



HERTS SENIOR COUNTY FOOTBALL LEAGUE

Established 1898 - Success with Dignity



**LEAGUE RULES
2019-20**
(Incorporating FA Standard Code of Rules)

**INCLUDING RULE CHANGES ADOPTED
AT THE 2019-20 AGM**

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1. NOMENCLATURE AND CONSTITUTION

(A) This Competition shall be designated the Herts Senior County League (hereinafter referred to as "the Competition") and shall consist of not more than sixty eight (68) clubs who shall be Full Member Clubs and not more than sixteen (16) clubs who shall be Associate Member Clubs. Admission to the competition shall be by recommendation of the Management Committee.

(B) All such member clubs must be affiliated to an affiliated County Football Association and their names and particulars shall be returned annually by the appointed date on the Form "D" to the Hertfordshire County Football Association. The area covered by the Competition membership shall be the county of Hertfordshire and, exceptionally other adjoining counties. This Competition shall apply annually for sanction to the Hertfordshire Football Association and the constituent teams of member clubs may be grouped in divisions, each not exceeding twenty in number.

No more than one team per club can participate in the same division.

Member clubs shall not enter any of their teams playing in the Competition in any other Competitions (with the exception of FA and County FA Competitions) except with the written consent of the Management Committee of the Competition.

(C) This Competition shall only permit one team from a club to participate in the same division unless there is no viable alternative because of logistical issues and/or reasons linked to participation and geographical boundaries. This Competition will obtain the prior approval of the sanctioning Association in the event of a division comprising of more than one team from the same club.

This Competition will ensure that, where permission is given, teams from a club operating in the same division are run as separate entities with no interchange of players other than via transfers of registration in accordance with Competition Rules.

(D) (i) This Competition and each member club must be committed to promoting inclusivity and to eliminating all forms of discrimination

(ii) This Competition and each member club does not and must not (by its rules or regulations or) in any manner whatsoever unlawfully discriminate against any person within the meaning and scope of the Equality Act 2010 or any law, enactment, order or regulation relating to discrimination (whether by age, gender, gender reassignment, sexual orientation, marital status, race, nationality, ethnic origin, colour, religion or belief, ability or disability or otherwise).

(iii) This Competition and each member club must make every effort to promote equality by treating people fairly and with respect, by recognising that inequalities may exist, by taking steps to address them and by providing access and opportunities for all members of the community, irrespective of age, gender, gender reassignment, sexual orientation, marital status, race, nationality, ethnic origin, colour, religion or belief, ability or disability or otherwise).

(iv) Any alleged breach of the Equality Act 2010 legislation must be referred to the appropriate sanctioning Association for investigation.

(F) This Competition and its clubs shall support the FA's Respect programme. As such it recognises that everyone in football has a collective responsibility to create a fair, safe and enjoyable environment in which the game can take place. A Respect League values the contribution of match officials, players and spectators and ensures that they are treated with courtesy and fairness by opposing players, club officials and spectators. The League and its clubs will seek to play fixtures in a fair, competitive but not antagonistic environment.

2. ENTRY FEE, SUBSCRIPTION, DEPOSIT

(A) Applications by new clubs for admission to this Competition or the entry of an additional team(s) must be made in writing to the Secretary on or before May 1st in each year and must be accompanied by an entry fee of £25 per team that shall be returned in the event of non-election.

At the discretion of a majority of the accredited voting members present applications, of which due notice has been given, may be received at the Annual General Meeting or a Special General Meeting. The entry fee shall apply.



When Rule 12(B) is applied, or a team seeks a transfer or is compulsorily transferred to another division, no entry fee shall be payable.

(B) The Annual Subscription shall be £100 per team to join our league, and a subsequent £50 for a reserve team with the same affiliation number on or before August 1st in each year.

(C) A club shall not participate in this Competition until the entry fee, annual subscription have been paid. Any club failing to pay its subscriptions by the date specified shall be fined a sum of £25.

(D) Clubs must advise annually to the Secretary in writing by published date of start of season of its affiliated County Football Association affiliation number for the forthcoming season, failing which they may be fined £10. Clubs must advise the Secretary in writing, or on the prescribed form, of details of its headquarters, officers and any other information required by the Competition.

3. OFFICERS

The officers of the Competition shall be the President, Vice-Presidents, Chairman, Vice-Chairman, Treasurer, General Secretary, Registration Secretary, Referees Secretary, Fixtures Secretary, Results Secretary, Standards Secretary, Commercial Secretary, Inclusive Section Officer, and any additional officers that the Management Committee may nominate, all to be elected annually at the Annual General Meeting. (NOTE: Auditors are not officers).

4. MANAGEMENT, NOMINATION, ELECTION

(A) The Competition shall be governed in accordance with the Rules and Regulations of The Football Association by a Management Committee comprised of the officers and six representatives of member clubs, one representative of the Hertfordshire Football Association (by invitation), one representative of the match officials who shall be elected at the Annual General Meeting. All Participants shall abide by The Football Association Regulations for Safeguarding Children as determined by The Association from time to time.

(B) Retiring officers and Management Committee members shall be eligible to become candidates for re-election without nomination. All other candidates for election as officers or members of the Management Committee shall be nominated to the General Secretary in writing, signed by the secretaries of two member clubs, not later than April 30th in each year. Names of the candidates for election shall be circulated with the notice of the Annual General Meeting. In the event of there being no nomination in accordance with the foregoing for any office, nominations may be received at the Annual General Meeting.

(C) (i) The Management Committee shall meet once a month unless otherwise deemed necessary to deal with business as it arises.

(ii) On receiving a requisition signed by two-thirds of the Members of the Management Committee the Secretary shall convene a meeting of the Committee.

(D) Except where otherwise mentioned all communications shall be addressed to the General Secretary who shall conduct the correspondence of the Competition and keep a record of its proceedings.

(E) All communications received from clubs must be conducted through their nominated secretary.



5. POWERS OF MANAGEMENT

(A) The Management Committee may appoint sub-committees and delegate such of their powers as they deem necessary. The decisions of all sub-committees shall be reported to the Management Committee for ratification. 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 Hertfordshire County 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. (See Rule 6(E)).

