Approved: September 2023

ASA TRAVEL PERMITS POLICY

All competitions must be sanctioned by Member Associations of the Canada Soccer or Internationals competitions by FIFA.

All teams which travel, out of the jurisdiction of the ASA, shall complete and file the necessary Travel Permit Request complete with roster of players, coaches and team management.

Travel Permits to tournaments outside of Canada require approval from Canada Soccer. Alberta Soccer will coordinate with Canada Soccer on your behalf. Due to the additional step, this permit takes longer to process.

No team associated with a club that is part of the ASA may play or participate outside the jurisdiction of the ASA without first obtaining permission. Permission is obtained by acquiring a Travel Permit from the ASA. No ASA team is permitted to purchase independent insurance and travel outside the jurisdiction of the ASA.

Rule of Two must be complied with for duration of the trip.

Travel permits will not be issued for any ASA blackout dates as prescribed by ASA.

1.0 Travel permit application process

1.01.1 Team/club submits all required forms and fees to their home District.

1.01.2 The District approves the travel permit complete with roster and submits permit to Alberta Soccer.

1.01.3 Alberta Soccer processes the permit and returns approved travel permits to the District.

1.01.4 If necessary, Alberta Soccer will obtain permission from Canada Soccer.

1.01.5 Alberta Soccer will ensure insurance coverage is in place.

1.01.6 The insurance company will issue an insurance certificate upon request.

1.01.7 The District will send the approved travel documents to the team/club.

2.0 Requirements of Travel Permit Application

2.01.1 All Travel permits must be typed. Handwritten requests will not be processed.

2.01.2 All players and personnel must be registered with the ASA.

2.01.3 The Travel Permit Request must be complete with coaching staff, trainers and player roster.

2.01.4 All travel permit applications for travel within Canada must be submitted at least 14 days before departure. Applications for travel to the US or internationally must be submitted at least 6 weeks before departure.

2.01.5 All coaches must meet the Canada Soccer Minimum Standards for applicable division. Coaches traveling with youth players must have a current CPIC.

3.0 Fees

3.01.1 Applicable Fees for travel permits are as per the current applicable ASA Program Fees (plus GST and Admin Fee).

3.01.2 Refunds will not be provided for processed travel permits.

3.01.3 All travel permits outside of Canada require everyone to have excess travel insurance as per the program fees listF per day, per person (Per person on summited approved roster) on competition dates.

3.01.4 CSA fees are additional to the ASA Fees.

4.0 Fines and Sanctions

4.01.1 Any team playing ineligible players, unapproved bench personnel on game sheet traveling without proper authorization, or valid travel permit will be subject to a $500 fine and the coach will receive an automatic one year suspension.

Upon approval at all applicable levels of the request, the team may travel to the competition.