

E-TRAVEL PROCEDURES

Last rev 3/26/2008

US Youth Soccer Region III has, for the last couple of years, been exploring ways to simplify the travel process for teams wishing to travel to tournaments or friendly games within Region III. As a result of these efforts, the e-Travel Notification process was conceived and adopted by US Youth Soccer Region III for travel within Region III. South Texas Youth Soccer has opted to adopt and apply the e-Travel Notification process to **all travel within the United States (including Alaska and Hawaii.)**

All e-Travel Notification processing is now available through the Affinity database program. As before, the State Office Staff will not verify the information submitted prior to the travel occurring and it is the responsibility of the team, coach, and manager to comply with the rules and guidelines of South Texas Youth Soccer, US Youth Soccer, the US Soccer Federation, or those of the State Association or tournament to which you are traveling. Failure to comply with the published rules and guidelines may result in sanctions, fines or both being assessed to the team, players and/or team officials.

Teams traveling to tournaments outside of South Texas should have the following documents with them and available for inspection at check-in:

- e-Travel Notification (Travel Application) form
- Affinity generated Team or Tournament Roster
- Player Cards / Coach Card
- Medical Release Forms as required by the host event
- Any other documents or forms required by the host event
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Important Note: this e-Travel Notification process is **not applicable for travel outside of the United States (including to Canada and Mexico)**. All travel outside of the United States requires that the standard Application for Foreign Travel be submitted to the State Office at least 6 weeks prior to the date of departure to allow sufficient time for processing and receiving approval from the US Soccer Federation. Note: The US Soccer Federation does NOT notify the State Office when, or if, a request for international travel is approved or denied and it is the responsibility of the Coach or Manager to follow-up and make that they have all the proper approvals in hand prior to leaving the country.

Questions or comments should be directed to the State Office at 512 272-4553.