

NORTHWEST SOUND YOUTH SOCCER ASSOCIATION AND
KITSAP PENINSULA SOCCER REFEREES ASSOCIATION

Agreement of Understanding

01 August 2018 through 31 July 2021

NORTHWEST SOUND YOUTH SOCCER ASSOCIATION
&
KITSAP PENINSULA SOCCER REFEREES ASSOCIATION
AGREEMENT OF UNDERSTANDING

Table of Contents

I. PURPOSE	4
II. SCHEDULES	4
A. DELIVERY DATE TO KPSRA:	4
B. SCHEDULING OF TOURNAMENTS, QUARTER/SEMI FINAL OR NEUTRAL FIELD STATE TOURNAMENT MATCHES:	5
C. SCHEDULE FORMAT:	5
D. DELIVERY TO KPSRA:	5
E. CLUB SCHEDULING:	5
F. REFEREE RESPONSIBILITIES	6
G. SCHEDULE CHANGES:	6
III. LEAGUE RULES	7
A. DELIVERY DATE TO KPSRA:	7
IV. INFORMATION SHARING AND MISSED MATCHES	8
A. INFORMATION SHARING:	8
B. UNCOVERED MATCHES:	8
V. MATCH COVERAGE	8
A. MATCH COVERAGE CRITERIA:	9
B. REFEREE TEAM ASSIGNMENTS:	9
VI. MATCH REPORTING	9
A. KPSRA MATCH REPORTS:	9
B. DISCIPLINARY NOTIFICATION:	10
C. ABANDONED MATCHES:	10
D. ROSTER SHEETS:	10
VII. TRAINING	10
A. MENTORING:	11
B. KPSRA MEETINGS:	11
C. COACHES TEAM AND TRAINING:	11
D. REFEREE RECRUITMENT AND RETENTION:	11

NORTHWEST SOUND YOUTH SOCCER ASSOCIATION
&
KITSAP PENINSULA SOCCER REFEREES ASSOCIATION
AGREEMENT OF UNDERSTANDING

VIII. REFEREE FEES	11
A. FEE SCHEDULE:	11
B. FEES: ADMINISTRATIVE:	12
C. TRAVEL:	12
D. FEES: BILLING:	13
E. PAYMENT:	13
F. PROTESTED MATCH:	13
IX. ASSIGNORS	13
A. KPSRA AGREES TO THE FOLLOWING SPECIFICATIONS REGARDING YOUTH ASSIGNORS:	14
X. ASSIGNING	14
A. KPSRA AGREES TO THE FOLLOWING SPECIFICATIONS REGARDING ASSIGNING OF OFFICIALS TO KPSRA COVERED MATCHES:	14
XI. SETTLEMENT OF PROBLEMS NOT ADDRESSED OR AGREED TO BY THIS AGREEMENT	14
XII. ENFORCEMENT	15
XIII. LABOR AND INDUSTRY (L&I)	15
XIV. AGREEMENT	15

NORTHWEST SOUND YOUTH SOCCER ASSOCIATION
&
KITSAP PENINSULA SOCCER REFEREES ASSOCIATION
AGREEMENT OF UNDERSTANDING

I. PURPOSE

This document serves as written agreement of understanding for the combined parties identified within concerning sanctioned Washington Youth Soccer matches. This document will not cover any US Club matches unless sanctioned specifically by Washington Youth Soccer and/or Northwest Sound Youth Soccer Association and/or its member clubs.

The Governing Organization for this agreement, which governs all of the member clubs representing sanctioned Washington Youth Soccer matches for their individual areas, is Northwest Sound Youth Soccer Association, hereafter referred to as **NSYSA**.

