



Lee's Summit Soccer Association

Where Real Futbol is Played!

Request for Tournament Proposals

The Lee's Summit Soccer Association invites area soccer clubs and organizations to submit a request to host a 2005 event at the Legacy Park Soccer Venue in Lee's Summit, Missouri.

Currently, the Legacy Park Soccer Venue hosts non-LSSA tournaments in May, June, July and August. These events are limited to one per month and can not conflict with other events hosted by LSSA or Lee's Summit Parks and Recreation.

Legacy Park currently maintains 8 of the finest full size fields in the area. If required, additional fields are available at neighboring locations for an additional cost. All of these fields can be divided into several different field size configurations. LSSA maintains a sizable inventory of goals and nets for use at Legacy Park. A Tournament Inventory form is attached.

The Tournament Hosting Policy form outlines the information that would need to be addressed in all proposals. Key points in the Tournament Hosting Policy include:

- The team fee for 2005 will be \$75.00 per team.
- The team fee for 3 v 3 events will be \$30.00 per team.
- Vendors, banners and gate/parking admission fees require additional charges outlined in the Tournament Hosting Agreement.
- LSSA retains the operation and sales of the main concession stand.
- A \$2400.00 non-refundable deposit will be required with a full executed Tournament Hosting Agreement.
- All dates will be confirmed and executed with deposits by December 31, 2004.

We look forward to working with your organization.

LSSA Tournament Committee



Lee's Summit Soccer Association (LSSA) Tournament Hosting Policy

Approval Process:

Proposals should include a cover letter introducing your club or organization, a profile of the event to be held at Legacy Park, the Tournament Hosting Agreement, and information regarding the Tournament Director who will serve as the contact person with your organization.

Proposals can be sent by mail to LSSA 705B SE Melody Lane PMB 303 Lee's Summit, MO 64063 or can be sent by email to tournament_director@lssa.org Questions can be directed to Greg Shackelford, LSSA Tournament Director, at 816 554 - 2255 or by email at tournament_director@lssa.org.

Each proposal will be reviewed by the Tournament Committee in consultation with the LSSA Board of Directors to determine the impact the event may have on our league resources.

The LSSA Tournament Director will contact all approved events. Final confirmation of an approved event will include a fully executed Tournament Hosting Agreement and a non-refundable deposit check of \$2400 from the hosting organization made payable to Lee's Summit Soccer Association.

Date of Requests:

Completed Tournament Hosting Agreements must be received by November 15th of each year to be considered for the following calendar year. Notification of the Board's decision will be made by December 1st. The total number of events sanctioned by LSSA in a calendar year will be limited to (5) and each event shall not conflict with the regularly scheduled league play. The LSSA Tournament Committee may extend these dates if open event dates exist.

Priority of Events:

Tournament Hosting Agreements will be reviewed based on the following:

- Date form was received
- Date requested for event
- Overall impact on league resources
- Club/League/Coach will be disqualified if not in good standing with LSSA
- Events are reviewed and scheduled each year. There are no guarantees that your event will be approved the following year. (on the same date)

Cancellation Policy:

Upon approval of the LSSA Board of Directors, each hosting organization will be required to sign a contract between the hosting organization, LSSA and the Lee's Summit Parks and Recreation Department. Upon approval, **a non-refundable deposit of \$2400** must accompany a fully executed contract. Signed contracts and deposit checks will be required by December 31st of the year prior to the scheduled event.

Deposit checks will be applied to the tournaments final invoice.



Lee's Summit Soccer Association (LSSA) Tournament Hosting Policy

Terms and Conditions:

All terms and conditions identified within the Tournament Hosting Agreement must be followed. Failure to comply with the agreement will result in future applications being delayed, or rejected by LSSA. All events must be approved by the Lee's Summit Parks and Recreation and will be subject to cancellation for violations to agreement, or misrepresentations made by the event hosting parties. All terms and conditions outlined in the user group contract by and between the Lee's Summit Parks and Recreation and the Lee's Summit Soccer Association must be followed.

- Not Allow Sale of Food and Drink unless by the Authorized Association or Approved Vendor
- Inform **ALL** Teams of Park Rules (See Copy of Attached Rules)
- The following activities are **NOT** allowed in the parks:
 1. Damage of park property - City Ordinance Chp. 17-85
 2. Use of parks from 11:00 p.m. until 5:00 a.m. - City Ordinance Chp. 19 Art. III
 3. Motorized vehicle on park grounds - City Ordinance Chp. 19 Art. III
 4. Skate, bicycles, or skateboard on sidewalks or court areas - Chp. 29-11, except where otherwise noted.
 5. Littering - Chp. 17-89
- Park Hours: 5:00 a.m. - 11:00 p.m.
- No Pets allowed in Activity Areas
- **NO ALCOHOL ALLOWED**
- **FIELD LIGHTS MUST BE TURNED OFF BY 11:00 p.m.**

LEE'S SUMMIT PARKS AND RECREATION AND/OR ITS REPRESENTATIVES RESERVES THE EXCLUSIVE RIGHT TO:

