



OPERATIONS MANUAL





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OPERATIONS MANUAL

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ARTICLE 1

LEAGUE AND MEMBERSHIP



OPERATIONS MANUAL

ARTICLE I LEAGUE & MEMBERSHIP

THE WPSL

1.01 NAME OF LEAGUE

The League is named the Women’s Premier Soccer League and is most referred to as the “WPSL.” The WPSL namesake and logo are registered and owned by Women’s Premier Soccer League, LLC. Official colors on the WPLS logo are Red (PMS 200) and Blue (PMS 2935) with an accent of Black and White trims. The Official WPSL logo includes artwork on the left side of the WPSL horizontal lettering of a female player dribbling a soccer ball.



25th ANNIVERSARY LOGO

In 2023, the WPSL has an official specialty logo for the 25th Anniversary of the WPSL. The logo has Red, Blue and Black and White variations.



1.02 HISTORY

The WPSL, founded in 1998 by the late Mr. Jerry Zanelli, enters its 25th season of play in May of 2023. The WPSL is widely regarded by industry enthusiasts as the “*Largest Women’s Soccer League in the World*” and is the longest tenured women’s soccer league in North America – amateur or professional,

1.03 PURPOSE

The Women’s Premier Soccer League strives to provide the highest level of developmental opportunities for amateur female players in the United States during the summer months. Entering its 25th season of play in 2023, the WPSL has grown to more than 125 teams with teams in all five U.S. time zones. Team rosters consist of highly skilled players from collegiate and post-collegiate institutions, and standout prep student-athletes.

1.04 AFFILIATION

The WPSL is affiliated with the United States Soccer Federation (*USSF*) and sanctioned by the United States Adult Soccer Association (*USASA*). In May 2023, the WPSL was granted Tier I status by the federation.

1.05 STRUCTURE

The WPSL is privately owned and based out of Oklahoma City, Oklahoma.

GOVERNANCE

1.06 WPSL OPERATIONS MANUAL

The WPSL is governed by the WPSL Operations Manual, which is produced and approved by the WPSL Executive Committee and updated on a seasonal basis or on an as-needed basis. The Operations Manual serves as a written outline of the league's rules, regulations, standards, and guidelines.

Each active WPSL Member is provided an electronic copy of the WPSL Operations Manual, and the most recent version is posted online at WPSLSoccer.com for Members in Good Standing to view via applicable Log-in and Password protected steps. The WPSL may modify the Operations Manual and/or add Addendums from time-to-time and will notify Members of changes of significance in writing and/or at the league's Annual General Meeting or in as timely a matter as possible.

It is the responsibility for WPSL Members to thoroughly read, become familiar with and comply by the rules, requirements and general standards outlined throughout the WPSL Operations Manual. Each WPSL Season, each WPSL Member is required to acknowledge in writing that it has received and reviewed the most recent WPSL Operations Manual. Failure to acknowledge may result in the Team losing its Member in Good Standing Status.

The WPSL Operations Manual contains confidential information regarding the league's business, soccer operations, and league standards. WPSL Members agree to maintain the WPSL Operations Manual and all corresponding Addendums in strict confidence.

1.07 ALIGNMENT & POSTSEASON FORMAT

Each season the WPSL produces its Seasonal Alignment, focusing on the geographical landscape of its Active Member.

- Four (4) Regions, formally referred to as:
 - West Region
 - Central Region
 - South Region
 - East Region
- Four (4) Conferences per Region (16 total) balance the alignment geographically. Depending on number of teams and proximity within teams, Conferences may retain Divisions within.
- The 16 Conference Champions advance to the WPSL Playoffs (Postseason).
- Four (4) Regional Champions are determined via a Semifinal and Final single-elimination bracket to determine its Regional representative in the WPSL Championship.
- The four (4) Regional Champions meet in the WPSL Championship in an agreed-upon location determined prior to the start of the season in a Semifinal and Final single- elimination bracket format to determine the WPSL Champion, which is awarded the Jerry Zanelli Cup.

FRONT OFFICE & STAFFING

1.08 LEAGUE HEADQUARTERS

The WPSL front office is located in Oklahoma City.

Women's Premier Soccer League / WPSL

1907 North Broadway Ave., Suite C

Oklahoma City, OK 73103

1.09 LEAGUE STAFFING

Women's Premier Soccer League, LLC appoints a President, up to two (2) Vice Presidents, a Commissioner, Deputy Commissioner, Commissioner Emeritus, and hires front office support personnel, such as: team services, marketing, communications/media relations, business operations, social media coordinator, referee liaison, medical director, legal counsel, etc.

Each Region is assigned an Associate Commissioner (four in 2023) and each Conference is assigned a Conference Delegate, recommended to the Executive Committee by the respective Region's Associate Commissioner. Conferences with Divisions may have multiple Conference Delegates to assist with duties.

Women's Premier Soccer League determines wages and benefits for all WPSL staffing, including full-time, part-time, seasonal, and hourly workers.

1.10 STAFF DIRECTORY

The WPSL Staff Directory is made available for WPSL members at WPSLSoccer.com under the Resources Tab. WPSL Staff Members receive a company email address and retain the right to keep their cell phone private should they elect.

1.11 EXECUTIVE COMMITTEE

The President retains the right to form a WPSL Executive Committee. For the 2023 Season, the Executive Committee consists of six individuals:

- WPSL President
- WPSL Vice Presidents (2)
- WPSL Commissioner
- WPSL Deputy Commissioner
- WPSL Commissioner Emeritus.

Should a member of the Executive Committee decline the position and/or resign, the President retains

the right to appoint an Associate Commissioner of his/her choice to serve on the Executive Committee.

1.12 ASSOCIATE COMMISSIONERS

The President may identify four (4) Associate Commissioners to serve on a seasonal basis. The Associate Commissioners are paid a seasonal stipend determined by the WPSL President and are reimbursed for expenses incurred representing the WPSL. Each Associate Commissioner is assigned to oversee a respective region and/or respective industry.

Within their respective Region, Associate Commissioners communicate with respective appointed Conference Delegates, team operators, future team operators, potential new markets, and assist with matters outlined throughout the WPSL Operations Manual.

1.13 CONFERENCE DELEGATES

Each WPSL Conference is assigned a Conference Delegate that assists with scheduling matters, playoff procedures, minimum standards, and team relations. The Associate Commissioner overseeing that respective Region recommends Conference Delegates to the Executive Committee no later than seven (7) days prior to the Annual WPSL AGM. Conference Delegates serve seasonal terms and are eligible to serve consecutive and multiple terms if recommended and approved.

1.14 CONFLICT OF INTEREST

No member of the Executive Committee, Associate Commissioner or Conference Delegates may render a WPSL decision in relation to a “soccer matter” involving a team or individual they are directly involved with or have been involved with within the past three (3) WPSL seasons. In the case of a conflict of interest involving the Commissioner or Deputy Commissioner, the WPSL President may assign the matter to an Associate Commissioner not in a conflicting position.

MEMBERSHIP

1.15 MEMBERSHIP MODEL

The WPSL is a membership-based model where teams retain the right to renew their participation in the league on a seasonal basis in the market in which the entity applied to the WPSL and were initially approved. Team's rights to return on a season-to-season basis are subject to the team remaining a Member in Good Standing. The WPSL is not a "franchise model" like many U.S. sports leagues and the WPSL does not grant or guarantee territorial or market rights, nor does the league enter multi-season terms with its membership.

1.16 TEAM PRINCIPAL

At all times, WPSL Teams must provide the league the Full Name and Contact Information of the Team's Principal. The Team Principal is defined as the lead liaison to the WPSL for business matters and is responsible for the team's payables, including WPSL liabilities. If league Member is a soccer club, the club must identify one individual to serve as the WPSL Lead Principal.

1.17 TEAM DIRECTORY

Each WPSL Team is required to provide the WPSL Team Services Director current contact information for the following:)

- Mailing Address of Team's Front Office (not a PO Box)
- Primary Telephone Number for Team's Front Office (for Public)
- Website and Social Media Addresses (and Links)
- Team Principal (Lead Liaison to WPSL)
- Soccer Operations Staff (Head Coach & Assistant Coaches)
- Marketing Staff (Social Media, Media Relations, Community Relations)
- Primary Home Venue (Address & Lead Contact)
- Alternate Home Venue (Address & Lead Contact)
- Team Physician / Certified Athletic Trainer / Sports Medicine Clinic Provider

1.18 TEAM NAME AND MARKS

Each team has the right to use its own team name and marks in connection with the normal operation and promotion of their respective team.

WPSL Teams must provide the league its current Official Team Name, Official Team Crest, Word Marks, Team Color Scheme, etc. If the Team Name/Crest is owned by a “Club” and not be an individual entity, the legal owner of record should be noted. If a Team Name/Crest is being loaned or leased to a WPSL Team, a copy of those terms should be made available to the WPSL upon request.

The WPSL retains the rights to reject a Team Name and/or Crest/Word Mark should it be deemed derogatory, controversial, and not in the spirit of good sportsmanship or of family values.

Should a WPSL Member compete in another amateur women’s soccer league, the WPSL will not allow the respective Team Name, Logo/Crest to be “secondary”, such as: II, U21, Reserves, etc. Secondary namesakes may apply for teams with affiliations in women’s or men’s professional leagues.

1.19 NEW TEAM FEE

Amount to enter the WPSL as a new Team is \$3,250.00 and payable in full upon remittance of the New Team Application. At no time will a New Team be approved and announced to the public without the New Team Fee paid in full. If Applicant is not approved the New Team Fee is 100 percent refundable.

1.20 NEW TEAM APPLICATION PROCESS

When the WPSL President deems a Team and Market worthy of consideration to join the WPSL, the following steps apply:

1. A member of the WPSL Executive Committee forwards prospective new team the WPSL Team Application. Included within the Application: questionnaire on applicant, market, stadium information, business plan, and marketing strategies, proposed staffing levels, soccer experience, budget, etc.
2. Application must be completed in full, remitted on or before December 31 annually, and be accompanied by \$3,250.00 New Team Fee. If the Applicant is denied, New Team Fee amount is returned to the Applicant at the address provided on the Application. The WPSL retains the right to extend the New Team Application deadline past December 31.
3. Upon receipt of the Application and supplement materials, the President forwards the information to the Executive Committee. The President provides the committee reasonable ample time to review each Application.
4. The Executive Committee may request additional information from the Applicant outside of what was remitted from the initial Application.
5. Should the Applicant’s desired market be within the metro-area of active WPSL team(s), the team(s) in that respective metro-area will be contacted via telephone and/or in writing and retains the opportunity to provide professional feedback on the prospective Applicant.

6. Upon receiving feedback, WPSL President renders final decision on Applicant.

NEW TEAM APPLICATION PROCESS, CONTINUED

7. WPSL President notifies Applicant in writing of Executive Committee’s decision.
8. If approved, Women’s Premier Soccer League, LLC forwards the WPSL Operations Manual to the Applicant for the upcoming playing season.
9. Applicant has ten (10) days to review Operations Manual and electronically authorizes that he/she has read and understands the terms and conditions outlined throughout the WPSL Operations Manual and executes the WPSL Obligations of a Member document.
10. In cooperation with Applicant, the WPSL formally announces “New Team in WPSL” on mutually agreed-upon date by both parties via its respective Communications Departments.
11. The WPSL traditionally unveils its Roster of Teams and Conference Alignments to the general public during its Annual General Meeting (AGM).

1.21 NEW TEAM FEE REFUND

No refunds will be provided on New Team Fees following the formal approval and public unveiling of New WPSL Team. No exceptions.

1.22 ANNUAL MEMBERSHIP DUES

Teams are required to pay Annual Membership Dues on a season-to-season basis to be classified as a “Member in Good Standing” for the current or upcoming WPSL season(s), and upon payment in full, teams are placed in the upcoming season’s Roster of Teams and Region/Conference Alignment, and subsequently begin the process of fulfilling their regular season schedule.

Annual Membership Dues Terms are Invoiced and Paid in two (2) installments:

	<u>2023 SEASON</u>	<u>2024 SEASON</u>
Annual Membership Dues:	\$4,000.00	\$4,000.00
Payment #1 (Commitment Fee):	October 3, 2022	October 2, 2023
	\$1,000.00	\$1,000.00
Payment #2 (Balance):	January 10, 2023	January 10, 2024
	\$3,000.00	\$3,000.00

- **Discount:** A 5% discount is applied for Annual Membership Dues paid in full by the Commitment Fee due date listed above.
- **Late Fee:** 15% charged on Annual Membership Dues past due balances (Oct. 3 and Jan. 10 for the 2023 WPSL Season). The League may extend up to a 14-day “Grace Period” before fines

apply.

1.23 ANNUAL MEMBERSHIP DUES REFUND

Dues will not be refunded to teams other than under the following circumstances:

Act of God – if team’s season is terminated due to an “act of God”, such as a national pandemic or natural disaster.

