

Berks & Bucks FA

Football Services Guides



Red & Yellow Cards

What are they?

Every discipline case needs to be paid and acknowledged by the Club before they can be resolved. Failure to do so within the required time limits can lead to further fees.

How do we resolve a case?

There are two steps to closing disciplinary cases for cautions and red cards (“standard charges”):

1. The club must acknowledge the case, confirming the player’s personal details (date of birth/address);
2. Payment must be made for any administration charge and fines

There are strict deadlines associated with acknowledging/paying cases as follows:

Cautions	Acknowledged within fourteen days
Standard charges	Acknowledged within seven days
Invoices	Paid within fourteen days

How much do I have to pay/How long am I suspended for?

The fine varies, depending on the nature of the offence. For a full breakdown of charges, fines and suspensions please see the table on page 3.

What happens if I receive multiple cautions/red cards in a season?

There are additional penalties for accumulation of cautions and red cards throughout the season, including increased fines and suspensions. For a full breakdown, please see the table on page 4.

For each additional red card a player receives throughout a season, they will receive one additional game on top of the automatic suspension.

Who has to pay disciplinary fines?

In adult football, the player and his/her club are jointly responsible for the payment of fines. In youth football, the club is solely responsible for the fine.

If an adult player has not provided the club or the County with the funds by the invoice due date, we strongly recommend that the club makes the payment on the player’s behalf. Should the player refuse to reimburse the club, the club can seek to reclaim the costs through Football Debt Recovery.

What happens if I miss a deadline?

Late Response or Late Payment fees are issued automatically in accordance with FA Regulations when the timeframes above are not met.

If a late *response* fee is not paid within 14 days, the player and *team* are suspended from all football.

If a late *payment* fee is not paid within 14 days, the player and *club* are suspended from all football.

Suspensions take effect the first Monday after the invoice due date.

How do I appeal a caution or red card?

All cautions and red cards can be appealed on the grounds of Mistaken Identity. Please refer to our Football Services Guide on Mistaken Identity for more information.

An appeal for Mistaken Identity should only be submitted when the referee has shown the card to the wrong player on the day. If you believe the referee has recorded the wrong name when submitting a caution or red card, please contact the Football Services Team [via email](#) or on 01235 544890. We will investigate the matter further and amend the case if appropriate.

Certain red cards can be appealed on the grounds of Wrongful Dismissal. Please refer to our Football Services Guide on Wrongful Dismissal for more information.

We always recommend confirming with the referee at the end of the game the names of all players cautioned/sent off during the game, and the reason for the cards.

I think a late fee was raised in error. What do I do?

If you believe that a late fee has been issued in error, please contact the County office immediately. You will be asked to complete a form documenting why you believe an error has been made. The County FA will then determine whether there has been an error in the fee being raised and act accordingly.

If you only become aware of the late fee as a sine die suspension is about to commence, **we recommend you pay the full amount immediately and contact the County FA to request a refund**, should an error have been made.

Clubs should be aware of which players receive cautions or standard charges, and aware of the cost of these offences. **Therefore non-receipt of notifications is not an excuse for non-payment.**