- Provide Food and Drink Sales
- Charge a Gate or Parking Fee
- Make the Final Decision as to Field Playability

IMPORTANT NUMBERS:

Lee's Summit Parks & Recreation Main Office	(816) 969-7494
Jeff Stinnett, Legacy Supervisor	(816) 719-6603
Lee's Summit Soccer Association <ul style="list-style-type: none">▪ Greg Shackelford	(816) 554 - 2255



Tournament Hosting Agreement

FACILITY _____ Legacy Park Soccer Venue _____ NUMBER OF FIELD(S) REQUIRED _____

NAME OF EVENT _____

NUMBER OF PARTICIPATING TEAMS _____ DATE(S) _____

ORGANIZATION HOSTING EVENT _____

RESPONSIBLE PERSON _____

DRIVER'S LICENSE NUMBER _____ SSN _____

STREET ADDRESS _____

CITY _____ STATE _____ ZIP _____

DAYTIME PHONE _____ EVENING PHONE _____

CELL/PAGER _____ FAX # _____

DEPOSIT:

A non-refundable deposit of \$2,400 is due when registration is approved. Total \$ 2,400.00

SOCCKER VENUE operated by LSSA (Lee's Summit Soccer Association)

PERMITEE AGREES TO AND/OR WILL BE RESPONSIBLE FOR THE FOLLOWING:

Field Rental:	4 v 4 – 11 v 11	\$75.00/Team	x # of Teams _____	=	\$ _____
	3 v 3	\$30.00/Team	x # of Teams _____	=	\$ _____
Total:					\$ _____

LEGACY PARK FEE (Lee's Summit Parks and Recreation)

Merchandise Vendors: YES NO

Vendor \$150.00/Vendor/# of Days _____ x # of _____ x # of _____ = \$ _____

Permit Fee: Day/Location Locations Vendors

NOTE: Merchandise vendors must first be approved by the appropriate Association before being submitted to LSPR for approval and fee payment.

Signs and Banners: YES NO

Banner \$25.00 per 15 sq. ft x Number of Banners x Number of Days = \$ _____

Permit Fee:

NOTE: Fee of \$25.00 per 15 sq. ft. of signage, per side (if print is on both sides) is paid in full to Lee's Summit Parks and Recreation. Payments will be determined in increments of 15 sq. ft. (i.e., 1-15 sq. ft.= \$25; 16-30 sq. ft.= \$50; 31-45 sq. ft.= \$75; 46-60 sq. ft.= \$100; etc.).

NOTE: Banners must first be approved by the appropriate Association before being Submitted to LSPR for approval and fee payment.

Parking Fee: \$20.00 per team YES NO

NOTE: Parking fees must be approved by the appropriate Association before being submitted to LSPR for approval.

of Teams _____ x \$20.00/Team Parking Fee = \$ _____



Tournament Hosting Agreement

SPECIAL REQUESTS	TOTAL PAYEMENT	
_____	Venue Rental	\$ _____
_____	Parking Fee	\$ _____
_____	TOTAL:	\$ _____
_____	Less Deposit	\$ _____
_____	BALANCE DUE:	\$ _____

**Final Payment will be determined at the conclusion of the event.
Balance Due payment must be made at the conclusion of the event.**

ASSURANCE STATEMENT

As the person making the reservation, you will be held fully responsible for any violations of the State laws, City of Lee's Summit laws, and Rules and Regulations of the Lee's Summit Parks and Recreation Department at the time and location specified on this permit. Also, if a violation occurs, this permit can be cancelled by the Lee's Summit Parks and Recreation Department and you may be subject to prosecution for such violation.

RENTER _____

Date ____/____/____

PARKS & RECREATION _____

Date ____/____/____

ASSOCIATION _____

Date ____/____/____



LSSA TOURNAMENT INVENTORY

The following items are available for use during tournament events.

All equipment must be returned in the same condition it is issued.

FIELDS

8 Full size fields. Can be divided into smaller fields for use in 3v3 and U8-U10.
3v3 _____, #U8 _____, #U10 _____, # Full Size _____
(40 x 30) (120 x 180) (140 x 200) (200 x 310)

EQUIPMENT

NEEDED

3 Sets 8' X 24' Goals	_____
3 Sets 8' X 24' Nets	_____
3 Sets 7' X 21' Goals	_____
3 Sets 7' X 21' Nets	_____
4 Sets 6'- 6" X 12' Goals	_____
4 Sets 6'- 6" X 12' Nets	_____
1 Set 6' X 12' Goals	_____
1 Set 6' X 12' Nets	_____
6 Sets 3v3 Goals (U5 thru U8 Use only)	_____
17 Sets Corner Flags	_____

Placement of **ALL GOALS** and installation/removal of **ALL NETS** responsibility of renter conducted under LSSA supervision.

Fields marking and custodial work will be contracted thru LSSA and is included in fee.

Renter takes sole responsibility for payment of repairs for any property damage by tournament participants or spectators.

Additional equipment will be the responsibility of the renter. (i.e. goals, nets portable generators, portable restrooms, etc)

Renter Tournament Director

Date

