

The FA WSL Competition Rules Season 2012

FA Rule C4 (b) applies to all players within The Football Association Programme for Excellence.

NOMENCLATURE AND CONSTITUTION

1. (A) This Competition shall be designated The FA WSL (the "League"), and shall consist of not more than 8 Clubs in one division (each a "Club") unless otherwise decided by The Football Association.

Unless otherwise decided by The Football Association, there shall be no promotion to or relegation from the Competition.

All Clubs must be affiliated to an English County Football Association and their names and particulars shall be returned annually by the appointed date on the Form "D" to The Football Association. The area covered by the Competition Membership shall be nationally.

Notwithstanding Rule I2(a) of The FA Rules, no Club shall be an unincorporated association or sole trader. Clubs must be incorporated in England.

- (B) The membership of the League, composition of the League, number of clubs and number of Divisions shall be decided annually by the Board Sub-Group (as defined below) at its discretion. The Management Committee (as defined below) shall decide how the fixtures are arranged.

Member Clubs shall not enter any of their teams playing in the Competition in any other Competitions (with the exception of any UEFA European competition which The Football Association approves the Club's entry into, the Women's FA Challenge Cup competition, any FA WSL Cup competition introduced by The Football Association and such other fixture as The Football Association may prospectively determine from time to time) except with the written consent of the Management Committee.

- (C) Clubs may enter a Reserve Team in the Reserve Section of the FA Women's Premier League.
- (D) In each Season any new member Clubs joining the Competition will be required to meet certain minimum criteria and to meet with representatives of the Management Committee prior to the commencement of the Season in order to understand their obligations to the League.

CLUB LICENCE AND ENTRY TO THE LEAGUE

2. (A) All Clubs must have a "Club Licence" to be entitled to participate in the Competition. Such Club Licence must be fully executed by the Club and The Football Association by no later than 1 January prior to the start of the relevant Season of the Competition.
- (B) The Football Association shall grant Club Licences in its sole discretion. All Clubs must ensure that they comply in full at all times with the obligations and provisions of their Club Licence. Any breach by a Club of a provision of its Club Licence shall be dealt with in accordance with the terms of the Club Licence and shall also be considered to be a breach of these Competition Rules to be dealt with at the discretion of the Management Committee.
- (C) Clubs must advise annually to the League Secretary in writing by 1 July of its County Football Association affiliation number for the forthcoming Season, failing which they shall be fined **£50**. Clubs must advise the League Secretary in writing, or on the prescribed form, of details of its Headquarters, Officers and any other information required by the Competition.
- (D) All Clubs seeking to obtain or retain a Club Licence must have grounds or headquarters situated in England which comply with (i) the requirements of the latest edition of the "Ground Grading Minimum Requirements – National Women's Grade A" document (which shall be equivalent to the minimum requirements of the latest edition of "National Ground Grading Category D") and (ii) the provisions of the Club Licence concerning facilities and grounds.

- (E) All participants shall abide by The Football Association Regulations for Safeguarding Children and The Football Association's Safeguarding Vulnerable Adults Policy as determined by The Football Association from time to time.

OFFICERS

3. (A) The Officers of the Competition shall be the Chairman and Vice-Chairman, who shall be appointed by The Football Association.
- (B) All directors of any Club or other officers with a material level of control or influence over the affairs of the Club must submit a Fit and Proper Declaration to The Football Association within 21 days of becoming an Officer, and for these purposes the provisions of The Football Association's Fit and Proper Persons Regulations will apply to the Competition and all Clubs and Officers as though the Competition was specifically listed in those Regulations.

MANAGEMENT, NOMINATION, ELECTION

4. (A) The Competition shall be governed in accordance with the Rules, Regulations and Practices of The Football Association and The Football Association shall conduct the business of the Competition. The Football Association shall have power to deal with all matters of management of the Competition covered by these Competition Rules. Pursuant to such power, The Football Association has decided that other than as set out in these Competition Rules the business of the Competition shall be conducted as follows:
- (i) by a Board Sub-Group Committee comprised of the Officers of the Competition and the members from time to time of The FA Women's FA WSL Board Sub-Group. The Board Sub-Group Committee shall be responsible for those matters set out in Appendix E of these Competition Rules (the "Reserved Matters"); and
 - (ii) by a Management Committee comprised of the League Secretary and such other members as appointed from time to time by the Board Sub-Group Committee. The Management Committee shall be responsible for all matters concerning the Competition save for the Reserved Matters; and
 - (iii) by a Club Committee comprised of one representative from each of the Clubs in the League, who will be elected by each Club and notified to the Management Committee by no later than 30 days prior to the start of each Season. The Club Committee shall be responsible for those matters delegated to it by the Management Committee from time to time and the Management Committee shall consult with the Club Committee on matters concerning the Competition as the Management Committee considers reasonably appropriate.

The Board Sub-Group Committee, Management Committee and Club Committee shall together be the "Committees" of the Competition (and each shall be a "Committee").

- (B) The Board Sub-Group Committee shall meet quarterly unless otherwise decided by the Board Sub-Group Committee. The Management Committee and the Club Committee shall both meet as often as is necessary to deal with business of the Competition as it arises, but in any event the Management Committee shall meet no less frequently than quarterly.
- (C) Except where otherwise set out in these Competition Rules, all communications shall be addressed to the League Secretary who shall conduct the correspondence of the Competition and keep a record of its proceedings.
- (D) All communications received from Clubs must be conducted through their nominated Club Secretary (or, in the case of absence of the Club Secretary, a nominated Officer of the Club as notified to the League Secretary).
- (E) All members of each Committee must avoid a situation in which they or any Club that they represent or are associated with has, or may have, a direct or indirect interest that conflicts, or possibly may conflict, with the interests of the Committee as a whole or the interests of

the Competition. In particular, no member of any Committee shall be entitled to vote on any matter directly related to or involving the Club that they so represent or are associated with. Members of any Committee must declare any such conflict of interest to the relevant Committee.

POWERS OF MANAGEMENT

5. (A) The Board Sub-Group Committee and the Management 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 Football Association having been obtained, the Management 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 Board Sub-Group Committee, Management Committee and Club Committee shall have the right to attend and vote at all meetings of their respective Committee Meetings and have one vote thereat, subject to Competition Rule 4(E) above.

In the event of the voting being equal on any matter, the Chairman of the relevant Committee shall have a second or casting vote.

- (D) The Management Committee shall have power to apply, act upon and enforce the Competition Rules and to inquire into any suspected or alleged breach of the Competition Rules, and for that purpose may require any Club, Club Official and/or Player to appear before it and to produce any information, documents or other materials. All Clubs, Club Officials and Players must take all reasonable measures to assist the Management Committee in the collection of evidence. Any failure by a Club, Club Official and/or Player to comply with any requirement of the Management Committee pursuant to this paragraph (D) shall constitute a breach of these Competition Rules.

The Management Committee shall also have jurisdiction over all matters affecting the Competition, including any not provided for in the Competition Rules, subject to the Reserved Matters, which the Board Sub-Group Committee shall have the powers to apply, act upon and enforce and have jurisdiction over.

- (E) Any breach of these Competition Rules shall initially be dealt with by the Management Committee in accordance with these Competition Rules, the Rules of The Football Association and the Regulations for Football Association Disciplinary Action. As such, Clubs, Officials or individuals committing a breach of the Competition Rules will incur such penalties as the Management Committee may impose in its discretion in accordance with such rules and regulations.

Where a set financial penalty is provided for in these Competition Rules, further financial penalties may not be imposed under these Competition Rules in excess of the set penalty for the relevant breach of these Competition Rules.

The Management Committee shall, upon becoming aware of any alleged breach of the Competition Rules, advise the offending Club, Club Official and/or Player in writing of the alleged breach or breaches, setting out briefly the nature of the alleged breach and the provisions alleged to have been breached, and the following shall apply:

- (i) Upon being satisfied that a fixed penalty is payable under the provisions of these Competition Rules, the Management Committee shall give notice in writing to Club, Club Official and/or Player of the amount of the fixed penalty. Within 14 days of the date of such notice, the Club or person to whom it is addressed must either (a) pay the fixed penalty or (b) appeal under the provisions of Competition Rule 17 against the imposition of the same.

- (ii) Where the set fines tariff does not apply, any Club, Club Official or Player alleged to be in breach of any Competition Rules must be formally charged in writing. The Management Committee shall advise the Club, Club Official or Player (as appropriate) of the date upon which the breach will be considered by the Management Committee. In each case the Club, Club Official or Player (as appropriate) shall have the right to make written representations to the Management Committee, to be received by The Football Association at least 7 days prior to date upon which the breach will be considered, or shall have the right to request a personal hearing. The Management Committee shall, in all cases, have the right to request the Club, Club Official and/ or Player to submit a written report. If no report or request for a personal hearing is received within the time limits set out above the case will be dealt with at the discretion of the Management Committee on the due date in the absence thereof. Following its decision, the Management Committee shall notify in writing the Club, Club Official or Player (as appropriate) of its decision in connection with the alleged breach. Within 14 days of the date of such notice, the Club or person to whom it is addressed must either (a) pay any penalty or (b) appeal under the provisions of Competition Rule 17 against the decision.
- (F) 3 Members of the Board Sub-Group Committee shall constitute a quorum for the transaction of business of the Board Sub-Group Committee, 50% of the Members of the Management Committee who are entitled to vote at a meeting of the Management Committee shall constitute a quorum for the transaction of business of the Management Committee, and 50% of the Members of the Club Committee who are entitled to vote at a meeting of the Club Committee shall constitute a quorum for the transaction of business of the Club Committee.
- (G) The Board Sub-Group Committee and the Management Committee, as they may deem necessary, shall have power to fill in an acting capacity, any vacancies that may occur amongst their number. The Club Committee shall fill any vacancy with a representative of the Club not represented as a result of such vacancy, as selected by such Club.
- (H) A Club having failed to comply with an order or instruction of the Board Sub-Group Committee or Management Committee, or failing to satisfactorily attend to the business and/or the correspondence of the Competition within 14 days, shall be liable to be fined **£100** (doubled if previously warned) or otherwise penalised at the discretion of the Management Committee.
- (I) All Committees shall have power to deal only with matters within the Competition and not for any matters of misconduct that are otherwise generally under the jurisdiction of The Football Association or any affiliated Association outside of these Competition Rules. All decisions of the above listed Committees shall be binding subject to a right of appeal as set out in Rule 17 below.
- (J) All fines and charges shall be paid or appealed under the provisions of Competition Rule 17 within 14 days of the date of posting of the written notification. Failure to pay a penalty as provided in this Competition Rule within 14 days of notice, or where appealed, within 14 days of an appeal against the same being dismissed shall constitute a breach of these Competition Rules.
- (K) No Participants under the age of 18 can be fined.