Those area youth organizations associated with and comprising of the voting members of NSYSA include:

- **Bainbridge Island Youth Soccer Club (BIYSC)**
- **Bremerton Soccer Club (BSC)**
- **Central Kitsap Soccer Club (CKSC)**
- **Jefferson County Soccer Club (JCSC)**
- **North Kitsap Soccer Club (NKSC)**
- **North Mason Youth Soccer Club (NMYSC)**
- **South Kitsap Soccer Club (SKSC)**
- **Tracyton Soccer Club (TSC)**
- **Kitsap Alliance FC (KAFC)**

For purposes of this document, all reference to the Governing Organization, NSYSA, will also include the member organizations noted above.

Kitsap Peninsula Soccer Referees Association hereafter referred to as **KPSRA**; serves as the area soccer referee organization and provides primary referee services to the NSYSA community.

II. SCHEDULES

A. DELIVERY DATE TO KPSRA: NSYSA agrees to deliver to KPSRA weeks 1 through 4 of the schedule(s) a minimum of two weeks prior to the first scheduled game of the season. Week 5 and beyond of the current season will be delivered by week 3.

1. In the event that any of the affiliated leagues (e.g. North Puget Sound League (NPSL), Puget Sound Premier League (PSPL), South Sound United League (SSUL), Regional Club League (RCL), etc.) outside of NSYSA does not provide their schedule(s) to NSYSA prior to the two week deadline, or if NSYSA cannot provide its entire season schedule at one time, NSYSA will provide the portion of the schedule it has to KPSRA within the time frames of this agreement.
2. Schedule Additions will be provided to KPSRA as necessary as soon as they are received and Scheduled by NSYSA to complete the season schedule.
3. For all games scheduled after the minimum deadline date, KPSRA will attempt to provide coverage with minimum impact to already scheduled games and existing referee assignments.
4. NSYSA reserves the right to withhold/withdraw those matches from KPSRA assigning in when a member club feels that KPSRA referee coverage causes a financial burden to their organization.

NORTHWEST SOUND YOUTH SOCCER ASSOCIATION
&
KITSAP PENINSULA SOCCER REFEREES ASSOCIATION
AGREEMENT OF UNDERSTANDING

5. NSYSA agrees to strive to schedule their matches in a manner that provides the best pairing of games based on competition levels, game durations, and referee team compositions, to better support a common desire to service all venues with full referee team assignments.

B. SCHEDULING OF TOURNAMENTS, QUARTER/SEMI FINAL OR NEUTRAL FIELD STATE TOURNAMENT MATCHES:

1. NSYSA agrees to notify KPSRA should any of the other than “regular season” types of matches become known to NSYSA.
2. NSYSA further agrees to provide schedules for these events (minus those for local tournaments that are being scheduled directly between the host club and KPSRA Tournament Assignor – e.g. Island Cup) at least two weeks prior to the start of the event and as specified in Section II.C.
3. KPSRA reserves the right to be the assigning agency of all events held within the geographical boundaries of the associations of NSYSA and not assigned at the state level. Examples of such occurrences are:
 - Region IV cup play
 - Any state approved/sanctioned events.

C. SCHEDULE FORMAT: NSYSA agrees to deliver all schedules in the format required for use on the KPSRA website which will be inserted by KPSRA Webmaster. These schedules will be provided as specified in Section II.A of this agreement.

D. DELIVERY TO KPSRA: NSYSA agrees to deliver the web based schedules to the KPSRA Webmaster and Youth Assignor/s.

E. CLUB SCHEDULING: NSYSA agrees to schedule matches as follows:

1. Game Duration and Time Allocated between matches.
 - NSYSA agrees to schedule league matches as indicated in the chart below. KPSRA recognizes that scheduling during the latter fall months may require modification to this understanding. But best efforts to match pairing and field utilization will mitigate the impact to the time allowed between games.

