



## Interim Staff Background Report From Club

Competitive coaches and managers must complete an online background check every two years when renewing their staff registration. However, in the interim between registration periods, US Club Soccer members have a responsibility to report incidents involving their staff to US Club Soccer by utilizing this form (see Rule 104 below). Incidents which must be reported include arrests for a felony or other crime of violence, or any other act or pattern of behavior which may have or in the future might put youth players at risk. Members are urged to err on the side of reporting, and allow US Club Soccer to ascertain whether or not a disqualification from participation is warranted. Email the completed form to your region rep or mail to address below: [AdminRegionA@usclubsoccer.org](mailto:AdminRegionA@usclubsoccer.org); [AdminRegionB@usclubsoccer.org](mailto:AdminRegionB@usclubsoccer.org); [AdminRegionC@usclubsoccer.org](mailto:AdminRegionC@usclubsoccer.org); [AdminRegionD@usclubsoccer.org](mailto:AdminRegionD@usclubsoccer.org); [AdminRegionE@usclubsoccer.org](mailto:AdminRegionE@usclubsoccer.org).

Club Information			
League Name (if applies):			
Club Name:			
Team Name:		Team ID #:	
Staff Information			
Staff Name:			
Date Card Issued:			
Address:			
City, State, Zip			
Day Phone #:		Night or Cell #:	
Email Address:			
Date of Incident you are reporting:			
Explanation of Incident:			
Court or Authorities Ruling on Incident (if any):			

**US Club Soccer Rule 104: Mid Year Reporting of Potential Risk Management Problems states:** *Irrespective of any reporting requirements or periods, between such reporting periods, all Organization Members, including clubs, teams, and leagues, shall have an affirmative duty to report potential risk management problems they become aware of which involve their US Club Soccer registered staff, pursuant to the procedures the Organization may establish. Failure to so report, shall subject the Member to the discipline set forth above.*

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**Signature of Club Official**

**Date**

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**Print Name**