League Schedule (minimum number of dates) – should the league not be able to deliver the minimum number of regular season games due to not enough opponents within reasonable geographical distance, the WPSL will refund the Member a pro-rated amount of the Team’s dues versus the eight-game minimum.

Example: if a team was only scheduled six home games (75% of the league minimum) and Annual Membership Dues paid by the team were \$4,000, the team would receive a refund of \$1,000.00 (25% of \$4,000.00).

1.24 OBLIGATIONS OF A MEMBER

Each WPSL Member is required to have a signed executed copy of the most recent distributed version of the Obligations of a Member document on file with the WPSL Front Office to remain a Member in Good Standing and be eligible to participate in the upcoming season.

If there are significant alterations Obligations of a Member documents, a revised Obligations of a Member document may be presented to respective WPSL Member. The Member will have 14 business days from receipt to sign and return the Obligations of a Member Document to remain a Member in Good Standing. A copy of the Obligations of a Member document will be posted online at WPSLSoccer.com in the Resources TAB. Failure to execute a current WPSL Obligations of a Member document will result in the team no longer being a Member in Good Standing and not eligible to be placed amongst the WPSL Roster of Teams for the respective season.

1.25 VENUE APPLICATION

Each season, WPSL teams are required to remit the WPSL Venue Application to the WPSL Commissioner or designated individual for all venues the teams may play home matches at for the upcoming season. No team will be permitted to finalize its regular season schedule and release to the public without the Venue Application first being approved by the Commissioner or designated individual.

1.26 ANNUAL GENERAL MEETING (AGM)

The WPSL will host an Annual General Meeting – commonly referred to as “AGM” - once a year, traditionally in January or February. The date and location will be announced approximately 60 to 90 days in advance and be in a city that services major airline schedules. WPSL Annual Membership Dues must be paid in full, and team must carry a zero balance for a team to be classified as a “Member in Good Standing” to attend WPSL AGM. All Regional, Conference and Divisional alignments will be

finalized based on teams classified as Members in Good Standing.

NOTE: WPSL may elect to host its AGM virtually instead of conducting an in-person gathering.

1.27 MANDATORY ANNUAL GENERAL MEETING (AGM) ATTENDANCE

It is mandatory each team have minimum of one (1) senior level member of a team's ownership and/or front office or member of coaching staff at the Annual General Meeting (AGM). The team representative must be an active participant with the Team/Club and attend all WPSL meetings and specials events on the AGM schedule. *Teams in violation with incur a \$1,250.00 fine.* The fine must be paid in full for the Team to be formally placed in a Region and Conference and will not be able to select home dates throughout the scheduling process until the fine is paid in full. The lone excused absences that will be granted are acts of God and Family Emergencies as approved by the WPSL President.

1.28 Additional Mandatory Meeting Attendance

The WPSL retains the right to require Members to be present Virtually for Meetings other than the Annual General Meeting and may assign a fine structure *not to exceed \$250.00* for Members who fail to comply. Such Meetings may include but are not limited to the following examples:

- Conference Scheduling Meeting
- Match Operations Preseason Meeting
- Player Registration Tutorial
- Misc.

1.29 TEAM SELF-IMPOSED SEASON SUSPENSION

A team may suspend operations on a season-to-season basis for up to two (2) concurrent seasons, remain a Member in Good Standing, and not compete in a comparable North American women's soccer league during this self-imposed suspension period (unless team receives written approval from WPSL President to participate in competing league); and return to the WPSL without remitting a New Team Fee (currently \$3,250.00) if the terms below are exercised:

Season #1 Suspension: *Remit \$500.00* and notify League of intentions no later than January 10 of the calendar-year of the season it elects to not play.

Season #2 Suspension: *Remit an additional \$500.00* and notify League of intentions to remain suspended no later than January 10 of the second season the team does not play in the WPSL.

Season #3 Suspension: *Not applicable.* Maximum number of seasons a team may remit \$500.00 Suspension Fee is two (2) consecutive seasons.

Teams electing to return to the WPSL that failed to remit Suspension Fee must complete a New Team Application and remit the full price of the New Team Fee (currently \$3,250.00).

- Teams that remit Suspension Fees are not granted "Territorial or Market Rights", nor do they keep the WPSL from soliciting and/or entering into New Team Agreements with new teams from the same metropolitan area.

- Teams classified as “Suspended” will continue to receive WPSL internal communications, receive invitation to WPSL AGM, and its logo and namesake will still be tied to the WPSL’s membership in selected online and print promotional items.

1.30 LEAGUE IMPOSED SEASON SUSPENSION OR EXPULSION

Women’s Premier Soccer League, LLC retains the right to suspend and/or terminate a team’s rights as members should member no longer be a “Member in Good Standing” as outlined throughout this WPSL Operations Manual. Should League impose a one-season suspension, and team elects to return the immediate season following the suspension, the *team must remit the \$500 “Suspension Fee”* under the terms and conditions outlined in Article 1.29 prior to being re-classified as an Active WPSL Team.

1.31 TEAM RIGHTS – TO OUTSIDE THIRD PARTY

At no time may a Team sell, lease, or loan their rights as a WPSL Member to another entity without detailed communication with the WPSL in advance – and must seek approval for the new relationship/partnership to be considered a Member in Good Standing and Active Member of the WPSL. The WPSL is a Membership-based Model where teams retain the right to renew their WPSL Membership on an annual basis under the terms and conditions outlined throughout the *WPSL Operations Manual*. The WPSL is not a Franchise-based Model.

Should an existing WPSL team elect to join forces with an pre-approved entity outside of the WPSL, *a \$1,500.00 partnership transfer fee will apply*. The WPSL retains the right to approve/deny any new “partner’s” involvement in the WPSL.

1.32 TEAM RIGHTS - WITHIN EXISTING TEAM/CLUB

Should the Team Principal wish to transfer their controlling WPSL rights to an existing partner or partners within their ownership group/club operations, it must make the request in writing to the WPSL President and seek formal approval. The WPSL retains the rights to approve or deny entrance into the WPSL as part of the transaction.

1.33 LEAGUE RIGHTS TO TAKE OVER A TEAM

The WPSL retains the rights to transfer the team’s rights over to a new Owner/Operator should the originating Owner/Operator be in violation of WPSL guidelines that force expulsion from the League. The WPSL does not retain the rights to a team’s brand, logo, and namesake without the written consent of the Owner/Operator or via court assignment. Should the WPSL assume control of an existing team, the League is not responsible for the team’s financial liabilities prior to taking over day-to-day operations.

1.34 DISBANDING DURING SEASON

In the event a team, by disbanding or for any other reason, withdraws from the league without finishing its scheduled games the following will take effect:

- If at least half (50% or more) of the full schedule of games has been played, all resulting scores shall stand as validated by the league.
- The remaining scheduled games shall be credited to the opponents, with the score of 3-0.

Disbanding During Season, continued

- If less than one-half (less than 50%) of the full schedule of games has been played, the resulting scores of the games played shall be canceled.
- All players from disbanding team will be declared “Free Agents” by the WPSL and be available to register with other WPSL teams once cleared by USSF and/or USASA.

1.35 FORCE MAJEURE

Should the League not be able to deliver a Regular Season schedule to a Team, Division, Conference, Region and/or entire League due to “acts of God” – unavoidable and out of the Team and League’s control, such as a pandemic or natural disaster, the Team will be refunded one hundred percent (100%) of the amount paid on its Annual Membership Dues for the season impacted.

The refund will be remitted no later than 30 days following the League’s formal date of notice terminating the impacted team’s regular season.

1.36 TAMPERING WITH PROSPECTIVE NEW WPSL TEAM

Active WPSL teams may not engage with potential New WPSL Team (Expansion) candidates and discuss “merger/transfer” opportunities without prior consent from the WPSL President. An active WPSL Team does not retain the right to transfer their playing rights to a potential new member. In some instances, the WPSL may deem that the business model and/or on-field product may be enhanced by a “joint-effort” in a particular market and recommend joining forces and make the appropriate introductions and introduce business terms beneficial to both parties. *Tampering may incur a fine up to the equivalent of the WPSL New Team Fee (\$3,250.00) and/or subject to suspension or expulsion from the WPSL.*

1.37 PROVISIONAL STATUS

The WPSL does not allow teams to play under “Provisional Status”.

1.38 LEAGUE SPONSORSHIP/PARTNERSHIP OBLIGATIONS

Teams are required to honor WPSL sponsorship/partnership agreements. WPSL will provide written instructions on a timely basis to teams notifying members of their stated requirements for meeting specific sponsorship obligations. This may include, but is not limited to: venue signage, website and social media billboards/promotions, in-game promotions, print advertising, product sampling, use of soccer-related items... *Failure to abide by selected sponsorship may result in a fine*

up to \$1,500 for each occurrence and subject to suspension or expulsion from the WPSL.

1.39 SERVICE FEES

A 3% fee will be charged on electronic payment transactions made to the WPSL.

1.40 SafeSport act of 2017

All WPSL Lead Principals, individuals associated with Active Teams that have regular contact or authority over athletes, coaching staff and players must successfully complete the U.S. Center for SafeSport Training on an annual basis.

Individuals will not be permitted to participate in a WPSL match until the Registration software of the WPSL confirms completion of SafeSport training. The League will assist by providing the tools and links to access the mechanisms to complete the process.

Teams are responsible for associated costs tied to SafeSport and Background Checks, when applicable.

SafeSport resources are posted under Resources Tab on league's website that outlines the proper protocol should a player or staff member elect to file a good faith confidential report. Participants are encouraged to report any suspected abuse, misconduct, or policy violations to the Center for SafeSport. Instructions, including contact information, are detailed within the Resources Tab.

The league will provide all participants easy access to the U.S. Soccer Integrity Hotline. Reports submitted will be handled promptly and discreetly as possible, with facts made available only to those who need to investigate and resolve the matter.

For participants whose background screening is rejected, the WPSL will not internally rule on any appeal made by a participant.

NOTE: WPSL Teams are ultimately responsible for ensuring their organization follows standards set for by the U.S. Center for SafeSport.

ARTICLE 2

COMPETITION



OPERATIONS MANUAL

ARTICLE 2 COMPETITION

STRUCTURE

2.01 STRUCTURE

The annual season is comprised of a Regular Season and WPSL Playoffs.

2.02 QUALIFICATION FOR PLAYOFFS

Each Conference Champion (16) qualifies for the WPSL Playoffs.

REGULAR SEASON

2.03 LENGTH OF SEASON

WPSL matches are played during the summer and the Regular Season and Playoffs are scheduled to attempt to avoid conflicts with collegiate athletic and academic spring semester calendars.

Traditionally, the WPSL Regular Season is scheduled from May thru early-July. The WPSL retains the right to set forth a date as the team's final date to open their season (home or road games). For the 2023 WPSL Season, all teams must have opened the season by July 1, 2023.

NOTE: Each individual conference retains the ability to control their start and end dates to best serve their members.

2.04 NUMBER OF REGULAR SEASON GAMES

Each WPSL team will play a minimum of eight (8) and a maximum of twelve (12) regular season games.

NOTE: A Conference may apply for a waiver on minimum number of games (8) with the Commissioner or Deputy Commissioner due to extreme scheduling circumstances, such as: number of teams in conference, travel restrictions, weather, etc. However, this request must be made on behalf of the entire Conference, and not just an individual team(s).

Should a team desire to play more than twelve (12) games, any games over 12 will be considered as "Friendlies" and not be classified as WPSL games, nor count in the WPSL Standings. WPSL Teams may play "Friendlies" and utilize the WPSL brand, its roster, and other operational and marketing assets. Additional insurance policies may apply for games played outside of the WPSL schedule. To utilize WPSL Referees, please make request to the WPSL Referee Coordinator at least 21 days prior to the scheduled "Friendly."

NOTE: Non-Sanctioned WPSL Game Form must be submitted to WPSL Deputy Commissioner for

approval.

SCHEDULING

2.05 SCHEDULING PROCESS

The WPSL schedules all Regular Season and Playoff games.

* Only Teams classified as “Member in Good Standing” are eligible to participate in Scheduling process
– No exceptions.

“Member in Good Standing”: Annual Membership Dues paid in full, account balance of zero, and official team delegate present at mandatory WPSL AGM scheduled events and meetings.

2023 WPSL Scheduling Timeline

Feb. 1	Date Availability Report Due
Feb. 4	Conference / Divisional Alignments unveiled. Schedule Protocols Outlined for each Conference
Feb. 6-15	Schedule Construction
Feb. 17	Draft #1 of Schedule Disbursed
Feb. 20 - March 1	All Home Dates must be confirmed with respective Venues.
March 3	SCHEDULE DEADLINE
March 5-10	Schedule inputted into WPSL electronic scheduling software.
March 14-17	Schedule unveiled to Public by WPSL Region

2.06 Scheduling Omissions

It is imperative WPSL Member Teams cooperate in a timely manner throughout the scheduling process to fulfill a complete home and road schedule for the entire WPSL Roster of Teams. Failure to do so impacts the overall image of the league and provides a significant setback to all the teams within the Conference.

