

# **Derbyshire County FA SENIOR CHALLENGE CUP COMPETITION Season 2017-18**

## **RULES OF THE COMPETITION**

### **1) The Competition**

- i) The Competition shall be called the Derbyshire County Football Association Senior Challenge Cup Competition. A sponsors name may be added to the title on an annual basis
- ii) The Competition shall be annual, conducted on a knock-out principle and all matches shall be played and carried out in accordance with the Rules and Regulations of The Football Association and The Laws of the Game. All Senior Clubs as defined by the Directors of The Derbyshire County Football Association must take part, at the discretion of the Directors. Clubs participating at Step 4 and above in the National League System will be exempt till round 3 as determined by the Directors.

### **2) Control of the Competition**

- i) The entire control and Management of the Competition shall be vested in the D. C. F. A. Directors whose decision on all matters associated with the Competition shall be final and binding on all parties.

### **3) Subscription**

- i) The annual entrance fee shall be £30.00 and entry forms should be received by us by 30<sup>TH</sup> August 2017.

### **4) Eligibility of Clubs**

- i) The Competition shall be confined to Senior Clubs who are affiliated to the Derbyshire County Football Association and are members of a Saturday Senior League. A Senior Club is one that competes at Step 7 and above in the National League System with the appropriate ground and facilities or as defined by Directors of the D. C. F. A.

### **5) Registration & Eligibility of Players**

- i) All players registered with a Club in a sanctioned League in which the Club participates shall be eligible to play in this Competition but having played shall not then be eligible to subsequently play in either the Derbyshire County Football Association Divisional Challenge Cup or Junior Cup Competition in the same season. A player may only play for one Club in this Competition or any subsequent Competition during the current season therefore allowing a bona fide player who has played in either the Divisional or Junior Cup Competition for the Club to play in the Senior Cup.
- ii) A registered player is one who has either, in the case of a player under written contract, registered with The Football Association or, in the case of a player without a written contract, registered with a League in which his club competes in the current season. All such registrations must have been received and accepted by the Leagues and/or The Football Association **by 12 noon the day before** the fixed date for playing the Round.
- iii) Only those players eligible to play on the original scheduled date of the match shall be eligible to play in any re-arranged match. Any Club proved to have played an ineligible player shall automatically be removed from the Competition and fined at the discretion of the Directors.
- iv) In order to be eligible to play in the Semi-Final the player must have been correctly registered by 12 noon on the Friday previous to the date fixed for playing the Semi-Final. In order to be eligible to play in the Final the player must have been correctly registered and eligible for the Semi-Final.
- v) An International Transfer Certificate from overseas Associations (including Wales, Scotland, Northern Island and Republic of Ireland) takes precedence over a player's

registration, therefore this is also required by 12noon on the Friday previous to the date fixed for playing the round for the player's registration to be valid.

- vi) All players under any loan agreement are eligible to play in the Derbyshire Senior Challenge Cup as long they have not previously participated with their parent club within the competition. This is to include emergency loans, long term, short term OR temporary (above 29 days) and youth loans.
- vii) A player on a "temporary loan" transfer including a trainee, scholarship player or work experience is eligible to play in the competition so long as written permission has been agreed.
- viii) A player recalled at any time prior to the date of the round to his original club from temporary loan transfer in accordance with the terms of the loan agreement may represent his original club. Such player may only play in the postponed and re-played matches if he had been recalled in time for the first match.
- ix) A player under written contract who is out on loan at the time of the semi-final of the competition and who subsequently returns to his parent club prior to the playing of the cup final will be eligible to play in the final of the competition.
- x) Each team participating in a match shall represent the full available strength of each competing club
  - (1) Each club shall provide a list of names of players taking part in the fixture (including the names of substitutes) to the Referee and a representative of their opponents in the presence of the Referee at least 45 minutes in matches prior to the Final, and 60 minutes in the Final before the time of kick-off (the official team sheet). Any club failing to do so will be liable to be fined by the Association a sum not exceeding £100.
  - (2) Should any nominated player or substitute sustain an injury after the submission of the official team sheet to the Referee before kick-off, he may be replaced without fine if he is injured warming up after the exchange of the official team, provided the Referee and opponents are informed before the commencement of the fixture.

