

# Norfolk County Football Association Ltd

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Dear Secretary

## **RE: Sanction of One-Off Matches**

Norfolk County Football Association are required to ensure all forms of football are sanctioned and governed in accordance with FA Regulations.

There will be no cost to affiliated teams however we do request that if any non-affiliated teams are participating that £5 is paid per team to cover affiliation. Further to this, if there are any discipline related matters concerning a team that has affiliated just for this game, that have to be dealt with by Norfolk FA, a charge of £10 must be paid to cover administration costs.

In the event of a one off match being played for charity and / or as a benefit match then the sanction fee may be waived at the discretion of the Association who may also request to see evidence of the accounts of the match

The details we need to sanction a one-off match are as follows:

- Date/Time
- Venue
- Organiser/Lead Contact Details
- Team name(s)
- Match Officials (if applicable)
- Beneficiaries (if applicable)

Enclosed with this letter is Form OOM1 – Sanctioning Application Form for One-Off Matches. Please complete this form and send to Norfolk County FA Headquarters, 11 Meridian Way, Norwich, NR7 0TA at least 14 days prior to the date of the match.

On completion of the attached form we will sanction your game, which will officially allow you to use Norfolk FA registered referees on the fixture. To support you in finding match officials for the event, we will provide you with a current contact list of Norfolk FA registered referees.

If you require any further information regarding the sanctioning or affiliation of one-off matches then please do not hesitate to contact me on 01603 704050 or alternatively via email at [registrations@NorfolkFA.com](mailto:registrations@NorfolkFA.com).

Yours Sincerely

**Hannah Boyd**

Football Services Officer (Registrations)



# Norfolk County Football Association

## OOM1 – Sanctioning Application Form for One-Off Matches/Charity Cups

Name of competition/match: \_\_\_\_\_

### Lead Contact and Match Details

Name of Organiser/Lead Contact: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_ Date of Birth \_\_\_\_\_

Post code: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

Mobile: \_\_\_\_\_ Email: \_\_\_\_\_

Date(s) of competition: \_\_\_\_\_

Venue of competition: \_\_\_\_\_ Time of KO: \_\_\_\_\_

### Team and Match Official Details

Please give details of the teams taking part in the match.

Name of Team	Team Contact Name	Contact Number

If you are requesting assistance with appointing officials can you please confirm the following:

Match Officials	(Please tick if you require)	Fee
Referee		£ _____
Assistant Referee 1		£ _____
Assistant Referee 2		£ _____

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## Beneficiaries

If the match is being played for the benefit of another (e.g. charity) please give details below:

Beneficiaries (if applicable)
1.
2.

I agree to provide accounts that includes proof that a donation has been made to the above named charity upon request of Norfolk County FA  (Please tick)

I declare that the above details are correct and agree that the match will be played in accordance with FA Regulations.

Signed: \_\_\_\_\_ Organiser / Lead Contact      Date: \_\_\_\_\_

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Office Use Only

Norfolk County Football Association sanctions the one-off match between \_\_\_\_\_ and \_\_\_\_\_ to be played on \_\_\_\_\_

Sanction Approved: \_\_\_\_\_ (date)

Signed: \_\_\_\_\_ Football Services Officer (Leagues & Registrations)