

DRSA NEW MEMBER APPLICATION FORM

Membership Year (Jan 1-Dec 31) 2026

Deadline Jan 15/26

Date received in office:

APPLICANT INFORMATION

Membership Type	VOTING <input type="checkbox"/> NON-VOTING <input type="checkbox"/>
Corporation Type	Not Incorporated <input type="checkbox"/> Business <input type="checkbox"/> Non-Profit <input type="checkbox"/>
Previous Status	Previous DRSA Member Yes <input type="checkbox"/> No <input type="checkbox"/>
Corporate Name	
Known as	
Office Address	
Mailing Address (if different from above)	
Primary Contact Name and Position	
E-mail	
Phone	
Website	

DRSA REQUIREMENTS FOR NEW MEMBERS

2.3 New Members - An applicant will be admitted as a member if the applicant:

- a) Makes an application for membership in a manner prescribed by the Corporation
- b) Submits Governing Documents which meet the minimum requirements established by Ontario

Soccer

- c) Maintains their head office within the boundaries of the District
- d) Agrees to uphold and comply with the Corporation's Governing Documents
- e) Was, at any time previously, a member in good standing at the time of ceasing to be a member
- f) Has paid dues or fees as prescribed by the Board
- g) Meets any other condition of membership determined by the Board
- h) Has met the applicable definition listed herein
- i) Has been recommended by the Board and ratified by the Voting Members.

SUBMISSIONS REQUIRED FOR APPLICATION

	Submitted earlier	Attached
<i>Please indicate whether the following were submitted earlier or are attached with this Application</i>		
Articles of Incorporation (Please include proof of membership approval of the Articles, i.e Minutes)		
Membership Fee (\$250.00)		
List of current elected and appointed Officers, including contact details (Note : <i>In accordance with the DRSA Bylaws, each Member shall notify DRSA in writing after its Annual Members Meeting as well as within 7 days of any board member change</i>).		
Bylaws and date approved (Note : <i>Version submitted must be the one last approved by Membership, including any amendments approved since last publication date. Must also include a copy of a Minutes where these were approved.</i>)		
Current Policies and Procedures and date approved		
Minutes of last Annual Members Meeting		
List of all current staff members including contact details		
List of all Affiliated Clubs		
List of Leagues		

FINANCIAL REPORTING

<i>Please indicate which option applies to your Club</i>	
1	Audited, as defined by the Canadian Institute of Chartered Accountants (CICA), by a public accountant if the Club's annual gross revenue is greater than or equal to \$500,000 or the Club has greater than or equal to 1,000 registered players.
2	Management Accountant through a Financial Review Engagement, as defined by CICA, if the Club's annual gross revenue is less than \$500,000 but greater than or equal to \$100,000, or the Club has less than 1,000 but greater than or equal to 500 registered players.
3	Signed with a Notice to Reader prepared by a Public Accountant, Certified General Accountant or a Certified Management Accountant if the Club's annual gross revenue is less than \$100,000 but greater than or equal to \$10,000
4	Completed by the Treasurer or designate, if the Club's annual gross revenue is less than \$10,000.

AS A CONDITION OF MEMBERSHIP, THE APPLICANT AGREES TO COMPLY WITH AND ABIDE BY THE

1. All governing documents of Durham Region Soccer Association and its governing bodies
2. All decisions made by Durham Region Soccer Association's Board of Governors
3. All policies of Durham Region Soccer Association and its governing bodies including but not limited to:
 - a) Dispute Resolution

- b) Harassment
- c) Volunteer Screening
- d) Conflict of Interest & Code of Conduct
- e) Membership Change of Status, Ownership or Control

4. Our Bylaws are in compliance with the minimum requirements as determined by Ontario Soccer Operational Procedures (Section 3, Procedure 6.0 Clubs).

5. We ensure that each or any Club with whom we are affiliated governs itself accordingly and in compliance with the Governing Documents of Durham Region Soccer Association and its governing bodies as described above and has Bylaws in compliance with the minimum requirements determined by Ontario Soccer for Clubs.

6. We ensure that each or any League with whom we are engaged governs itself accordingly and in compliance with the Governing Documents of Durham Region Soccer Association and its governing bodies as described above and has Bylaws in compliance with the minimum requirements determined by Ontario Soccer Operational Procedures (Section 3, Procedure 5.0 Leagues).

CONTACT INFORMATION OF SIGNING AUTHORITY	
<i>Please Print</i>	PRESIDENT
Name	
Address	
Phone	
Email	

Signature of President

Date

SECRETARY OR DESIGNATE	
Name	
Address	
Phone	
Email	

Signature of Secretary
or Designate

Date

NOTES

- 1 *Clubs are still required to follow applicable legislation related to filing income tax returns. Incorporated Clubs are still required to follow audit guidelines in accordance with the legislation as outlined in the Ontario Not for Profit Corporations Act of Ontario which currently requires any Incorporated Club with income over \$500,000 to perform an audit. Clubs must also follow their own By-Laws with regard to financial reporting requirements*
- 2 *Clubs must file an Annual Corporate Return updating their Board Members, etc... and provide DRSA with a copy*

3 This form must be signed by BOTH the President and the Secretary or Designate

4 Per Section 2.3(i) of the By-laws, the Board only recommends new Members to the Voting Members. The Board does not approve membership. The current Voting Members must ratify new Member applications

FOR DRSA USE ONLY	
APPLICATION STATUS	
VALIDATION	
DATE	