AGE GROUP	TIME PER HALF	TIME BETWEEN HALVES	TOTAL TIME ALLOTTED
Comp U9-U10	25 min	5 min	1 hr 15 min
U11-U12	30 min	5 min	1 hr 30 min
U13-U14	35 min	5 min	1 hr 45min
U15-U16	40 min	5 min	2 hr 00 min
U17-U19	45 min	5 min	2 hr 00 min

**These are the Youth Regulation Match Lengths. Match lengths for tournament play may be modified (shortened) based upon the rules of the Tournament.*

**Unless a hydration break is requested by both coaches before the start of the match.*

NORTHWEST SOUND YOUTH SOCCER ASSOCIATION
&
KITSAP PENINSULA SOCCER REFEREES ASSOCIATION
AGREEMENT OF UNDERSTANDING

2. Grouping of Age Groups and Competitive Levels:
 - NSYSA agrees to attempt to schedule matches to best utilize referee pairing.
 - Consideration will be given to competitive levels, match duration, and referee team requirements.
3. Starting Times: Match start times shall be in accordance with the particular league rules for the match as specified by the competition authority for that particular match.

F. REFEREES RESPONSIBILITIES: Referees are to check the KPSRA website for confirmation of game time and location one day prior to game assignment.

G. SCHEDULE CHANGES: NSYSA agrees to perform and deliver any schedule changes to KPSRA as follows:

1. General:
 - a) NSYSA agrees to try to keep schedule modifications to a minimum and to give due consideration to game pairings and referee team assignments when making changes to the posted schedule(s).
 - b) KPSRA understands that schedule modifications will occur for many varied reasons and will strive to do its best to provide coverage to all scheduled matches covered by this agreement.
2. Assessments/Penalties for Schedule Changes:
 - a) No additional fee will be charged for any match modification:
 - 1) Affecting a match that has not yet been assigned unless the change is to move a match which was scheduled more than 7 days from the change notification date to a date that is now less than 7 days from the change notification date.
 - 2) Affecting a match 7 or more days prior to its originally scheduled date unless the change is to move the match to a date that is now less than 7 days from the change notification date.
 - 3) Due to the closure of a field by the facility owner or for any weather condition – no matter when such notification is made. If the referee makes a determination that the game field is not safe to play on when no notice has been given, then this exclusion does not apply. In that case the applicable club will be charged for the referee(s) assigned to the game, but no additional fee will be assessed.
 - b) If a change request, which is not excluded above, occurs within 3 calendar days of the original match date, or the requested date, the applicable club will be assessed the normal fees for those officials already assigned to the original match in addition to a \$50.00 fee for the change and the normal fee for the officials for the new match date. The fee for the original match officials may be waived by KPSRA, at its discretion, if the change involves a location and/or time change which does not detrimentally impact the assigned official's ability to still officiate the match.

NORTHWEST SOUND YOUTH SOCCER ASSOCIATION
&
KITSAP PENINSULA SOCCER REFEREES ASSOCIATION
AGREEMENT OF UNDERSTANDING

- c) A calendar day shall be a full calendar day, not 24 hours. For example, a change notification for a Saturday match that is received on the Wednesday prior is considered 2 days prior (Friday plus Thursday) while a change made on the Thursday prior would only be considered 1 day (Friday).
 - 1) Example: A match is originally scheduled for Sunday October 15th.
 - 2) Changes may be made without penalty until Saturday October 7th (7calendar days prior).
 - 3) Changes made after Saturday October 7th would be subject to a \$50.00 change fee and the fee for the officials assigned to the match when the change notice was received.
- 3. Change Implementation:
 - a) NSYSA will notify KPSRA Youth Assignor(s) and KPSRA Webmaster regarding any reschedule or change that occurs so that KPSRA can modify their own system of such changes.
 - b) If a particular Change/Modification to the schedule requires a new record to be created on the KPSRA Website, NSYSA will provide a new Upload File to the KPSRA Webmaster in the same format/manner as the original schedule.
 - c) KPSRA agrees to upload all additional match records to incorporate all schedule change/modifications as soon as possible to ensure the change/s is reflected into the KPSRA website as soon as possible.
- 4. Change acknowledgement:
 - a) All changes delivered to the KPSRA Youth Assignor/s and KPSRA Webmaster by the NSYSA Scheduler in accordance with II.G. 3 above will be acknowledged in writing via email to NSYSA Scheduler within 48 hours of notification of the change/s.
- 5. Regional Club League:
 - a) KPSRA recognizes that the Regional Club League (RCL) tends to have schedule changes that occur close to the match date. Further, NSYSA and KPSRA recognize that Kitsap Alliance FC (KAFC) who are members of the RCL have the majority of the RCL teams. As such, KPSRA will accept game change requests directly from a designated representative of KAFC.
 - b) Change requests from KAFC shall be sent to KPSRA as outlined in Section II G 3 above. At a minimum, KAFC will email such requests to the KPSRA Youth Assignor(s) and KPSRA Webmaster with a copy also sent to the NSYSA Scheduler.
 - c) Change requests will be acknowledged via email to KAFC, with a copy to NSYSA Scheduler, within 48 hours of notification of the change/s.