Should a Team fail to have all its Home Dates secured (including kickoff times and match locations) by the date established the WPSL Deputy Commissioner outlined in Scheduling, the following will occur:

- 1. Team will be fined \$250.00.*
2. Team will be formally notified that it has seven (7) days to fulfill all remaining omissions in its schedule and will be fined an additional \$50 per day beginning that day until resolved.

Scheduling Omissions, CONTINUED

3. Should the Team fail to comply within the seven (7) day period provided, the WPSL Commissioner or Deputy Commissioner retain the rights to implement the following:
 - a) Place the dates in question as Road Games at the opponent's field that is impacted due to the omission(s); or
 - b) Place the Team as a Member Not in Good Standing and remove the Member from that Season's Roster of Teams.

NOTE: An act of God is the lone exception a WPSL Team may delay the scheduling process...

2.07 SCHEDULING PRIORITIES & KICKOFF TIMES

Travel: Should a scheduling conflict arise, teams in each conference who have the longest distance to travel by miles should be provided preferential treatment.

Sunday thru Thursday: Kickoff times for Sunday thru Thursday WPSL matches must allow the Road Team ample travel time to arrive home no later than Midnight in their respective time zone (allow two hours for match and 30 minutes to depart facility).

Example: if Road Team's projected travel return time home is three (3) hours, the latest kickoff should be on a Sunday thru Thursday match should be 6:30 p.m.

Friday: Matches should not kickoff prior to 5 p.m. without consent from Road Team.

Friday and Saturday: Kickoff times should be scheduled in accordance with respect to the travel distance required for the Road Team's travel home. WPSL encourages matches to not kickoff past 8 p.m. local time unless reasonable weather delay and/or agreed upon by the Road Team.

2.08 RE-SCHEDULED MATCHES - DATES

No DATE change in the WPSL schedule will be considered without an electronic completed Game Change Request Form sent to the WPSL office with approval and signatures from both team representatives. Any Fees tied to the change of a DATE for a must be paid at the time of remitting the Time Change Request. The team (home or road) requesting the change are responsible for remitting the fine.

DATE CHANGE FEE STRUCTURE

Prior to April 1:	No Fee
11+ Days in Advance:	\$100.00
10 Days or Less:	\$200.00

2.09 RE-SCHEDULED MATCHES - TIMES

No TIME change in the WPSL schedule will be considered without an electronic completed Game Change Request Form sent to the WPSL office with approval and signatures from both team representatives. Any Fees tied to the change of a TIME for a must be paid at the time of remitting the Time Change Request. The team (home or road) requesting the change are responsible for remitting the fine.

TIME CHANGE FEE STRUCTURE

Within 1-Hour Difference:	No Fee
More than 1-Hour Difference:	\$50.00

2.10 RE-SCHEDULED MATCHES - VENUE

No VENUE change in the WPSL schedule will be considered without an electronic completed Game Change Request Form sent to the WPSL office with approval and signatures from both team representatives. Any Fees tied to the change of a VENUE for a must be paid at the time of remitting the Time Change Request.

VENUE CHANGE FEE STRUCTURE

Prior to April 1:	No Fee
11+ Days in Advance:	No Fee
10 Days or Less:	\$50.00

2.11 CANCELLATIONS – “ACT OF GOD”

No game may be canceled prior to the scheduled date unless both teams and the Commissioner, Deputy Commissioner or Associate Commissioners agree. If a stadium/soccer facility is closed due to “acts of God” or circumstances beyond control, the League must receive notice in writing from stadium management immediately when closure decision is made.

The Commissioner(s) will determine on a case-by-case basis whether a game is considered a cancellation or forfeit. **A postponed game shall be attempted to be played and completed within 72 hours from the originally scheduled date/time.** If all possible attempts to get the game re-scheduled fail, then the un-played game final score will be reported as 0-0, and standings points will be calculated by the average per game points each respective team received for the regular season.

2.12 POSTPONEMENTS – “ACT OF GOD”

Once in progress, a match may be delayed or postponed due to unfavorable weather and/or other adverse conditions beyond the control of the teams, which would make the playing of the match impractical or dangerous. Only the referee retains the authority to delay or postpone a match.

Unless both teams and referee agree, teams must wait minimum of one hour before abandoning a match that been delayed. The one-hour grace period may be extended up to a maximum of three (3) hours by the referees, but only if there is a reasonable likelihood that the match could be resumed and completed that day.

If a match needs to be terminated and the first half has been completed, the match will count as the complete and official match result. If a match is terminated prior to completion of the first half, the teams must mutually-agree on a date and time to re-schedule. If a date/time is not agreed-upon by both teams, the final date/time will be determined by the Associate Commissioner or Deputy Commissioner.

POSTSEASON

2.13 WPSL PLAYOFFS FORMAT

Three-tiers of success are required to advance to WPSL Championship:

- **Conference Champion** – win respective Conference and advance to Regionals
- **Regional Champion** – win respective Regional and advance to WPSL Regionals
- **WPSL Champion** – win semifinal and final to be crowned WPSL Champion.

WPSL Playoffs consist of two rounds of single-elimination bracket play:

- **WPSL Regionals** (4 Teams @ 4 Locations): mid-July, Rotating Host Sites (see chart).
- **WPSL Championship** (4 Teams @ 1 Location): 3rd-week of July, Site to be determined by league.

2.14 WPSL REGIONAL LOCATIONS

The locations of the four (4) WPSL Regionals rotate between Conferences on a season-to-season. The Conference Champion from each designated Conference will serve as Regional host. The WPSL retains the right to assign the Regional site to a new location should a team not be in Good Standing, or host facility not be up to WPSL standards.

SEASON	WEST REGION	CENTRAL REGION	SOUTH REGION	EAST REGION
2023	Desert	Midwest	Southeast	Northeastern
2024	Northwest	Northern	Red River	Metropolitan
2025	So Cal	Heartland	Texas Triangle	Lake Erie
2026	Pac North	Mountain	Sunshine	Mid-Atlantic

NOTE: Conference names, Regional alignments and roster of teams are subject to change from season to season. WPSL will make its best efforts to ensure a Conference is not penalized within the rotation due to alignment alterations that may occur from season-to-season.

In lieu of a dispute regarding Regional Host, the WPSL Deputy Commissioner will make the final decision prior to the start of the Regular Season on the conference that will host a respective Regional Championship.

Should the Conference Champion not be able to serve as Regional host, next season's conference champion, based on rotation, is given the opportunity to host without losing its queue.

2.15 WPSL REGIONAL HOST GUIDELINES

Each host for a WPSL Regionals must execute minimum standards as outlined in the WPSL Operations Manual.

General Responsibilities of Regional Host:

- Provide an acceptable rate at 3 Star Hotel for Regional Teams (7 double rooms). *The Host does not pay for the rooms and is only responsible for securing rates and room holds.*
- Remit payment to Referees for all three games with rates established by the WPSL.
- Provide Field and Game Operations consistent with WPSL and FIFA standards.
- Provide Alternate Field location (turf).
- In “good faith” put best effort possible in promoting and marketing the WPSL Regional.

NOTE: If a team is NOT able to host the WPSL Regionals for their respective Region due to lack of facility availability, it must notify the League prior to the start of the WPSL AGM.

2.16 WPSL CHAMPIONSHIP LOCATION & HOSTING GUIDELINES

The WPSL retains the rights to select the Host City and Venue for the WPSL Championship.

The 2023 WPSL Championship will be hosted in Stillwater, Okla. on the campus of Oklahoma State University and hosted by the WPSL. The dates and kickoff times for the semifinals and finals will be established once the four qualifying teams are finalized and travel arrival times are confirmed.

- The four qualifying teams are responsible for securing their own travel accommodations. The Host will assist in securing acceptable ground transportation and hotel room rates in accordance with market standards for the host city.
- The Host is responsible for all expenses associated with hosting a Championship semifinal and final in a national league with elite athletes, including providing a first-class venue, quality playing surface (including alternate turf venue), professional game operations, and minimum 14-day marketing campaign.

2.17 WPSL CHAMPIONSHIP SEMIFINAL PAIRINGS

The WPSL Championship Semifinal matchups are based on an annual rotation of the four (4) WPSL Regions as reflected below. Matchups only are valid in the league’s current four-Region format.

See Historical and Future Semifinals Regional Rotation Matchups on next page.

**WPSL CHAMPIONSHIP SEMIFINALS
REGIONAL ROTATION MATCHUPS**

2016 thru 2025

2016 WPSL SEMIFINALS

West vs. South
Central vs. East

2017 WPSL SEMIFINALS

West vs. Central
East vs. South

2018 WPSL SEMIFINALS

West vs. East
South vs. Central

2019 WPSL SEMIFINALS

West vs. South
Central vs. East

2020 WPSL SEMIFINALS

Did Not Play

2021 WPS SEMIFINALS

Did Not Play

2022 WPSL SEMIFINALS

West vs. South
Central vs. East

2023 WPSL SEMIFINALS

West vs. Central
East vs. South

2024 WPSL SEMIFINALS

West vs. East
South vs. Central

2025 WPSL SEMIFINALS

West vs. South
Central vs. East

2.18 WPSL Championship Semifinals & Finals Seeding

The higher seeded team in the WPSL Championship Semifinals and Finals is classified as the “Home Team” and is determined:

WPSL Championship Semifinals: Seeding is based on the team’s Regular Season winning percentage. If both teams have identical Regular Season winning percentages, the Tiebreaker is as follows:

1. Goal Differential of Regionals
2. Goal Differential of Regular Season (on per game average basis)
3. Coin Toss by WPSL Commissioner or Deputy Commissioner

WPSL Championship Semifinals & Finals Seeding, continued

WPSL Finals: Seeding/Home Team is based on the Goal Differential of each team's WPSL Championship Semifinal. If both teams have identical results, the Tiebreaker is as follows:

1. Regular Season Winning Percentage
2. Goal Differential of Regular Season (per game average basis)
3. Coin Toss by WPSL Commissioner or Deputy Commissioner

Uniform Selection: The Home Team earns the right to select their uniform selection for WPSL Championship Semifinals and Finals. The WPSL Commissioner or Deputy Commissioner will orchestrate the timing and communication amongst teams on the final uniform combinations for all three (3) matches.

2.19 WPSL PLAYOFFS NON-PARTICIPATION RULES

For the WPSL to schedule and maintain a fair and practical Playoff structure, the following policies have been implemented:

JUNE 15 NOTIFICATION DEADLINE:

No later than Wednesday, **June 15 by midnight EST**, any team that notifies the WPSL Deputy Commissioner in writing that they elect to **NOT PARTICIPATE** in the WPSL Playoffs, will not incur a fine. Should a team that opted out of the Playoffs win its respective Conference, it may not change its mind and compete in the WPSL Playoffs.

A team that has opted out is not eligible to participate in its Conference Championship tournament or match, if applicable.

NOTE: The Team, WPSL Commissioners and WPSL Front Office will keep WPSL Playoff non-participation information **CONFIDENTIAL** to ensure inconsistent reasoning does not get publicly disclosed. *The league is responsible for providing formal statement about the team not participating, only if necessary.*

CONFERENCE REPLACEMENT TEAM

The Team finishing highest in the respective Conference that did not opt out of the WPSL Playoffs will serve as the Conference's representative in the WPSL Playoffs and attend Regionals as the Conference representative. *The Team, WPSL Commissioners and WPSL Front Office will keep this information HIGHLY CONFIDENTIAL*, so information does not become publicly disclosed.

If the Conference's Replacement Team also opts out of the WPSL Playoffs, the Commissioner or Deputy Commissioner retains the right to select the team that will represent the respective Conference in the WPSL Playoffs and participate in WPSL Regionals.

ENTIRE CONFERENCE OPT-OUT

Should all eligible teams from the same Conference opt-out of the Playoffs, the Conference *may* at the discretion of the Commissioner or Deputy Commissioner lose its current positioning in the WPSL Regional Host Rotation and be dropped one-to-three seasons within the rotation.

EXAMPLE: Blue Conference does not send an eligible team from their respective Conference to the 2023 WPSL Playoffs – and the Blue Conference is slated to host Regionals in 2024 – Blue Conference may be moved to the bottom of the rotation order and not be eligible to host WPSL Regionals until 2026.

FAILURE TO PARTICIPATE IN WPSL PLAYOFFS (after June 15)

Should a team fail to notify the WPSL Deputy Commissioner prior to June 15 and not participate in the WPSL Regionals (regardless of reasoning), *the respective team is fined \$3,000 and not eligible to participate in the next season's WPSL Playoffs.*

OR

Participates in WPSL Regionals yet elects to not participate in the WPSL Championship (regardless of reasoning), *the respective team is fined \$6,000 and is not eligible to participate in the next season's WPSL Playoffs.*

FINES FROM NON-PLAYOFF PARTICIPATION

All fines in relation to Non-Playoff Participation will be allocated to the WPSL Playoff Pool.

