



L A M A R H U N T

U.S. OPEN CUP

2020 Handbook

Finalists' Edition



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Changes for the 2020 U.S. Open Cup Tournament

The following list highlights the changes made for the 2020 Lamar Hunt U.S. Open Cup Tournament:

- Tournament format: With Major League Soccer (Division I) continuing to expand, 11 teams from this level will enter the 2020 competition in the Third Round, a round earlier than has been the case in recent years. This move increases the opportunity for lower division teams (from 11 in 2019 to 20 in 2020) to reach the Round of 32 and beyond.
- Method for determining Third Round pairings: With 11 Division I clubs entering at this stage, teams in the Third Round will be pooled into four- or six-team geographically-based groups, with a draw conducted similar to that done in the following rounds to determine the Third Round matchups. This process replaces the geographically-created pairings as conducted in the First and Second Rounds.
- Third Round games that involve MLS teams (whether home or away) will have a fixed hosting fee of \$6,000 assessed for each match in addition to the revenue share above \$100,000 in Total Gross Ticket Revenue.
- The Fourth Round has been renamed the Round of 32 to communicate the number of teams remaining at that stage of the competition.
- Tournament participation:
 - One hundred teams will take part in the 2020 Open Cup, an increase of 16 over last year. The mark sets a tournament record in the modern era (1995-present), eclipsing the previous high of 99 set in 2017 when 43 pro and 56 amateur sides saw action.
 - 2020 will see the largest number of professional teams (62) in the competition's modern era, surpassing the previous record of 52 set in 2019
 - The Second Round will have 29 matches played, setting a new record for most games played in a single round in the tournament proper, exceeding the previous high of 28 set in 2017's First Round.
- Both teams in a match are now required to arrive at the venue at least 90 minutes before game time (see Game Day Responsibilities on page 36), a change from 75 minutes.
- 2020 Referee Fee Schedule: For Third Round games involving a Division I team (whether home or away), the fees have been adjusted from matching the Second Round rates to those of the Fourth Round. For the Round of 16 to the Final, the fees have increased by three percent over the 2019 rates per the schedule on page 39.
- The following sections of the Open Cup Policy have been revised:
 - Section 305(a). Player and Team Official Match Discipline — Language updated consistent with changes made in 2019 to the Laws of the Game by the International Football Association Board (IFAB) regarding team officials being issued yellow and red cards.
 - Section 308(e). Cancelled and Terminated Matches — Updated to resolve possible termination scenarios more precisely.



U.S. Open Cup Committee

Arthur Mattson	Chairperson
Todd Durbin	Committee Member
Stuart Holden	Committee Member (Athlete Representative)
Brett Luy	Committee Member
Shonna Schroedl	Committee Member
Paul Marstaller	Committee Liaison
Adrian Garibay	Committee Liaison

U.S. Open Cup Adjudication and Discipline Panel

Arthur Mattson	Chairperson (non-voting member)
TBD	Amateur Representative
TBD	Athlete Representative
TBD	Major League Soccer Representative
TBD	National Independent Soccer Association Representative
TBD	USL Championship Representative
TBD	USL League One Representative
Paul Marstaller	Panel Liaison
Adrian Garibay	Panel Liaison

U.S. Open Cup Staff

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2020 U.S. Open Cup Competition Calendar

Key Dates in 2019:

Tuesday, Dec. 17 (2 p.m. CT)	Team Entry & Information Form, Performance Bond deadline for Open Division teams who have qualified via 2019 results in national leagues
	Team Entry & Information Form, Entry Fee and Performance Bond deadline for Division I, II and III Outdoor Professional League teams
Tuesday, Dec. 31	Confirmation deadline for Division I, II and III Outdoor Professional League teams per Section 202(b)(1) of the Open Cup Policy

Key Dates in 2020:

Thursday, Jan. 9	Final allocation announced for Open Division slots into 2020 Lamar Hunt U.S. Open Cup Venue Declaration Form deadline for all teams wishing to host games from the First Round onward
Wednesday, Jan. 15, 2 p.m. CT	Home Game Application deadline for First and Second Rounds
Wednesday, Jan. 22	First Round pairings announced
Wednesday, Jan. 29	Second Round pairings and possible pairings announced
Monday, Feb. 4, to Tuesday, June 30, 4 p.m. CT	Spring roster changeover period for Open Division local qualifiers still competing (each team may add up to eight new players to their Fall 2019 roster who are not already cup-tied; 25 player limit remains)
Tuesday, March 10	Deadline for teams entering tournament at First Round (not including Open Division local qualifiers) to submit initial roster
Tuesday, March 24	Deadline for teams entering tournament at Second Round to submit initial roster
Tuesday, March 24, and Wednesday, March 25*	First Round
Wednesday, April 1, 2 p.m. CT	Home Game Application deadline for Third Round and Round of 32
Tuesday, April 7	Deadline for teams entering tournament at Third Round to submit initial roster
Tuesday, April 7, through Thursday, April 9*	Second Round
Friday, April 10	Third Round Draw
Tuesday, April 21, through Thursday, April 23*	Third Round
Friday, April 24	Round of 32 Draw
Tuesday, May 5	Deadline for teams entering tournament at Round of 32 to submit initial roster
Wednesday, May 13, 2 p.m. CT	Home Game Application deadline for Round of 16 and Quarterfinal Round

Tuesday, May 19, and Wednesday, May 20*	Round of 32
Thursday, May 21	Round of 16/Quarterfinal Round Draw
Wednesday, June 10*, or Tue., June 23, & Wed., June 24*	Round of 16
Wednesday, June 17, 2 p.m. CT	Home Game Application deadline for Semifinal Round and Lamar Hunt U.S. Open Cup Final
Tue., June 23, & Wed., June 24*, or Tue., July 14, & Wed., July 15*	Quarterfinal Round
Thursday, June 25, or Thursday, July 16	Draw to determine hosts for Semifinals and Final
Wednesday, July 1, to Day Before 2020 Final (2 p.m. CT)	Summer roster changeover period for Open Division local qualifiers still competing (each team may add up to eight new players to their Spring roster who are not already cup-tied; 25 player limit remains)
Tue., July 14, & Wed., July 15*, or Tue., Aug. 11, & Wed., Aug. 12*	Semifinal Round
Tue., Aug. 11, Wed., Aug. 12*, or Tue.-Thur., Sept. 22-24*	2020 Lamar Hunt U.S. Open Cup Final

* Note: Any Open Cup game where one of the participants has a league game the following Friday will be moved to Tuesday (exception to this occurs 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 determine the match date will prevail). In addition, any game chosen by U.S. Soccer to be broadcast nationally in any round is subject to being moved up a day. The Commissioner 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.



