

## 1. DEFINITIONS [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.
- ✚ “**Competition**” mean The Watford Friendly League.
- ✚ “**Competition Match**” means any match played or to be played under the jurisdiction 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.
- ✚ “**Deposit**” means a sum of money deposited with the Competition as part of the requirement of membership of the competition.
- ✚ “**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. “**Mini Soccer**” means those participating at ages under 7s to under 10s
- ✚ “**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 the individual to make day to day decisions.
- ✚ “**Participants**” means an Affiliated Association, Competition, Club, Club Official, Intermediary, Player, Official, Match Official, Management Committee member, member or employee of an Affiliated Club and all such persons who are from time to time participating in any activity sanctioned either directly or indirectly by the Association.
- ✚ “**Player**” means any Contract Player, Non-Contract Player or other player who plays or who is eligible to play for a Club.
- ✚ “**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 FA] [the] [Hertfordshire] [County Football Association Limited].
- ✚ “**Scholarship**” means a Scholarship as set out in Rule C3 [a] [i] of the Rules of the FA.
- ✚ “**Secretary**” means such person or persons appointed or elected to carry out the administration of the Competition.
- ✚ “**SGM**” means a special general meeting held in accordance with the constitution of the Competition.
- ✚ “**Team**” means a team affiliated to a Club. including where a club provides more than one team in the Competition in accordance with the Rules.
- ✚ “**The FA**” means The Football Association Limited.
- ✚ “**WGS**” means the Whole Game System and the procedures for the operation thereof as determined by The FA from time to time.
- ✚ “**Written**” or “**in writing**” means the representation or reproduction of words or symbols or other information in a viable form by any method or combination of methods, whether sent or supplied in electronic form or otherwise. “**Youth Football**” means those participating at ages U11’s to U18’s.

[B] Unless stated otherwise, terms referring to natural persons are applicable to both genders. Any term in the singular applies to the plural and vice-versa.

## **2. GOVERNANCE RULES. COMPETITION NAME & CONSTITUTION**

[A] The Competition will be known as [The Watford Friendly League.] Or such other names as the Competition may adopt] The Clubs participating in the Competition must 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.

[B] This Competition shall consist of not more than 100 clubs. Approved by the Sanctioning Authority.

[C] The Geographical area covered by the Competition membership shall be no more than 16 miles from the Watford Town Hall as the crow flies. [excluding existing member clubs.]

[D] The administration of the Competition under these Rules will be carried out by the Competition acting [save where otherwise specifically mentioned herein] through 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 decision of the Management Committee in relation thereto, subject to the provisions of Rule 7.

[F] The Rules are taken from the Standard Code of Rules for Youth Competitions. 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] All Clubs must be affiliated to an Affiliated Association and their names and particulars shall be returned annually by the appointed date in a manner prescribed by the Sanctioning Authority and must have a constitution approved by the Sanctioning Authority. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

This Competition shall apply annually for sanction to the Sanctioning Authority and the constituent Teams of Clubs may be grouped into divisions, each not exceeding 12 in number.

[H] Inclusivity and Non-discrimination

- ✚ [i] The Competition and each Club must be committed to promoting inclusivity and to eliminate all forms of discrimination and should abide and adhere to The FA Equality Policy and any legislative requirements [to include those contained in the Equality Act 2010].
- ✚ [ii] The Competition and each Club must make every effort to promote equality by treating people fairly and with respect, by recognising 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.
- ✚ [iii] Any alleged breach of the Equality Act 2010 legislation must be referred to the appropriate Sanctioning Authority 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, Charter Standard 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 as determined by The FA from time to time.

[K] Clubs shall not enter any of their Teams playing at a particular age group in the Competition in any other competition [with the exception of one FA and County FA competitions] except with the written consent of the Management Committee. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

[L] At the AGM or a SGM called for the purpose, a majority of the delegates present shall have the power to decide or adjust the constitution of the divisions at their discretion. When necessary this Rule shall precedence over Rule 22.

## **3. CLUB NAME**

Any Club wishing to change its name must obtain permission from the Sanctioning Authority and from the Management Committee. Failure to comply with this [Rule will result in a fine in accordance with the Fines Tariff.

#### **4. ENTRY FEE, SUBSCRIPTION, DEPOSIT**

**[A]** Application by Clubs for admission to the Competition or the entry of an additional Team[s] from the same Club must be made in writing to the Secretary and must be accompanied by an entry fee per Team as set out in the Fees Tariff, which shall be returned in the event of non-election. At the discretion of the voting member present applications, of which due notice has been given, may be received at the AGM or a SGM or on a date agreed by the Management Committee.

**B]** The annual subscriptions shall be payable in accordance with the Fees Tariff, per Team and shall be payable on or before 31st May in each year.

**[C]** A Fee of £100 shall be payable on or before 31st May [New Clubs Only] Failure to comply with this Rule will result in a fine [in accordance with the Fines Tariff] **New Clubs** entering the League will be subject to a 3-year probationary period during which time their responsibilities to the League and its rules will be closely monitored. If during this 3 years period, the new Club does not adhere to the rules, or is disciplined for bad behaviour the Management Committee shall recommend to the members to terminate its membership following a Special General Meeting.

**[D]** A club shall not participate in this Competition until the entry fee; annual subscription and Deposit [if required] have been paid.

**[E]** If requested by the Competition, Clubs must advise annually to the Secretary in writing by 31<sup>st</sup> August of its Sanctioning Authority affiliation number details of headquarters, its officers and any other information required by the Competition, for the forthcoming Playing Season, failing to comply with this Rule will result in a fine in accordance with the Fines Tariff.

#### **5. MANAGEMENT, NOMINATION, ELECTION.**

**[A]** The Management Committee shall comprise the Officers of the Competition and members who shall all be elected at the AGM. The Executive Secretary of the competition will be appointed on a permanent basis by the Management Committee [subject to 4 weeks' notice either way] and will be entitled to a salary, to be reviewed annually.

**[B]** Retiring Officers shall be eligible to become candidates for re-election without nomination. Provided that the Officer notifies the Secretary in writing no later than 31<sup>st</sup> May in each year.

All other candidates for election as Officers of the Competition or members of the Management Committee shall be nominated to the Secretary in writing, signed by the Secretaries of two Clubs not later than May 15<sup>th</sup> each year. Names of the candidates for the elections shall be circulated with the notice of the AGM. In the event of there being no nomination in accordance with the foregoing for office, nominations may be received at the AGM.

**[C]** The Management Committee shall meet as and when required, save that no more than three calendar months shall pass between each meeting. On receiving a requisition signed by two-thirds [2/3] of the members of the Management Committee the Secretary shall convene a meeting of the Management 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 must be conducted through their nominated Officers. [Either Club Secretary or WFL Representative]. and sent to the Secretary. Failure to comply with this Rule will result in a fine. [In accordance with the fines tariff]

#### **6. POWERS OF THE MANAGEMENT**

**[A]** The Management Committee may appoint sub-committees and delegate such of their powers as they deem necessary. The decisions of all sub-committees shall be reported to the Management Committee for ratification. The Management Committee shall have the power to deal only with matters within the Competition and not for any matters of misconduct that are under the jurisdiction of The FA 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 upon each Club [including any club which may have withdrawn during the Season] 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 vote thereat, but no member shall be allowed to vote on any matters directly appertaining to such 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]. In the event of the voting being equal on any matter, the Chairman shall have a second or casting vote.

[D] The Management Committee shall have powers to apply, act upon and enforce these Rules and shall also have jurisdiction over all matters affecting the Competition. Any action by the Competition must be taken within 28 days of the Competition being notified.

With the exception of Rules 6 [I] 8[H] and 9 for all alleged breaches of a Rule the Management Committee shall issue a formal written charge to the Club concerned. The Club charged shall be given 7 days from the date of notification of the charge to reply. In such reply, a Club may: -

- + [i] Accept the charge and submit in writing a case of mitigation for consideration by the Management Committee on the papers; or
- + [ii] Accept the charge and notify 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 on the papers; or [iv] Deny the charge and notify that it wishes to put its case of mitigation at a hearing before the Management Committee.

