# RULES OF THE FA WOMEN'S CUP COMPETITION

## 1. CONTROL OF COMPETITION – RULES AND REGULATIONS

(a) The ownership, organisation, control and management of the Competition and any rights associated with it of any nature shall be vested entirely and exclusively in The Association.

(b) The Council shall have the power to make, delete and amend regulations for the organisation, control and management of the Competition as it, from time to time, deems expedient (the "Competition Rules") subject only to the authority of the Board where such matters relate to financial or commercial matters. Unless explicitly provided for within the Competition Rules definitions of terms used within the Competition Rules are those included within the Rules of The Association for the relevant season.

(c) All Participants participating in any way in the Competition shall be bound by and comply with the Competition Rules (and any rules or regulations issued pursuant to the Competition Rules).

(d) The Council shall have the power to appoint a Committee (the "Women's Football Committee"). The Women's Football Committee shall have the power to exercise all powers of the Council in relation to the Competition and to make decisions on all matters arising out of or in relation to the organisation, control and management of the Competition (including as to eligibility and qualification) which shall be deemed decisions of the Council and shall be final and binding on all participants in the Competition. In relation to these and any other matters not specifically mentioned in the Competition Rules, the Women's Football Committee shall, on behalf of the Council, have the power to take such action and make such decisions, orders, rulings and impose such penalties as it deems necessary and following such procedures as it considers appropriate and such shall, subject to Rule 27, be final and binding on all participants. In considering such matters, the Council shall not be bound by any enactment or Rule of Law relating to the admissibility of evidence in proceeding before a Court of Law.

The Women's Football Committee shall have the power to appoint a Sub-Committee to exercise the powers of Council in order to expedite decisions to ensure the progress of the Competition.

(e) A Club participating in the Competition shall have only such rights in relation to the Competition (and any match in the Competition) as are expressly granted to the Club under these Competition Rules or by The Association in writing.

(f) In addition to any other action or penalty, The Council shall have the power to disqualify any competing Club, or Player for any competing Club(s), which it determines to have breached the Rules of The Association or the Competition Rules (and any rules or regulations issued pursuant to the Competition Rules), and the decision of the Council shall be final and binding.

## 2. CONTROL OF COMPETITION – COMMERCIAL CONTRACTS

(a) In relation to each match in the Competition, The Association shall itself be exclusively entitled to, or otherwise to authorise or grant to others, rights of access to and attendance at the ground of the Home Club ("Access Rights") for the purposes of transmitting or filming or otherwise recording on or by any media, any audio and/or visual materials depicting or describing all or any part or parts of a match ("the Copyright Materials").

(b) In relation to each match in the Competition, The Association shall itself be exclusively entitled throughout the world, or to grant to or otherwise authorise others:

(i) on a live, delayed, recorded or highlighted basis to broadcast or otherwise transmit by any method whatsoever (now known or hereinafter devised) the Copyright Materials by way of any and all forms of television or similar technology (now known or hereinafter devised) including, without limitation, free to air television, pay television, pay per view, "not-video-on-demand" internet or other on-line media and "video-on-demand" ("the Television Rights").

(ii) on a live or delayed basis to broadcast or to otherwise transmit the Copyright Materials (or audio) by way of radio broadcast or internet, or other on-line media or similar technology (now known or hereinafter devised) ("the Radio Rights").

(iii) to use, sell, publish, distribute and otherwise exploit the Copyright Materials in any manner whatsoever including, without limitation, clip licensing, videos, videograms, CD Rom, CDI, internet or other on line media ("the Footage Rights").

(c) In relation to each match in the Competition, the Association shall be exclusively entitled, either by itself or to authorise others, to use sell or otherwise exploit all commercial and other marketing rights associated with the Competition including, without limitation, fixture list copyright, sponsorship, supplier rights, licences, perimeter board branding or other commercial arrangements ("the Marketing Rights").

(d) Clubs shall be bound by and comply with the terms of all contracts entered into by The Association from time to time in relation to Access Rights, the Television Rights, the Radio Rights, the Footage Rights and the Marketing Rights (collectively "the Commercial Contracts") in relation to the Competition.

(e) Clubs shall provide access to grounds and provide all other rights, facilities and services as may be necessary to enable The Association to fulfil the Commercial Contracts.

(f) The Clubs acknowledge that The Association may issue more detailed rules and regulations regarding the provisions of the Commercial Contracts (including, but not limited to in relation to, broadcasting, perimeter board advertising, interview backdrops, centre circle banners, side of goal mats, substitute/added time boards, tickets and match programmes) and the Clubs agree that they shall be bound by such rules and regulations as amended from time to time by The Association.

(g) Each Club undertakes to indemnify and keep indemnified The Association and its officers, directors, employees and authorised representatives from and against any claims for direct or consequential loss or damage by any party to a Commercial Contract caused or otherwise attributable to any failure or any breach by the Club fully to perform or observe its obligations and responsibilities under these provisions.