NON-PLAYOFF PARTICIPATION PUBLIC MESSAGING

All messaging will be orchestrated via the WPSL front office to ensure that statements are consistent to why the winner of the Conference is not advancing to the WPSL Playoffs (if necessary).

2.20 WPSL CHAMPIONSHIP SELECTION OF TEAMS DUE TO “NO SHOW”

Should a Regional Champion elect to not attend the WPSL Championship, the replacement team is selected based on the following priority:

1. Team who finished Runner-up in Region (Finalist)
2. Team who finished Third in Regional (by Aggregate Goals For vs. Goals Against)
3. Selected by WPSL Commissioner or Deputy Commissioner

2.21 WPSL PLAYOFF POOL

All WPSL Teams participating in the Regular Season will be assessed a Playoff Pool Fee (currently \$350) **payable by January 10**. Pool to be distributed to teams who participate in the WPSL Playoffs - WPSL Regionals and WPSL Championship. *A 15% late fee will apply (\$402.50).*

One hundred percent (100%) of fees collected will be distributed to the 16 WPSL Playoff participants via a pre-determined scale outlined below:

Playoff Pool Income Sources:

- Collected Team Playoff Pool Assessments (\$350/team); and
- Up to \$10,000 from Fines collected from respective season.
- WPSL responsible for any overages required to remit Playoff Pool amounts.

Playoff Pool Team Disbursements – remitted within five business days of the conclusion of each team’s final playoff game.

- Regional Hosts - \$500.00
- Per Game Advancement - \$500.00 per game played
- Champion - \$500.00
- Travel Distance - \$1.70/mile roundtrip city-to-city

2.22 JERRY ZANELLI CUP

The WPSL Playoff Champion will be recognized in official WPSL news releases and marketing materials as the winner of the Jerry Zanelli Cup, in honor of WPSL founder Jerry Zanelli. Each team that participates in the WPSL Finals will receive thirty (30) medals to distribute to their respective athletes, coaches, and administrators. The winning Team will also receive a replica Jerry Zanelli Cup, while the runner-up Team will receive a The WPSL Playoff Champion will be recognized in official WPSL news releases and marketing materials as the winner of the Jerry Zanelli Cup, in honor of WPSL founder Jerry Zanelli. Each team that participates in the WPSL Finals will receive thirty (30) medals to distribute to their respective athletes, coaches, and administrators. The winning Team will also receive a replica Jerry Zanelli Cup, while the runner-up Team will receive a Finalist Cup.

LAWS OF THE GAME

2.23 LAWS OF THE GAME

All WPSL games shall be conducted according to the rules and regulations recognized by the League. Playing Rules of the League shall be those adapted by the most recent USSF/FIFA rulebook, except for exceptions listed herein.

2.24 GAME CLOCK

The official game time for all WPSL games will be managed on the field by the referee. If necessary, the referee may also allot additional time (a.k.a. “stoppage time”) at the end of each half, and if applicable, first extra time period and second extra time period during playoff matches – to allow for injuries, time-wasting and/or other disturbances.

The Stadium clock will start at kickoff of each half.

- The clock will count upward from 0:00 to 45:00 in the first half; and
- From 45:00 to 90:00 in the second half.

For statistical purposes, the minutes for goals, yellow cards, etc. will be listed from the first minute until the 90th minute.

- A goal scored at 15:10 will be listed as having been scored in the “16th Minute”.
- Events occurring during stoppage time will follow the international norm by being marked with a “+” sign and the additional minutes. For example: goal scored three (3) minutes into first-half stoppage time will be official identified at “45’+3”.

STANDINGS

2.25 WPSL STANDINGS POINT SYSTEM

Win:	3 Points
Tie:	1 Point
Loss:	0 Points
Forfeit:	-3 Points (<i>deduction</i>)

2.26 GOAL DIFFERENTIAL CAP

WPSL Regular Season games will be “capped” as a five (5) Goal Differential (+5)

- Forfeits will be classified as 3-0 result
- Tie in Standings: Goal Differential (Tiebreaker #2 below) will be calculated as +5, but total goals scored will remain “as is” scored in the game for Tiebreaker #3 below.

Example: Bears FC beat Lions SC 12-3 (game will be +5 for Goal Differential, but the 12-3 result will remain for Goals Scored and Goals Against record-keeping purposes).

2.27 TIE IN STANDINGS

In case of a tie in the final Division/Conference Standings, the following tiebreaker system will be used:

1. Head-to-head record between Teams.
2. Goal difference between the Teams.
3. Goal difference within the Conference.
4. Most goals scored within the Conference.
5. Fewest goals allowed within the Conference.
6. Coin Toss

2.28 NON-PERFORMANCE BY THE VISITING TEAM

A forfeit, sometimes referred to as a “no-show”, is when a team does not appear at a match within the appropriate standards outlined in the WPSL Operations Manual.

The penalties are as follows:

1. 3-0 Loss
2. Three (3) Point Deduction from Conference Standings
3. *Fine of \$500.00 payable to WPSL* (net 7 days of invoice distribution)
4. *Fine of \$1,500.00 payable to Home Team* (net 7 days of invoice distribution)
5. Team is suspended from WPSL if fines not paid within 7 days of invoice distribution
6. Team not in Good Standing with WPSL if it accumulates two (2) Forfeits in one season.

NOTE: A team unable to attend a scheduled game because of an accident or act of God should notify the opponent and Deputy Commissioner / Associate Commissioner immediately. Each situation will be reviewed individually, and a decision will be rendered. However, a depleted roster due to injuries, players in youth tournaments, etc. are not valid reasons for failing to adhere to WPSL roster standards.

2.29 NON-PERFORMANCE BY THE HOME TEAM

In the event the visiting team is present at the scheduled venue, and the home team is unable to provide appropriate standards outlined in the WPSL Operations Manual, penalties are:

1. 3-0 Loss
2. Three (3) Point Deduction from Conference Standings
3. *Fine of \$500.00 payable to WPSL* (net 7 days of invoice distribution)
4. *Fine of \$1,500.00 payable to Road Team* (net 7 days of invoice distribution)
5. Team is suspended from WPSL if fines not paid within 7 days of invoice distribution
6. Team not in Good Standing with WPSL if it accumulates two (2) Forfeits in one season.

WPSL SOCCER OPERATIONS ORDINANCES

2.30 SUBSTITUTIONS

The WPSL has Open Substitutions. Substitutes shall report to the 4th Official at midfield and may not enter the field without the permission of the Referee.

2.31 GAME BALLS

The home team must provide the referee with minimum of four (4) Official WPSL FIFA approved Game Balls in acceptable playing condition 30 minutes prior to kickoff. Game balls must be FIFA. The referee will return all game balls to the home team's designated representative upon the immediate conclusion of the game. *Failure to provide the number of balls required will result in a \$50 per ball fine.*

2.32 OFFICIAL MATCH BALL OF THE WPSL

SELECT is the "Official Match Ball of the WPSL".

The WPSL retains the right to require teams to use a specific ball (SELECT, 2023 Season) at the sole discretion to the League. Should a team/club have its own exclusive Ball Agreement in place that conflicts with the WPSL Agreement, they must provide the WPSL office a copy of the exclusive Agreement 30 days in advance of the team's first home game of the season to receive a waiver so that the league may notify the WPSL Referee Coordinator of the waiver in place.

Intentional failure to play with the Official Match Ball of the WPSL will result in a \$200/game fine (4 balls x \$50) and forfeiture to be able to participate in future WPSL soccer ball agreements.

2.33 COOLING BREAKS

WPSL mandates use of cooling breaks if the WetBulb Globe Temperature (WBGT) measures 82 degrees Fahrenheit or higher. Additionally, the referee can, any time, implement a discretionary break during cases in which player safety is determined to be at risk.

- The Fourth Official will be responsible for reading the WBGT at the kickoff spot at the conclusion of the pre-match warmup.
- A second reading will occur after the whistle blows for the end of the first half to determine if a hydration break is needed.

Implementation and control of the breaks will be managed solely by the referee:

- Each Cooling Break will last up to 90 seconds.
- Breaks will be held approximately 30 minutes into each half around the 30th and 75th minute, respectively. The ball must be out of play for the break to commence.
- The clock will continue to run, and all time allotted for the break will be added to stoppage

time.

2.34 LIGHTNING

Both teams and the referee must abide by possible local and/or facility ordinances in place regarding “Lightning Rules at Sporting Events”, such as School Districts, States, Counties, Cities, Municipalities, etc.

2.35 CURFEW, DECIBEL & LOCAL LIGHTING ORDINANCES

Both teams and the referee must abide by possible local and/or facility ordinances in place regarding “Curfew, Decibel (noise) and Lighting Rules”, such as School Districts, Neighborhood Associations, States, Counties, Cities, Municipalities, etc.

ARTICLE 3

TEAM



OPERATIONS MANUAL

ARTICLE 3 **TEAM**

ROSTERS

3.01 ACTIVE ROSTER (REGISTERED PLAYERS)

To be eligible to participate as a player with a WPSL team in a practice or match, all players must register with the United States Soccer Federation / United States Adult Soccer Association through the WPSL's official electronic player registration platform. Players that complete this process are classified as members of the "Active Roster."

- A minimum of 48 hours is required for a player to be cleared through the league's Registration Process in order to be added to the team's Active Roster.
- Knowledge of the eligibility status of the Head Coach and Coaching Staff is ultimately the responsibility of the team, not the referee.
- There may be no more than forty (40) players listed on a team's Registered Active Roster at any given time.
- A player serving a WPSL suspension counts towards the 40-player limit.
- WPSL teams must post their Active Roster online via the league's website from the start of the Regular Season through the conclusion of the team's last scheduled game of the respective season.

3.02 GAME DAY ROSTER

A maximum of twenty (20) players from the team's Active Roster may dress for games and placed on the "Game Day Roster." The 20 players may be 18 Field Players + 2 Goalkeepers.

- Up to two (2) players may be classified as "alternates" but may only be added to the 20-player roster if an injury is incurred during warm-ups by an original member of the 20-player roster and is defined "inactive" by the official WPSL medical representative at the game.

A minimum of fourteen (14) players are required to be placed on the team's Active Roster and must be present and dressed. *Failure to have the minimum 14 players present will result in an initial fine of \$50.00 and will double for additional occurrences.*

NOTE: A minimum eight (8) players is required for a WPSL match to be played. *Failure to have eight (8) players will result in a forfeit, including all applicable fines and standing's ramifications.*

3.03 PLAYOFF ROSTER ELIGIBILITY

Field Players and Goalkeepers: must have dressed, be checked in by the referee, and be listed on the Official Game Scoresheet for minimum of two (2) regular season games for respective team during the regular season to be eligible to participate in the WPSL Playoffs.

NOTE: Conference Tournament games are classified as Regular Season games.

Should a Playoff Team not have an eligible Goalkeeper available for playoff game, the Team may apply for a waiver with the WPSL Deputy Commissioner.

COACHING STAFF

3.04 Head Coach – Game Day Minimum Standards

Under no circumstances can a match be played without a WPSL registered Head Coach on the bench. In the event the Head Coach is unavailable for a match, the team must designate a replacement Head Coach for the respective match and the replacement must be registered with the WPSL and be noted on the Official Match Sheet.

If WPSL match is played without a designated registered Head Coach on the bench, penalties are:

1st Offense: *Team will incur a \$500.00 fine.*

2nd Offense: *Team will incur a \$1,00000 fine,
Forfeit the match 0-3, and
Potential expulsion from the WPSL.*

3.05 Head Coach – Serving Suspension

If a team's Head Coach is serving a Match Suspension, the team must designate a Head Coach for the match and the interim Head Coach must be Registered with the WPSL prior to being placed on the Official Match Sheet.

3.06 Player / Coach

A player may serve in the role as Player/Coach on a WPSL team's Coaching Staff.

If the individual serves as the team's Head Coach, the team must have a WPSL registered Assistant Coach on the bench/technical area for all WPSL Home and Road Matches (no exceptions), and the Assistant Coach must be properly identified on the Official Match Sheet along with the Player/Head Coach. When a Player/Coach is participating on the field as a player, she has no role as a coach in relation to the referees at that time – she is strictly a player.

If the Player/Coach has already registered with the WPSL as a “Player”, she is not required to register a second time as a WPSL Coach, but needs to contact the team’s respective WPSL Team Service Manager so that the Player/Coach is properly identified on the Official Match Sheet, Team Roster, etc.