(C) Each member of the Management Committee shall have the right to attend and vote at all Management Committee Meetings and have one vote thereat, but no member shall be allowed to vote on any matters directly appertaining to such member or to the club so represented. (This shall apply to the procedure of any sub-committee).

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

(D) The Management Committee shall have powers to apply, act upon and enforce the Rules of the Competition and shall also have jurisdiction over all matters affecting the Competition, including any not provided for in the Rules. Except where these Rules provide for the imposition of a set penalty any club, club official (limited to Chairman, Secretary or Treasurer) or player alleged to be in breach of a Competition Rule must be formally charged in writing and given the opportunity to present their case before the Management Committee. Financial penalties can only be imposed if included within the set penalties for breaches of Competition Rules. All breaches of the Laws of the Game or Rules and Regulations of The Football Association shall be dealt with in accordance with FA Rules by the appropriate Association.

With the exception of Rules 5(I), 6(H), 10(A), 11 and 19, for all breaches of Rule a formal written charge must be issued. The respondent shall be given seven (7) days from the date of notice to reply to the charge and given the opportunity to:-

- (i) Accept or deny the charge
- (ii) Submit in writing a case of mitigation, or
- (iii) Put their case before the Management Committee.

With the exception of clubs playing at Step Seven of the Football Pyramid and the FA Women's Premier League, the maximum fine permitted for any breach of a Competition rule is £250 and, when setting any fine, the Competition must ensure that the penalty is proportional to the offence, taking into account any mitigating circumstances.

(E) All decisions of the Management Committee shall be binding subject to the right of appeal to the Board of Appeal in accordance with Rule 16.

Decisions of the Management Committee must be notified in writing to those concerned within seven (7) days.

(F) Five (5) members of the Management Committee shall constitute a quorum for the transaction of business of the Management Committee and three (3) members shall constitute a quorum for the transaction of business by any sub-committee of the Competition.

(G) The Management Committee, as it may deem necessary, shall have power to fill in an acting capacity, any vacancies that may occur amongst their number.

(H) A club having failed to comply with an order or instruction of the Management Committee, or failing to satisfactorily attend to the business and/or the correspondence of the Competition, shall be liable to be fined or otherwise penalised at the discretion of the Management Committee.



- (I) **All fines and charges shall be paid within fourteen 14 days of receipt of the charge.**

Any club failing to do so will be fined a maximum of £50. Further failure to pay the fine including the additional sum within fourteen 14 days will result in fixtures being withdrawn until such time as the outstanding payments are settled.

(J) (i) The travelling and out of pocket expenses necessarily incurred by members of the Management Committee when officially attending meetings or matches for the transaction of the business of the Competition may be paid by the Competition who may also refund to members of the Management Committee postage, agreed telephone charges and other reasonable out of pocket expenses.

(ii) Management Committee members claiming expenses shall produce such documentary evidence as the Treasurer deems appropriate and necessary to meet the Auditor's requirements.

(K) The Management Committee shall have the power to fill any vacancy that may occur in the membership of the Competition between the Annual General Meeting, or Special General Meeting, called to decide the constitution and the commencement of the Competition season.

(L) No participant under the age of 18 can be fined.

6. ANNUAL GENERAL MEETING

(A) The Annual General Meeting shall be held not later than June 30th in each year. At this meeting the following business shall be transacted provided that at least ten (10) Members are present and entitled to vote:-

- (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, Balance Sheet and Statement of Accounts
- (iv) Election of clubs to fill vacancies (as recommended by the Management Committee)
- (v) Constitution of the Competition for ensuing season
- (vi) Election of officers and Management Committee
- (vii) Appointment of auditors
- (viii) Alteration of Rules, if any (of which notice has been given)

Fix the date for the commencement and conclusion of playing season.

Elect Associate Members (non-playing).

(xi) 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 Agenda together with a copy of the duly verified Balance Sheet, Statement of Accounts and Agenda shall be forwarded to each club at least fourteen 14 days prior to the meeting, and to the Hertfordshire County Football Association.

(C) A signed copy of the duly verified Balance Sheet and Statement of Accounts shall be sent to the Hertfordshire County Football Association within fourteen 14 days of its adoption by the Annual General Meeting.

(D) Each Full Member Club shall be empowered to send two delegates to an Annual General Meeting. Each club shall be entitled to one vote only. Non-playing Associate Members may attend all General Meetings but may not vote.

Not less than three (3) days notice shall be given of any Meeting.

Playing Associate Member Clubs may be represented at an Annual General Meeting in the proportion of one representative for each six or part of six Associate Member Clubs and such representatives shall exercise the powers and rights of Full Members at such meetings.

(E) Clubs who have withdrawn their membership of the Competition during the season being concluded or who are not continuing membership 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 17.

(F) All voting shall be conducted by a show of hands or voting cards unless a ballot be demanded by at least one third of the delegates qualified to vote or the Chairman so decides.

(G) No individual shall be entitled to vote on behalf of more than one Full Member Club unless the individual is also appointed to vote as a representative of a group of Associate Member Clubs.

(H) Any continuing member club failing to be represented at the Annual General Meeting without satisfactory reason being given shall be fined £25.

(I) Officers and Management Committee members shall be entitled to attend and vote at an Annual General Meeting.

7. AGREEMENT TO BE SIGNED

(A) The Chairman and the Secretary of each club shall complete and sign the following agreement which shall be deposited with the Competition together with the Application for Membership for the coming season, or upon indicating that the club intends to compete.

"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 Herts Senior County League and do hereby agree for and on behalf of the said Club, if elected or accepted into Membership, to conform to those Rules and Regulations and to accept, abide by and implement the decisions of the Management Committee of the Competition, subject to the right of appeal in accordance with Rule 16."

Any alteration of the Chairman and /or Secretary on the above Agreement must be notified to the County Football Association(s) to which the club is affiliated and to the Secretary of the Competition.

(Note: The spaces above are intended for the inclusion of the signatures and addresses of officers and members).

(B) At least one member signing on behalf of the club shall have access to a current, working email address and be responsible for monitoring and reporting any errors or discrepancies in the club's records as shown on the Competition's website.