ANNUAL GENERAL MEETING

6. (A) The Annual General Meeting of the Competition shall be held not later than 31 December in each year. At this meeting the following business shall be transacted:-
- (i) To receive and confirm the Minutes of the preceding Annual General Meeting.
 - (ii) To consider any business arising there from.
 - (iii) To receive and adopt the Annual Report and Financial Report.

- (iv) To receive notice of:
- (a) Constitution of the Competition for ensuing season;
 - (b) Officers and Management Committee;
 - (c) Auditors;
 - (d) Alteration of Competition Rules, if any; and
 - (e) The date for the commencement and conclusion of playing season.
- (v) Other business of which due notice shall have been given and accepted as being relevant to an Annual General Meeting.
- (B) A copy of the duly audited/verified Annual Report, Financial Report and Agenda shall be forwarded to each Club at least 14 days prior to the meeting.
- (C) Each Club shall be empowered to send two officers to an Annual General Meeting, who shall be named to the League Secretary 14 days prior to the AGM. Each Club shall be entitled to one vote only. Not less than twenty-eight (28) days' notice shall be given of the Annual General Meeting.
- Each member of the Board Sub-Group Committee and Management Committee shall have the right to vote at the Annual General Meeting, although if any individual is a member of both the Board Sub-Group Committee and Management Committee that individual shall only be entitled to one vote. In the event of the voting being equal on any matter the Chairman of the League shall have a second and/or casting vote.
- (D) Clubs who will not be continuing Membership of the League for the following season shall be entitled to attend but shall vote only on matters relating to the season being concluded. This provision will not apply to Clubs expelled in accordance with Rule 18 or whose licence is otherwise terminated by The Football Association, who shall not be entitled to any vote on any matters.
- (E) All voting shall be conducted by a show of voting cards unless a ballot be demanded by at least one third of the delegates qualified to vote or the Chairman of the League so decides.
- (F) No individual shall be entitled to vote on behalf of more than one Club.
50% or more of the delegates entitled to vote at the AGM shall constitute a quorum.
- (G) Any continuing Club failing to be represented at the Annual General Meeting without satisfactory reason being given shall be fined **£250**.

AGREEMENT TO BE SIGNED

7. The Chairman and the Secretary of each Club shall complete and sign the following agreement which shall be deposited with the Competition by no later than 28 days prior to the start of the coming season.

"We, A, of (Chairman)
and B of (Secretary)
of the Football Club have been
provided with a copy of the Rules and Regulations of the
Competition and do hereby agree for and on behalf of the said Club to conform to those
Rules and Regulations and to accept, abide by and implement the decisions of The Football
Association and the Board Sub-Group Committee, Management Committee and Club
Committee of the Competition, subject to any rights of appeal provided therein or in the
Rules of The Football Association or Regulations of The Football Association."

Any alteration to the Chairman and/or Secretary on the agreement form must be notified to the League Secretary within 14 days. The League Secretary may, in certain circumstances, require the completion of a revised form. Failure to comply with this will incur a penalty of **£50**.

QUALIFICATION OF PLAYERS

8. (A) The Rules of The Football Association will apply in respect of all matters concerning Players. Particular attention is drawn to Rule C of the Rules of The Football Association.
- (B) A player cannot be registered for the Competition until she has reached her sixteenth (16th) birthday.
- (C) Contract players are permitted to play in this Competition. All Players of a Club shall be registered as a Contract or Non-Contract player and their status must be clearly stated on all registration forms.

A Contract Player means any Player who is eligible to play for the Club for which she is registered under a written contract of employment with a Club. Contract Players must be Contracted on the standard player contract as specified by The Football Association from time to time. All contracts and financial arrangements must comply with Rule C1 of the Rules of The Football Association.

A Non-Contract Player means a Player who is eligible to play for the Club for which she is registered but has not entered into a written contract of employment with that Club. **Subject to the below, Non-Contract Players shall only be entitled to be reimbursed expenses actually incurred in relation to their playing for the Club and shall not be entitled to any other payment in relation to their performance for the Club.** Such expenses must be in accordance with Rule C2(b)(iii) of The Rules of the Association. The only exception to this rule is in the event that the Club appoints a Non-Contract player as a Youth Club Ambassador in accordance with the Club Licence, in which case such player may also be paid a sum in connection with the provisions of services in her role as Youth Club Ambassador.

Rule C2 of The Rules of The Football Association in relation to Non-Contract Players shall apply to the Competition.

A Contract or Non-Contract Player shall be eligible to play for their Club in this Competition providing that she has signed a correctly completed Player Registration Form, in ink, and in the case of a Contract Player the Contract has been registered with The Football Association. The Player Registration Form must be witnessed by the Chairman or Secretary of the Club. Once completed this Registration Form must be sent by recorded delivery, or delivered by hand to the League Secretary, prior to the player playing in the Competition. Player Registration Forms can be faxed, but this will not be accepted as the official document, the original forms must be sent in accordance with this rule within 7 days. Player Registration Forms, whether faxed, delivered by hand or sent recorded delivery, must be received by no later than 4 hours prior to the scheduled kick off time of a match in the Competition (a "Match"), or where the Match is to be played on a Saturday, Sunday or Bank Holiday Monday, by 4.00pm on the Friday afternoon before that Match, for the Player to be eligible to play in such Match.

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.

All Players' contracts shall be in the full name of the Club. The contract must state the full name of the company, and also include the company registration number.

- (D) Squad Cap

Each Club may only register a maximum total of 23 Players (including long term loan players), plus 2 Players on short term loans, to play in the Competition each Season (the "Squad Cap"). Subject to the remainder of this paragraph (D), if a Player is registered with a Club to play in the Competition for the Season, that Player shall continue to count towards the Squad Cap for the remainder of the Season even if that Player stops playing for the Club during the Season for any reason (including where the Player is deregistered and/or is transferred to another Club).

During the Second Transfer Window (as defined in (L) below) in each season, each Club shall be entitled to remove or replace a maximum of three (3) Players which have previously been registered and included in its Squad Cap for that season by notice to the League Secretary. Each Club shall be entitled to select which, if any, 3 Players it so removes or replaces from its Squad Cap in its sole discretion. For the avoidance of doubt, Clubs shall only be entitled to exercise this right during the Second Transfer Window in each season. Once a Player has been removed from the list of players registered to play in the Competition each Season, such Player shall no longer be entitled to play in the Competition for the Club.

The Management Committee may on a case by case basis, upon application by a Club, (i) approve an increase in the Squad Cap for that Club for the remainder of the Season only, and/or (ii) approve the removal of a player from a Club's Squad Cap for the remainder of the Season (so that such player shall no longer be considered to form part of the Squad Cap). Any Club wishing to request such an increase or removal must submit a written request to the League Secretary, along with all supporting information and documentation for their request. The Management Committee may provide any approval or refuse any such a request in its discretion, and may make any approval subject to such limitations, restrictions and conditions as it sees fit.

(E) A player having taken part in Matches for any Club affiliated to any County Football Association shall not be allowed to join, be transferred to, or sign for a Club in the Competition without first proving to the officials of the intended Club that the player has discharged all reasonable financial liabilities to the previous Club or Clubs, and a Club official may not accept such player's signature without first ascertaining whether such claims have been discharged to the satisfaction of the Club, or Clubs, for which the player last played.

(F) A fee of £5.00 shall be paid for each player registered.

(G) The Management Committee shall decide all registration disputes.

In the event of a player signing a registration form or having a registration submitted for more than one Club, the earlier registration shall be given priority in deciding for which Club the player shall be registered. The League Secretary shall notify the Club last applying to register the player of the fact of the previous registration.

(H) It shall be a breach of these Competition Rules for a player to:-

- (i) Play for more than one Club in the Competition in the same season without first being transferred or loaned in accordance with these Competition Rules;
 - (ii) Having signed for one Club in the Competition, sign for another Club in the Competition in that season except for the purpose of a transfer completed in accordance with these Competition Rules; or
 - (iii) Submit a signed registration form for registration that the player had wilfully neglected to accurately or fully complete.
- (I) (i) The Management Committee shall have power to accept the registration of any player.
- (ii) The Management Committee shall have power to refuse, cancel or suspend the registration of any Player or may fine any Player, except those under 18 years of age, at their discretion who has been charged and found to have breached any rules or regulations concerning registrations (subject to Competition Rule 17).
- (iii) The Management Committee shall have power to make application to refuse or cancel the registration of any Player who 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, subject to the right of appeal as set out in Competition Rule 17.

Application should be made to the parent County of the Club the player is registered with.

