

**Welcome to the 2017-18 London County Cups. All administration for these competitions is run from the London FA Office by Nick Frith, Cups and Competitions Officer, who can be contacted on [Nick.Frith@LondonFA.com](mailto:Nick.Frith@LondonFA.com) or 020 7610 8360.**



Below is some key information to make officiating in the County Cups as easy as possible for you.

### **Closed Dates**

It is vital that all referees contact London FA to let us know when you are unavailable to referee. Failure to do so may result in you being appointed to fixtures which you are unavailable for, which will have repercussions for teams and other officials, and may result in you not having another opportunity to referee with us this season.

In order to close your dates please email [Nicholas.Wright@LondonFA.com](mailto:Nicholas.Wright@LondonFA.com) and include your name, FAN, and dates you are unavailable for.

If you have closed your dates on the MOAS system you still need to contact us and close your dates with London.

### **Match Appointment**

All appointments are made through Full Time, and you will receive email notification with fixture details. Once you receive an appointment, it is vital that you confirm your availability by emailing [Nick.Frith@LondonFA.com](mailto:Nick.Frith@LondonFA.com) to accept the appointment, or to explain why you are unable to take the game. Appointments will be made 3-4 weeks ahead of the match.

If you have not previously received emails from Full Time you will receive a verification email in early September. These emails sometimes go into your Junk Email folder, so please ensure you check there. If you think there is an issue with Full Time not sending you emails please contact London FA.

### **Pre-Match Communication**

The home club secretary should contact you 10 days before the game to confirm venue and kick off time. In general, Saturday Youth Matches will be morning or early afternoon kick-offs, Saturday Adult games take place at 15.00, Sunday Youth matches morning or early afternoon, and Sunday Adult in the morning.

If you do not receive any communication from the home club secretary please contact Nick Frith who will be able to chase them to contact you.

### **Match Day**

Please ensure you arrive at your match in good time for kick-off. Make sure you have the contact details of the teams on you when you leave the house, just in case you encounter any delays on your way to the ground.

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LONDON FOOTBALL ASSOCIATION LIMITED

11 Hurlingham Business Park, Sullivan Road, Fulham, London SW6 3DU |

Tel: 020 7610 8360 | Fax: 0207 610 8370 | E-mail: [info@londonfa.com](mailto:info@londonfa.com) | Web: [www.londonfa.com](http://www.londonfa.com)

Registered in England & Wales Registration No. 4102875

In all matches both teams should present team sheets to you 15 minutes before kick-off. If possible, you should retain a copy of the team sheet, although if there is only one copy it must be returned to London FA – this is the responsibility of the club so they may ask for the team sheet in order to send it to us.



In Youth matches, all players are required to produce Identity Cards, and no game may go ahead without all players presenting you with their Identity Cards ahead of kick-off. Failure to produce cards can result in the loss of the match.

Please ensure you keep a record of the score and any incidents in case London FA require a report on the game.

If you are the main match official and assistant referees are provided by the association, please contact Nick Frith with assistant referee marks, giving each assistant a score out of 100, with anything below 60 meaning the performance was below minimum standard.

### **Fees and Expenses**

Match fees for London Cup games are as follows:

<b>Competition</b>	<b>Referee</b>	<b>Assistant Referee/4<sup>th</sup> Official</b>
<b>Senior Cup</b>	£53	£34
<b>Senior Trophy</b>	£35	£25
<b>Junior Cup</b>	£35	£25
<b>Veterans Cup</b>	£35	£25
<b>Sunday Challenge Cup</b>	£35	£25
<b>Sunday Trophy</b>	£35	£25
<b>Sunday Junior Cup</b>	£35	£25
<b>Capital Women's Cup</b>	£34	£27
<b>U15/16/17/18 Youth</b>	£30	£25
<b>U12/13/14 Youth</b>	£25	£23
<b>U16 Capital Girls Cup</b>	£32	£20
<b>U12/14 Capital Girls Cup</b>	£25	£25

Expenses can be claimed at 35p per mile if driving by car or the cheapest available fare if travelling by public transport.

### **Important Cup Rules**

- **Extra time and penalties**
  - Adult Male games – no extra-time is played until the Semi-Finals. All matches in rounds before the Semi-Finals proceed straight to penalties if the scores are level after 90 minutes
  - Youth Male games – Extra time is played in all games if the score is level at full time. Exact timings of extra time for each age group can be seen in the cup rules.
  - Capital Women's and Capital Girls' games – no extra time to be played in any games. All matches proceed to penalties if the scores are level after regulation time.

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- **Substitutions**

- In all Adult Male (other than Veterans) and Capital Women's Senior Cup a maximum of 3 substitutes may be made, from a bench of a maximum of 5 players.
- In Capital Women's Intermediate and Junior Cup a maximum of 5 substitutes may be named, with roll-on roll-off substitutions made throughout the game.
- In the Veterans Cup a maximum of 7 substitutes may be named, with roll-on roll-off substitutions made throughout the game.
- In all Youth Cups a maximum of 5 substitutes may be named, with roll-on roll-off substitutions made throughout the game.



All other Cup rules can be seen on the London FA website or in the London FA Handbook. Any rule queries should be directed to [Nick.Frith@LondonFA.com](mailto:Nick.Frith@LondonFA.com).

Please ensure you have familiarised yourself with the London FA Cup Rules, and enjoy your appointments to London County Cups this season.