8. QUALIFICATION OF PLAYERS

(A) (i) Contract players, as defined in Football Association Rules, are not permitted in this Competition with the exception of those players who are registered under Contract with the same club who have a team operating at Steps One to Six of the National League System.

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. Clearance is required for any player aged 16 and over crossing borders, including Wales, Scotland and Ireland.

(ii) While serving in any branch of Her Majesty's Regular Forces, a player must first obtain the consent of his Association Secretary before signing a Registration Form to play for a club.

(B) A registered playing member of a club is one who, being in all other respects eligible has:

(i) Signed against his name on the block registration sheet which has been duly completed and returned to the Competition's Registration Secretary as required or fully and correctly completed a Competition Registration Form in ink which has been witnessed by a second person and which has been returned to the Competition's Registration Secretary as required.

or

(ii) Prior to playing, signed a fully and correctly completed Competition Registration Form in either individual multi-part format or as downloaded from the Competition's website in ink, witnessed by the match referee or opponent club official and such form has been submitted with the Result Card.



Where the resulting emergency Registration is not acknowledged by the Registration Secretary within three (3) days of the match (Sundays excluded) a fine of not less than £10 shall be incurred and the player deemed ineligible to play under the Competition's rules.

A charge of £2 per Emergency Registration shall be levied and all amounts due must be paid by clubs by April 30th in the season current. Failure to pay the amount due by this date shall incur a fine of not less than £10.

(iii) While serving in any branch of Her Majesty's Regular Forces, a player must first obtain the consent of his/her Commanding Officer before signing a Registration Form to play for a club.

(C) 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/or served any period of suspension. A club 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 he last played.

(D) (i) Each club shall register its players on forms acceptable by the registration secretary. A charge of £1 per registration shall be levied. Amounts due up to 31st October in the season current shall be invoiced by the Registration Secretary and must be paid by clubs by 31st December in the season current. Amounts due after 31st October shall be invoiced for payment by clubs by 30th April in the season current. Failure to pay the amounts due by the specified dates shall incur a fine in each instance of not less than £25.

(ii) On acknowledgment Confirmation will be on the Player Register on Whole game system. The player is deemed eligible to play for his club if he has been acknowledged by the system, or if he has just completed an Emergency Registration.

(E) 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, priority of registration shall decide for which club he shall be registered. The Registration Secretary shall notify the club last applying to register the player of the fact of the previous registration.

(F) It shall be deemed a breach of rule for a player to:

(i) Play for more than one club in the Competition in the same season without first being transferred.

(ii) Having signed for one club in the Competition sign for another club in the Competition in that season except for the purpose of transfer.

(iii) Submit a signed Registration Form for registration that he has wilfully neglected to accurately or fully complete.

(G) (i) The Management Committee shall have the power to accept the registration of any player subject to the provisions of clauses (ii) and (iii) below

(ii) The Management Committee shall have power to refuse, cancel or suspend the registration of any player, or may fine any player at their discretion, who has been charged and found guilty of registration irregularities (subject to Rule 16).

(iii) The Management Committee shall have the power to make application to refuse or cancel the registration of any player charged and found guilty of undesirable conduct (subject to Rule 16) subject to the right of appeal to the FA or the relevant County Football Association.

Undesirable conduct shall mean an incident of repeated proven misconduct, which may deter a participant from being involved in this Competition. Application should be made to the parent County of the Club the player is registered, or intending to be registered, with.



(iv) For a player who has previously had a registration removed in accordance with Clause (iii), but has a registration accepted at the expiry of exclusion, will be considered to be under a probationary period of twelve (12) months. Whilst under a probationary period, should the player commit a further act of proven misconduct under the jurisdiction of the Competition, (excluding standard dismissals) the Competition would be empowered to consider a further charge of bringing the Competition into disrepute.

(Note: Action under Clause (iii) shall not be taken against a player for misconduct until the matter has been dealt with by the appropriate Association, and then only in cases of the player bringing the Competition into disrepute and shall in any case be subject to an Appeal to the Football Association. All decisions must include the period of restriction. For the purpose of this Rule, bringing the Competition into disrepute can only be considered where a player has received in excess of one hundred and twelve days' (112) suspension, or ten (10) matches in match-based discipline, in a period of two (2) years or less from the date of the first offence for any team playing in this Competition).

(H) (i) Subject to FA Rule C2(a) dealing with players without a written contract when a player desires a transfer, the club the player wishes to transfer to shall submit a transfer form to the Registration Secretary accompanied by a fee of £10.

Such applications shall be referred by the Registration Secretary to the club for which the player is registered. Should the club object to the transfer it should state its objections, in writing, to the Registration Secretary and to the player concerned, within seven (7) days of receipt of the application?

Upon receipt of the Club's consent, or upon its failure to give written objection within seven (7) days, the Registration Secretary may, on behalf of the Management Committee, transfer the player and he shall be deemed eligible to play for his new club when notice to that effect has been received from the Registration Secretary. Players shall be limited to two transfers in any one season.

(ii) In the event of an objection to a transfer, the matter shall be referred to the Management Committee for a decision.

(iii) A club may, at its discretion, cancel the registration of any player it has previously registered and whose registration has been accepted by the Registration Secretary. This cancellation must be notified in writing to the Registration Secretary and shall only be valid once notification in writing, or by email, has been received by the club from the Registration Secretary.

(I) A player may not be registered for a club nor transferred to another club in the Competition after March 31st in the Senior or Reserve and Development Sections, including the Aubrey and Cecil Hudson Cups, except by special permission of the Management Committee.

(J) A club shall monitor the list of players it registers and the record of the games in which they have played maintained by the Competition and reproduced on the Competition's website and shall promptly notify the Management Committee of any errors reproduced in such records. Failure to identify and report any such errors shall be dealt with at the discretion of the Management Committee.

(K) A register containing the names of all players registered for each club, with the date of registration, shall be kept by the Registration Secretary and shall be open to the inspection of any duly appointed member club's representative at all Management Committee meetings or at other times mutually arranged. Registrations are valid for one season only.

