

# AYLESBURY AND DISTRICT THOMAS FIELD SHIELD

--- Founded 1923 ---



RULE BOOK  
For the 2024/2025  
Season

*"If you're in the penalty area and don't know what to do with the ball, put it in the net and we'll discuss the options later."*

*Bob Paisley*

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Please use for Notes

## OFFICERS OF THE LEAGUE

### President

Vacant

### Life Members

R.Gillard                      R.Hillier                      M.Edwards                      D.Bayliss

### Vice Presidents

B.L.Martin                      M.Pollard                      L.Fenty                      J.Turnbull

### Chair

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### Vice Chair

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### Website Address

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<http://full-time.thefa.com>

## THOMAS FIELD SHIELD

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### **1. DEFINITIONS**

1. (A) In these Rules:

“Affiliated Association” means an Association accorded the status of an affiliated Association under the Rules of The FA.

“AGM” shall mean the Annual General Meeting held in accordance with the constitution of the Competition.

“Club” means a Club for the time being in membership of the Competition and “Team” means a side from a Club especially where a Club provides more than one (1) Team in a Division in accordance with the Rules.

“Club Portal” means the system used by Clubs to affiliate teams as determined by The FA from time to time.

“Competition” means the Aylesbury & District Challenge Shield (Thomas Field Shield).

“Competition Match” means any match played or to be played under the jurisdiction of the Competition.

“Secretary” means such person or persons appointed or elected to carry out the administration of the Competition.

“Contract Player” means any Player (other than a Player on a Scholarship) who is eligible to play under a written contract of employment with a Club.

“Fees Tariff” means a list of fees approved by the Clubs at a General Meeting to be levied by the Management Committee for any matters for which fees are payable under the Rules.

“Fines Tariff” means a list of fines approved by the Clubs at a General Meeting to be levied by the Management Committee for any breach of the Rules.

“Ground” means the ground on which the Club’s Team(s) plays its Competition Matches.

“Management Committee” means in the case of a Competition which is an unincorporated association, the Management Committee elected to manage the running of the Competition and

where the Competition is incorporated it means the Board of Directors appointed in accordance with the articles of association of that company.

“Match Officials” means the Referee, the Assistant Referees and any Fourth Official appointed to a Competition Match.

“Non-Contract Player” means any Player (other than a Player on a Scholarship) who is eligible to play for a Club but has not entered into a written contract of employment.

“Officer” means an individual who is appointed or elected to a position in a Club or Competition, which requires that individual to make day-to-day decisions.

“Player” means any Contract Player, Non-Contract Player or other Player who plays or who is eligible to play for a Club.

“Player Registration System” means the FA system to register players as determined by the FA from time to time.

“Playing Season” means the period between the date on which the first competitive fixture in the Competition is played each year until the date on which the last competitive fixture in the Competition is played.

“Rules” means these Rules under which the Competition is administered.

“Sanctioning Authority” means the Berks and Bucks County Football Association Limited.

“Season” means the period of time between one AGM and the next AGM.

“Scholarship” means a Scholarship as defined in The FA rules.

“Team Sheet” means a form provided by the Competition on which the names of the Players taking part in a Competition match are listed.

“The FA” means The Football Association Limited.

“Virtual Meetings” means meetings held electronically.

“written” or “in writing” means the representation or reproduction of words or symbols or other information in a visible form by any method or combination of methods, whether sent or supplied in electronic form or otherwise.

## **2. COMPETITION NAME AND CONSTITUTION**

(A) The Competition shall be known as “Thomas Field Shield”. The Clubs participating in the Competition shall be members of the Competition. A Club, which ceases to exist, or which ceases to be entitled to play in the Competition for any reason whatsoever shall thereupon automatically cease to be a member of the Competition. The Competition, which is an Invitation Cup for Teams participating outside the Football Pyramid, shall be designated the Aylesbury & District Challenge Shield (Thomas Field Shield).

(B) This competition shall consist of not more than fifty (50) Clubs approved by the sanctioning authority. The Competition shall be open to First Teams of Clubs which are affiliated to an affiliated County Football Association and who are eligible for their respective County Intermediate or Junior Cups.

The Competition shall be competed for annually and shall be organised as a Knockout Cup Competition.

(C) The area covered by the Competition shall be within twenty (20) mile radius of Aylesbury Market Square.

This Competition shall apply annually for sanction to the Berks & Bucks Football Association.

Clubs shall accept that they agree to play the Final of this Competition on Good Friday, **if required**.

No Club with its First Team in any other League shall be accepted into the Thomas Field Shield, without the consent of the Management Committee.

(D) The administration of the Competition under these Rules shall be carried out by the Management Committee in accordance with the Rules, regulations and policies of The FA.

- (E) All Clubs shall adhere to the Rules. Every Club shall be deemed, as a member of the Competition to have accepted the Rules and to have agreed to abide by the decisions of the Management Committee in relation to them, subject to the provisions of Rule 16.
- (F) The Rules are taken from the Standard Code of Rules (the "Standard Code") determined by The FA from time to time. In the event of any omissions from the Standard Code then the requirements of the Standard Code shall be deemed to apply to the Competition
- (G) (1) All Clubs must be affiliated to an Affiliated Association.  
(2) This Competition shall apply annually for sanction to the Sanctioning Authority.
- (H) Inclusivity and Non-discrimination
  - (1) This Competition and each Member Club shall be committed to promoting inclusivity and to eliminating all forms of discrimination and should abide and adhere to The FA Equality Policy and any legislative requirements (including those contained in the Equality Act 2010).
  - (2) This Competition and each Member Club shall make every effort to promote equality by treating people fairly and with respect, by recognizing that inequalities may exist, by taking steps to address them and by providing access and opportunities for all members of the community, irrespective of age, gender, gender reassignment, sexual orientation, marital status, race, nationality, ethnic origin, colour, religion or belief, ability, or disability or otherwise.
  - (3) Any alleged breach of the Equality Act 2010 legislation shall be referred to the appropriate sanctioning Association for investigation.
- (I) Clubs must comply with the provisions of any initiatives of The FA which are adopted by the Competition including, but not limited to, England Football Accredited and RESPECT programmes. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- (J) All Participants shall abide by The Football Association Regulations for Safeguarding Children and Regulations for Safeguarding Adults at Risk as determined by The FA from time to time.
- (K) At the AGM or a SGM called for the purpose, a majority of the delegates present shall have power to decide or adjust the constitution of the divisions at their discretion. When necessary, this Rule shall take precedence over Rule 22.