(J) Player Transfers - General

- (i) The transfer of the registration of a Contract Player from one Club to another must be in writing, on the Competition transfer form, duly signed by the Contract Player and the two Clubs and forwarded to The Football Association for approval and registration. Such Contract Player does not become a bona-fide Player of the Club seeking her transfer until that Club has received from The Football Association a certificate of registration or the provisions of Competition Rule 8(C) have been complied with. The registration of a Contract Player whose contract is cancelled by mutual consent shall be automatically cancelled upon receipt by The Football Association of a copy of the relevant FA form.
- (ii) Where a Club cancels the registration of a Player for any reason whatsoever, the Club must notify The Football Association immediately, in writing and such notification must be signed by an authorised signatory of that Club to be valid.
- (iii) When Players are transferred between Clubs, The Football Association must receive copies of all relevant documents pertaining to the transfer including full details of any payment schedules agreed in writing or otherwise between the two Clubs. Should a Club fail to meet the payment schedules lodged with The Football Association on receipt of notification an embargo on further Players registrations may be placed upon the defaulting Club together with a 1% levy per day on the outstanding payments.
- (iv) In the event of a transfer of a Player where a consideration is agreed, the consideration can only be paid between the two clubs (the transferor and transferee clubs).
- (v) The full name of each contracting club should be stated in the transfer agreement. The full consideration involved must be recorded in the accounting records of both clubs.
- (vi) The Football Association may, at its discretion, refuse any further registration of Players to any Club which has not completed payment of a transfer arrangement made with another Club or arranged for the payment to be adequately secured. The Club concerned will continue to pay the Player in accordance with her contract.
- (vii) In the event of an objection to a transfer, the matter shall be referred to the Management Committee for a decision.

(K) Player Registrations and Transfers – Registration and Transfer Windows

The Football Association will nominate two windows in each season during which player registrations and transfers will be permitted for the Competition, the first of which shall begin prior to the start of the season (the “**First Window**”) and the second of which shall begin during the season (the “**Second Window**”). The Football Association shall notify the Clubs of the dates of the First Window and the Second Window each season.

Registrations and transfer of registrations (including loan transfers) may only be made during the First Window or the Second Window. All other registrations not falling within the First Window and the Second Window will be declined unless otherwise decided by the Management Committee in its sole discretion and, if so approved, may be approved subject to such limitations and restrictions as the Management Committee may determine and, if so determined, the Player shall only be eligible to play in the matches for which permission is granted by the Management Committee.

Clubs must have at least 11 players registered by the date falling 28 days prior to the commencement of each playing season.

The Management Committee shall give reasonable consideration to a request from any Club for the emergency transfer and registration of a goalkeeper outside of the First Window or Second Window where, as a result of injuries, any team only has one fully fit goalkeeper available for selection for any Match. Where the Management Committee grants such approval, this shall subject to such limitations and restrictions as the Management Committee may determine and, if so approved, the goalkeeper shall only be eligible to play in the matches for which permission is granted by the Management Committee.

(L) Player Transfers - Loan Transfers

- (i) Loans of Players shall be allowed to or from clubs in the Competition or in membership of any other leagues which have been authorised by The Football Association from time to time on such terms and conditions as shall be mutually agreed by the two clubs and the Player. For transfers between Clubs both within the Competition, the transfer must be completed on The FA WSL Temporary Transfer Form and for transfers between Clubs in different competitions the transfer must be completed on FA Form H3. On completing The FA WSL Temporary Transfer Form or FA form H3, a Club must send the top copy to The Football Association and one copy to the secretary of the league with which the Player is registered.
- (ii) Any Player being taken on short or long term loan must sign a Competition contract registration form, which will be valid for the full period of the loan, including any extension to the loan period. The standard Competition cancellation form must be used to prematurely end the temporary transfer period.
- (iii) The loan transfer of a Player to a Club must be completed and registered with The Football Association at least 4 hours before the scheduled time of the kick-off of the first Match in which the Player is to play, or where the Match is to be played on a Saturday, Sunday or Bank Holiday Monday, by 4.00pm on the Friday afternoon before that Match.

Loan transfers may only be registered with The Football Association during the First Window or the Second Window (as defined in (L) above).

- (iv) A Club may only register up to a maximum of 4 Players who are either Long Term Loans or Short Term Loans in any Season, with no more than 2 in any one category per Season.
- (v) Any Club temporarily transferring a Player's registration to another club should invoice the receiving club in accordance with the terms of the loan agreement. The Player concerned should remain on the payroll of the Club holding her permanent registration for the period of the loan.
- (vi) No Club may loan more than 2 Players on short term loan transfers to any one Club in the Competition at any one time.
- (vii) The minimum period of a short term loan transfer must be 56 days with a maximum of 84 days in any one Season of the Competition.
- (viii) Short term loan transfers which become permanent transfers before their expiry date shall not count against a Club's quota of short term loan Players for that Season.
- (xi) To extend the period of any short term loan transfer a further FA WSL Temporary Transfer Form or FA form H3 must be completed, with copies sent as provided above.
- (x) If the short term loan transfer is extended, only the Club for whom the Player was originally registered will be allowed to cancel the agreement at any time within the extension period. In the case of a goalkeeper, Clubs may mutually agree, if they so wish, to include a recall clause in the agreement to enable the Club for whom the Player was originally registered to recall the Player at any time during the loan period. Players, other than goalkeepers, may NOT be recalled within the first month (i.e. 28 days) of any loan period.
- (xi) Any short term loan transfer which may terminate after the last day for transfers may be extended for a further period.
- (xii) The short term loan transfer of a Player must be continuous. If the same Player is taken on loan at a later date, this second loan period will count against the permitted number of short term loan transfers.
- (xiii) A Player cannot play for a Club on a short term loan for more than 84 days in any one Season.

(xiv) Long Term Loan Transfers shall be for (i) a Season, or (ii) from any time prior to 5pm on the last day of the First Window for the remainder of the Season.

(xv) A Player on long term loan may not be recalled except for a goalkeeper or where the Player is to be transferred permanently by the Club holding her registered contract. A Player other than a goalkeeper so recalled cannot be permitted to play for the Club holding her registration after such recall until the end of the Season. Players so recalled can only be replaced by a further long term loan with permission from the Management Committee.

(xvi) The maximum number of Long Term Loans will be 2 per Season.

(M) Except when specific approval has been given by the Management Committee, a Club cannot sign or transfer more than one Player from another Club at any one time, unless a period of 14 days has elapsed between each signing.

The Management Committee has the power to place an embargo on the registration, transfer or the loan transfer of Players by any Club who is deemed to be in breach of these Competition Rules.

No Contract Player registered with any Club may play in any club competition other than the Competition and the following whilst so registered without the prior permission of the Management Committee:

- (a) the Women's FA Challenge Cup competition;
- (b) any FA WSL Cup competition introduced by The Football Association;
- (c) a match played by the Club's Reserve Team, to the extent permitted by these Competition Rules only;
- (d) any UEFA European match that the Club is entitled to participate in as a result of their participation in the Competition or the Women's FA Challenge Cup; or
- (e) such other fixture as the Management Committee or The Football Association may prospectively determine from time to time.

(N) 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 Management Committee.

(O) A register containing the names of all players registered for each Club, with the date of registration, shall be kept by the League Secretary and shall be open to the inspection of any Club representative at times mutually arranged. Registrations are valid for one Season only.

In the event of a Non-Contract Player changing her status to that of a Contract Player with the same Club, another Club in the Competition or with a Club in another Competition her registration as a player without a written contract will automatically be cancelled and declared void. In order to play in the Competition again either for her original Club or for another Club it will be necessary for her to be re-registered as required by this Rule. If a player changes from Non-Contract Player to Contract Player with the same Club during a Season, she shall only be counted once for the Squad Cap.

(P) (i) Any team playing an unregistered or otherwise ineligible player or players may have the points gained in the Match deducted from its total, may have up to three (3) points deducted from its total and may be fined and/or otherwise dealt with at the discretion of the Management Committee.

(ii) The Management Committee may, at its discretion, award the points available in the Match in question to the opponents, subject to the Match not being ordered to be replayed.

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

- (Q) (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).

FINANCIAL ARRANGEMENTS AND SALARY CAP REGULATIONS

- 9. (A) Subject to this Competition Rule 9, and to The Rules of the Association and the Regulations of the Football Association, a Club may negotiate a financial arrangement with its Players.
- (B) All Players under a written contract must be registered with The Football Association. All contracts and financial arrangements must comply with Rule C of the Rules of The Football Association.
- (C) All payments and benefits due and/or made to a Player must be shown in a contract. Non-Contract Players shall only be entitled to be reimbursed expenses actually incurred in relation to their playing for the Club, provided that, in the event that the Club appoints a Non-Contract player as a Youth Club Ambassador in accordance with the Club Licence, such player may also be paid a sum in connection with the provisions of services in her role as Youth Club Ambassador.
- (D) All payments made to Players must be made by the Club and fully recorded in the accounting records of the Club.
- (E) All salaried payments (whether to contract or Non-Contract Players) must be subject to PAYE and National Insurance.
- (F) All salary payments due on written contracts must be stated gross, before PAYE and National Insurance deductions.
- (G) Any Players paid expenses should be reimbursed via an expense claim form. The club should retain all expense records in a format acceptable to the Inland Revenue.
- (H) Clubs, Players and other Participants must ensure that at all times they comply with the provisions of the Salary Cap Regulations at Appendix C to these Competition Rules (as updated from time to time by The Football Association).
- (I) Any Club or Club representative found to have committed a breach of The Rules of the Association regarding Players Contract payments may have its Club Licence terminated or revoked and, in addition, may be fined such sum as The Football Association shall determine.

CLUB COLOURS. CLUB NAME

- 10. (A) Every Club must register the colour of its shirts, shorts and socks with the League Secretary by 1 January who shall decide as to their suitability. All shirts, shorts and socks must be in accordance with The Association's Regulations Relating To Advertising On The Clothing of Players, Club Officials And Match Officials.

Goalkeepers must wear colours which distinguish them from other players and the referee. No player, including the goalkeeper, shall be permitted to wear black or very dark shirts (and for these purposes the League Secretary shall decide whether shirts are to be considered to be "very dark").