Where the Club charged fails to respond within 7 days, the Management Committee shall determine the charge in such manner and upon such evidence as it considers appropriate. Where required, hearings shall take place as soon as reasonably practicable following receipt of the reply of the Club as more fully set out above.

Having considered the reply of the Club (whether in writing or at a hearing), the Management Committee shall make its decision and, in the event that the charge is accepted or proven, decide on the appropriate penalty (with reference to the Fines Tariff where applicable). The maximum fine permitted for any breach of a Rule is £100 and, when setting any fine, the Management Committee must 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 FA shall be dealt with in accordance with FA Rules by the appropriate Association.

[E] All decisions of the Management Committee shall be binding, subject to the right of appeal in accordance with Rule 7. Decisions of the Management Committee must be notified in writing to those concerned within 7 days.

[F] 3 Members of the Management Committee shall constitute a quorum for the transaction of business of the Management Committee or any sub-committee thereof.

[G] The Management Committee, as it may deem necessary shall have the power to fill in an acting capacity, any vacancies that may occur amongst their number.

[H] A Club must comply with an order or instruction of the Management Committee, and must attend to the business and/or the correspondence of the Competition to the satisfaction of the Management Committee. Failure to comply with this rule will result in a fine [in accordance with the Fines Tariff].

[I] Subject to a Club's right of appeal in accordance with Rule 7 below, all fines and charges must be paid within 14 days of the date of notification of the decision. Any Club failing to do so will be fined in accordance with the Fines Tariff. Further failure to pay the fine including the additional fine within a further 14 days will result in fixtures being withdrawn until such time as the outstanding fines are paid.

[J] A Member of the Management Committee appointed by the Competition to attend a meeting or Competition Match may have any reasonable expenses incurred refunded by the Competition.

[K] The Management Committee 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 Competition Playing Season.

[L] The business of the Competition as determined by the Management Committee may be transacted by electronic mail or facsimile [Check with the relevant League Officer]

## **7. PROTESTS, CLAIMS, COMPLAINTS, APPEALS AND COMPLAINTS**

[A] [i] All Questions of eligibility, qualifications of players or interpretations of the Rules shall be referred to the Management Committee, or a sub-committee duly appointed by the Management Committee.

- + [ii] Objections relevant to the dimensions of pitch, goals, flag posts other facility of the venue will not be entertained by the Management Committee unless a protest is lodged with the referee before the commencement of the Competition Match.

[B] Except in cases where the Management Committee decide that there are special circumstances, protests and complaints [which must contain full particulars of the grounds upon which they are founded] must be lodged with the Secretary within 7 days [excluding Sundays] of the Competition 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 his/her club] when such a protest or complaint is being determined.**

[C] No protest of whatever kind shall be considered by the Management Committee unless the complaining Club has deposited with the Secretary a sum in accordance with the Fess Tariff. This may be forfeited in whole or part in the event of the complaining or protesting Club losing its case. The Competition shall have the power to order the defaulting Club or the Club making a losing or frivolous protest or complaint to pay the expenses of the inquiry or to order that the costs to be shared by the parties.

[D] All parties to a protest or complaint must receive a copy of the submission and must be afforded an opportunity to make a statement at least 7 days prior to the protest or complaint being heard.

- ✚ [i] All parties must receive 7 days' notice of a hearing should they be instructed to attend.
- ✚ [ii] Should a club elect to state its case in person then they should forward a deposit of £25 and indicate such when forwarding a written response

[E] The Management Committee shall also have the 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 must be lodged with the Sanctioning Authority within 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 must also be sent to the Secretary. The procedure for the appeal shall be determined by the Sanctioning Authority, in such respect the Sanctioning Authority may (but is not obliged to):

- ✚ [i] Invite submissions by the parties involved; or
- ✚ [ii] convene a hearing to hear the appeal; or
- ✚ [iii] Permit new evidence; or
- ✚ [iv] Impose deadlines as are appropriate.

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

[G] No appeal can be lodged against a decision taken at an AGM or SGM unless this is on the ground of unconstitutional conduct.

## **8. ANNUAL GENERAL MEETING6.**

[A] The AGM 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 20 members are present and entitled to vote: -

- (i) To receive and confirm the Minutes of the preceding AGM.
- (ii) To receive and adopt the Annual Report, Balance Sheet and Statement of Accounts.
- (iii) Election of Clubs to fill vacancies.
- (iv) Constitution of the Competition for ensuing Season.
- (v) Election of Officers of the Competition and the Management Committee member.
- (vi) Appointment of Auditors.
- (vii) Alteration of Rules, if any (See Rule 14).
- (viii) Fix the date for the commencement of the Playing Season and kick off times applicable to the Competition.  
Fix the date for the end of the Playing Season. Sunday 9<sup>th</sup> September 2018 K/O 9.30am and 2pm - Evening Games  
September, April and May, K/O 6.00 – 6.30pm season ends Sunday 19<sup>th</sup> May 2019
- (x) Other business of which due notice shall have been given and accepted as being relevant to an AGM.

[B] A copy of the duly verified balance sheet, statement of accounts and agenda shall be forwarded to Clubs at least 14 days prior to the meeting, together with any proposed Rule changes.

[C] A signed copy of the duly audited balance sheet and statement of accounts shall be sent to the Sanctioning Authority within 14 days of its adoption by the AGM.

[D] Each Club shall be empowered to send two delegates to an AGM. Each Club shall be entitled to one vote only. 7-14 days' notice shall be given of any meeting.

[E] Clubs who have withdrawn their membership of the Competition during the Playing 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. *This provision will not apply to clubs expelled in accordance with rule 2.*

[F] All voting shall be conducted by a show of voting cards unless a ballot is demanded by at least 50% of the delegates qualified to vote or the Chairman so decides.

[G] No individual shall be entitled to vote on behalf of more than one Club.

[H] Any continuing Club must be represented at the AGM. Failure to comply with this Rule will result in a fine [in accordance with the Fines Tariff]

[I] Officers of the Competition and Management Committee members shall be entitled to attend and vote at an AGM'

[J] Where a Competition is an incorporated entity, the Officers of the Competition shall ensure that the Articles of Association of the Competition are consistent with the requirements of these Rules.

### **9. SPECIAL GENERAL MEETINGS**

Upon receiving a requisition signed by two-thirds [2/3] of the Clubs in membership the Secretary shall call a SGM. The Management Committee may call a SGM at any time. At least [7] days' notice shall be given of a meeting under this Rule, together with an agenda of the business to be transacted at such meeting. **Each Club shall be empowered to send 2 delegates SGMs. Each Club shall be entitled to 1 vote only. Any Club failing to be represented at an SGM shall be fined in accordance with the Fines Tariff. Officers of the Competition and Management Committee members shall be entitled to attend and vote at all SGMs.**

### **10. AGREEMENT TO BE SIGNED**

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 Playing Season, or upon indicating that the Club intends to compete. The Chairman and Secretary of each Club shall complete and sign the following agreement. 'We \_\_\_\_\_ [Chairman] [Address] \_\_\_\_\_ And \_\_\_\_\_ [Secretary] [Address] \_\_\_\_\_ of \_\_\_\_\_ FC have been provided a copy of the Rules and Regulations of the WFL Competition and do hereby agree for and on behalf of the said club, if elected or accepted into Membership, 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.' **The agreement shall be signed by:** [i] Where a Club is an incorporated association the Club Chairman and Secretary; or [ii] Where a Club is an incorporated entity, two directors of the Club. Any alteration of the Chairman and / or Secretary of the Club on the above agreement must be notified to the County Football Association[s] to which the club is affiliated and to the Executive Secretary of the Competition'. Failure to comply with this Rule will result in a fine [in accordance with the Fines Tariff].

