



Rights of Appeal to York Region Soccer Association

Please be advised of the policies below regarding rights of appeal and submission and timing of appeal to York Region Soccer Association as per Ontario Soccer Operational Procedures.

All appeal applications and the accompanying documentation should be sent electronically to York Region Soccer Association at the following email address: **slongworth@yrsa.ca** . The fee for an appeal to York Region Soccer Association is **\$375.00 for Discipline by Hearing matters (DBH)**. The fee is payable by **certified cheque** or **direct deposit** to York Region Soccer Association (385 Connie Crescent, Suite 101, Concord, On, L4K 5R2).

Rights of Appeal

Any party directly affected by a decision under the DBH system has the right to appeal that decision. The discipline decision shall remain in effect pending the result of the appeal.

SUBMISSION AND TIMING OF APPEAL

*Registrants and/or Registered Organizations who wish to seek Leave to Appeal a decision **will have fourteen (14) days from the date on which they received notice of the decision together with their rights of appeal**, to submit in writing the following: (Note: this is for appeals to YRSA only)*

- a) A completed York Region Soccer Association leave to appeal application form inclusive of their intention to appeal and grounds for the appeal. (see Rights of Appeal)*
- b) all evidence that supports these grounds, including all documents*
- c) the remedy or remedies requested,*
- d) a copy of the written decision being appealed, or the Appellant's understanding of the decision (if the decision has not been received, in writing, by the Appellant);*
- e) a signature of the Appellant or authorized representative of the Appellant*
- f) Evidence that any outstanding fine, fee or bond has been paid*
- g) Include the Appeal Fee in accordance with York Regional Soccer Association Operational Procedure in the form of a recorded payment for appeals to York Region Soccer Association*

Not every decision may be appealed. Decisions may only be appealed, and appeals may only be heard, upon the following grounds:

- a) Making a decision for which the Respondent did not have authority or jurisdiction as set out in applicable governing documents;*
- b) New facts (within a time limit) that were not available when the decision was made;*
- c) Failing to properly interpret the relevant Published Rules;*
- d) Failing to follow procedures as laid out in the relevant Published Rules; or*
- e) Making a decision that was influenced by bias*
- f) Alleged excessive fine, fee, penalty or bond.*

If the requirements of the above procedure are not met within the 14-day period, the request will be ruled out of order and will not be heard.

Any party wishing to initiate Leave to Appeal beyond the 14-day period must provide a written request stating reasons for an exemption to the requirement of the procedure. The decision to allow, or not allow Leave to Appeal outside the 14-day period will be at the sole discretion of the Governing Organization's Appeals Committee's Administrator or Disposition Manager and may not be appealed.

The Governing Organization receiving the request for Leave to Appeal is required to advise all affected parties about the requests which are to be considered and to provide them with a copy of all relevant documents per the procedure.

The appeal fee will be refunded to the Appellant if the appeal is successful. Administrative fees as outline in Ontario Soccer's Schedule of Fees and Financial Penalties will be applied to the appropriate party based on the outcome of the appeal.

Please visit York Region Soccer Association and Ontario Soccer website for further information regarding the appeal process in their Operational Procedures.