In the event of a player without a written Contract changing his status to that of a Contract Player with the same club, another club in the Competition or with a club in another Competition his registration as a player without written contract shall automatically be cancelled and declared void, unless the Club conforms to the exception detailed in Rule 8(A)(I). In order to play in the League again either for his original club or for another club, it shall be necessary for him to be re-registered as required by this Rule.

(L) A player shall not be eligible to play for a team in any special Championship, promotion or relegation deciding match (as specified in Rule 12A) unless the player has played five (5) games for that team in this Competition in the current season.

(M) No Reserve or Development Section team shall play in any league match after March 31st in any season, more than four (4) players who have made more than seventeen (17) First Team league



appearances in that season. Any club in breach of this rule shall have any points won deducted from its score and shall be liable to a fine of not less than £10.

(N) (i) Any team playing an unregistered or otherwise ineligible player or players may have any points gained in the match deducted from its total and may be fined not less than £20 per offence, and/or be otherwise dealt with at the discretion of the Management Committee.

(ii) In addition the team may have points deducted from its total at the discretion of the Management Committee and may be dealt with in any further manner which is thought to be fit.

(iii) 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 clause applies to Competitions involving players in full-time secondary education):

(O) (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)

(iii) To play open age football the player must have achieved the age of 16.

(Note: For players under the age of 18 the provisions contained in Football Association Rules shall apply.)

(P) Except where otherwise specified any club in breach of any part of Rule 8 shall be liable to a fine of not less than £10.

9. CLUB COLOURS. CLUB NAME

(A) (i) Every club must register the colour of its shirts and shorts with the Secretary by 1st July who shall decide as to their suitability.

(ii) Goalkeepers must wear colours which distinguish them from other players and the referee.

(iii) No player, including the goalkeeper, shall be permitted to wear black or very dark shirts.

(iv) Any team not being able to play in its normal colours, as registered with the Competition, shall notify the colours in which they shall play to its opponents at least seven days before the match.

(v) 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 not less than £10.

(vi) The Secretary of the Competition 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.

(vii) Shirts shall be clearly and uniquely numbered.

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



10. PLAYING SEASON. CONDITIONS OF PLAY

TIMES OF KICK-OFF. POSTPONEMENTS. SUBSTITUTES

(A) (i) The Annual General Meeting shall determine the commencing and concluding dates for the ensuing season which shall be in accordance with Football Association Rules. No club shall be compelled to play after the concluding date. Original fixtures arranged by the Fixture Secretary must not be arranged for a date later than seven (7) days preceding the concluding date determined by the Annual General Meeting.

(ii) Those member clubs whose ground becomes unavailable for fixtures at any time during the course of any season must either provide an approved alternative ground and facilities or with the consent of the Management Committee play the nominated fixture(s) on their opponents' ground(s) on the date(s) originally set or rearranged. Such games may be declared as "home" games at the discretion of the Fixture Secretary.

(iii) A minimum of fourteen (14) days notice shall be given by a club wishing to play games on a previously non-approved ground to permit examination of the nominated facility. Facilities not fulfilling all Competition requirements may not be approved, even on a temporary basis.

(iv) Fixtures shall be arranged by the Fixture Secretary. The minimum notice the Fixture Secretary shall give to a club of any match organised by the Competition shall be six (5) days. For a Saturday match, this means notice shall be given by Sunday evening.

(v) All matches must be played on the dates and at the times originally fixed by the Fixtures Secretary but officers of the Competition shall have power to alter or re-arrange such fixtures not later than six (6) clear days (whenever possible) before the date originally fixed.

(vi) Notwithstanding the foregoing, in cases of emergency or backlog of fixtures, the Management Committee may extend the playing season and/or order matches to be played on neutral grounds or opponents' grounds.

(B) (i) All matches shall be played in accordance with the Laws of the Game as determined by the International Football Association Board.

Clubs must take all reasonable precautions to keep their grounds in a playable condition. All matches shall be played on pitches deemed suitable by the Management Committee. If through any fault of the home team a match has to be replayed, the Management Committee shall have power to order the venue to be changed.

Football Turf pitches (3G) are allowed in this Competition providing they meet the required performance standards and are listed on the FA's Register of Football Turf pitches. For clubs playing at Step Seven and below a pitch must be tested (by a FIFA accredited test institute) every three (3) years and the results passed to the FA. The FA will give a decision on the suitability for use and add the pitch to the Register.

The home Club is also responsible for advising participants of footwear requirements when confirming match arrangements in accordance with Rule 10(D).

(ii) Lockable dressing rooms shall be provided and available, together with the keys, to visiting teams and appointed match officials not less than forty-five (45) minutes before the appointed kick-off time for afternoon matches and thirty (30) minutes for evening matches. By mutual consent, once dressing rooms are locked, it shall be permissible for the keys to be handed to and held in safe custody by an official of the home club. Clubs in breach of this rule shall be fined a sum of not less than £25.

(iii) All teams engaged in matches organised by the Competition shall submit team sheets in the specified format to the match referee thirty (30) minutes before the appointed kick-off time. Clubs in default shall be fined not less than £10 or otherwise dealt with at the discretion of the Management Committee.

(iv) A club shall retain any gate receipts for its home league matches, but up to four visiting club officials shall be admitted as guests, having submitted their names at least five days prior to the fixture, where admittance is charged.



(v) All matches shall have a duration of ninety (90) minutes unless a shorter time (not less than seventy (70) minutes) is mutually arranged by the two captains in consultation with the referee prior to the commencement of the match, and in any event shall be of equal halves.

(vi) The times of kick-off shall be fixed by the AGM or the Management Committee. Any club failing to commence at the appointed time shall be fined a sum not exceeding £10 or be otherwise dealt with as the Management Committee may determine.

Clubs are responsible for securing alternative and suitable facilities for home fixtures when their normal home ground is unavailable. Failure to adhere to this requirement may result in a charge of non-fulfilment of a fixture and dealt with as per Rule 10(E) (iv).

(vii) Referees must order matches to commence at the appointed time and must report all late starts to the Competition and advise the captain of the offending team(s) of their intention to do so.

(viii) Except due to prevailing ground or light conditions, referees shall not call matches off until at least thirty minutes after the scheduled kick-off time.

