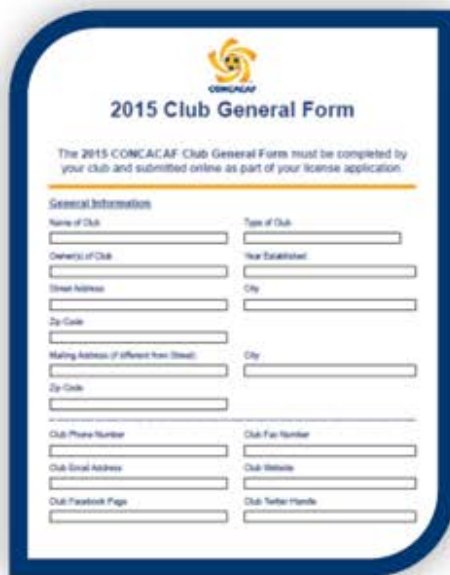




Presentation prepared for:  
The Clubs of DFA  
May 20, 2016

## 4 online forms



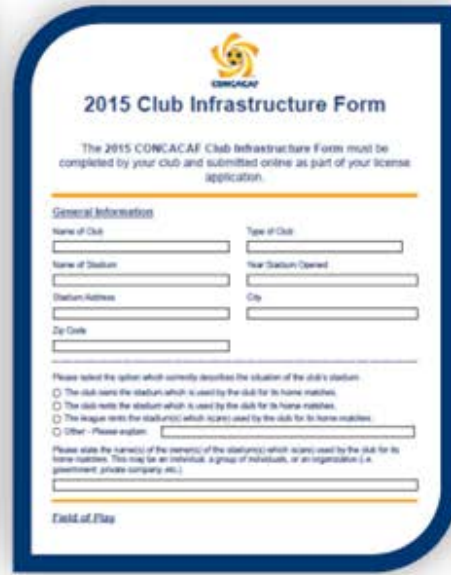
**2015 Club General Form**

The 2015 CONCACAF Club General Form must be completed by your club and submitted online as part of your license application.

**General Information**

Name of Club \_\_\_\_\_ Type of Club \_\_\_\_\_  
Owner(s) of Club \_\_\_\_\_ Year Established \_\_\_\_\_  
Street Address \_\_\_\_\_ City \_\_\_\_\_  
Zip Code \_\_\_\_\_  
Mailing Address (if different from Street) \_\_\_\_\_ City \_\_\_\_\_  
Zip Code \_\_\_\_\_

Club Phone Number \_\_\_\_\_ Club Fax Number \_\_\_\_\_  
Club Email Address \_\_\_\_\_ Club Website \_\_\_\_\_  
Club Facebook Page \_\_\_\_\_ Club Twitter Handle \_\_\_\_\_



**2015 Club Infrastructure Form**

The 2015 CONCACAF Club Infrastructure Form must be completed by your club and submitted online as part of your license application.

**General Information**

Name of Club \_\_\_\_\_ Type of Club \_\_\_\_\_  
Name of Stadium \_\_\_\_\_ Year Stadium Opened \_\_\_\_\_  
Stadium Address \_\_\_\_\_ City \_\_\_\_\_  
Zip Code \_\_\_\_\_

Please select the option which correctly describes the situation of the club's stadium:  
 The club owns the stadium which is used by the club for its home matches.  
 The club rents the stadium which is used by the club for its home matches.  
 The league rents the stadium(s) which is/are used by the club for its home matches.  
 Other - Please explain: \_\_\_\_\_

Please state the name(s) of the owner(s) of the stadium(s) which is/are used by the club for its home matches. This may be an individual, a group of individuals, or an organization (a government, private company etc.)  
\_\_\_\_\_  
\_\_\_\_\_

Field of Play \_\_\_\_\_



**2015 Club Finance Form**

The 2015 CONCACAF Club Finance Form must be completed by your club and submitted online as part of your license application.