2020 U.S. Open Cup Participating Teams

- Major League Soccer (Division I): All 23 U.S.-based teams, with 12 entering in the Round of 32 and 11 entering in the Third Round:

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

* Entering in the Round of 32

^ Entering in the Third Round

- USL Championship (Division II): Twenty-five U.S.-based teams, entering in the Second Round:

Austin Bold FC	Las Vegas Lights FC	Phoenix Rising FC
Birmingham Legion FC	Louisville City FC	Pittsburgh Riverhounds SC
Charleston Battery	Memphis 901 FC	Reno 1868 FC
Charlotte Independence	Miami FC	Sacramento Republic FC
Colorado Springs Switchbacks FC	New Mexico United	Saint Louis FC
El Paso Locomotive FC	North Carolina FC	San Antonio FC
FC Tulsa	OKC Energy FC	San Diego Loyal SC
Hartford Athletic	Orange County SC	Tampa Bay Rowdies
Indy Eleven		

- National Independent Soccer Association (Division III): Eight teams, entering in the Second Round:

California United Strikers FC	LA Force	San Diego 1904 FC
Chattanooga FC	Michigan Stars FC	Stumptown Athletic
Detroit City FC	Oakland Roots	

- USL League One (Division III): Six U.S.-based teams, entering in the Second Round:

Chattanooga Red Wolves SC	Greenville Triumph SC	South Georgia Tormenta FC
Forward Madison FC	Richmond Kickers	Union Omaha

- Open Division Local Qualifiers: Twelve regional survivors out of 89 teams who entered local qualifying, entering in the First Round:

<u>Region</u>	<u>Teams</u>
East	Christos FC (Md.), New York Pancyprian Freedoms (N.Y.), Vereinigung Erzgebirge (Pa.), Virginia United* (Va.)
Central	Louisiana Krewe FC (La.), Miami United FC U23 (Fla.), Nashville United (Tenn.), NTX Rayados* (Texas)
West	Cal FC* (Calif.), Chula Vista FC (Calif.), FC Boulder Harpos (Colo.), Olympic Club (Calif.)

* Participated in 2019 Lamar Hunt U.S. Open Cup

- **Open Division: 2019 U.S. Adult Soccer Association National Amateur Cup champion, entering in the First Round:**

Newtown Pride FC (Conn.)

- **National Premier Soccer League (Open Division National Leagues Track): Fourteen of 86 teams qualifying from 2019 league competition, entering in the First Round:**

ASC San Diego (Calif.)	FC Arizona	Minneapolis City SC (Minn.)
Atlantic City FC (N.J.)	FC Davis (Calif.)	Naples United FC (Fla.)
Cleveland SC (Ohio)	FC Motown (N.J.)*	Tulsa Athletic (Okla.)
Crossfire Redmond (Wash.)	Fort Worth Vaqueros FC (Texas)	West Chester United SC (Pa.)
Denton Diablos FC (Texas)	Med City FC (Minn.)	

* Participated in 2019 Lamar Hunt U.S. Open Cup

- **USL League Two (Open Division National Leagues Track): Eleven of 67 U.S.-based teams qualifying from 2019 league competition, entering in the First Round:**

Chicago FC United (Ill.)	GPS Portland Phoenix (Maine)	The Villages SC (Fla.)*
Corpus Christi FC (Texas)	North Carolina Fusion U23	Ventura County Fusion (Calif.)
Des Moines Menace (Iowa)*	SC United Bantams (S.C.)	Western Mass Pioneers
FC Golden State Force (Calif.)*	South Georgia Tormenta FC 2*	

* Participated in 2019 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>
Atlanta United 2 (USL Championship)	Atlanta United FC (MLS)
FC Tucson (USL League One)	Phoenix Rising FC (USL Championship)
LA Galaxy II (USL Championship)	LA Galaxy (MLS)
League One Miami (USL League One)	Inter Miami CF (MLS)
Loudoun United FC (USL Championship)	D.C. United (MLS)
New England Revolution II (USL League One)	New England Revolution (MLS)
New York Red Bulls II (USL Championship)	New York Red Bulls (MLS)
North Texas SC (USL League One)	FC Dallas (MLS)
Orlando City B (USL League One)	Orlando City SC (MLS)
Philadelphia Union II* (USL Championship)	Philadelphia Union (MLS)
Portland Timbers 2 (USL Championship)	Portland Timbers (MLS)
Real Monarchs SLC (USL Championship)	Real Salt Lake (MLS)
Rio Grande Valley FC (USL Championship)	Houston Dynamo (MLS)
Sporting Kansas City II^ (USL Championship)	Sporting Kansas City (MLS)
Tacoma Defiance (USL Championship)	Seattle Sounders FC (MLS)

* Known in 2019 as Bethlehem Steel FC

^ Known in 2019 as Swope Park Rangers



2020 U.S. Open Cup Competition Format

The 2020 U.S. Open Cup will be conducted on a single-game-knockout basis utilizing a tiered-bracket format (99 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 2020 the following pairings will be avoided:
 - LA Force (NISA), FC Golden State Force (USL League Two)
 - South Georgia Tormenta FC (USL League One), South Georgia Tormenta FC 2 (USL League Two)

Pairings will also be arranged to prevent the possibility of Open Division teams with common ownership from facing each other, except if both teams reach the Final. In 2020 the following pairing will be avoided:

- Denton Diablos FC (NPSL), Fort Worth Vaqueros FC (NPSL)

Finally, 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 2020 the following pairing will be avoided:

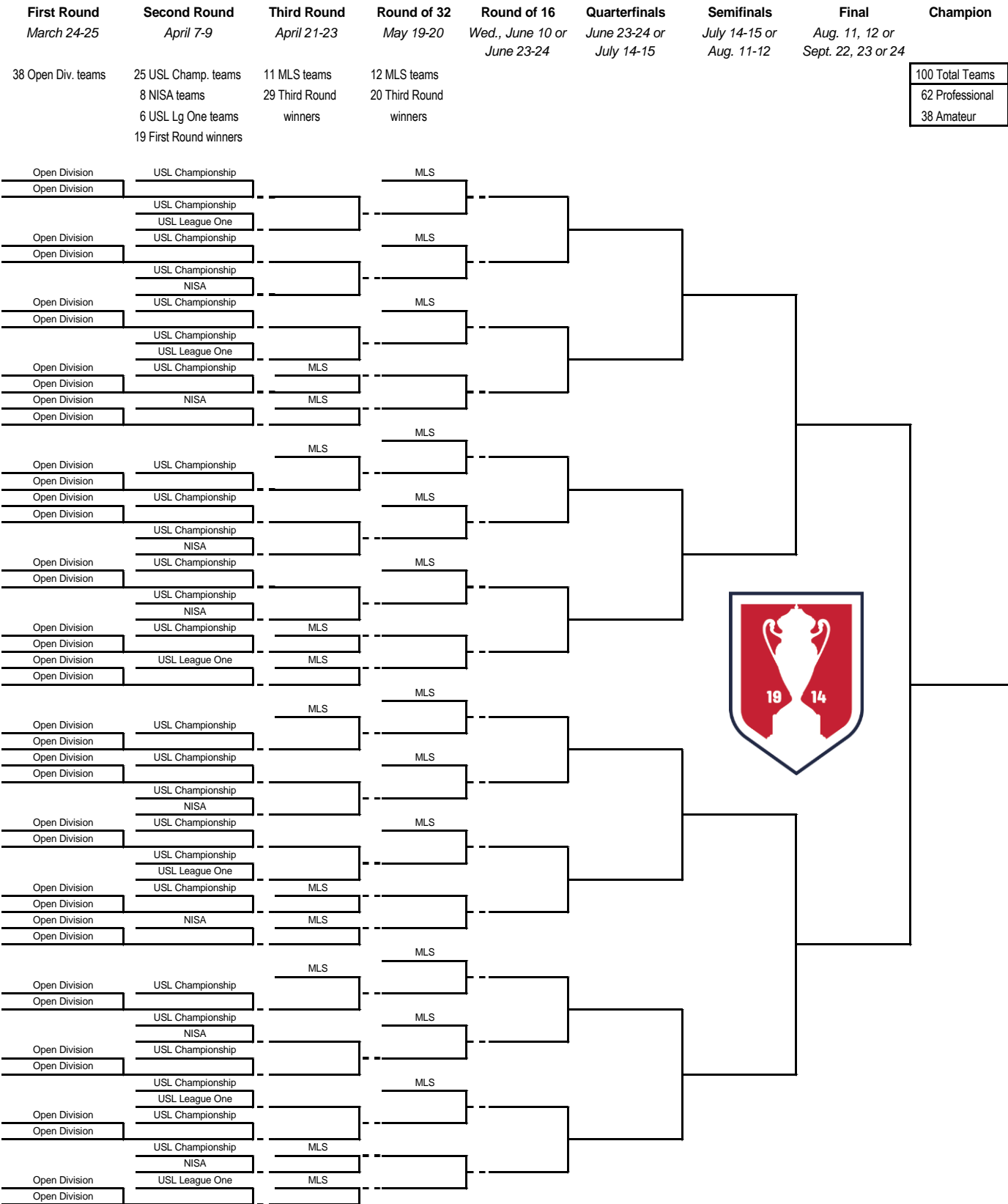
- San Jose Earthquakes (MLS), Reno 1868 FC (USL Championship)

