

# Hertfordshire FA



## County Cups

### Frequently Asked Questions

**Q. How do I report the result of the County Cup?**

**A.** A member of the club, usually the Secretary or team Manager, will receive a SMS text message; you answer the message by putting the result in and replying to message. Please make sure you set up your mobile number as the SMS contact on your club's Whole Game System - it is the clubs responsibility to make sure the correct person is set up. Guidance on responding to these SMS can be found [on our website](#) under the 'Cup and Competitions' tab, then 'Forms and Documents'.

**Q. What happens if I don't receive a SMS text message?**

**A.** If the nominated person does not receive the text message please email the competitions mailbox ([competitions@hertfordshirefa.com](mailto:competitions@hertfordshirefa.com)) with the result. Please make sure the correct person is set up under your team with the correct mobile number, via the Whole Game System.

**Q. Where do I find the Match Report Form?**

**A.** The Match Report Form can be found [on our website](#) under the 'Cup and Competitions' tab, then 'Forms and Documents'. Remember both teams need to submit a match report form.

**Q. What do I do if our team cannot fulfil the fixture?**

**A.** Please email the competitions mailbox ([competitions@hertfordshirefa.com](mailto:competitions@hertfordshirefa.com)) as soon as possible. Please be advised that clubs will be fined for withdrawing from a Cup fixture. For more information please refer to the Rules and Guidance Notes that are available on our website under 'Cups and Competitions'.

**Q. The referee that has been appointed cannot do the game?**

**A.** The referee should notify the relevant Referee Appointments Officer and a new one should be appointed, unless it is within the 4 day rule where the home team will have to arrange a referee themselves.

**Q. My email notification is showing that I kick off at 06:00am?**

**A.** The kick off time is set to a default time of 06:00am until we are notified otherwise. We understand youth teams kick off at different times during the day, so could you please email the competitions mailbox ([competitions@hertfordshirefa.com](mailto:competitions@hertfordshirefa.com)) with your kick off time at least 10 days before the fixture. Once full-time has been updated our referee appointments officer can appoint a referee.

**Q. Who pays for the official?**

**A.** Please check the Guidance Notes for the relevant competition on our website for details. <http://www.hertfordshirefa.com/cups-and-competitions/rules-and-documents>

**Q. I have not heard from my opposition about the upcoming fixture?**

**A.** If you have not had an email or phone message from the club that are hosting the game, please notify the competitions mailbox ([competitions@hertfordshirefa.com](mailto:competitions@hertfordshirefa.com)). Our club and referee directories are available on our website as part of our Handbook (under the 'About' tab).

**Q. Our team cannot play on the date set; can we move the game?**

**A.** The fixture must be played on the date set, unless you are a youth team and have previously requested a 'free week' with your league. In this case the Competitions Committee can grant a free week, but to confirm please email the competitions mailbox ([competitions@hertfordshirefa.com](mailto:competitions@hertfordshirefa.com)).