(h) Nothing in the above shall be construed or interpreted so as to prevent or restrict Clubs, subject to applicable FIFA, UEFA or other rules or regulations or decisions of The Association, from entering into commercial arrangements in relation to matches in the Competition which do not in any way conflict with the Commercial Contracts and duties of Clubs as set out herein.

(i) In relation to the Commercial Contracts, the Association shall make provision for payments to Clubs as it shall from time to time consider appropriate.

## 3. NAME / LOGOS AND IMAGES OF THE COMPETITION AND IMAGES OF THE TROPHY

(a) The Competition shall be called "The Football Association Women's Challenge Cup Competition". The Competition shall be marketed under the title 'The FA Women's Cup' (the "Official Title").

(b) Each Club shall include the Official Title at least once on all (if any) materials produced by or on behalf of it which relate to the Competition (including, but not limited to, tickets, programmes, press releases and (where possible) scoreboard displays) and (where possible) shall refer to the Official Title at least once over (any) public address system operating on the day of each FA Women's Cup match.

(c) The Association may from time to time issue a FA Women's Cup Logo. The FA Women's Cup Logo may incorporate branding for the lead FA Women's Cup sponsor.

(d) Each participating Club shall include The FA Women's Cup Logo on all FA Women's Cup communication materials produced by or on behalf of it (including, but not limited to, the front page of each FA Women's Cup match programme, match tickets (if it is not possible to include The FA Women's Logo on tickets the Club shall include a reference to the Official Title), fixture posters, stadium giant screens (if any) and Club websites).

(e) The Association may from time to time issue images of The FA Women's Cup to Clubs. If so, a Club which wishes to use an image of The FA Women's Cup shall use the image issued by The Association and will follow any directions issued by The FA in relation to the use of such image.

## 4. ORGANISATION OF THE COMPETITION

(a) The Competition shall consist of all Clubs entered in accordance with the Competition Rules.

(b) Clubs may be exempted by the Council.

(c) All rounds up to and including the Second Round Proper shall be played on a geographical basis.

## 5. ELIGIBLE CLUBS

(a) Participation in the competition shall only be open to club's competing in the top division of a county league, or above, sanctioned by The Association or an affiliated Association, for season 2012-2013 and that also competed in an open age League sanctioned by The FA or affiliated Association in season 2011-2012.

(b) The Council may reject the application of any Club to participate in the Competition at its entire discretion

(c) A Club which has been allowed to participate in the Competition may not assign or otherwise transfer the ability/right to participate without the prior written approval of the Council. A request for transfer must be in writing, setting out the details of the intended transferee and the reason for the transfer. The decision whether or not to approve a transfer shall be made by the Council in its absolute discretion. In considering a request for transfer the Council may assess the request from any Club allowed to participate in the Competition in relation to the minimum requirements set out at Rule A 3 (g) of The Association for that season. The Council may use the requirements of Rule A 3 (g) and any other conditions in its absolute discretion in deciding whether to approve the request. A transfer shall be granted only on condition that the transferee shall be treated for the purposes of these Competition Rules and the Rules of The Association as being the same entity as the transferor.

(d) If a Club is removed from the League in which it is playing **or its League fixtures are suspended**, once it has been accepted into the Competition, The Council has the power to remove the Club from the Competition.

(e) Entries from Clubs affiliated to off shore Associations will be considered on an annual basis and if accepted special provisions may apply to such Clubs.

(f) If any Club or Parent Undertaking (as defined at Section 1162 Companies Act 2006) of that Club when applying to enter the Competition, or at any time during the course of the Competition becomes subject to any of the following insolvency events:

(i) enters into a Company Voluntary Arrangement pursuant to Part 1 of the Insolvency Act 1986 ("the 1986 Act") or a compromise or arrangement with its creditors under Part 26 of the Companies Act 2006 or any compromise agreement with its creditors as a whole; or

(ii) lodges a Notice of Intention to Appoint an Administrator or Notice of Appointment of an Administrator at the Court in accordance with paragraph 26 or paragraph 29 of Schedule B1 to the 1986 Act, an application to the Court for an Administration Order under paragraph 12 of Schedule B1 to the 1986 Act **(other than paragraph 12(1)(c))** or where an Administrator is appointed or an Administration Order is made ("Administrator" and "Administration Order" having the meanings attributed to them respectively by paragraphs 1 and 10 of Schedule B1 to the 1986 Act); or

(iii) an Administrative Receiver (as defined by section 251 of the 1986 Act), a Law of Property Act Receiver (appointed under section 109 of the Law of Property Act 1925) or any Receiver appointed by the Court under the Supreme Court Act 1981 or any other Receiver is appointed over any assets which, in the opinion of the **Council**, are material to the Club's ability to fulfil its obligations **under the rules of the Competition**; or

