May 9: _____

VENUE NOMINATED TO HOST SECOND ROUND GAME:

Venue Name (only one venue may be listed)

Proposed Kickoff Time (local time):

Wednesday, May 16: _____

VENUE NOMINATED TO HOST THIRD ROUND GAME:

Venue Name (only one venue may be listed)

Proposed Kickoff Time (local time):

Wednesday, May 23: _____

I am hereby authorized to submit this Home Game Application Form on behalf of my team. I agree to the terms set forth by U.S. Soccer to host if my team is awarded any of the games sought after here. I acknowledge that such commitment includes payment to U.S. Soccer of any Hosting Fee* due within seven days of any match hosted by my team.

Signature: _____ Date: _____

Note: The Commissioner shall have the authority to set outside of the confirmed schedule the date for any match if such a change is in the best interests of the tournament.

* Note: The Hosting Fee for First, Second and Third Round games is 15 percent of the amount above \$100,000.00 of Total Gross Ticket Revenue as calculated on the Home Game Revenue Report Form, found on page 49 of the 2018 Open Cup Handbook.

PLEASE EMAIL COMPLETED FORM TO opencup@ussoccer.org

DEADLINE: WEDNESDAY, MARCH 21, at 2 p.m. CENTRAL TIME

OVERVIEW:

Any team who may participate in the First, Second and/or Third Rounds who wishes to host must complete and submit this Home Game Application Form by the deadline listed in the instructions. For each round applied for, the applicant must nominate a specific venue whose availability on the scheduled match date and the following date (in the event a rescheduled match is required) has been previously confirmed. A team may only choose from among those venues named on the team's Venue Declaration Form.

CONSIDERATION FOR ALTERNATE DATES:

For the Third Round, a team can petition U.S. Soccer to request a change of match dates upon mutual consent of the participating teams. Only for exceptional circumstances will U.S. Soccer consider a request for a new match date that is later than the date already established for the round. Date change requests must include documentation from each of the participating teams agreeing to the date change. Any incremental costs incurred to accommodate the change of dates (i.e. incremental travel costs for the referee crew or Match Commissioner, etc.) must be covered by the team that initially proposes the request.

Teams requesting a date change for the Third Round must do so no later than 48 hours prior to the start of the previous match. U.S. Soccer strongly encourages such agreements between the participating teams be arranged as early as a week prior to the previous match, with the formal request sent to U.S. Soccer at that time. (We suggest separate contingency agreements with each possible opponent.) This would allow for the maximum amount of time to arrange logistics and market the event.

U.S. Soccer will make best efforts to approve date change requests. All documentation should be emailed to **opencup@ussoccer.org**.

INSTRUCTIONS:

1. Complete the team and contact information on the form (please PRINT or TYPE).
2. Indicate which round(s) of the competition the team wishes to host by nominating a venue for each stage. A team may only choose from among those sites named on the team's Venue Declaration Form.
3. Submit the form so that U.S. Soccer receives it by **WEDNESDAY, MARCH 21, at 2 p.m. Central Time**. Form can be emailed to **opencup@ussoccer.org**. Each team submitting this form implicitly agrees to fulfill the responsibilities listed on pages 34-35 of the 2018 Open Cup Handbook.
4. A team who does not submit this form by the deadline will not be eligible to host games in the First, Second or Third Rounds of the 2018 Open Cup.
5. In the event that the venue nominated does not meet ALL of the Stadium Requirements, a team, if it wishes to host, should still submit the form in the event that the opponent's stadium also does not meet some of these same requirements.
6. A team may adjust until the deadline any Home Game Application Form initially submitted.
7. **Each team submitting this form is obligated to complete and submit a Home Game Revenue Report Form (see page 49 of the 2018 Open Cup Handbook) following each match hosted. The form, along with any resulting Hosting Fee, is due within seven (7) days following the event. Any team that does not submit payment and/or required documentation in a timely fashion may incur sanctions and/or other penalties imposed by the Commissioner, including a possible ban on hosting future matches until accounts are current.**
8. Any team that withdraws its Home Game Application Form after the deadline, unless for reasons of force majeure, will not be eligible for reimbursement of visiting team travel expenses.
9. Please include a correct email address. Much of the tournament information will be sent via email.

