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Affiliated with the US Youth Soccer
and the US Soccer Federation



Certificate of Insurance Request Process

At the start of each seasonal year, South Texas Youth Soccer member associations and/or clubs must request a Certificate of Insurance (COI) for fields/complexes that will be utilized for South Texas Youth Soccer sanctioned events (including practices) throughout the season. All requests must include:

1. Certificate of Insurance Request Form (one per certificate holder/owner)
2. Goal Post Inspection Form (one per physical complex)

*** A Certificate of Insurance will not be issued unless a current Goal Post Inspection Form is submitted along with the Certificate of Insurance Request Form. ***

These forms are required annually to ensure the fields/complexes used are adequately ready for the upcoming season. In addition, it is a way to ensure the property owner contact information on the certificate is up-to-date (i.e. if there is a change in contact person at the parks dept., ISD or facility owner).

Requesting Process:

1. Complete the Certificate of Insurance Request Form (pg. 2)
2. Have an authorized inspector complete the Goal Post Inspection Form (pg. 3)
 - **1 goal post form per complex is required by South Texas Youth Soccer**
 - If the field complex/site has no goals present, please check mark box indicated "No goals on-site" on the Goal Post Inspection Form. ***The form is still required for submission.***
3. Email the completed Certificate of Insurance Request Form and Goal Post Inspection Form to Alamo Area for Association signature to (theregistrar@aaysa.org)
4. Should everything be in order, the approved Certificate of Insurance will be issued via email to the requestor within 1-2 business days of receipts or in a timely fashion.

Please note:

Both documents must be completely filled out with all required signatures (**Club & Local Member Association Insurance Commissioner**). If one of the forms is missing or not properly filled out, both forms will be returned to the requestor for correction.

The certificate holder will be listed as the additional insured on the certificate of insurance – this should be the property owner. For instance if your club plans to use a nearby school:

- **Certificate Holder** = the ISD the school belongs to (i.e. Austin ISD, Houston ISD, etc.)
- **Field/Complex's Physical Address** = the school's physical address to be listed on the Goal Post Inspection Form



Certificate of Insurance Request Form

Most property owners or operators of game and practice facilities require proof of insurance before allowing member organizations to use those facilities. Member associations/clubs may request a Certificate of Insurance by submitting the following.

All requests must be accompanied by a completed Goal Post Inspection form.

Certificate Insurance Effective: 9/1/2020 – 8/31/2021

South Texas Member Association

Club Name

Print Name of Person Requesting Certificate

Certificate Holder (Property Owner, City, County, Parks/Rec, Dept. Township, ISD, etc)

Address of Certificate Holder

City

TX
State

Zip Code

Special Requirements from Certificate Holder ("To the Attention of" or any additional language requested)

Signature of Local Member Association Insurance Commissioner

Date

South Texas Goal Post Inspection Form

The purpose of the Goal Post Inspection Form is to bring attention to the serious consequences a goal can cause if not properly secured. Majority of the claims submitted to K&K Insurance involve incidents with goal posts leading to very serious injuries or even death. It is crucial to ensure that any field your club is using adheres to the below goal post inspection.

Field/Complex Name

Certificate Holder/Property Owner

Field / Complex's Physical Address

Goal Post Inspection

= Check here if NO goals are on-site

A. For all goal posts:

1. All open hooks to which nets should be attached should be removed
2. There should be **no** rusted or weak places on any of the posts
3. There should be **no** jagged or sharp edges on any of the posts

B. For posts in the ground:

1. There should be **no** rusted and/or weakened posts at the ground or just below ground level
2. All posts should be securely in the ground
3. Posts need to appear to be approximately vertical and not leaning significantly

C. For posts not in the ground:

1. The goal **should not** tip easily when weight is applied to the top or to the horizontal bar
2. The goal **should not** tip or topple easily when the rear supporting part of the goal is raised
3. The construction of the goal should **not** tip or topple easy

D. For all connections or intersections of pipe:

1. There should be **no** connection deteriorated or weakened by rust or fatigue
2. All connections should properly support the weight of the members it supports

E. For supporting braces:

1. There should be **no** rusted or weak places in the braces
2. There should be **no** jagged or sharp points/edges on the braces
3. Braces should **not** be rusted and/or weakened at ground or just below ground level

*** Please note: A goal that requires staking to be stable is easily un-staked, and therefore, any such goal should be removed and dismantled ***

By completing and signing this form you are agreeing and acknowledging that this facility has been initially inspected and will be re-inspected throughout the seasonal year (2020-2021) to ensure all goal posts adhere to the above Goal Post Inspection standards.

Printed Name of Inspector

Signature of Inspector

Date Inspected

Signature of Local Member Association Insurance Commissioner

Date