### **3. ENTRY FEE**

- (A) Applications by Clubs for admission to this Competition shall be made in writing to the Secretary by 1<sup>st</sup> July. At the discretion of a majority of the accredited voting members present applications, of which due notice has been given, may be received at the Annual General Meeting or a Special General Meeting.
- (B) The Annual Subscription shall be (£30.00 per team), as set out in the Fees Tariff, payable on or before the 31<sup>st</sup> August in each year. Teams in default shall be fined (£10.00), as set out in the Fines Tariff.
- (C) A Club shall not participate in this Competition until the Annual Subscription has been paid.
- (D) Clubs shall advise annually to the Secretary in writing by 1<sup>st</sup> July of its County Football Association affiliation number for the forthcoming Season. Clubs shall advise the Secretary in writing, or on the prescribed form, of details of its Headquarters, Officers and any other information required by the Competition.

### **4 - MANAGEMENT, NOMINATION, ELECTION**

- (A) (i) The Management Committee shall comprise of the Officers and five (5) members who shall be elected at the Annual General Meeting.
- (ii) The Officers of the Competition shall be the President, Chair, Vice-Chair, Treasurer, Secretary, Registration Secretary, Referees Secretary, Press Secretary and Fixture Secretary to be elected annually at the Annual General Meeting. (N.B. Verifiers are not Officers).
- (B) All candidates for election as Officers or Members of the Management Committee shall be nominated to the Secretary in writing, signed by the Secretaries of two (2) Member Clubs, not later than 30<sup>th</sup> April in each year. Names of the candidates for election shall be circulated with the notice of the Annual General Meeting. In the event of there being no nomination in accordance with the foregoing for any office, nominations may be received at the Annual General Meeting
- (B) The Management Committee shall meet a minimum of twice a season or as and when required.
- On receiving a requisition signed by two-thirds of the Members of the Management Committee the Secretary shall convene a meeting of the Committee.
- (D) Except where otherwise mentioned all communications shall be addressed to the Secretary who shall conduct the correspondence of the Competition and keep a record of its proceedings.
- (E) All communications received from Clubs shall be conducted through their nominated Officers.

## **5 - POWERS OF MANAGEMENT**

- (A) The Management Committee may appoint Sub-Committees as they may consider necessary and may delegate such of their powers, as they deem necessary to such Committees. The decisions of all such Sub-Committees shall be reported to the Management Committee for ratification. The Management Committee shall have the power to deal with matters within the Competition and not for any matters of misconduct that are under the jurisdiction of The Football Association or Affiliated Association.
- (B) Subject to the permission of the Sanctioning Authority having been obtained the Management Committee may order a match or matches to be played each season, the proceeds to be devoted to the funds of the Competition and, if necessary, may call on each Club to contribute equally such sums as may be necessary to meet any deficiency at the end of the season.
- (C) Each Member of the Management Committee shall have the right to attend and vote at all Management Committee Meetings and have one (1) vote at all such meetings, but no Member shall be allowed to vote on any matters directly relating to that Member or to the Club so represented or where there may be a conflict of interest. (This shall apply to the procedure of any Sub-Committee).
- (D) In the event of the voting being equal on any matter, the Chair shall have a second or casting vote.
- (E) The Management Committee shall have powers to apply, act upon and enforce the Rules of the Competition and shall also have jurisdiction over all matters affecting the Competition. Any action by the Competition shall be taken within twenty-eight (28) days of the Competition being notified.

With the exception of Rules 6(J), 8(H) and 9 for any breaches of Rule a formal written charge shall be issued. The respondent shall be given seven (7) days from the date of notice to reply to the charge and given the opportunity to:

- (i) Accept or deny the charge and /or submit in writing a case of mitigation for consideration by the Management Committee or
- (ii) Accept the charge and notify the Competition that it wishes to put its case of mitigation at a hearing before the Management Committee, or

- (iii) Deny the charge and submit in writing supporting evidence for consideration by the Management Committee or
- (iv) Deny the charge and notify the Competition that it wishes to have a hearing before the Management Committee

Any fines levied shall be in accordance with the Fines Tariff.

The maximum fine permitted for any breach of a Rule is £250.00 and, when setting any fine, the Competition shall ensure that the penalty is proportional to the offence, taking into account any mitigating circumstances.

No participant under the age of 18 can be fined.

All breaches of the Laws of the Game, Rules and Regulations of The Football Association shall be dealt with in accordance with F.A. Rules by the appropriate sanctioning Association.

- (F) All decisions of the Management Committee shall be binding subject to the right of appeal in accordance with Rule 16.

Decisions of the Management Committee shall be notified in writing to those concerned within ten (10) days.

- (G) A minimum of fifty percent (50%) of the Members of the Management Committee shall constitute a quorum for the transaction of business of the Management Committee and any of its Sub-Committees.

- (H) The Management Committee, as it may deem necessary, shall have the power to fill any vacancy that may occur in the membership of the Competition between the AGM or SGM called to decide the constitution and the commencement of the Playing Season, subject to the provisions of the National League System Regulations or Women's Football Pyramid Regulations (which shall take precedence if applicable).

- (I) A Club must comply with an order or instruction of the Management Committee within twenty-one (21) days of receipt of such order or within twenty-one (21) days of an operating date specified in that order. Failing to satisfactorily attend to the business and/or the correspondence of the Competition, a club shall be liable to a fine (not exceeding £50), as set out in the Fines Tariff or otherwise penalised to the satisfaction of the Management Committee.

- (J) All fines and charges are payable forthwith and shall be paid within twenty-one (21) days of the date of notification of the decision.

Any Club failing to do so shall incur a fine (not exceeding £50.00), as set out in the Fines Tariff. Further failure to pay the fine including the additional sum within fourteen (14) days shall result in fixtures being withdrawn until such time as the outstanding fines are paid.

- (K) A member of the Management Committee appointed by the Competition to attend a meeting or match may have any expenses incurred refunded by the Competition.

- (L) The Management Committee shall have the power to appoint Vice-Presidents from time to time in recognition of service to football with the Aylesbury & District Challenge Shield (Thomas Field Shield) and to fill any vacancy that may occur in the membership of the Competition between the Annual General or Special General Meeting called to decide the constitution and the commencement of the Competition season.

- (M) The business of the Competition, as determined by the Management Committee, may be transacted by electronic mail or facsimile.