### **11. CONTINUATION OF MEMBERSHIP or WITHDRAWL of a CLUB**



[A] Any Club intending, or having a provisional intention, to withdraw a Team from the Competition must do so at least 14 days before the AGM this does not apply to a Club moving in accordance with Rule 22[B]. Failure to comply with this rule will result in a fine (in accordance with the Fines Tariff)

[B] The Management Committee shall have the discretion to deal with a Team being unable to start or compete its fixtures for a Playing Season, including but not limited to, issuing a fine [in accordance with the Fines Tariff]

[C] Notwithstanding the powers of the Management Committee pursuant to Rule 6[I]. In the event of a Club failing to discharge all its financial obligations to the Competition in excess of £50, the Management Committee shall be empowered to refer the debt under The FA Football Debt Recovery provisions.

### **12. EXCLUSION OF CLUBS OR TEAMS. MISCONDUCT OF CLUBS, OFFICERS, PLAYERS, MANAGEMENT COMMITTEE**

[A] At the AGM or SGM called for the purpose in accordance with the provisions of Rule 9, notice of motion having been duly circulated on the agenda, by direction of the Management Committee. The accredited delegates present shall have the power to

-  [i] remove a member of the Management Committee from office,
-  [ii] exclude any Club or Team from membership, both of which must be supported by more than two-thirds [2/3] of those present and voting. Voting on this point shall be conducted by ballot. A member of the Management Committee or Club which is the subject of the vote being taken shall excluded from voting.

**[B]** At the AGM, or at a SGM called for the purpose, in accordance with the provisions of Rule 9, the accredited delegates present shall have the power to exclude from further participation in the Competition any Club or Team whose conduct has, in their opinion, been undesirable, which must be supported by (more than) two-thirds (2/3) 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 Officer or member of a Club proved guilty of either a 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 such penalties as a General Meeting or Management Committee may decide, and their Club shall also be liable to expulsion in accordance with the provisions of clauses [A] and/or [B] of this Rule.

**[D]** If a team is called before and disciplined by the Competition Disciplinary Committee 3 or more times in any one season their continued participation in the League will be put to a vote by all Member Clubs at the next AGM or SGM.

**[E]** A club / team that receive a suspension in any season will automatically have their continued membership of the WFL put to a vote of member clubs at the following AGM.

### **13. TROPHY: - LEGAL OWNERS AGREEMENT**

**[A]** The following agreement shall be signed on behalf of winners of the Cup -Shield or Trophies, of the WFL I, -----the manager Of -----FC U ----- {age group}, a member of and representing the aforementioned Club, having been declared Winners of -----Cup/Trophy/Shield and it having been delivered to me by the Competition, do hereby on behalf of the club agree to return the Cup/Trophy/Shield to the Executive Secretary by the date notified to the membership during the next season at a Council Meeting or Memo as being the due date for their return. A charge will be levied for cleaning tarnished trophies, and also a charge will be levied if they have not been engraved. Failure to do so will result in a fine (in accordance with the Fines Tariff)

**[B]** At the close of each Competition awards may be made to the winners and runners up if funds of the Competition Permit.

### **14. ALTERATION TO RULES:**

Alteration for which consent has been given by the Sanctioning Authority, shall be made to these Rules only at the AGM or at a SGM specially convened for the purpose called in accordance with Rule 9. Any alteration made during the Playing Season to these Rule shall not take effect until the following Playing Season. Notice of proposed alterations to be considered at the AGM shall be submitted to the Secretary by 14th April each year. The proposal, together with any proposals by the Management Committee, shall be circulated to Clubs by 28th April and any amendments thereto shall be submitted to the Secretary by 11th May each year. The proposals and proposed amendments thereto shall be circulated to the Clubs with the Notice of the AGM. A proposal to change a Rule shall be carried if a majority of those present, entitled to vote and voting are in favour. A Copy of the proposed **alterations to the Rules to be considered at the AGM or SGM shall be submitted to the Sanctioning Authority at least 28 days prior to the date of the meeting.**

### **15. FINANCE**

**[A]** The Management Committee shall determine with which bank or other financial institution the funds of the Competition will be lodged.

**[B]** All expenditure in excess of £500 shall be approved by the Management Committee. Cheques shall be signed by at least two Officers nominated by the Management Committee.

**[C]** The financial year of the Competition will end on the last playing Sunday of the season. as Notified to Members.

**[D]** The Books, or certified balance sheet, of a Competition shall be prepared and shall be audited annually by some suitable qualified person[s] who shall be appointed at the AGM.

### **16. INSURANCE**

**[A]** All Clubs must have public liability insurance cover of at least ten million pounds [£10.000.000] at all times.

**[B]** All Clubs must have valid personal accident cover for all Players registered with them from time to time.

The Players' personal accident insurance cover must 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 Sanctioning Authority, the minimum recommended cover will be the cover required by the Affiliated Association to which the Club affiliated. Failure to comply with Rule 16[A] or 16[B] will result in a fine (in accordance with the Fines Tariff)

### **17. DISSOLUTION**

**[A]** Dissolution of the Competition shall be by resolution approved at a SGM by a majority of three quarters [3/4] of the members present and shall take effect from the date of the relevant SGM.

**[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 presentation shall be returned to the donor if the conditions attached to it so provide or, if not, dealt with as the Sanctioning Authority may decide.

## 18. MATCH RELATED RULES QUALIFICATION OF PLAYERS

[A] [i] A Player is one who, being in all other respects eligible, has:-

a) Signed a fully and correctly completed Competition registration form in ink, countersigned by his /her parent or guardian and by an Officer of the Club, and who has been registered with the Registrations Secretary five days prior to the Player playing and whose completed registration counterfoil has been received by the Club, prior to playing in a Competition Match. . And in possession of the Manager. The Registration document must incorporate emergency contact details of the Players parents or guardians. These details must be available at matches and training.

Any registration form which is sent by either of the means set out at Rule 18[A][i][a] or [b] above that is not fully and correctly completed will be returned to the Club unprocessed. If the Club attempt to register a player via WGS but does not fully and correctly complete the necessary information via WGS, the registration will not be processed. For Clubs registering Players under Rule 18[A][i][a] or [b] registration forms will be provided in a format to be determined by the Competition.

- ✚ [ii] Registration forms may also be submitted to the [Registration] Secretary by electronic mail or facsimile machine prior to the Player playing in a Competition Match. The original document must be forwarded by post to the appropriate Officer of the Competition within three days of the Competition Match. N/A to WFL. Failure to comply with the Rule will result in a fine in accordance with the Fines Tariff.

**The registration document** must incorporate 2 current passport photograph [the same] of the player seeking registration together with confirmation that the Player's proof of date of birth has been checked by the Club and is accurate. Proof of date of birth. Current ID Card, copy of either birth certificate or passport, or other official document issued by a Government Agency attesting to the player's date of birth. Failure to comply with this Rule will result in a fine [In accordance with the fines tariff]

[B][i] 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. It is the responsibility of each Club to ensure that any Player registered to a 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.

- ✚ [ii] A player registered with a Premier League or English Football League Academy under the Elite Player Performance Plan contained within Youth Development Rules will not be permitted to play in this Competition. Details of the Youth Development Rules are published on the FA website. A Player registered with a FA Girls' Regional Talent Club may play in this Competition subject to the FA Programme for Excellence [Female] Regulations.
- [iii] Each team must have the following number of players registered for the coming season. By:- Failure to comply with this Rule will result in a fine [in accordance with the fines tariff]

FORMAT	MINIMUM NUMBER
5V5	5 Players by 15 <sup>th</sup> August – 8 Players by 12 <sup>th</sup> September
7v7	7 Players by 15 <sup>th</sup> August – 10 Players by 12 <sup>th</sup> September
9v9	9 Players by 15 <sup>th</sup> July – 12 Players by 12 <sup>th</sup> August
11v11	11 Players by 15 <sup>th</sup> July – 14 Players by 12 <sup>th</sup> August

Failure to comply with this Rule will result in a fine [In accordance with the fines tariff]

[C] A child who has not attained the age of 6 shall not play, and shall not be permitted or encouraged to play, in a match of any kind. The relevant age for each Player is determined by his or her age as at midnight on 31 August of the relevant Playing Season i.e. children who are aged 6 as at midnight on 31<sup>st</sup> August in a Playing Season

[together with those who attain the age of 6 during the Playing Season] will be classed as Under 7 Players for that Playing Season. Children who are aged 7 as of midnight on 31<sup>st</sup> August in a Playing season will be classed as under 8 Players for that Playing Season, and so on.



