Hertfordshire Football Association

County Competition Rules (Open-Age) 2017 – 2018

EXPLANATORY NOTE: *The Rules of this Competition are based on the FA Standard Code of Rules for Open-Age Competitions and follows the layout and format of the Standard Code. For ease of reference the Rule numbers correspond to those in the Standard Code. Rules which have been amended by the Council for this seasons Competition appear in Bold. Rules which are not applicable to the Competition are identified. This explanatory note does not form part of the Rules.*

DEFINITIONS

1.(A) In these Rules:

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

Club means a Club for the time being in membership of the Competition and "Team" means a side from a Club especially where a Club provides more than one Team in a Competition in accordance with the Rules.

Competition means the relevant Hertfordshire Football Association Cup/Shield Competition described in Rule 2 (A).

Competitions Committee means the Competition Committee appointed by the Council to manage the running of the Competition in accordance with the Rules of the Association and with the Articles of The Association.

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.

Council means the Council of the Hertfordshire Football Association.

Fees Tariff means a list of fees approved by the Council to be levied for any matters for which fees are payable under the Rules.

Fines Tariff means a list of fines approved by the Council to be levied by the Competitions Committee for any breach of the Rules.

Ground means the ground on which the Club's team(s) play(s) its Competition Matches.

Match Officials means the referee, the assistant referees and any fourth official appointed to a Competition Match.

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

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

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 Hertfordshire County Football Association Limited.

Scholarship means a Scholarship as set out in Rule C 3 (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 including any such persons appointed by Council to act as Assistant Secretary and referred to in these rules as the 'relevant' competition secretary.

Team means a team affiliated to a Club.

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

The Association means the Hertfordshire Football Association Limited.

The FA means The Football Association Limited.

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

(B) The Rules are taken from the Standard Code of Rules (the "Standard Code") determined by The FA from time to time. In the event of any omissions from the Standard Code then the requirements of the Standard Code shall be deemed to apply to the Competition as determined by Council.

(C) All Clubs shall adhere to the Rules. Every Club shall be deemed, as a member of the Competition to have accepted the Rules and to have agreed to abide by the decisions of the Competitions Committee in relation thereto, subject to the provisions of Rule 16.

(D) The Competition will be known as The Hertfordshire Football Association County Cup (or such other name as the Competition may adopt). The Clubs participating in the Competition must be members of and affiliated to the Association. 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.

(E) The administration of the Competition under these Rules will be carried out by the Competition acting (save where otherwise specifically mentioned herein) through the Competitions Committee in accordance with the rules, regulations and policies of The FA and the Hertfordshire Football Association.

NOMENCLATURE AND CONSTITUTION

2.(A) This Competition shall be designated the Hertfordshire Football Association County Competitions and may comprise of the following Competitions subject to the approval of Council:

The Hertfordshire F.A. Challenge Cup (The Senior Challenge Cup)

The Hertfordshire Centenary Trophy (The Senior Trophy)
The Hertfordshire F.A. Intermediate Cup
The Hertfordshire F.A. Junior Cup
The Hertfordshire F.A. Charity Cup
The Hertfordshire F.A. Charity Shield
The Hertfordshire F.A. Sunday (Senior) Cup

The Hertfordshire F.A. Sunday (Intermediate) Cup

The Hertfordshire F.A. Sunday (Junior) Cup
The Hertfordshire F.A. Sunday Inter-League Cup
The Hertfordshire F.A. Women's Cup

(B) Only Clubs for which the Hertfordshire Football Association is the parent County will be accepted into County Cup Competitions described above. Clubs who have a home ground in the County may be permitted to enter with the agreement of the Competitions Committee.

(C) This Rule not applicable to the Competition.

(D) Inclusivity and Non-discrimination

(i) This Competition and Clubs will be committed to promoting inclusivity and to eliminating all forms of discrimination.

(ii) This Competition will not by its rules or regulations, or in any manner whatsoever, unlawfully discriminate against any person within the meaning and scope of the Equity Act 2010 or any law, enactment, order or regulation relating to discrimination (whether by age, gender, gender reassignment, sexual orientation, marital status, race, nationality, ethnic origin, colour, religion or belief, ability or disability or otherwise).

(iii) This Competition will take 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

(iv) Any alleged breach of the Equality Act 2010 legislation will be referred to the appropriate sanctioning Association for investigation.

(E) This Competition and its Clubs shall support the FA's Respect programme. As such it recognises that everyone in football has a collective responsibility to create a fair, safe and enjoyable environment in which the game can take place. A Respect Competition values the contribution of match officials, players and spectators and ensures that they are treated with courtesy and fairness by opposing players, club officials and spectators. The Competition and its Clubs will seek to play fixtures in a fair, competitive but not antagonistic environment.

(F) This Rule is not applicable to the Competition.

(G) This Rule is not applicable to the Competition.

ENTRY FEE

3.(A) All Clubs affiliated to the Association, who are members of an affiliated League, are required, unless exempted by the Council, to take part in one of the County Competitions, provided one is suitable. Entries for the County Competitions (other than the Charity Cup and Shield which are by invitation of the Council) shall be made to the Association at the same time as affiliating, and must be accompanied by the entry fee as follows:

(B) The Entry Fee per team shall be:

Hertfordshire Senior Challenge Cup	£25.00
Hertfordshire Senior Trophy	£20.00
Hertfordshire Intermediate Cup	£15.00

Hertfordshire Junior Cup	£10.00
Hertfordshire Sunday Senior Cup	£10.00
Hertfordshire Sunday Intermediate Cup	£10.00
Hertfordshire Sunday Junior Cup	£10.00
Hertfordshire Women/s Cup	£10.00
Hertfordshire FA Veterans' Cup	£10.00

The Entry Fee is payable on or before the 15th June in each year. Applications received after this date may result in a late fee being payable.

(C) This Rule is not applicable to the Competition.

(D) A Club shall not participate in this Competition until the Entry Fee has been paid.

(E) Clubs must advise the Association of details of its Headquarters, Officers and any other information required by the Competition via the affiliation process in Whole Game System.

(F) Entry to the Senior Challenge Cup and Senior Trophy should be determined by the Football Association Step level at which the Club operates. Senior Challenge Cup should be Football League Clubs plus non-League Clubs at Steps 1 to 5. Clubs at Steps 6 and 7 should enter the Senior Trophy. To enter the Senior Challenge Cup, a Club must have regular use of a ground where floodlights to a lux value of 120 are available and where a charge for admission must be made, and where there is a protective walkway from the dressing rooms to the playing area. The reserve team of a Club playing in the Senior Challenge Cup or Senior Trophy may play in the Intermediate Cup (unless dispensation has been received to play in the Junior Cup) A Reserve team playing at Step 6 level shall enter the Senior Trophy. The reserve team of a Club playing in the Intermediate Cup may play in the Junior Cup. Clubs in the Herts Senior County League and Spartan South Midlands League not qualified in the above Competitions can only enter the Intermediate and NOT the JuniorCup.

A team playing in the highest division of their affiliated Sunday Leagues shall play in the Hertfordshire FA Sunday Senior Cup. A team playing in the second and third highest divisions of their affiliated Sunday Leagues shall play in the Hertfordshire FA Sunday Intermediate Cup. A team playing in all other divisions of their affiliated Sunday Leagues shall play in the Hertfordshire F.A. Sunday JuniorCup.

