



EDMONTON INTERDISTRICT YOUTH
SOCCER ASSOCIATION

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July 18, 2018

Travel Permit Request Process

Travel Permits are required for all tournaments, exhibition games and training outside of Alberta. **ASA requires at least 14 days to process Canada and US requests, and six (6) weeks notice on International travel requests.**

These procedures apply to all EIYSA member teams.

Travel within Canada

1. Complete the 'Approval To Travel To Sanctioned Tournaments Outside Of Alberta' form.
2. Have your Club President sign the form.
3. Complete the 'ASA Travel Roster', include D.O.B. for all players and team officials.
4. For teams participating in Exhibition match series and/or Training camps – complete the "Travel Permit Addendum"
5. Submit the completed form to the EIYSA office. (admin@eiysa.com)
6. Only completed forms will be accepted and submitted to ASA for approval.
7. Once ASA has returned the approved form to us, we will email a copy to the Team Officials listed on application.

If you are taking a GUEST PLAYER(S) - a letter/email of permission from the player's current coach must be submitted to the EIYSA Office with your travel permit request documents. Also check with the Tournament Organizers to see if they require any additional documentation.

USA and International Travel

1. Complete the 'Approval To Travel To Sanctioned Tournaments Outside Of Alberta' form.
2. Have your Club President sign the form.
3. Complete an 'USA/International Travel Permit Summary' form (ASA's excess travel insurance).
4. Complete the 'Travel Roster', include D.O.B. for all players and team officials.
5. International travel ONLY – complete the CSA form "Application for participating in an international match or competition"
6. Submit the following completed forms and administration fees to the EIYSA Office. (admin@eiysa.com)
 - a. Approval To Travel To Sanctioned Tournaments Outside Of Alberta
 - b. USA/International Travel Permit Summary – Insurance
 - c. ASA Travel Roster
 - d. International travel ONLY – CSA form
 - e. Cheque: (cheques ONLY)
 - 1) ASA Admin & Travel Insurance fee – made payable to 'Alberta Soccer Association'
7. Only completed forms with payment will be accepted and submitted to ASA for approval.
8. Once ASA has returned the approved form to us, we will email a copy to the Team Officials listed on the application.

All Forms can be found on the EIYSA web site under "Administration"