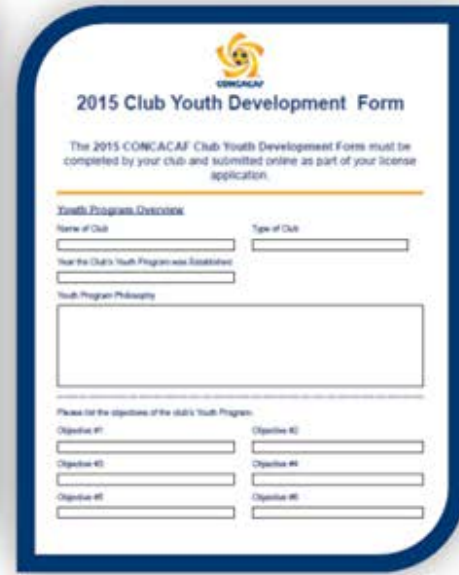
**General Information**

Name of Club \_\_\_\_\_ Type of Club \_\_\_\_\_  
Name of Finance Officer \_\_\_\_\_  
Finance Officer's Email Address \_\_\_\_\_ Finance Officer's Mobile Number \_\_\_\_\_

**Banking Information**

Does your club have a bank account?  
 Yes  
 No

Name of Bank \_\_\_\_\_  
Bank Street Address \_\_\_\_\_ Bank City \_\_\_\_\_  
Bank Zip Code \_\_\_\_\_ Bank P.O. Box \_\_\_\_\_  
Name on the Bank Account \_\_\_\_\_ Bank Account Number \_\_\_\_\_



**2015 Club Youth Development Form**

The 2015 CONCACAF Club Youth Development Form must be completed by your club and submitted online as part of your license application.

**Youth Program Description**

Name of Club \_\_\_\_\_ Type of Club \_\_\_\_\_  
Year the Club's Youth Program was Established \_\_\_\_\_  
Youth Program Philosophy \_\_\_\_\_

Please list the objectives of the club's Youth Program:  
Objective #1 \_\_\_\_\_ Objective #2 \_\_\_\_\_  
Objective #3 \_\_\_\_\_ Objective #4 \_\_\_\_\_  
Objective #5 \_\_\_\_\_ Objective #6 \_\_\_\_\_



II Additional requirements

## 4 online forms

[http://concacaf.formstack.com/forms/2015\\_cl\\_club\\_infrastructure\\_form](http://concacaf.formstack.com/forms/2015_cl_club_infrastructure_form)

[http://concacaf.formstack.com/forms/2015\\_cl\\_club\\_youth\\_development\\_form](http://concacaf.formstack.com/forms/2015_cl_club_youth_development_form)

[http://concacaf.formstack.com/forms/2015\\_cl\\_finance\\_club\\_form](http://concacaf.formstack.com/forms/2015_cl_finance_club_form)

[http://concacaf.formstack.com/forms/2015\\_cl\\_general\\_club\\_form](http://concacaf.formstack.com/forms/2015_cl_general_club_form)

## Additional requirements:

1. Appoint a qualified Head Coach to First Team ✓
2. Appoint a General Manager ✓
3. Appoint a Media Officer ✓
4. Appoint a Finance Officer ✓
5. Appoint a Marketing Officer ✓
6. Proof of Ownership or Contract/Agreement for Stadium
7. Confirm Registration of First Team Players and Coaches
8. Submit Budget for upcoming season
9. Submit Legal Declaration by authorized signatory
10. Submit Club ownership structure and control mechanism
11. Submit Club statutes or equivalent legal document

**June 15, 2016-** DFA to send the following to the Clubs:

- Infrastructure information document
- Legal Declaration form



**July 21, 2016-** 4 online forms to be completed and supporting documentation for additional requirements are due

**July 28, 2016-** First Instance Body meets with Clubs to award and/or deny licenses

**August 1, 2016-** DFA sends notification to Clubs who did not fulfil requirements

**August 2016 (tentative)-** Clubs given deadline to be in compliance one week prior to the start of the league



[Clublicensing@concacaf.org](mailto:Clublicensing@concacaf.org)