**Notwithstanding** the above, a child is permitted to play up in the age group above his or her chronological age group, irrespective of any changes of format or competition structure, save that a child who attains the age of 6 after 31 August is permitted to play only in the Under 7 age group, and may not play in the Under 8 age group, for that playing season.

The age groups that children are eligible to play in are set out in the table below, along with the permitted football formats for each of those age groups. Children shall not play, and shall not be permitted or encouraged to play, in a match between sides of more than the stated number of players, according to their age group.

Age on 31 August of the relevant Playing Season	Eligible Age Groups	Maximum Permitted Format	Minimum Pitch Sizes		Maximum Pitch Sizes		Recommended Goal Sizes in feet	Ball Size
			Yards	Metres	Yards	Metres		
6	Under 7	5v5	30x20	27.45 x 18.3	40x30	36.3 x 27.45	12x6	3
	Under 8		30x20	27.45 x 18.3	40x30	36.3 x 27.45	12x6	3
7	Under 8	5v5	30x20	27.45 x 18.3	40x30	36.3 x 27.45	12x6	3
	Under 9	7v7	50x30	45.75 x 27.45	60x40	54.9 x 36.6	12x6	3
8	Under 9	7v7	50x30	45.75 x 27.45	60x40	54.9 x 36.6	12x6	3
	Under 10		50x30	45.75 x 27.45	60x40	54.9 x 36.6	12x6	4
9	Under 10	7v7	50x30	45.75 x 27.45	60x40	54.9 x 36.6	12x6	4
	Under 11	9v9	70x40	64 x 36.6	80x50	73.15 x 45.75	16x7	4
10	Under 11	9v9	70x40	64 x 36.6	80x50	73.15 x 45.75	16x7	4
	Under 12		70x40	64 x 36.6	80x50	73.15 x 45.75	16x7	4
11	Under 12	9v9	70x40	64 x 36.6	80x50	73.15 x 45.75	16x7	4
	Under 13	11v11	90x50	82.3x45.75	100x60	91.44 x 54.9	21x7	4
12	Under 13	11v11	90x50	82.3 x 45.75	100x60	91.44 x 54.9	21x7	4
	Under 14		90x50	82.3 x 45.75	100x60	91.44 x 54.9	21x7	4
13	Under 14	11v11	90x50	82.3 x 45.75	100x60	91.44 x 54.9	21x7	4
	Under 15		90x50	82.3 x 45.75	110x70	100.58 x 64	24x8	5
14	Under 15	11v11	90x50	82.3 x 45.75	110x70	100.58 x 64	24x8	5
	Under 16		90x50	82.3 x 45.75	110x70	100.58 x 64	24x8	5
15	Under 16	11v11	90x50	82.3 x 45.75	110x70	100.58 x 64	24x8	5
	Under 17		100x50	91.44 x 45.75	130x100	118.87 x 91.44	24x8	5
	Under 18		100x50	91.44 x 45.75	130x100	118.87 x 91.44	24x8	5
16	Under 17	11v11	100x50	91.44 x 45.75	130x100	118.87 x 91.44	24x8	5
	Under 18		100x50	91.44 x 45.75	130x100	118.87 x 91.44	24x8	5
	Open Age		100x50	91.44 x 45.75	130x100	118.87 x 91.44	24x8	5

[D] A fee set out in the fees tariff shall be paid by each Club/Team for each Player registered, if applicable.

[E] The Management Committee shall decide all registration disputes. Taking into account the following.

- ✚ [i] A Player shall not be permitted to register for more than one Club subject to the exceptions set out in Rule 18 [E][iii] below.
- ✚ [ii] in the event of a Player signing a registration form or having a registration submitted for more than one Club priority of registration shall decide for which Club the Player shall be registered. The Secretary shall notify the Club last applying to register the Players of the fact of the previous registration subject to the exceptions set in Rule 18[E][iii] below.
- ✚ [iii] A Player is only permitted to register for more than one Club provided that:
  - a. The Team[s] in which the Player plays are in are not in the same age group: or
  - b. Except for the purpose of a transfer

And the Player meets the requirements in Rule 18[c]

[F] It shall be a breach of these Rules for a player to:-

- ✚ [i] Play for more than one Team in the Competition in the same season without first being transferred.
- ✚ [ii] Having signed for one Club in the Competition, register for another Club in the Competition in that Playing Season except for the purpose of a transfer. Except if the provisions set out in Rule 18[E][iii] apply. Submit a signed registration form or submit a registration through WGS for registration that the player has wilfully neglected to accurately or fully complete. Failure to comply with this Rule will result in a fine [in accordance with the Fines Tariff]

[G][i] The Management Committee shall have power to accept the registration of any Player subject to the provisions of Rule 18[G][ii] and [iii] below.

- ✚ [ii] The Management Committee shall have power to refuse, cancel or suspend the registration of any Player, the exercise of such power being without prejudice to the Management Committee's ability to fine a Club at its discretion [in accordance with the Fines Tariff] that has been charged and found guilty of registration irregularities [subject to Rule 7]
- ✚ [iii] The Management Committee shall have power to refuse, or cancel the registration of any Player charged and found guilty of undesirable conduct, [subject to Rule 7] n subject to the right of appeal to the Sanctioning Authority. Where the Management Committee does not have enough information to enable it to make a decision pursuant to the above power, it may apply, in its absolute discretion, to the Sanctioning Authority or The FA Where the Management Committee does not have enough information to enable it to make a decision pursuant to the above power, it may apply, in its absolute discretion, to the Sanctioning Authority or The FA for further information. Undesirable conduct shall mean an incident of repeated proven misconduct, which may deter a Participant from being involved in this Competition.
- ✚ [iv] For a Player who has previously had a registration removed in accordance with Rule 18[G][iii] but has a registration accepted at the expiry of exclusion will be considered to be under a probationary period of 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 would be empowered to consider a further charge of bringing the Competition into disrepute.

[Note: Action under Rule 18[G][iii] shall only be taken against a Player in cases of the Player bringing the Competition into disrepute and will in any event be subject to an Appeal to the Sanctioning Authority or The FA. All decisions must 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 112 days' suspension, or 10 matches in match based discipline, in any Competition [and is not restricted to the Competition] in a period of two years or less from the date of the first offence]

[H] Subject to compliance with FA Rule C 2[a] when a Club wishes to register a Player who is already registered with another Club it shall submit a transfer form [in a format as determined by the Competition] to the Competition accompanied by a fee 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 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 7 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.

[I] A Player may not be registered for a Club nor transferred to another Club in the Competition after 28<sup>th</sup> February except by special permission of the Management Committee.

[J] A Club shall keep a list of the Players it registers and a record of the games in which they have played, and shall produce such records upon demand by the Management Committee. In the event a Club has more than one team in an age group, each team must be clearly identifiable but not designated 'A' or 'B' or 1st or 2nd. **In such cases, Players will be registered for one Team only. A Player so registered will be allowed to play for his Club in a younger or older age group within the provisions of Rule 18[C]**

[K] A register containing the names of all players registered for each Club, with the date of registration, shall be kept by the [Registrations] Secretary and shall be open to the inspection of an Officer of the Club at all Management Committee meetings or at a time mutually arranged. Registrations are valid for one Playing Season only. **In the event of a Non-Contract Player changing status to that of a Contract Player with the same Club, another Club in the Competition or with a Club in another Competition his registration as a Non-Contract Player will automatically be cancelled and declared void unless the Club conforms to the exception detailed in Rule 18[B][i].**

[L] A player shall not be eligible to play for a Team in any special championship, promotion or relegation deciding Competition Match (as specified in Rule 22[(A)] unless the player has played 2 Competition Matches for that Team in in the current Playing Season.