(ix) The home team must provide at least two footballs fit for play and the referee shall make a report to the Competition if the footballs are unsuitable. Goal nets must be used.

In the event that the referee reports failure to comply with this rule, there shall be a fine of £10.

(x) The Fixture Secretary may order or arrange matches to be played on grounds having approved floodlighting. Clubs with floodlights must have them approved by the Management Committee for use during Competition matches.

(C) (i) Except by permission of the Management Committee all matches must be played on the dates originally fixed but priority shall be given to The Football Association and parent County Association Cup Competitions. All other matches must be considered secondary. Clubs may mutually agree to bring forward a match with the consent of the Fixtures Secretary.

In the case of a revised fixture date, the clubs must be given by the Competition five (5) clear days notice of the match (unless otherwise mutually agreed).

(ii) Clubs shall not mutually arrange to play a match or matches in lieu of a league match.

(iii) Clubs wishing to undertake tours shall apply in writing at least two months in advance to the Fixture Secretary who, subject to fixtures permitting, is vested with the power to grant the request on behalf of the Management Committee. Football Association sanction is still required.

(D) 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 five clear days prior to the playing of the match. The away club shall seek and acknowledge receipt of such particulars.

Confirmation with match officials including any replacement officials shall be made by telephone by the home club concerned, providing direct contact is always made with the official(s) concerned. Failing this, confirmation shall be made by post or email. Confirmations must be made at least five days prior to the date fixed for the match when circumstances permit.

Any Club failing to comply with this Rule shall be liable to a fine of £10.

(E) (i) Every club shall play its best available qualified team or teams in all first team matches in the Competition.

(Note: The intention of this Rule is not to interfere with normal team selection by clubs, but to prevent clubs deliberately fielding a weakened team in order to unreasonably reserve players for another game or to boost the strength of another or lower team. It is NOT intended that clubs MUST field higher team players in lower teams when the higher team has no engagement. If, in the opinion of the Management Committee, the substance or spirit of the Rule is obviously being disregarded, the club or clubs concerned may be called to account for its/their actions and shall be subject to such decisions as the Management Committee may determine, despite the fact that Rule 8 has not been infringed.)



(ii) In the event of a club playing in any match with less than eleven (11) players they may be fined £10 for each missing player. A minimum of seven (7) players shall constitute a team for a Competition match.

(F) (i) Home and away matches shall be played. 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 expenses incurred by the opponents or otherwise deal with them except the award of goals. 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.

(ii) Any club with more than one team in the Competition shall always fulfil its fixture, within the Competition, in the following order of precedence:- First Team, Reserve Team, Development Team. Clubs in breach of this requirement shall be dealt with at the discretion of the Management Committee.

(iii) Any club unable to fulfil a fixture must, without delay, give notice to the Fixture Secretary, the Competition Referees Appointments Secretary, the Secretary of the opposing club and the match officials. Any club failing to comply shall be dealt with by the Management Committee who may inflict any penalty it may deem suitable.

(iv) Any club failing to play Competition matches on the appointed date(s) shall be fined as follows:

For Senior Premier Division matches and Aubrey Cup ties, £100 for a first non-fulfilment in a season, £200 for a second offence and otherwise dealt with by the Management Committee for a third or subsequent offence.

For Senior Division One, two and three matches for a first non-fulfilment in a season £75, £150 for a second offence and otherwise dealt with by the Management Committee for a third or subsequent offence.

All fines to be in addition to any claim submitted for non-fulfilment of fixture(s) by the opponent club and appointed match officials.

(Note: Compensation for a postponed fixture shall not be payable when the postponement is due to cup ties in Football Association or other recognised County Association competitions).

(v) A team having more than two players taking part in a Herts FA Senior, Junior, Youth or Competition representative match may request release from its corresponding Competition fixture.

Seven (7) days notice of this request must be given to the Competition Fixture Secretary who shall have the power to grant the request on behalf of the Management Committee.

(vi) Where a member club has been asked to provide a player or players for a Competition representative match then that player or players is/are ineligible for selection by the member club on the day of the Competition representative match. Member clubs failing to comply with this requirement shall be dealt with at the discretion of the Management Committee.

(vii) In the event of a match not being played or abandoned owing to causes over which neither club has control, it shall be played in its entirety on a date to be mutually agreed by the two clubs and approved by the Management Committee. Failing such agreement and notification to the Fixture Secretary within seven (7) days the Management Committee shall have power to order the match to be played on a named date or on or before a given date.

(viii) The Management Committee shall review all matches abandoned in cases where it is consequent upon the conduct of either or both teams. 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.



The Management Committee shall review any match that has taken place where either or both teams were under a suspension imposed upon them by the Association or Affiliated Association. In each case the team that was under suspension would be dealt with in the same manner as if they had participated with ineligible players in accordance with Rule 8(O) above. Where both teams were under suspension the game must be declared null and void.

(ix) When ground conditions are such that a fixture is in doubt or the ground has been declared unfit by the local authority or ground owners, the attendance on the match day of a Herts FA referee registered at Level 7 or above (According to the current Herts FA handbook) is required. The attending official's subsequent opinion and written report (on the appropriate form) must be forwarded to the fixtures secretary within three (3) days (Sundays excluded) of the scheduled match. Failure by the home club to comply with this part of the rule shall incur a fine of not less than £25 and may render the club liable to a charge of non-fulfilment.

Clubs **MUST** ensure any such pitch inspections are timed to allow sufficient time to prevent the visitors travelling where there is any doubt as to the fixture taking place, and must keep the visitors fully informed at all times.

All postponements must be notified immediately upon the decision being made to the scheduled visitors, the Results Secretary and Referees Secretary.

(G) A club may at its discretion and in accordance with the Laws of the Game use three (3) substitute players in any match in this Competition who may be selected from five (5) players.

The referee shall be informed of the names of the substitutes not later than thirty (30) minutes before the start of the match.

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.

(H) The half-time interval shall not exceed fifteen (15) minutes. The half-time interval may only be altered with the consent of the referee.

(I) The Competition shall require all players and club officials to have signed the FA's Respect Codes of Conduct and produce these if so requested by the League Management Committee.