UNIFORMS

3.07 TEAM KITS

- Each team is required to have two full sets of twenty-six (26) complete uniforms, each set being identical and from the same supplier. *Fine: \$100.00 per occurrence.*
- Goalkeeper's uniform shall be different colors than the team uniform and shall conform to FIFA guidelines.
- They must contain numbers on the back of jersey at least eight (8) inches high. *Fine: \$50.00 per occurrence, capped at \$500.00 for entire team.*
- All uniforms must have an easily visible corresponding number on the front of shorts or jersey with recommended height of number of 3 inches. *Fine: \$25.00 per occurrence, capped at \$250.00 for entire team.*
- Jersey numerals can start at 00 and run through 99.
- Slide pants or compression shorts may be worn under uniform shorts if they closely match the predominate color of uniform shorts.
- Home team chooses color of choice and is to inform visiting team minimum of 48 hours in advance of when they depart for road trip.
- Visiting team must wear a contrasting color scheme.
- The WPSL logo or WPSL 25th Anniversary logo must be placed on the left sleeve on all team uniforms (via patch, screen print, or iron-on process).

The referee retains the rights to force a team to change certain items of its uniform, including goalkeepers.

The referee shall enforce all FIFA equipment rules and any equipment deemed dangerous shall be removed.

3.08 WARMUP ATTIRE

All team attire worn during pregame warmups should be identical for all field players and should tie-in with the color scheme of the uniforms unless tied to a special promotion or sponsorship.

TECHNICAL AREA

3.09 TECHNICAL AREA PERSONNEL

The following individuals are allowed in the Technical Area - *no exceptions*:

- Players dressed on Game Day Roster (maximum of 20 players)
- Technical Staff (head coach, assistant coaches...)
- Medical Staff (team doctor, athletic trainer, personal trainer, misc.)
- Team Manager (travel coordinator, videographer...)

NOTE: Team owners, front office management & staff, players not dressed for games, including spouses, children, parents, etc. are not allowed in the technical area during warm-ups or during play of game. *This will be strictly enforced by the WPSL via the 4th Official.*

3.10 CONDUCT & APPEARANCE OF PERSONNEL IN TECHNICAL AREA

Professional conduct and attire are required of all personnel on the team bench. Abusive language and obscene body language or gestures will not be tolerated. The minimum dress code includes polo shirt, dress shorts and shoes. It is highly recommended that the team provide all bench personnel with apparel in team color scheme with corresponding team branding (logo/crest)

MATCH REPORTING

3.11 GAME DAY REPORTING

The WPSL Director of Communications and Director of Match Reporting serve as the lead liaisons in educating all WPSL teams in the process of Game Day Reporting via the league's official statistical software partner, including: Active 20-Player Game Day Rosters, Tracking of Time of Goals, including Individual Goals and Assists, Quick Score and completing and submitting the Final Match Report (upon Referee Approval) within two hours of conclusion of match.

WPSL Game Day Match Reports include the following:

- Game Day Rosters (Jersey #, First & Last Name, Primary Position & Notation of GP)
- Score of Game (By Half and Final Score)
- Goals (Time of Goal, Goal and Assist, if applicable)
- Cards (Cautions & Red)
- The tracking of additional statistics such as Corner Kicks, Fouls, Offsides, Possession are optional and at the sole discretion of each WPSL team.

NOTE: The WPSL allocates up to one (1) assist per goal. *No exceptions.*

Failure to submit an accurate WPSL Game Day Report by the required time limit of two (2) hours following the conclusion of game will result in a *fine of \$50.00 for the first offense, and the amount will double to \$100.00 for each offense thereafter.*

It is imperative WPSL teams take the Game Day Reporting process serious and report accurate and timely data. Game Day Reporting will be strictly monitored, and fines will be enforced. There will be no warnings provided.

3.12 MINIMUM STANDARDS GAME DAY REPORT

The Home Team, Visiting Team and Referee retain the right to submit a Minimum Standards Violation Report directly to the WPSL Deputy Commissioner within 24 hours of the conclusion of the game. It is only required for the report to be completed if and when the Teams and/or Referee deem a Minimum Standard(s) was not met.

Upon receipt, the Deputy Commissioner will investigate the Violation.

Should a fine be imposed, the Team will be notified in accordance with the guidelines outlined in Article VIII in this Operations Manual.

NOTE: The League will not investigate "Here-say" and will ONLY respond to allegations when a Minimum Standards Violations Report has been professionally remitted and supported with factual evidence.

3.13 COACHES REFEREE EVALUATION

Each coach retains the right to submit a Coaches Referee Evaluation Form to the WPSL's Referee Coordinator. The Form may be found under the league's RESOURCES TAB on WPSLSoccer.com. The Referee Coordinator encourages coaches comply with this request, but it is not mandatory.

ARTICLE 4

PLAYERS



OPERATIONS MANUAL

ARTICLE 4 PLAYERS

WPSL PLAYER ADMINISTRATION

4.01 PARTICIPATION

Players may participate in any competition under the jurisdiction of the WPSL provided they are duly registered in accordance with the regulations contained herein.

4.02 REGISTRATION

To participate in a WPSL game, a duly registered player must be listed on the Official Lineup Card prior the game and be checked into the game by the officials prior to the start of the game. Each player/team will be required to utilize the “official registration software of the WPSL”, which will identify the players via individual head shot, indemnification, individual specs, active/suspension status, etc.

An annual per-player fee (*see below*), established by the WPSL and USSF/USASA, will accompany each player registration and must be paid in full for the player’s registration to be processed by deadlines established by the WPSL. The WPSL player registration process will be strictly monitored and enforced by game officials, the WPSL, and USSF/USASA.

2023 WPSL Registration Fee Structure

March 15 – April 15:	\$23.00
April 15 – May 30:	\$28.00
After May 30:	\$44.00

NOTE: Players must be registered a minimum of 48 hours in advance to be eligible to be placed on the Active Roster and appear in a WPSL match.

All players are required to complete certification with SafeSport, the federal platform for abuse against minors. The WPSL will provide teams the tools and links required – yet it is the responsibility of all WPSL member teams to ensure that its players complete Safe Sport.

The WPSL has tied the SafeSport link into the Registration platform. A player will not be eligible to participate in a WPSL match until she is certified. Failure to do so will result in the team be ruled with an Ineligible Player (*Article 4.05*).

SUMMARY OF PLAYER REGISTRATION PROCESS:

- Create profile at WPSLsoccer.com/account
- Upload Proper Identification (Passport / Driver’s License if “Real ID”)
- Complete Player Registration (all Fields)

- Complete SafeSport Training (including refresher course each year for returning players)

4.03 FOREIGN PLAYER STATUS

Any player coming from or returning to the WPSL from outside the United States must obtain proper international clearance with applicable rules of the USSF and FIFA being complied with before they can be registered and be placed on an active roster of a member WPSL Team. A U.S. player who has gone to train or play outside of the United States and registered with that respective country's Federation is considered a "Foreign Player". Each individual team is responsible for their team and player's eligibility. SEE ITC CLEARANCE FORM located in Resources Tab at WPSLsoccer.com.

4.04 AUTONOMY AND EQUAL OPPORTUNITY

The WPSL is committed to creating a safe, non-discriminatory, and inclusive environment for all of its athletes while maintaining competitive equity throughout the league. The WPSL adheres to *Autonomy and Equal Opportunity* bylaws outlined by U.S. Soccer.

4.05 ILLEGAL PLAYER

An illegal player is a player not properly registered with the League and/or the USSF/USASA and does not appear on the Team's Active Roster (a player suspended by the WPSL that appears in a game is classified as an Illegal Player). *A team using an Illegal Player shall forfeit 5-0 all game games. Illegal Player(s) plays in and will be deducted three (3) standings points per Illegal Player per game. Each instance carries a fine of \$500 to the individual team. Intentional abuse can result in suspension and/or expulsion of team membership by the President of the WPSL.*

4.06 TRANSFERS & RELEASES

During the official WPSL playing season, a player shall not register for more than one (1) team during that playing season. No team shall approach a player who is registered with another team without the written consent from the head coach, manager or controlling entity of team. Unauthorized tampering with a player registered with an existing WPSL team *will result in a fine up to \$1,500.00*. Intentional and excessive abuses of tampering may result in suspension and/or expulsion of team membership by the President of the WPSL

A player desiring her release, shall apply to her team, and in accordance with USASA rules, must be released if she has met all conditions set forth here. If she has been refused, she may bring the matter to the attention of the League with the reason stated. Any player withholding property of the team of which she was last a member of shall not be eligible for a release or transfer until property is returned in satisfactory condition.

Transfers & Releases, continued

1. *The Player* – may terminate her registration with the team after meeting the above conditions.

2. *The Team* – may terminate the Player Agreement at any time for any reason, including but not limited to the player’s performance and violation of team rules, upon written notice to player. Upon such termination of all rights and obligations of team and player hereunder, said player registration shall be terminated, provided team actions are in accordance with the Player Registration. A player voluntarily released by a team may register with another team in the League.

4.07 INSURANCE

USASA provides each amateur club’s registered player’s secondary player medical insurance and team liability coverage. USASA provides each club liability insurance documentation to be sent to practice and game field owners/operators. Any false representation of USASA insurance documents by any team will result in a fine up to \$5,000 and possible suspension or expulsion from the WPSL.

NOTE: Teams may also be required to purchase additional insurance policies based on their individual practice or game facility lease structures, or friendlies scheduled outside of their WPSL Regular Season and Playoffs schedules.

4.08 RISK

Each player shall assume all risk, responsibilities, and liabilities for loss, damage, injury, or death to herself while engaged as a player for a team or a representative team of the League. It is the individual player’s responsibility to have a primary health care plan prior to participating in any official team activity, such as: practices, games, community events, marketing outreach, etc.

AMATEUR STATUS

4.09 AMATEUR ATHLETE

Athlete who has never competed for payment or for a monetary prize.

4.10 PROFESSIONAL PLAYER

A professional athlete is one who receives any kind of payment, directly or indirectly, for athletics participation except as permitted by the governing legislation of the Association.

4.11 AMATEUR REINSTATEMENT

A professional player can be reinstated as an amateur only with the permission of her team and the Amateur National State Association or Professional League with which the team is affiliated. An application for reinstatement to amateur status must be filed with the appropriate Federation. The Federation shall issue approval of the reinstatement to amateur status and controls the turnaround timeline. However, the player's reinstatement to amateur status is not effective until the day after the thirty (30) day period has elapsed from the day that the player competed in her last match with her team as a professional player.

A professional player who is not currently registered as a professional player with any professional division team or league, who has not been a party to a professional player contract with a professional division team or league for a period of one year or longer, and who has not applied for reinstatement as an amateur, shall be automatically reinstated to amateur status by the Secretary General unless the player affirmatively states in writing that he/she does not wish to be reinstated to amateur status.

NOTE: A Player's Professional Status automatically reverts back to "Amateur Status" two years after the player's last pro game.

COLLEGE ELIGIBILITY

4.12 STUDENT ATHLETE

College student-athletes represent a large portion of WPSL rosters. Teams playing in the WPSL are expected to follow strict guidelines set forth by the governing bodies for collegiate athletics, such as: NCAA, NJCAA, NAIA and others.

*** The WPSL highly recommends all student-athletes confirm eligibility questions with their respective Compliance Department with the school they attend and/or the conference in which their school is a member.**

**** The WPSL office will not make rulings on behalf of whether a player or group of players will retain their college eligibility or not.**

- Any player signed to or enrolled in college on scholarship or as a walk-on.
- Any player, at any collegiate level, with remaining NCAA eligibility.

4.13 PARTICIPATION IN OUTSIDE COMPETITION

- Student-athlete may compete outside of the institution's declared playing and practice season as a member of an outside team in any non-collegiate, amateur competition, provided:
- Such participation occurs no earlier than May 1st.
- Competition is approved by the institutions director of athletics or assigned director.
- No class time is missed for practice activities or for competition.

4.14 ORGANIZED COMPETITION

Athletics competition shall be considered "organized" if ANY OF THE FOLLOWING conditions exists:

- a) Competition is scheduled and publicized in advance.
- b) Official score is kept.
- c) Individual or team standings are maintained.
- d) Official timer or game officials are used.
- e) Admission is charged.
- f) Teams are regularly formed, or team rosters are predetermined.
- g) Team uniforms are used.
- h) A team is privately or commercially sponsored; or
- i) The competition is either directly or indirectly sponsored, promoted or administered by an individual, an organization, or any other agency.

4.15 LIMIT ON NUMBER OF PLAYERS FROM AN INSTITUTION

- A NCAA Division I member institution may permit not more than five (5) student-athletes with eligibility remaining in intercollegiate soccer to practice or compete out of season on an outside, amateur soccer team.
- There is no limit on the number of student-athletes from the same NCAA Division II or III institution.

NEW: Incoming freshman are included the NCAA Division I five-player cap if they have fulfilled high school graduation requirements, signed a National Letter of Intent, or an institution's written

offer of admission and/or financial aid. This includes a student-athlete who has made a financial deposit to the institution in response to the offer of admission.

4.16 INVOLVEMENT OF COACHING STAFF

No member of the coaching staff of a member NCAA Division I institution may be involved in any capacity (e.g., coach, official, player or league/team administrator) at any time (during academic year or summer) with an outside team that involved any student-athlete with eligibility remaining.