[M] A Team shall not include more than 2 Players who has/have taken part in 1 or more senior Competition Matches during the current Playing Season unless a period of 21 days has elapsed since they last played. For the purpose of this Rule a senior competition(s) is Eastern Junior Alliance. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

[N][i] Subject to Rule 18[N][ii] Any Club found to have played an ineligible Player in a Competition Match or Matches where points are awarded shall have any points gained in that Competition Match deducted from its record up to a maximum of 12 points, and have levied upon it a fine [in accordance with the Fines Tariff].

- ✚ [ii] The Management Committee may vary the sanction as relates to the deduction of points set out at Rule 18[N][i] only in circumstances where the ineligibility is due to the failure to obtain an International Transfer Certificate or where the ineligibility is related to the Player's status.

- ✚ [iii] Where a Club is found to have played an ineligible Player in accordance with Rule 18[N][i] above, the Management Committee may also, at its discretion:

[a] Award the points available in the Competition Match in question to the opponents, subject to the Competition Match not being ordered to be replayed; or [b] Levy penalty points against the Club in default; or [c] Order that such Competition Match or Matches be replayed [on such terms as are decided by the Management Committee]

[The following Clause applies to Competition involving Players in full-time secondary education]

[O][i] Priority must be given at all times to school and school organisations activities. Failure to comply with this Rule will result in a fine [in accordance with the Fines Tariff].

- ✚ [ii] The availability of children must be cleared with the head teacher [except for Sunday league Competitions].

- ✚ [iii] A child under the age of 15 as at midnight on 31 August in the relevant Playing Season shall not be permitted to play in a Competition Match during that Playing Season where any other Player is older or younger than that child by two years or more.

[P] A player who has played for a team in a higher division 5 times or more shall not in that season be eligible to play in a lower Division except by permission of the Management Committee.

[Q] Teams playing in this competition must exchange ID cards before every game. Teams not having their registration cards with them will be fined [in accordance with the fines tariff]. And be liable to further measures at the discretion of the Management Committee. If a team fails to produce Registration Cards before a game is played, the opposing manager should get all the players present to sign a piece of paper [printing the players name alongside] including D.O.B and submit the paper to the Executive Secretary in order for the signatures to be checked against sample signatures held by the League.

[R] No team in 11-a-side membership shall have more than 20 players registered. With the exception of the U18's who are permitted 25. No team in 9-a-side membership shall have more than 18 players registered. No team in 7-a-side membership shall have more than 14 players registered. No team in 5-a-side membership shall have more than 10 players registered. At any time.

[S] A player de-registered by a Club - Team during the season shall not be allowed to be re-registered by the same Club, Team in the same season except in exceptional circumstances, at the discretion of the Management Committee.

A player who is suspended by their County Association will have their Competition Registration withdrawn for the period stated. That player's club must return the appropriate registration card to the Executive Secretary [along with a S.A.E. for its safe return] and inform the league of the date of the ruling and duration of the suspension. **A club / team** that receive notice of suspension from their parent F.A. must inform the League Disciplinary Secretary immediately. All membership cards must be returned to the Leagues Disciplinary Secretary within 7 days of notice of suspension [along with a S.A.E. for their return if / when the ban is lifted] Failure to comply with any part of this rule will deemed to be gross misconduct and will attract a fine of not less than £50.

### **19. CLUB COLOURS.**

Every Club must register the colour of its shirts and shorts with the Secretary by the 11<sup>th</sup> June. Who shall decide as to their suitability. Any Club wishing to change its name must obtain permission from the Sanctioning Authority and from the Management Committee. **Goalkeepers must wear colours which distinguish them from other Players and the Match Officials. No Player, including the goalkeeper, shall be permitted to wear black or very dark shirts.** Any Team not being able to play in its normal colours as registered with the Competition shall notify its opponents the colours in which they will play [including the colours of the goalkeeper jersey] at least five days before the Competition Match.

If in the opinion of the referee, two Teams have the same or similar colours the away team shall make the change. Should a Team delay the scheduled time of kick-off for a Competition Match by not having a change of colours they will be fined [in accordance with the Fines Tariff] Shirts MUST be numbered, failing which a fine will be levied in accordance with the Fines Tariff.

**[Note:]** Alterations to information printed in the Handbook by any Club or Team must be sent to the Secretary in writing all opponents must be advised of such changes verbally. Failure to comply with this ruling will be deemed misconduct.

### **20. PLAYING SEASON. CONDITIONS OF PLAY. TIMES OF KICK OFF. POSTPONEMENTS. SUBSTITUTES**

**[A]** All Competition Matches shall be played in accordance with the Laws of the Game as determined by the International Football Association Board or, for Mini-Soccer, and 9v9 football, the Rules as set down by The FA. Clubs must take all reasonable precautions to keep their Grounds in a playable condition. All Competition Matches shall be played on pitches deemed suitable by the Management Committee. If through any fault of the home Team a Competition Match has to 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 facility are suitable for Competition Matches and to order the Club concerned to play its Competition Matches on another ground. Football Turf Pitches are allowed in this Competition. All Football Turf Pitches used must be on The FA's Register of Football Turf Pitches and must be tested (by an accredited test institute) every 3 years and the results passed to The FA.

Football Turf Pitches [3G] are allowed in this Competition provided they meet the required performance standards. And are listed on the FA's Register of Football Turf Pitches. All Football Turf Pitches used must be tested [by a FIFA accredited test institute] every three years and the results passed to The FA. The FA will give a decision on the suitability for use and add the pitch to the Register.

The home Club are responsible for advising Participants of footwear requirements when confirming match arrangements in accordance with Rule 20(C). All matches shall have duration as set out below unless a shorter time is mutually arranged by the two Clubs in consultation with the referee prior to the commencement of the Competition Match, and in any event, shall be of equal halves. Competition Matches should be played in accordance with the Laws appropriate to the relevant age group, as laid down by The FA, as detailed below.

Age Group	Minimum duration of play per half (minutes)	Maximum duration of play per half (minutes)	Maximum playing time in one day in all organised development fixtures (minutes)	Maximum playing time in one day in all tournaments and trophy events / festivals (minutes)	Competition structure
Under 7 and Under 8	10	20	40	60	Development focussed with a maximum of 3 trophy events per season over 2-week periods (6 weeks)
Under 9 and Under 10	20	25	60	90	Development focussed with a maximum of 3 trophy events per season over 4-week periods (12 weeks)
Under 11	20	30	80	120	Development focussed with a maximum of 3 trophy events per season over 6-week periods (18 weeks)
Under 12	20	30	80 (if applicable)	120	Any varieties including one season long league table
Under 13 and Under 14	25	35	100	150	Any varieties including one season long league table
Under 15 and Under 16	25	40	100	150	Any varieties including one season long league table
Under 17 and Under 18	25	45	120	180	Any varieties including one season long league table

For round robin/trophy events, the maximum duration of play per half cannot be exceeded, but the minimum duration of play per half may be adjusted. For trophy events, the Competition may award mementos.

The times of kick-off shall be fixed at the AGM and can only be altered by the mutual consent of the two competing Clubs prior to the scheduled date of the Competition Match with written notification given to the Competition [Fixture Secretary] at least 7 days prior. **Referees must order Competition Matches to commence at the appointed time and must report all late starts to the Competition [Secretary].** The home Team must provide goal nets, corner flags and at least two footballs fit for play and the referee shall make a report to the Competition [ Referee Secretary] if the footballs are unsuitable. Failure to comply with this Rule will result in a fine (in accordance with the Fines Tariff).

**[B]** Except by permission of the Management Committee all Competition Matches must be played on the dates originally fixed but priority shall be given to The FA and parent County Association Cup Competitions. All other matches must be considered secondary. Clubs may mutually agree to bring forward a Competition Match with the consent of the (Fixtures) Secretary. Failure to comply with this Rule will result in a fine (in accordance with the Fines Tariff). In the case of a revised fixture date, the Clubs must be given by the Competition 5 clear days' notice of the match (unless otherwise mutually agreed).

**[C]** An Officer of the home Club must give notice of full particulars of the location of, and access to, the ground and time of kick-off to the Match Officials and the opposing Club / Team at least 5 clear days prior to the playing of a Competition match. If not so provided, the away 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). [N.B] If you leave a voicemail or send a text ask for it to be acknowledged, if it is not chase it up that it has been received.