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 its first Open Cup match cannot be paired against another club from the same qualifying pool also playing 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).
- First Round (38 Open Division teams): Teams will be paired geographically with the restriction that teams from the same qualifying pool (e.g. local qualifiers, NPSL, USL League Two) cannot be paired to play each other. The Commissioner can waive this provision if doing so will avoid extensive travel on balance for the participating teams. If three or more teams are from the same proximity, pairings for these teams will be made by random selection.

- Second Round (19 First Round winners, 14 Division III sides and 25 Division II clubs): After the First Round pairings are made, each First Round pairing will be matched geographically to a specific Division III (NISA or USL League One) or Division II (USL Championship) team. The remaining Division III and Division II sides will be paired to play each other (avoiding any remaining Division III clubs from playing other Division III sides and any remaining Division II clubs from playing other Division II sides), with these pairings also made geographically. If 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 (29 Second Round winners and 11 Division I teams): After the completion of the Second Round, the teams in the Third Round will be pooled geographically into either ten groups of four (with nine groups having three Second Round winners and one Division I club and one group having two Second Round winners and two Division I clubs) or nine groups (with seven groups consisting of three Second Round winners and one Division I side and two groups having four Second Round winners and two Division I teams), with the number of groups (either ten or nine) based on geographical considerations. Any teams who are precluded from playing each other until the Final will be placed in different groups. A random draw, scheduled for April 10, will determine the pairings within each group, with all Division I sides paired to face a Second Round winner and not another Division I club. Instances where a logical geographic fit doesn't exist in determining the groups will be resolved by random selection.
- Round of 32 (20 Third Round winners and 12 Division I clubs): After the completion of the Third Round, the teams in the Round of 32 will be pooled geographically into eight groups of four, with four groups having two Third Round winners and four groups having three, with any teams who are precluded from playing each other until the Final being placed in different groups. A random draw, scheduled for April 24, will determine the pairings within each group, with all Division I sides playing their first tournament game in the Round of 32 paired to face a Third Round winner and not another Division I club playing their first tournament game. Instances where a logical geographic fit doesn't exist in determining the groups will be resolved by random selection.
- Round of 16 (16 Round of 32 winners face each other): The Round of 32 winners will be pooled 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 May 21, will determine the pairings within each group.
- Quarterfinal 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.

2020 Lamar Hunt U.S. Open Cup Tournament Bracket



Note: Open Division includes clubs from the National Premier Soccer League, USL League Two, the reigning USASA National National Amateur Cup champion and those teams 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.



2020 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 six rounds declares whether they desire to host in any of these rounds using the appropriate Home Game Application Form. Through these forms, the applicant names a specific home venue for each game applied for. 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.
- First Round matches and Second Round possibilities will be determined shortly after the Home Game Application Form deadline for these rounds. The Third Round and Round of 32 matchups will be determined by random draw the day after the completion of the Second and Third Rounds, respectively. 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 the first to be announced (see competition calendar for planned announcement date). Possible hosts for subsequent rounds will be announced once they become known.
- 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).



2020 U.S. Open Cup Decision Table for Determining Match Date When Insufficient Rest Days

Throughout the tournament, matches in nearly every round will be played within two-day (Tuesday-Wednesday) or three-day (Tuesday-Thursday) windows.

With national television commitments in many cases requiring 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	



Team Performance Bond Details

Each team entering the Open Cup at either the Open Division Local Qualifying phase or the tournament proper must submit a refundable Performance Bond of one thousand dollars (\$1,000.00) no later than the deadline for submitting its Team Entry and Information Form. U.S. Soccer shall charge amounts against a team's Performance Bond as follows:

Item	Amount
Change in match venue, date, or time after a match has been announced publicly (changes in more than one of these, if submitted at the same time, will count as a single change):	\$200.00 per occurrence
Forfeiture of match:	Remaining balance of Performance Bond plus any additional amount to be determined by the Adjudication and Discipline Panel
Other incidents not in the best interests of the competition:	Amounts to be determined by the Adjudication and Discipline Panel

Return of Performance Bond: Within sixty (60) days after a team's elimination from the tournament and assuming all other team obligations to U.S. Soccer have been met, U.S. Soccer shall return a team's Performance Bond, less any charges incurred during the course of the team's participation.



2020 U.S. Open Cup Awards & Prize Money

The prize money to be distributed for the competition ending August or September 2020 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
Division III 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 1913 and symbolic of the U.S. Open Cup champion since 1914. The Open Cup champion also earns a place in the 2021 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, Division III 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, 2020

Player	Suspension*	Team When Suspension Imposed	Reason For Suspension
Abdel, Zak (coach)	Next game	Los Angeles FC (MLS)	Dismissal, 2019 Quarterfinal
Akpore-Idise, Jomo	Next game	Ann Arbor FC (USASA-Mich.)	Red Card, 2019 1 st Qual. Round
Andrade, Anthony (coach)	Next game	Colorado Springs FC (USASA-Colo.)	Dismissal, 2018 2 nd Qual. Round
Andrade, Jonathan	Next game	Red Force FC (USASA-Fla.)	Red Card, 2020 1 st 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
Anyoagu, Isaiah (coach)	Next game	Izee Auto FC (USASA-Md.)	Dismissal, 2018 2 nd Qual. Round
Argueta, Rony	Next four games	Colorado Springs Switchbacks FC (USLC)	Discipline Panel Decision 7/30/19 (Player suspended for red card in 2019 3 rd Round plus three more games awarded by Discipline Panel)
Arroyo, Michael	Next game	Napa Sporting SC (USASA-Calif. North)	Red Card, 2019 2 nd Qual. Round
Arton, Peter	Next game	Livonia City FC (USASA-Mich.)	Discipline Panel Decision 11/15/19 (Player suspended for three games total [one for red card in 2020 1 st qualifying round plus two more from Discipline Panel]; two games already served during 2020 2 nd and 3 rd qualifying rounds)
Baily, Ryan	Next game	Jackson Lions FC (USASA-N.J.)	Red Card, 2020 1 st Qual. 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
Barros, Edmilson Alves	Next game	Juve-Pro Soccer (USASA-Mass.)	Red Card, 2019 1 st Qual. Round
Barros, Leonardo	Next game	Motagua New Orleans (USASA-La.)	Red Card, 2019 3 rd Qual. Round
Bartlome, Chad	Next game	Sacramento Republic FC (USL PRO)	Red Card, 2014 4 th Round
Bartsinski, Andreas	Next game	West Chester United SC (USASA-Pa.)	Red Card, 2020 3 rd Qual. Round
Basulto, Gaston (coach)	Next game	Miami Nacional SC (USSSA-Fla.)	Dismissal, 2018 3 rd Qual. Round
Bennett, Daniel	Next game	Seacoast United Phantoms (PDL)	Red Card, 2018 2 nd Round
Bessemer, 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
Botero, Camilo	Next game	Upward Star (NPSL)	Red Card, 2015 1 st Round
Boudreaux, Aaron	Next game	Northshore United (USASA-La.)	Red Card, 2020 1 st Qual. 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)

Carryover Suspensions to be Served as of January 1, 2020 (cont.)