—END—



2018 LAMAR HUNT U.S. OPEN CUP HOME GAME APPLICATION FORM

(Fourth through Quarterfinal Round Games Only)

Team Name: _____ League (check one): ☐MLS ☐NASL ☐USL ☐PDL ☐NPSL ☐Other

Primary Contact/Title: _____ Phone: _____

Email address: _____ Mobile: _____

VENUE NOMINATED TO HOST FOURTH ROUND GAME:

Venue Name (only one venue may be listed)	Proposed Kickoff Time (local time):	Hosting Fee** (Fixed Amount)
Wednesday, June 6*: _____	_____	\$12,000

VENUE NOMINATED TO HOST ROUND OF 16 GAME:

Venue Name (only one venue may be listed)	Proposed Kickoff Time (local time):	Hosting Fee** (Fixed Amount)
Wednesday, June 20*^: _____	_____	\$18,000

^ Note: Home team may choose June 16 or 17 if visiting team has at least two rest days on each side of chosen date. Election must be made within an hour of being named host.

VENUE NOMINATED TO HOST QUARTERFINAL ROUND GAME:

Venue Name (only one venue may be listed)	Proposed Kickoff Time (local time):	Hosting Fee** (Fixed Amount)
Wednesday, July 18*: _____	_____	\$25,000

I am hereby authorized to submit this Home Game Application Form on behalf of my team. I agree to the terms set forth by U.S. Soccer to host if my team is awarded any of the games sought after here. I acknowledge that such commitment includes payment to U.S. Soccer of any Hosting Fee** due within seven days of any match hosted by my team.

Signature: _____ Date: _____

* Note: Game is subject to being moved up a day if chosen by U.S. Soccer to be broadcast nationally or if one of the participating teams has a league game scheduled for the following Friday. If the latter and the team's opponent has a league game scheduled the preceding Sunday, the match date will be determined as outlined on page 15 of the Handbook. The Commissioner shall have the authority to set outside of the confirmed schedule the date for any match if such a change is in the best interests of the tournament.

** Note: In addition to the fixed amount listed above for each round, the Hosting Fee also includes 15 percent of the amount above \$100,000.00 of Total Gross Ticket Revenue as calculated on the Home Game Revenue Report Form, found on page 49 of the 2018 Open Cup Handbook.

PLEASE EMAIL COMPLETED FORM TO opencup@ussoccer.org
DEADLINE: FRIDAY, MAY 11, at 2 p.m. CENTRAL TIME

OVERVIEW:

Any team who may participate in the Fourth Round, Round of 16 and/or Quarterfinal Round who wishes to host must complete and submit this Home Game Application Form by the deadline listed in the instructions. For each round applied for, the applicant must nominate a specific venue whose availability on the scheduled match date and the following date (in the event a rescheduled match is required) has been previously confirmed. A team may only choose from among those venues named on the team's Venue Declaration Form.

CONSIDERATION FOR ALTERNATE DATES:

For the Fourth Round, Round of 16 and Quarterfinal Round, a team can petition U.S. Soccer to request a change of match dates upon mutual consent of the participating teams. Only for exceptional circumstances will U.S. Soccer consider a request for a new match date that is later than the date already established for the round. Date change requests must include documentation from each of the participating teams agreeing to the date change. Any incremental costs incurred to accommodate the change of dates (i.e. incremental travel costs for the referee crew or Match Commissioner, etc.) must be covered by the team that initially proposes the request.

Teams requesting a date change for the Fourth Round, Round of 16 and/or Quarterfinal Round must do so no later than 48 hours prior to the start of the previous match. U.S. Soccer strongly encourages such agreements between the participating teams be arranged as early as a week prior to the previous match, with the formal request sent to U.S. Soccer at that time. (We suggest separate contingency agreements with each possible opponent.) This would allow for the maximum amount of time to arrange logistics and market the event.

U.S. Soccer will make best efforts to approve date change requests. All documentation should be emailed to **opencup@ussoccer.org**.