During the Competition's Close Season, the League Secretary shall obtain from the Clubs, in writing, details of their first and second choice colours (shirts, shorts and socks) and such details shall be published in the Directory of Clubs printed in the League Handbook. Clubs are required to wear their first choice colours both at home and away where possible. The colours registered by each Club shall be worn during the next following Season and no changes either in the colours or combination of colours shall be permitted during the course of the Season except in the circumstances set out in this Rule, or with prior approval of the Management Committee. A Club failing to notify the Management Committee of its

intention to play in colours other than those registered at least 5 days before a Match will incur a fine of **£75**.

Any team not being able to play in its normal colours as registered with the Competition shall notify the colours in which they will play to its opponents at least five (5) 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. Any team not having a change of colours or delaying the kick-off by not having a change shall be fined **£75**.

The Management Committee may request shirts to be submitted if complaints are received as to lack of distinguishing colours, and the Management Committee may refuse to permit any shirts or shorts as they think fit.

Players shirts must be numbered clearly, and must be kept inside the shorts at all times and correspond to the numbers appearing on the Match result sheet. Clubs failing to comply will be fined **£75** for each Match in which this Rule is infringed.

In Competition Matches, the players' shirts may carry advertising subject to the Rules relating to the clothing of players laid down by The Football Association (including The Association's Regulations Relating To Advertising On The Clothing of Players, Club Officials And Match Officials).

The Captain shall wear a distinguishing armband to indicate her status.

The sleeves of the shirts of all Players in all Competition Matches shall carry on an annual basis (i) a Competition logo as supplied by the Competition on each sleeve of the shirts, or (ii) a Competition logo as supplied by the Competition on one sleeve of the shirts and such other logo as decided by the Management Committee on the other sleeve of the shirts, or (iii) a Competition logo as supplied by the Competition on one sleeve of the shirts; as decided by the Management Committee.

- (B) Any Club wishing to change its name and/or colours must seek permission from its affiliated County Association and from the Management Committee.

PLAYING SEASON. CONDITIONS OF PLAY

TIMES OF KICK-OFF. POSTPONEMENTS. SUBSTITUTES

11. (A) The Management Committee shall determine the dates for the start and finish of the following season. Such dates to be confirmed by 1 October in the preceding season.

The dates of all Matches shall be arranged by the League Secretary, on a home and away basis, in conjunction with the Management Committee and consultation with the Club Committee, and notified to Clubs. Receipt of these fixtures must be acknowledged when instructed to do so. Failure to do so will result in a fine of **£75**.

If decided by The Football Association, a match may be played each season between two clubs nominated by The Football Association, usually the Competition Champions and the winners of a cup competition specified by The Football Association (or, if no such cup competition is played for, or if the same Club wins both competitions, between the Competition Champions and a club nominated by The Football Association). The venue and the date for playing the match will be decided by The Football Association. The distribution of the proceeds of the match, after the match expenses have been deducted, will be decided by The Football Association.

- (B) All Matches shall be played in accordance with the Laws of the Game as determined by the International Football Association Board.
- (C) (i) In the event of a team being unable to fulfil a fixture because of excessive illness or injury to players, the Club shall supply official medical certification evidence to the League Secretary within 48 hours of the scheduled fixture to substantiate any application for postponement.

- (ii) All Clubs shall ensure that any player in a Competition Match having left the field of play with a head injury shall not be allowed to resume playing or training without the clearance of a qualified medical practitioner. The same provisions shall apply where a head injury is sustained in training.
- (D) All Matches will be played in accordance with the provisions of the Club Licences, including in relation to the grounds on which the Matches are to be played and the medical provision (personnel, facilities and equipment) required at each Match. Each Club shall also comply with the medical requirements set out in Appendix D of these Rules. In addition, the home Club shall ensure at its own cost that all necessary licences, permits and certificates required for the staging of any Match at the home stadium (including, but not limited to, fire, health and safety, local authority and liquor) are in place and fully complied with so that the home stadium is fully compliant with all applicable health and safety legislation and regulations for the duration of the Match.

In addition to complying with the Club Licences, the following will apply:

- (i) All grounds will be inspected and approved by the Management Committee, or persons designated by the Management Committee: this also applies to any Club moving to another ground.
- (ii) All clubs to provide a programme, or at least a teamsheet, for spectators. A copy of the Programme or Teamsheet shall be sent to the League Secretary within 3 days of the Match (or if such third day is a Sunday, by the following Monday). Failure to comply with this rule will incur a fine of **£150**.
- (iii) Provision to be made for gate receipts to be taken. Where a gate is taken, a return must be made to the League Secretary on the required form. Where a gate is taken the Away Club shall be issued with 25 passes on a complimentary basis.
- (E) All Competition Matches shall be of 90 minutes duration, but any Competition Match which for any cause whatever falls short of 90 minutes duration may be ordered to count as a completed fixture or be replayed in full as the Management Committee may in its absolute discretion determine.
- (F) The standard kick-off times for all Matches in the Competition shall be determined by the Management Committee in its discretion from time to time.

Kick-off times should be mutually agreed by both Clubs within such standard kick-off times unless otherwise ordered by The Football Association for any reason, including broadcast purposes. Any kick-off time outside the standard kick-off times as determined by the Management Committee shall be subject to notification to and approval of the Management Committee. Such notification shall be provided to the Management Committee immediately for approval. The home Club shall notify the Management Committee of the agreed kick off time within 7 days of the announcement of the fixtures for Season. If the home Club and the away Club are unable to agree a kick-off time, the home club shall notify the Management Committee within such 7 days and the Management Committee shall decide the kick-off time.
- (G) The Football Association reserves the right to amend scheduled Matches dates and kick-off times to meet broadcasting requirements as necessary. Notification will be provided by the Management Committee in writing to both Clubs for fixtures so rescheduled.
- (H) The home Club must provide to the Referee at least three Match quality balls, and the home Club shall ensure that it provides those balls as supplied by The Football Association if so required by The Football Association. It will be the responsibility of the Referee to ensure the safe return of the Match balls to the Home Club. The suitability of these balls for play is at the sole discretion of the Referee. If any of the balls supplied have any substantial defect(s), the Referee shall specify on the report form if only one is available for use. Clubs thus reported may be fined a maximum of **£150**.

- (I) The Secretary of the home Club must give notice in writing of full particulars of the location of, and access to, the ground and time of kick-off to the Match Officials and the Secretary of the opposing Club at least seven 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 with this Rule shall be liable to a fine of **£50**.

- (J) Every Club shall play its best available qualified team in all Matches in the Competition.
- (K) Any team not ready to commence at the appointed time shall be fined a sum not exceeding £50 plus £2 per minute for each minute late or be otherwise dealt with at the discretion of the Management Committee. Referees must order Matches to commence at the appointed time, if possible, and must report all late starts. In the event of a late start, the Referee must advise the Captain of the offending team.
- (L) If the Match is not ready to commence within 30 minutes of the appointed time, the game will be recorded as an unfulfilled fixture, and the Club(s) will be dealt with at the discretion of the Management Committee.
- (M) Clubs shall support The Football Association in relation to International Matches in accordance with the provisions of The Football Association Rules.

A Club having 3 players or more selected for International Duty by their National Association for Under 19 UEFA and FIFA competitive matches may request a postponement of its League fixture provided at least 10 days' notice is given to the League Secretary in writing. If 1 player is selected and that player is the goalkeeper, a Club could make a similar request for the postponement of its League fixture. This will only apply to Under 19 UEFA and FIFA competitive matches which are played within the FIFA Women's International Match Calendar.

- (N) Drinks shall be provided for the visiting team and Match Officials on arrival and half-time and refreshments provided at full-time. Any Club in breach of this Rule will be fined a minimum of **£50**.
- (O) In the event of a Club playing in any Match with less than 11 players they may be fined **£200** for each missing player. A minimum of 7 players will constitute a team for a Competition Match.
- (P) Home and Away Matches shall be played. All Matches in the Competition shall be played on dates to be decided by The Football Association, and Clubs must be available to play on all those days. In the event of a Club failing to keep its engagement the Management Committee shall have power to inflict a fine, deduct points from the defaulting Club, award the points to the opponents, order the defaulting Club to pay any reasonable expenses incurred by the opponents or otherwise deal with them except the award of goals. The minimum fines shall be as follows:

First Team Match - **£500**.

Notwithstanding the foregoing home and away provision, the Management 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.

Any Club with more than one team in any competition shall always fulfil its fixtures, in the following order of precedence:- First Team, Reserve Team, A Team. Clubs in breach of this requirement will be dealt with at the discretion of the Management Committee.

Notice of postponement of any Match must be given without delay by the postponing Club. Such notice must be given without delay by the Club to the League Secretary, the Secretary of the opposing Club and the Match Officials. Any Club failing to comply shall be dealt with at the discretion of the Management Committee.

The Management Committee shall review all Matches abandoned in cases where it is consequent upon the conduct of either or both Clubs. Where it is to the advantage of the

Competition and does no injustice to either Club, the Management Committee shall be empowered to order the score at the time of the abandonment to stand. In all cases where the Management 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 points for the Match to the opponent. In cases where a Match has been abandoned owing to the conduct of both teams or their Club member(s), the Management Committee shall rule all points for the Match as void. No fine(s) can be applied by the Management Committee for an abandoned Match.

- (Q) 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 7 players.

Both teams must provide a list of players, including substitutes, with their correct shirt numbers, to the Referee at least 45 minutes before the scheduled kick-off time and in the presence of a representative from the opposing Club. Team sheets will then be exchanged. Failure to do so will incur a fine of **£50**.

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.

