

Suffolk County Football Association

Small-Sided Tournament/Festival Sanction Form (SSTF)



SSTF Part 1 – Competition Details

This part of the form must be fully completed and returned to Suffolk FA Headquarters no later than 21 days prior to the date of the competition.

Forms can be returned either by post to: Suffolk FA Headquarters, Bill Steward House, The Buntings, Stowmarket, Suffolk, IP14 5GZ or emailed to Steven.Hemp@SuffolkFA.com

COMPETITION DETAILS	
Competition Name	
Date of Competition	
Venue of Competition	
Number of Expected Entries	
COMPETITION SECRETARY DETAILS	
Competition Secretary Name	
Competition Secretary Date of Birth	
Competition Secretary Address	
Competition Secretary Postcode	
Competition Secretary Contact Number	
Competition Secretary Email Address	

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Terms & Conditions

- 1) We enclose the completed administration rules document (SSTF Part 2).
- 2) We agree to supply Suffolk FA with a list of teams (SSTF Part 3) who are competing in our competition, no later than seven days prior to the date of the event.
- 3) We agree that it is the responsibility of the competition to provide match officials, who where possible, will be qualified and registered with Suffolk FA.
- 4) We acknowledge that this sanctioning does provide insurance cover.
(Note: If this event is being run by an affiliated Club to Suffolk FA, your public liability insurance will cover you for this event)
- 5) Only Clubs who are affiliated to their County FA are permitted to take part in the competition. No unaffiliated Club is permitted to take part in the competition. Unaffiliated Clubs can purchase a 'one-off' affiliation for £5 by contacting Suffolk FA on 01449 616606 prior to the competition. Any unaffiliated Clubs competing will invalidate the sanction of the competition, and may invalidate the Club's insurance.
- 6) The rules of the competition shall require that any player who is sent off will not be permitted to play for the remainder of the competition and shall be reported to the appropriate County FA.
- 7) Any competition that has teams competing from more than three different County Associations must be sanctioned by The FA. For further information please contact Steven.Hemp@SuffolkFA.com
- 8) We enclose the sanction fee of £20 per competition.

Signed: _____

Name: _____

Role: _____

Date: _____

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SSTF Part 2 – Administrative Rules & Regulations

1) Name & Management of the Competition

- a) The competition shall be named _____
- b) The management committee, which shall include a Chairman and Secretary, shall be elected either at the Annual General Meeting or another General Meeting arranged for that purpose.
- c) The competition shall be governed by the laws of the game as determined by The FA. All matches shall conform with relevant rules relating to either 'Mini-Soccer' or 'Small-Sided Football' as issued by The Football Association.
- d) The competition shall be sanctioned by Suffolk County FA and all those competing shall be subject to the rules and regulation of the association.
- e) All Clubs shall be affiliated to Suffolk FA or another County FA.

2) Entry Fees

The entry fee for Clubs to partake in the competition shall be £_____ per _____ team. Unaffiliated Clubs are not permitted to partake in the competition unless they pay a 'one-off' affiliation fee to Suffolk FA to affiliate them, prior to the date of the competition. No team may partake in the competition under the name of an affiliated Club without their full knowledge and approval.

3) Management Committee

The Management Committee shall comprise of a total of _____ people who shall be responsible for the management of the competition. These people shall comprise of:

Secretary: _____

Chairman: _____

Member: _____

Member: _____

Member: _____

Member: _____

Member: _____

The Management Committee shall act upon and enforce the rules of the competition and have jurisdiction over all matters affecting the competition. They shall also adjudicate in all cases of dispute, protest or complaint.

4) Competition Rules

A copy of the competition rules shall be sent to all competing Clubs and to Suffolk County FA at least 21 days prior to the scheduled date.

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5) Competition Format

a) The competition shall be divided into the following age groups (select as appropriate)

Age Group	U7	U8	U9	U10	U11	U12	U13	U14	U15	U16	U17	U18	Adults
Male													
Female													
Mixed													

b) All competing teams shall complete a player registration sheet, providing the name (and date of birth for youth competitions) which shall be returned to the Competition Secretary prior to the commencement of the competition.

c) The competition shall provide football in line with FA Regulations in the format as specified below (tick as appropriate).