**[D]**The minimum number of Players that will constitute a Team for a Competition Match is as follows: Failure to comply with this Rule will result in a fine (in accordance with the Fines Tariff).

FORMAT	MINIMUM NUMBER
5v5	4
7v7	5
9v9	6
11v11	7

[E][i] In Competitions where points are awarded home and away matches shall be played. In the event of a Club failing to keep its engagement the Management Committee shall have the power to impose a fine [in accordance with the Fines Tariff], deduct points from the defaulting Club, award the points from the Competition Match in question to the opponents, order the defaulting Club to pay reasonable expenses incurred by the opponents or otherwise deal with them except the award of goals. *Notwithstanding the foregoing home and away provision, the Management Committee shall have power to order a Competition Match to be played on a neutral ground or on the opponent's Ground if they are satisfied that such action is warranted by the circumstances.*

- ✚ [ii] Any Club unable to fulfil a fixture or where a Competition Match has been postponed for any reason must, without delay, give notice to the (Fixtures) Secretary, the Competition Referees Appointments Secretary, the secretary of the opposing Club and the Match Officials.
- ✚ [iii] In the event of a Competition 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 Clubs and approved by the Management Committee. Failing such agreement and notification to the (Fixtures) Secretary within 7 days the Management Committee shall have the power to order the Competition 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.
- ✚ [iv] The Management Committee shall review all Competition 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 all cases where the Management Committee are satisfied that a Competition Match was abandoned owing to the conduct of one Team or its Club member(s) they shall be empowered to award the points for the Competition Match to the opponent. In cases where a Competition Match has been abandoned owing to the conduct of both Teams or their Club member[s] the Management Committee shall rule that neither Team will be awarded any points for the Competition Match and it shall not be replayed. No fine(s) can be applied by the Management Committee for an abandoned Competition Match. **In the event of a WFL Competition Cup Match the Management Committee can withdraw either or both team/s from the Cup Competition.**
- ✚ [v] The Management Committee shall review any Competition Match that has taken place where either or both Teams were under a suspension imposed upon them by The FA 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 18(N) (i) above. Where both Teams were under suspension the Competition Match must be declared null and void and shall not be replayed.
- ✚ Sub-Rule A club / team that receive notice of suspension from their parent F.A. must inform the League Disciplinary Secretary immediately. All membership cards must be returned to the Leagues Disciplinary Secretary within 7 days of notice of suspension [along with a S.A.E for their return if / when the ban is lifted] Failure to comply with any part of this rule will deemed to be gross misconduct and will attract a fine.
- ✚ Any club / team who are the subject of a County F.A. suspension will be fined for non-fulfilment of fixtures during the suspension period and may be subject to further measures at the discretion of the Management Committee.

[F] A Club may at its discretion and in accordance with the Laws of the Game use substitute Players in any Competition Match in this Competition. **For Under 11s - Under 18s** – [up to 5 may be selected from 5 substitute Players]. A Player who has been substituted becomes a substitute and may replace any Player at any time subject to the substitution being carried out in accordance with Law 3 of the Laws of Association Football.

For Mini-Soccer – any number of substitutions may be used at any time with the permission of the referee. Entry onto the field of play will only be allowed during a stoppage in play. A player who has been replaced may return to the play as a substitute for another Player. A team must not have a match day squad greater than double the size of its team in an age group. **In Youth Football only**, the referee shall be informed of the names of the substitute players not later than 15 minutes before the start of the Competition Match and a Player not so named may not take part in the Competition Match.



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

[G] The half time interval shall be of 10 minutes' duration, but it shall not exceed 15 minutes. The half time interval may only be altered with the consent of the Match Officials.

[H] The Teams taking part in Under 7's to Under 11 or Youth Football shall identify a Team captain who may/shall wear an armband and shall have a responsibility to offer support in the management of the on-field discipline of his/her teammates. Failure to comply with this Rule will result in a fine (in accordance with the Fines Tariff).

[I] Fixture Secretaries are entitled to schedule "double headers" which shall take the form of two successive games U12 20 minutes each way. U13 U14 22 and a half minutes each way. U15 U16 25 minutes each way U18 30 minutes each way. There shall be a break of 15 minutes between each game. Referee's fee, is fee and a half split between both teams.

[a] Member clubs shall advise the League on the appropriate form before the season commences each of its preferred home kick off time. These times will be used by the relevant fixture secretaries in the compilation of Competition matches and these times must be adhered to. Any club failing to commence at the appointed time will be fined (in accordance with the Fines Tariff)

[b] If your opponents have applied and been granted special religious dispensation, then your advised preferred kick off time will be amended by the relevant fixture secretary and this time will be final. Teams may apply in writing, with full supporting documentation, to be sent to Ian Woods for Special Religious Dispensation to be applied to their kick off times, home and away. Where the dispensation has been granted kick off times will be notified by the relevant fixture secretary and will be final. This needs to be done by 15<sup>th</sup> July of the playing season.

[J]The Competition shall require all players and club officials to have signed the FA's Respect Codes of Conduct and produce these if so requested by the Management Committee. Each home club shall make arrangements for the provision of designated areas for spectators. This area can be marked by an additional painted line, the use of cones, a roped off area or use of a temporary spectator barrier. The area for spectators should start two metres from the touchline on both sides of the pitch. Each area should run the full length of the pitch. It is recognised, however, that the alignment of some public pitches does not allow for this arrangement in which case other appropriate arrangements should be made.

[K] Clubs **MUST** be available to play each Sunday except for those notified to the members before the start of the season at the AGM as being non-playing Sundays.

[L] Clubs may be called upon to play on any date subject to the fixture secretary advising them verbally or in writing by Tuesday prior to a Sunday in question, or 5 clear days in the case of a midweek fixture.

[M] In addition to the Non-Playing Sunday's. Clubs can apply by letter [enclosing a SAE for the reply] or by email where the relevant fixture secretary allows it, not less than 21 clear days prior to the date in question to request a postponement of a fixture. [This is a REQUEST and can be declined] **Clubs** must wait for a decision about their request, 2 FIXTURES PER TEAM PER SEASON, may be requested under this rule. Additional requests for postponements may be made in exceptional circumstances and these may or may not be granted at the discretion of the Management Committee.

[N] Any Club failing to give 21 days' notice of a fixture cancellation will be fined (in accordance with the Fines Tariff) and the Management Committee at its discretion may award the result and any incurred expenses to the opposition.

[O] Home teams whose grounds are unplayable for any reason **MUST** accept any invitation from the published Away team, whose ground is playable and available to travel to and play at their opponent's venue. If the game can commence within a 90-minute period of the published kick off time provided that the confirmed revised kick off time is no later than 2.00 p.m. [Any return fixture will be reversed if possible] The match official[s] must be informed immediately of any change of venue. **Failure** to accept such an invitation from the published away team would result in a fine, loss of points or other measures at the discretion of the Management Committee for the originally published Home team. Even if you have already played at your opposition's venue the fixture will still need to be reversed. Do not leave it until the last minute to inspect your pitches.

[P] All TEAMS both home and away must nominate a responsible member of their club to act as MATCH DELEGATE on the day of the game. Failure to supply one will result in a fine.

[Q] The Management Committee will endeavour to provide a League Officer or Independent Observer to be present at any particular Competition Match subject to the request being made in writing to the League Disciplinary Secretary at least 14 days in advance of the Competition Match in question along with a cheque for £20.00 to cover expenses. If the Management Committee is unable to fulfil the request the club will be informed and the expenses reimbursed.

## **21. REPORTING RESULTS**

[A] The (Result Card) Secretary must receive within [3] days of the date played, the result card of each Competition Match in the prescribed manner. This must include the forename(s) and surname of the Team Players (in block letters) and also the referee markings required by Rule 23, or any other information required by the Competition. Failure to do so will incur a fine (in accordance with the Fines Tariff). **RESULT CARDS ARE NOT REQUIRED FOR COUNTY CUP GAMES.**

[B] The Home Club shall telephone/email where applicable [check with your fixture secretary] the result of each Competition Match played to their [Fixture Secretary] by [5pm on Sunday or 9pm for a mid-week game]. For postponed games both teams home and away are required to inform their fixture secretary as to why the Competition Match has not been played. Teams home and away in county cup are required to telephone their result or postponement. To their fixture secretary as above. Failure to comply with this Rule will result in a fine (in accordance with the Fines Tariff).