- (R) The half time interval shall be of 15 minutes duration, and shall not exceed 15 minutes. The half time interval may only be altered with the consent of the Referee.
- (S) A Club under suspension by the County Football Association or The Football Association and whose suspension is not lifted by 4 clear days before the date of a fixture, will not be allowed to fulfil that fixture on the scheduled date. The fixture will be considered as unfulfilled and dealt with under the provision of Rule 11 (P).
- (T) The Football Association shall determine the policy of the Competition for the issuing of match day passes.
- (U) The copyright in all lists of arrangements of fixtures for the Competition shall be vested in The Football Association.

REPORTING RESULTS

12. (A) Each Club shall comply with the requirements of The Football Association as notified from time to time with regards to reporting half-time and full-time scores and the forename(s) and surname of the team players for each Competition Match, as well as any other information reasonably requested by The Football Association. Such requirements may specify the timing of such reporting and the content to be reported by each Club. Failure to do so may incur a fine of **£75** and/or the Club being dealt with as the Management Committee may decide.
- (B) In addition to the requirements at (A) above, the League Secretary must receive within 3 days of the date played, the result of each Competition Match in the prescribed manner. This must include the forename(s) and surname of the team players (in block letters), the match result, and also the Referee markings required by Rule 14, and any other information required by the Competition. Failure to do so will incur a fine of **£75** and/or the Club being dealt with as the Management Committee may decide.
- (C) Unless otherwise specified by The Football Association, the Home Club shall telephone the result of each Match to the Press Association within 30 minutes of the end of the Match. A Club failing to comply with this shall be fined **£75** and dealt with at the discretion of the Management Committee.
- (D) The Match result notification required pursuant to (B) above, correctly completed, shall be signed by a responsible member of the Club. The Management Committee shall have power to take such action as they deem suitable against a Club which submits an incomplete form or incorrect information.

A Club falsifying any detail on the form to be submitted pursuant to (B) above shall be fined **£150** for each false entry and be otherwise dealt with at the discretion of the Management Committee.

- (E) Within 3 days of any Match, both the away team and the Referee shall submit a score for the home team's pitch (score between 1 (low) - 5 (high)) to the League Secretary, along with any related information required by the Management Committee. A Club failing to comply with this shall be fined **£75** and dealt with at the discretion of the Management Committee.

DETERMINING CHAMPIONSHIP

13. At the end of the Matches for each Season, the Club scoring the highest number of points shall be declared the Champion Club of the League. Three points shall be awarded for each Match won and one point to each Club involved in a Match which is drawn.

If any two or more Clubs are equal in points at the end of the Season, the higher placed Club shall be decided on goal difference.

In each case of goal difference, the goals scored against shall be deducted from the goals scored by and the winner shall be the Club with the largest difference. In the event of the difference being equal, the higher placed Club shall be the Club which has scored more goals.

If two or more Clubs have the same goal difference and have scored the same number of goals and their positions in the Competition has a bearing on deciding the Champion Club or issues relating to qualification for other competitions, then the Management Committee shall decide how the Champion Club of the Competition shall be decided. This may require the Clubs concerned playing a play off deciding Match or Matches on a neutral ground. In all other cases the Clubs concerned will be deemed to have finished in equal positions. The Management Committee shall determine the format, timing, venues of, and all other rules relating to any playoff Match or Matches.

Until otherwise decided by The Football Association, there shall be no promotion to or relegation from the Competition. Subject to the foregoing, promotion, relegation and lateral movement of Clubs shall be in accordance with the principles established by The Football Association.

REFEREES

14. (A) Referees, Assistant Referees and **Fourth Officials** shall be appointed for all Matches by The Football Association.
- (B) In the event of any of the Match Officials appointed for a Match not being in attendance at the Match or becoming unable to complete the match it shall be completed under the control of the remaining Match Officials unless the competing Clubs are able to agree upon a substitute who is acceptable to the Match Referee; should the appointed Match Referee fail to appear then the senior Assistant Referee must take charge. Any substitute agreed for a Match shall be considered a Match Official for the purposes of that Match.
- (C) All Match Officials must report to the ground at least 60 minutes before the scheduled kick-off time. An Official of the home Club shall be at the ground to greet the Match Officials. Failure of the Home Club to comply with this Rule shall be reported by the Referee. The defaulting Club shall be fined **£50**.
- (D) The late arrival of any Match Official shall be reported to The Football Association by the home Club.
- (E) No Club shall postpone a Match on account of the apparent state of the ground. In the event that such circumstances prevail, Clubs should comply with procedures provided for in the document published by The Football Association entitled "Recommended procedure

- for the guidance of Clubs and Referees in determining the suitability of grounds in adverse weather conditions" (as may be renamed or replaced by The Football Association from time to time). Should the ground be declared unfit it is the responsibility of the home Club to immediately advise the Competition, the Appointing Authority, the visiting Club and the Match Officials.
- (F) Match Officials appointed under this Rule shall be entitled to charge standard class public transport expenses or private car expenses of 32p per mile and any other permitted expenses actually incurred together with the following Match fees:-
Referee £40.00
Assistant Referees £25.00
Fourth Official £25.00
- The home Club shall pay the Officials their fees and expenses immediately after the Match in the Match Officials changing room. Payments may be in cash or by cheque.
An Equalisation Fund for Match Official Expenses will be operated.
- (G) 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 plus expenses. Where a Match is not played owing to one Club being in default, that Club shall be ordered to pay the Officials, if they attend the ground, their full fee and expenses.
- (H) Match Officials not fulfilling appointments and failing to provide a satisfactory explanation, or otherwise not meeting the Competition's standards, may have their names removed from the list of Match Officials. The facts will be reported to the Referees Department of The Football Association.
- (I) Each Club shall, in the manner currently prescribed by The Football Association, award marks to the Referee for each game. This information shall be submitted to the League Secretary on the appropriate form. All Referees marking of 60 or less must be accompanied by a letter of explanation. All Referees should be marked out of 100. Clubs failing to comply with this Rule shall be fined **£75**.
- (J) The Referee shall send a fully completed Referees Report Form for each Match to the League Secretary within two days of the Match. If for any reason a game is not played the Referee shall submit a Referees Report Sheet completed as far as possible and showing the reason(s) for the postponement.
- (K) If a Club does not confirm an appointment with a Match Official, at least 7 days before the date of a Match, that Match Official must contact both Clubs and the League Secretary.
- (L) Each Club shall have a set of Assistant Referees' flags available.

WITHDRAWAL OF A CLUB

15. (A) No Club may withdraw its team from the Competition prior to the expiry of its Club Licence.
- (B) In the event of a Club ceasing to operate or being removed from the Competition (whether pursuant to these Competition Rules, termination of its Club Licence or otherwise), The Football Association may replace such Club by granting a new club a Club Licence in its discretion (subject to fulfilment of certain minimum criteria as set by The Football Association). In some cases The Football Association may opt not to add any new Club to the Competition and the remaining Clubs will participate in the Competition until otherwise decided by The Football Association. From the date of withdrawal that Club shall cease to be a Club in the Competition and any monies due to them from The Football Association shall be forfeited.
- (C) If any Club in the Competition ceases to operate during the Season or has its Club Licence otherwise terminated during the Season, its playing record in the Competition shall be expunged and the Club shall be fined a sum of **£2,500**.

SANCTIONS, PROTESTS AND COMPLAINTS

16. (A) Any breach of these Competition Rules shall be dealt with as set out herein or, if not specified, as considered appropriate by the Management Committee at its discretion.
- (B) All questions of eligibility, qualifications of players or interpretations of the Competition Rules shall be referred to the Management Committee.
- (C) Objections relevant to the dimensions of the pitch, goals, flag posts or other facilities of the venue will not be entertained by the Management 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 to have committed a breach of this Rule and shall be dealt with at the discretion of the Management Committee.
- (D) Except in cases where the Management 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 in duplicate with the League Secretary within 7 days (excluding Sundays) of the Match or occurrence to which they refer. A protest or complaint shall not be withdrawn except by permission of the Management Committee.
- (E) Any dispute occurring between Clubs in the Competition shall be referred for determination by the Management Committee whose decision shall be binding upon all parties subject to Rule 17.
- (F) No protest of whatever kind shall be considered by the Management Committee unless the complaining Club shall have deposited with the League Secretary a sum of **£100**. This may be forfeited in whole or in part in the event of the complaining or protesting Club losing its case. The Management Committee 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.
- (G) All parties to a protest or complaint must be afforded an opportunity to make a statement when the protest or complaint is being heard and must have received 7 days notice of the hearing, together with a copy of the submission. When dealing with a protest or complaint the Management Committee shall take into consideration the possession by the protesting or complaining Club of any information which, if properly used, might have avoided the protest or complaint.
- (H) All Match based discipline shall be dealt with as determined by The Football Association from time to time.

APPEALS

17. Within 14 days of the posting of written notification of any decision of the Management Committee, a Club, Official or Player against whom action is taken may appeal against such decision by lodging particulars with the League Secretary, including a fee of **£100**, for adjudication by an Appeal Board of The Football Association. The grounds of appeal shall be in accordance with FA Rules. The Appeal Board may order the appeal fee to be forfeited and shall decide by whom the costs of the appeal shall be borne. The decision of the Appeal Board is final and binding on all parties concerned.

No appeal can be lodged against a decision taken at an Annual or Special General Meeting unless this is on the ground of unconstitutional conduct.

An Appeal Board shall be appointed by The Football Association to deal with cases as they arise. All appeals shall be made and be conducted only in accordance with the Rules and Regulations of The Football Association that relate to appeals to an Appeal Board as are in force at any time.

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

18. (A) Any Official or Member of a Club found to have breached these Competition Rules, other than field offences, or of inducing or attempting to induce a player or players of another Club in the Competition to join them in breach of The Rules of the Association, shall be liable to expulsion or such penalty as the Management Committee may decide, and their Club shall also be liable to expulsion in the discretion of the Management Committee.
- (B) In all matters and transactions relating to the Competition each Club shall behave towards any other Club and the Competition with the utmost good faith.
- (C) No Club either by itself, or its servants or agents shall by any means whatsoever unfairly criticise, disparage, belittle or discredit any other Club or the Competition or in either case any of its Officers or Players.