INSTRUCTIONS:

1. Complete the team and contact information on the form (please PRINT or TYPE).
2. Indicate which round(s) of the competition the team wishes to host by nominating a venue for each stage. A team may only choose from among those sites named on the team's Venue Declaration Form.
3. Submit the form so that U.S. Soccer receives it by **FRIDAY, MAY 11, at 2 p.m. Central Time**. Form can be emailed to opencup@ussoccer.org. Each team submitting this form implicitly agrees to fulfill the responsibilities listed on pages 34-35 of the 2018 Open Cup Handbook.
4. Each team who does not submit this form by the deadline will not be eligible to host games in the Fourth Round, Round of 16 or Quarterfinal Round of the 2018 Open Cup.
5. In the event that the venue nominated does not meet ALL of the Stadium Requirements, a team, if it wishes to host, should still submit the form in the event that the opponent's stadium also does not meet some of these same requirements.
6. A team may adjust until the deadline any Home Game Application Form initially submitted.
7. **Each team submitting this form is obligated to complete and submit a Home Game Revenue Report Form (see page 49 of the 2018 Open Cup Handbook) following each match hosted. The form, along with any resulting Hosting Fee, is due within seven (7) days following the event. Any team that does not submit payment and/or required documentation in a timely fashion may incur sanctions and/or other penalties imposed by the Commissioner, including a possible ban on hosting future matches until accounts are current.**
8. Any team that withdraws its Home Game Application Form after the deadline, unless for reasons of force majeure, will not be eligible for reimbursement of visiting team travel expenses.
9. Please include a correct email address. Much of the tournament information will be sent via email.

—END—



2018 LAMAR HUNT U.S. OPEN CUP HOME GAME APPLICATION FORM

(Semifinal and Championship Games Only)

Team Name: _____ League (check one): ☐MLS ☐NASL ☐USL ☐PDL ☐NPSL ☐Other

Primary Contact/Title: _____ Phone: _____

Email address: _____ Mobile: _____

VENUE NOMINATED TO HOST SEMIFINAL ROUND GAME:

Venue Name (only one venue may be listed)	Proposed Kickoff Time (local time):	Hosting Fee** (Fixed Amount)
Wednesday, Aug. 8*: _____	_____	\$50,000

VENUE NOMINATED TO HOST CHAMPIONSHIP GAME:

Venue Name (only one venue may be listed)	Proposed Kickoff Time (local time):	Hosting Fee** (Fixed Amount)
Wednesday, Sept. 26: _____	_____	\$250,000

I am hereby authorized to submit this Home Game Application Form on behalf of my team. I agree to the terms set forth by U.S. Soccer to host if my team is awarded any of the games sought after here. I acknowledge that such commitment includes payment to U.S. Soccer of any Hosting Fee** due within seven days of any match hosted by my team.

Signature: _____ Date: _____

* Note: Game is subject to being moved up a day if chosen by U.S. Soccer to be broadcast nationally or if one of the participating teams has a league game scheduled for the following Friday. If the latter and the team's opponent has a league game scheduled the preceding Sunday, the match date will be determined as outlined on page 15 of the Handbook. The Commissioner shall have the authority to set outside of the confirmed schedule the date for any match if such a change is in the best interests of the tournament.

** Note: In addition to the fixed amount listed above for each round, the Hosting Fee also includes 50 percent of Event Net Ticket/Suite Revenue (defined as all revenue from ticket/suite sales less sales taxes) above \$100,000.00 for the Semifinal Round and above \$300,000.00 for the Championship Game. Commissions, management fees, revenue allocated to catering, parking, facility fees and other premiums, rent and other expenses, league shares of ticket revenue, etc., are not deductible when determining Event Net Ticket/Suite Revenue.

PLEASE EMAIL COMPLETED FORM TO opencup@ussoccer.org

DEADLINE: WEDNESDAY, JULY 11, at 2 p.m. CENTRAL TIME

OVERVIEW:

Any team who may participate in the Semifinal Round and/or Championship Games who wishes to host must complete and submit this Home Game Application Form by the deadline listed in the instructions. For each round applied for, the applicant must nominate a specific venue whose availability on the scheduled match date and the following date (in the event a rescheduled match is required) has been previously confirmed. A team may only choose from among those venues named on the team's Venue Declaration Form.

CONSIDERATION FOR ALTERNATE DATES:

For the Semifinal Round, a team can petition U.S. Soccer to request a change of match dates upon mutual consent of the participating teams. Only for exceptional circumstances will U.S. Soccer consider a request for a new match date that is later than the date already established for the round. Date change requests must include documentation from each of the participating teams agreeing to the date change. Any incremental costs incurred to accommodate the change of dates (i.e. incremental travel costs for the referee crew or Match Commissioner, etc.) must be covered by the team that initially proposes the request.