The participating clubs taking part in the fixture shall identify a team captain designated with a captain's armband who has a responsibility to offer support in the management of the on-field discipline of his/her teammates.

Prior to each match the participating teams and officials shall conduct the 'Respect' handshake and/or participating teams to offer 'three cheers' and handshakes to the opposing team after the match.

11. REPORTING RESULTS

(A) (i) Clubs must submit match details for all Competition matches in the manner prescribed by the League, within four (4) days of the date of the fixture (for a Saturday fixture, this would be 5pm on the following Thursday). Failure to enter match details by this deadline may be dealt with as follows:

- For a first offence, a fine of £10
- For a second and subsequent offences, a fine of £20
- After a third offence, defaulting clubs may be ordered to appear before the League Management Committee.

(ii) Any club submitting an incorrect player name shall be fined not less than £10 for each incorrect name, shall be deemed guilty of a breach of rules and the League Management Committee shall have also have the powers to take such action as they deem suitable against a club/or individuals submitting incorrect information.

(B) (i) Within thirty minutes of the conclusion of all Competition matches, the home club must submit the result, and any other match details identified, to the designated League officer.



(ii) Member clubs must, within thirty minutes of the conclusion of all FA, County FA or other external cup competitions, submit the result, and any other match details identified, to the designated League Officer.

(iii) Clubs in default of the above shall be fined and dealt with as follows:

- For a first offence £10
- For a second offence £10 and for a third and subsequent offences £20.
- After a third offence defaulting clubs may be ordered to appear before the Management Committee.

(C) (i) The Team sheet should be completed on FA Full Time within four (4) days of the date of the fixture (for a Saturday fixture, this would be 5pm on the following Thursday). **Clubs deemed guilty of missing** this deadline may be dealt with as follows:

- For a first offence £10
- For a second offence £10 and for a third or subsequent offences £20.
- After a third offence defaulting clubs may be ordered to appear before the Management Committee.

(ii) Any club sending incorrect names on a Result Card shall be fined not less than £10 for each incorrect name and shall be deemed guilty of breach of rules and the Management Committee shall also have power to take such other action as they deem suitable against a club and/or individuals submitting a card that is incorrect.

12. DETERMINING CHAMPIONSHIP

(A) Team rankings within the Competition shall be decided by points with three points to be awarded for a win and one point for a drawn match. The teams gaining the highest number of points in their respective divisions at the conclusion shall be adjudged the winners. Matches must not be played for double points.

In circumstances where two or more teams are equal on points team rankings shall be determined by goal difference where the goals scored against by each team shall be deducted from the goals scored by that team and the largest positive difference shall be placed the highest.

In the event of the goal difference being equal the highest placed team shall be the team that has scored the most goals.

In the event that two or more teams have the same goal difference and have scored the same number of goals then the highest placed team shall be the team that has won the most matches.

In the event of the two teams still being equal the team which has the better playing record against the other team in their head to head Competition matches during the season will be the highest placed team.

If the records of two or more teams are still equal and it is necessary for any reason to determine the position of each then the teams affected shall play a deciding match or matches as determined by the Management Committee.

(B) Automatic promotion and relegation shall be applied for the first three and last three teams in each division the league reserves the right to apply up to fifth in any league for promotion should teams finishing in top three either not be eligible or not want promotion

(i) Should one or more teams withdraw from any one division after the fixtures have commenced an equal number of teams to those withdrawing in that division shall not be automatically relegated.

(ii) Additional vacancies, caused by the retirement of a team or by the withdrawal of a club from the competition, shall be filled by election.

(iii) The last three clubs in the lowest division of the Senior Section shall retire and be eligible for re-election subject to the conditions of Rule(B) (i).

No club may field two or more teams in the same division in any section.



(C) Where any team in a division resigns having played more than 75% of their fixtures, league positions will be decided by points average, and where two or more teams are equal, league positions will be decided on their head-to-head records.

Should there still be a tie, then a play-off match or matches shall be held, and then kicks from the penalty mark in accordance with the Laws of the Football Association.

(D) (i) The club winning the Senior Premier Division competition may apply to join the appropriate Step Six competition (or similar). Where the club winning the Senior Premier Division does not wish to apply to a Step Six competition (or similar), then the club coming second in the Senior Premier Division may apply for membership of the appropriate Step Six competition (or similar).

(ii) Clubs intending to apply for promotion must give written notice to the Competition via the General Secretary on or before 1st February in accordance with Rule 14(A).

13. REFEREES

(A) (i) Registered referees and assistant referees (where appropriate) for all matches shall be appointed in a manner approved by the Management Committee and by the sanctioning Association(s).

(ii) Match officials MUST ensure that they provide the designated League officer with their available dates at least four weeks in advance.

(ii) All match officials are required to acknowledge their appointments to the referees secretary and to the home clubs concerned by email.

(B) (i) In the event of the non-appearance of the appointed referee, or should the appointed referee become unable to carry on for any reason during the match, the senior appointed assistant referee shall take charge, and a substitute assistant referee shall be appointed. In cases where there are no officially appointed assistant referees, the clubs shall agree upon a referee, and the game must be completed.

An individual thus agreed upon shall, for that game, have the full powers, status and authority of a registered referee. An individual thus agreed upon shall, for that game, have the full powers, status and authority of a registered referee. Individuals under the age of 16 must not participate either as a referee or assistant referee in any open age competition.

(ii) Failure to comply with this Rule may render a defaulting club (or clubs) liable to a fine and the points awarded to opponents at the discretion of the Management Committee. It is the responsibility of the home club to supply the necessary equipment for a substitute referee to control the game. Should a non-fulfilment occur due to the default of either club in respect of the requirements of this Rule, this shall be reported and dealt with under Rule 10(F).

(C) The Management Committee may, if they consider it desirable, or upon application by the two competing clubs, appoint assistant referees, if available, to any match. Where assistant referees are not appointed each team shall provide a club assistant referee. Failure to do so shall result in a fine of £10 being imposed on the defaulting team.