(iv) shareholders pass a resolution pursuant to section 84(1) of the 1986 Act to voluntarily wind up; or

(v) a meeting of creditors is convened pursuant to section 95 or section 98 of the 1986 Act; or

(vi) a winding up order is made by the Court under section 122 of the 1986 Act or a provisional liquidator is appointed under section 135 of the 1986 Act; or

(vii) Ceases or forms an intention to cease wholly or substantially to carry on business save for the purpose of reconstruction or amalgamation or otherwise in accordance with a scheme of proposals which have previously been submitted to and approved in writing by the **Council**; or

(viii) Being subject to any insolvency regime in any jurisdiction outside England and Wales which is analogous with the insolvency regimes detailed in (i) to (vii) above;

that Club must notify the Council immediately in writing. The Council will (at its absolute discretion) then decide whether to accept the application and/or allow that Club to continue to compete in the Competition and may set any terms and conditions in relation to that Club's ongoing participation in the Competition.

**6. ENTRY DATE**

(a) A Club wishing to participate in the Competition must complete the application and payment process on or before 1 August in the season previous to the season in which such Club proposes to compete in the Competition.

(b) Clubs entering the Competition may be required to make available on the closing date for entries the following documentation:

- Up to date set of statutory accounts, signed by an independent, qualified accountant.
- For limited companies, these accounts must have been filed at Companies House by the required due date.
- Minutes of the Club's General Meeting at which these accounts were approved by the Members.
- An up to date set of Memorandum and Articles/Club Rules.

Clubs may be required to submit this documentation to The Association at any stage. Clubs found to have failed to adhere to these Regulations may be subject to sanction by The Association.

**7. PROVISIONS FOR WITHDRAWING FROM THE COMPETITION**

(a) Any Club intending to withdraw from the Competition must notify its intention to do so to The Association and the opposing Club, not less than eight days before the date fixed for playing the match.

(b) A Club failing to comply with this rule shall be reported to the Council, who shall have power to compel such offending Club to pay the expenses incurred and to take such other action as the Council considers appropriate.

(c) If a Club decides to withdraw from the Competition after a postponement or an abandoned match, notice must be given to The Association and its opponent immediately.

(d) A Club failing to give satisfactory reason for withdrawing from the Competition shall in addition to any other action considered appropriate not be allowed to enter the Competition in the following season and shall be liable to such fine as the Council considers appropriate.

**8. DRAWS FOR ROUNDS AND KICK OFF TIMES**

(a) The Clubs competing in each Round of the Competition shall be drawn in couples. The couples shall play a match subject to the Laws of the Game and the winners compete in the next Round and be drawn in the same manner. This shall be continued until the Final of the Competition.

(b) After the draw for each Round is made, notice shall be given to each Club of the name of its opponent Club, and the date and time when the match shall be played. All matches in each Round shall be played on such date and at such time as the Council shall determine. The time of kick-off shall be 2.00pm unless mutually agreed otherwise, subject to the approval of the Council. For Matches played in November, December and January, the kick-off time shall be 1.00pm. The Council shall have the power to order that a kick-off time is changed, as it deems appropriate. Any late kick off shall be reported by the Referee to the Association and the Council shall have the power to impose a fine.

(c) Immediately upon receipt of the draw for each Round, the Club first drawn must communicate with the opponent Club to notify the location of the ground and other match details, and notify The Association of the agreed details by completing the match arrangement form which must be received by the Association within seven days of receipt of the Draw.

(d) Immediately following publication by The Association of the draw for each Round, the Club first drawn must communicate with the opponent Club to notify the location of the ground and other match details and notify The Association of these arrangements by completing the Match Arrangements form which must be received by The Association and away Club within seven days of the date of the draw.

(e) Clubs shall not mutually arrange to play a match in Lieu of a Women's Cup match.

**9. VENUES FOR MATCHES**

(a) *Venue*

(i) The venue for each Match (save for the Semi-Finals and Final which will played at a venue selected by Council) will be that of the first named Club (providing it meets the requirements of the Competition Rules) unless the consent of the Council has been obtained to any change of venue

(ii) No monetary or other consideration shall be asked for, offered or paid in connection with negotiations for a change of venue.

(iii) A match shall not be played on a neutral ground without the consent of the Council.

(iv) The Council shall have the power to order that any match be played on an alternative ground or date, other than a Sunday, if it is considered appropriate and necessary.

(b) *Protests Regarding the Suitability of Ground*

(i) A Club may protest to the Council that the ground of the Home Club is unsuitable for the match. Such protest must be made to the Council and must be accompanied by a fee of £100 which may be forfeited if the protest is not sustained.

(ii) The Council shall have the power to consider the protest in such manner and following such procedures as it considers appropriate. The Council may amongst other things order the match to be played on the ground of the protesting Club, or on a neutral ground. The payment of the costs incurred by either Club and The Association incidental to the protest shall be at the discretion of the Council.