## **6 - PROTESTS AND COMPLAINTS**



- (A) 1. All questions of eligibility, qualifications of players or interpretations of the Rules shall be referred to the Management Committee.
2. Objections relevant to the dimensions of the pitch, goals, flag posts or other facilities will not be entertained by the Management Committee unless a protest is lodged with the Referee prior to the commencement of the match.
- (B) Except in cases where the Management Committee decide that there are special circumstances, protests and complaints (which shall contain full particulars of the grounds upon which they are founded) shall be lodged in duplicate with the Secretary within seven (7) days (excluding Sundays) of the match or occurrence to which they refer. A protest or complaint shall not be withdrawn except by permission of the Management Committee. A Member of the Management Committee who is a member of any Club involved shall not be present (except as a witness or representative of their Club) when such protest or complaint is being determined.
- (C) No protest of whatever kind shall be considered by the Management Committee unless the complaining Club shall have deposited with the Secretary a sum (£10.00), as set out in the Fees Tariff. This may be forfeited in whole or in part in the event of the complaining or protesting Club losing its case. The Competition shall have power to order the defaulting Club or the Club making a losing or frivolous protest or complaint to pay the expenses of the enquiry or to order that the costs to be shared by the parties.
- (D) All parties to a protest or complaint shall receive a copy of the submission and shall be afforded an opportunity to make a statement at least seven (7) days before the protest or complaint being heard.
- (1) All parties shall have received a minimum of seven (7) days' notice of the Hearing should they be instructed to attend.
- (2) Should a Club elect to state its case in person then they should forward a deposit (£25.00), as set out in the Fees Tariff and indicate such when forwarding the written response.
- (E) The Management Committee shall also have power to compel any party to the protest to pay such expenses as the Management Committee shall direct.
- (F) Any appeal against a decision of the Management Committee shall be lodged with the Sanctioning Authority within fourteen (14) days of the posting of the written notification of the decision causing the appeal, accompanied by a fee as set out in the Fees Tariff which may be forfeited in the event of the appeal not being upheld. A copy of the appeal shall also be sent to the Secretary. The procedure for the appeal shall be determined by the Sanctioning Authority, and the Sanctioning Authority may (but is not obliged to):
1. Invite submissions by the parties involved,
  2. Convene a hearing to hear the appeal,
  3. Permit new evidence,
  4. Impose appropriate deadlines.

Any appeal shall not involve a rehearing of the evidence considered by the Management Committee.

- (G) No appeal can be lodged against decision taken at an Annual General Meeting or Special General Meeting unless this is on the grounds of unconstitutional conduct.
- (H) All protests, claims or complaints relating to these Rules and appeals arising from a Player's contract shall be heard and determined by the Management Committee, or Sub-Committee duly appointed by the Management Committee. The Clubs or Players protesting, appealing, claiming or complaining shall send a copy of such protest, appeal, claim or complaint and deposit a fee (£50.00) as set out in the Fees Tariff, which shall be forfeited in the event of the protest, appeal, claim or complaint not being upheld, and in these circumstances may, in addition, be ordered to

pay the costs at the direction of the Management Committee.

All such protests, claims, complaints and appeals shall be received in writing by the Secretary within fourteen (14) days of the event or decision causing any of these to be submitted.

## **8 - ANNUAL GENERAL MEETING**

- (A) The Annual General Meeting shall be held not later than 30<sup>th</sup> June in each year. At this meeting the following business shall be transacted provided that at least 75% of Members are present and entitled to vote:
- (1) Confirm the Minutes of the last Annual General Meeting.
  - (2) Adopt the Annual Report, Balance Sheet and Statement of Accounts from the previous season or accounting period.
  - (3) Election of Clubs.
  - (4) Constitution of the Competition for ensuing season.
  - (5) Election of Competition Officers and Management Committee Members.
  - (6) Appointment of Auditors / Verifier of Accounts.
  - (7) Alteration of Rules, if any.
  - (8) Agree the date for the beginning of the Playing season and kick-off times applicable to the Competition.
  - (9) Agree the date for the end of the Playing season.
  - (10) Other business of which due notice shall have been given and accepted by the Chair as being relevant to an Annual General Meeting.
- (B) A copy of the duly verified Balance Sheet, Statement of Accounts and Agenda shall be forwarded to each Club at least fourteen (14) days prior to the meeting, and to the Berks & Bucks County Football Association.
- (C) A signed copy of the duly verified Balance Sheet and Statement of Accounts shall be sent to the Berks & Bucks County Football Association within fourteen (14) days of its adoption by the Annual General Meeting.
- (D) Each Member Club shall be empowered to send one (1) delegate to an Annual General Meeting. Each Club shall be entitled to one (1) vote only. Not less than seven (7) days' notice shall be given of any Meeting.
- (E) Clubs who have withdrawn their Membership of the Competition during the season being concluded or who are not continuing Membership shall be entitled to attend but shall vote only on matters relating to the season being concluded.
- (F) All voting shall be conducted by a show of hands or count of email or virtual responses (for virtual meetings) unless a ballot is demanded by at least 50% of the delegates qualified to vote or the Chair so decides.
- (G) No individual shall be entitled to vote on behalf of more than one (1) Member Club.
- (G) 1. Any continuing Member Club failing to be represented at the Annual General Meeting without satisfactory reason being given shall be fined (£50.00), as set out in the Fines Tariff.  
2. Any Club that has submitted a valid application to join the Competition for the forthcoming season must have the opportunity to be put forward for membership and to have a vote taken on their membership application.
- (I) Officers and Management Committee members shall be entitled to attend and vote at an Annual General Meeting but cannot also cast a vote on behalf of a Club (see Rule 8.G).

## **9 - SPECIAL GENERAL MEETINGS**

- (A) On receiving a requisition signed by two-thirds of the Clubs in membership the Secretary shall call a Special General Meeting.
- (B) The Management Committee may call a Special General Meeting at any time.
- (C) At least seven (7) days' notice shall be given of either meeting under this Rule, together with an agenda of the business to be transacted at such meeting.
- (D) Each Member Club shall be empowered to send two (2) delegates to all Special General Meetings. Each Club shall be entitled to one (1) vote only.
- (E) Any Club failing to be represented at a Special General Meeting without satisfactory reason being given shall be fined (£50.00) as set out in the Fines Tariff.
- (H) Officers and Management Committee members shall be entitled to attend and vote at all Special General Meetings but cannot also cast a vote on behalf of a Club (see Rule 9.D).

## **10 - AGREEMENT TO BE SIGNED**

The Chair and the Secretary of each Club shall complete and sign the following agreement which shall be deposited with the Competition together with the Application for Membership for the coming season.

"We, A, \_\_\_\_\_ of \_\_\_\_\_ (Chair) and B \_\_\_\_\_ of \_\_\_\_\_ (Secretary) of the \_\_\_\_\_ Football Club have been provided with a copy of the Rules and Regulations of the Aylesbury & District Challenge Shield (Thomas Field Shield) and do hereby agree for and on behalf of the said Club, to conform to those Rules and Regulations and to accept, abide by and implement the decisions of the Management Committee of the Competition, subject to the right of appeal in accordance with Rule 16.