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

19. (A) A Competition Cup or Trophy shall be vested in The Football Association. If a Competition be discontinued for any cause, the Cup or Trophy shall be returned to The Football Association or otherwise dealt with as The Football Association may decide.

The following agreement shall be signed on behalf of the winners of the Cup or Trophy:-

"We A and B, the Chairman and Secretary of FC, 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..... 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."

- (B) If the Competition is discontinued, for any reason, the Competition Cup or Trophy shall be returned to The Football Association or otherwise disposed of as the Management Committee may decide.
- (C) The Football Association shall present to the Champion Club 25 souvenirs comprising of 20 for the players (providing that each player shall have played 6 Matches or more in the relevant Season), one for the Secretary, one for the Manager, one for the Physiotherapist and two for staff other than players. Additional souvenirs may be presented by consent of the Management Committee.

The Clubs who finish runners-up in the Competition shall be presented with a commemorative souvenir.

SPECIAL GENERAL MEETINGS

20. Upon receiving a requisition signed by six of the Clubs in Membership the League Secretary shall call a Special General Meeting.

The Management Committee may call a Special General Meeting at any time.

At least 14 days' notice shall be given of either meeting under this Rule, together with an agenda of the business to be transacted at such meeting.

Each Full Member Club shall be empowered to send two delegates to all Special General Meetings. Each Club shall be entitled to one vote only.

No individual shall be entitled to vote on behalf of more than one Club.

50% or more of the delegates entitled to vote at the Special General Meeting shall constitute a quorum.

Any continuing Member Club failing to be represented at a Special General Meeting without satisfactory reason being given shall be fined **£250**.

ALTERATION TO COMPETITION RULES

21. Alterations may be made to these Competition Rules by The Football Association. Alterations to the Competition Rules shall only become effective once notified to an Annual General Meeting or at a Special General Meeting convened for the purpose and called in accordance with Competition Rule 20. Any alteration made during the playing Season to any Competition Rule relating to the qualification of players shall not take effect until the following Season.

Notice of alterations to the Competition Rules shall be circulated to the Clubs with the notice of the Annual General Meeting or Special General Meeting.

All amendment of Competition Rules can only be implemented once approved by the appropriate sanctioning authority of The Football Association.

COMPETITION RULES BINDING ON CLUBS

22. Each Member Club shall be deemed to have given its assent to the foregoing Competition Rules and agreed to abide by the decisions of the Management Committee subject to Competition Rule 17. Each Member Club must abide by any issued Football Association Code of Conduct (Appendix B).

CLUB FINANCE

23. (A) Financial Records must be kept by each Club in accordance with the terms of its Club Licence.

Where a Club defaults in making any payments to any Football Creditor, the Club shall be subject to such penalty as the Management Committee may decide.

- (B) Insurance: All Clubs shall insure such of their players as are registered with the Competition through The Football Association approved Group Insurance Scheme and shall comply with the terms of the Club Licence on insurance.
- (C) All monies required to be paid by any Club pursuant to these Competition Rules must be paid within 14 days. Failure to comply with this Rule will result in the Club being fined £50.

CLUB RULES AND CODE OF CONDUCT

24. All Clubs will be required to sign the Code of Conduct (see Appendix B). Such Code must be conveyed to all Players and Officials and all Players must sign a copy of the Code of Conduct.
25. All Clubs will be required to have Club Rules which all Players and Officials of such Club shall be required to comply with. Standard Club Rules are set out in Appendix A and all Clubs must ensure that their Club Rules meet these Standard Club Rules as a minimum.

APPENDIX A STANDARD CLUB RULES

Some years ago The Football Association, in response to many requests, drew up a list of suggested rules for clubs. These rules, now updated, are printed below for the benefit of secretaries and organisers:—

Suggestions for Club Rules

1 NAME

The club shall be calledF.C. (the Club)

2 OBJECTS

The objects of the Club shall be to arrange association football Matches and social activities for its members.

3 STATUS OF RULES

These rules (the Club Rules) form a binding agreement between each member of the Club.

4 RULES AND REGULATIONS

- (a) The Club shall have the status of an Affiliated Member Club of The Football Association by virtue of its affiliation to/membership of The Football Association. The Rules and Regulations of The Football Association Limited and Football Association or any League or Competition to which the Club is affiliated for the time being shall be deemed to be incorporated into the Club Rules.
- (b) No alteration to the Club Rules shall be effective without prior written approval to the parent Association.

5 CLUB MEMBERSHIP

- (a) The members of the Club from time to time shall be those persons listed in the register of members (the Membership Register) which shall be maintained by the Club Secretary.
- (b) Any person who wished to be a member must apply in the Membership Application Form and deliver it to the Club. Election to membership shall be at the sole discretion of the Club Committee. Membership shall become effective upon an applicant's name being entered in the Membership Register.
- (c) In the event of a member's resignation or expulsion, his or her name shall be removed from the Membership Register.
- (d) The Football Association or an Affiliated Association shall be given access to the Membership Register on demand.

6 ANNUAL MEMBERSHIP FEE

- (a) An annual fee payable by each member shall be determined from time to time by the Club Committee. Any fee shall be payable on a successful application for membership and annually by each member. Fees shall not be repayable.
- (b) The Club Committee shall have the authority to levy further subscriptions from the members as are reasonably necessary to fulfil the objects of the Club.

7 RESIGNATION AND EXPULSION

- (a) A member shall cease to be a member of the Club if, and from the date on which, he gives notice to the Club Committee of his resignation. A member whose annual membership fee or further subscription is more than 2 months in arrears shall be deemed to have resigned.

- (b) The Club Committee shall have the power to expel a member when, in their opinion, it would not be in the interests of the Club for him to remain a member. There shall be no appeal procedures.
- (c) A member who resigns or is expelled shall not be entitled to claim any, or a share of any, of the Club Property.

8 CLUB COMMITTEE

- (a) The Club Officers shall consist of
 - (i) The Club Committee shall consist of the Club Officers and other members.
 - (ii) Each Club Officer and Club Committee Member shall hold office from the date of appointment until the next Annual General Meeting unless otherwise resolved at a Special General Meeting. One person may hold no more than two positions of Club Officer at any time. The Club Committee shall be responsible for the management of all the affairs of the Club. Decisions of the Club Committee shall be made by a simple majority of those attending the Club Committee meeting. The Chairman of the Club Committee meeting shall have a casting vote in the event of a tie. Meetings of the Club Committee shall be chaired by the.....or in his absence the..... . The quorum for the transaction of business of the Club Committee shall be three.
 - (iii) Decisions of the Club Committee of meetings shall be entered into the Minute Book of the Club to be maintained by the Club Secretary.
 - (iv) Any member of the Club Committee may call a meeting of the Club Committee by giving not less than 7 days' notice to all members of the Club Committee. The Club Committee shall hold not less than four meetings a year.
 - (v) An outgoing member of the Club Committee may be re-elected. Any vacancy on the Club Committee which arises between Annual General Meetings shall be filled by a member proposed by one and seconded by another of the remaining Club Committee members and approved by a simple majority of the remaining Club Committee members.
 - (vi) Save as provided for in Rules and Regulations of The Football Association and the Affiliated Association to which the Club is affiliated, the Club Committee shall have the power to decide all questions and disputes arising in respect of any issue concerning the Club Rules.

9 ANNUAL AND SPECIAL GENERAL MEETING

- (a) An Annual General Meeting (AGM) shall be held in each year to:
 - (i) receive a report of the activities of the Club over the previous year
 - (ii) receive a report of the Club's finances over the previous year
 - (iii) elect the members of the Club Committee
 - (iv) consider any other business
- (b) Nominations for election of members as Club Officers or as members of the Club Committee shall be made in writing by the proposer and seconder, both of whom must be existing members of the Club, to the Club Secretary not less than 21 days before the AGM. Notice of any resolution to be proposed at the AGM shall be given in writing to the Club Secretary not less than 21 days before the Meeting.
- (c) A Special General Meeting (SGM) may be called at any time by the Committee and shall be called within 21 days of the receipt by the Club Secretary of a requisition in writing signed by not less than five members stating the purposes for which the

Meeting is required and the resolutions proposed. Business at an SGM may be any business that may be transacted at an AGM.

- (d) The Secretary shall send to each member at his last known address written notice of the date of a General Meeting together with the resolutions to be proposed at least 14 days before the Meeting.
- (e) The quorum for a General Meeting shall be..... .
- (f) The..... , or in his absence a member selected by the Club Committee, shall take the chair. Each member present shall have one vote and resolutions shall be passed by a simple majority. In the event of an equality of votes the Chairman of the Meeting shall have a casting vote.
- (g) The Club Secretary, or in his absence a member of the Club Committee, shall enter Minutes of General Meetings into the Minute Book of the Club.

10 CLUB TEAMS

At its first meeting following each AGM the Club Committee shall appoint a Club member to be responsible for each of the Club's football teams. The appointed members shall be responsible for managing the affairs of the team.

The appointed members shall present to the Club Committee at its last meeting prior to an AGM a written report of the activities of the team.