#### **6) Substitutes**

- i) A maximum of five substitutes may be nominated but only a maximum of three substitutions by each side will be permitted in any match except to replace a player who has been suspended from the game by the referee.
- ii) The substitutions can only be made when play has been stopped for any reason and the Referee has given permission for the substitution to take place, which must be conducted at the half-way line. The names of the substitutes must be given to the referee prior to the commencement of the game and the shirt numbers must correspond with the Team Sheet given to the Referee.
- iii) A player who has been nominated to the Referee prior to the kick-off as a substitute but does not actually play in the match shall not be Cup-tied and his name should NOT be entered on the official Derbyshire County Football Association Match Result Sheet.

#### **7) Shirt Numbers**

- i) The outfield players' shirts must be clearly numbered in accordance with the Team Sheet given to the Referee and the official Match Report Sheet and there must be no change of numbers during the match except for a change of goalkeeper or unserviceable shirt. Any team found to be guilty of breaching this rule shall be liable to an automatic fine of £20.00 per offence. Squad numbers are allowed.

#### **8) Draw and Grounds**

- i) All Clubs accepted into the Competition shall be placed in one lot and shall be drawn in couples. The draw shall be so arranged that no byes will normally arise in subsequent rounds. The first drawn Club in each a pair shall have the choice of ground. If the ground is unavailable or unsuitable for the Cup-Tie, then the Directors of the Association may order the tie to be played on their opponents or a neutral ground.
- ii) There must be a clubhouse facility either on the ground or in the near vicinity, which must be open on match days to provide refreshments to spectators.

- iii) There must be a permanent fixed barrier ideally 1.1 m high as measured from the spectator side, of sound construction (eg concrete and steel) and free from all sharp edges, surrounding the pitch on all sides that may be occupied by spectators. Existing barriers / rails not at 1.1m high may be acceptable.
- iv) Where 3G Football Turf Pitches are installed they must meet the FIFA 1 Star/IATS performance standards and be listed on the FA's Register of Football Turf Pitches. To meet the criteria a Football Turf Pitch must pass a test annually for FA Competitions as defined in the FIFA Quality Concept for Football Turf. The performance test must be completed by no later than 28<sup>th</sup> February each year and the result and details submitted to the FA and League by 31<sup>st</sup> March. Any remedial work must be carried out once the season ends and the pass Performance Test Certificate submitted to The FA and League by 31<sup>st</sup> May.
- v) There must be a safe, unimpeded passage for players and match officials between their dressing rooms and the pitch.
- vi) A public address system is not compulsory for this competition but clubs must be mindful that it may be necessary to convey information to spectators in the event of an emergency.
- vii) Access must be provided for the emergency services and maintained free from obstruction.
- viii) Toilets must be located within the ground and must be accessible both to male and female spectators. NB Where it is necessary to exit the ground to gain access to toilets located in an adjacent clubhouse, these may be deemed acceptable, provided no great distance is involved.
- ix) A club must take full account of the needs of disabled spectators and be mindful of its obligations under the provisions of the Disability Discrimination Act 1995. Reference should be made to the publications / data sheets issued by both The Football Association and the Football Foundation. No specific requirement is currently included in the ground grading criteria but The Football Association strongly recommends that access is provided to both a covered viewing area and toilet and refreshment facilities.

## **9) Duration of Matches**

- i) All matches shall be played to a conclusion. All matches shall be of 90 minutes duration (45 minutes each way). The half-time interval shall be of 15 minutes duration and may only be varied with consent of the Match Referee.
- ii) The kick-off times for Saturday matches will be 3:00 p.m. for Clubs with approved floodlights and 1:30 p.m. for non floodlit teams (or as approved by the Directors). Midweek matches will commence at 7:45 p.m.
- iii) In the event of the scores being level at the end of full-time, the winners shall be decided by the taking of kicks from the Penalty mark in accordance with the Football Association Directives.
- iv) A Club being responsible for a late kick-off shall be liable to a minimum fine of £20.00

## **10) Match Dates**

- i) All matches are to be played on the scheduled date set by the Directors at the commencement of the season but dates are subject to adjustment should circumstances so demand.
- ii) Matches may only be postponed for Football Association Competitions or due to extenuating circumstances approved by the Directors of the Association.