**10. DURATION OF MATCHES**

(a) The duration of each match shall be 90 minutes, except in special cases, provided for in these Competition Rules, where an extra 30 minutes shall be played. The Referee shall allow for time wasted or lost through accident or other cause. The Referee is the sole judge of allowance of time whether lost through accident or other cause and his decision on this matter is not subject to appeal.

(b) The half-time interval shall be 15 minutes for all ties in the Competition.

(c) Both teams shall enter the field of play together five minutes prior to kick-off time, along with the Match Officials.

(d) *Extra Time and Kicks from the Penalty Mark*

(i) When a match is drawn after 90 minutes, an extra 30 minutes shall be played and 15 minutes shall be played in each half.

(ii) If the score is still level at the end of extra-time, the winner shall be determined by the taking of kicks from the penalty mark in accordance with the procedure adopted by The International Football Association Board.

**11. POSTPONED AND ABANDONED MATCHES (MATCHES PLAYED PRIOR TO THE SEMI-FINALS)**

(a) *Matches which are Postponed or Abandoned*

(i) When a first match has been postponed, or is abandoned before the completion of 90 minutes and neither Club being at fault, it shall be played on the same ground on the

following Sunday. If extra time has not been commenced or a match has been abandoned during extra time and neither Club being at fault, the result at 90 minutes shall stand and the match shall be replayed on the ground of the Club second drawn on the following Sunday. Matches abandoned through the fault of the Clubs shall be dealt with by the Council.

(ii) If the match be again postponed or abandoned it shall played on the following Sunday.

(iii) If a subsequent match is necessary, it shall be played as directed by the Council.

(iv) If a first match is postponed on two occasions prior to the Third Round Proper, the Council shall have the power to order the match to be played on the ground of the Club second drawn or on an alternative ground.

(b) The Council shall have the power to vary these arrangements if it is deemed necessary.

(c) Any Club failing to fulfil a fixture shall be dealt with by the Council.

**12. REPORTING RESULTS**

(a) Each Club shall send the result of the match, with the names of the players competing and goalscorers, together with the marking of their Referee's performance to be received at The Association within six days of the match.

(b) The Home Club shall communicate the result to The Association and designated press agencies immediately after the end of the match, according to the instructions issued prior to the match.

**13. FACILITIES AND EQUIPMENT**

(a) *Dimensions of Field of Play and Ground Facilities*

(i) **3G football turf** may be used in the Competition provided the pitch is listed on The Associations register of **3G football turf** pitches and with the prior consent of The Association. This should be requested at the time of entry to the Competition in each Season, provided that the artificial turf meets the following conditions:-

(a) the pitch shall be surfaced with an artificial grass surface that has laboratory type approval according to the FIFA Quality Concept for Football Turf (2009 edition) – FIFA Recommended One Star quality level or the International Artificial Turf Standard (2009 edition) and have satisfied the performance and construction requirements at the time of its last annual assessment. Where an artificial surface is installed, the FIFA Performance Test must be completed by no later than 28 February each year and the result and details submitted to **The FA and** League by 31 March. Any remedial work must be carried out once the season ends and the pass Performance Test Certificate submitted to **The FA and** League by 31 May.

(b) the **3G football turf**, including run-offs, shall be one continuous playing surface and shall be green in colour. All line markings shall in accordance with the Laws of Association Football.

(c) the home Club shall allow their opposition the opportunity to use the pitch and train on the surface two hours prior to the kick-off and there must not be another game or event on the pitch following the training period. If it is intended to water the pitch before the match, the pitch shall be watered prior to the training period.

(d) the Club using the **3G football turf** shall advise their opposition at least 10 days before the match of limitations or recommendations on the types of boot or stud that may be used on the surface.

(e) the Club shall provide all necessary assistance and data relating to player assessments, injury records, maintenance etc as requested by The FA, FIFA or UEFA.

(ii) The dimensions of the field of play for all matches shall be as follows:

Maximum length: 110 metres

Minimum length: 100 metres

Maximum breadth: 75 metres

Minimum breadth: 64 metres

(iii) Goal nets must be used in all matches.

(iv) In all matches played in the Competition Proper the playing area must be either roped off or enclosed by a permanent barrier, the only exception being those areas and spaces excluded from spectator viewing.

(v) Dressing and washing accommodation must be separate for each team and Match Officials. Dressing rooms must have heating and hot water. and be secure and independent of any public access. Dressing room areas must be cleaned and maintained to a satisfactory standard.

(vi) Separate toilets must be provided for dressing rooms used by players and Match officials, which must not be available for spectator use.

(vii) From the Third Round Proper, each Club shall provide separate areas adjacent to the pitch for the sole use of team officials, medical staff and substitutes. Such designated areas shall be clearly marked "home" and "away", have direct access to the pitch, be located as near as possible equidistant from the halfway line and be under cover. The team benches should also comply with Competition Rule 18.