Player	Suspension*	Team When Suspension Imposed	Reason For Suspension
Canale, Alessandro	Next game	San Nicolás FC (USASA-Calif. South)	Red Card, 2019 1 st Qual. Round
Capacho Zambrano, Jonatan	Next game	Athletic Katy FC (USASA-Texas)	Red Card, 2020 2 nd Qual. Round
Cardona, Daniel (coach)	Next game	FC Kendall (USASA-Fla.)	Dismissal, 2018 1 st Round
Carrizales, Marcos	Next game	ASC New Stars (USASA-Texas)	Red Card, 2012 1 st Round
Castro, Armando	Next game	Oakland FC Leopards (USASA-Calif. North)	Red Card, 2019 1 st Qual. Round
Castro Gonzalez, Javier	Next game	Moreno Valley FC (USASA-Calif.)	Red Card, 2017 2 nd Round
Cervantes Aguilera, Rafael	Next game	Club El Azul (USSSA-Colo.)	Red Card, 2020 1 st Qual. Round
Chavez, Fernando	Next game	Club El Azul (USSSA-Colo.)	Red Card, 2020 1 st Qual. Round
Chavez, Gerber	Next game	Des Moines Menace (USLL2)	Red Card, 2019 2 nd Round
Chavez Richart, Erik	Next game	Azteca FC (USSSA-Colo.)	Red Card, 2020 3 rd Qual. 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
Coronado, Adan	Next game	California United FC II (USASA-Calif. South)	3 rd Yellow Card in same year, 2019 3 rd Qual. Round
Cortes, Eric	Next game	El Farolito (USASA-Calif. North)	Red Card, 2016 1 st Qual. Round
Coulibaly, Hanta Gilbert	Next game	Oakland Stompers (USASA-Calif. North)	Red Card, 2019 3 rd Qual. Round
Cubero, Teylor	Next game	FC Wichita (NPSL)	Red Card, 2018 3 rd Round
De Jong, Cameron	Next game	Oxnard Guerreros (USASA-Calif.)	Red Card, 2020 3 rd Qual. Round
De Wit, Sem	Next game	Hartford Athletic (USLC)	Red Card, 2019 3 rd Round
Dell'Arciprete, Martin	Next game	Ukrainian Nationals (USASA-Eastern Pa.)	Red Card, 2019 2 nd Qual. Round
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
Dos Santos, Dener	Next game	Jacksonville Armada U-23 (NPSL)	Red Card, 2017 2 nd Round
Dutra, Filipe	Next game	Newtown Pride FC (USASA-Conn.)	Red Card, 2019 1 st Qual. Round
Easterling, Koray	Next game	Des Moines Menace (USLL2)	Red Card, 2019 2 nd Round
Edmonds, Alfred	Next game	Fresno Fuego (PDL)	Red Card, 2014 3 rd Round
England, William	Next game	Springfield FC (USASA-Ill.)	Red Card, 2020 2 nd Qual. Round
Escobar, Efen	Next game	Hurricane FC (USASA-Fla.)	Red Card, 2017 2 nd Qual. Round
Esono Nfono, Ramon	Next game	Athletic Katy FC (USASA-Texas)	Red Card, 2020 2 nd Qual. Round
Fane, Yaya	Next game	Philadelphia Lone Star FC (NPSL)	Red Card, 2019 1 st Round
Fernandes, Fabio	Next game	Red Force FC (USASA-Fla.)	Red Card, 2019 2 nd Qual. Round
Flores, Luis	Next game	MF 10 (USASA-Nev.)	Red Card, 2017 2 nd Qual. Round
Francis, Kevin	Next game	Kitsap Pumas (NPSL)	Red Card, 2018 1 st Round
Funes Gusman, Oliver	Next two games	CD Huateras (ANFEEU-Va.)	Discipline Panel Decision 12/19/19
(Player suspended for	red card in 2020 3 rd	qualifying round plus one more game awarded by Discipline Panel)	
Galvan Barbosa, Daniel	Next game	Laredo Heat (PDL)	Red Card, 2013 2 nd Round
Garcia, Jonah	Next game	FC Minnesota (USASA-Minn.)	Red Card, 2019 2 nd Qual. Round
Garcia Jr., Ruday	Next game	Club El Azul (USSSA-Colo.)	Red Card, 2020 1 st Qual. Round
Garcia Mosconi, Max	Next game	CSA Westchester (USASA-N.J.)	Red Card, 2020 2 nd Qual. Round
Garrido, Luis	Next game	Houston Dynamo (MLS)	Red Card, 2015 Quarterfinal
Georges, Don	Next game	Ukrainian Nationals (USASA-Pa.)	Red Card, 2019 2 nd Qual. Round
Gianotti, Franco	Next game	Real Miami Club of Football (USASA-Fla.)	Red Card, 2016 1 st Qual. Round
Gilliam, Brandon (asst. coach)	Next game	BYU Cougars (PDL)	Red Card, 2015 1 st Round
Gokhale, Ninad	Next game	Lone Star Republic (USASA-Texas)	Red Card, 2020 1 st Qual. 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
Guerda, Bruno (coach)	Next game	Dallas Elite FC (USASA-North Texas)	Dismissal, 2019 1 st Qual. Round
Gutierrez, Daniel (trainer)	Next game	Azteca FC (USSSA-Colo.)	Red Card, 2020 3 rd Qual. Round

Carryover Suspensions to be Served as of January 1, 2020 (cont.)