In Sunday Leagues comprising of three divisions, teams shall enter the Hertfordshire F.A Sunday Senior Cup; Sunday Intermediate Cup and Sunday Junior Cup respectively.

In Sunday Leagues comprising of either one Division or two Divisions, teams will enter a Cup Competition as decided by the Competitions Committee.

All teams competing in Women's Leagues shall enter the Women's Cup.

Veterans' teams may enter the Veterans' Cup.

(G) If there are less than 8 teams entering a Competition at the same time of the draw being made for a particular Competition the Committee reserves the right to cancel that Competition for the forthcoming season.

(H) The Competitions Committee shall have the power to amend entry qualifications for a League with three divisions or less upon written request from the League concerned.

(I) The first, (or most Senior in status) team shall enter the Competition relevant to its status, determined by League membership. The second (or Reserve) team, plus any other teams operated by the Club, may enter the Competition/s relevant to their status. Where a Club has more than one team eligible for the same competition it may be entitled to enter both or all teams, however no player may play for more than one team in the same Competition in any oneseason.

(J) The County Competitions shall take precedence over all League and other competitions except the F.A. Challenge Cup, F.A. Challenge Trophy, F.A. Challenge Vase, Premier League, Football League, F.A.

Sunday Cup and the F.A. Women's Cup.

(K) Clubs withdrawing or having been expelled mid season from their domestic competition shall not be eligible to compete in the County Cup Competition unless agreed by the Competitions Committee.

(L) The Competitions Committee shall have the right to refuse the entry of any Club. Any Club under suspension at the time of the draws for the Cup Competitions being made shall not have its Cup entry accepted and such entry fee will be refunded.

MANAGEMENT, NOMINATION, ELECTION

4.(A) The County Competitions shall be under the entire control and management of the Competitions Committee of the Hertfordshire Football Association and shall be governed in accordance with the Rules and Regulations of The Football Association. The Competitions Committee shall comprise of the members of Council appointed in accordance with the Articles of Association and Council Standing Orders. All Participants shall abide by The Football Association Regulations for Safeguarding Children as determined by The Association from time to time.

(B) This Rule is not applicable to the Competition.

(C) The Competitions Committee shall meet as and when required with no more than three calendar months between each meeting.

(D) Except where otherwise mentioned all communications shall be addressed to the Secretary of the Competitions Committee, who shall conduct the correspondence of the Competition and keep a record of its proceedings. For the purposes of these Rules the reference to the Secretary of the Competition/Competitions Committee shall also be interpreted as the Assistant Secretary (Senior) and the Assistant Secretary (Sunday) and referred to in these Rules as the 'relevant Competition Secretary'.

(E) All communications received from Clubs must be conducted through their nominated Officers and sent to the relevant Competition Secretary responsible for the particular competition.

POWERS OF MANAGEMENT

5.(A) The Competitions 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 Competitions Committee for ratification. The Competitions Committee shall have power to deal only with matters within the Competition and not for any matters of misconduct that are under the jurisdiction of The Football Association or Affiliated Association.

(B) Subject to the permission of the Association having been obtained the Competitions 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 Competitions Committee shall have the right to attend and vote at all Competitions 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 Competitions 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 5(I), 6(H), and 19, for all breaches of Rule a formal written charge must be issued to the Club concerned. The Club charged shall be given five (5) days from the date of notification of the charge to reply to the charge and given the opportunity to:-

(i) Accept or deny the charge
(ii) Submit in writing a case of mitigation, or
(iii) Put their case before the Competitions Committee at a personal hearing.

All breaches of the Laws of the Game, or the Rules and Regulations of The FA shall be dealt with in accordance with FA Rules by the appropriate Association.

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

The maximum fine permitted for any breach of a Rule is £250 and, when setting any fine, the Competition Committee must ensure that the penalty is proportional to the offence, taking into account any mitigating circumstances.

(E) All decisions of the Competitions Committee shall be binding subject to any right of appeal in accordance with Rule 16.

Decisions of the Competitions Committee must be notified in writing to those concerned within three (3) days.

(F) This Rule is not applicable to the Competition

(G) This Rule is not applicable to the Competition.

(H) A Club must comply with an order or instruction of the Competitions Committee and must attend to the business and/or the correspondence of the Competition to the satisfaction of the Competitions Committee. A Club having failed to comply with an order or instruction of the Competitions Committee, or failing to satisfactorily attend to the business and/or the correspondence of the Competition, shall be liable to be fined in accordance with the Fines Tariff or otherwise penalised at the discretion of the Competitions Committee.

(I) All fines and charges are payable forthwith and 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 14 days will result in the Club being charged with misconduct under Association Rule 6.

(J) This Rule is not applicable to the Competition.

(K) This Rule is not applicable to the Competition.

(L) The business of the Competition as determined by the Competitions Committee may be transacted by electronic mail or facsimile.

M) The Competitions Committee shall have power to alter or add to the Rules of the County Competition as they may from time to time deem necessary or expedient; any such changes to be ratified by the

ANNUAL GENERAL MEETING

6. This Rule is not applicable to the Competition.

AGREEMENT TO BE SIGNED

7. By affiliating to the Hertfordshire County Football Association, a club agrees to conform to the Rules and Regulations and to accept, abide by and implement the decisions of the Competitions Committee, subject to any right of appeal in accordance with Rule 16.

QUALIFICATION OF PLAYERS

Explanatory Note: The wording of Rule 8(A) differs from the Standard Code as players are not normally registered with the County Football Association. This note does not form part of the Rule.

8.(A) (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.

A contract player may only play for the club that holds his contract.

It is the responsibility of each Club to ensure that any Player signing a registration form for that 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) While serving in any branch of Her Majesty's Regular Forces, a player must first obtain the consent of his Association Secretary before signing a registration form to play for the Club.

(iii) This Rule is not applicable to the Competition.

(B) A registered playing member of a Club is one who, being in all other respects eligible, subject to following rules:-

ELIGIBILITY OF PLAYERS (SATURDAY COMPETITIONS)

Each County Competition shall be competed for annually by teams of eleven players.

Qualifications for all Hertfordshire F.A. County Cup Competitions in any season shall count only from the date fixed by the Association for the official opening date of that season.

A player qualified to play in any round of a County Cup Competition shall be deemed qualified to play in any subsequent round by virtue of his original qualifications, unless he has rendered himself ineligible.

In the case of postponed matches, only those players who were eligible by registration on the original date fixed for the playing of the fixture shall be allowed to play. (Not including players who were serving a period or match suspension)

A club having a player or players on loan must advise the Competitions Committee Secretary in writing, within the qualifying period appertaining to the County Cup Competition in which the Club compete before the date of their match, to confirm that written permission has been obtained from the Parent Club/s that the player(s) in question are eligible for the Competition that they are to playin.

Charity Cup and Charity Shield

In matches played prior to the start date of the Club's League programme each season, no player will have his eligibility impaired, and he will be able to play for another Club in either Competition as the season progresses. A designated trialist with a Club will be considered eligible to play.