11 CLUB FINANCES

- (a) A bank account shall be opened and maintained in the name of the Club (the Club Account). Designated account signatories shall be the Club Chairman, the Club Secretary and the Treasurer. No sum shall be drawn from the Club Account except by cheque signed by two of the three designated signatories. All monies payable to the Club shall be received by the Treasurer and deposited in the Club Account.
- (b) The income and assets of the Club (the Club Property) shall be applied only in furtherance of the objects of the Club.
- (c) The Club Committee shall have power to authorise the payment of remuneration and expenses to any member of the Club and to any other person or persons for services rendered to the Club.
- (d) The Club shall prepare an annual Financial Statement in such form as shall be published by The Football Association from time to time.
- (e) The Club Property, other than the Club Account, shall be vested in not less than two and no more than four custodians, one of whom shall be the Treasurer (the Custodians), who shall deal with the Club Property as directed by decisions of the Club Committee and entry in the Minute Book shall be conclusive evidence of such a decision.
- (f) The Custodians shall be appointed by the Club in a General Meeting and shall hold office until death or resignation unless removed by a resolution passed at a General Meeting.
- (g) On his or her removal or resignation a Custodian shall execute a Conveyance in such form as is published by The Football Association from time to time to a newly-elected Custodian or the existing Custodians as directed by the Club Committee. On the death of a Custodian, any Club Property vested in him shall vest automatically in the surviving Custodians. If there is only one surviving Custodian, a Special General Meeting shall be convened as soon as possible to appoint another Custodian.
- (h) The Custodians shall be entitled to an indemnity out of the Club Property for all expenses and other liabilities reasonably incurred by them in carrying out their duties.

12 DISSOLUTION

- (a) A resolution to dissolve the Club shall only be proposed at a General Meeting and shall be carried by a majority of at least three-quarters of the members present.
- (b) The dissolution shall take effect from the date of the resolution and the members of the Club Committee shall be responsible for the winding up of the assets and liabilities of the Club.
- (c) Any surplus assets remaining after the discharge of the debts and liabilities of the Club shall be transferred to the parent Association who shall determine how the assets shall be utilised for the benefit of the game.

Alternatively, such assets may be disposed of in such other manner as the members of the Club with the consent of the parent Association shall determine.

APPENDIX B**FA WSL Code of Conduct**

The FA's Adult Respect Code of Conduct appears in the FA Handbook on pages 585 to 588.

APPENDIX C**Salary Cap Regulations****THE FA WOMEN'S SALARY CAP REGULATIONS****1. PURPOSE, SCOPE AND APPLICATION**

- 1.1 The Association has introduced these FA Women's Salary Cap Regulations (the "**Salary Cap Regulations**") in order to help regulate the financial expenditure of each Club participating in the competition currently known as The FA WSL. The overriding purpose of the Salary Cap Regulations is to protect and promote the long-term health and viability of the game of women's football by ensuring that Clubs do not spend too great a percentage of their income on player salaries and to seek to ensure the competitive balance of women's football.
- 1.2 The Salary Cap Regulations shall be deemed to have come into full force and effect on 1 July 2010 (the "**Commencement Date**").
- 1.3 Where breaches of the Salary Cap Regulations (or any subsequent versions thereof) are discovered to have taken place, such breaches will be dealt with by the salary cap regulations that applied at the time of the breach.
- 1.4 The Salary Cap Regulations shall apply to all Participants in The FA WSL and such other persons as determined by The Association from time to time, whether or not such Participant is a citizen of or resident in the United Kingdom. Such Participant shall be deemed to have agreed:
 - 1.4.1 to be bound by and to abide strictly by the Salary Cap Regulations;
 - 1.4.2 to submit to the authority of The Football Association to adopt, apply, amend, monitor and enforce the Salary Cap Regulations;
 - 1.4.3 to provide all requested assistance to The Football Association in the application, monitoring and enforcement of the Salary Cap Regulations, including (without limitation) by cooperating fully with any investigation or proceedings conducted pursuant to the Salary Cap Regulations;
 - 1.4.4 to submit to the jurisdiction of The Football Association (including in relation to any charges brought pursuant to these Salary Cap Regulations and any appeals in connection therewith); and
 - 1.4.5 not to bring any proceedings or claim in any court or other forum that are inconsistent with the foregoing submission to the jurisdiction of The Football Association.
- 1.5 The Football Association may amend the Salary Cap Regulations as it considers appropriate from time to time. All Participants to whom the Salary Cap Regulations apply shall be deemed to be bound by the amended Salary Cap Regulations from that point.

2. INTERPRETATION AND DEFINITIONS

- 2.1 The Salary Cap Regulations are to be interpreted and applied by reference to, and in a manner that advances, their overriding purpose, as detailed in Section 1.1.
- 2.2 Capitalised terms used in these Salary Cap Regulations shall have the meaning given to them in **Schedule 1** to the Salary Cap Regulations or, where not defined therein, in the Rules of The Football Association or these Competition Rules.

3. SALARY CAP REGULATIONS BREACHES

- 3.1 Each Club and all other Participants must ensure that they comply with the following requirements. Any failure to comply with any of the following requirements will constitute a breach of these Salary Cap Regulations:

- 3.1.1 **A Club must ensure that no more than four Players at any one time are registered with the Club to play in a Salary Cap Relevant Match who have a Salary Cap Value of more than £20,000 (twenty thousand pounds sterling) per player Gross during that Salary Cap Year.**
- (a) Section 3.1.1 shall apply whether or not the players in question have played for the Club in a Salary Cap Relevant Match in the Salary Cap Year.
- (b) Each player who has a Salary Cap Value of more than £20,000 Gross during the Salary Cap Year shall be a “First Tier Player”.
- 3.1.2 **A Club must complete and submit to The Football Association the forms, reports and certificates described in Sections 4.1, 6.1.2 and 7.3 along with any other documents, information, detail, explanation or clarification requested by The Football Association within any such time limits as The Football Association may stipulate.**
- 3.1.3 **Each Club and/or other Participant must cooperate fully and without delay with any audit or investigation conducted by The Football Association in relation to matters arising under the Salary Cap Regulations.**
- (a) This obligation includes (but is not limited to) the obligation to answer fully and without delay any request(s) for information made pursuant to these Salary Cap Regulations.
- 3.1.4 **Any information provided to The Football Association by any Club and/or other Participant pursuant to the Salary Cap Regulations must be accurate and complete to the satisfaction of The Football Association.**
- 3.2 Any Attempt to commit a breach of any of Sections 3.1.1 to 3.1.4 (inclusive) shall be treated as an actual breach of the relevant Section.
- 3.3 Clubs must ensure that they comply with both Rule C of The Rules of the Association and Rule 8(C) of these Competition Rules at all times. In particular Clubs should ensure that they comply with the following:
- “All payments and/or benefits whatsoever due and/or made to a Player must be set out in a written agreement between the Club and the Player. Any other payments and/or benefits whatsoever due and/or made on behalf of, or in relation to, a Player (not otherwise detailed in the written agreement between the Club and Player) must also be set out in a written agreement, to which the Club shall be a party. In each case a copy of such agreement must be provided to The Association.” (Rule C 1(b)(iv) of The Rules of the Association)
- “All payments made to Players must be made by the Club and fully recorded in the accounting records of the Club.” (Rule C1(b)(v) of The Rules of the Association)
- “Subject to the below, Non-Contract Players shall only be entitled to be reimbursed expenses actually incurred in relation to their playing for the Club and shall not be entitled to any other payment in relation to their performance for the Club. Such expenses must be in accordance with Rule C2(b)(iii) of The Rules of the Association. The only exception to this rule is in the event that the Club appoints a Non-Contract player as Youth Club Ambassador in accordance with the Club Licence, in which case such player may also be paid a sum in connection with the provisions of services in her role as Youth Club Ambassador.” (Rule 8(C) of these Competition Rules)
- Clubs must not allow any payment to be made to or on behalf of a Player in breach of Rule C and/or Rule 8(C) of these Competition Rules. This includes payments or benefits on account of the Player’s provision of playing, coaching, development,

administration or other services to the Club, including in respect of the Player's appointment to a role of Ambassador ('Senior Club Ambassador', 'Youth Club Ambassador' and/or 'Development Ambassador') in accordance with the Club Licence during that Salary Cap Year.

- 3.4 Whilst Non-Contract Players may compete in The FA WSL, pursuant to The FA WSL Rules, subject to the remainder of this Section 3.4, such Non-Contract Players are only entitled to be reimbursed expenses. They may not be paid or provided with benefits by or on behalf of a Club. The only exception to this rule is in the event that the Club appoints a Non-Contract player as Youth Club Ambassador in accordance with the Club Licence, in which case such player may also be paid a sum in connection with the provisions of services in her role as Youth Club Ambassador.

4. COMPLETION OF SALARY CAP FORM

- 4.1 Each Club covered by these Salary Cap Regulations must submit to The Football Association, on or before 1 March (or such later date as may be notified by The Football Association from time to time) in each Salary Cap Year a completed version of the Salary Cap Form (attached at **Schedule 2**) for that Salary Cap Year which identifies:
- (a) all Players registered with the Club and registered to play in any Salary Cap Relevant Match during the Salary Cap Year (the "**Salary Cap Players**"), with confirmation of the Salary Cap Value of such players for the relevant Salary Cap Year; and
 - (b) which of the Salary Cap Players are First Tier Players; and
 - (c) the amount being paid to a Youth Club Ambassador who is a Non-Contract Player for her role as Youth Club Ambassador.
- 4.2 Any Club that fails to provide a satisfactory Salary Cap Form to The Football Association by the above date will be reported to the Regulatory Team (as defined in Section 7.1 below) who shall consider whether there is a case to answer for a breach of these Salary Cap Regulations.

5. CALCULATING THE SALARY CAP VALUE OF A PLAYER

- 5.1 The "**Salary Cap Value**" of a Player is the total sum of the Gross payments and other benefits that are paid or payable by a Club or Accrue (or are deemed to Accrue, in accordance with this Section 5) to, on behalf or in relation to the Player in the relevant Salary Cap Year, in accordance with Rule C of The Rules of the Association, Rule (c) of these Competition Rules and Sections 3.3 and 3.4 above, subject to Clause 5.6 and 5.7 below. This includes payments or benefits on account of the Player's provision of playing, coaching, development, administration or other services to the Club, including in respect of the Player's appointment to a role of Ambassador ('Senior Club Ambassador', 'Youth Club Ambassador' and/or 'Development Ambassador') in accordance with the Club Licence during that Salary Cap Year;
- 5.2 Time of Actual Payment, i.e. whether or not a payment is actually made or a benefit is actually provided by the Club to the Player in the relevant Salary Cap, is irrelevant to the calculation of the Salary Cap Value of a Player. Instead, what is relevant is the date when the payment or benefit Accrues to a Player.
- 5.3 For the purposes of calculating the Salary Cap Value of a Player where the Club proposes to register a Player part-way through the Salary Cap Year, The Football Association shall calculate the Salary Cap Value of the Player, in accordance with the usual principles, as if the Player was employed by the Club for the entire Salary Cap Year for the purposes of these Salary Cap Regulations.