Player	Suspension*	Team When Suspension Imposed	Reason For Suspension
Hafez, Ismail	Next game	Real Sociedad Royals (USASA-Calif.)	Red Card, 2017 1 st Qual. 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
James, Julius	Next game	San Antonio Scorpions (NASL)	Red Card, 2015 3 rd Round
Jimenez Amaya, Daniel	Next game	Azteca FC (USASA-Colo.)	Red Card, 2020 3 rd Qual. Round
Juncaj, George (coach)	Next game	Detroit United (USASA-Mich.)	Dismissal, 2010 1 st Round
Kling, Fabian	Next game	Fort Lauderdale Strikers (NASL)	Red Card, 2015 3 rd Round
Laking, Kieran	Next game	FC Wichita (NPSL)	Red Card, 2018 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
Leon, Ivan	Next game	Brazos Valley Cavalry FC (USLL2)	Red Card, 2019 1 st Round
Lewing, Dave	Next game	Tulsa Athletics (NPSL)	Red Card, 2014 2 nd Round
Lobo Cunha, Marcelo	Next game	Boston City FC II (USASA-Mass.)	Red Card, 2019 2 nd Qual. Round
Lopez, Pablo	Next game	Stanislaus United Turlock Express (US Club)	Red Card, 2012 1 st Round
Lopez-Molinari, David	Next game	Southwest FC (USASA-Texas)	Red Card, 2019 4 th Qual. Round
Lujano, John	Next game	Des Moines Menace (PDL)	Red Card, 2015 2 nd Round
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
Martinez Granados, Sergio	Next game	Club El Azul (USSSA-Colo.)	Red Card, 2020 1 st Qual. Round
Mattos, Bernardo	Next game	Kingston Stockade (NPSL)	Red Card, 2018 1 st Round
McFayden, Kendell	Next game	Rochester Rhinos (USL PRO)	Red Card, 2013 3 rd Round
Mejia, Gerson	Next game	IPS/Marathon Taverna (USASA-Ore.)	Red Card, 2019 4 th Qual. Round
Mejua Ortiz, Josue	Next game	CD Huateras (ANFEEU-Va.)	Red Card, 2020 3 rd Qual. Round
Melendez, Jonathan	Next game	Charlotte Sporting Soccer Academy FC (USSSA-N.C.)	Red Card, 2016 1 st Qual. Round
Menesse Freire, Carlos	Next game	Florida Soccer Soldiers (USASA-Fla.)	Red Card, 2019 3 rd Round
Middleton, Scott (coach)	Next game	IPS/Marathon Taverna (USASA-Ore.)	Dismissal, 2019 4 th Qual. Round
Miller, Kyle	Next game	South Jersey Elite Barons (USASA-N.J.)	Red Card, 2016 1 st Qual. Round
Monsalvez Carazo, Javier	Next game	Jacksonville Armada FC (NPSL)	3rd Yellow Card in same year, 2018 3rd Round
Morales, Javier	Next game	FC Dallas (MLS)	Red Card, 2017 Quarterfinals
Morales, Joshua	Next game	Southwest FC (USASA-Texas)	Red Card, 2019 4 th Qual. Round
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
Mosquera, Marvin	Next game	Deportivo Lake Mary (USASA-Fla.)	Red Card, 2019 1 st Qual. Round
Mustafa, Juma	Next game	Buena Park FC (USASA-Calif. South)	Red Card, 2019 3 rd Qual. Round
Najar, Christhyan	Next game	CD Huateras (ANFEEU-Va.)	Red Card, 2020 3 rd Qual. Round
Naraghi, Parsa (coach)	Next game	Shahin Atlanta FC (USASA-Ga.)	Dismissal, 2019 2 nd Qual. 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
Nuñez, Jefferson	Next game	Cal Victory FC (USASA-Calif.)	Red Card, 2018 3 rd Qual. Round
Nunez, Ramon	Next game	Fort Worth Vaqueros (NPSL)	Red Card, 2018 1 st Round
Nylen, Kevin	Next game	Red Force (USASA-Fla.)	Red Card, 2014 2 nd Round

Carryover Suspensions to be Served as of January 1, 2020 (cont.)

Player	Suspension*	Team When Suspension Imposed	Reason For Suspension
Ochoa, Alberto (coach)	Next game	Fullerton Rangers (NPSL)	Dismissal, 2012 1 st 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
Omenai, Honest	Next game	Lionside FC (USASA-Calif. South)	Red Card, 2019 2 nd Qual. Round
Ortiz, Christopher	Next game	Charlotte Sporting Soccer Academy FC (USSSA-N.C.)	Red Card, 2016 1 st Qual. Round
Papa, Dominic	Next game	Sporting AZ FC (USASA-Ariz.)	Red Card, 2019 2 nd Qual. Round
Paterson, Nicholas	Next game	Charleston Battery (USL PRO)	3 rd Yellow Card in same year, 2013 4 th Round
Peralta Jr., Nestor	Next game	Motagua New Orleans (USASA-La.)	3 rd Yellow Card in same year, 2019 3 rd Qual. Round
Pineda, Jorge	Next game	La Máquina FC (USASA-Calif. South)	Red Card, 2018 1 st 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
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
Ramirez Quicin, Gilberto	Next game	FC Millennium International (USASA-Md.)	Red Card, 2020 1 st Qual. Round
Resendiz, Josue	Next game	Houston FC (USASA-Texas)	Red Card, 2020 1 st Qual. Round
Rivas, Cristobal (trainer)	Next game	Miami United FC (NPSL)	Red Card, 2018 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
Romero, Oscar	Next game	Dallas Elite FC (USASA-North Texas)	Red Card, 2019 1 st Qual. Round
Ruiz, Miguel Angel	Next game	Club El Azul (USSSA-Colo.)	Red Card, 2020 1 st Qual. Round
Russell, Drew	Next game	Pittsburgh Riverhounds (USL)	Red Card, 2016 2 nd Round
Sabella, Valentin	Next game	Florida Soccer Soldiers (USASA-Fla.)	3 rd Yellow Card in same year, 2019 3 rd Round
Sanyang, Amadou	Next game	Seattle Sounders 2 (USL)	Red Card, 2015 4 th Round
Schenfeld, Maximiliano	Next game	Miami United FC (NPSL)	3 rd Yellow Card in same year, 2018 4 th Round
Schwartz, Evan	Next game	Dayton Dutch Lions (USL PRO)	Red Card, 2011 1 st Round
Shinsky, Matt	Next game	Baltimore Bohemians (PDL)	Red Card, 2014 3 rd Round
Sjoberg, Axel	Next game	Colorado Rapids (MLS)	Red Card, 2019 4 th 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 (US Club)	Red Card, 2010 Play-In Round
Soumah, Karim	Next game	Gam United Football Club (US Club-Colo.)	Red Card, 2020 1 st Qual. 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
Sylvester, Sikele	Next game	Newtown Pride FC (USASA-Conn.)	Red Card, 2019 1 st Qual. Round
Tarquino, Nick	Next game	Jersey Shore Boca (USASA-N.J.)	Red Card, 2012 1 st Round
Torres, Christian	Next game	Las Vegas Lights FC (USLC)	Red Card, 2019 3 rd Round
Turizo, Mauricio	Next game	Newtown Pride FC (USASA-Conn.)	Red Card, 2019 1 st Qual. Round
Umar, Abdul	Next game	Saint Louis FC (USLC)	3 rd Yellow Card in same year, 2019 Quarterfinal

Carryover Suspensions to be Served as of January 1, 2020 (cont.)