Appointment of three Match Officials to non-Senior Premier Division fixtures

1. The League reserves the right to appoint three match officials to any non-Senior Premier Division fixture where the Referees Secretary deems the fixture to have a higher risk of there being indiscipline for any of a number of factors, such as local derbies, promotion/relegation related fixtures, history of indiscipline, etc.

In these circumstances, the clubs will each bear the cost of one additional assistant referee each.

2. Clubs may request that three match officials be appointed to any of their fixtures, home or away, and they will be liable for all additional costs.

3. Where there has been reported misconduct of sufficient gravity, or repeated reports of misconduct, the League may opt to appoint three match officials to the fixtures of a specific team for a specified period. At the end of this period, the League will re-assess the situation and may choose to extend the period.



In this situation, the club will bear the additional costs for all home fixtures, and the League will bear the costs for away fixtures.

(D) The appointed referee shall have power to decide as to the fitness of the ground in all matches and the decision shall be final subject to either in the case of a ground of a Local Authority or the owners of a ground, the Representative of that body is the sole arbiter and whose decision must be accepted unless the ground is declared fit for play.

(E) Subject to any limits/provisions laid down by the sanctioning Association match officials appointed under this Rule shall be paid a match fee of:

All Divisions – Referee £40.00, Assistant Referee £30.00

These fees are to be inclusive of travel expenses (ie no additional amounts will be payable)

Subject to any limits laid down by the sanctioning Association(s).

The home club shall pay the officials their fees immediately, and in no circumstances more than twenty minutes, following the conclusion of the match in the officials' dressing room. Where registered referees are appointed as assistant referees at the request of one of the competing clubs then their fees and expenses shall be paid by the club requesting such appointments, unless a different arrangement is mutually agreed. In the event that a match official reports that he/she did not receive their fee within the specified time, a fine of £10 shall be incurred.

(F) 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. 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.

(G) A referee not keeping his or her engagement, and failing to give a satisfactory explanation as to their non-appearance, may have his/her name removed from the League's referees list and be reported to the Association with which he or she is registered.

(H) (i) Each club shall, in a manner prescribed from time to time by the Football Association, award marks to the referee for each match and the name of the referee and the marks awarded shall be submitted to the Competition in the manner prescribed. Marks shall be awarded out of a hundred (100) and any club awarding less than fifty-one (51) shall explain their reasons in writing by letter to the Referees Secretary. Clubs failing to comply with this rule shall be dealt with as defined in Rule 11(C).

(ii) The Competition shall keep a record of the markings and on the form provided and by the prescribed date each season shall submit a summary to the Football Association and the Hertfordshire Football Association Limited.

(J) (i) The referee officiating in any game organised by the Competition shall submit a report to the Referees Secretary no later than three days following the conclusion of the game using either the website online match report or the specified form.

(ii) Where qualified assistant referees are appointed then the referee shall award marks in accordance with the marking scheme issued by county and national football associations and approved for use in the Competition by the Management Committee.

(iii) All cautions, dismissals, kick-off delays, short teams or any other deficiency such as condition of grounds or facilities or attire must be reported using the tick boxes and comments area provided.

(iv) The support of match officials in maintaining the reputation of the Competition is sought and match officials are actively encouraged to report all instances of unacceptable behaviour on the part of team management, players and/or spectators to the Referees Secretary in addition to any report submitted in the usual way to the County FA.

(K) Referees and assistant referees shall be supplied with a copy of the Competition Rules free of charge.

14. CONTINUATION OF MEMBERSHIP OR WITHDRAWAL OF A CLUB



(A) After 31st December in the current season, a club intending, or having a provisional intention, to withdraw a team from the Competition on completion of its fixtures and fulfilment of all other obligations to the Competition must notify the Secretary in writing by 1st February each season or be liable to a fine not exceeding £100. If a club's withdrawal is due to application for promotion to a Step Six competition or similar, then the club must also notify the General Secretary of that competition or be liable to a fine of not more than £100.

(B) A club shall not be allowed to withdraw any or all of its teams from the Competition after the Annual General Meeting for the following season. Any club infringing this Rule shall be liable to a fine not exceeding £100 per team and shall also be liable for its share of any call that may be made under Rule 5(B).

(C) The constitution for the coming season, having been decided at the Annual General Meeting held not later than 30th June, the Competition shall have the right, irrespective of other provisions in this Rule, to refuse to permit a club to withdraw its team(s) in order to join another Competition and may hold the club to its engagements

(D) In the event of a member club which is an unincorporated association withdrawing and/or disbanding it shall be immediately liable to discharge all its financial and other obligations to the Competition.

In the event that any such obligation remains undischarged after a period of twenty-one (21) days then such obligation shall be met by the then current club members, excluding those under the statutory school leaving age. Until a member's pro-rata obligation is discharged in full the member shall not be allowed to participate in the Competition, which may apply to the Club's Parent County Association for a suspension order.

If the debt remains unpaid after eighty-four (84) days the Competition may apply to the Club's parent County Association for the debt to be recovered in accordance with the FA Football Debt Recovery System. Once the matter has been passed to the Club's parent County Association the debt can only be cleared by payment to that County Association.

15. PROTESTS AND COMPLAINTS

(A) (i) All questions of eligibility, qualifications of players or interpretations of the Rules shall be referred to the Management Committee.

(ii) Objections relevant to the dimensions of the pitch, goals, flag posts or other facilities of the venue shall 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 guilty of a breach of this Rule and shall be dealt with by the Management Committee.

(B) 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 General Secretary within three (3) 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. A member of the Management Committee who is a member of any club involved shall not be present (except as a witness or representative of his Club) when such protest or complaint is being determined.

(C) 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 16.

(D) No protest of whatever kind shall be considered by the Management Committee unless the complaining club shall have deposited with the General Secretary a sum of £10. This may be forfeited in whole or in part in the event of the complaining or protesting club losing its case. The Competition 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.



(E) 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 three 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 that, if properly used, might have avoided the protest or complaint.

16. BOARD OF APPEAL

Within fourteen (14) days of the posting of written notification of any decision of the Management Committee or the Competition, a Club, Official or Player against whom action is taken may appeal against such decision by lodging particulars in duplicate with the Secretary of the Hertfordshire Football Association, including a fee of £35, for adjudication of a Board of Appeal. The grounds of appeal shall be in accordance with FA Rules. The Board of Appeal 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 Board of Appeal 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.