	Format				
Age Group	5 v 5	6 v 6	7 v 7	9 v 9	11 v 11
U7					
U8					
U9					
U10					
U11					
U12					
U13					
U14					
U15					
U16					
U17					
U18					
Adult					

d) The competition shall be played on the following basis (select as appropriate)

Format	Tick if Applicable
League Basis Only	
League Basis & Knock-Out	
Knock-Out Basis Only	
Development Festival	

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League Basis Only

The competition shall be played on a league basis as determined by the Management Committee and each team shall play each team within the league once. Three points will be awarded for a win and one for a draw. If two teams are level on points the team with the best goal difference shall take precedence (Note: Goal difference should not be used for youth football, a play-off match should take place). If the goal difference is still level, the team scoring the most goals shall take precedence. If still level, the score in the match between the two teams shall be used with the winner taking precedence. If still level, a play-off match should take place to determine rankings.

League Basis & Knock Out

The competition shall be played on a league basis (firstly) as determined by the Management Committee and each team shall play each team once within groups determined by the Management Committee. Three points will be awarded for a win and one for a draw. If two teams are level on points the team with the best goal difference shall take precedence (Note: Goal difference should not be used for youth football, a play-off match should take place). If the goal difference is still level, the team scoring the most goals shall take precedence. If still level, the score in the match between the two teams shall be used with the winner taking precedence. If still level, a play-off match should take place to determine rankings.

Following the league stage a knock-out competition shall take place between _____ teams who shall be the top _____ team(s) from each group. The Management Committee shall make the draw for the knock-out competition.

Knock Out Basis Only

The competition shall be played on a knock out basis. The draw for the competition shall be made by the Management Committee.

Development

All age groups are permitted to play in competitions where results are collected/published (including those who do not normally do so) for the purpose of summer tournaments only. Trophies may be presented to the winners of the competitions if deemed necessary to do so. The age groups where results will be collected/published shall be indicated on the line below.

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6) Club Colours

- Clubs shall notify the competition of their choice of Club colours (which must not be black shirts) when returning their application form. Should there be a clash of colours between two competing teams, an alternative (which may be bibs) shall be worn. In the case of bibs being required the tournament organisers shall provide them.
- The goalkeeper must wear colours that distinguish him/her from outfield players.

7) Match Duration

All matches shall be played in two equal periods of _____ minutes. In the event of a draw in the knock-out stage of the competition, two halves of _____ minutes shall be played. If scores are still level after extra time, penalties shall be taken in accordance with the laws of the game.

8) Squad Sizes and Substitutes

When playing Mini-Soccer the size of a squad must not exceed double that of the number of players in the team per age. (e.g. 5-a-side, max number is ten players). Repeat substitutions (rolling subs) are permitted in every age category.

The maximum number of players permitted per team for small-sided football (not including Mini-Soccer) is as per the below table.

Format	Maximum Squad Size
5-a-side	8
6-a-side	9
7-a-side	10

9) Match Result Cards

The winning captain of each team or the referee shall return the match card to the Competition Organiser upon the conclusion of each match.

10) Match Officials

Referees shall be appointed by the Management Committee and shall be, as far as possible, registered with Suffolk FA. Referees will be entitled to a fee of £_____ plus expenses of £_____

11) Protests and Appeals

All questions of eligibility or players or rule interpretations shall be referred to the Management Committee whose decision shall be final and binding. Any appeal against a decision of the Management Committee must be made to Suffolk FA within 7 days of the decision and accompanied by an appeal fee of £25.

12) Misconduct

Serious misconduct must be reported to Suffolk FA or the relevant County FA.

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SSTF Part 3 – Participating Clubs

Club Name	Club Contact Name & Number	Age Groups Entered
Example United	Dave Smith – 01234 456789	U8, U9, U13, U16

Note: Please photocopy this sheet if you have more teams than can fit on this page

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Confirmation of Sanction Approval

(To be completed by Competition Secretary)

I confirm that the teams stated on SSTF – Part 3 as listed above are affiliated to a County FA.

Signed: _____ Name: _____

Role: _____ Date: _____

(To be completed by Suffolk FA)

Suffolk FA confirms the sanctioning of _____

Sanction Number: _____ Date Confirmed: _____

Signed: _____ Name: _____

Role: _____

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