Player	Suspension*	Team When Suspension Imposed	Reason For Suspension
Valasco , Bryan	Next game	Napa Sporting SC (USASA-Calif. North)	Red Card, 2019 2 nd Qual. Round
Valencia Suárez, Julio	Next game	Athletic Katy FC (USASA-Texas)	Red Card, 2020 2 nd Qual. Round
Vasquez, Victor	Next game	Cal FC (USASA-Calif.)	Red Card, 2019 2 nd Round
Vazquez, Benjamin	Next game	Chivas El Paso Patriots (PDL)	Red Card, 2011 1 st Round
Velazlo, Arturo (trainer)	Next game	Miami United FC (NPSL)	Red Card, 2018 4 th Round
Velazquez, Jorge	Next game	Azteca FC (USSSA-Colo.)	Red Card, 2017 1 st Round
Viera Borges, David	Next game	International Soccer Association (USASA-Fla.)	Red Card, 2020 1 st Qual. Round
Vinyals, Nil	Next game	South Georgia Tormenta FC (PDL)	Red Card, 2018 2 nd Round
Vukovic, Nemanja	Next game	Tulsa Roughnecks FC (USL)	Red Card, 2018 2 nd Round
Watson, Jason	Next game	Wilmington Hammerheads (USL PRO)	Red Card, 2014 2 nd Round
Weber, Andrew	Next game	Sporting AZ FC (USASA-Ariz.)	Red Card, 2019 2 nd Qual. 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)
Zarate Rodriguez, Carlos	Next game	Inocentes Futbol Club (USASA-Texas)	Red Card, 2020 2 nd Qual. Round

*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 December 6, 2019)

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 Chairperson 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 Chairperson of the Open Cup Committee shall appoint the members of the Panel, to be composed of one representative from the Adult Council, one representative from each outdoor league in the Professional Council participating in the Open Cup during the competition year of appointment and at least one Athlete not competing in the Open Cup during the competition year of appointment. The Chairperson of the Open Cup Committee shall be the Chairperson of the Panel but shall not vote when serving as Chairperson 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 in each year in which they compete in an Outdoor Professional League. 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 regular playing member in good standing competing in an ongoing league competition of an Organization Member of the Federation, with said league competition and Organization Member also in good standing with the Federation. Such league competition must be regularly scheduled (i.e. not infrequent) each year and formatted such that member teams play games against fellow members, with only these results (i.e. league matches) used to determine a set of standings or ranking table. The league competition must consist of at least four (4) teams, with each playing at least ten (10) league matches (excluding any pre-season and/or post-season playoff or cup matches) each calendar year.

(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.

(d) For the purpose of this Policy, any team having not played in its league's regular competition for the full season ending immediately prior to the entry deadline for its respective competition division (e.g. Open Division, Outdoor Professional League) shall be considered a team starting its first season, whether in an existing or new league.

(e) 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). Any conflicting Outdoor Professional League roster rules shall not apply to the number of foreign players allowed to compete in the Open Cup.

(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.

(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 unless a match proceeds into extra time, in which case an additional substitution shall be granted. 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 extra time 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 extra time 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 extra time periods and kicks from the penalty mark, the Match Commissioner (in consultation with the referee) may shorten the extra time periods by equal amounts, shorten the break between regulation and extra time periods, and/or cancel the extra time periods entirely. Such a decision must be made and communicated to the teams no later than the start of the first extra time 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 seven (7) players and nine (9) 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 also has the power to warn or show yellow or red cards to team officials who fail to act in a responsible manner and may send them off from the field of play and its immediate surroundings, including the technical areas and tunnel(s) to/from the locker rooms. If the offender from a specific team cannot be identified, the head coach present from that team will receive the yellow or red card. Each caution or send-off of a player, substitute and team official shall be included in the referee's game report.

(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, money order or wire transfer for \$500 made payable to "USSF" must be received by 4:00 p.m. CT 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.

(c) Except for overturning match results or mandating a replay of a match, 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 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 4:00 p.m. CT, of the day after receiving the decision of the Panel, accompanied by a cashier's check, money order or wire transfer 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 complaint 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.

(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 has kicked off and 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 if the rescheduled date is three or more days following the originally scheduled date. If the rescheduled date is within two days of the originally scheduled date, the match shall be restarted at the point of termination.

(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 16 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 34 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 without notice at U.S. Soccer's discretion.

<u>Asset</u>	<u>First Round to Third Round</u>	<u>Round of 32</u>	<u>Round of 16 and Quarterfinal Round</u>	<u>Semifinal Round</u>	<u>Final</u>
Static Field Boards	7 sideline center boards to USSF, remainder to Club*	7 sideline center boards to USSF, remainder to Club*	7 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*	20 minutes in-game to USSF, remainder to Club*	20 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	USSF	USSF	USSF	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 leads w/ USSF commercial partner inclusion opportunities	Club leads w/ USSF commercial partner inclusion opportunities	Club leads w/ USSF commercial partner inclusion opportunities	Club leads w/ USSF commercial partner inclusion opportunities	USSF
Open Cup IP (any form)	USSF	USSF	USSF	USSF	USSF
Media Backdrop	USSF	USSF	USSF	USSF	USSF
On-Field Presentation Elements	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.



2020 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: _____

* Note: Starting with the First Round through to the Final, all video broadcasting rights are already assigned to ESPN and not available for consideration.



2020 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 54-55) 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)
- Broadcast operations liaison (to coordinate advance arrangements with broadcast production team assigned by U.S. Soccer)
- "Red Hat" position (person who communicates between the field and the broadcast production during the game)
- Certified electrician on-site

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 two hours 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 two hours 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 90 minutes prior to game time.
- Home team must arrive at the stadium at least 90 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. 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 39 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 and Broadcast Requirements

- Please see the list of Stadium Requirements (part of the U.S. Open Cup Policy) on page 31 of this Handbook. Proposed stadiums with an artificial surface will be reviewed on a case-by-case basis.
- By applying to host, teams implicitly agree not to charge any park-and-power fees to the Open Cup broadcast production arranged by U.S. Soccer and to be responsible for this expense if such charges are required by the venue.



U.S. Open Cup ESPN+ Broadcast Responsibilities

With U.S. Soccer’s arrangement to have Open Cup games from the First Round until the Final broadcast on ESPN+, teams should be aware of the tasks expected of them, whether as a host or a visiting club. This section looks to communicate these critical areas to ensure a successful broadcast production and bring the tournament to a higher level of professionalism and credibility.

U.S. Soccer Responsibilities

U.S. Soccer, via its third-party production partner, will be responsible (except as detailed below) for arranging all related equipment, staffing and on-air talent, producing the broadcast and incurring all related expense.

Home Team Responsibilities

Home teams will be responsible for appointing certain staff to support the broadcast production:

- Broadcast operations liaison (to coordinate logistics [e.g. venue inspection, production truck arrival time, parking location for truck and broadcast staff, game-day credentials] and other arrangements in advance with the broadcast production group). U.S. Soccer’s broadcast production group will initiate this coordination at the earliest possible opportunity (i.e. weeks in advance of the game) by contacting the home team’s broadcast operations liaison once a matchup and location have been determined;
- “Red Hat” position (person who communicates between the field and the broadcast production, typically from the fourth official’s table, providing game info [e.g. upcoming substitutions, confirmation of red and yellow cards] during the game; intimate knowledge of the sport is a requirement for this position); and
- Certified electrician on-site to troubleshoot any issues caused by power outages on the day of the event

Workflows relating to broadcast operations on a typical game day should unfold as follows:

Time Relative to Kickoff (hrs:mins)	Task
-10:00 to -8:00	Team/venue broadcast operations liaison (and electrician, if necessary) arrives at venue in advance of broadcast production truck, confirms readiness of space for production truck
-9:30 to -7:30	Broadcast production truck arrives at venue, parks and powers up
-9:00 to -7:00	Remaining broadcast production staff arrive at venue, team media operations manager delivers broadcast credentials and bibs (if required); if parking passes are necessary for production staff, these will be delivered at least one day before the game
-8:30 to -3:00	Equipment set-up (cable runs made, cameras set up, etc.)
-1:30	Red hat arrives, gets instructions from on-site broadcast production coordinator
-1:00	Official team lineups submitted to referee, copies given to press box and match commissioner
-0:45	Match commissioner to forward photo of official team lineups to Opta (U.S. Soccer’s official stat-tracking system) via text, email or other means for upload to system
-0:00	Kickoff
+1:55 to +2:45	Game ends

Time Relative to Game End (hrs:mins)	Task
+0:00 to +0:15	Broadcast wrap-up
+0:15 to +1:30	Strike equipment, load production truck, bibs (if utilized) returned to team
+1:30	Broadcast production truck leaves premises

Home Team Responsibilities (cont.)

