



innovative *by* nature

Soccer Spring 2020 Lottery Regulations



City of Rochester Hills
Parks and Natural Resources Department

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1. Policy:

Allocation of field use is regulated by the [Sports Facilities Use Policy Rochester Hills Municipal Parks](#) (#405-1999).

2. Non profit organizations:

Participation in the first-round lottery is open ONLY to groups that have proven to be an official **non-profit organization** ("category II" *see policy in #1*).

- Please note: we *will* check your non-profit corporate id # to see if you qualify.
- If you do not have a valid non-profit corporate id # (or if you are not "in good standing") you will *not* be allowed to participate in the Lottery.
- All others ("category III and IV") may obtain fields after the lottery process has been completed.
- For info call Michigan Dept. of Licensing and Regulatory Affairs, Corporations Division (LARA) at (517) 241-6470. Or check on line at <https://cofs.lara.state.mi.us/corpweb/CorpSearch/CorpSearch.aspx>
You should verify with them if you are "in good standing" (*when was the last time you filed documents with them?*).

3. Deadline:

Deadline to register your team(s): please see separate handout [Soccer Deadlines](#). By this time you must complete and submit the special form [Soccer Fields Lottery Registration](#). Any forms that are incomplete (missing text, missing non-profit numbers, missing team rosters, etc.) and/or received/submitted after the above deadline (including late postal mail) will disqualify you for participation in the first-round lottery.

Note: team rosters at this point will not be used to determine resident/non-resident fees. They are only needed to prove that you actually need to book fields for those teams.

4. Lottery dates:

After qualifying, you MUST be present at the lottery to obtain field permit(s). For Lottery dates, please see separate handout [Soccer Deadlines](#). Lotteries will take place at City Hall, located at 1000 Rochester Hills Drive, on the south-west corner of Avon and Livernois. For a map click here: [City Hall Google Map](#)
Permits for camps, try-outs and other events will be issued after all game requests have been processed through the lottery.

5. During the lottery:

- Only groups that qualified thru the Registration Process (see # 2 + 3) can participate.
- Lottery will start at the announced time (*we will not wait for anybody*).
- Each Club/League has **one** turn in the circle of lottery participants, **with the number of picks per turn based on the number of teams submitted during the Registration Process.**
- You are allowed to book fields based on the following formula:
time slots to book = (# teams x 5.5 games) + 15% flexibility.
- The **15%** flexibility factor is for your benefit during your statewide scheduling.
- You are agreeing to pay for a minimum number of time slots, which will be noted on top of your lottery form. This number will be based on **(# teams x 5.5 games)**, not on the 15% flexibility factor.
- At the start of the Lottery you may decide to reduce your number of games requested in order to reduce your financial liability. Cancellation fees will apply (see below).
- Your handwritten form in the lottery is NOT a permit!
- Lottery rules may be changed by Parks Staff as needed.

6. Field Permits and payments:
You will receive printed field permits (based on the lottery) a few days after the lottery. **At this time you will need to pay a deposit of 25% of your total fees.** Remember, your hand-written papers made during the Lottery are not a field permit! *Note:* credit cards and electronic bank payments can now also be used. Please see [Sports Field Reservations Payment Options](#).
7. Releasing your 15% flexibility:
You may release your unused time slots (15% flexibility, see #5 above) back to us *after the statewide scheduling meetings* without any financial consequences***. Or you may choose to keep all or some of your 15% flexibility. For deadlines, please see separate handout [Soccer Deadlines](#). You must do this *in writing* on a copy of the Field Permit that was issued to you by us a few days after the lottery. Cross off the time slots you do *NOT* need, leaving the ones you *DO* need. Do not submit lists that were re-typed by your self.
 - ***Please note:
 - **LATE FEES:** If you miss the deadline to release your 15% flexibility, a **late fee** (\$10/team/day with \$25 minimum) will be assessed to you for each day after the deadline. No late fee will be assessed if you decide to keep all of your 15% flexibility.
 - **CANCELLATION FEES:** If you release more than 15% of your time slots, a **cancellation fee** for each game (over 15%) will be assessed to you: \$12.50 for U7-10 size and \$25 for U11-adult size fields (*regardless of the cancellation deadlines listed in the [Sports Facilities Use Policy Rochester Hills Municipal Parks](#)*) or a larger cancellation fee if allowed by the Policy. This is to discourage participants to book too many games during the lottery.
8. Non Resident Rates:
Initially all fees on your permit will be at non-resident rate. To qualify for resident rates you must turn in copies of your official MYSL / MSPSP / MUSL / OTHER LEAGUES approved team roster to prove team residency, in spite of already having submitted team roster(s) with the Lottery Registration form (step #3 above). See separate hand-out/explanation [Team Rosters Clarification](#). At that time your rates will be adjusted if you qualify.
9. State Cup games:
State Cup games are also obtained during the Lottery. You must register for them on the [Soccer Fields Lottery Registration](#) form (see #3 above) and they will be processed during the Lottery system. The number of State Cup games you request will be added on top of the formula **(# teams x 5.5 games) + 15% flexibility**. Booking State Cup games does not increase your number of picks per turn during the lottery.
10. Corner flags, referees:
The City of Rochester Hills Parks Department does NOT provide corner flags and referees for any soccer games. You must arrange for them yourself. Also, ***all referees must be USSF certified***, otherwise the MSYSA insurance is not valid.
11. No pets at Spencer Park:
Please remind your teams (home and away) that pets (dogs) are NOT allowed at Spencer Park. Also, vehicles MUST stop at the Permit Booth at Spencer Park to verify they are going to the soccer fields.

Available fields for FALL 2019:			
U7-8	4v4	30 x 50 yard	Borden 6 + 7 + 8 + 9
U9+10	7 v 7	45 x 60 yard	Spencer 1 + 2
U11+12	9 v 9	50 x 73 yard	Borden 10 + 11
U13 - adult	11 v 11 (full size)	73 x 110 yard	Borden 1 + 2 + 3 + 5

Questions? Bert Hallewas, Park Ranger Sports
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For more information, please also visit our [Soccer Lottery DEADLINES](#)

**Thank you for choosing a sports field with the City of Rochester Hills Parks and Natural Resources Department!
 Please let us know if you have any questions or feedback.**

Return to: [Sports Field Reservations](#) web page.