

Northeast United Soccer Club Guest Player Policy and Procedure  
Approved December 13, 2011

**Purpose:**

The purposes of this policy are as follows:

- to set guidelines and rules for managing club risk related to guest players;
- to allow teams to add players in order to have an adequate roster for game play; and
- to provide an opportunity for interested players to experience a Club program on a limited basis.

Definition: A Guest Player is a player who is not rostered to a team in the Club Program for which they want to guest play. (For the purposes of this policy a NEU Academy participant would be considered a guest player on a NEU Development or Competitive Team; but a registered NEU Development or Competitive Team player is not considered a guest player for any other NEU team . A NEU Recreational Team player would be considered a guest player on a Development or Competitive Team but not for another NEU Recreational Team. Any non NEU player would be considered a guest player on any NEU team.)

**Policy:**

The first priority is to serve the regular members of NEU.

- Use of guest players should not unduly restrict the playing time of rostered team members.
- Otherwise eligible players needed to create an adequate roster should be sought first from within the Program and secondarily from within the Club.

Team Coach will have final say as to whether to invite a guest player.

Player must be properly registered according to the “Guest Player Registration Procedure” (see below).

A player may guest up to two times in any season.

Guest players have no obligation to commit to the team in the future, nor does the Club have any future commitments to the guest player.

Adding guest players to the season team roster will need to be addressed on an individual basis.

Although coaches may ask players to guest play, coaches and managers are NOT to actively recruit players from other teams/clubs to permanently join a team. If a parent/guardian take the initiative and expresses an interest in their child playing for an NEU program, then information can be provided regarding program schedule and availability.

In the event that a coach from another NEU program or another club requests an opportunity for guest play for one of their players, that coach and the parent/guardian of the player will be referred to the team coach (of the team on which the player wants to guest play) for approval.

If the team coach (of the team on which the player wishes to guest play) approves of the guest player, the parent/guardian of the player is referred to the Program Registrar or Program Director for explanation of policy, registration and costs.

## Guest Player Fees:

- For NEU Competitive and Development Teams\*:
  - \$25 for player card if needed
  - \$25 for league game includes practice the week prior if available
  - \$40 for tournament includes practice the week prior if available
- For NEU Recreational Teams\*\*
  - There are no special fees associated with recreational guest play.

Guest players will need to acquire any needed uniform which may be borrowed from a player, family or purchased from the Club Equipment Manager.

## Guest Player Registration Procedure:

If already an NEU member:

- Coach informs Registrar of guest player.
- **Bookkeeper or Registrar records fee in player's account and informs family of charges.**
- **Parent/Guardian pays the guest player fees by credit card on line or by check to team manager, coach, or Registrar or Bookkeeper.**
- Parent/Guardian provides birth certificate and photo for player card to Registrar if needed.
- **After payment has been made**, Registrar adds player to roster and orders player card if needed.
- Bookkeeper or Registrar records payment in the players account.
- Parent/Guardian provides coach with copy of "Authorization to Provide Medical Care" available at website.
- Current NEU players may practice with any NEU Club team only if the coach has been provided a copy of the "Authorization to Provide Medical Care".

If not a member of NEU:

- **No one who is not a member of a NEU Program may practice or play with any NEU team until "Guest Registration Form" including "Authorization to Participate" and "Waiver of Liability" has been completed and fees paid.**
- Parent/Guardian completes "Guest Registration Form" and "Authorization to Provide Medical Care" available at website.
- Parent/Guardian gives completed "Guest Registration Form" and pays the guest player fees by check to team manager, coach, or registrar.
- Parent/Guardian provides birth certificate and photo for player card if needed to Registrar.
- **After payment is received**, Registrar adds player to roster and orders player card if needed.
- Bookkeeper or Registrar records fee and payment in the players account.
- Parent/Guardian provides coach with copy of "Authorization to Provide Medical Care".

\* In spring, coaches have the discretion to allow guests to participate in games one time at no charge.

\*\* In the spring, coaches can allow guest players who have appropriate PYSA registration to join their team if there is room on the roster and after their existing rostered players have all been invited to play. All registration including "Authorization to Participate" and "Waiver of Liability" must be completed and spring registration fees must be paid.