- iii) Once the Draw has been made any changes of designated date and/or kick-off time must be telephoned or emailed to the [satcountycupappts@derbyshirefa.com](mailto:satcountycupappts@derbyshirefa.com) immediately so that inappropriate appointments are not made.
- iv) Postponed matches shall be re-arranged by both clubs immediately the postponement is notified, who must mutually agree on the revised date which is to be played no later than 7 days after the scheduled date and the new date immediately notified to the Association Office via email to [nigel.smith@derbyshirefa.com](mailto:nigel.smith@derbyshirefa.com) and the Match Officials. Failure to mutually agree a revised date then the rescheduled date shall be determined by the Directors. All postponed matches will be reverted to the opponents ground after the second postponement where fit.
- v) In the unlikely event that agreement cannot be reached, then the Directors will implement a new date which will be binding on all parties.
- vi) Clubs with approved floodlights will play their matches in midweek. Where possible teams can play on a Saturday with permission from D.C.F.A and relevant league so long as written permission from the appropriate league is gained.
- vii) In the event of the ground or arrangements for the match preventing a Cup-Tie being played it shall not be permissible for the Clubs to play a friendly match.

#### **11) Notification to Opponents and Match Officials**

- i) The Home Club shall notify the visiting Club and the Match Officials of the date of the match, full particulars of the situation of the ground and dressing rooms, colours (including goalkeeper's shirt), time of kick-off and means of reaching the ground not less than 10 days to the visiting Club and five days to the Match Officials prior to the date of the match.
- ii) Match Officials are to notify the Office should they not be available for the fixture be it postponed via email to [refereeing@derbyshirefa.com](mailto:refereeing@derbyshirefa.com)
- iii) Clubs should provide relevant details for the Home Club's programme when requested. Any Club failing to comply with this rule shall be liable to an automatic fine of £20.00.

#### **12) Colours**

- i) In the event of Colours clashing, the visiting team shall change. Goalkeepers' jerseys must not clash with the opponents' goalkeeper or the Match Officials uniform.
- ii) Clubs when playing away from home should not wear striped shirts, irrespective of colour, when the registered Colours of the home team are striped shirts.
- iii) If there is a clash of colours in the Final Tie then both teams shall change unless they mutually agree otherwise and inform the Chief Executive of the Association in writing.
- iv) Any Club failing to comply with this rule shall be liable to an automatic fine of £20.00.

#### **13) Team Sheet**

- i) The use of Club Leagues Team Sheet is acceptable and is to be presented to the Referee and the opposing Club representative of the players taking part in the match with their corresponding shirt numbers in the Referees Changing Room no later than 45 minutes prior to the advertised kick-off time. Any alterations to the Team Sheet due to illness or injuries in the pre-match warm-up must be notified to the Referee prior to the kick-off.
- ii) Failure to comply with this rule will result in an automatic fine of £20.00 being levied.

#### **14) Match Officials**

- i) The appointment of Match Officials for this Competition is the responsibility of The Referees Appointment Officer but all queries should be directed to the Derbyshire County FA for the attention of the Directors. The Match Officials for this Competition should be in attendance at the ground at least 60 minutes prior to the advertised time of kick-off for all round prior to the Final.

- ii) The schedule of Fees and Expenses for the Match Officials shall be as follows:  
 In the rounds prior to the Semi-Finals  
 Referee £40.00                      Assistant Referee £25.00  
 In the Semi-Finals  
 Referee £43.00                      Assistant Referee £27.00  
 In the Final Tie  
 Referee £45.00                      Assistant Referee £28.00                      4<sup>th</sup> Official £20.00  
 In the Final Tie the Match Officials will be presented with a suitably inscribed memento together with the Match Fee.
- iii) Match Officials expenses when travelling by private car will be 30p per mile. Where possible Match Officials should travel all or part of the journey together.
- iv) In the unlikely event of the Referee not arriving, or delayed, the first named Assistant will assume the duties of the Referee and he should make preparations to find a suitable replacement Assistant Referee. The match must take place and be completed even if only one original official is available. On all points of fact connected with the game proceeding the Referee's decision shall be final and binding and not subject to appeal.