Home teams will not charge any “park-and-power” fees to the Open Cup broadcast production and will be responsible for this expense if such charges are required by the venue.

Responsibilities of Both Teams

A credible production requires the broadcast staff (both the on-air talent and show director) to have an intimate knowledge of those they are reporting on. To that end, U.S. Soccer will be relying heavily on the participating teams to provide detailed background information regarding the players, coaches, past performance, etc., of their respective clubs. For those who may not have such information at the ready, U.S. Soccer will circulate a template for teams to fill in that will give the broadcast group a good start. Further, the broadcast production staff will look to coordinate phone conversations between themselves and each team’s head coach prior to each matchup to better understand the team’s important players, how the team will be approaching the match, and other items to watch for over the course of the game.



2020 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: \$0.575 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: _____

2020 Referee Fee Schedule

Referee Level	1st Round	2nd Round	3rd Round (if no D-I team)	3rd Round (if D-I team)	Round of 32	Round of 16 to Final
FIFA Referee	-	-	-	\$600	\$600	See following page
PRO and Nat'l Referee	\$150	\$300	\$300	\$500	\$500	See following page
FIFA Assistant Referee	-	\$250	\$250	\$350	\$350	See following page
PRO and Nat'l Assistant Referee	\$100	\$200	\$200	\$300	\$300	See following page
4th Official	\$85	\$125	\$125	\$200	\$200	See following page



2020 U.S. Open Cup Referee Payment Form (cont.)

2020 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>2020 Rate</u>
0 to 30 MLS regular season matches as Referee	\$955.24
31 to 60 MLS regular season matches as Referee	\$1,014.94
61 to 100 MLS regular season matches as Referee	\$1,074.65
101 or more MLS regular season matches as Referee	\$1,194.06

Assistant Referee:

<u>Experience Level</u>	<u>2020 Rate</u>
0 to 20 MLS regular season matches as Assistant Referee	\$656.73
21 to 40 MLS regular season matches as Assistant Referee	\$805.99
41 to 75 MLS regular season matches as Assistant Referee	\$895.53
76 to 149 MLS regular season matches as Assistant Referee	\$985.09
150 to 199 MLS regular season matches as Assistant Referee	\$1,014.94
200 or more MLS regular season matches as Assistant Referee	\$1,074.65

Fourth Official:

<u>Experience Level</u>	<u>2020 Rate</u>
Full- and Part-Time Referees (regardless of game count)	\$417.92
0 to 20 MLS regular season matches as Fourth Official	\$417.92
21 to 40 MLS regular season matches as Fourth Official	\$477.62
41 to 75 MLS regular season matches as Fourth Official	\$507.47
76 or more MLS regular season matches as Fourth Official	\$537.32

Fifth Official (Open Cup Final only):

<u>Experience Level</u>	<u>2020 Rate</u>
All experience levels	\$238.82



2020 LAMAR HUNT U.S. OPEN CUP TEAM ENTRY & INFORMATION FORM

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

Team Name: _____ League: _____

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: _____

Contact for Broadcast Ops./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 2020 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; teams from same club).

	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

REFUNDABLE PERFORMANCE BOND (ALL TEAMS): \$1,000.00 (this is a new requirement for 2019)

REQUIREMENT FOR FORM, FEE AND BOND: Per Section 201(a) of U.S. Soccer’s Open Cup Policy, 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 the Policy) shall be required to enter the Open Cup competition in each year in which they compete in an Outdoor Professional League. Submission of this form properly registers the team to take part in the 2020 competition. Tournament organizers will distribute the Finalists’ Edition of the 2020 Lamar Hunt U.S. Open Cup Handbook to the contacts listed on this form.

Note: After submitting this form, please communicate any changes to the data requested to opencup@ussoccer.org.

I am hereby authorized to submit this Team Entry & Information Form on behalf of my team and agree to the terms set forth by U.S. Soccer as detailed in the tournament Handbook for participation in the Lamar Hunt U.S. Open Cup and as may be communicated by U.S. Soccer after this Team Entry & Information Form has been submitted.

Signature: _____ Date: _____

PLEASE NOTE:

1. U.S. Soccer must **RECEIVE FORM, ENTRY FEE and PERFORMANCE BOND by TUESDAY, DEC. 17, 2019, AT 2 P.M. CT.** A team not submitting the fee and bond 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. 17.
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 “U.S. Soccer”

PLEASE MAIL TO: U.S. Soccer
Attn: U.S. Open Cup
1801 S. Prairie Ave.
Chicago, IL 60616

-or- **EMAIL FORM TO:** opencup@ussoccer.org

DEADLINE: TUESDAY, DEC. 17, 2019, 2 P.M. CT



2020 LAMAR HUNT U.S. OPEN CUP

VENUE DECLARATION FORM

(First Round through Championship Game)

Team Name: _____ League: _____

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 2020 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 **THURSDAY, JAN. 9, 2020**. 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 2020 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 2020 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 16 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
Sufficient power available at TV broadcast production truck location:	<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
High midfield and penalty area (18 yard line) 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
Sufficient Wi-Fi or internet service available for TV broadcast production:	<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: THURSDAY, JAN. 9, 2020



2020 LAMAR HUNT U.S. OPEN CUP HOME GAME APPLICATION FORM

(First and Second Round Games Only)

Team Name: _____ League: _____

Primary Contact/Title: _____ Phone: _____

Email address: _____ Mobile: _____

VENUE NOMINATED TO HOST FIRST ROUND GAME:

Preferred Date* (venue must be available both dates)	Venue Name (only one venue may be listed)	Proposed Kickoff Time (local time):
--	--	--

Tuesday, March 24 or
Wednesday, March 25: _____

VENUE NOMINATED TO HOST SECOND ROUND GAME:

Preferred Date* (venue must be available all three dates)	Venue Name (only one venue may be listed)	Proposed Kickoff Time (local time):
--	--	--

Tuesday, April 7,
Wednesday, April 8,
or Thursday, April 9: _____

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, *including not charging any park-and-power fees to the Open Cup broadcast production (and to be responsible for this expense if such charges are required by the venue)*. 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: A team’s preferred date will be honored except in the event that U.S. Soccer’s broadcast needs require a different date or if a team’s opponent has only one rest day between matches leading up to or following its Open Cup game (if the opponent’s league game is the preceding Sunday or the following Friday or Saturday). Should the competing teams in an Open Cup match have league games with one scheduled the preceding Sunday and the other the following Friday, preventing both teams from having at least two rest days both before and after their Open Cup game, the match date will be determined as outlined on page 15 of this 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: The Hosting Fee for First and Second 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 54 of the 2020 Open Cup Handbook.