III. LEAGUE RULES

A. DELIVERY DATE TO KPSRA:

NSYSA agrees to make the applicable league rules available to KPSRA via the NSYSA website a minimum of four weeks before the start of the season.

NORTHWEST SOUND YOUTH SOCCER ASSOCIATION
&
KITSAP PENINSULA SOCCER REFEREES ASSOCIATION
AGREEMENT OF UNDERSTANDING

IV. INFORMATION SHARING AND MISSED MATCHES

A. INFORMATION SHARING:

1. NSYSA and KPSRA: agree to provide a means of sharing Match Report data from their respective websites in which Referees/Coaches submit comments concerning Officials, Teams, Coaches or Spectators. This exchange is meant to facilitate communications between the two organizations and does not take the place of Section IV.A.2 & 3 below.
2. NSYSA through the VP of Competition and/or NSYSA Scheduler agrees to pass all written comments / concerns (positive or negative) to President and Vice President of KPSRA concerning an official or team performance within 7 days of the match.
3. KPSRA agrees to answer any written comments submitted as specified within Section IV.A.2 in writing within two days notifying NSYSA when an investigation is scheduled to start. Such investigation should be completed within two weeks of receipt of the report from NSYSA. At the conclusion of the investigation, the findings will be submitted in writing to the NSYSA VP of Competition and/or NSYSA Scheduler.
4. President and/or Vice President of KPSRA agrees to pass all written comments / concerns (positive or negative) to NSYSA concerning field conditions, or the conduct of players, coaches, and parents, which are not already being administered via the misconduct reporting process, within 2 days of the match. These comments are to be delivered in writing to the NSYSA VP of Competition and NSYSA Scheduler.
5. NSYSA agrees to answer any written comments submitted as specified within Section IV.A.4 in writing within two days notifying KPSRA President and Vice President when an investigation is scheduled to start. Such investigation should be completed within two weeks of receipt of the report from KPSRA. At the end of the investigation, the findings will be submitted in writing to the KPSRA President or Vice President.
6. NSYSA and KPSRA agree to come together on matters of concern involving individual referee/s, coaches, players, or parents. Resolution of such matters may involve collective observation of the individual or group in a game situation as deemed appropriate by the NSYSA VP of Competition and KPSRA President.

B. UNCOVERED MATCHES:

1. KPSRA will provide Team Representatives and Club Officials KPSRA Site View Privileges. With Team Representatives and Club Officials now having visibility notification of uncovered matches by any specific deadline is no longer necessary. Because of this ability, NSYSA is requesting that its members assist KPSRA in covering matches by encouraging any available currently licensed USSF referees to contact the KPSRA Youth Assignor/s via the KPSRA Website to volunteer to take any matches that are listed as being uncovered. This will enhance the KPSRA Youth Assignor/s ability to assure the coverage of as many matches as possible and should significantly reduce the possibility of two or more officials arriving to officiate the same match.
2. Matches covered via club assigning will not be billed by KPSRA nor authorized for payment by NSYSA. Such coverage will be deemed to be covered by a volunteer. Out of area referees that are not members of KPSRA must submit for access to the KPSRA website for the purpose of game reporting and/or payment for any match coverage.