**15) Notification of Team Selection for Semi-Final and Final Ties**

- i) In the Semi-Final and Final Ties the competing clubs shall submit to their opponents no later than seven days prior to the scheduled date for the match a list of players from which their team will be selected. Only players on this list will be eligible to participate in the match providing no objection has been raised. Any objection to the qualification of a player must be given in writing at least three days prior to the scheduled date for the match to the opponents and the Chief Executive of the Association whose decision will be binding on all parties.

**16) Financial Arrangements of the Match**

- i) In all rounds prior to the Semi-Finals, the nett gate receipts shall be equally divided, be it a profit or loss, between the two Clubs after allowable expenses have been met as set out below:
- ii) The Match Officials Fees and Expenses
- iii) The travelling expenses of the visiting team based on either:
  - (1) Five cars at 40p per mile or
  - (2) Coach travel calculated from the visiting teams ground directly to the match at a maximum of £1.50 per coach mile. An invoice from the Coach Company to be submitted which is to be strictly adhered to.

**NB:** No travelling expenses shall be allowed when the distance to be travelled does not exceed three miles in each direction.
- iv) The deduction for advertising expenses that has actually been incurred not exceeding £20.00
- v) An allowance of £50.00 for floodlights where floodlights are used.
- vi) An allowance for a maximum of three Gatemen not exceeding £10.00 per person.
- vii) An allowance for a maximum of four Stewards where actually used not exceeding £20.00 per person. One steward to be onsite per 250 people at a cost of £20.
- viii) An allowance for first aid/ medical fees not exceeding £20.00.
- ix) In all rounds prior to the final tie a signed Income/Expenditure sheet detailing the proceeds from the match is to be sent to Derbyshire County FA for the attention of the Directors and any monies due to the opponents and the Association within 14 days of playing the match. Failure to abide by this instruction will incur an automatic fine of £25.00 with further fines imposed for every 7 days the sheet and monies are late thereafter. (Recommendation is to use standardised income/ expenditure sheet as used by the F.A)

- x) In the Semi-Final Ties the nett receipts after allowable expenses have been met shall be divided as below:  
One Third to each competing Club and One Third to The Association.
- xi) In the Final Ties the nett receipts after allowable expenses have been met shall be divided as follows:  
One third to each of the Competing Clubs and One third to the Association.
- xii) When a match is postponed through any cause over which neither Club has any control, any expenses shall be paid out of the receipts of the re-arranged match.

**17) Admission to Grounds**

- i) All classes will pay for admittance to the ground except as provided for herein under for bona fide officials of the competing Clubs and Council Members of the Association who will produce their current Derbyshire County Football Association membership card.
- ii) Admission to all matches prior to the Semi-Finals shall be a minimum of £3.00 with concessions and juveniles under the age of 16 being £1.50. (Recommendation for secretaries to mutually agree admission charges)
- iii) Admission to the Semi-Finals and Final Tie matches shall be a minimum of £4.00 with concessions and juvenile under the age of 16 being £2.00 (A Cup Final meeting between the two finalist clubs and DCFA will mutually agree to set the admission charge)
- iv) The Final Tie both clubs must mutually agree on the same admission charges. In the unlikely event of agreement not being reached, the Directors of the Association will make a decision, which will be binding on both Clubs. The Association will furnish both clubs with complimentary tickets as determined by the Association's Directors which will also admit the ticket holders to the Boardroom/Hospitality room. No other complimentary tickets are to be issued.

