

## TRAVEL PERMIT PROCEDURES

All teams traveling outside the jurisdiction of Indiana Youth Soccer Association must obtain an authorized travel permit in order to do so. (Out of State)

Back on January 26, 2002, the IYSA Board of Directors passed the following procedure change for the processing of travel permits in Indiana. Effective April 1, 2002, travel permits must be authorized at the State Office **ONLY**. **District Commissioners or club registrars will no longer be permitted to authorize team travel.** If for some unforeseen circumstance the state office is unreachable for a last minute processing of a travel permit, a District Commissioner is permitted to sign the form, but must have the form in the State Office within 24 hours.

### **NWI United teams may obtain travel permits by:**

- Calling or emailing the IYSA Office for a copy to be mailed or faxed to you. (Phone # 317-829-0560; Fax # 317-829-0555)
- Download the travel permit from the IYSA website under forms ([www.indianayouthsoccer.org](http://www.indianayouthsoccer.org))
- The NWI United Registrar will process the necessary forms and obtain the appropriate fees.

### **Travel permit fees are as follows:**

- Submitted more than 30 days before the tournament      \$15
- Submitted between 8-29 days before the tournament      \$25
- Submitted between 0-7 days before the tournament      \$50

**Please note: NWI United FC will only reimburse \$15 for an on-time travel permit.**