In matches played after the start date of the Club's League programme, all players must be registered playing members with a League in which their team competes. A player will become cup tied for both

the Charity Cup and Charity Shield once he has made an appearance for a Club. He will only be eligible to continue playing for that Club for the remainder of the season, and for no other Club in either Competition.

(Playing in the Charity Cup or Shield does not affect a player's eligibility for any other Competitions promoted and controlled by the Hertfordshire F.A.).

Senior Challenge Cup, Senior Trophy, Intermediate Cup and Junior Cup

To be eligible to play in the Senior Challenge Cup and Senior Trophy, a player must be registered with a league in which the Club plays by 5.00pm on the day prior to the date of the match.

To be eligible to play in the Intermediate Cup and Junior Cup, a player must have must be registered with a league in which the Club plays **no later than 3 days prior to the originally scheduled date of the match (i.e. by 9.00pm on the Wednesday immediately prior to the date of the match).** In each of these Competitions a player can move up in status of Competition without being cup-tied, but he cannot move down in status unless it is for the reserve or lower team of the same Club. A player will be permitted to play for the same Club in another Competition, providing that Club operates more than oneteam.

Senior Challenge Cup

A player who has already played in the Senior Challenge Cup for another Club in the same season will not be eligible to play in this Competition.

Senior Trophy

A player who has already played in the Senior Challenge Cup or for another Club in the Senior Trophy in the same season will not be eligible to play in this Competition.

Intermediate Cup

A player who has already played for another Club in the Senior Challenge Cup, Senior Trophy or Intermediate Cup in the same season will be ineligible to play in this Competition. However, if a player has played in one of these Competitions, but only for his own Club, he will be eligible. Such a player must not have played in 15 or more first team* matches in the same season. Qualification for playing in the semi finals round or final round will increase to a player not having played in 20 or more first team* matches.

*The definition of a first team match includes all Competitions in which the first team of a club takes part.

Junior Cup

A player who has competed in the F.A. Challenge Cup, F.A. Trophy or F.A. Vase whether it be for different Clubs or within the same Club during the current season will not be eligible to play in the Junior Cup.

A player who has already played for another Club in the Senior Challenge Cup, Senior Trophy, Intermediate Cup or Junior Cup during the current season will not be eligible to play in the Junior Cup.

A player who has played in a competitive first team fixture for a Club designated as either Step 1, 2, 3 or 4 level - whether it be the same Club or another Club - during the current season, will not be eligible to play in the Junior Cup. This includes participation in the Senior Challenge Cup.

A player who has played in no more than 3 competitive first team fixtures* for a Club at either Step 5 or Step 6 levels – whether it be the same Club or another Club – during the current season, will be eligible to play in the Junior Cup, subject to all other clauses of this rule. This includes participation in the Senior Challenge Cup and Senior Trophy Competitions. However, a club may play no more than three (3) such players in any one Junior Cup fixture.

No more than 3 players in total from Step 7 level and/or reserve or 2nd team level will be able to play in the Junior Cup for a team in any one match.

A reserve team or an 'A' or 'B' team may play up to 3 players who have played for a team that is below Step 7 level but above Junior Cup standard (i.e. a team that would enter the Intermediate Cup).

A player who has played in 10 or more first team fixtures* for a Club designated at Step 7 level, during the current season, will not be eligible to play in the Junior Cup, subject to all other clauses of this Rule. The qualification figure of 10 rises to 15 for the semi finals and final rounds. This includes participation in the Senior Trophy and Intermediate Cup Competitions.

If a Club enters a team below that of reserve team status in the Junior Cup, that team may include no more than three (3) players who have played in 10 or more matches for the reserve (or 2nd) team of the Club in the current season. The qualification figure of 10 rises to 15 for the semi finals and final rounds. This includes participation in the Intermediate Cup Competition. If a Club has more than one team competing in the Junior Cup, a player will only be allowed to play for one team.

ELIGIBILITY OF PLAYERS (SUNDAY COMPETITIONS)

Each County Competition shall be competed for annually by teams of eleven players.

Qualifications for all Hertfordshire F.A. Cup Competitions in any season shall count only from the date fixed by the Association for the official opening date of that season.

To be eligible to play in the Hertfordshire F.A. Sunday Senior Cup, Sunday Intermediate Cup Sunday Junior Cup and Women's Cup Competitions, a player must have must be registered with the league in which the Club plays no later than 3 days prior to the originally scheduled date of the match (i.e. by 9.00pm on the Thursday immediately prior to the date of the match).

A player who has played in either the Sunday Senior Cup, Sunday Intermediate Cup or Sunday Junior Cup becomes ineligible to play for any other Club in any of these competitions in the same season. A player will be permitted to play for the same Club in another Competition, providing that Club operates more than one team, subject to; a player who is registered for a Club with more than one team may play in any Sunday Competition in the same season for that Club, but no Club shall include in its team more than three (3) players who have played in a more Senior Competition that season. A player who has played in the F.A. Sunday Cup Competition may only play for the Club for which he played in the F.A. Sunday Cup Competition.

A player qualified to play in any round of a County Competition shall be deemed qualified to play in any subsequent round by virtue of his original qualifications, unless he has since rendered himself ineligible.

In the case of postponed matches, only those players shall be allowed to play who were eligible by registration on the date fixed for the completion of the round. (Not including players who were serving a period suspension.)

Playing in the Sunday Inter-League Cup Competition shall not affect the eligibility of a player for the Sunday Senior, Sunday Intermediate Cup or the Sunday Junior Cup Competitions.

If a Club enters more than one team in the same Competition, no player will be allowed to play for more than one team. (i.e. he/she becomes cup tied upon making their first appearance as a player in a match)

No Club, player, official, Referee or Assistant Referees shall be compelled to participate in football on Sundays, Good Friday or Christmas Day except that membership of, or participation in, Sunday football shall be taken as consent to play on Sundays, except when Christmas Day be on a Sunday.

VETERAN'S CUP COMPETITION

The following Rules apply to the Veterans' Competition only:

Players must have reached the age of 40 years on the 1st September of the playing Season. However, each competing team shall be allowed to play in any one match up to four (4) players who are over the age of thirty-five (35) as of 1st September.

A player may only play for one team in the Veterans' Cup Competition during the same season.

In the Veterans' Cup, the duration of the match shall be of two halves of 40 minutes, with extra time of 10 minutes each way (if requiredl) followed by kicks from the penalty mark if the scores remain level after extra time. Kick off times shall be between 10.00am and 2.00pm except in the months of November, December, January and February when the kick off time must be no later than 1.30PM.

All disciplinary procedures will be followed in accordance with those set down by the Football Association.

Roll-on/roll-off substitutes (maximum of 5) are allowed – i.e. the reintroduction of previously substituted players is permitted.

In all other circumstances, the normal Sunday Competitions' Rules will apply.

(C) This Rule is not applicable to the Competition.

(D) This Rule is not applicable to the Competition.

(E) This Rule is not applicable to the Competition.

(F) The Competitions Committee shall decide all registration and eligibility disputes.

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

(i) Play for more than one Club in the Competition in the same season. (NB Please also refer to the Eligibility of Players, Saturday or Sunday Competitions, section Rule 8b.)

(H) (i) This Rule not applicable to the Competition.

(ii) This Rule not applicable to the Competition.