Teams requesting a date change for the Semifinal Round must do so no later than 48 hours prior to the first match of the Quarterfinal Round. U.S. Soccer strongly encourages such agreements between the participating teams be arranged as early as a week prior to the previous match, with the formal request sent to U.S. Soccer at that time. (We suggest separate contingency agreements with each possible opponent.) This would allow for the maximum amount of time to arrange logistics and market the event.

U.S. Soccer will make best efforts to approve date change requests. All documentation should be emailed to **opencup@ussoccer.org**.

HOSTING PARAMETERS/REQUIREMENTS FOR SEMIFINAL ROUND AND CHAMPIONSHIP GAMES:

In addition to the hosting responsibilities listed on pages 34-35 of the 2018 Open Cup Handbook, host teams must stage the Semifinal Round and/or Championship games within the following parameters and/or requirements set forth by U.S. Soccer:

GOOD STANDING:

- U.S. Soccer will only consider applications from teams that are in Good Standing (i.e. not delinquent in submitting Home Game Revenue Report Forms and amounts due from previous matches) at the time of the application deadline

EVENT PRESENTATION:

- Event is to be considered a U.S. Soccer event staged by the home team
- All presentation elements are subject to the approval of U.S. Soccer
- No home team sponsor elements may be part of the presentation except with the approval of U.S. Soccer

TICKETING:

- Prices must be approved by U.S. Soccer in advance
- Prices must be set at levels not lower than a team's regular season individual rate
- Discounted prices for full- or partial-season ticket holders, groups and other constituents allowed but not more than 25 percent off the team's regular season individual rate for the Semifinal and not more than 15 percent for the Final.
- Complimentary tickets
 - Home team limited to 1,000 regular/club seats (quantity includes VIPs, players, guests of club, media trade, operations, barter, etc.)
 - Visiting team to receive 60 Category 1 (midfield) tickets and a suite for its owner
 - U.S. Soccer to receive for the semifinal 100 Category 1 (midfield) tickets, 50 Category 2 (sideline) tickets and 50 Endline tickets, plus an option to purchase 200 Endline tickets adjacent to the complimentary tickets
 - U.S. Soccer to receive for the Final a suite and parking for its VIPs, 100 Category 1 (midfield) tickets, 50 Category 2 (sideline) tickets and 50 Endline tickets, plus an option to purchase 200 Endline tickets adjacent to the complimentary tickets
- Obligations to suite leaseholders to be fulfilled per the terms of any lease in place at the time of the Event
- Revenue from the sale of suite access and/or suite tickets for Event to be included in Event Net Ticket/Suite Revenue (defined above)
- Home team will provide ticket audits as requested by U.S. Soccer for tracking purposes

EVENT OPERATIONS:

- Home team is responsible for all expenses and operations of the event (including staging for the post-game awards ceremony for the Championship Game), except where noted otherwise in this form and the Handbook
- Field must be free of any markings other than those for soccer
- Stadium field must be made available to the visiting team (if they request) for a 60-minute training session the day before the game, weather permitting
- U.S. Soccer, through its commercial partner NIKE, will provide the ball/flag kids for the Championship Game

COMMERCIAL RIGHTS:

- U.S. Soccer holds all commercial (e.g. marketing, sponsorship and broadcast) rights for the semifinal round and Championship games as outlined on pages 31-32 of the Handbook
- The commercial rights referenced herein extend to U.S. Soccer's exclusive use of the venue's P.A. system, video screens and matrix boards, scoreboards, field-level and/or upper fascia LED (ribbon board) displays and in-house TV monitors in the facility during the games at no additional charge for the purpose of promoting U.S. Soccer's sponsors and presenting the event, as well as U.S. Soccer's exclusive use of any areas in and around the venue for sponsor activation
- Host facility shall be required to provide a field level that is free of any commercial signage on the walls and/or railings surrounding the field of play, including the tunnels entering the field that can be seen from the field of play and any field-level tunnel canopies
- If U.S. Soccer feels that static field-level advertising boards are desirable, U.S. Soccer reserves the right, at its own expense, to utilize its field board advertising system for such purpose
- Any materials created to promote these games should display only the marks of the U.S. Open Cup, the participating teams and U.S. Soccer's Official Sponsors (which U.S. Soccer's Marketing Department can provide in logo-bar format)
- All materials must be approved in advance by U.S. Soccer (contact Kay Bradley at 312-528-1239 or kbradley@ussoccer.org)
- Parties wishing to conduct a radio, television, internet, or other broadcast of these games in any medium should complete the Broadcast Request Form found on page 33 of the Handbook
- Any application to host the Open Cup events referenced by this form is an automatic acceptance by the Applicant of the terms listed above