PLEASE EMAIL COMPLETED FORM TO opencup@ussoccer.org
DEADLINE: WEDNESDAY, JAN. 15, 2020, at 2 P.M. CT

OVERVIEW:

Any team who may participate in the First and/or Second 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 all possible match dates for the round and on 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 First and Second Rounds, 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 First Round must do so no later than two weeks after the match has been arranged. For the Second Round, requests must be made no later than seven days prior to the start of the First Round. U.S. Soccer strongly encourages such agreements between the participating teams be arranged even earlier. (We suggest separate contingency agreements with each possible opponent.) This will 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, JAN. 15, 2020, at 2 P.M. CT**. Form can be emailed to **opencup@ussoccer.org**. Each team submitting this form implicitly agrees to fulfill the responsibilities listed on pages 35-36 of the 2020 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 or Second Rounds of the 2020 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 54 of the 2020 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—



2020 LAMAR HUNT U.S. OPEN CUP HOME GAME APPLICATION FORM

(Third Round and Round of 32 Games Only)

Team Name: _____ League: _____
 Primary Contact/Title: _____ Phone: _____
 Email address: _____ Mobile: _____

VENUE NOMINATED TO HOST THIRD ROUND GAME:

Preferred Date* (venue must be available all three dates)	Venue Name (only one venue may be listed)	Proposed Kickoff Time (local time):	Hosting Fee** (Fixed Amount)
Tuesday, April 21 Wednesday, April 22, or Thursday, April 23: _____	_____	_____	\$6,000 if game involves a Division I club

VENUE NOMINATED TO HOST ROUND OF 32 GAME:

Preferred Date* (venue must be available both dates)	Venue Name (only one venue may be listed)	Proposed Kickoff Time (local time):	Hosting Fee** (Fixed Amount)
Tuesday, May 19, or Wednesday, May 20: _____	_____	_____	\$12,000

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, *including not charging any park-and-power fees to the Open Cup broadcast production (and to be responsible for this expense if such charges are required by the venue)*. 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: A team’s preferred date will be honored except in the event that U.S. Soccer’s broadcast needs require a different date or if a team’s opponent has only one rest day between matches leading up to or following its Open Cup game (if the opponent’s league game is the preceding Sunday or the following Friday or Saturday). Should the competing teams in an Open Cup match have league games with one scheduled the preceding Sunday and the other the following Friday, preventing both teams from having at least two rest days both before and after their Open Cup game, the match date will be determined as outlined on page 15 of this 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 54 of the 2020 Open Cup Handbook.

PLEASE EMAIL COMPLETED FORM TO opencup@ussoccer.org
DEADLINE: WEDNESDAY, APRIL 1, 2020, at 2 P.M. CT

OVERVIEW:

Any team who may participate in the Third Round and/or the Round of 32 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 all possible match dates for the round and on 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 and the Round of 32, 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 or the Round of 32 must do so no later than the day the match has been arranged.

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, APRIL 1, 2020, at 2 P.M. CT**. Form can be emailed to opencup@ussoccer.org. Each team submitting this form implicitly agrees to fulfill the responsibilities listed on pages 35-36 of the 2020 Open Cup Handbook.
4. Each team who does not submit this form by the deadline will not be eligible to host games in the Third Round or the Round of 32 of the 2020 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 54 of the 2020 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—



2020 LAMAR HUNT U.S. OPEN CUP HOME GAME APPLICATION FORM

(Round of 16 and Quarterfinal Round Games Only)

Team Name: _____ League: _____
 Primary Contact/Title: _____ Phone: _____
 Email address: _____ Mobile: _____

VENUE NOMINATED TO HOST ROUND OF 16 GAME:

Preferred Date* (venue must be available all dates)	Venue Name (only one venue may be listed)	Proposed Kickoff Time (local time):	Hosting Fee** (Fixed Amount)
Wednesday, June 10, Tuesday, June 23, or Wednesday, June 24: _____	_____	_____	\$18,000

VENUE NOMINATED TO HOST QUARTERFINAL ROUND GAME:

Preferred Date* (venue must be available all dates)	Venue Name (only one venue may be listed)	Proposed Kickoff Time (local time):	Hosting Fee** (Fixed Amount)
Tue.-Wed., June 23-24, or Tue.-Wed., July 14-15: _____	_____	_____	\$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, *including not charging any park-and-power fees to the Open Cup broadcast production (and to be responsible for this expense if such charges are required by the venue)*. 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: A team’s preferred date will be honored except in the event that U.S. Soccer’s broadcast needs require a different date or if a team’s opponent has only one rest day between matches leading up to or following its Open Cup game (if the opponent’s league game is the preceding Sunday or the following Friday). Should the competing teams in an Open Cup match have league games with one scheduled the preceding Sunday and the other the following Friday, preventing both teams from having at least two rest days both before and after their Open Cup game, the match date will be determined as outlined on page 15 of this 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 54 of the 2020 Open Cup Handbook.

**PLEASE EMAIL COMPLETED FORM TO opencup@ussoccer.org
DEADLINE: WEDNESDAY, MAY 13, 2020, at 2 P.M. CT**

OVERVIEW:

Any team who may participate in the 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 all possible match dates for the round and on 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 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 Round of 16 must do so no later than the day the match has been arranged. For the Quarterfinal Round, requests must be made no later than seven days prior to the start of the Round of 16. U.S. Soccer strongly encourages such agreements between the participating teams be arranged even earlier. (We suggest separate contingency agreements with each possible opponent.) This will 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, MAY 13, 2020, at 2 P.M. CT**. Form can be emailed to opencup@ussoccer.org. Each team submitting this form implicitly agrees to fulfill the responsibilities listed on pages 35-36 of the 2020 Open Cup Handbook.
4. Each team who does not submit this form by the deadline will not be eligible to host games in the Round of 16 or Quarterfinal Round of the 2020 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 54 of the 2020 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—



2020 LAMAR HUNT U.S. OPEN CUP HOME GAME APPLICATION FORM

(Semifinal and Championship Games Only)

Team Name: _____ League: _____
 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)
Tue.-Wed., July 14-15*, or Tue.-Wed., Aug. 11-12*: _____	_____	\$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)
Tue.-Wed., Aug. 11-12*, or Tue.-Thur., Sept. 22-24*: _____	_____	\$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, *including not charging any park-and-power fees to the Open Cup broadcast production (and to be responsible for this expense if such charges are required by the venue)*. 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: _____
Must be signed by the president, general manager or other officer of the organization

* Note: U.S. Soccer will choose the date based on broadcast needs while taking into account each team’s league schedule. 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, JUNE 17, 2020, at 2 P.M. CT

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 all possible match dates for the round and on 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 seven days prior to the first match of the Quarterfinal Round. U.S. Soccer strongly encourages such agreements between the participating teams be arranged even earlier. (We suggest separate contingency agreements with each possible opponent.) This will 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 35-36 of the 2020 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 (quantities to U.S. Soccer subject to change)
 - 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 Endline 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 Endline 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 32-33 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, as well as the lower level seating area up to and including the 30th row
- 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 34 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, JUNE 17, 2020, at 2 P.M. CT**. Form can be emailed to opencup@ussoccer.org. Each team submitting this form implicitly agrees to fulfill the responsibilities listed on pages 35-36 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 55 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—



2020 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 and Second Round: Zero;

Third Round games that do not include a Division I team: Zero;

Third Round games that include a Division I team: \$6,000

Round of 32: \$12,000; Round of 16: \$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.



2020 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 Net Ticket Revenue less Standard
Deduction—enter \$0.00 if the difference results in a negative number): \$ _____

Line A: Hosting Fee computation (Ticket Revenue subject to sharing 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



2020 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). The budget code for the 2020 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 2020 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.

2020 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.



2020 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.



2020 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 56 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
(312) 808-1300



2020 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:			\$