Any alteration of the Chair and/or Secretary on the above Agreement shall be notified to the County Football Association to which the Club is affiliated and to the Secretary of the Competition.

(Note: The spaces above are intended for the inclusion of the signatures and addresses of officers).

## **11 - CONTINUATION OF MEMBERSHIP OR WITHDRAWAL OF A CLUB**

- (A) A Club intending, or having a provisional intention, to withdraw a Team from the Competition of its fixtures and fulfillment of all other obligations to the Competition shall notify the Secretary in writing of such intention by 31<sup>st</sup> March each Season.
- (B) The Management Committee shall have the discretion to deal with a Team being unable to start or complete its fixtures for a Playing Season, including but not limited to, issuing a fine in accordance with the Fines Tariff.
- (C) In the event of a Member Club failing to discharge all its financial obligations to the Competition in excess of £50.00, the Management Committee are empowered to refer the debt under The FA Debt Recovery provisions.

## **12 - EXCLUSION OF CLUBS OR TEAMS, MISCONDUCT, CLUBS, OFFICIALS, PLAYERS**

- (A) At the Annual General Meeting, or Special General Meeting called for the purpose, Notice of Motion having been duly circulated on the Agenda, the accredited delegates present shall have the power to exclude any Club or Team from further membership both of which shall be supported

by (more than) two-thirds of those present and voting. Voting on this point shall be conducted by ballot. A club which is subject of the vote being taken shall be excluded from voting.

- (B) At the Annual General Meeting, or at a Special General Meeting called for the purpose, in accordance with the provisions of Rule 19, the accredited delegates present shall have the power to exclude from further participation in the Competition any Club whose conduct has, in their opinion, been undesirable provided this is supported by (more than) two-thirds of those present and voting. Voting on this point shall be conducted by ballot. A Club whose conduct is the subject of the vote being taken shall be excluded from voting.
- (C) Any official or member of a Club found guilty of either breach of Rule, other than field offences, or of inducing or attempting to induce a player or players of another Club in the Competition to join them shall be liable to expulsion or such penalty as a General Meeting or Management Committee may decide, and their Club shall also be liable to expulsion in accordance with the provisions of Rule 12(A) and Rule 12(B).

### **13 - TROPHY: LEGAL OWNERS, CONDITIONS OF TAKING OVER, AGREEMENT TO BE SIGNED, AWARDS.**

- (A) The following agreement shall be signed on behalf of the winners of the Cup or Trophy:  
"We A \_\_\_\_\_ and B \_\_\_\_\_, the Chair and Secretary of \_\_\_\_\_ FC, members of and representing the Club, having been declared winners of Aylesbury & District Challenge Shield (Thomas Field Shield), and it having been delivered to us by the Competition, do hereby on behalf of the Club jointly and severally agree to return the Cup or Trophy to the Competition Secretary on or before 1<sup>st</sup> March. If the Cup or Trophy is lost or damaged whilst under our care, we agree to refund to the Competition the amount of its current value or the cost of its thorough repair."

Failure to comply with shall render the Club liable to a fine (£25.00), as set out in the Fines Tariff.

- (B) A Competition Cup or Trophy shall be vested in the Association sanctioning the Competition as Trustees. If a Competition is discontinued for any reason a trophy or any other presentation shall be returned to the Donor if the conditions attached to it so provide or, if not, dealt with as the sanctioning Association may decide. At the close of each Competition awards shall be made to the winners and runners-up if the funds of the Competition permit.
- (C) It shall be the responsibility of all Clubs with trophies to bring them to the AGM for the name of the Club and the season to be engraved on the trophy by a suitably qualified craftsman in the appropriate style for the Shield. The Shield to be returned to the club at the Secretaries meeting, with the cost of the engraving being recovered from the Club.

### **14 - ALTERATION TO RULES**

- (A) Alterations, for which consent has been given by the Sanctioning Authority, shall be made to these Rules only at the Annual General Meeting or at a Special General Meeting specially convened for the purpose called in accordance with Rule 19. Any alterations made during the playing season to the Rule relating to the qualification of players shall not take effect until the following season, except in exceptional circumstances where approved by Sanctioning Authority and The FA.
- (B) Notice of proposed alterations to be considered at the Annual General Meeting shall be submitted to the Secretary by 28<sup>th</sup> February in each year. The proposals, together with any proposals from the Management Committee, shall be circulated to the Clubs by 15<sup>th</sup> March and any amendments to these proposals shall be submitted to the Secretary by 31<sup>st</sup> March.

The proposals and proposed amendments to these proposals shall be circulated to Clubs with the notice of the Annual General Meeting. A proposal to change a Rule shall be carried if two-thirds of those present and entitled to vote are in favour.

- (C) A copy of the proposed alterations and proposed amendments to be considered at the Annual General Meeting shall be submitted to the Sanctioning Authority by not later than 14<sup>th</sup> April.

A copy of the proposed alterations and proposed amendments to be considered at the Annual General Meeting or Special General Meeting shall be submitted to the Sanctioning Authority by no later than twenty-eight (28) days prior to the date of the meeting.

- (D) Any alterations or additions decided upon at any meeting shall not become operative until the approval of the Sanctioning Authority shall have been obtained.

## **15 - FINANCE**

- (A) The Management Committee shall determine with which bank or other financial institution the funds of the Competition shall be lodged.
- (B) All expenditure more than one hundred (£100.00) pounds shall be approved by the Management Committee.
- (C) The financial year of the Competition shall end on 31<sup>st</sup> March.
- (D) The accounting records, or a certified balance sheet, of a Competition shall be prepared and shall be verified annually by some suitable person(s) who shall be appointed at the Annual General Meeting.

## **16 - INSURANCE**

All Clubs shall have valid public liability insurance cover for a minimum of at least ten (10) million pounds (£10,000,000) at all times.

All Clubs shall have valid personal accident cover for all Players registered with them from time to time. The Players' personal accident insurance cover shall be in place prior to the Club taking part in any Competition match and shall be at least equal to the minimum recommended cover determined from time to time by The Association. In instances where The Football Association is the sanctioning Association, the minimum recommended cover shall be the cover required by the Affiliated Association to which a Club affiliates.

## **17 - DISSOLUTION**

- (A) Dissolution of the Competition shall be by resolution approved at a Special General Meeting by a majority of three quarters (3/4) of the members present and shall take effect from the date of the relevant Special General Meeting.
- (B) In the event of the dissolution of the Competition, the members of the Management Committee are responsible for the winding up of the assets and liabilities of the Competition.
- (C) The Management Committee shall deal with any surplus assets as follows:
- (i) Any surplus assets, save for a Trophy or any other presentation, remaining after the discharge of the debts and liabilities of the Competition shall be transferred only to another Competition or affiliated Association or The Football Association Benevolent Fund or to such other charitable or benevolent object in the locality of the Competition as determined by resolution at or before the time of winding up, and approved in writing by the sanctioning Association.
- (ii) If a Competition is discontinued for any reason a Trophy or any other presentation shall be returned to the Donor if the conditions attached to it so provide or, if not, dealt with as the sanctioning Association may decide.