NORTHWEST SOUND YOUTH SOCCER ASSOCIATION
&
KITSAP PENINSULA SOCCER REFEREES ASSOCIATION
AGREEMENT OF UNDERSTANDING

V. MATCH COVERAGE

A. MATCH COVERAGE CRITERIA:

KPSRA agrees to cover all properly scheduled matches U11 and above as follows:

	U9-U10	U11-12	U13-14	U15-16	U17-19
Competitive 1 <i>(State League, RCL Div 1&2 NPSL and PSPL Div 1&2)</i>	1 Licensed Center Referee	1 Licensed Center Referee & 2 Licensed Assistant Referees (if possible)	1 Licensed Center Referee & 2 Licensed Assistant Referees (If possible)	1 Licensed Center Referee & 2 Licensed Assistant Referees	1 Licensed Center Referee & 2 Licensed Assistant Referees
Competitive 2 <i>(Non-State League, RCL Div 3 and lower, NPSL Div 3 and lower & PSPL Div 3 and lower)</i>	1 Licensed Center Referee	1 Licensed Center Referee & 2 Licensed Assistant Referees (if possible)	1 Licensed Center Referee & 2 Licensed Assistant Referees (If possible)	U15 1 Licensed Center Referee & 2 Licensed Assistant Referees (if possible) U16 1 Licensed Center Referee & 2 Licensed Assistant Referees	1 Licensed Center Referee & 2 Licensed Assistant Referees
Recreational	N/A	1 Licensed Center Referee	1 Licensed Center Referee & 2 Licensed Assistant Referees (if possible)	U15 1 Licensed Center Referee* U16 1 Licensed Center Referee & 2 Licensed Assistant Referees (if possible)	1 Licensed Center Referee & 2 Licensed Assistant Referees (if possible)

Note – In any specific area that has sufficient referee assets, the local club may request KPSRA to provide full crew coverage for all matches (i.e. JCSC) if agreed to by NSYSA and the particular club is willing to pay for such coverage. Such a coverage request when approved by NSYSA will be indicated in the schedule provided to KPSRA by the NSYSA Scheduler in accordance with Section II.C. of this agreement.

B. REFEREE TEAM ASSIGNMENTS:

Although KPSRA agrees that the match is best served with full referee teams, it is recognized that referee resources and schedule conflicts do not always allow for this eventuality. The Washington State Referee Committee has issued a directive outlining the desires and process for short sided referee teams within a given match. KPSRA will comply with this guidance when administering a match with less than full referee teams assigned.

VI. MATCH REPORTING

A. KPSRA MATCH REPORTS:

1. KPSRA agrees the assigned center official, via the KPSRA Website, will submit match reports within 48 hours of the match.
2. The Match Reports from center officials will include any comments deemed appropriate concerning the behavior of any Team Official (Coach/Assistant/etc.), Player/s and or Spectator/s.

NORTHWEST SOUND YOUTH SOCCER ASSOCIATION
&
KITSAP PENINSULA SOCCER REFEREES ASSOCIATION
AGREEMENT OF UNDERSTANDING

B. DISCIPLINARY NOTIFICATION:

1. KPSRA agrees to provide all Misconduct Reports by Tuesday 5:00 pm to the NSYSA Disciplinary Committee via email so that NSYSA may adjudicate and track all Misconducts associated with any and all play associated with matches under their administrative authority. The NSYSA Administrator will assist the members of the NSYSA Disciplinary Committee and KPSRA with the setup of applicable Authorities on this site as necessary.
2. KPSRA shall provide one representative at the request of NSYSA to serve as a voting member of the NSYSA Disciplinary Committee.
3. NSYSA agrees to provide comments for any misconduct report that is denied thus providing feedback and understanding to the referee KPSRA President and Vice President. This tool allows the referee to better learn what is correct in the matter of issuing and reporting misconduct.
4. KPSRA agrees to use the Supplementary Report process for all matters outside the scope of misconduct which occurred during the match and/or to supplement the Disciplinary Process by the appropriate authority.