(iii) The Competitions Committee shall have power to make application to refuse eligibility of any player charged and found guilty of undesirable conduct (subject to Rule 16) subject to the right of appeal to the FA or the relevant County Football Association. Undesirable conduct shall mean an incident of repeated proven misconduct, which may deter a participant from being involved in this Competition. Application should be made to the parent County of the Club the player is registered or intending to be registered with.

(Note: Action under Clause (iii) shall not be taken against a player for misconduct until the matter has been dealt with by the appropriate Association, and then only in cases of the player bringing the Competition into disrepute and will in any case be subject to an Appeal to the Football Association. 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 a period of two years or less from the date of the first offence.)

(iv) This Rule is not applicable to the Competition.

(I) This Rule is not applicable to the Competition.

(J) This Rule is not applicable to the Competition,

(K) 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 Competitions Committee.

(L) This Rule is not applicable to the Competition.

(M) This Rule is not applicable to the Competition.

(N) This Rule is not applicable to the Competition

(O) Any team playing an unregistered or otherwise ineligible player or players may be removed from the competition and may be fined not less than £35 (in accordance with the fine tariff) and/or otherwise dealt with at the discretion of the Competitions Committee.

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

(i) Priority must be given at all times to school and school organisations activities.

(ii) The availability of children must be cleared with the Head Teachers (except for Sunday Leagues).

(iii) To play open age football the player must have achieved the age of 16.

CLUB COLOURS. CLUB NAME

9.(A) Every Club must register the colour of its shirts, shorts and socks with the Association by 15th June, who shall decide as to their suitability.

Goalkeepers must wear colours which distinguish them from all 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 colour of the goalkeeper's jersey) at least seven (7) days before the match.

If, in the opinion of the referee, two Clubs have the same or similar colours, the away team shall make the change. In a semi-final and/or final tie the second-named team shall change. A club must not delay the scheduled time of kick off for a competition match by not having a change of colours and will be fined in accordance with the fines tariff at the discretion of the Competitions Committee. Shirts must be distinctively numbered. Any Club failing to comply shall be dealt with by the Competitions Committee who may impose a fine (in accordance with the fines tariff).

(B) Any Club wishing to change its name must obtain permission from the Competitions Committee. Any Club wishing to change its colours during the Playing Season must obtain permission from the Competitions Committee.

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

10.(A) The Competitions Committee shall determine the commencing date for the ensuing season which shall be in accordance with Football Association Rules. No Club shall be compelled to play after the concluding date.

(B) All matches shall be played in accordance with the Laws of the Game as determined by the International Football Association Board.

The County Competitions shall be conducted and decided on a knock-out basis unless otherwise determined by the Competitions Committee.

Once the draw notification bulletins have been issued, no team will be accepted into a Competition as a late entrant, except at the discretion of the Competitions Committee. Once the actual draw bulletin has been issued, no team under any circumstances will be added to a competition.

The ties (except in the cases of the Charity Cup and Shield, where clubs may be paired) shall be drawn, and immediately after such drawing, the Secretary of the Competitions' Committee, or the relevant Assistant Secretary, shall intimate to each Club the name of its opponents, which Club has choice of grounds, the date the tie is to be played and time of kick-off.

In each tie (with the exception of the Charity Cup and Shield if Clubs are paired) the game shall be played on the ground of the club first drawn, unless otherwise mutually arranged and the consent of the Competitions Committee obtained.

In the Intermediate Cup Competition, if the Club drawn at home has the regular use of floodlights, then it may choose to play the match in midweek, by mutual agreement with the opposition, either during the week before, or in the week after, the scheduled date for the match. At least 8 days' notice must be given to the opposing team.

In the Junior Cup (Saturday) teams who reached the round of the last sixteen in the previous season will be granted exemption to the 2nd round.

In the Sunday Senior, Sunday Intermediate and Sunday Junior Cup Competitions, teams reaching the round of the last 16 in the previous season will be given exemption to the 2nd Round, (providing each team is still competing in the same Competition), and in the other Competitions, (except the Charity Competitions and Inter League Cups), the two finalists from the previous season will be given exemption to the 2nd Round (providing each team is still competing in the same Competition).

Clubs must take all reasonable precautions to keep their grounds in a playable condition. All matches shall be played on pitches deemed suitable by the Competitions Committee. If through any fault of the home team a match has to be replayed, the Competitions Committee shall have power to order the venue to be changed.

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

Football Turf pitches (3G) are allowed in this Competition providing they meet the required performance standards and are listed on the FA's Register of Football Turf pitches. For clubs playing at Step 7 and below a pitch 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 is also responsible for advising participants of footwear requirements when confirming match arrangements in accordance with Rule 10(D).

All playing grounds must be within the borders of the County of Hertfordshire, but the Competitions' Committee has the discretion to allow certain grounds outside the County boundary to be used if considered appropriate. Any Club wishing to play a fixture on a ground which is different from that shown in the Handbook and outside County boundaries must apply for permission to do so from the relevant Competition Secretary responsible for the particular Competition. Any Club which is found to have played a match in contravention of these conditions, having ignored this instruction, may be dealt with at the discretion of the Competitions' Committee.

In all County Competitions, (both Saturday and Sunday), changing facilities for players and officials must be provided, together with washing facilities i.e. running water. If a Home team is unable to provide this, an alternative venue must be found, unless both teams agree prior to the date of the match to use the existing facilities. For Senior Challenge Cup, Senior Trophy and Intermediate Cup games the playing area must be enclosed.

Grounds used by teams competing in the Senior Challenge Cup and Senior Trophy must have dugouts provided for both teams' Officials, and must also have a clearly marked out Technical Area.

In all rounds of the Saturday Competitions (with the exception of the Junior Cup) the playing pitch must have a railed or roped-off area at least five feet from the goal and touch lines. In all other Competitions (with the exception of the Women's Cup and the Veterans' Cup where only the semi-finals apply) the quarter and semi final ties must have similar provisions. Where local regulations do not allow this the home Club must find an alternative ground or play on the ground of their opponents, which must comply with the foregoing conditions. Fluorescent tape is not considered a satisfactory replacement for rope. All posts or stakes used must be of material considered satisfactory for players' safety.

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

The dimensions of the field of play for matches in the County Competitions shall be:

Length - maximum 120 m (130 yds); minimum 90m (100 yds)
Breadth - maximum 90m (100 yards); minimum 45m (50 yards)

If the ground of a club which has choice of ground is considered unsuitable for a cup- tie, its opponents may complain to the relevant Competition Secretary responsible for the particular competition at least seven days before the scheduled date of the match. The complaint, which must be in triplicate, must be accompanied by a deposit of £10.00. If the complaint is upheld, the Competitions Committee may order the game to be played on the ground of the complaining Club or on a neutral ground. If the complaint is not sustained, the deposit shall be forfeited and the complaining Club may be called upon to pay expenses incurred in deciding the complaint.

All matches shall be of 90 minutes unless a shorter time (not less than 70 minutes) is mutually arranged by the two captains in consultation with the referee prior to the commencement of the match, and in any event, shall be ofequal halves.

The times of kick-off shall be fixed by the Competitions Committee. Any Club failing to commence at the appointed time may be fined a sum not exceeding £20 (in accordance with the fines tariff) or be otherwise dealt with as the Competitions Committee maydetermine.