INSTRUCTIONS:

1. Complete the team and contact information on the form (please PRINT or TYPE).
2. Indicate which round(s) of the competition the team wishes to host by nominating a venue for each stage. A team may only choose from among those sites named on the team's Venue Declaration Form.
3. Submit the form so that U.S. Soccer receives it by **WEDNESDAY, JULY 11, at 2 p.m. Central Time**. Form can be emailed to opencup@ussoccer.org. Each team submitting this form implicitly agrees to fulfill the responsibilities listed on pages 34-35 of the Handbook and to the parameters/requirements listed elsewhere on this form.
4. In the event that the venue nominated does not meet ALL of the Stadium Requirements as listed in the Open Cup Policy, a team, if it wishes to host, should still submit the form in the event that the opponent's stadium also does not meet some of these same requirements.
5. A team may adjust until the deadline any Home Game Application Form initially submitted.
6. **Each team submitting this form is obligated to complete and submit a Home Game Revenue Report Form (see page 50 of the Handbook) following each match hosted. The form, along with any resulting Hosting Fee, is due within seven (7) days following the event. Any team that does not submit payment and/or required documentation in a timely fashion may incur sanctions and/or other penalties imposed by the Commissioner, including a possible ban on hosting future matches until accounts are current.**
7. Any team that withdraws its Home Game Application Form after the deadline, unless for reasons of force majeure, will not be eligible for reimbursement of visiting team travel expenses.
8. Please include a correct email address. Much of the tournament information will be sent via email.

—END—



2018 LAMAR HUNT U.S. OPEN CUP HOME GAME REVENUE REPORT FORM

(First through Quarterfinal Round Games)

Team Name: _____ Round: _____ Date: _____

Opponent: _____ Stadium: _____

Team Representative Submitting Form: _____

Team Representative Signature: _____

Gross Ticket Revenue (please attach Ticketmaster audit or other documentation): \$ _____

Add: Gross Ticket Revenue from suites, club seats and other tickets not included above
(please attach Ticketmaster audit or other documentation): \$ _____

Total Gross Ticket Revenue: \$ _____

Less: Standard Deduction: \$ (100,000.00)

Ticket Revenue subject to sharing (Total Gross Ticket Revenue less Standard
Deduction—enter \$0.00 if the difference results in a negative number): \$ _____

Line A: Hosting Fee computation (Net Ticket Revenue x .15): \$ _____

Line B: Additional Assessment for this Round (First, Second and Third Rounds: Zero;
Fourth Round: \$12,000; Fifth Round: \$18,000; Quarterfinal Round: \$25,000): \$ _____

Total Hosting Fee Due (sum of Line A and Line B): \$ _____

Form and supporting documentation must be completed and submitted whether or not a Hosting Fee is due. Form, documentation and payment are due within seven (7) days following the event and should be sent to:

U.S. Soccer
Attn: Open Cup
1801 S. Prairie Ave.
Chicago, IL 60616
(312) 808-1300

In the event that no Hosting Fee is due, form and documentation can be emailed to
opencup@ussoccer.org.



