



**GOLDEN EMPIRE
YOUTH TACKLE FOOTBALL**

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A 501C3 NONPROFIT ORGANIZATION

Date: 3/1/2026

To: Golden Empire
Board of Directors

From: Golden Empire
Executive Board

Memo - Subject: 2026 Out of Area
Release Request Process

All Golden Empire youth football and cheer programs have the ability to request an “Out of Area Release” for the period of one year/season on behalf of a prospective Golden Empire participant.

In order to do so, the following process must be followed.

- 1) A current and league approved Golden Empire “Out of Area Release” Request Form must be submitted to the Golden Empire Executive Board for review and consideration.
- 2) In addition to the submission of the above referenced “Out of Area Release Form, an accompanying detailed written request outlining the reason for the release will also be required by both the requesting Area Representative and the parent/guardian of the requesting participant.
- 3) Verbal and or text request of said release, will be considered “invalid”.
- 4) Email and or physical hand delivery of said written request is acceptable.

- 5) The “Out of Area” request can only be submitted by the requesting program’s Area Representative Board Member on behalf of the individual and his or her program.
 - 6) Coaches and or other parties are excluded from the submission process.
 - 7) Out of Area Requests must be made no less than (10) ten days prior to any corresponding league sanctioned registration events.
 - 8) Out of Area Requests will not be accepted at time of Registration regardless of circumstance.
 - 9) Participants who have not been granted an “Out of Area Release” are prohibited from participating with any other program outside their “natural area” defined by existing Golden Empire League Policy.
 - 10) Golden Empire Area Representatives are highly encouraged to utilize the peer to peer process as it relates to courteous notice of Request for Release in their prospective Areas prior to formal submittal to the Golden Empire Executive Board for final review and placement determination.
 - 11) Peer to peer cooperation may be utilized in the final Executive Review but serves as no guarantee of final outcome.
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Release Evaluation Process:

- a) The Golden Empire Executive Board will consider “Out of Area Release” Requests on a case by case basis with the best interest and health of the organization as a whole in mind.
- b) When reviewing a request for an “Out of Area Release”, the Golden Empire Executive Board will consider but are not limited to the following factors.
 - Overall health of the organization.
 - Impact on all Golden Empire Programs.
 - Areas of immediate roster/program need.
 - Areas of immediate coaching need.
 - Justified and verifiable participant hardships.
- c) Golden Empire is not obligated to grant such a release and does so at its own discretion.

- d) Golden Empire reserves the right to both approve and or deny "Out of Area Release" requests at any time.
- e) The Golden Empire Executive Board reserves the right to grant a perpetual or short term Out of Area Release if and or when warranted.