C. ABANDONED MATCHES:

The President of KPSRA or his designated representative will notify the NSYSA VP of Competition and/or NSYSA Scheduler of any matches abandoned by a KPSRA referee within 24 hours of said match.

D. ROSTER SHEETS:

1. Team rosters are required for all NSYSA matches.
2. The following is expected for all games:
 - a) Ten minutes prior to the start of the game, coaches will have presented to the KPSRA referee/s present, acceptable WYS or NSYSA issued forms of team roster and USSF Member Passes (when required) that include the following minimum requirements:
 - Team names
 - Team ID #'s
 - coaches names
 - player names and numbers
 - b) Failure to provide a correct roster and USSF Member Passes (when required) will be administered in accordance with WYS directives.
 - c) A KPSRA Official assigned to the match will verify the Roster and USSF Member Pass provided prior to commencement of the match.
3. For all levels of competition only rostered personnel may occupy places in the technical area of the team benches.

NORTHWEST SOUND YOUTH SOCCER ASSOCIATION
&
KITSAP PENINSULA SOCCER REFEREES ASSOCIATION
AGREEMENT OF UNDERSTANDING

VII. TRAINING

NSYSA and KPSRA agree to the following:

A. MENTORING:

KPSRA agrees to provide Mentoring Services for U9 and above.

B. KPSRA MEETINGS:

1. KPSRA agrees to invite NSYSA representative/s to attend a KPSRA membership meeting prior to the start of the Regular Season as requested by KPSRA to review the pertinent youth rules and modifications of the rules with 7 days notice. Such NSYSA representative(s) agree to answer pertinent questions pertaining to the upcoming season.
2. NSYSA agrees to provide representative/s to attend any KPSRA membership meeting after the start of the Season as requested by KPSRA to review the pertinent rules and answer any questions pertaining to the current season with 7 days notice.

C. COACHES TEAM AND TRAINING:

KPSRA agrees to provide a USSF affiliated referee to attend club coaches meetings (one per member Club bound by this contract) at the beginning of the season to discuss “Rules of the Game” and answer questions by its coaches pertaining to the “Rules of the Game”. This will be provided by KPSRA by invitation with 7 days’ notice.

D. REFEREE RECRUITMENT AND RETENTION:

1. Referee based support is critical to all areas of the NSYSA member Clubs bound by this agreement of understanding. Retention and renewal are of primary concern for both NSYSA and KPSRA. NSYSA agrees with its member clubs that it should promote a minimum of 3 annual Referee clinics within their geographical areas for the purpose of adding to the referee pool within their geographical area.
2. Curriculum will be in accordance with USSF for the applicable referee clinic (Entry Level, Advanced, etc.)
 - At the conclusion of referee training portion, the KPSRA Clinician will review all Modified Youth Rules and Regulations for the league being covered. NPSL, SSUL, RCL, NSYSA, WYS.