2018 LAMAR HUNT U.S. OPEN CUP HOME GAME REVENUE REPORT FORM

(Semifinal and Championship Games)

Team Name: _____ Round: _____ Date: _____

Opponent: _____ Stadium: _____

Team Representative Submitting Form: _____

Team Representative Signature: _____

Gross Ticket Revenue (please attach Ticketmaster audit or other documentation): \$ _____

Add: Gross Ticket Revenue from suites, club seats and other tickets not included
above (please attach Ticketmaster audit or other documentation): \$ _____

Total Gross Ticket Revenue: \$ _____

Less: Sales Tax on Tickets (Sales Tax Rate: _____ percent): \$ (_____)

Total Net Ticket Revenue: \$ _____

Less: Standard Deduction (\$100,000 for Semifinal; \$300,000 for Championship): \$ (_____)

Ticket Revenue subject to sharing (Total Gross Ticket Revenue less Standard
Deduction—enter \$0.00 if the difference results in a negative number): \$ _____

Line A: Hosting Fee computation (Net Ticket Revenue x .5): \$ _____

Line B: Additional Assessment for this Round
(Semifinal Round: \$50,000; Championship: \$250,000): \$ _____

Total Hosting Fee Due (sum of Line A and Line B): \$ _____

Form and supporting documentation must be completed and submitted whether or not a Hosting Fee is due. Form, documentation and payment are due within seven (7) days following the event and should be sent to:

U.S. Soccer
Attn: Open Cup
1801 S. Prairie Ave.
Chicago, IL 60616
(312) 808-1300

In the event that no Hosting Fee is due, form and documentation can be emailed to
opencup@ussoccer.org.



2018 U.S. Open Cup Travel Arrangement Policy

1. When your team has been designated as an “away” team and your opponent has been announced, it is your responsibility to coordinate all travel arrangements at the lowest cost possible. All teams must contact Anthony Travel to obtain a quote for airfare, should flights be required (Grace Heijman: phone 424-233-3756 or email graceheijman@anthonytravel.com; Amy Rogers: phone 424-233-3746 or email amyrogers@anthonytravel.com). The budget code for the 2018 competition is “S-31”. Air travel arranged through Anthony Travel will be billed directly to U.S. Soccer and is subject to approval by the Open Cup Commissioner.
2. Email a complete itinerary and budget to U.S. Soccer (using the forms on the following two pages) within one business day after the match has been arranged. The Open Cup Commissioner must approve the itinerary and all expenses in advance. Include flight information and fares, the hotel you will be staying at and the cost per room (including taxes), per diem, and ground transportation costs. Contact the home team, who can help identify and secure reasonably priced and adequate hotel accommodations and ground transportation, if necessary. Email this information to opencup@ussoccer.org. U.S. Soccer will not reimburse anything over the allotted amount per round.
Any waivers of this policy or the reimbursement limits require the written approval of the Commissioner.
3. After the match has been played, complete the 2018 U.S. Open Cup Travel Reimbursement Form, attach all **original** receipts, and mail it to U.S. Soccer, Attn: Open Cup. U.S. Soccer must receive the form and receipts within fourteen (14) days of the Open Cup match. Your expense report will be processed and you will receive a reimbursement check shortly after U.S. Soccer receives the monthly statement from Anthony Travel documenting any airfare expense arranged through them (this sometimes takes 30-60 days). **Teams that do not fulfill these requirements will experience reimbursement delays or loss of reimbursement.**
4. Teams expensing meals at the per-diem rate should submit to U.S. Soccer the original sheet containing the signatures of each member of the traveling party receiving per-diem money, the amount each receives and the meals covered.
5. Separate reimbursement forms must be used for each game.
6. A traveling team who initially applies to host its match and subsequently withdraws its application after the application deadline will not be reimbursed for travel expenses unless the withdrawal is due to reasons of force majeure.

2018 U.S. Open Cup Travel Reimbursement Limits

First Round through Semifinals: U.S. Soccer will reimburse airline, hotel, meal and ground transportation expense for each visiting team (if necessary) limited to 24 people per team, 13 hotel rooms (including bus driver) for up to two nights, and meals not to exceed two days at \$60 a day for each person (\$15 breakfast, \$20 lunch, \$25 dinner), not to exceed \$12,000 per team for games from the First Round to the Semifinals. Airfare baggage and passenger name change charges are the responsibility of the team.

Final: U.S. Soccer will reimburse airline, hotel, meal and ground transportation expense to the visiting team, limited to 30 people, 16 hotel rooms (including bus driver), and meals at \$75 a day for each person (\$20 breakfast, \$25 lunch, \$30 dinner) not to exceed \$20,000 for a two-night stay or \$25,000 for a three-night trip.