All matches must be concluded at the first meeting. Unless otherwise specified, in all rounds, in the event of the score being level at full time, an extra 15 minutes each way must be played, or if in the opinion of the Referee, prevailing circumstances did not permit the match being finished, 10 minutes each way may be played. In this case the referee shall decide at the end of full time and prior to the commencement of extra time and shall notify both teams. If the scores are still equal, kicks from the penalty mark shall decide the result according to the procedure laid down in the Laws of Association Football. If unforeseen circumstances prevent the completion of the kicks from the penalty mark, the game shall be played again the following week at the ground of the "away" team in the original match.

In all rounds of the Senior Challenge Cup, Senior Trophy, Charity Cup and Charity Shield except the semi final and final, the score being level at full time, extra time will not be played but will proceed direct to kicks from the penalty mark as aforementioned to decide the result. In the semi-final and final of these competitions in the event of the score being level at full time an extra 15 minutes each way must be played. If the scores are still equal, kicks from the penalty mark shall decide the result according to the procedure laid down in the Laws of Association Football.

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

The home team must provide goal nets and at least two footballs fit for play and the referee shall make a report to the Competition if the footballs are unsuitable.

(C) All ties shall be played on the day, and commence at the time, ordered by the Committee delegated to conduct the competition. In the Senior Challenge Cup Competitions ties shall be played during the week shown on the draw schedule and on the day of the week nominated by the Home team, unless mutually agreed by both teams to a different day of that week, or an earlier week altogether. Such an arrangement is to be submitted for approval to the

relevant Competition Secretary responsible for the particular competition. All games in the County Competitions shall be played in accordance with the Laws of the Game, the Rules of the Football Association and the Rules of the Hertfordshire F.A.

Any team remaining in a County Cup Competition must notify the relevant Competition Secretary responsible for the particular competition of any closed date that has been sanctioned by their League. At least 21 days notice must be given of any request for a closed date, whether that date be a pre-scheduled Cup date or not.

A Club whose first team is at Level 4 or higher shall if appropriate have priority for a first team match over an Intermediate Cup match involving its reserve team scheduled for the same date.

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).

(D) The Secretary of the home Club must give notice in writing of full particulars of the location of, and access to, the ground, facilities, team colours and time of kick-off to the match officials, the Secretary of the opposing Club and any Representative of the Hertfordshire FA appointed by the Association to attend the match at least seven (7) clear days prior to the playing of the match. The away Club shall seek and acknowledge receipt of such particulars. Any Club failing to comply shall be dealt with by the Competitions Committee who may impose a fine (in accordance with the fines tariff).

(E) A minimum of 7 players will constitute a team for a Competition match. In the event of a Club playing in any match with less than nine (9) players they may be fined £20 for each missing player (in accordance with the fines tariff).

(F) (i) In the event of a Club failing to keep its engagement the Competitions Committee shall have power to inflict a fine, award the match in question to the opponents, and order the defaulting Club to pay any expenses incurred by the opponents or otherwise deal with them except the award of goals. The Competitions Committee shall have power to order a 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 with more than one team in the Competition shall always fulfil its fixture, within the Competition, in the following order of precedence: - First Team, Reserve Team, A Team.

(iii) Any Club unable to fulfil a fixture or where a fixture has been postponed for any reason must, without delay, give notice to the relevant Competition Secretary responsible for the particular competition, the Competition Referees Appointments Secretary, the Secretary of the opposing Club and the match officials. Any Club failing to comply shall be dealt with by the Competitions Committee who may impose a fine (in accordance with the fines tariff).

(iv) In the event of a match (except in the Charity and Senior competitions) not being played or having been abandoned owing to causes over which neither Club has control, it must be played again on the same ground on or before the following Saturday, or Sunday if in the Sunday Competitions. If a game is abandoned, through no fault of either team, at the completion of normal time or during extra time, the re-arranged game will be played on the ground of the "away" team in the original tie. ***Where it is to the advantage of the Competition and the Clubs involved agree, the Competitions Committee shall also be empowered to order the score at the time of an abandonment to stand.*** Providing gate money is taken and retained the visiting Club shall receive the cost of coach travel (receipt required) up to a maximum of £3.00 per coach mile. If private cars are used by the away team, expenses can be claimed for up to five cars at the rate of 40 pence per mile on a direct route from Club Headquarters. These costs of staging the match shall comprise a floodlight charge (limited to £75.00 if used), gatemen (maximum allowance £40.00), A claim may be made doctor/first aid and policing/stewarding charges providing an invoice can be produced, if applicable as detailed on the Statement of Receipts and Payments. No other deductions can be made. The residue (if any) to be equally divided between the two Clubs after deducting the cost of advertising, printing, posting, police and match officials charges. The home Club shall take the whole of the proceeds of the second match.

In the event of a fixture being postponed on two (or more) occasions both Clubs should have an alternative ground available in case a change of venue is required. The Competitions Committee has the authority to switch a venue (to either another ground supplied by the home drawn team, or to the away team's ground) if the circumstances are considered appropriate and beneficial to both Clubs and the running of the Competition concerned. However, the switching of a venue is not an automatic procedure and will be at the discretion of the appointed Competitions Officer. If a match in any Competition has the venue switched to the ground of the away drawn team, whether by mutual consent or by order of the Competitions Committee, the fixture shall be reversed – i.e. the away drawn team becomes the home team and vice versa.

(v) The Competitions Committee shall review all matches abandoned in cases where it is consequent upon the conduct of either or both Teams. Where it is to the advantage of the Competition and does no injustice to either Club, the Competitions Committee shall be empowered to order the score at the time of the abandonment to stand. In all cases where the Competitions Committee are satisfied that a match was abandoned owing to the conduct of one team or its Club member(s) they shall be empowered to award the match to the opponent. In cases where a match has been abandoned owing to the conduct of both teams and their Club member(s), the Competitions Committee shall rule the match as void and both teams shall be removed from the competition. No fine(s) can be applied by the Competitions Committee for an abandoned match.

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

(G) (i) In the Senior Challenge Cup, Senior Centenary Trophy, Charity Cup, Charity Shield and Saturday Intermediate a Club may at its discretion and in accordance with the Laws of the Game use 3 substitute players in any match in this Competition who may be selected from 5 players. (Rule 10(G)(ii) does not apply for competitions involving Step 7 or above teams.)

In all other Cups (Saturday Junior Cup and all Sunday Competitions) a Club may at its discretion operate the Repeated Substitutions – **Roll on, Roll off – format. In accordance with the Laws of the Game, 5 substitute players who may be selected from 5 named substitutes may take part in any match in these Competitions. A player who has been substituted himself becomes a substitute and may replace another player at any time subject to the substitution being carried out in accordance with Law 3 of the Laws of Association Football.**

(ii) The referee shall be informed of the names of the substitutes not later than 10 minutes, or where team sheets are issued 30 minutes, before the start of the match.

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

(H) The half-time interval shall be of up to 15 minutes' duration, and it shall not exceed 15 minutes. The half time interval may only be altered with the consent of the referee.

(I) The participating clubs taking part in the fixture shall identify a team captain designated with a captain's armband who has a responsibility to offer support in the Competitions of the on-field discipline of their team mates. Any failure to comply with this Rule will result in the offending club being fined (in accordance with the fines tariff).