[C] The match result notification, correctly completed, shall be signed by an Officer of the Club, or as prescribed by the Competition. Failure to do so will result in a fine (in accordance with the Fines Tariff).

[D] The Competition and Clubs are permitted to collect but NOT publish results or any grading tables for fixtures involving U7, U8, U9, U10, and U11. Any Competition failing to abide by this Rule will be dealt with by the Sanctioning Authority, and any Club failing to abide by this Rule will be fined (in accordance with the Fines Tariff). The Competition and Clubs are permitted to collect and publish results for trophy events.

If a team attracts 3 fines for late/no result cards – late/no calling in of results in any season, the manager of the offending team, along with an officer from the Club will be required to attend a discipline hearing and further penalties may be levied at the discretion of the Management Committee. Result cards sent in, must be fully and accurately completed [NO sections left blank] and any instructions on the card of how to fill them in must be adhered to. N.B. It is possible for teams to be fined for each and every transgression. **NO result card is required if a match is postponed, - A club awarding a sporting mark of 50 or below to their opponents and or a mark of 60 or below to the referee on the result card must send in to the relevant result card administrator an accompanying letter, countersigned by their Club Secretary explaining why such a low mark has been given. When this refers to a low mark for a referee this letter must be copied to the Referee's Secretary. Failure to do so will incur a fine [in accordance with the fines tariff]**

## **22. DETERMINING CHAMPIONSHIP**

[A] In Competition where points are awarded, Team ranking within the Competition will be decided by points with three points to be awarded for a win and one point for a drawn Competition Match. The teams gaining the highest number of points in their respective divisions at the end of the Playing Season shall be adjudged the winners. Competition Matches must not be played for double points. **In the event two or more Teams being equal on points at the end of the Playing Season rankings may be determined by a deciding match or matches played under conditions determined by the Management Committee, or the position shared.** [B] Automatic promotion shall be applied for the first [1] Team and automatic relegation shall be applied for the last [2] Teams in each division except as provided for hereunder, subject to the provisions of Rule 2[L]

✚ [i] Should one or more Teams withdraw from any one division after the Playing Season has commenced an equal number of Teams to those withdrawing in that division shall not be automatically relegated.

✚ [ii] Vacancies occurring after the conclusion of the Playing Season may be filled in any of the following ways:

[a] retention of otherwise relegated Team(s); or

[b] additional promotion of the next ranked Team(s) from the division below; or

[c] Election

✚ [iii] The last [1] Teams in the lowest division shall retire, but be eligible for re-election except as below, and be subject to the conditions of Rule 22 [B] [i] above.

✚ [iv] Should either or both of the leading Teams in any of the divisions have a Team in the next higher division, promotion shall fall, at the discretion of the General Meeting, to the next highest Team or Teams in the division concerned.

✚ [v] Should either or both of the relegated Teams in any of the divisions have a Team in the next lower division, relegation shall fall, at the discretion of the General Meeting, to the next lowest Team or Teams in the division concerned.

[C] In addition to the Team[s] automatically promoted under Rule 22[B], a maximum of one further Team shall be promoted by virtue of being the winner of a play-off match or series of matches [the Play-Offs] The eligibility criteria and format of the Play-Offs are as follows. N/A.

[D] In the event of a Team withdrawing from the competition before completing 75% of its fixtures for the Playing Season, all points obtained by or recorded against such defaulting teams shall be expunged from the Competition table. For the purposes of this Rule 22[D] a completed fixture shall include any Competition Match[es] which has been awarded by the Management Committee

### **23 MATCH OFFICIALS**

[A] Registered Referees [and assistant referees where approved by the FA or County FA] for all Competition Matches shall be appointed in a manner approved by the Management Committee and by the Sanctioning Authority

[B] In cases where there are no officially appointed Match Officials in attendance the Clubs shall agree upon a referee. An individual thus agreed upon shall, for that Competition Match, have the full powers, status and authority of a registered referee. Individuals under the age of 16 must not participate either as a Referee or Assistant Referee in any open age competition and individuals under the age of 14 must not participate either as a Referee or Assistant Referee in any Competition Match.

Referees between the ages of 14 and 16 are only eligible to officiate in competitions where the players' age band is at least one-year younger than the age of the Referee, for example, a 15-year-old Referee may only officiate in competitions where the age banding is 14 or younger. If a referee is not appointed on any published fixture to a particular game and the teams, on confirming the game have agreed to an individual taking charge, the home Club must inform the referee secretary immediately.

[C] Where assistant referees are not appointed each Team shall provide a Club assistant referee. Failure to comply with this Rule will result in a fine (in accordance with the Fines Tariff) being imposed on the defaulting Club.

[D] The appointed referee shall have power to decide as to the fitness of the Ground in all Competition Matches and that decision shall be final subject to the determination of the Local Authority or the owners of a Ground; which must be accepted.

[E] Subject to any limits/provisions laid down by the Sanctioning Authority, Match Officials appointed under this Rule shall be paid a match fee in accordance with the Fees Tariff. Match Officials fee is inclusive of travel. Match Officials will be paid their fee, by the home Club before/immediately after a Competition Match, unless otherwise ordered by the Management Committee. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

[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 full fee plus expenses. Where a Competition Match is not played owing to one Club being in default, that Club shall be ordered to pay the Match Officials, if they attend the Ground, their full fee and expenses. Failure to comply with the Rule will result in a fine (in accordance with the Fines Tariff).

[G] A referee not keeping his or her engagement, and failing to give a satisfactory explanation as to their non-appearance may be reported to the Affiliated Association with which he or she is registered.

[H] Each Club shall, in a manner prescribed from time to time by The FA, award marks to the referee for each Competition 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 (in accordance with the Fines Tariff) or dealt with as the Management Committee shall determine.

[I] 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 FA/County FA.

[J] [F.A. rule not applicable to this Competition]

[K] Match Officials shall be supplied, each Season, with a copy of the Competition Rules free of charge.

[L] Match Officials shall have undertaken a RESPECT briefing offered by The FA/County or the League.

[M] The referee's secretary may appoint an official to a game up until 10pm on a Thursday prior to a Sunday game [or 3 days prior to a midweekly match] Should a referee be appointed in this way, he/she must be accepted. If the referee's secretary offers an official after the prescribed period above and both teams have already agreed upon a referee for the fixture, the offer may be declined Failure to comply with the Rule will result in a fine (in accordance with the Fines Tariff).

U18 £30.00...U15 U16 £28.00...U13 U14 £25.00...U11 U12 £22.00...Mini-Soccer Referees £15.00 Double-Header. Referees Fee and a half, split between the two teams. Assistant Referees appointed by the referee's secretary are entitled to a half fee, again payable by the home team before the game, unless the appointment of such assistants was at the request of the away team who in such cases would be liable to pay such fees. There is no fee payable to club assistant referees. The referee secretary can at his discretion appoint referee and assistants to a particular game and order costs to be split equally by both competing teams.

#### 24. CUP COMPETITION RULES

Competition Rules will apply in all WFL Cup Competitions unless specifically provided for below. WFL Challenge Cup & League Cup. A player can only play in ONE League and/or Challenge Cup within this Competition in any one season

[A] These Competitions will be played for annually. There will be a separate competition for each age group. All teams in each age group [with the exception of U7 U8 U9 U10 U11] will take part.

[B] The relevant Fixture Secretary will have full jurisdiction over any matters affecting these competitions not provided for in either League or Cup Competition Rules.

[C] No player may play for more than one team in each competition in each season. Any player disqualified to play in any round shall be deemed to be disqualified in any subsequent round by virtue of the original disqualification.

[D] The Challenge Cup may be played on a knockout basis with a separate draw for each round to determine home and away teams and byes, if necessary in the preliminary rounds.