NORTHWEST SOUND YOUTH SOCCER ASSOCIATION
&
KITSAP PENINSULA SOCCER REFEREES ASSOCIATION
AGREEMENT OF UNDERSTANDING

VIII. REFEREE FEES

A. FEE SCHEDULE:

1. NSYSA and KPSRA agree to the referee fee schedule shown below for Recreational and Competitive Leagues as follows:

Fall 2018 – Spring 2019						
				Match Length x Rate		Center Fee x AR Multiplier
League	Age	Match Length	Rate	Center Fee	AR Multiplier	AR Fee
Recreation	U11-U12	60	0.54	\$ 32.40	0.6	\$ 19.44
Recreation	U13-U14	70	0.54	\$ 37.80	0.6	\$ 22.68
Recreation	U15-U16	80	0.58	\$ 46.40	0.6	\$ 27.84
Recreation	U17-U19	90	0.58	\$ 52.20	0.6	\$ 31.32
Comp 2	U9-U10	50	0.62	\$ 31.00		
Comp 2	U11-U12	60	0.58	\$ 34.80	0.7	\$ 24.36
Comp 2	U13-U14	70	0.58	\$ 40.60	0.7	\$ 28.42
Comp 2	U15-U16	80	0.62	\$ 49.60	0.7	\$ 34.72
Comp 2	U17-U19	90	0.62	\$ 55.80	0.7	\$ 39.06
Comp 1	U9-U10	50	0.62	\$ 31.00	0.7	\$ 22.40
Comp 1	U11-U12	60	0.62	\$ 37.20	0.7	\$ 26.04
Comp 1	U13-U14	70	0.62	\$ 43.40	0.7	\$ 30.38
Comp 1	U15-U16	80	0.66	\$ 52.80	0.7	\$ 36.96
Comp 1	U17-U19	90	0.66	\$ 59.40	0.7	\$ 41.58

Note: All parties agree that any matches scheduled with modified/shortened match lengths as compared to the table above will be paid as a percentage of the full figure above using the formula of Modified/Shortened Match length x Multiplier for Center Fee. AR Fee will be that modified Center Fee x AR Multiplier.

2. The fee schedule will be adjusted each year based upon the December Seattle Consumer Price Index (CPI) which is published in February each year. The fee schedule will not begin adjustment until August 2019.

B. FEES: ADMINISTRATIVE:

NSYSA agrees to pay an administrative billing fee of 7% per game per home team. The fee applies to all matches where a KPSRA referee performed the match.

C. TRAVEL:

NSYSA agrees that there may be some extraordinary circumstances that could occur when an official may be asked to travel a distance that could be a hardship unless some travel stipend is added to compensate that individual for such travel. Should such a situation occur, it will be dealt with directly between the individual Club and KPSRA after being acknowledged/authorized by the NSYSA Scheduler.

NORTHWEST SOUND YOUTH SOCCER ASSOCIATION
&
KITSAP PENINSULA SOCCER REFEREES ASSOCIATION
AGREEMENT OF UNDERSTANDING

D. FEES: BILLING:

KPSRA agrees to bill NSYSA (itemized) as follows:

1. After at least each month of play during each Fall/Winter/Spring season as applicable, KPSRA will invoice each NSYSA member Clubs bound by this agreement via a deduction from their initial payment for each match covered.
2. The monthly statement will show the beginning amount paid for the season, the current billing charges, and amount remaining in each club's account after the billing charges.
3. All invoicing, to each NSYSA member Club, will be done in Arbiter and emailed to two Representatives of each club, the President, Treasurer and a copy sent to the President of NSYSA.

E. PAYMENT:

1. NSYSA member Clubs bound by this agreement agree to:
 - a) Pay to KPSRA the amount of the total referee billing from the previous year's Fall/Winter/Spring season as applicable prior to the first game for that applicable season.
 - b) Maintain a minimum balance amount of \$500.00 in each of their accounts with KPSRA to ensure prompt payment. Clubs have been granted access to the KPSRA Arbiter system to allow them to track their available balance.
 - c) Any monies not used in each of its member club's account is to be refunded to the member club when such club's teams are no longer playing (i.e. after conclusion of the applicable season or after elimination from State Cup – whichever occurs later).
2. Each Club must maintain a minimum balance of \$500.00. If during the season KPSRA identifies that a club might not maintain the \$500.00 minimum in their account after each weeks game coverage cost, the club will have 7 days after the Club invoice is created to add funds necessary to bring the balance up to the \$500.00 minimum. Should the minimum balance not be maintained in a Club's Arbiter account, KPSRA may have the assigned soccer official assignments cancelled at KPSRA' S discretion.