4.17 REIMBURSEMENT OF PLAYER EXPENSES FOR OUTSIDE COMPETITION

WPSL teams are permitted to provide reimbursement for Actual and Necessary Expenses, limited to:

- a) Meals.
- b) Lodging.
- c) Apparel, equipment, and supplies.
- d) Coaching and instruction.
- e) Health/medical insurance.
- f) Transportation (to and from practice and competition, cost of transportation from home to training practice site at beginning of season/preparation for an event and from training/practice/event site to home at end of season/event).
- g) Medical treatment and physical therapy.
- h) Facility usage.
- i) Entry fees; and
- j) Other reasonable expenses.

4.18 AWARDS BASED ON PERFORMANCE IN OUTSIDE COMPETITION

An individual *may receive an award* (e.g., *trophy, medal, plaque...*) based on place, finish, or performance in outside competition.

Any payment conditioned on the individual's or team's place, finish or performance or given on an incentive basis that exceeds Actual and Necessary Expenses, or receipt of expenses in excess of the same reasonable amount for permissible expenses given to all team members.

4.19 COMPETITION AGAINST PROFESSIONALS

An individual *may participate* singly or as a member of an amateur team against professional athletes

or professional teams.

4.20 COMPETITION WITH PROFESSIONAL PLAYER AS A TEAM MEMBER

An individual *may not participate* with a professional on a team. A professional player must apply and have amateur status re-instated to play on same WPSL team with amateur players.

Participation on a team that includes a professional coach or referee does not cause the team to be classified as a professional team.

4.21 CAMP/CLINIC EMPLOYMENT, GENERAL RULE

A student-athlete *may be employed* by his or her institution, another institution, or by a private organization to work in a camp or clinic as a counselor, unless other restricted by NCAA legislation.

A privately-owned camp may use a student-athlete's name, picture, and institutional affiliation only in the camp counselor section in its camp brochure to identify the student-athlete as a staff member. A student-athlete's name or picture may not be used in any other way to directly advertise the camp.

4.22 VALIDITY OF AMATEUR STATUS

As a condition and obligation of membership (college), it is the responsibility of an institution to determine the validity of the information on which the amateur status of a prospective student-athlete and ongoing eligibility of current student athletes.

NOTE: It is NOT the WPSL's role, nor the WPSL team's role to determine the eligibility of its rostered players who participate in women's collegiate soccer (at any level).

WPSL PLAYERS, MISC.

4.23 INDEMNIFICATION

Each Member agrees to hold the league, member teams, league officers, employees, and agents harmless against all claims, action, liability or demands of whatever nature which may be commenced by any person in or connected with their participation in the WPSL.

4.24 WPSL INDIVIDUAL AWARDS

The WPSL desires to recognize its athletes on a weekly, monthly, and seasonal basis, with honors such as: Player of the Week, Top Eleven, All Stars, Golden Boot, etc. Players may receive awards or gifts of nominal value for their efforts (non-cash awards).

At the conclusion of the season, each club nominates a selected number of players to be considered for the Best of the WPSL Individual Conference honors, such as Offensive and Defensive Player of the Year and All-Conference Team(s). Each team in each conference receives one ballot and may not vote for members of their own team.

ARTICLE 5

REFEREES



OPERATIONS MANUAL

ARTICLE 5 **REFEREES**

5.01 REGISTRATION

Only registered USSF or FIFA referees shall officiate league-scheduled games. The League may designate a WPSL Referee Coordinator, who may work with regional and local coordinators for scheduling.

5.02 GAME

The referee shall be the sole judge of all matters pertaining to the game. All USSF Laws apply, except where WPSL modifications have been accepted by the USSF.

5.03 FIELD INSPECTION

Before the commencement of each game, the referee shall inspect the playing field and if its conditions render the field unsafe for the players, he/she shall abandon the game, notifying the two competing teams of his/her decision. The referee retains the right to delay kickoff to enforce alterations to the field for safety of the players and spectators, and in accordance with the Rules of the Game.

5.04 FEE

The fee for refereeing service is set by the WPSL and will be determined prior to the start of each WPSL Regular Season. The Home Team via cash, check or cashier's check will pay referees gross contract wages. Referee is responsible for personal withholdings, such as federal and state income taxes, social security, FICA, etc.

2023 WPSL Season Referee Fees / Per Game

Referee	\$105.00
Assistant	\$ 75.00
Assistant	\$ 75.00
Fourth Official:	<u>\$ 50.00</u>
TOTAL	\$305.00

In the event the Referee Assignor deems remuneration is required by referee(s) due to excess travel incurred by the individual(s), the request must be remitted in advance of the WPSL match to the WPSL Referee Coordinator, who in-turn – if approved - will notify the Home Team in advance of the amount owed to the respective referee(s). It is the Home Team's responsibility to remit any approved travel expenses that may incur.

5.05 FEE DISBURSEMENT

- a) The referees shall be entitled to the game fee given:
- b) They arrive at the designated home field minimum of sixty (60) minutes before the scheduled start of the game and perform assigned services.
- c) They arrive at the designated home field at the proper time and the game has been canceled without proper notification by the home team or appropriate WPSL liaison.
- d) Either of the competing teams fails to appear for the scheduled game.
- e) Fifty percent (50%) of the total referee fees will be paid in the event of a rainout or any weather-related issue that does not enable the game to be played.
- f) They complete the required Game Report as instructed by the WPSL Referee Coordinator and/or Commissioner/Deputy Commissioner (this may include goals, assists, time of goals, cards...).

ASSIGNMENTS & ROLES

5.06 WPSL REFEREE MANUAL

The WPSL Referee Coordinator will be produce a Referee Manual specific to the WPSL to provide to all officials of WPSL games.

5.07 REFEREE ASSIGNMENTS

The WPSL Referee Coordinator will make final decision on all referee assignments. Home and visiting teams may make written requests to not assign a particular referee for his/her game(s) and provide detail explanation for reasoning. WPSL Referee Coordinator will take written request into consideration and make best effort to properly evaluate and accommodate reasonable requests.

Verbal requests will not be considered.

5.08 REFEREE

WPSL Referee enforces the Laws of the Game and the spirit of the game, controls the match in cooperation with the other match officials, acts as a timekeeper, keeps a record of the match, and provides WPSL authorities with specifically requested details of the match, including information on disciplinary action and any other incidents that occurred before, during or after the match.

5.09 ASSISTANT REFEREES (2)

Two (2) official assistant referees carry a brightly colored flag are each assigned to one half of the field as they patrol the length of the touchline between the halfway line and one respective goal line, are assigned for all WPSL matches. In the event they are not available, each competing team must furnish a qualified team assistant referee. The team assistant referees shall receive specific instructions from the referee and shall make every effort to assist the referee in the best of their ability. In no way shall the team assistant referee interfere with the officiating of the game.

5.10 FOURTH OFFICIAL

WPSL matches require a fourth official, positioned on the touchline between the two opposing benches. The official tracks all stoppages during the game and informs players and coaches how much time is added on to each half. The fourth official is also responsible for verifying substitutions and is the primary liaison to both team's head coach.

5.11 NO SHOW

If referees do not show up, teams may use substitute referees if both teams agree. If both teams do not agree, the coaches are instructed to contact the Deputy Commissioner and/or Associate Commissioner immediately. The Deputy Commissioner/Associate Commissioner will make final decision.

ARTICLE 6

DISCIPLINE



OPERATIONS MANUAL

ARTICLE 6 **DISCIPLINE**

6.01 DISCIPLINARY ACTIONS

The Commissioner and the Deputy Commissioner shall have the authority to suspend, fine or disqualify any team official(s), player(s), or competing teams(s), who may be proven guilty of breaching any Articles of the League or for any action or conduct not in the best interest of soccer or the WPSL.

6.02 DISCIPLINE APPEALS COMMITTEE

1. Consists of five (5) individuals to hear Appeals as designated by the WPSL Commissioner or Deputy Commissioner:
 - a. Commissioner or Deputy Commissioner
 - b. Executive Committee Member
 - c. Associate Commissioner
 - d. Conference Delegate (from respective Region)
 - e. Referee Coordinator
2. Appeals should be made in writing directly to the Commissioner and/or Deputy Commissioner and within 24 hours of the conclusion of the penalty being imposed.
3. A *\$250.00 bond must accompany each Appeal* and be paid in advance of the Appeal being reviewed by the Committee.
4. Appeals should be no longer than two pages in length, single-spaced and typed. Photos and videos may be remitted and are encouraged.
5. The Appeals Committee should rule within 24 hours of receipt of the Appeal.
6. If the Appeal is successful, the Team and/or Individual remitting the \$250.00 bond will have it returned to the requested address postmarked via traditional U.S. Mail within five (5) business days.

6.03 CAUTIONS (YELLOW CARDS)

The following suspensions will be imposed for multiple cautions received during course of one season, including playoffs:

- 4 Cautions: *1 Game Suspension*
- 8 Cautions: *2 Additional Games Suspension*
- 12 Cautions: *3 Additional Games Suspension*

6.04 SEND OFFS (RED CARDS)

A player, coach, or bench personnel sent off by the referee must leave the facility area immediately and may not return until the conclusion of the game and both teams have cleared the playing surface. The referee's Send Off Report will be forwarded to the WPSL Referee Coordinator for review and adjudication.

6.05 SERVING SENDOFF (RED CARD) SUSPENSION

Any sendoff will incur a minimum of one (1) game suspension, which must be served in the next scheduled WPSL game, including playoffs.

6.06 FINAL REGULAR SEASON GAME SENDOFF

Any player sent off in a final regular season match must serve the suspension in the first playoff match, unless the season is over, in which case the suspension will be served in the team's first WPSL game the following season.

6.07 ACT TOWARDS REFEREE

Any violent act directed against the referee(s) will be an automatic suspension from league play for the remainder of the season (including playoffs). If the act occurs during the final game of the regular season, the player is not eligible to participate in that season's playoffs or the following WPSL regular season/playoffs.

- Teams may appeal an Act Towards Referee in writing prior to the next scheduled WPSL game.
- *A \$250 bond must accompany the appeal.*
- *If the team loses the appeal, the \$250 bond is forfeited.*

6.08 DISPARAGING COMMENTS

Players, coaches, and team officials may not disparage referees, opposing players/staff, referee decision league disciplinary decisions or the league in the team press releases or quotes provided to media or social media channels. *Fines will be levied according on the nature severity and context of the comments made. Suspension could also be levied for serious comments.*

6.09 GAMBLING

Any person associated with any WPSL team or WPSL management, who bets or gambles, or attempts to bet or gamble, any amount whatsoever upon any soccer game, including upon a WPSL game, shall be *banned from all WPSL activities.*

6.10 MORAL TURPITUDE

Any employee, player or official of any member club or the WPSL who shall be convicted of a felony, or who shall have been found by the WPSL to have conducted themselves in a manner detrimental to the best interests of soccer or the WPSL, *may be declared by the WPSL to be suspended for such period of time shall deem to be appropriate.*

6.11 TAMPERING

No operator, officer, or representative of a WPSL team shall directly or indirectly approach a registered player of another WPSL team regarding playing rights unless that player's team provides written permission to the requesting team to make such contact. In accordance with *Article 1.35, tampering may result in a fine up to \$1,500, forfeiture of standings points, banned from WPSL Playoffs, and possibly expulsion from the League.*

ARTICLE 7

MINIMUM STANDARDS



OPERATIONS MANUAL

ARTICLE 7 **MINIMUM STANDARDS**

2023 WPSL COVID-19 GUIDELINES

All WPSL teams are to abide by Local, County or Statewide Ordinances and Guidelines in relation to COVID-19 standards and precautions impacting athletes, staff members and patrons. Guidelines apply for WPSL practices, games, and special events.

WPSL Team's Local Standards supersede WPSL Standards.

AUTHORITY & PROTOCOL

7.01 ADHERENCE

The WPSL shall have the power to assess penalties on teams and/or individual team members or officers. Penalties may consist of warnings, fines, loss of points, suspension from soccer activities, or expulsion from the WPSL. The League does expect all organizations to strive towards meeting all WPSL standards and respect their mode of operations not only impacts their individual team and market, but the league.

7.02 REPORTING

The Opposing Team and/or Referee retain the right to submit a Minimum Standards Violation Report directly to the WPSL Deputy Commissioner within 24 hours of the conclusion of the game. It is only required for a report to be completed when it is deemed a Minimum Standard is not met.

Upon receipt, the WPSL Deputy Commissioner will investigate the deemed Violation.

Should a fine be imposed, the Team will be notified in accordance with the guidelines outlined in Article VIII in this Operations Manual.