## **18 - PRINTING OF RULES**

- (a) The Rules shall be printed at such intervals as the Competition Committee decide but if two (2) successive years shall pass in which the Rules not be reprinted, the Competition Committee shall have the power to require that they be reprinted during the next succeeding year. A copy of the Rules shall be emailed to all clubs and will be published on the Competition website.
- (b) Clubs shall be required to acknowledge receipt of any Rule Books or amendments to them within seven (7) days. Failure to acknowledge shall result in a fine as set out in the Fines Tariff.

## **19 - QUALIFICATION OF PLAYERS**

(A) A Player is one who, being in all other respects eligible, has:

Registered through the Player Registration System, after signing a fully and completed registration form in ink and received approval from the Competition at least seven (7) days before the date on which he proposes to play.

Any registration that is not fully and correctly completed will be returned to the Club unprocessed and the player classed as unregistered. If a Club attempts to register a player via the Player Registration System but does not fully and correctly complete the necessary information via Player Registration System, the registration will not be processed.

For Clubs registering Players under Rule 18(A)2, registration forms will be provided in a format to be determined by the Competition. For Clubs registering Players by the Player Registration System, Clubs must access Player Registration System in order to complete the registration process.

Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

- (B) (1) Contract players are not permitted in this Competition with the exception of those Players who are registered under Contract with the same Club who have a team operating at Steps 1 to 6 of the National League System, or Tiers 1-4 of the Women's Pyramid System.
  - (2) It is the responsibility of each Club to ensure that any Player registered to the Club has, where necessary, the required International Transfer Certificate. Clearance is required for any Player aged 10 and over crossing borders including Wales, Scotland, and Ireland.
  - (1) Each team must have at least fourteen (14), or if it has a Reserve Team twenty-eight (28) Players registered with the Registration Secretary by midnight on the Sunday prior to the pre-season meeting. Registration means being in receipt of the registration counterfoil Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
  - (2) In the event of a Non Contract Player changing their status to that of a Contract Player with the same Club, or with a Club in another Competition their registration as a Non Contract Player will automatically be cancelled and declared void unless the Club conforms to the exception in Rule 18.B.1
- (C) A Player that owes a Football Debt (as defined under the Football Debt Recovery Regulations) shall be permitted to register for a Club but [will/may] be suspended from football activities of the Player does not comply with the terms of the Football Debt Recovery Regulations in respect of that Football Debt.
- (D) No player shall be eligible for the Semi Final or Final matches until they have taken part in four (4) League or Cup matches during the current season for the Club currently holding their

registration, with the exception of the goalkeeper, who must have been registered before the 1st October of the current season, which is subject to the discretion of the Management Committee

- (E) Each Club shall be provided with a Registration Form free of charge. The Registration Secretary shall sign the form and return it to the Club as receipt for registration.
- (F) The Management Committee shall decide all registration disputes.

In the event of a player signing a registration form or having a registration submitted for more than one (1) Club priority of registration shall decide for which Club the player shall be registered. The Registration Secretary shall notify the Club last applying to register the player of the fact of the previous registration.

- (G) It shall be deemed a breach of Rule for a player to:

- (i) Play for more than one (1) Club in the Competition in the same season.

- (ii) Having registered for one (1) Club in the Competition, register for another Club in the Competition in that season except for the purpose of a transfer, or where the Competition adopts Rule 18.P.

- (iii) Submit a signed registration form as per Rule 19A.2 or submit a registration through the **Player Registration System** for registration that the player had willfully neglected to accurately or fully complete.

Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

- (H) (1) The Management Committee shall have power to accept the registration of any player subject to the provisions of Rule 8(H)(ii) and Rule 8(H)(iii) below.

- (2) The Management Committee shall have power to refuse, cancel or suspend the registration of any player or may fine any player at their discretion (in accordance with the Fines Tariff) proved guilty of registration irregularities. (Subject to Rule 16).

- (3) The Management Committee shall have power to make application or refuse or cancel the registration of any player found guilty of undesirable conduct and to disqualify the player in question from participating in all games in the Competition. (Subject to Rule 16) subject to the right of appeal to The Football Association or the relevant County Football Association.

Undesirable conduct shall mean an incident of repeated proven misconduct, which may deter a participant from being involved in this Competition. Application should be made to the parent County of the Club the player is registered or intending to be registered with.

- (4) A player who has previously had a registration removed in accordance with Rule 8(H) (iii) but has a registration accepted at the expiry of exclusion shall be considered to be under a probationary period of twelve (12) months. Whilst under a probationary period, should the player commit a further act of proven misconduct under the jurisdiction of the Competition, (excluding standard dismissals) the Competition may consider a further charge of bringing the Competition into disrepute.

(Note: Action under Rule 8(H) (iii) shall not be taken against a player for misconduct on the field of play until the matter has been dealt with by the appropriate Association, and then only in cases of the player bringing the Competition into disrepute and shall in any case be subject to an Appeal to The Football Association. All decisions shall include the period of restriction. For the purpose of this Rule, bringing the Competition into disrepute can only be considered where the player has received in excess of one-hundred and twelve (112) days suspension, or ten (10) matches in match-based discipline, in a period of two (2) years or less from the date of the first offence.)

- (I) Subject to compliance with FA rule C when a club wishes to register a player who is already

registered with another Club it shall submit a transfer notification (in a format as determined by the Competition) to the Competition via the Player Registration System accompanied by a fee of £15.00 as set out in the Fees Tariff.

Such transfer shall be referred by the Competition to the club for which the player is registered. Should this club object to the transfer it should state its objections in writing to the Competition and to the player concerned within 3 days of receipt of the notification. Upon receipt of the club's consent, or upon its failure to give written objection within three (3) days, the Secretary may, on behalf of the Management Committee, transfer the player who shall be deemed eligible to play for the new Club from such date or three (3) days after receipt of such transfer.

In the event of an objection to a transfer the matter shall be referred to the Management Committee for a decision.

No player shall be allowed more than one (1) transfer in a season except for a special reason, which shall be approved by the Management Committee. If approved the transfer fee shall be as set out in the Fees Tariff.

- (K) Registrations is valid for one (1) season only.
- (L) In the case of a postponed, drawn, or replayed match, only those players who qualified for the first match shall be eligible.

