



# Player Winter Release Policy

Document number: DSC-TECH-040

## **Warning**

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## Approvals Required

Approving Party	Signature	Date <yyyy-mm-dd>
<b>VP Inter-City</b>		2012-02-15
<b>VP Technical</b>		2012-02-15
<b>President</b>		2012-02-15

## Release History

Release	Description of change	Author(s)	Date <yyyy-mm-dd>
1.0	Initial Release	B.Mink	2010-09-11
2.0	Updated logo and 3.0 to reflect current LSL rules	B.Mink	2012-02-15

## PURPOSE

The purpose of this document is to describe the process for a player to be released from the DSC to play in another Club and/or Region.

### 1.0 RESPONSABILITIES

The person responsible for this procedure is the VP Inter-City

### 2.0 DEFINITIONS

Item	Description
DSC	Dollard Soccer Club
VP Tech	Dollard Soccer Club Vice President, Technical
VP IC	Dollard Soccer Club Vice President, External
TD	Dollard Soccer Club Technical Director
I.C.	Dollard Soccer Club Intercity Division
Head Coach	Dollard Soccer Club Head Coach
LSL	Lac Saint Louis

### 3.0 PROCEDURE

This process is the responsibility of the player leaving and/or the new club. **Not** the DDO team the player is moving from.

All departing players need sign off from Dollard Soccer. This release is temporary (for a single winter) or permanent release. The release process is governed by current LSL policy. If the DSC refuses to sign off there is an appeals process (see Quebec Soccer Federation Website).

#### **In addition to the current LSL Release procedure, Dollard Soccer has additional requirements.**

DSC may not sign a release If Dollard Soccer offers the equivalent training program to the Club (i.e. AA soccer, AAA soccer, Winter Training, etc) and no reason is given for the release request.

DSC will sign a release if the player is going to try out for a program which the DSC does not offer (i.e. we only have AA and you wish to try out for a AAA program).

Any player in U14 or up can move to another Club after the season is over (end of winter) without obtaining a release. This "end date" is currently February of the following year to which you registered.

The current information, LSL forms and QSF release form can be obtained from the Lac Saint Louis Soccer Website ([www.arslacstlouis.com](http://www.arslacstlouis.com)).

Once the LSL form(s) and the DSC Winter Release form are filled in they need to be dropped off at the Dollard soccer office for signature by the VP Inter-City or, if the VP Inter-City is not available within 7 days, the President. An administration fee of \$25 must also be paid at this time for the file to be reviewed by DSC. Additionally, any and all outstanding fees must be paid at this time or the release request will NOT be reviewed by the Club.

The DSC office staff will call the player/parent when it is available for pickup. The normal processing time for the release document is 7-10 days. The process shall follow the LSL guidelines. If the Club refuses to sign the release you will receive a registered letter from the VP Inter-City within 11 days of receipt of your request.

The DSC may (with valid reason) refuse to sign the release pursuant to LSL regulations **(please check the LSL regional website for most current information)**.

**DOLLARD SOCCER CLUB– PLAYER WINTER RELEASE REQUEST**

Player Name (Last, First) \_\_\_\_\_ , \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ Postal Code \_\_\_\_\_

Telephone: (H) \_\_\_\_\_ (W) \_\_\_\_\_ (C) \_\_\_\_\_

Email address: \_\_\_\_\_

Sex : Male \_\_\_ Female \_\_\_ Player date of Birth (year/month/day) \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Dollard Team Played for: Category U \_\_\_\_\_ A / AA / AAA / D1 / D2 / D3 / HL (circle one)

**I hereby request that my child be granted a Winter Release from the Dollard Soccer Club**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Name (Print) \_\_\_\_\_

**Details required**

What club are you going to: \_\_\_\_\_

What team will you be playing with (i.e. U11MAA) \_\_\_\_\_

Why are you going? Please provide reasons in the space below.

**Dollard Staff Section – For administration use only**

Date of receipt of request \_\_\_\_\_

Administration fee (\$25) received \_\_\_\_\_ and paid by Chk/CCard/Cash/Interac

Player has no additional outstanding fees owing to DSC. Verified by \_\_\_\_\_

*Please forward a copy of this form to the VP Inter-City as well as the DSC Technical Department within 24 hours of receipt. Attach original to the LSL Winter Release form provided by player/parent.*