Prior to each match the participating teams and officials shall conduct the 'Respect' handshake and participating teams to offer handshakes to the opposing team after the match.

(J) In all Saturday Competitions, team sheets must be exchanged between the teams, in the

presence of the match Referee, at least 45 minutes prior to the set kick off time, with the exception of the Intermediate and Junior Cups which shall be 30 minutes prior to kick off. The names on the team sheets must correspond exactly to the number worn by the player and to those names included by Clubs on their match result sheets. Any failure to comply with this Rule will result in the offending club being fined (in accordance with the fines tariff) or otherwise dealt with at the discretion of the Competitions Committee.

(K) All Clubs drawn at home in the Senior Challenge Cup, the Senior Trophy, the Intermediate Cup, and the Charity Cup and Shield, must supply refreshments to visiting Players, Officials and Match Officials to a standard equivalent to a home 1st team match in their own League.

(L) No request for a postponement of a match will be granted, whether the match in question is on the original published date, or on a later date due to an earlier postponement caused by weather or unplayable ground conditions etc., unless exceptional circumstances as decided by the Competitions Committee prevail.

(M) **SEMI-FINALS AND FINAL TIES**

(i) All semi-final ties must be played on the days and at times fixed by the Council.

(ii) Every Club playing in a semi-final or final of a County Competition shall send to the opposing club, the Association Office and to the relevant Competition Secretary responsible for the particular competition a list of players, which must include their dates of birth, from whom the team for the semi-final or final must be selected giving seven (7) clear days notice. No player will be considered eligible unless their name appears in the list. Additions to the team lists can only be made with the consent of both the opposing Club and the nominated Association Officer. No objection to the qualifications of any players mentioned in such list shall be entertained unless notice of objection, setting out in detail the grounds of such objection, is in the hands of both the Secretary of the opposing Club and the relevant Competition Secretary prior to the date of the kick off for the match. Failure to submit a list of players with 7 clear days notice will result in the offending Club being fined (in accordance with the fines tariff).

(iii) In the final ties, the Association will take the net surplus or loss in revenue, except Charity Competitions as covered in Rule 10N.

(iv) The Competitions Committee shall determine the venues on which Finals shall be played and all finals will be decided at the first meeting, with no replays.

(v) A Club on whose ground a final is played shall forward to the Honorary Treasurer of the Association, within seven days of the match, a detailed statement of the match receipts and expenses.

(vi) In each of these ties, team-sheets must be exchanged between the two teams, in the presence of the Referee, at least 30 minutes for Semi-Final and 45 minutes for the Final prior to kick-off. The names on each team-sheet must correspond exactly with the names shown on the match result sheet. Failure to comply with this Rule will result in a fine in accordance with the fines tariff).

(vii) A Technical Area Form detailing the occupants of the Technical Area must be completed and handed to the match referee 45 minutes prior to the set kick off and only those persons will be allowed in the Technical Area. No more than two persons at a time are authorised to stand in the Technical Area from each Team at any time, but only one person is allowed to coach at any one time. Substitute players may warm up behind the nearest Assistant Referee and once this is completed must return to the dugout. A maximum of 8 (eight) persons are allowed in the dugout at any one time. No person under 16 years of age shall be permitted in the Technical Area.

(N) MATCH RECEIPTS AND EXPENSES

The home club shall provide for the sale of admission tickets and the visiting Club for checking the sale. The expenses of sellers and checkers shall not be a charge on the gate. In Senior Challenge Cup matches a minimum spectator admission charge of £4.00 must be made by each Home Club. In the Senior Trophy and Intermediate Cup, clubs making a ground admission fee must charge a minimum of £2.00.

In all games in the County Competitions where entry fees are charged a Statement of Receipts and Payments will be prepared on the form provided by the Competitions Committee. This statement shall be completed by the home club and one copy forwarded to the Hertfordshire Football Association Office and a second copy forwarded to the opponents Secretary within 7 days of the game with the appropriate cheque.

In all games in the County Competitions EXCEPT the Charity Competitions, semi-finals played on a neutral ground and all the finals, the gate receipts (less VAT where applicable), shall be equally divided between the two competing Clubs after deducting the Match Officials fees and expenses, the visiting teams reasonable travelling expenses and the cost of staging the match. The maximum fare for coach travel will be £3.00 per coach mile. If private cars are used by the away team, expenses can be claimed for up to five cars at the rate of 40 pence per mile on a direct route from Club Headquarters. These costs of staging the match shall comprise a floodlight charge (limited to £75.00 if used), gatemen (maximum allowance £40.00) doctor/first aid and policing/stewarding charges if applicable all as detailed on the Statement of Receipts and Payments. No other deductions can be made.

In the event of the Gate receipts (less VAT) being less than the Expenses as detailed on the Statement of Receipts and Payments the deficit shall be borne by the two Clubs equally.

In the Charity Cup Competition, the payment to the Hertfordshire Football Association shall be 50% of the gate receipts (less VAT if applicable) less £ 75.00 allowed towards the expenses incurred as shown on the Statement of Receipts and Payments.

The competing Clubs shall share any surplus or deficit as shown by this statement which shall show the gate receipts (less VAT if applicable) less the payment to the Hertfordshire Football Association, less the match officials fees and expenses, the visiting teams travelling expenses and the costs of staging the match as detailed in Rule 9b.

In the Charity Shield Competition, any surplus shown by the Statement of Receipts and Payments is payable to the Hertfordshire Football Association. Any deficit is borne equally by the two competing Clubs.

The distribution of the funds arising from the Charity Cup and Charity Shield Competitions shall be under the absolute control of the Association.

(O) CLUB DOCTOR

It is the responsibility of the Home or Host Club in any Senior Challenge Cup or Charity Cup Match involving an F.A. Premier League, Football League, or National League Club, to ensure that a qualified Medical Practitioner (i.e. registered GP) is in attendance at least 30 minutes prior to the kick-off, and throughout the match and until at least 30 minutes after the termination of the match, and that he is afforded ready access to the playing area. The medical practitioner's fee to a maximum of £130.00 may be deducted from gate receipts as per Rule 10(O) providing a copy of the Doctor's invoice is submitted with the Statement of Receipts and Payments. An appropriate First Aider, qualified in accordance with the requirements of the National League South, must be present at each match involving a Club playing in that Competition to provide the same period of first aid cover as detailed above.

REPORTING RESULTS

11.(A)All clubs (whether home or away) must communicate the result of their County Cup match by 6.00pm (11.00pm for evening matches) on the date of the match. This communication must be in the form of an SMS message in response to an automated message sent from the County FA on the day of the game. A fine will be imposed if a club fails to communicate the

result within the stipulated time.

(B) Each club playing in a match in the County Competitions shall notify the result by using an on-line result form available on the County FA website. This form must be completed in all sections with two (2) days of the match taking place. This shall indicate which substitute players actually took part in the match by entering the field during the duration of the match. Non-playing substitutes need not be named on the form, and this must include an assessment of the Match Referee, by allocating a mark out of 100. A club awarding a Referee a mark of 60 or less must forward a covering letter giving a valid reason for such low marking. To avoid a fine, the completed form must be submitted to the County FA Office within two days of the date of the match. The Competitions' Committee shall have power to take such action as they deem suitable against a Club which submits an incomplete form or incorrect information.