A qualified player, who was serving a term of suspension on the date of the original fixture, shall be permitted to play in the replay or rearranged fixture provided he has completed the suspension. A qualified player who plays in any round shall be deemed qualified to play in any subsequent round by virtue of their original qualification, but this shall not apply to their qualification as a Junior or as an Intermediate player; as in Rule 22(C).

- (M) Any Team playing an unregistered or otherwise ineligible player or players shall forfeit the match and may incur a fine (not exceeding £100.00), as set out in the Fines Tariff and/or otherwise dealt with at the discretion of the Management Committee. In a match where both teams are found guilty of playing ineligible players, the match shall be declared null and void with the match result expunged.
- (N) A player who has played for a Team in a higher Division six (6) times or more shall not in that season be eligible to play in a lower Division except by permission of the Management Committee.

- (O) (The following Clause applies to Competitions involving players in full-time secondary education):

- (i) Priority shall be given at all times to activities of schools and school organizations. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

- (ii) The availability of children and young people shall be cleared with the Head Teachers or Principals (except for Sunday Leagues).

- (iii) To play open age football the player shall have achieved the age of sixteen (16).

- (P) If a Club wishes to cancel a Player's registration within the Competition, it must make a request via The FA's electronic player registration system giving the reasons for the request. The Competition may either approve or declines the request.

If a Player's registration is cancelled he/she will not be eligible to re-register in the Competition for a period of [x] days from the date of cancellation.

## **20 - CLUB COLOURS / CLUB NAME**

- (A) Every Team shall register the colour and design of its home and away shirts, shorts and socks



with the Secretary by 1<sup>st</sup> July and the Competition Secretary who shall decide as to their suitability.

- (B) Any Team wishing to change the colour(s) and/or design(s) of its shirt(s) and short(s) during the Playing Season must obtain permission from the Competition Secretary in advance of making that change.
- (C) Goalkeepers shall wear colours, which distinguish them from other players and the Referee.
- (D) No player, including the goalkeeper, shall be permitted to wear black or very dark shirts.
- (E) Any Team not being able to play in its normal colours as registered with the Competition shall notify its opponents of the colours in which they will play (including the colours of the goal keepers jersey) at least 3 days before the Competition Match.
- (F) If, in the opinion of the Referee, two (2) Clubs have the same or similar colours, the Home Team shall make the change. In Semi-Finals and Final both Teams to change. Any Team not having a change of colours or delaying the kick-off by not having a change shall be fined (£10.00), as set out in the Fines Tariff.

The Secretary of the Competition may request shirts to be submitted if complaints are received as to lack of distinguishing colours, and the Management Committee may refuse to permit any shirts or shorts as they think fit.

- (G) Shirts shall be numbered and no two shirts shall have the same number. The player's name to correspond to the number on the Team Sheet. Failure to comply shall result in a fine (£5.00 per player), as set out in the Fines Tariff.

## **21 - PLAYING SEASON, CONDITIONS OF PLAY, TIMES OF KICK-OFF, POSTPONEMENTS, SUBSTITUTES.**

- (A) The Annual General Meeting shall determine the commencement of the season in accordance with Football Association Rules. No Club shall be compelled to play after the concluding date. Original fixtures arranged by the Fixture Secretary shall not be arranged for a date later than seven (7) days preceding the concluding date determined by the Annual General Meeting.
- (B) All matches shall be played in accordance with the Laws of the Game as determined by the International Football Association Board.

Clubs shall take all reasonable precautions to keep their grounds in a playable condition, and if the occasion arises, either Club shall contact the ADFL allocated pitch inspector no later than three (3) hours before the advertised kick-off time who will decide as to the fitness of play. Only a Referee or League Officer of the Aylesbury & District Football League may cancel a League match or decide as to the fitness of the pitch except where a third party such as the Local Authority has overriding authority on pitch usage. All matches shall be played on pitches deemed suitable by the Management Committee. If through any fault of the Home Team a match must be replayed, the Management Committee shall have power to order the venue to be changed.

The Management Committee shall have power to decide whether a pitch and/or facilities are suitable for matches in the Competition and to order the Club concerned to play its fixtures on another ground.

Artificial Football Turf pitches (3G) are allowed in this Competition providing they meet the required performance standards and are listed on the FA's Register of Football Turf pitches – <https://footballfoundation.org.uk/3g-pitch-register> For clubs playing at Step 7 and below a pitch shall be tested (by a FIFA accredited test institute) every three (3) years and the results passed to The Football Association. The Football Association shall give a decision on the suitability for use and add the pitch to the Register.

The Home Club is also responsible for advising participants of footwear requirements when confirming match arrangements in accordance with Rule 10(D).

The duration of the game shall be two equal periods of forty-five (45) minutes. In the event of a draw at full time an extra thirty (30) minutes, (fifteen (15) minutes each way) or twenty (20) minutes minimum (ten (10) minutes each way), to be determined by the Referee, shall be played. If the match is still drawn after extra time, the winners shall be determined by the taking of kicks from the penalty mark in accordance with International Board Recommended Procedures.

The times of kick-off shall be agreed at the Annual General Meeting and for Saturday matches shall be August to October 2.00 pm, November to February 1-30 pm and March to May 2.00 pm.

The time of commencement of the Semi-Final and Final Ties shall be determined by the Management Committee. The time of commencement of evening matches shall be determined by the Fixture Secretary.

Any Club failing to commence at the appointed time shall incur a fine (not exceeding £10.00) as set out in the Fines Tariff or be otherwise dealt with as the Management Committee may determine.

Each Club shall on the day of the match fill in an official Team Sheet before the match, which shall be available for exchanging with the opposition and inspection, not later than fifteen (15) minutes before kick-off, the exchanging of the Teamsheets to be done in the presence of the Referee. No further changes to be made after this time unless agreed with the opposition and Referee. Failure to comply shall incur a fine (£10.00), as set out in the Fines Tariff.

At the end of the match the Team Sheet shall be completed to show the final score and other information required by the Management Committee.

Only official Team Sheets shall be recognized. Books of official Team Sheets are available from the Registration Secretary (at £5.00 per book), as set out in the Fees Tariff.

Referees shall order matches to commence at the appointed time and shall report all late starts to the Competition.

The Home Team must provide goal nets, corner flags and at least two (2) footballs fit for play; these are to be given to the Referee at least fifteen (15) minutes prior to kick off and the Referee shall make a report to the Competition if the footballs are unsuitable.

No overhead netting is allowed for 9v9 and 11v11 affiliated matches.

Regional NLS Feeder Leagues: Overhead wires used to support pitch divider netting are removed for all affiliated matches at Regional NLS Feeder League level.

