

Complete the form below to submit a formal appeal to be reviewed by the Appeals Chair of BC Soccer. For more information about BC Soccer's judicial processes, please refer to the Judicial Code and Policies of BC Soccer (specifically the Appeals Policy in section 5) here: <https://bcsoccer.net/bylaws>. Please review the requirements below thoroughly and check the appropriate boxes.

Note: unless otherwise stated as optional, all fields must be completed.

Appellant Name:	Email address:
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Your role (e.g. player, team official, association official, Youth District, etc.):

Respondent. Named parties of the decision may apply to the Appeals Chair of BC Soccer for leave to appeal. Please check the party below that made the decision you are appealing (this party is the respondent to the appeal):

<input type="checkbox"/> i. A Youth District or Adult League	Name of Youth District, League, or Committee:
<input type="checkbox"/> ii. An Inter-District Youth League	
<input type="checkbox"/> iii. A BC Soccer Committee	
<input type="checkbox"/> iv. The Judicial Chair of BC Soccer, Discipline Panel or Protest Panel	

Sufficient Grounds. A decision cannot be appealed on its merits alone (i.e. not agreeing with the decision is not grounds for appeal). An appeal may be heard only if there are sufficient grounds for the appeal. Sufficient grounds include the respondent (check as appropriate):

**Neither (i) nor (ii) below extend to questions of law. Please refer to the Appeals Policy for a list of decisions that are not appealable.*

<input type="checkbox"/> i. Making a decision for which it did not have authority or jurisdiction as set out in governing documents.
<input type="checkbox"/> ii. Failing to follow procedures as laid out in the approved policies of the association;
<input type="checkbox"/> iii. Making a decision which was influenced by bias;
<input type="checkbox"/> iv. Exercising its discretion for an improper purpose;
<input type="checkbox"/> v. Making a decision which was unreasonable.

Timeline. To submit an appeal, the appellant must apply in writing to the Appeals Chair of BC Soccer, care of the BC Soccer office (discipline@bcsoccer.net), within ten (10) business days after the receipt of the decision being appealed.

Date of the decision:

Submissions Items. The written application to appeal must contain the following items. Please check each box below to confirm that you have included it with your appeal submission and attach separately as necessary. You will not be able to submit any new evidence or information once this form has been submitted.

<input type="checkbox"/> The decision being appealed. Include a written copy of the decision (must include the date of the decision).
<input type="checkbox"/> The reason for the appeal. This must refer to one or more of the specific grounds listed above.
<input type="checkbox"/> Notice to other party or parties. The respondent will be notified and provided a copy of the appeal by BC Soccer Judicial if your appeal is granted. Check the box on the left to confirm that you acknowledge this.
<input type="checkbox"/> Statement of facts. Attach a statement to the Appeal Form that outlines the facts of the case/decision.
<input type="checkbox"/> Rule or regulation that has been contravened. This should refer to one or more of the specific grounds listed above, and include the specific rule/regulation/policy that has been contravened by the respondent.
<input type="checkbox"/> Remedy sought. This should be stated as clearly and concisely as possible.
<input type="checkbox"/> The appeal fee as determined annually by BC Soccer's board of directors. \$525 must be submitted to BC Soccer with the appeal. You can send a cheque in the mail or call in credit card information to the BC Soccer office.
<input type="checkbox"/> In accordance with the principles of procedural fairness, BC Soccer Judicial may share some or all of the information in your appeal with the party against whom the appeal has been lodged (the respondent). Check the box on the left to confirm that you acknowledge this. If the box is not checked, BC Soccer Judicial will be unable to move forward with a review of your appeal.