(C) This Rule is not applicable to the Competition.

DETERMINING CHAMPIONSHIP

12. This Rule is not applicable to the Competition.

REFEREES

13.(A) Registered Referees (and Assistant Referees where approved by the FA or County FA) for all matches shall be appointed in a manner approved by the Competitions Committee and by the Sanctioning Authority.

(B) In the event of the non-appearance of the appointed Referee the appointed senior Assistant Referee shall take charge and a substitute Assistant Referee appointed by the competing Teams. In cases where there are no officially appointed Assistant Referees, the Clubs shall agree upon a Referee. An individual thus agreed upon shall, for that game, have the full powers, status and authority of a registered Referee. Individuals under the age of 16 must not participate either as a Referee or Assistant Referee in any open age competition.

(C) Where Assistant Referees are not appointed each Team shall provide a Club Assistant Referee. Failure to do so will result in a fine being imposed on the defaulting Team. Assistant Referees shall be appointed for all matches in the Senior Challenge Cup, Senior Trophy, Charity Cup and Charity Shield, and for the Quarter-finals, Semi-Finals and Finals of the Intermediate Cup, Junior Cup, Sunday Senior, Sunday Intermediate and Sunday Junior Cups. Assistant Referees shall be appointed for the Semi Finals and Finals of the Women's Cup and Veterans' Cup.

A Club may apply in writing to the Referees' Committee for the appointment of assistant referees in County Competition games, other than as set out in above paragraph, and if such Assistant Referees are available, the Club making the application shall be responsible for the payment of their fees.

(D) The appointed referee shall decide as to the fitness of a ground for a match in the County Competitions except where the match is on a ground rented from a Local Government Authority which, under the terms of letting, reserves to itself, or its delegated officials, the right to determine, whether or not the ground is fit for play, or in an Inter-League competition match where the Club whose ground is being used for the game shall have the right to determine and say that its ground is unfit for play. Each Club must take every precaution to keep its ground in playing condition. If necessary, either Club must apply to the relevant Competition Secretary responsible for the particular competition for an inspection to be made and the Secretary shall require the referee or his nominated deputy to examine the ground and decide its fitness for play in sufficient time to save expenses of unnecessary journeys being incurred by the Clubs. The Club applying for the inspection shall pay the costs of such inspection, which shall not be a charge on the gate receipts.

(E) **Match Officials fees shall be as follows:-**

Senior Challenge Cup Referee £45.00
Assistant Referee £30.00

Match Officials appointed in the above Competition shall be entitled to charge standard class public transport expenses or private car expenses of 40p per mile and any other permitted expenses actually incurred together with the matchfees.

Senior Trophy	**Referee**	**£40.00**	**Assistant Referee £27.00**
Charity Cup & Shield	**Referee**	**£35.00**	**Assistant Referee £25.00**
Intermediate Cup, Junior Cup, Sunday Competitions, Women's Cup, Veterans' Cup			
	Referee	**£35.00**	**Assistant Referee £27.00**

The above fees are inclusive of travel.

In all Competitions, the Home Team is responsible for ensuring that all Match Officials' fees are paid up to and including the Semi-Finals.

In the final ties of all competitions the appointed Match Officials shall receive suitable mementos in lieu of any fee and travelling expenses of £15.

(F) In the event of a match not being played because of circumstances over which the Clubs have no control, the Match Officials, if present, shall be entitled to half fee. Where a match is not played owing to one Club being at fault that Club shall be ordered to pay the Officials, if they attend the ground, their full fee and expenses.

(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 Association with which he or she is registered.

(H) Each Club shall, in a manner prescribed from time to time by The Football Association, award marks to the Referee for each match and the name of the Referee and the marks awarded shall be submitted to the Competition on the prescribed form provided. Clubs failing to comply with this Rule shall be liable to be fined or dealt with as the Competitions 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 Football Association/County Association.

(J) Within two (2) days of the match being completed the Match Referee is asked to submit an online Match Officials Report Sheet. All sections should be completed in full, this including the email addresses of the Secretaries of the two competing teams. Should a Match Referee have difficulty in providing this report, then a phone call should be made to the office of the Hertfordshire Football Association.

(K) Referees and Assistant Referees shall be supplied, each Season, with a copy of the Competition Rules free of charge. Referees and Assistant Referees shall have undertaken a Respect briefing offered by the FA/County FA or the League.

(L) In Senior Challenge Cup, Senior Trophy, Charity Cup, Charity Shield and Intermediate Cup matches the Match Official(s) should arrive at the ground at least one hour before the stated kick off time.

In Junior Cup and Sunday Competitions matches, the referee should arrive at the ground at least 30 minutes before the stated kick off time, but in Quarter Finals onwards this increases to 60 minutes.

(M) ***Match Officials in Competitions of the Hertfordshire Football Association shall wear traditional Black shirts (either all black or with white trim), Black Shorts and socks which are all Black or Black with White tops. No coloured kit is permissible.***

CONTINUATION OF MEMBERSHIP OR WITHDRAWAL OF A CLUB

14.(A) A Club intending to withdraw any of its teams, or not fulfilling the fixture in any tie in a County Competition shall be deemed to have conceded the tie to its opponents unless decided otherwise by the Competitions Committee.

(B) This Rule not applicable to the Competition.

(C) This Rule is not applicable to the Competition.

(D) A Club intending to withdraw any or all its teams must give notice of its intention to do so to the relevant competitions secretary, the Association and to the Secretary of the opposing Club.

A Club withdrawing any or all its teams from a County Cup Competition, but remaining a member of the League that it entered at the start of the season, shall be fined a minimum of £60.00. A Club withdrawing any or all its teams with less than 8 days' notice shall be fined a minimum of £60.00 (in accordance with the fines tariff). A Club withdrawing any or all its teams with less than 48 hours, but prior to the date of the match, shall be fined a minimum of £70.00. A Club withdrawing any or all its teams on the day of the match, shall be fined a minimum of £80.00, plus the reimbursement of any costs incurred and a Club withdrawing any or all its teams failing to keep its engagement without notification being given prior to kick off time shall be fined a minimum of £110.00, plus the reimbursement of any costs incurred.

(E) A Club withdrawing any or all its teams in a semi-final or final of a County Competition shall be deemed guilty of serious breach of rules and dealt with in such manner as the Competitions Committee may direct.

PROTESTS AND COMPLAINTS

15.(A)(i) All questions of eligibility, qualifications of players or interpretations of the Rules shall be referred to the Competitions Committee.

(ii) Objections relevant to the dimensions of the pitch, goals, flag posts or other facilities of the venue will not be entertained by the Competitions Committee unless a protest is lodged with the Referee before the commencement of the match. Any Club lodging such protest and not proceeding with it shall be deemed guilty of a breach of this Rule and shall be dealt with by the Competitions Committee.

(B) Except in cases where the Competitions 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 relevant Competition Secretary for the particular competition within three (3) days of the match or occurrence to which they refer. A protest or complaint shall not be withdrawn except by permission of the Competitions Committee. A Member of the Competitions Committee who is a member of any Club involved shall not be present (except as a witness or representative of his Club) when such protest or complaint is being determined.