For those leagues which are not Regional NLS Feeder Leagues: Overhead wires used to support pitch divider netting are ideally removed for affiliated matches but if they cannot be removed then discretion is given to the match official to restart the match in accordance of the laws of the game.

- (C) Except by permission of the Management Committee all matches shall be played on the dates originally agreed but priority shall be given to The Football Association and all relevant County Association Cup Competitions. All other matches shall be considered secondary. Clubs may mutually agree to bring forward a match with the consent of the Competition Secretary.

In the case of a revised fixture date, the Clubs shall be given by the Competition five (5) clear days' notice of the match (unless otherwise mutually agreed).

- (D) The Secretary of the Home Club shall give notice by phone, text or email (the text and email shall be acknowledged) of full particulars of the location of, and access to the ground, team colours, colour of goalkeeper's kit and time of kick-off to the Match Officials and the Secretary of the

opposing Club at least four (4) clear days prior to the playing of the Competition match. The opposing Club must confirm receipt and give notice of its kit colours (including goalkeeper) at least 4 days prior to the playing of the Competition match. If either is not provided, the relevant Club shall seek such details and report the circumstances to the Competition. Failure to comply with this rule will result in a fine in accordance with the Fines tariff.

If a match as originally drawn, is postponed on two (2) occasions, the Management Committee may order the match to be played on the opposing Club's ground.

Any Club failing to comply with this Rule shall incur a fine (£10.00), as set out in the Fines Tariff.

- (E) Every Club shall play its best available qualified Team or Teams in all matches in the Competition.
- (F) In matches where gate money is taken, or a collection made, the receipts shall be equally divided between the two (2) Clubs except in the Semi-Finals and Final when the receipts shall be taken by the Management Committee after paying the fees and travelling expenses of the Referee and Assistant Referees (when appointed). The Home Club shall make provision for a representative of the visiting Club to check receipts before the completion of the match. The share of the receipts due shall be paid over to the visiting Club within seven (7) days. A Club which is not able to provide a ground where gate money can be taken, or a collection made shall not be entitled to any share of the gate money in a replay with a Club which provides a ground where gate money can be taken, or a collection made. In any match ordered to be replayed in consequence of a breach of Rules, the Club in default shall not receive any share of the proceeds of such replayed match without the consent of the Committee and such consent shall only be given under special circumstances. If consent is not given, the share shall be taken by the Competition.

Notice of postponement of any match shall be given without delay by the postponing Club. Such notice shall be given forty-eight (48) hours prior to the match by the Club to the Fixture Secretary, the Referees Secretary, the Secretary of the opposing Club and the Match Officials. Any Club failing to comply shall be dealt with by the Management Committee who may inflict any penalty it may deem suitable.

In the event of a match not being played or abandoned owing to causes over which neither Club has control, it shall be played in its entirety on a date to be mutually agreed by the two (2) Clubs and approved by the Management Committee. Failing such agreement and notification to the Fixture Secretary within seven (7) days the Management Committee shall have power to order the match to be played on a named date or on or before a given date. Where it is to the advantage of the Competition and the Clubs involved agree, the Management Committee shall also be empowered to order the score at the time of an abandonment to stand.

The Management Committee shall review all matches abandoned in cases where it is consequent upon the conduct of either or both Teams. Where it is to the advantage of the Competition and does no injustice to either Club, the Management Committee shall be empowered to order the score at the time of the abandonment to stand. In cases where the Management Committee are satisfied that a match was abandoned owing to the conduct of one (1) Team or its Club member(s) they shall be empowered to award the match to the opponents and/or take what other action they may deem necessary. In cases where a match is abandoned owing to the conduct of both Teams or their Club members, the Management Committee shall take such action as they consider appropriate. Such action is subject to any disciplinary action taken by the appropriate Affiliated Association. No fine(s) can be applied by the Management Committee for an abandoned match.

The Management Committee shall review any match that has taken place where either or both Teams were under a suspension imposed upon them by the Association or Affiliated Association. In each case the Team that was under suspension would be dealt with in the same manner as if they had participated with ineligible players in accordance with Rule 8((M)) above. Where both Teams were under suspension the game shall be declared null and void.

- (G) A Club may at its discretion and in accordance with the Laws of the Game use **five (5)** substitute players in any match in this Competition who may be selected from five (5) players.

The Referee [and a representative of the opposing Club] shall be informed of the names of the Players taking part in the Match (including the substitutes) not later than fifteen (15) minutes before the start of the match.

A player who has been selected, appointed, or named as a substitute before the start of the match but does not actually play in the game shall not be considered to have been a player in that game within the meaning of Rule 8 of this Competition.

A player who has been substituted becomes a substitute and may replace another at any time subject to the substitution being carried out in accordance with Law 3 of the Laws of Association Football. This means that a team may make unlimited substitutions in accordance with Law 3 of the Laws of Association Football.

- (H) The half time interval shall be of ten (10) minutes duration. The half time interval may only be altered with the consent of the Referee.
- (I) The Clubs taking part in a fixture Competition Match shall identify a Team Captain who has a responsibility to offer support in the management of the on-field discipline of their Teammates.

## **22 - REPORTING RESULTS**

- (A) The Registration Secretary shall receive by 6 pm on the Monday following the match, the result of each Competition match loaded on to the Full-Time system in the prescribed manner. This shall include the forename(s) and surname of the Team players (in block letters), the team goal scorers and the Referee's name and markings required by Rule 13, or any other information required by the Competition. Failure to comply with this rule will result in a fine in accordance with the Fines Tariff.

Any Club proved to have willfully falsified a Team Sheet shall be deemed to be guilty of serious misconduct and may be dealt with in accordance with Rule 17(C).

- (B) Both clubs shall reply to the text message, issued from the FT (Full-Time) system. The Home Club shall telephone, text or email the result of each match to the Press/Results Secretary by 5.30 pm for Saturday matches and 9.30 pm for evening matches. Failure to comply shall incur a fine, as set out in the Fines Tariff. If no result is received, by midnight on the day of the match, then a fine as set out in the Fines Tariff shall be imposed.

## **23 - DETERMINING CHAMPIONS**

- (A) The sole control of the Competition shall be vested in the Management Committee who shall have power to make exemptions and decide dates of rounds.

The Competition shall be on a knockout basis.

Clubs shall be drawn in pairs; the first Club so drawn shall have choice of ground.

- (B) The grounds for the Semi-Final Ties shall be arranged by the Management Committee, which may be Club Grounds or Neutral Grounds. The Management Committee shall take the total gate receipts. If a match is not played on a neutral ground and the Club playing at Home is unable to charge for admission or allow a collection to be taken, they shall bear the match expenses.
- (C) In the Final Tie the total gate shall be taken, and the expenses of the match defrayed by the Management Committee.
- (D) In the Semi-Final and Final Ties any Club failing to play, without reasonable cause, may be judged by the Management Committee to be guilty of serious misconduct and may be refused entry in future seasons.