**18) Trophy**

- i) At the conclusion of the match in the Final Tie the winners will be presented with the Derbyshire County Football Association Senior Challenge Cup.
- ii) The Trophy cannot be won outright and the Winners are charged with the responsibility of having the plinth engraved before returning the said Senior Challenge Cup to the Chief Executive of the Association by 1<sup>st</sup> March next in like good order and condition.
- iii) The winners of the Senior Challenge Cup are responsible for the safe keeping of the Cup and insuring it for £3000 while in their possession.

**19) Trophy Agreement**

- i) The following agreement shall be signed on behalf of the winners of the Derbyshire County Football Association Senior Challenge Cup.

'We A.B., the Secretary of Y.Z. F. C., C.D. and E. F., members of and representing the said Club, having been declared the winners of The Derbyshire County Football Association Senior Challenge Cup and the same having been delivered to us by the said Association, do hereby on behalf of the said Club jointly and severally agree to return the same to The Chief Executive of the Association on or before the 1<sup>st</sup> March in accordance with the Rules of The Derbyshire County Football Association Senior Challenge Cup and providing the said trophy is lost or damaged whilst under our care, we agree to refund to the Association the amount of its current replacement value or the cost of its thorough repair.'

**20) Mementos**

- i) Mementos will be presented to 16 members of each nominated team playing in the Final Tie and the nominated substitutes with the following exception:
  - (1) A player who has been dismissed from the field of play by the Referee for misconduct in the Final Tie shall not receive his memento at the end of the match until the Directors shall have decided whether or not the same may be awarded to him.

## 21) Powers of Directors

- i) The Directors are authorised to make such Rules & Regulations with reference to The Derbyshire County Football Association Senior Challenge Cup and Officials of the game, as they may deem expedient.
- ii) All questions of eligibility, qualifications of Competitors, interpretation of the Rules and Regulations, shall be referred to the Directors. Decisions of the Directors shall be considered final and binding on all parties. The Directors may delegate its powers to other officials.

## 22) (A) Match Result, Using FULLTIME. How to... Submit SMS Results

The format of the outgoing SMS message sent to administrators for Cup Fixtures is as follows:-

*FA Full-Time Results: CHED v ARSD, Sun 12 Feb 14:15. Reply with H-A score & code CHED, followed by PENS if required: eg 2-2 CHED 3-1 PENS*

The Short Code (CHED and ARSD above) is not normally required, as Full-Time identifies which team a user is associated with according to their mobile phone number. However, if the user is potentially reporting scores for more than one team (e.g. their 1<sup>st</sup> XI and reserves are playing games on the same day) then they may have to include the short code in their reply, or Full-Time will not be able to identify which team's result is being reported.

The Team Administrator is therefore required to potentially send back up to three pieces of information in the same SMS text message:-

1. Score – The score after normal time in the usual way
2. Short Code – if they are required to submit a short code, to identify which team is involved.
3. Penalty score – the score after penalties, followed by PEN (it is essential that PEN is included, to identify that the scores beforehand applies to penalties)

If the normal time score is not level, then any extra time and penalty score will be ignored. If extra time is not played, and the game goes direct to penalties, then do not input an extra time score nor AET (e.g. 2-2 CHED 3-1 PEN means the game finished 2-2 and went straight to penalties).

### Examples

All of the following examples assume that no team code is required

- |                     |   |
|---------------------|---|
| <b>2-1</b>          | Reports that the home team won 2-1 in normal time   |
| <b>2-2 4-3 PENS</b> | Reports that the home team won 4-3 after penalties; the game having finished 2-2 at the end of normal time, with no extra time played |

## (B) Match Result Sheet

- i) The winning Club shall be responsible for completing the Match Result Sheet in conjunction with the opposition including the full names of any substitutes who actually played in the match. The Half-time score and the final score with the certified attendance shall also be shown on the sheet. The mark for the Referee out of 100 in accordance with Football Association guidelines shall be shown. A responsible official of the losing team shall complete the section of the Result Form applicable to their Club.
- ii) The Form when correctly completed shall be sent by the winning Club to The Derbyshire County Football Association County Operations Manager by post, scan or email [CountyCupResults@derbyshirefa.com](mailto:CountyCupResults@derbyshirefa.com) to arrive no later than 3 days after the match was played (Sundays not included).