(viii) Refreshments must be provided for the Visiting Club players at half and full time. Hospitality for Visiting Club Officials and Match Officials must be provided.

(ix) Ladies and Gentlemen's toilets, other than those used by players and Match Officials, must be provided for spectators throughout the duration of matches.

(x) Refreshment facilities for spectators must be provided from the Third Round Proper. Glasses or Glass bottles are not permitted outside of the Clubhouse or brought into grounds.

(xi) Where a ground has team benches, a technical area is to be provided. The technical area extends one metre on either side of the designated seated area and extends forward up to a distance of one metre from the touch-line. Markings are to be used to define this area.

(xii) A telephone must be connected and available at the ground.

(xiii) **Goal Line Technology shall be available to assist the Match Official where a tie is played at a ground where Goal Line Technology is installed and the Match Official(s) have been trained in its use. Clubs shall comply with any protocol for use of Goal Line Technology issued by The Association from time to time, and for the avoidance of doubt neither The Association nor any Club or operator of a ground shall be liable for failure of Goal Line Technology where the relevant Goal Line Technology system otherwise complies with all applicable technical, maintenance and licensing requirements.**

(b) *Playing condition of the Ground*

(i) Each Club must take every precaution to ensure that its ground is in a fit playing condition. In the event of doubt regarding the condition of the pitch, the Home Club shall immediately notify The Association to enable a Referee to conduct a pitch inspection.

(ii) A Referee shall whenever possible examine the ground and decide as to its fitness for play in sufficient time to save the expense of unnecessary journeys being incurred by Clubs.

(iii) Subject to this Rule, the Referees shall have power to decide as to the fitness of the ground in all matches.

(iv) The Referee must report to the ground 90 minutes before the time of kick-off. If necessary, the Home Club or The Association may, by notice, require the Referee to visit the ground more than 90 minutes before the time of kick-off any time during the season.

(c) *Floodlighting*

(i) Where it has been agreed to play a match under floodlight conditions, the Council shall have the power to order that the kick-off time shall be 3.00pm.

(ii) The Referee will decide at what point in the game the floodlights shall be switched on. This will necessitate a discussion with responsible Officials of the competing Clubs before the game, when a signal must be agreed.

(d) *Match balls*

The Multiple Ball System (where more than one ball may be used in a match) will not operate in ties prior to the Semi-Final.

**14. CLUB COLOURS**

(a) Where the colours (shirts, shorts or stockings) of two competing Clubs are similar, (as determined by The Council), the away Club must change. In the Semi-Final where the colours are similar, the second drawn Club must change. In the Final Tie a toss of a coin shall determine the choice of colours if a clash occurs. The toss of coin shall be made by a representative of The Association and shall be witnessed by the representatives of the Finalists with the toss taking place at The Association's offices or another suitable location as soon as possible after the Semi-Finals.

(b) In the event of the Clubs not agreeing upon the colours to be worn, the Council shall decide. Goalkeepers must wear colours which distinguish them from the other players, and the Match Officials.

(c) Clubs' colours must not clash with the black and white outfit worn by the Match Officials.

(d) Players' shirts shall be clearly numbered on the back in accordance with the Official Team Sheet. No change of numbers during the match shall be allowed except on a change of Goalkeeper or where a player has been required by the Referee to change her shirt because of a blood injury. The Captain of each team shall wear a distinguishing armband to indicate her status.

(e) Advertising may be worn on players' clothing in accordance with the Rules of The Association.

(f) In the Final the participating clubs may be required to wear sleeve badges branded with The FA Women's Cup Logo.

**15. PROVISIONS CONCERNING PLAYERS**.

(a) Each team participating in a match shall represent the full available strength of each competing Club.

(b) A Club may at its discretion use three substitute players at any time in a match. A substitution can only be made when play is stopped for any reason and the Referee has given permission. A maximum of five substitutes may be nominated and they must be included on the Official Team Sheet handed to the Referee before the match.

(c) All players shall be qualified as players according to the Rules of The Association.

(d) A player shall not play for more than one Club in the Competition in the same season.

(e) A player who has been suspended according to the disciplinary procedures under the Rules of The Association may play in a postponed or drawn match after the term of her suspension has expired.

(f) A substitute who does not play in a match is entitled to play for another Club in the Competition in the same season.

(g) (i) Each Club shall provide a list of names of players taking part in the game (including the names of substitutes) to the Referee and a representative of their opponents in the presence of the Referee at least 30 minutes in matches prior to the Semi Final and 75 minutes in the Semi Final and Final before the time of kick-off (the "Official Team Sheet"). Any Club failing to do so will be liable to be fined by the Council a sum not exceeding £100.

(ii) Should any nominated player or substitute sustain an injury after the submission of the Official Team Sheet to the Referee and before the kick-off, she may be replaced without

fine if she is injured warming up after the exchange of the Official Team Sheet, provided the Referee and opponents are informed before the commencement of the match.

