



Tennessee State Soccer Membership Application

Please read through this document

Frequently Asked Questions:

Does one need to be a nonprofit organization to be a member of TSSA?

One does not need to be a nonprofit in order to be a member of TSSA. We have several for profit organizations that are members of our association. Remember that each category of filling has different requirements with the IRS. We (TSSA) have nothing to do with how a club files with the government.

What requirements must I have?

Clubs **MUST** have a minimum of 5 teams to be considered for membership. If you do not have 5 teams you may still qualify for membership but will need to speak with the TSSA Executive Director.

What paperwork do you need from me?

We ask that each organization seeking re-affiliation in 2013-2014 please complete a new membership application, a document containing at a minimum of 3 association officers (One of those listed should be the Club Treasurer and another should be the Club Risk Manager), and an updated copy of your Constitution and Bylaws. All organizations seeking new membership will need to speak with the TSSA Executive Director about this process.

What structure or formation do you (TSSA) suggest?

In Tennessee, nonprofit organizations are formed by filing bylaws and/or articles of incorporation in the state in which they expect to operate. The act of incorporating creates a legal entity enabling the organization to be treated as a corporation by law and to enter into business dealings, form contracts, and own property as any other individual or for-profit corporation may do.

Nonprofits can have members but many do not. The nonprofit may also be a trust or association of members. The organization may be controlled by its members who elect the Board of Directors, Board of Governors or Board of Trustees. A nonprofit may have a delegate structure to allow for the representation of groups or corporations as members. Alternatively, it may be a non-membership organization and the board of directors may elect its own successors.

The two major types of nonprofit organization are membership and board-only. A membership organization elects the board and has regular meetings and power to amend the bylaws. A board-only organization typically has a self-selected board, and a membership whose powers are limited to those delegated to it by the board. A board-only organization's bylaws may even state that the organization does not have any membership, although the organization's literature may refer to its donors as "members."

How do I obtain the Tax Exempt Status?

In Tennessee, nonprofits may apply for tax exempt status, so that the organization itself may be exempt from income tax and other taxes. In the United States, to be exempt from federal income taxes the organization must meet the requirements set forth by the Internal Revenue Service (IRS).

After a recognized type of legal entity has been formed at the state level, it is customary for the nonprofit organization to seek tax exempt status with respect to its income tax obligations. That is done typically by applying to the Internal Revenue Service, although statutory exemptions exist for limited types of nonprofit organizations. The IRS, after reviewing the application to ensure the organization meets the conditions to be recognized as a tax exempt organization (such as the purpose, limitations on spending, and internal safeguards for a charity), may issue an authorization letter to the nonprofit granting it tax exempt status for income tax payment, filing, and deductibility purposes. The exemption does not apply to other Federal taxes such as employment taxes. Additionally, a tax-exempt organization must pay federal tax on income that is unrelated to their exempt purpose. Failure to maintain operations in conformity to the laws may result in an organization losing its tax exempt status. Individual states and localities offer nonprofits exemptions from other taxes such as sales tax or property tax. Federal tax-exempt status does not guarantee exemption from state and local taxes, and vice versa. These exemptions generally have separate application processes and their requirements may differ from the IRS requirements. Furthermore, even a tax exempt organization may be required to file annual financial reports (IRS Form 990) at the state and federal level. A tax exempt organization's 990 forms are required to be made available for public scrutiny.

***NOTE: Some information was taken from Wikipedia 2013**
(http://en.wikipedia.org/wiki/Nonprofit_organization)*

**Tennessee State Soccer Association
2013/2014 Membership Application**

**New Member _____
Re-affiliation _____**

IN ADDITION, ALL ADULT CLUBS MUST FILL OUT THE USASA LEAGUE FORM WHICH IS LOCATED UNDER THE "ADULT" TAB ON THE WEBSITE (WWW.TNSOCCER.ORG).

Name of Organization: _____

Mailing Address: _____

Name of Principal Officer: _____

Complete Address: _____

Telephone Numbers: (hm) _____ (wk) _____

Website Address: _____ E-mail: _____

Please Check which Applies to your Organization:

We are a for-profit organization: _____

We are a non-for-profit organization: _____

If you are no longer an officer, please pass this form on to the responsible officer.

- | | |
|---|---|
| <input type="checkbox"/> A Level (Player Registration) | =\$200.00 (Most Clubs are Level A, if in question please call) |
| <input type="checkbox"/> B Level (Referee & Coaches) | =\$80.00 |
| <input type="checkbox"/> C Level (Business/Private) | =\$50.00 |
| <input type="checkbox"/> D-E Level (Non-profit/Individuals) | =\$50.00 |

The following items **MUST** be completed and accompany the application for re-affiliation in 2013/2014:

- Current list of officers and contact information (Please provide on page 3)
- Constitution and Bylaws (Please attach most recent and updated version)
- Re-affiliation fee from above

Statement of Affiliation

The above name organization does hereby apply for membership with Tennessee State Soccer Association. Upon acceptance, we/I do agree to abide by the Constitution Bylaws, Policies, and Procedures of Tennessee State, including registration of all players and payment of fees.

Signature of Principle Officer listed above: _____

Date: _____

For Office Use:

Date Rec'd _____ 501(c)(3) _____ Payment _____ Officers _____ Const. /Bylaws _____

Articles of INC _____ TSSA Employee Initials _____

Association Officers

Items in RED MUST be complete. Applications that are not readable will not be accepted

Date: ___/___/___ Association: _____ Submitted By: _____

President: _____
Address: _____
City/St./Zip: _____
Home #: _____
Work #: _____
Cell #: _____
E-mail: _____

Treasurer: _____
Address: _____
City/St./Zip: _____
Home #: _____
Work #: _____
Cell #: _____
E-mail: _____

Vice Pres.: _____
Address: _____
City/St./Zip: _____
Home #: _____
Work #: _____
Cell #: _____
E-mail: _____

Dir. of Rec: _____
Address: _____
City/St./Zip: _____
Home #: _____
Work #: _____
Cell #: _____
E-mail: _____

Secretary: _____
Address: _____
City/St./Zip: _____
Home #: _____
Work #: _____
Cell #: _____
E-mail: _____

Registrar: _____
Address: _____
City/St./Zip: _____
Home #: _____
Work #: _____
Cell #: _____
E-mail: _____

Risk Mgmt.: _____
Address: _____
City/St./Zip: _____
Home #: _____
Work #: _____
Cell #: _____
E-mail: _____

Dir. Of Coaches: _____
Address: _____
City/St./Zip: _____
Home #: _____
Work #: _____
Cell #: _____
E-mail: _____

Include a minimum of (3) email addresses for invoices to be sent to. One of which, must include the club Treasurer. The application will NOT be approved until this has been completed.

Name: _____	Email Add. _____
Name: _____	Email Add. _____
Name: _____	Email Add. _____