- 5.4 For the avoidance of doubt, where any element of the Salary Cap Value for a Player is to be paid in a foreign currency, the value of such element, for the purposes of these Salary Cap Regulations, shall be converted to Great British Pounds Sterling at Barclays Bank plc's buying rate for that foreign currency at 12.00 noon on the first day of the relevant Salary Cap Year.
- 5.6 Bonuses
- 5.6.1 Appearance Bonuses (meaning bonuses that may Accrue to the Player depending upon the number of Salary Cap Relevant Matches for which she is selected to participate during the Salary Cap Year): For the purposes of calculating the Salary Cap Value of a Player, the deemed Gross value of any appearance bonus provisions will be calculated on the assumption that the Player will participate in 14 Salary Cap Relevant Matches for the Club during the Salary Cap Year;
- 5.6.2 Win Bonuses (meaning bonuses that may Accrue to the Player depending upon the Club's success in any Salary Cap Relevant Matches in which the Player participates during the Salary Cap Year.): For the purposes of calculating the Salary Cap Value of the Player, the deemed Gross value of the win bonus provisions will be calculated on the assumption that the Player will play in 9 winning Salary Cap Relevant Matches for the Club during the Salary Cap Year;
- 5.6.3 Other Bonus Payments (meaning of all other bonus payments that may Accrue to the Player (e.g. goal scoring bonuses) during the Salary Cap Year): The Club shall discuss the bonus payment with The Football Association and The Football Association shall, acting reasonably, determine the deemed Gross value of the bonus provisions for the purposes of calculating the Player's Salary Cap Value.
- 5.7 The following items may be **excluded** in the calculation of the Salary Cap Value of a Player:
- 5.7.1 the Gross value of any share of the official prize money paid by The Football Association to the Club as a result of the Club's performance in The FA WSL competition and/or any share of the official prize money paid by The Football Association to the Club as a result of the Club's performance in any cup competition;
- 5.7.2 the Gross value of any bonus payments that may Accrue to the Player during the Salary Cap Year if she wins any Player-of-the-Match or Player-of-the-Season awards in that Salary Cap Year;
- 5.7.3 where a Club pays a yearly premium to insure against the cost of a Player's medical expenses, such premium will not be included in the calculation of the Salary Cap Value of that Player. However, to the extent that the Club also insures against the cost of medical expenses incurred by any member of the Player's family, partner or other close friends, the premium payable for such cover must be included in the calculation of the Salary Cap Value of that Player.
- 5.8 For the avoidance of doubt, any payment paid to a Player by The Football Association pursuant to any Central Contract or any contract of employment with The FA shall not be included in the Salary Cap Value of a Player.
6. **ONGOING ASSESSMENT OF A CLUB'S SALARY CAP POSITION.**
- 6.1 At any point following submission of the Salary Cap Form for the Salary Cap Year, where a Club wishes to commit itself to any transaction, or to conduct itself (by act or omission) in any manner, which will increase the number of Salary Cap Players for that Salary Cap Year, it must:

- 6.1.1 ensure that such increase will not amount to any breach of these Salary Cap Regulations for that Salary Cap Year; and
- 6.1.2 provide to The Football Association written details of the transaction or conduct, and evidence of the impact that such transaction or conduct has had on the number of Salary Cap Players and First Tier Players registered with the Club. The Football Association may request further additional information or documentation in connection with such transaction.

7. MONITORING COMPLIANCE

A. The Regulatory Team

- 7.1 Monitoring compliance with the Salary Cap Regulations will be the responsibility of The Football Association. The Association will have a “**Regulatory Team**” which will be responsible for overseeing compliance with the Salary Cap Regulations.
- 7.2 In accordance with Section 3.1.3, all Parties must cooperate fully with The Football Association and provide all necessary support and information in connection with these Salary Cap Regulations upon demand, including (without limitation):
 - 7.2.1 making themselves available to be interviewed by any member of the Regulatory Team and cooperating fully with any such interview;
 - 7.2.2 verifying the accuracy (or otherwise) of any information or document provided to any member of the Regulatory Team;
 - 7.2.3 producing such further information and/or documentation as may be requested by any member of the Regulatory Team; and/or
 - 7.2.4 providing the necessary authority (where applicable) to any relevant third party (eg trustees, company directors etc) in order to ensure the production of any further information or relevant documents as may be requested by any member of the Regulatory Team.

B. Clubs' Reporting Obligations

- 7.3 In addition to its general obligations of cooperation and disclosure set out in Section 3.1.3 and Section 7.2, each Club must complete and submit to The Football Association a Salary Cap Form Certificate (in the form attached at **Schedule 3**) covering the full twelve months of the Salary Cap Year, to be signed by an authorised officer of the Club and received by The Football Association within 30 days of the end of the applicable Salary Cap Year.

C. Powers of Inquiry of The Association

- 7.4 The Football Association shall have the power to monitor the compliance by Club's and other Participants with these Salary Cap Regulations in accordance with Section 3 above and Rule F of the Rules of the Association. In particular, The Football Association shall be entitled to audit a Club's books and records and/or interview any Participant covered by these Salary Cap Regulations (including any Club Official or Player).

D. Breach of Salary Cap Regulations

- 7.5 Any breach of these Salary Cap Regulations shall be a breach of the Competition Rules and shall be dealt with by The Football Association accordingly.
- 7.6 Where it is determined by the Regulatory Team that a breach of these Salary Cap Regulations has been committed, it shall report such breach to the Management Committee. The Management Committee shall deal with such breach as considered appropriate by the Management Committee at its discretion. Rule 17 of the Competition Rules shall apply to any decisions of the Management Committee in connection therewith.

E. Data Protection

- 7.7 Any Person who submits information (including personal data) pursuant to the Salary Cap Regulations shall be deemed to have agreed, both pursuant to the Data Protection Act 1998 and otherwise, that such information may be collected, processed and disclosed in accordance with, and for the purposes of the implementation of, these Salary Cap Regulations (and shall ensure that it has all necessary consents from any third parties to whom the data relates to allow such collection, processing and disclosure).

SCHEDULE 1: DEFINITIONS

The following terms when used in the Salary Cap Regulations shall have the meaning ascribed to them below:

Accrue(s): The moment that a Club becomes liable to make the payment (or provide the benefit) in question, irrespective of whether the payment is actually to be made, or the benefit is actually to be provided, immediately or at some point in the future.

Attempt: Purposely engaging in conduct that constitutes a substantial step in a course of conduct planned to culminate in a breach of these Salary Cap Regulations.

Competition Rules: The FA WSL Competition Rules for each Season, as updated from time to time.

First Tier Players: As defined in Section 4.1.

Gross: Without deduction of tax or other contributions or levies.

Management Committee: Has the meaning set out in the Competition Rules.

Playing Contract: A written contract, entered into between a Player and a Club, which sets out the level of salary (and other benefits) to be earned by the Player pursuant to her employment with the Club.

Regulatory Team: As defined in Section 7.1.

Salary Cap Players: As defined in Section 4.1.

Salary Cap Relevant Match: Any first team football fixture played between two Clubs in either: (a) The FA WSL competition (including play-offs); (b) the Women's FA Challenge Cup competition; (c) any FA WSL Cup competition introduced by The Association; or (d) such other fixture as The Association may prospectively determine to be a Salary Cap Relevant Match from time to time.

Salary Cap Value: As defined in Section 5.1.

Salary Cap Year: The 12-month period from 1 November in one calendar year to 31 October in the following calendar year (inclusive).

SCHEDULE 2: SALARY CAP FORM

SCHEDULE 3: SALARY CAP CERTIFICATE

APPENDIX D**MEDICAL REQUIREMENTS****Attendance of Medical Personnel**

Each Club must have in attendance a physiotherapist at all Matches (home and away). The Doctor is not required to attend but should be on call for advice.

- The physiotherapist must be present for three hours at home Matches (set-up, treatment of players before Match, warm-up and after-Match), and at away Matches for three hours plus travelling time.

The physiotherapist employed by a Club must:

- Be a Chartered Physiotherapist;
- Be a registered member of the Health Professions Council and the Chartered Society of Physiotherapy; and
- Have the Advanced Emergency Aid qualification: Advanced Resuscitation and Emergency Aid (AREA) or such other qualification as approved by The Football Association.

Club responsibilities/equipment

- No person other than a Club's physiotherapist shall be permitted to treat players on the field of play.
- Clubs to provide emergency sports first-aid equipment for all Matches (to include spinal board, cervical collar, fracture splints, crutches and stretchers as a minimum).

APPENDIX E**MATTERS RESERVED FOR BOARD SUB-GROUP COMMITTEE**

- Strategic direction of the League and its business
- Amendments to Rules
- Granting and termination of The FA WSL Licence
- Composition of the Competition (including changes to structure and extension of the League, membership of the League, number of clubs, number of divisions, admission of new clubs and removal of existing clubs)
- FA WSL Budget, including FA Club Development Fund
- Approval of sponsorship and commercial agreements for the League
- Issues relating to compliance with national and international anti-doping codes and regulations
- Policy issues relating to the disciplinary and appeals process for the League
- Any other matter as decided by the Board Sub-Group Committee from time to time