F. PROTESTED MATCH:

If a match protest is upheld due to the referee misapplication of rule within NSYSA geographical boundary and results in a match being replayed, the referee fees for that re-match will the responsibility of KPSRA.

NORTHWEST SOUND YOUTH SOCCER ASSOCIATION
&
KITSAP PENINSULA SOCCER REFEREES ASSOCIATION
AGREEMENT OF UNDERSTANDING

IX. ASSIGNORS

A. KPSRA AGREES TO THE FOLLOWING SPECIFICATIONS REGARDING YOUTH ASSIGNORS:

1. KPSRA agrees that Match Assignor/s used by KPSRA will be licensed through USSF and hold a current assignor license.
2. KPSRA agrees that, subject to availability, all JCSC home matches may be assigned by a Match Assignor who will be licensed through USSF and holds a current assignor license and who may be affiliated with JCSC.
3. NSYSA agrees that KPSRA' s Match Assignors may solicit Licensed Referees from other Referee Chapters as necessary to ensure coverage of all matches within the Association that could not be covered / assigned using only licensed USSF registered officials within KPSRA.

X. ASSIGNING

A. KPSRA AGREES TO THE FOLLOWING SPECIFICATIONS REGARDING ASSIGNING OF OFFICIALS TO KPSRA COVERED MATCHES:

1. KPSRA Assignors shall monitor and review all games placed on the KPSRA website. These games are placed on the web site via the conditions expressed in Section V. A of this agreement.
2. A module is available within this website which enables the control of assigning and requesting assigning of the match. KPSRA will utilize this module to support the best possible pairing of referees. While, at the same time, preventing the opportunity for the same referee to see teams more frequently than is reasonable during a season.
3. For all Competitive 1 or Competitive 2 matches, KPSRA will provide manual modifications to assignments that do not meet the expected assigning criteria. Assigning of Referees may be filled via Self-Assignment but must be monitored by the Assignor to ensure such assignments are proper for the level of match being played.
4. Recreational Matches shall be self-assigned and monitored by the KPSRA Assignor to ensure such assignments are proper for the level of match being played.

XI. SETTLEMENT OF PROBLEMS NOT ADDRESSED OR AGREED TO BY THIS AGREEMENT

A. NSYSA member Clubs bound by this agreement and KPSRA agree that in the event a disagreement or question occurs concerning their relationships and/or this agreement, that it will be settled by agreement between the NSYSA President and individual Presidents of the member Clubs bound by this contract with KPSRA and their designated representatives.

B. If an agreement cannot be reached – it is possible for a member club to then withdraw from this agreement without penalty provided that all fees due have been paid.

NORTHWEST SOUND YOUTH SOCCER ASSOCIATION
&
KITSAP PENINSULA SOCCER REFEREES ASSOCIATION
AGREEMENT OF UNDERSTANDING

XII. ENFORCEMENT

This agreement is in force from 01 August 2018 thru 31 July 2021. Annual Fee changes go into effect on first day of August each calendar year of this agreement in accordance with Section VIII.A. Any changes due to policy changes will be settled under terms specified in Section XI above. Extension of this agreement may be approved through mutual approval and signature of NSYSA and KPSRA.

XIII. LABOR AND INDUSTRY (L&I)

NSYSA stipulates that all applicable Labor and Industry (L&I) fees are being paid directly to the State of Washington by Kitsap Peninsula Soccer Referees Association (KPSRA) for all sanctioned Washington Youth Soccer matches they provide/pay officials for. KPSRA collects the applicable L&I expenses from the member clubs to cover these L&I costs as part of the administrative fee charged.

XIV. AGREEMENT

All parties agree to abide with the understandings presented within this Agreement of Understanding document and indicate so with signature as representatives of their organizations.



Northwest Sound Youth Soccer Association President

06/13/2018

Date



Kitsap Peninsula Soccer Referees Association President

06/13/2018

Date