(h) In all Rounds of the Competition a player shall be a "registered player" of her Club under the Rules. In the case of postponed matches only those players shall be allowed to play who were eligible to play at the time fixed for playing the original Round, except for under the provisions of Competition Rule 15(e).

(i) (i) A "registered player" is one who is either, in the case of a player under written contract, registered with The Association or, in the case of a player without a written contract, registered with her Club with a League in which her Club competes in the current season. Any such registration must have been received and accepted by The Association or League by 12 noon on the Saturday previous to the date fixed for playing the round, and the registration must be continuous through to the date of the match.

(ii) An International Transfer Certificate for Players coming from overseas associations (including Wales, Scotland, Northern Ireland and the Republic of Ireland) takes precedence over a Player's registration. Therefore, this is also required by 12 noon on the Saturday previous to the date fixed for playing the Round for the Player's registration to be valid.

(j) In order to be eligible for the Semi-Final and Final, the players must have been correctly registered and eligible for the Sixth Round of the Competition.

**16. VALIDITY OF PLAYERS' QUALIFICATIONS**

(a) The Council shall have power to call upon a Player, and/or the Club to which she is registered, or for which she played, to prove that the Player is qualified according to the Competition Rules.

(b) **Subject to (c) below, where an ineligible player plays for a club in a Competition match, the Council shall remove the club from the Competition, and may impose further penalties against the club**.

(c) **However, where the club satisfies the Council that the club (or any of its officers) did not know and could not reasonably have known, even had it made every reasonable enquiry (with the exercise of the utmost caution), that the player was ineligible, the club shall not be removed from the Competition but may still be subject to any other penalty. (e.g. fine, ordered to replay the match).**

**17. PROGRAMME**

In all matches in the Third Round Proper onwards, a Programme or Team Sheet must be produced for spectators with details of both teams.

**18. TEAM BENCHES**

(a) In all Rounds of the Competition, the number of Clubs players and Officials seated on the team benches, in the designated technical area, must not exceed 11 unless the team bench facility provides more than 11 individual seats.

(b) Only one person has the authority to convey tactical instructions to the players during the match. This person shall be the Team Manager or the Team Coach. That person is allowed to move to the edge of the technical area to issue instructions to his or her team.

(c) All Team Officials and substitutes seated on the bench shall be listed on the Official Team Sheet when it is submitted to the Match Officials. Only those persons listed on the Official Team Sheet shall be permitted in the technical area.

(d) The occupants of the technical area must behave in a responsible manner at all times. Misconduct by occupants of this area will be reported by the Referee to The Association, who shall have the power to impose sanctions as deemed fit.

(e) With the exception of the Team Manager, the Team Coach and any substitutes who are warming up or warming down, all other personnel are to remain seated on the team bench. The Team Manager or Team Coach is allowed to move to the edge of the technical area to issue instructions to his or her team.

(f) In the Semi-Final and Final, Clubs will be advised by The Association of the number of technical staff and substitutes who may occupy the team benches and a list of the permitted number of authorised personnel must be provided by each Club to the Referee at least one hour before kick-off.

**19. PROVISIONS CONCERNING MATCH OFFICIALS**

(a) (i) Match Officials shall be appointed by The Association. Neither past nor present members of either of the contending Clubs shall be eligible to be appointed.

(ii) The Association reserves the right to appoint a Reserve Official to officiate in the event of an appointed Match Official failing to arrive or being incapacitated.

(iii) In the event of any of the Match Officials failing to arrive or being incapacitated, the two Clubs shall agree to a substitute, providing one is available who is currently eligible to officiate in a League equivalent to the lowest level of football in which either of the two teams participate.

(b) (i) The fees and expenses of all Match Officials appointed by The Association to officiate in any match prior to the Semi-Finals and Final shall be paid by the Club upon whose ground the match takes place unless otherwise instructed by the Council.

(c) *Scale of Expenses to be Paid to Match Officials*

(i) In all rounds of the Competition, standard class railway fares at the cheapest available rate operating on the day of the match may be allowed.

(ii) An allowance of £0.40 per mile will be allowed to all officials officiating in the Competition who travel by private car.

(d) *Scale of Fees to be paid to Match Officials*

(i) *All rounds prior to the Third Round Proper:*

Referee, £30.00; Assistant Referees, £15.00 each.

(ii) *Third to Sixth Round Proper:*

Referee, £40.00; Assistant Referees, £20.00 each; Fourth Official, £20.00

*Semi-Finals:*

Referee, £60.00; Assistant Referees, £30.00 each; Fourth Official £30.00.

*(iii) Final:*

Referee, £100.00; Assistant Referees, £50.00 each; Fourth Official, £50.00 and a Souvenir Medal each.

(e) In the event of The Association giving permission for a pitch inspection prior to a match, by an Official other than the Match Referee, such Official shall be entitled to expenses plus half the match fee if not local. The Home Club will pay any expenses.