(C) No protest of whatever kind shall be considered by the Competitions Committee unless the complaining Club shall have deposited with the Secretary a sum of £25. This may be forfeited in whole or in part in the event of the complaining or protesting Club losing its case. The Competition shall have power to order the defaulting Club or the Club making a losing or frivolous protest or complaint to pay the expenses of the enquiry or to order that the costs to be shared by the parties.

(D) All parties to a protest or complaint must receive a copy of the submission and must be afforded an opportunity to make a statement at least 5 days prior to the protest or complaint being heard.

(i) All parties must have received 5 days' notice of the Hearing should they be instructed to attend.

(ii) Should a Club elect to state its case in person then the Club should indicate such when forwarding the written response.

(E) Any dispute occurring between Clubs in the Competition shall be referred for determination by the Competitions Committee whose decision shall be binding upon all parties subject to Rule 16.

PROTESTS and APPEALS

16.(A) All protests, claims or complaints relating to these Rules shall be heard and determined by the Competitions Committee, or a sub-committee duly appointed by the Competitions Committee. The Clubs or Players protesting, appealing, claiming or complaining must send a copy of such protest, appeal, claim or complaint and deposit a fee which shall be forfeited in the event of the protest, appeal, claim or complaint not being upheld, and the party not succeeding may, in addition, be ordered to pay the costs at the direction of the Competitions Committee.

(B) All such protests, claims, complaints and appeals must be received in writing by the relevant competition's secretary within three (3) days of the event or decision causing any of these to be submitted.

(C) The Competitions Committee shall also have power to compel any party to the protest to pay such expenses as the Competitions Committee shall direct.

(D) This Rule is not applicable to the Competition.

(E) If so requested the Competitions Committee may arbitrate on any disputes, protests, appeals, claims or complaints between two Clubs in which event both Clubs shall send a non-returnable fee. Such arbitration shall be final and binding upon the parties to the arbitration.

(F) **Any appeal against a decision of the Competitions Committee to expel a Club from the Competition must be lodged with the Hertfordshire Football Association within three (3) 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 relevant Competitions Secretary responsible for the particular Cup Competition The procedure for the appeal shall be determined by the Association, in such respect the Association may (but is not obliged to):**

- **(i) Invite submissions by the parties involved;**
- **(ii) Convene a hearing to hear the appeal;**
- **(iii) Permit new evidence; or**
- **(iv) Impose deadlines as are appropriate.**

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

For the avoidance of doubt, a Club may not appeal against any other decision of the Management Committee or any penalty imposed on it other than expulsion from the Competition.

EXCLUSION OF CLUBS OR TEAMS, MISCONDUCT, CLUBS, OFFICIALS, PLAYERS

17. This Rule not applicable to the Competition.

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

18.(A) The following agreement shall be signed on behalf of the winners of the Cup or Trophy:-

"We (A) (name) and (B) (name), the Chairman and Secretary of FC (Limited), members of and representing the Club, having been declared winners of ..... Cup or Trophy, and it having been delivered to us by the Competition, do hereby on behalf of the Club jointly and severally agree to return the Cup or Trophy to the Competition Secretary on or before the first day of February next and agree to have the Cup or Trophy suitably engraved. If the Cup or Trophy is lost or damaged whilst under our care we agree to refund to the Competition the amount of its current value or the cost of its thorough repair."

Failure to comply will result in a fine as determined by the Competitions Committee.

If a trophy is returned without being engraved, a charge for the costs of the engraving, plus a £25 administration fee, will be imposed on the club concerned

A fine of £60 will be imposed on any Club returning the Cup or Trophy after the 1st February.

(B) At the conclusion of the Final, in addition to the Trophy, the Association shall present mementoes to the players, substitutes and match officials in the Final Tie. The Competitions Committee reserves the right to withhold a memento being handed to any player who has been sent off the field by the referee during the match. In such case, the memento will be handed to the player once the teams have left the field of play. No additional Trophies shall be presented by the Association.

SPECIAL GENERAL MEETINGS

19. This rule not applicable to the Competition.

20 **ALTERATIONS TO RULES**

Alterations shall be made to these Rules only at the last Council Meeting of the Hertfordshire Football Association Council prior to the Annual General Meeting of the Association. Any alteration made during the playing season to the Rule relating to the qualification of players shall not take effect until the following season.

A Member Club wishing to propose alterations to these Rules shall submit such proposals to the Association by 1st January in each year.

FINANCE

21. This Rule not applicable to the Competition.

INSURANCE

22. This Rule is not applicable to the Competition as it is a condition of affiliation to the Association.

23 **DISSOLUTION**

This Rule is not applicable to the Competition.

Adult Cup Fines and Costs Tariff

(All Fines are exclusive of any administration fee specified in these Rules.)

Prior to Day of Match

10d	Late confirmation to opponents	£17.00	
10d	Late confirmation to Match Officials or Herts FA Representative	£17.00	
10d	No confirmation to opponents	£20.00	
10d	No confirmation to Match Officials or Herts FA Representative	£20.00	
10m(ii)	Failure to submit squad 7 days before Semi-Final or Final	£35.00	
14d	Withdrawal from Competition---More than 48 hours' notice	£60.00	
14d	Withdrawal from Competition---less than 48 hours' notice	£70.00	

On the Day of the Match

8o	Ineligible player	Not less than	£35.00
9a	No shirt numbers or not having a change of colours	£25.00	
10b	Late Kick-Off	£20.00	
10b	Pitch not roped off	£50.00	
10b	Pitch insufficiently roped off	£25.00	
10e	Playing match with less than 9 players: maximum per player short	£20.00	
10f(i)	Failing to keep engagement	£60.00	
10f(iii)	Failing to notify of a postponement etc		£20.00
10i	No Captain's armband	£17.00	
10j	Team Sheet not submitted to Referee (up to final tie)	£30.00	
10j	Team Sheet not submitted to Referee (final tie)	£55.00	
10j	Team Sheet submitted late to Referee (up to final tie)	£25.00	
10j	Team Sheet submitted late to Referee (final tie)	£50.00	
13e	Failure to pay Match Official(s)	£25.00	
13b	Failure to agree upon a substitute Match Official	£40.00	
13c	No Club Assistant Referee provided	£20.00	
13h	Failure to award referee's mark	£17.00	
14d	Withdrawal from Competition---on day of match	£80.00	
14d	Failure to fulfil fixture---not turn up for match on the day without notice	£110.00	

After the Match

10n	Failure to submit Statement of Receipts	£30.00

11a	Failure by Club to communicate result of match(es) £25.00		
11a	Failure by club to phone result (where required)	£17.00	
11b	Match report form submitted late to Office	£17.00	
11b	Incomplete/incorrect Match report form submitted	£17.00	
11b	Match report form not submitted	£22.00	

Miscellaneous

5k	Failing to attend to business or correspondence	£20.00	
5l	Failing to pay a fine within 14 days	£20.00	
18a	Late return of trophy to office		£60.00
18a	Failure to suitably engrave trophy (in addition to cost of engraving)		£25.00

All fines must be paid within 14 days; failure to do so will result in a late payment fine of £20.00 being added. Failure to pay within a further 7 days will result in further £20.00 being added to the fines and the Club being charged with misconduct and may be suspended from all football with immediate effect.