

AYSO Region 42 2009-2010 Tournament Check Request Form

Please use separate forms for each tournament.

Please complete this form to request a region check for a tournament application. When you collect the monies from the parents ask that the checks be made payable to you. You will need to make a single check payable to AYSO Region 42 for the total amount of the Regional check needed for that tournament.

This form needs to be completed for our records to be accurate; incomplete forms mean delays for you and your team and late nights for us.

PLEASE PROVIDE THE FOLLOWING MATERIALS AND COMPLETE THE SECTIONS BELOW:

 X A copy for the Treasurer's records of the pages from the tournament application packet showing each of the following: the tournament name and mailing address, tournament dates, amounts for application fees and referee deposits, and the payee information for the checks.

 X OPTIONAL - Any rosters or paperwork that require the commissioner signature, if you want that signature obtained when the checks are signed.

*** Please do not leave any paperwork requiring a referee administrator signature – the referee staff needs to be contacted separately.

AYSO Area/Region/ Name & # Area 10E, Region 42, Newbury Park .
Name of Tournament _____
Division - Boys/Girls & Age Group _____
Head Coach Name _____
Head Coach Phone # Home/Cell _____
Head Coach Mailing Address _____
Head Coach email Address _____
Date paperwork dropped off _____
Deadlines for check issuance _____
Check # and Amount of check _____
Application & Ref Fee Amounts: Application Fee _____ Referee Deposit _____

Referee refunds will be issued to the Coach, unless otherwise specified. Referee refunds will be issued to the name & address on the check. Referee refund credit may be used towards a future tournament application.

There is an AYSO basket on Brad Beverage's porch; 3706 Holloway Street, Newbury Park, CA. The basket is checked daily, however please send an email to bradbeverage@hotmail.com to confirm drop off. He will prepare the region check(s), get the required second signature, and you will be notified when the check(s) are ready for pick-up. Our goal is a 2-3 day turnaround to have checks ready for you. Help us to help you by applying early!

THIS AREA FOR REGION USE

Coach contacted for check pick up _____
Refund for Referee fees received on & Check # _____ Fees Applied to Tournament Name _____
Refund Amount, Check # and Date _____