2018 U.S. Open Cup Travel Itinerary Information Form

Team Name: _____ Round: _____

Opponent: _____ Stadium: _____

Departure Date: _____ Match Date: _____ Return Date: _____

Team Representative Signature: _____

Flight Info (Departure):

Departure Date: _____
Departure Airport: _____
Airline and Flight Number: _____
Departure Time: _____
Arrival Airport: _____
Arrival Time: _____

Flight Info (Return):

Return Date: _____
Departure Airport: _____
Airline and Flight Number: _____
Departure Time: _____
Arrival Airport: _____
Arrival Time: _____

Hotel Name:

Address: _____
City/State/ZIP: _____
Phone: _____
Fax: _____

Ground Transportation (please list individual transfers if motor coach has been arranged):

Bus Company: _____ Phone: _____
Date and Time: _____ Transfer From & To: _____
Date and Time: _____ Transfer From & To: _____
Date and Time: _____ Transfer From & To: _____
Date and Time: _____ Transfer From & To: _____
Date and Time: _____ Transfer From & To: _____
Date and Time: _____ Transfer From & To: _____

If vans have been arranged, please enter the following information:

Pick-up date and time: _____ Drop-off date and time: _____

**Please send your travel itinerary and budget to USSF for advance approval in order to qualify for expense reimbursement. Use form on next page to submit budget.
Email both forms to opencup@ussoccer.org.**



2018 U.S. Open Cup Travel Budget/Reimbursement Form

Team: _____ Check one: ☐ Budget for approval ☐ Expenses for reimbursement

Opponent: _____ Stadium: _____ Round: _____

Departure Date: _____ Match Date: _____ Return Date: _____

Team Representative Signature: _____

Line	Expenses	Itemization	Requested	Approved
1	Airfare	No. of airline tickets _____ x Ticket Price _____ = Budget code for airfare through Anthony Travel is "S-31"		
2	Ground Trsp.	Vehicle Cost per day _____ x Days Rented _____ =		
3	Hotel	No. of Rms. (13 max.) _____ x Rm. Price _____ x No. of Nights _____ = Room price should include all taxes		
4	Meals	Size of Delegation (24 max.) _____ x Amount Per Person _____ = Actual meals rather than per diem may be submitted if desired.		
5	TOTAL EXPENSES INCURRED (add Lines 1-4):			
6	Travel Allowance (1st Round to Semifinals: \$12,000):			
7	Enter the lesser of Total Expenses Incurred (Line 5) or Travel Allowance (Line 6):			
8	If airfare through Anthony Travel, enter amount billed to U.S. Soccer here:			
9	TOTAL REIMBURSEMENT DUE (Line 7 minus Line 8):			

- All teams must submit **original receipts** with all reimbursement requests. Reimbursements will not be processed until this form has been completed with attached receipts.
- Please review the reimbursement guidelines on page 51 for the Round in which your team is playing.
- Separate reimbursement forms must be used for each match.
- U.S. Soccer must receive all reimbursement requests within fourteen (14) days after the Open Cup Match. Teams may forfeit their right to reimbursement if U.S. Soccer does not receive their request within that timeframe.
- Send completed form and supporting documentation to:

U.S. Soccer
Attn: Open Cup
1801 S. Prairie Ave.
Chicago IL 60616



2018 LAMAR HUNT U.S. OPEN CUP

PER DIEM EXPENSE FORM

(Submit Original with Travel Reimbursement Form)

Team Name: _____ Date Distributed: _____

Meals covered by Per Diem (please check all that apply; no more than six consecutive meals):

Date: _____ Breakfast (\$15) _____ Lunch (\$20) _____ Dinner (\$25) _____
 Date: _____ Breakfast (\$15) _____ Lunch (\$20) _____ Dinner (\$25) _____
 Date: _____ Breakfast (\$15) _____ Lunch (\$20) _____ Dinner (\$25) _____

Recipient	Name	Signature	Amt. Rcvd.
1			\$
2			\$
3			\$
4			\$
5			\$
6			\$
7			\$
8			\$
9			\$
10			\$
11			\$
12			\$
13			\$
14			\$
15			\$
16			\$
17			\$
18			\$
19			\$
20			\$
21			\$
22			\$
23			\$
24			\$
Total Amount Eligible for Reimbursement:			\$

Others Receiving Per Diem

25			\$
26			\$
27			\$
28			\$
29			\$
30			\$
Total Per Diem Distributed:			\$