- (E) In the Final each Club shall submit by Recorded Delivery or Registered Post, not later than seven (7) days before the match, to the League and the opponents, a list of players names and initials from which the Team may be selected. Where a Club wishes to object to the qualifications of any player named on the list, it shall do so by Recorded Delivery or Registered Post not less than three (3) days before the match to the opposing Club and to the Competition Secretary and Registration Secretary.

## **24 – MATCH OFFICIALS**

- (A) Registered Referees (and Assistant Referees where approved by The Football Association or County Football Association) for all matches shall be appointed in a manner approved by the Management Committee and by the sanctioning Association(s).

- (B) (1) In the event of the non-appearance of the appointed Referee the appointed Senior Assistant Referee shall take charge and a substitute Assistant Referee appointed by the competing Teams.

(2) In cases where there are no officially appointed Assistant Referees, the Clubs shall agree upon a Referee. An individual thus agreed upon shall, for that game, have the full powers, status and authority of a registered Referee. Failure to agree shall render both Clubs liable to a fine (not exceeding £200.00), as set out in the Fines Tariff.

Individuals under the age of sixteen (16) shall not participate either as a Referee or Assistant Referee in any open age Competition.

- (C) The Management Committee may, if they consider it desirable, or upon application by the two (2) competing Clubs, appoint Assistant Referees, if available, to any match. Where Assistant Referees are not appointed each Team shall provide a Club Assistant Referee. Failure to do so shall result in a fine (£10.00) being imposed on the defaulting Team, as set out in the Fines Tariff.

- (D) The appointed Referee shall have power to decide as to the fitness of the ground in all matches and the decision shall be final subject to either in the case of a ground of a Local Authority or the owners of a ground, the Representative of that body is the sole arbiter and whose decision shall be accepted unless the ground is declared fit for play.

- (E) Subject to any limits/provisions laid down by the sanctioning committee Match Officials appointed under this Rule shall be **paid a match fee in accordance with the Fees Tariff**.

Referee £40.00, Registered Referees appointed by the Management Committee as Assistant Referees £35.00, subject to any limits laid down by the sanctioning Association.

The fees of the Referee and Assistant Referees (when appointed) shall be paid by the **AWAY** team.

The Away Club shall offer to pay the Officials their fee, in the official's changing room, fifteen (15) minutes before the match. Failure to comply shall result in a fine of £10.00 as set out in the Fines Tariff. If a Club fails to pay the appointed Officials, they shall be liable to a fine not exceeding £25.00 as set out in the Fines Tariff.

In the Final, if the Referee does not receive a memento, an inclusive fee of £35.00 shall be paid.

- (F) In the event of a match not being played because of circumstances over which the Clubs have no control, the Match Officials, if present, shall be entitled to half fee. Where a match is not played owing to one (1) Club being in default, that Club shall be ordered to pay the Officials, if they attend the ground, their full fee and expenses. If the match is cancelled prior to the officials travelling and they cannot be re-appointed, then half fee is due. Failure to do so shall incur a fine as set out in the Fines Tariff.

In the event of a match not being played because of circumstances over which the clubs have no control, the Match Officials if present shall be entitled to half fee from the Home team.

- (G) A Referee not keeping their engagement and failing to give a satisfactory explanation as to their non-appearance, may have their name removed from the list of Referees and the fact reported to the Association with which he is registered.
- (H) Each Club shall, in a manner prescribed from time to time by The Football Association, award marks to the Referee for each match and the name of the Referee and the marks awarded shall be submitted to the Competition on the prescribed Form provided. Clubs failing to comply with this Rule shall be liable to be fined (£5.00), as set out in the Fines Tariff or dealt, with as the Management Committee shall determine.
- The Competition shall keep a record of the markings and, on the Form provided by the prescribed date each season, shall submit a summary to The Sanctioning Authority.
- (I) The Referee shall submit a report Form, supplied by the Competition, giving the result of the match, the number of players in each Team and the time of kick-off to the Registration Secretary within two (2) days of the match.
- (J) Match Officials shall be supplied, each Season, with a copy of the Competition Rules free of charge.
- (K) Match Officials shall comply with the provisions of any initiatives of the FA and/or Sanctioning Authority adopted by the Competition.

#### FEES TARIFF

RULE NUMBER	DESCRIPTION	MAXIMUM FEE
3 (B)	Entry Fee	£30.00
6 (C)	Protest Fee	£10.00
6 (D) (ii)	To Request an In Person Hearing	£25.00
7 (A)	Appeal Fee	£50.00
7 (D)	Appeal Fee to the Sanctioning Authority	£50.00
19 (I)	Transfer Fee	£15.00
21 (B)	Team Sheets	£5.00 per book
24 (E)	Referee Fee	£50.00
24 (E)	Assistant Referee Fee	£30.00

#### FINES TARIFF

RULE NUMBER	DESCRIPTION	MAXIMUM FINE
3 (B)	Failure to pay Annual Subscription	£10.00
5 (H)	Failure to pay a fine within 21 days of notice	Up to £50.00
8 (H)	Failure to be represented at AGM	£20.00
9	Failure to attend a Special General Meeting	£50.00
11 (B)	Failure to play fixture / Withdrawal from Competition	£50.00
13 (A)	Failure to submit the required written agreement regarding the trophy	£25.00
18	Failure to acknowledge receipt of Rule Book	£5.00
18 (F)	Registering or playing for multiple clubs, or inaccurate completion of a Registration Form.	Up to £100.00
18 (H) (ii)	Registration Irregularities	£25.00
19 (M)	Playing an ineligible player	£100.00
20 (A)	Failure to Kick Off Ontime	£10.00
20 (A)	Delaying Kick Off Due to Failure to Provide Required Equipment	£10.00
20 (A)	Failure For the Players Shirt Number Not to Correspond to the Number on the Teamsheet	£10.00
21 (B)	Late handing over Team Sheet	£10.00

21 (D)	Failure to provide details of a fixture	£10.00
22 (A)	Failure To Upload Required Information By 6pm On the Monday Following the Match	£10.00
22 (B)	Failure to provide result by the required time.	£10.00
22 (B)	Failure to provide result by midnight on the day	Up to £50.00
22 (C)	Failure to complete teamsheet	£10.00
24 (B)	Failure to agree upon a Referee	£200.00
24 (C)	Failure to provide Club Assistant Referee	£10.00
24 (E)	Failure to pay Match Officials Fees	£10.00
24 (F)	Failure to pay Match Officials where a match is not played	£10.00
24 (H)	Failure to provide Referee's mark	£5.00