ADMINISTRATIVE

7.03 TEAM DIRECTORY ON FILE

Each active team in the WPSL must keep on file with the WPSL Front Office the following:

- Team Mailing Address
- Email Address
- Phone Number(s)
- Name & Location of Home Venue
- Electronic Images of Team's Logos/Crests
- Identify one individual as "Lead Principal" on behalf of the club to serve as WPSL direct liaison

7.04 FINANCIAL RESPONSIBILITIES

WPSL Annual Membership Dues are \$4,000 per team and are due no later than January 10, 2023. A team's Annual Membership Dues must be paid in full in order for the team to be classified as a "Member in Good Standing" and:

- Be placed in a WPSL Region & Conference/Division
- Participate in WPSL Scheduling Process
- Participate in selected other WPSL matters, such as Annual General Meeting (AGM)

NOTE: Failure to pay other WPSL financial obligations, such as annual Playoff Pool, Fines, Late Fees and Surcharges may result in a Team being classified as a Member Not in Good Standing.

GAME DAY

WPSL BRANDING

7.05 PATCH ON JERSEY

- WPSL or WPSL 25th Anniversary logo secured on all player's jerseys
- Located on either sleeve or upper chest of jersey
- Also recommended to adorn Coaching Staff Apparel (not mandatory)

Fine of \$50.00 for failure to comply. 2nd Offense: \$100.00

7.06 BANNER

- WPSL logo on signage in view of prime spectator seating area, such as: affixed to Fourth Official's Table or via A-Frame Field Signage.
- File located in Resources Tab under Logos.

Fine of \$50.00 for failure to comply.

VENUE

7.07A PLAYING SURFACE

- Must consist of natural grass or FIFA approved synthetic turf.
- Surface must be maintained in good playing condition.
- Grass length on game day should not exceed 1 ½ inches.

If Referee deems Playing Surface unplayable (not due to weather), the match may be deemed a Forfeit.

7.07B FIELD SPECIFICATIONS

Minimum Width:	60 yards	Minimum Length:	110 yards
Maximum Width:	80 yards	Maximum Length:	130 yards

Fine of \$150.00 per game for failure to comply.

7.07C FIELD MARKINGS

Consistent with FIFA Laws of the Game

Fine of \$100.00 per game for failure to comply.

7.07D FIELD AVAILABILITY

- Field to be made available to players, coaches, and referees no later than 60 minutes prior to kickoff.
- Lone exception is if “doubleheader” is scheduled on the same field. Should this occur, home team should make concerted effort to secure warmup “area” within walking distance for both teams.

Fine of \$100.00 per game for failure to comply.

7.07E GOAL NETS

- Two (2) identical nets installed minimum of 60 minutes prior to kickoff.

Fine of \$50.00 per net/per game for failure to comply.

7.07F CORNER FLAGS

- Four (4) identical corner flags installed 60 minutes prior to kickoff.
- Corner flags must be minimum five-feet-tall.

Fine of \$25.00 per flag/per game for failure to comply

TEAM BENCHES & FOURTH OFFICIAL'S TABLE**7.08A HOME & VISITING TEAM BENCHES**

- Two (2) designated seating areas for Players, Coaching Staff and Medical personnel for the Home and Visiting teams.
- Each Home and Visiting Team Technical Area to accommodate 12 adults.
- Amenities must be identical for both the Home and Visiting teams. Such as, if the bench area is covered for the Home Team, the Visitor's Bench must have a similar covering provided.

Fine of \$100.00 per game for failure to comply.

7.08B FOURTH OFFICIAL'S TABLE AND CHAIR

- Table located at midfield in-between Team Benches
- One chair

Fine of \$50.00 per game for failure to comply.

VENUE AMENITIES

7.09A NATIONAL FLAG

- Host team's National Flag must be displayed in clear view of prime spectator's seating in accordance with the respective country's standards.

Fine of \$250.00 per game for failure to comply.

7.09B SEATING CAPACITY

- Minimum fixed seating capacity of 250.

Fine of \$100.00 per game for failure to comply.

7.09C PRESS BOX

- Enclosed, elevated area large enough to seat up to six (6) adults, equipped with electrical outlets for media, teams and special guests.
- Teams are to make concerted effort to secure Wi-Fi access in order to accommodate real-time match updates (internally and by media partners).

Fine of \$100.00 per game for failure to comply.

7.09D PA PUBLIC ADDRESS SYSTEM / SOUND SYSTEM

- Functioning with clear, audio levels suitable for spectators and team benches to hear with ease.

Fine of \$100.00 per game for failure to comply.

7.09E SCOREBOARD

- Electronic with Home and Visitors Score
- Clock counting upwards from 00:00 to 45:00 and 45:00 to 90:00

Fine of \$100.00 per game for failure to comply.

DRESSING ROOMS

7.10A HOME & VISITING TEAM DRESSING ROOMS

- Access 90 minutes prior to kickoff.
- Thoroughly cleaned and sanitized.
- Dressing Room for home a visiting team to accommodate minimum of twenty (20) adult athletes.
- **Dressing Room does not need to be a permanent structure.** A temporary/portable structure will suffice, such as a large tent with covered side walls for privacy.
- Areas designated for Dressing Rooms must be private and not within direct view of spectators.
- Both Home and Visiting Team responsible for condition of Dressing Room being in the same condition as it found it upon arrival.
- Should visiting team require postgame shower facilities, and venue not have proper showering facilities available, the Home Team is responsible for providing alternative options for the Visiting Team within a short driving distance from venue, such as a hotel, rec center...

Fine of \$250.00 per game for failure to comply.

7.10B REFEREES DRESSING ROOM

- Access 90 minutes prior to kickoff.
- Designated shaded area near field for officials.
- **Dressing Room does not need to be a permanent structure.** A temporary/portable structure will suffice, such as a large tent with covered side walls for privacy.

Fine of \$150.00 per game for failure to comply.

7.10C DRESSING ROOM SUPPLIES

Home team must provide identical setup in each team's dressing room:

- Water, Ice & Cups
 - 60 minutes prior to kickoff

- Replenished at Halftime
- Replenished by Conclusion of Game
- Minimum of twenty (20) towels and basic toiletries for Home & Visiting Team is not mandated by the WPSL but is recommended - *if warranted*.

Fine of \$100.00 per game for failure to comply.

GAME TIMING PROCEDURES

7.11A CONSISTENCY

- Each team must ensure a professional and consistent “look” for all games.
- Each team has the opportunity to create its own in-stadium entertainment package,
- Introduce its own in-stadium entertainment package,
- Introduce its own game presentation elements; and
- Develop local traditional/customs within the framework of consistent guidelines.

7.11B MATCH TIMING SHEET

All Home Teams must use the Game Day Timeline as a general guide. Slight adjustments may be made to accommodate each team’s pregame festivities. The WPSL Match Timing Sheet is located in the Resources Tab on the WPSL website.

Copy of Match Timing Sheet must be posted, and hand delivered a minimum of one-hour prior to kick off to:

- Home Team’s Dressing Room and Head Coach
- Visiting Team’s Dressing Room and Head Coach
- Referee’s Dressing Room, Referee and/or Fourth Official

Fine of \$25.00 per game for failure to comply.

7.11C MATCH TIMING SHEET – SHORT VERSION SAMPLE DRAFT

The following is a condensed version of key timing elements for a 7:30 p.m. WPSL kickoff.

6:00 p.m.	Teams and Officials Arrive
6:30 p.m.	Gates Open for Spectators
6:30 p.m.	Team Warmups Begin
6:45 p.m.	Match Rosters Finalized

- 7:15 p.m.** Team Warmups Conclude
Captains & Officials Meet, Coin Toss
- 7:22 p.m.** March Begins / Starting IX Introductions
National Anthem
- 7:30 p.m.** Kickoff

7.11D GAME DAY ROSTERS

Official Game Day Rosters, in accordance with Match Reporting Guideline, must be delivered to the following individuals either electronically or via printed format no later than 45 minutes prior to kickoff.

- Press Box
- Referee and/or Fourth Official
- Visiting Team
- Home Team
- Streaming Telecast Crew
- Radio Broadcast Crew, if applicable

Fine of \$25.00 per game for failure to comply.

GAME DAY OPERATIONS

7.12A ARRIVAL TO VENUE

- Home and Visiting Teams must arrive no later than 60 minutes prior to kickoff.
- Highly recommended teams arrive to venue 90 minutes prior to kickoff.

Fine of \$250.00 per occurrence for failure to comply.

7.12B GAME STARTING ON TIME

- Game starts at time match was advertised to kickoff.

Warning will be imposed for 1st Offense. 2nd Offense: \$100.00 per game for failure to comply.

7.12C GAME BALLS

- Minimum of four (4) Official WPSL Game Balls ready in-play at all times.
- Select is the 2023 Official Game Provider for the WPSL.
- No other ball is to be used by WPSL teams unless approved in advance by WPSL Commissioner or Deputy Commissioner..

Fine of \$50.00 per ball/per game will be imposed for failure to comply.

7.12D NATIONAL ANTHEM

- Performed live or played via recording.
- In Games where two national anthems are required, the anthem of the Visiting Team's country must be played first, and anthem of the Home Team's country must follow.

Fine of \$100.00 per game for failure to comply.

7.12E BALL KIDS

- Minimum of six (6) present 60 minutes prior to kickoff.
- Be trained in advance of the game and should have an adult supervisor present at all times.
- Recommended Ball Kids be ages 10-and-up, with adult supervisor present at all times.
- Color scheme of ball kids' attire should not conflict with the Home or Visiting team's color scheme.

Fine of \$20.00 per ball kid for failure to comply.

7.12F STREAMING

- Home Teams must record all WPSL games – from kickoff through the conclusion of the match.
- Video of the game must be aired live and/or uploaded to the WPSL's Official Live Streaming Partner within 24 hours of the conclusion of the game.
- The 2023 Streaming Partner is ELEVEN – or often referred to as WPSLtv.
- Teams are responsible for testing their video recording system in advance of every home game. Poor video quality, bad camera angles, excessive camera movement, and unnecessary audio commentary are prohibited and will be considered as failures to meet minimum standards.

Fine of \$100.00 for 1st Offense for failure to comply. 2nd Offense: \$200.00

7.12G MATCH REPORTING

- Home Team responsible for completing all fields of the WPSL Box Score and inputting the data into the League's official Standings and Statistical electronic provider.
- Match Reports must be remitted no later than two (2) hours following the conclusion of the match.
- In 2023, the following statistical data is required:
 - Player Information: Jersey #, First & Last Name, Position
 - Goals: Time of Goal, Goal Scorer and Assist (if applicable). One assist maximum in WPSL.
 - Score: Halftime and Final Score

Fine of \$50.00 for 1st Offense for failure to comply. 2nd Offense: \$100.00

7.12H TICKETING

- Home Team determines all ticket pricing.
- Complimentary tickets are not required to be provided to players, coaches or visiting team.

GAME DAY MEDICAL

7.13A CERTIFIED ATHLETIC TRAINER

The Home Team shall provide a Certified Athletic Trainer (or the equivalent certification for teams in Canada) for the home and visiting team for all WPSL games. The Trainer should arrive no later than one hour prior to scheduled kickoff time and depart when both head coaches have signed off on their respective player's wellness following the game. It is also highly encouraged for home teams to have a Physician "On Call" for all WPSL games.

- Each team is responsible for its own medical supplies, including tape.
- The Referee must confirm the presence of a Certified Athletic Trainer or Physician at the match at least one-hour prior to kickoff. The Referee shall not start the match without this confirmation.
- The Referee shall delay the start of the match for a maximum of one hour and shall abandon the match the result as a forfeit score of 5-0 in favor of the visiting team.

Teams may NOT agree amongst themselves to play the match without a Certified Athletic Trainer or Physician present.

Fine of \$250.00 per game for failure to comply.

7.13B CONCUSSION PROTOCOL

Any player who loses consciousness during a match and exhibits signs, symptoms, or behavior consistent with a concussion shall be removed from the contest and shall not return to play in that match. The home team Trainer or Physician is the ONLY person who may identify concussive signs, symptoms, or behavior. If the visiting team traveled with a trainer, the home team trainer is the "decision maker". The home team Trainer must provide a written report following the game with the WPSL, with a copy to the visiting team for follow up.

Referees are advised to stop the game and immediately call the respective trainer and/or doctor onto the

field when there has been any collision of heads, elbows, feet, or knees to the head area of a player; or when a player goes down and shows any sign of a potential head injury – wound or no wound.

SCHEDULING

7.14 AVAILABLE HOME DATES

Commitment to bring enough potential home dates available at your designated Home Stadium(s) to the annual WPSL AGM to accommodate a traditional and balanced WPSL Regular Season Schedule for your respective Conference (8, 10 or 12 games: 4, 5 or 6 home + 4, 5 or 6 road).

Minimum Required: 50% more than what a Team's Conference is projected to host during season.

SCHEDULE NOTES: Should a team not comply and provide enough realistic home weekend dates to accommodate a reasonable conference schedule, the Commissioner or Deputy Commissioner retain the right to deduct a home game from a team's respective schedule and force a team to play an unbalanced road vs. home schedule (such as 5 home games + 7 road games). Team should notify the Deputy Commissioner it is unable to host its respective Regional Championship.

