



Sports event Policy and Procedures:

- Host organizations must have proper organizational structure in place with IRS issued Federal ID, active liability insurance, bank account under the same organization and all financial transactions for the event must run through the same bank account, not any individual.
- At least two executive committee members of the host organizations must sign the sporting event request to CLPSS USA.
- Additional Insured Liability Insurance Certificate must be issued to CLPSS USA once request is confirmed by host organizations.
- Host organizations must pay **\$5000** to CLPSS USA, this fee is subject to change per board's approval, but not after request is confirmed.
- Host organizations must reimburse all expenses burdened to CLPSS USA for the event.
- Every team player(s) must be CLPSS paid members, out of USA's team will be exempted from the membership requirement including CANADA.
- Participants other than team members must be charged reasonable fee by the host organization. Three tier fee structure must be established between lifetime members, annual members and non-members, out of USA's participants will pay non-member fee to attend the event.
- Host organization will announce policy and procedure of the sports event immediately after the request is confirmed and will not be allowed to change.
- Host organizations must pay fee to CLPSS USA within 30 days after approval of the event.
- CLPSS USA will not be responsible for any financial loss from the event.

- If any reason event gets canceled, then host organization must pay full refunds to all the teams and participants. If event rescheduled again then host organization must pay refund to those teams/participants full refund in case if they decide not to attend the event.
- Host organizations must provide ethical and good faith environment during the event, keeping the image of CLPSS USA in consideration.
- CLPSS USA will provide/facilitate the platform for the registration process of the event.
- Executive Committee of CLPSS USA must have minimum five minutes of stage time.
- Organization that has not hosted a recent sporting event will have the first option to host. Hosts who have organized the most recent sporting event can apply but will be considered only if other host(s) are not approved OR event request not received.
- CLPSS USA reserves the right to deny/hold the request if all above requirements/compliances are not met OR the same sporting event in same format is under less than six months of time.