(f) Match Officials are entitled to their travelling expenses if incurred and half their fees if the match to which they were appointed is not played.

(g) The Home Club must notify the Match Officials of the precise details of the match, this is to include a map with the location of the ground indicated, kick-off time, colours of both teams and other details to be received not later than five days prior to the match by the Match Officials who shall acknowledge receipt.

(h) Match Officials shall acknowledge acceptance of appointments for all matches in the Competition to The Association.

(i) The duties of the Match Officials shall be as defined in the Laws of the Game.

**20. PROCEEDS OF MATCHES**

In all matches prior to the Semi-Finals the Club first drawn shall be responsible for the payment of the fees and expenses of the Match Officials and other expenses of the match. The Club first drawn shall retain all income from the gate receipts. The second drawn Club shall be responsible for its own travelling expenses.

**21. PAYMENT OF EXPENSES**

(a) *Travelling Expenses*

(i) From the Third Round Proper to the Sixth Round Proper the Travelling expenses of the Visiting Club if actually incurred, may be paid by The Association will not exceed £1.00 per coach mile. If private cars are used, then the expenses which can be claimed will be for a maximum of five cars at £0.40 per mile. For ties involving travel to/from the Isle of Wight, boat fares at the cheapest rate are allowed to be claimed. **In the Semi-Final and Final, expenses, which may be claimed, if actually incurred, shall not exceed £3.00 per coach mile.**

(ii) The travelling expenses for the Visiting Club are to be calculated on a direct route from the Club's Headquarters.

(iii) When travelling by rail, the cost of 20 standard class fares at the cheapest available rate may be claimed.

(b) *Hotel Expenses*

(i) The Association will pay the hotel expenses of the Visiting Club from the Third Round Proper. Written application must be made to The Association by the Visiting Club at least seven days in advance of the first match. The Council shall have the power at its absolute discretion whether or not to grant permission.

(ii) The grounds for making such an application are that it would be necessary or desirable for the Visiting Club to leave its headquarters before 8.00am on the day of the match, alternatively, not be possible to arrive back at its Headquarters within five hours travelling time of the conclusion of the match. Expenses, which may be claimed, if actually incurred, shall not exceed £30.00 per person for up to 20 persons and in the Semi-Finals and Final, the hotel expenses allowable will be £50.00 per person for 20 persons, if actually incurred.

(iii) The grounds for making an application are that if the travelling time exceeds five hours which includes a stop of not more than 45 minutes then expenses can be allowed with travelling time based on Auto Route details, as determined by the FA Competitions Office.

(iv) A Club that has been granted hotel expenses by The Association must stay within a 30 mile radius of the ground where the match will be played.

## 22. DUAL INTERESTS AND ASSOCIATION

(a) Save with the prior written consent of the Council, no Club may participate in the Competition at any stage where that Club is interested in another Club which is participating in the Competition or wishing to participate in the Competition (the "Second Club"). The Second Club shall similarly not be permitted to participate in the Competition at any stage.

(b) Save with the prior written consent of the Council, no Club may participate in the Competition at any time where a person, or any associate of that person, is interested in such Club and a Second Club participating or wishing to participate in the Competition. The Second Club shall similarly not be permitted to participate in the Competition at any stage.

(c) For the purposes of this clause, a Club or person, or associate of that person, shall be deemed to be interested in a Club if that Club, person or associate:

(i) holds or deals in (or has made any application to hold or deal in or underwrite any issue of) the securities or shares of that Club; or

(ii) is a member of that Club; or

(iii) is involved in any capacity whatsoever in the management or administration of that Club; or

(iv) has any power whatsoever to influence the financial, commercial or business affairs or the management or administration of that Club; or

(v) has lent money to or guaranteed the debts or obligations of that Club, otherwise than in the ordinary course of banking at arms length.

(d) The holding or acquisition by any person (but not a Club) of not more than 10% of the issued share capital of any Club may be disregarded for the purposes of this clause provided that those shares are, in the opinion of the Council, held purely for investment purposes only.

(e) For the purposes of this clause, an associate of a person shall be deemed to be:

(i) anyone of a close relationship with that person who, in the opinion of the Council, is or is likely to be acting with that person; or

(ii) any company of which that person is a director or over which that person is able to exercise control or influence; or

(iii) any person who is an employee or partner of that person or is in close relationship with any such employee or partner; or

(iv) if that person or any associate of that person is a company, then any holding company or subsidiary of that company or a subsidiary of its holding company, or any director or employee of the company or any such holding company or subsidiary or person in a close relationship with any such director or employee; or

(v) if that person has an agreement or arrangement (whether legally binding or not) with any other person in relation to the exercise of their voting power in a Club or in relation to the holding or disposal of their interests in a Club, then that other person.

(f) Any act or thing prohibited in the above sections of this clause in relation to a Club or a person if done by such Club or person itself is likewise prohibited through agents, trusts, trustees, nominees, or other third parties.