ROSTER STANDARDS

7.15 SUMMARY

Active Roster – Maximum of forty (40) players may be listed on a team's Active Roster.

Playoff Roster – Field players and Goalkeepers must dress, be checked in by referee, and appear on Official WPSL Game form for minimum of two (2) regular season games to be eligible for Playoff Roster. Divisional Championship semifinal and final games are classified as Regular Season matches.

Game Day Roster – Maximum of twenty (20) players may dress for games (including 2 emergency replacement players, injury only). Minimum of fourteen (14) players for each game.

Each team will provide the Referee (Fourth Official) with their Game Day Roster no later than 45 minutes prior to scheduled kickoff.

Game Day Roster will include:

- 11 Starters
- Up to 9 Substitutes
- Player Jersey Numbers
- First & Last Name
- Position

Visiting Team Roster -- Visiting team must provide home team its projected 20-player roster 48 hours prior scheduled kickoff. This information is for media and fan relation's purposes so that teams may print accurate Game Rosters in a timely manner. Visiting Team should provide Jersey Number, First & Last Name & Position.

UNIFORMS

7.16 UNIFORMS MINIMUM STANDARDS

- Each team must have two full sets of twenty-six (26) complete uniforms, each set being identical.
- Must have numbers on back of jersey at least 8” high.
- Must have easily visible numbers on either front of jersey or shorts (3” high recommended).
- Numbers can start from 00 and go through 99.
- Home team chooses uniform and colors and informs visiting team of choice.
- Each team uniform must display the Official WPSL logo on the left shoulder (file located in Resources Tab under Logos).
- Teams can place sponsored advertising on its uniforms as long as it doesn’t interfere with the numeral or WPSL logo on left sleeve.

COURTESY GAME DAY STANDARDS

7.17 COURTESY GAME DAY STANDARDS

The following items are encouraged but are not made mandatory by the WPSL.

- Signage on Dressing Room entrances and exits
- Marked off Technical Area
- Dressing Room Security
- Dressing Room Snacks
- Sports Drinks in Dressing Room and on Team Benches
- Postgame Meals for Home and Visiting Team
- Reserved Parking for Team Van or Bus
- Monetary Tip or small gift of appreciation if Home Team provides Visiting Team with Dressing Room Attendant
- Team Pregame Gift Exchanges
- Game Day Program – with numerical roster of Home and Visiting teams.
- Game Day Photographer

EXCEPTIONS

7.18 EXCEPTIONS TO MINIMUM STANDARDS

In the event a team cannot meet a minimum standard, this must be communicated to the league and potential teams impacted as soon as possible. Approval of any exceptions to minimum standards must be requested in writing to the President of the WPSL. Approvals of exceptions are not effective until the WPSL President has approved said exceptions in writing.

ARTICLE 8

FINES AND PENALTIES



OPERATIONS MANUAL

ARTICLE 8 **FINES & PENALTIES**

8.01 FINES & PENALTIES

Fines and Penalties may be assessed to members for violations of Standards, Regulations or for Disciplinary reasons. The WPSL will notify each club when a fine is assessed and include the terms within. Members are responsible for the payment of all fines, unless stated otherwise.

8.02 PAYMENT OF FINES

Fines are due in full no later than 14 days following the date of disbursement from the WPSL office (ELECTRONIC TIME STAMP)..

A 15% late fee will be added on to the fine on the 15th day. Unpaid fines entering the next WPSL season places the team as Member not in Good Standing, thus not eligible to participate as Active Member.

8.03 2023 FINES & PENALTIES - LISTINGS

On the ensuing five (5) pages is an outline in spreadsheet format noting the Article #, Fine/Penalty, and other pertinent information.

WPSL FINES, FEES & PENALTIES 2023 SEASON

LEAGUE & MEMBERSHIP

ARTICLE	PG. #	STANDARD	FINE / FEE	DESCRIPTION
1.22	p. 18	Annual Membership Dues - Oct. 1	\$ 150	<i>15% Late Fee Not Member in Good Standing</i>
		Annual Membership Dues - Jan. 10	\$ 450	<i>15% Late Fee Not Member in Good Standing</i>
1.24	p. 19	Obligations of a Member (document)		<i>Not Member in Good Standing</i>
1.25	p. 19	Primary Venue Application		<i>Not Member in Good Standing</i>
1.27	p. 20	AGM Attendance - Mandatory	\$ 1,250	
1.28	p. 20	Additional Mandatory Meetings	\$ 250	<i>Not to exceed \$250.00</i>
1.29	p. 20	Team Self-Imposed Season Suspension	\$ 500	<i>Per Season (2-season cap)</i>
1.3	p. 21	League Imposed Season Suspension / Expulsion	\$ 500	<i>Per Season - upon approval</i>
1.31	p. 21	Team Rights - To Outside Third Party	\$ 1,500	<i>Partnership Transfer Fee</i>
1.36	p. 22	Tampering with Prospective New WPSL Team	\$ 3,250	<i>Equivalent of New Team Fee</i>
1.38	p. 22	League Sponsorship Obligations	\$ 1,500	<i>Subject to Expulsion</i>

COMPETITION

ARTICLE	PG. #	STANDARD	FINE / FEE	DESCRIPTION
2.06	p. 26	Scheduling Omissions - Cooperation	\$ 250	<i>Not Member in Good Standing</i>
		Re-Scheduled Match		
2.08	p. 27	Date Change - Prior to April 1	\$ -	<i>No Fee</i>
		Date Change - 11+ Days in Advance	\$ 100	<i>Fee upon remitting request</i>
		Date Change - 10 Days or Less in Advance	\$ 200	<i>Fee upon remitting request</i>
2.09	p. 28	Time Change - One-Hour Difference	\$ -	<i>No Fee</i>
		Time Change - More than One-Hour Difference	\$ 50	<i>Fee upon remitting request</i>
2.10	p. 28	Venue Change - 11+ Days in Advance	\$ -	<i>No Fee</i>
		Venue Change - 10 Days or Less in Advance	\$ 50	<i>Fee upon remitting request</i>
2.18	p. 34	Failure to Participate in WPSL Playoffs	\$ 3,000	<i>Ineligible for subsequent Playoffs</i>
	p. 34	Failure to Participate in WPSL Championship	\$ 6,000	<i>Ineligible for subsequent Playoffs</i>
2.27	p. 37	Non-Performance by Visiting Team	\$ 2,000	<i>3-point Deduction (Forfeit)</i>
2.28	p. 37	Non-Performance by Home Team	\$ 2,000	<i>3-point Deduction (Forfeit)</i>
2.30	p. 39	Game Balls - Number of Balls (4)	\$ 50	<i>Per Ball</i>
2.31	p. 39	Official Match Ball of WPSL	\$ 200	<i>Forfeiture future benefits</i>

TEAM

ARTICLE	PG. #	STANDARD	FINE / FEE	DESCRIPTION
3.02	p. 42	Mimumum 14 Players on Game Day Roster	\$ 50	<i>2nd Offense: \$100.00</i>
		Minimum 8 Players on Game Day Roster	\$ 2,000	<i>3-point Deduction (Forfeit)</i>
3.04	p. 43	Head Coach Not on Bench	\$ 500	<i>2nd Offense: \$1,000 & Forfeit</i>
3.07	p. 44	Uniforms - Matching Set	\$ 100	<i>Per Occurrence</i>
		Uniforms - Numerals	\$ 50	<i>Per Occurrence, capped \$500</i>
		Uniforms - Numerals on Front of Jersey / Shorts	\$ 25	<i>Per Occurrence, capped \$250</i>
3.11	p. 46	Game Day Reporting	\$ 50	<i>2nd Offense: \$100</i>

PLAYERS

ARTICLE	PG. #	STANDARD	FINE / FEE	DESCRIPTION
4.05	p. 50	Illegal Player	\$ 500	<i>Forfeiture of Game</i>

DISCIPLINE

ARTICLE	PG. #	STANDARD	FINE / FEE	DESCRIPTION
6.02	p. 61	Discipline Appeals	\$ 250	<i>Via Bond</i>
6.07	p. 62	Act Toward Referee - Appeal	\$ 250	
6.08	p. 62	Disparaging Comments		<i>Subject to Severity</i>
6.09	p. 62	Gambling		<i>Banned from WPSL</i>
6.10	p. 63	Moral Turpitude		<i>Suspension</i>
6.11	p. 63	Tampering - Registered Player	\$ 1,500	<i>Forfeiture of Points Ineligible for Playoffs</i>

MINIMUM STANDARDS

ARTICLE	PG. #	STANDARD	FINE / FEE	DESCRIPTION
7.05	p. 66	WPSL Patch on Jersey	\$ 50	<i>2nd Offense: \$100</i>
7.06	p. 67	WPSL Banner Displayed at Venue	\$ 50	<i>Per Occurrence</i>
7.07 A	p. 67	Playing Surface		<i>Subject to Forfeit</i>
7.07 B	p. 67	Field Specifications	\$ 150	
7.07 C	p. 67	Field Markings	\$ 100	
7.07 D	p. 67	Field Availability	\$ 100	
7.07 E	p. 68	Goal Nets	\$ 50	<i>Per Net</i>
7.07 F	p. 68	Corner Flags	\$ 25	<i>Per Flag</i>
7.08 A	p. 68	Home & Visiting Team Benches	\$ 100	
7.08 B	p. 68	Fourth Official's Table	\$ 50	
7.09 A	p. 69	National Flag	\$ 250	
7.09 B	p. 69	Seating Capacity	\$ 100	
7.09 C	p. 69	Press Box	\$ 100	
7.09 D	p. 69	PA System / Sound System	\$ 100	
7.09 E	p. 69	Scoreboard - Electronic	\$ 100	
7.10 A	p. 70	Home & Visiting Team Dressing Rooms	\$ 250	
7.10 B	p. 70	Referee Dressing Room	\$ 150	
7.10 C	p. 70	Dressing Room Supplies	\$ 100	

MINIMUM STANDARDS, CONTINUED

ARTICLE	PG. #	STANDARD	FINE / FEE	DESCRIPTION
7.11 B	p. 71	Match Timing Sheet	\$ 25	
7.11 D	p. 72	Game Day Rosters	\$ 25	
7.12 A	p. 72	Arrival to Venue - One Hour Prior to Kickoff	\$ 250	
7.12 B	p. 72	Game Starting on Time		<i>1st Offense: Warning 2nd Offense: \$100</i>
7.12 C	p. 73	Game Balls (4)	\$ 50	<i>Per Ball / Per Game</i>
7.12 D	p. 73	National Anthem	\$ 100	
7.12 E	p. 73	Ball Kids (6)	\$ 20	<i>Per Missing Ball Kid</i>
7.12 F	p. 73	Live Streaming	\$ 100	<i>2nd Offense: \$200</i>
7.12 G	p. 74	Match Reporting	\$ 50	<i>2nd Offense: \$100</i>
7.13 A	p. 74	Certified Athletic Trainer	\$ 250	<i>Forfeiture may apply</i>

APPENDIX



OPERATIONS MANUAL

RESOURCES

The documents listed below are made available to selected WPSL Team Staff Members allocated with password-protected access to the desired tools under the Resources Tab on WPSLsoccer.com:

ADMINISTRATIVE

WPSL FRONT OFFICE DIRECTORY – listing of full and part-time staff members of the WPSL, including seasonal workers.

WPSL TEAM DIRECTORY – team listing by Region and Conference of each team’s Principal, key soccer operations personnel, and team marketing liaisons.

INSURANCE (NUMEROUS DOCUMENTS) – claims filing, player’s forms, USASA forms, Certificate. Liability Waiver

TEAM DIRECTORY CONTACT FORM – required for teams to outline key staff members and contact information

FINANCIAL

BANKING – all electronic banking information is protected internally and not outlined online via League’s website.

U.S. SOCCER CREDIT CARD AUTHORIZATION FORM

BRANDING

STYLE GUIDE – WPSL logos and word marks

TEAM LOGO LIBRARY – Crests/Logos of WPSL member teams

SOCCKER OPERATIONS

PLAYER OF WEEK NOMINATION FORMS – forms required to submit team’s Player of Week Nominees.

PLAYER / COACH REGISTRATION – instructions and affiliated documents.

SAFESPORT - instructions and affiliated documents

REFEREE PROCEDURE MANUAL – seasonal outline for Referee’s.

WPSL Referee Assignor Directory

AMATEUR REINSTATEMENT FORM – form required for professional players desiring to regain amateur status.

INTERNATIONAL TRANSFER CERTIFICATE FORM – required for players who previous playing experience was outside the United States

SANCTIONING FORM – for non-WPSL matches

GAME DAY

GAME CHANGE FORMS – for Date and Time changes after schedule has been set and announced to general public.

MATCH REPORTING – tutorials on all aspects of Match Reporting, including remitting a complete and Box Score.

MINIMUM STANDARDS REPORT – form required to submit a Minimum Standards Violation.

REFEREE REPORTS – form required to submit Referee Evaluation

STREAMING – ELEVEN training video