[E] In the League Cup, the relevant Fixture Secretary may, at his/her discretion use qualifying group format in early rounds. Later rounds are on a knockout basis.

[F] In semi-final ties the first drawn team will play at home. Final ties will be played at a Venue chosen by the Management Committee for the finals days.

[G] In all WFL Cup Competitions timings are as follows: Normal duration of game . If the score is level at the end of normal time, extra-time will be played U18 15 minutes each way, U16's 15's 14's 13's 12's 10 minutes each way. Where the score is level at the end of extra-time penalties will decide 5 penalties to be taken, then sudden death.

[H] Qualifying Cup format if played. 3 points for a win, 1 point for a draw and 0 points for a defeat. If teams finish equal on points and it affects further qualification; then the result[s] of the game[s] played between teams finishing level on points will be the 1<sup>st</sup> method of determining placing, then goal difference will be used. If goal difference is equal goals for will decide qualification. If this is still equal a play-off will be arranged [Final will be played at a venue chosen by the League, and match officials will be appointed by the League.

#### 25. SUPPLEMENTARY COMPETITIONS

[A] These competitions may be competed for annually, at the discretion of the relevant Fixture Secretary acting on behalf of the Management Committee. The relevant Fixture Secretary will decide format, eligibility, draw and venue for each competition. If qualifying group stages are used, position of teams will be determined as in Rule 24[H]

[B] Any team not wanting to enter a Supplementary Cup Competitions must advise the relevant Fixture Secretary in writing by December 31<sup>st</sup> of each season.

[C] Any team scratching or not fulfilling their fixture will be deemed to have conceded their fixture[s] to their opponents.

#### Ties must be played on the date stated.

[D] There shall be separate competitions for each age group. Teams will not take part in all competitions in their age group. The exact number of competitions in each age group will be determined by the relevant Fixture Secretary. Teams may be excluded from the supplementary cup competitions by the relevant fixture secretary.

#### 26. FULL COUNCIL MEETING – FIXTURE MEETING

[A] Full Council Meetings of Member Clubs will be in August October & April dates as provisionally advised. Or at such other times as the Management Committee decide. Each member club MUST send one delegate. Delegates must sign a register of attendance on arrival. Failure to sign the register will be deemed as not being in attendance. Any delegate who leaves the meeting before all business has been completed without the Chairman's permission will also be subject to a fine. Failure to comply with this Rule will result in a fine (in accordance with the Fines Tariff)

[B] If a club does not attend a meeting where fixtures are issued, they will be sent to their Club Secretary by the Secretary and surcharges will be levied against each age group in that club to cover the cost of postage and packing.

**27. FIRST AID PROVISION** Teams must have attached to them someone with an up-to-date first aid qualification to ensure full care and attention is given to an injured player[s]. Proven failure to comply with this rule will be deemed as breach of rule under Rule 6[H]. Wherever possible and whenever required the Competition will make arrangements to arrange suitable first aid training courses at a cost to be met by Member Clubs.

#### **FEES TARIFF**

RULE NUMBER	DESCRIPTION	MAXIMUM FEE
4 (A)	CLUB ENTRY FEE	£50.00
4 (B)	TEAM ANNUAL SUBSCRIPTION	£150.00
4 (C)	DEPOSIT	£100.00
7 (C) 7 (E)	PROTEST/APPEAL FEES	£25.00
18 (D)	PLAYER REGISTRATION FEE	£10.00 (PER PLAYER)
18 (H)	TRANSFER FORM	£10.00
23 (E)	REFEREE FEES	As agreed with Sanctioning Authority
23 (E)	ASSISTANT REFEREE FEES	As agreed with Sanctioning Authority

FINES TARIFF

<u>RULE NUMBER</u>	<u>DESCRIPTION</u>	<u>MAXIMUM FINE</u>
2 [G]	FAILURE TO AFFILIATE	£100.00
2 [I]	FAILURE TO COMPLY WITH FA INITIATIVES	£100.00
2 [K]	UNAUTHORISED ENTRY OF TEAMS INTO COMPETITION	£100.00
3	FAILURE TO OBTAIN CONSENT FOR A CHANGE OF CLUB NAME	£30.00
4 (C)	FAILURE TO PAY A DEPOSIT	£100.00
4 (E)	FAILURE TO PROVIDE AFFILIATION NUMBER-DETAILS FORM	£100.00
5 (E)	COMMUNICATIONS CONDUCTED BY PERSONS OTHER THAN NOMINATED OFFICERS	£25.00
6 (H)	FAILURE TO COMPLY WITH AN INSTRUCTION OF THE MANAGEMENT COMMITTEE	£100.00
6 (I)	FAILURE TO PAY A FINE WITHIN REQUIRED TIMEFRAME	DOUBLE THE ORIGINAL FINE UP TO £100.00
8 (H)	FAILURE TO BE REPRESENTED AT AGM	£100.00
9	FAILURE TO BE REPRESENTED AT SGM	£100.00
10	FAILURE TO SUBMIT THE REQUIRED WRITTEN AGREEMENT OR TO NOTIFY CHANGES TO SIGNATORIES	£25.00
11 (A)	FAILURE TO PROVIDE NOTICE OF WITHDRAWAL BEFORE DEADLINE	£100.00
11 (B)	FAILURE TO COMMENCE/COMPLETE FIXTURES	£100.00
13 (A)	FAILURE TO SUBMIT THE REQUIRED WRITTEN AGREEMENT REGARDING THE TROPHY	£25.00
16 (A)	FAILURE TO HAVE THE REQUIRED INSURANCE	£100.00
16 (B)	FAILURE TO HAVE THE REQUIRED INSURANCE	£100.00
18 (A)	FAILING TO CORRECTLY REGISTER A PLAYER	£40.00
18 (B)(iii)	FAILURE TO HAVE THE REQUIRED NUMBER OF REGISTERED PLAYERS PRIOR TO THE PLAYING SEASON COMMENCING	£25.00
18 (F)	REGISTERING OR PLAYING FOR MULTIPLE CLUBS OR INACCURATE COMPLETION OF A REGISTRATION FORM	£25.00
18 (G)(ii)	REGISTRATION IRREGULARITIES	£100.00
18 (M)	FIELDING MORE THAN THE PERMITTED NUMBER OF PLAYERS WHO HAVE PARTICIPATED IN SENIOR COMPETITIONS MATCHES	£100.00
18 (N)(i)	PLAYING AN INELIGIBLE PLAYER	£100.00
18 (O)(i)	FAILURE TO GIVE PRIORITY TO SCHOOL ACTIVITIES	£50.00
19	FAILURE TO NUMBER SHIRTS	£10.00 [per shirt, up to an aggregate maximum of £30]
19	DELAYING KICK OFF DUE TO NO CHANGE OF COLOURS	£30.00
20 (A)	DELAYING KICK OFF DUE TO FAILURE TO PROVIDE REQUIRED EQUIPMENT	£30.00
20 (B)	FAILURE TO PLAY MATCHES ON THE DATE FIXED	£100.00
20 (C)	FAILURE TO PROVIDE DETAILS OF A FIXTURE	£50.00
20 (D)	PLAYING MATCHES WITH LESS THAN REQUIRED NUMBER OF PLAYERS	£100.00
20 (E)(i) & (iii)	FAILURE TO PLAY FIXTURE	£100.00



20 (H)	NO CAPTAIN'S ARMBAND	£10.00
21 (A) & 21 (C)	NO-LATE NOTIFICATION FORM	£20.00
21 (B)	FAILURE TO PROVIDE RESULT	£20.00
21 [D]	PUBLISHING RESULTS/GRADING TABLES FOR FIXTURES INVOLVING U7 U8 U9 U10 OR U11'S	£50.00
23 [C]	FAILURE TO PROVIDE CLUB ASSISTANT REFEREE	£25.00
23 [E]	FAILURE TO PAY MATCH OFFICIALS' FEES AND EXPENSES	£25.00
23 [F]	FAILURE TO PAY MATCH OFFICIALS WHERE A MATCH IS NOT PLAYED	£25.00
23 [H]	FAILURE TO PROVIDE REFEREES MARK	£25.00