**23. PRIZE FUND**

(a) Prize fund payments shall be sent to the winner of each round within seven working days of the completion of each round. The sum paid shall be determined by the Board from time to time.

(b) In the event that a Club is found to have breached the Competition Rules the Council may, in accordance with Rule 1(d), order the repayment of any Prize Fund won by such Club for Rounds of the Competition in relation to which it is determined that the Club was in breach and the Council may (in its absolute discretion) award the recovered Prize Fund to the Club(s) that were defeated in such earlier Rounds.

**24. PROVISIONS FOR THE SEMI-FINALS AND FINALS**

(a) The Association shall fix the ground for the Semi-Finals and Finals, and shall have direct control of the arrangements.

(b) If a Semi-Final or Final has is drawn after 90 minutes, an extra 30 minutes must be played, with 15 minutes in each half. If the match is still drawn after extra time, the winner shall be determined by the taking of kicks from the penalty mark in accordance with the procedure adopted by the International Football Association Board.

(c) Competing Clubs must settle all ticket accounts with the staging Club/Organisation within 14 days of the match.

(d) If a Semi-Final or Final is postponed or abandoned, it shall be played as directed by the Council.

**25. THE FA WOMEN'S CUP / FINALIST MEDALS**

(a) The Cup is the property of The Association. When the winning Club shall have been ascertained, the Association shall loan the Cup to such Club, which shall be responsible for its return to the Association on or before the first day in March in the ensuing year, in good order and condition. The Association reserves the right to request the return of the Vase at any time by giving seven days notice. Should the Cup be lost, destroyed or damaged by fire or any other cause whilst under the care or custody of the Club, the latter shall refund to the Association the amount of its current insured value or the cost of thorough repair in addition to any other penalty which The Association may impose.

(b) In addition to the Cup, The Association shall present 25 medals to playing staff and officials of both Clubs in the Final. When a player taking part is ordered to leave the field of play for

misconduct, the medal to which she may be entitled may be withheld at the discretion of the Council.

## 26. PROVISIONS CONCERNING PROTESTS

(a) All issues relating to the interpretation of the Competition Rules, shall be referred to the Council, whose decision shall, subject to Rule 27, be final and binding. The Council shall consider any such matter in such manner and following such procedures as it considers appropriate. The Council shall not be bound by any enactment or Rule of Law relating to the admissibility of evidence in proceeding before a Court of Law.

(b) Where a Club wishes to protest that there has been a breach of the Competition Rules, such protest must be made in writing and must contain the particulars of the grounds upon which it is made. The protest must be received by The Association, accompanied by a fee of £100, within two days of the match to which it relates (Sundays not included). The fee may be forfeited to The Association in the event of the protest not being sustained.

(c) The Council may make such orders as it considers appropriate in relation to any issue or protest referred to it. The Council may make such orders as it considers appropriate as to the costs incurred by the parties or The Association.

(d) Any protest relating to the ground, goal posts or bars or other appurtenances of the game shall not be considered by the Council unless an objection has been lodged with the Referee and the Home Club at least one hour before the official time of the kick-off. The Referee shall require the Club playing at its home ground to correct the cause of the objection, if this is possible without unduly delaying the progress of the match.

(e) Where an objection has been lodged with the Referee and Home Club as above, a protest must be made to The Association and neither objection nor protest may be withdrawn, except by leave of the Council.

(f) The Association shall send a copy of any protest to the Club protested against, which shall lodge a defence to the protest with particulars of the defence within two days of receipt of the protest.

(g) Members of the Council directly connected with a Club concerned in a protest shall not have any involvement in the consideration of the matter.

(h) A Club, or player or any person directly connected with the management of the Club may be summoned to attend at a hearing of a protest. A Club may be represented by one or more persons. A Barrister or Solicitor may represent a Club only with the prior written consent of The Council. Any person summoned to attend a hearing of a protest must attend personally and shall not be legally represented except with the prior written consent of The Council.

## 27. PROVISIONS CONCERNING APPEALS

(a) A Club that is expelled from the Competition may appeal against that decision to an appeal board comprising of 3 members of Council selected by the Chairman of Council or his nominee. Any such appeal shall only be permitted on one or more of the following grounds:

(i) The Sub-committee misinterpreted/failed to comply with the procedures relevant to the hearing of the charge.
(ii) The Sub-committee came to a decision on the facts of the case which no reasonable body could have reached; or
(iii) The Sub-committee imposed a sanction that is excessive.

(b) Any appeal must be made in accordance with such procedures as may be determined by the Association from time to time.

(c) For the avoidance of doubt, a Club may not appeal against any penalty imposed on it other than expulsion from the Competition.

## 28. NOTICES

All notices required to be given to The Association by any of these Competition Rules shall be addressed to the Competitions Manager, at the offices of The Association.