Failure to complete the Match Result Sheet in its entirety or incorrectly and/or not submitting the Form by the stipulated time, Clubs will be liable to a fine of £10.00 for each offence.

## 22) Fines

- i) Automatic fines are shown in a number of Rules. Any violations of Rules where automatic fines are not shown shall be at the Directors discretion.

- ii) Where fines imposed by the Association are not paid within 14 days of notice of such fine being imposed, the fines may be doubled.

### **23) Protests**

- i) In all matches except the Final Tie, protests regarding the eligibility of players must be lodged with The Chief Executive of the Association within 3 days of the match having been played. Sunday not included. Two copies must be sent, giving full and complete facts, figures, places and dates, accompanied by a protest fee of £25.00. Protests relative to the round, ball or arrangements for the match must be formally intimated to the Referee before the commencement of the match. Other protests must be formally intimated in writing to the referee and to the competing club before the club protesting leaves the ground or dressing room on which the match may have been played and two written copies of such protest must be lodged with The Chief Executive of the Association within 2 days thereafter. No protest of any kind whatsoever will be entertained by the Directors unless the Club having lodged the protest shall have deposited with The Chief Executive of the Association the sum of £25.00 which shall be forfeited to the funds of the Association if the protest be not sustained. The whole of the expenses incurred in hearing a protest including the expenses of a Commission and the expenses of both Clubs shall be paid by the Club adjudged to have lost the case. In dealing with any protest the Commission may take into consideration the possession of any knowledge which, if properly used, might have obviated the protest. Any appeal against a decision by a Commission shall be lodged with The Chief Executive of the Association within 4 days of such decision being made, accompanied by a £25.00 deposit fee which shall be retained if the appeal should not be upheld. The appeal shall be held by the Directors and any decision shall be final and binding on both parties.
- ii) Notwithstanding anything provided for by this or any other Rule, the Directors shall be empowered to remove from the Competition any Club which shall have been proved guilty of misconduct and reinstate the Club last beaten by the Club so removed. In the event of both Clubs being proved to have played ineligible players, the Directors may deal with them as they deem desirable.

### **24) Interpretation of the Rules and Laws of the Game**

- i) On all questions of interpretation of the Rules and Laws of the Game an appeal may be made against the decision of the Referee to the Directors of the Association but the Referee's decision must be acted upon on the field although under protest. Clubs are reminded that the referee is sole judge and timekeeper on matters of fact.

### **25) Dispute between Clubs**

- i) Any dispute occurring between Clubs in this Competition shall be referred to the sole arbitration of the Directors whose decision shall be final and binding on both clubs. Should either of the two Clubs in connection with the dispute or protest have a member on the Board of Directors of the Association, the said member shall not be eligible to sit on the Board while such protest is being considered and if necessary a substitute may be appointed.

### **26) Any other Matters**

- i) Any matters arising that are not covered by these Rules shall be dealt with by the Directors of the Association whose decisions shall be final and binding on all parties.
- ii) It is the responsibility of the Home Drawn Club to ensure that First Aid Facilities/Equipment including a stretcher are available for ALL ties and that a fully qualified person is available to administer First Aid.

### **27) Final Tie**

- i) The Directors of the Association shall have the sole right to select the ground and kick-off time for the Final Tie which will be binding on all parties.
- ii) The Final will be played on a neutral ground. The club whose ground has been selected to stage the match will be responsible for the arrangements in conjunction with The DCFA and the two teams competing in the final.



- iii) Each Club will be provided with a number of balls and bag which are to be used for warming up and for the games entirety. The match balls & bag will be returned to each Club after the game. Clubs will be notified of the procedure if this is not the case prior to the Final Tie.
- iv) The first named Club on the Draw Sheet will use the HOME dressing room and the second named Club will be use the VISITORS dressing room.
- v) In the event of the scores being level at the end of full time, the winners shall be decided by the taking of kicks from the Penalty mark in accordance with the Football Association Directives.
- vi) The finances of the final will be shared One third to each of the Competing Clubs and one third to the Association.