

### **Procedure for the Registration of Federations in the Sports Register of the Cyprus Sports Organization**

According to the CSO Regulations, the conditions for being recognized and for registering as a Sports Federation are, among others, the following:

1. To control at least three registered, fully operating sports clubs.
2. To organize and conduct a national championship in Cyprus.
3. To have approved statutes and regulations which clearly state that the Federation's main purpose is sports-related.

### **DOCUMENTS THAT MUST BE SUBMITTED ALONG WITH THE APPLICATION**

When filling out and sending the special form/application, it is necessary to submit the following documents:

- Federation Statutes
- Copies of the registration certificates of at least three (3) member clubs of the Federation, which are already registered in the CSO's Sports Register
- The names of the members of the Federation's Board of Directors
- Evidence that the Federation organizes and conducts a national championship in Cyprus

### **FEDERATION RECOGNITION & REGISTRATION PROCEDURE**

Once all the above documents have been examined and evaluated by the CSO's Review Team, a recommendation will be submitted to the CSO's Board of Directors and the service will send a letter to the relevant federation to inform it whether the Board of Directors has approved its sports recognition and its registration in the CSO's Sports Register.

Subsequently, a Federation representative must come to the CSO's Accounting Office to pay the amount of €150 as a registration fee (either by bank transfer or by depositing the said amount into a bank account held by the CSO). Then, they need to proceed to the department that issues registration certificates with the receipt from the Accounting Office, in order to receive the relevant certificate.