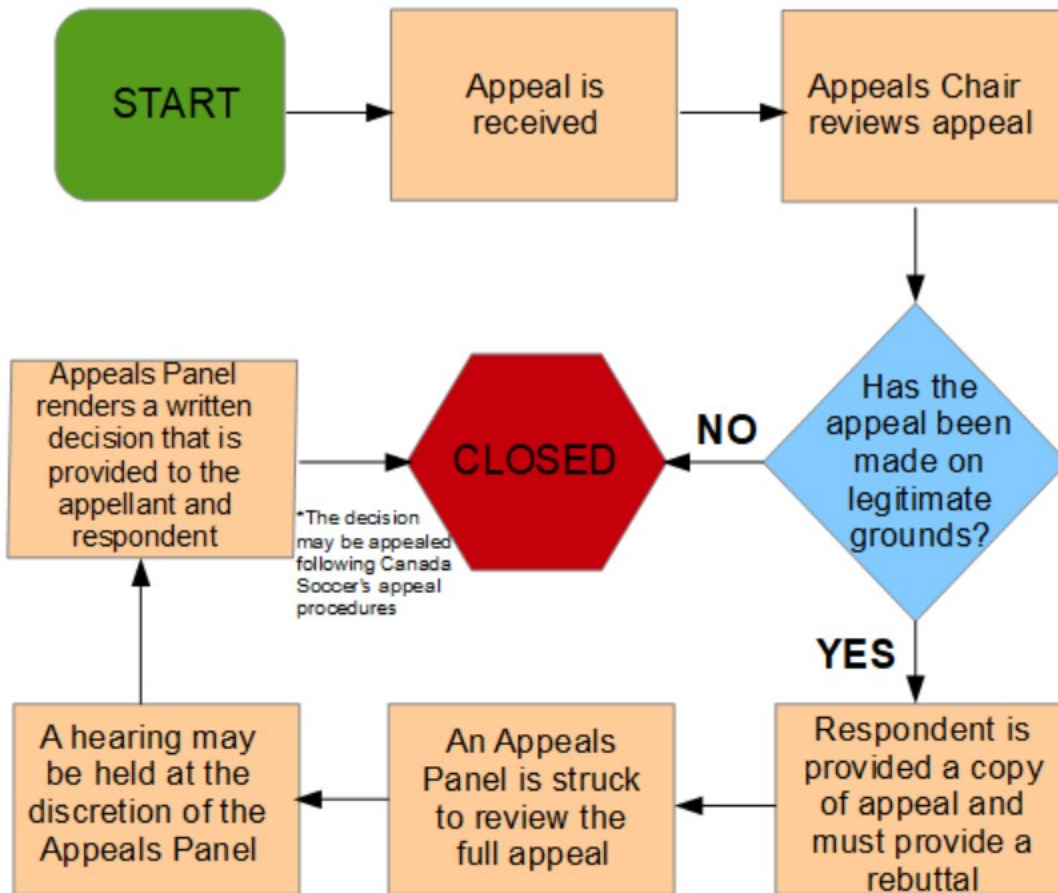
Updates about the status of your appeal will be provided via email if and when appropriate and possible.

What Happens When You Submit Your Appeal (Form)?

BC Soccer's 'Appeals Procedure' is laid out in Section 5.2 of the Judicial Code and Policies of BC Soccer.

5.2 Appeals Procedure

- a. Any party intending to appeal shall inform the Appeals Chair of BC Soccer of its intention to do so in writing within ten (10) business days of notification of the decision being appealed. This application to appeal notification shall include the grounds for appeal as per Section [5.1] "f" above and must be accompanied by the appeal fee.
- b. Within fifteen (15) business days of receipt of the appeal, the Appeals Chair of BC Soccer must decide whether the appeal has been made on legitimate grounds.
 - i. If the Appeals Chair of BC Soccer determines that the appeal is made on legitimate grounds, it shall inform both the appellant and the respondent within ten (10) business days and shall provide a copy of the appeal to the respondent. The respondent shall be granted ten (10) business days to submit a rebuttal to the appellant's submission.
 - ii. If the Appeal Chair of BC Soccer determines that the appeal is not made on legitimate grounds it shall so inform the appellant who shall be granted no further avenues of appeal.
- c. An Appeals Panel may, at its sole discretion and without holding a hearing, decide an appeal if, on the basis of the written documentation submitted to it, it is evident that the BC Soccer By-laws and/or BC Soccer Rules and Regulations and/or the Judicial Code & Policies of BC Soccer have or have not been breached.
- d. In dealing with an appeal, an Appeals Panel may take into consideration the possession by the appeal party of any knowledge, which if properly used, might have obviated the appeal.
- e. If upon review of the written submissions from the parties the Appeals Panel determines that a personal hearing is required, the hearing process will be followed as per Section 3.2 above.
- f. Decisions rendered by the Appeals Panel are to be written and must include the names of the Appeals Panel members, the names of the parties, the grounds for the decision, the facts upon which it was based and the decision itself. Decisions are to be signed by the Appeals Chair of BC Soccer.
- g. Written decisions are to be forwarded to the parties concerned within fifteen (15) business days of the respondent's rebuttal deadline date and, in cases where a personal hearing is held, within fifteen (15) business days' after the date of the hearing.
- h. Decisions may be communicated by facsimile, by electronic mail or by registered letter.
- i. The right is reserved for an appeal to be made to Canada Soccer Appeals Committee.



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