17. EXCLUSION OF CLUBS OR TEAMS

MISCONDUCT, CLUBS, OFFICIALS, PLAYERS

(A) At the Annual General Meeting, or Special General Meeting called for the purpose, Notice of Motion having been duly circulated on the Agenda, the accredited delegates present shall have the power to exclude any club or team from further membership which must be supported by (more than) two-thirds (2/3) of those present and voting. Voting on this point shall be conducted by ballot.

(B) At the Annual General Meeting, or at a Special General Meeting called for the purpose, in accordance with the provisions of Rule 19, the accredited delegates present shall have the power to exclude from further participation in the Competition any Club whose conduct has, in their opinion, been undesirable, which must be supported by (more than) two-thirds (2/3rds) of those present and voting.

Voting on this point shall be conducted by ballot.

A Club whose conduct is the subject of the vote being taken shall be excluded from voting.

(C) Any official or member of a club proved guilty of either a breach of Rule, other than field offences, or of inducing or attempting to induce a player or players of another club in the Competition to join them shall be liable to expulsion or such penalty as a General Meeting or Management Committee may decide, and their Club shall also be liable to expulsion in accordance with the provisions of clauses (A) and (B) of this Rule.

(D) Any club or team failing to complete 75% of its fixtures in any season shall (unless the conditions are beyond their control, or the accredited delegates present at the Annual General Meeting or a Special General Meeting decide otherwise by a majority of two-thirds of the votes cast) be debarred from membership the following season.

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

(A) 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 April 1st. 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) At the close of each Competition awards shall be made to the winners and runners-up if the funds of the Competition permit.



19. SPECIAL GENERAL MEETINGS

Upon receiving a requisition signed by two-thirds of the clubs in membership the Secretary shall call a Special General Meeting.

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

At least seven (7) 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.

Any continuing member club failing to be represented at a Special General Meeting without satisfactory reason being given shall be fined £15.

Officers and Management Committee members shall be entitled to attend and vote at all Special General Meetings.

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

20. ALTERATION TO RULES

Alterations shall be made to these Rules only at the Annual General Meeting or at a Special General Meeting specially convened for the purpose called in accordance with Rule 19.

Any alteration made during the playing season to the Rule relating to the qualification of players shall not take effect until the following season.

Notice of proposed alterations to be considered at the Annual General Meeting shall be submitted to the General Secretary by 1st March in each year. The proposals, together with any proposals by the Management Committee, shall be circulated to the Clubs by 1st April and any amendments thereto shall be submitted to the General Secretary by 15th April. The proposals and proposed amendments thereto shall be circulated to clubs with the notice of the Annual General Meeting. A proposal to change a Rule shall be carried if a majority of those present and entitled to vote are in favour.

A copy of the proposed alterations to Rules to be considered at the Annual General Meeting or Special General Meeting shall be submitted to the sanctioning Football Association seven days prior to the date of the meeting.

Any alterations or additions decided upon at any meeting shall not become operative until the approval of the Association issuing sanction shall have been obtained.

RULES BINDING ON CLUBS

Each member club shall be deemed to have given its assent to the foregoing Rules and agreed to abide by the decisions of the Management Committee subject to Rule 16. Each member club must abide by any issued Football Association Code of Conduct.

21. FINANCE

(A) The Management Committee shall determine with which bank or other financial institution the funds of the Competition shall be lodged.

(B) All expenditure in excess of £200 shall be approved by the Management Committee or duly appointed sub-committee. Cheques shall be signed by at least two Officers nominated by the Management Committee.

(C) The financial year of the Competition shall end on or before 31st May in any year, such date to be approved at the Annual General Meeting preceding the year-end. The following financial year shall begin immediately on the next day



(D) The books, or a certified balance sheet of the Competition shall be prepared and shall be audited annually by some suitable person(s) who shall be appointed at the Annual General Meeting.

22. INSURANCE

All clubs must have public liability insurance cover of at least 10 million pounds (£10,000,000).

All clubs must have players' personal accident insurance, which meets the minimum criteria set by the sanctioning Association.

23. DISSOLUTION

(A) Dissolution of the Competition shall be by resolution approved at a Special General Meeting by a majority of three-quarters (3/4) of the members present and shall take effect from the date of the relevant Special General Meeting.

(B) In the event of the dissolution of the Competition, the members of the Management Committee are responsible for the winding up of the assets and liabilities of the Competition.

(C) The Management Committee shall deal with any surplus assets as follows:

(i) Any surplus assets, save for a Trophy or any other presentation, remaining after the discharge of the debts and liabilities of the Competition shall be transferred only to another Competition or Affiliated Association or The Football Association Benevolent Fund or to such other charitable or benevolent object in the locality of the Competition as determined by resolution at or before the time of winding up, and approved in writing by the sanctioning Association.

(ii) If a Competition is discontinued for any reason a Trophy or any other presentation shall be returned to the Donor if the conditions attached to it so provide or, if not, dealt with as the sanctioning Association may decide.

CUP AND TROPHY COMPETITION RULES

THE AUBREY AND CECIL HUDSON CUP COMPETITIONS

1. MANAGEMENT

These competitions shall be managed by the Herts Senior County League Management Committee (hereinafter referred to as the Management Committee), or its Emergency Committee, acting on behalf of the League Management Committee.

The Management Committee, or its Emergency Committee, shall have powers to apply, act upon, and enforce the rules of the competitions and shall also have jurisdiction over all matters affecting the competitions, including any not provided for by the rules.

2. ENTRY AND FEES

The competitions shall be competed for annually.

All clubs playing in the Premier and Division 1 shall compete in the Aubrey Cup, no two teams with the same affiliation can play in the same cup competition and all other teams will compete in the Cecil Hudson Cup.

The entrance fee for each competition shall be £15.

3. DRAWS, CONFIRMATIONS ETC.

The draws shall be made in the usual way, all byes being given in the preliminary rounds.

Clubs shall confirm fixtures with their opponents and match officials as per the procedures laid down in League Rule 10(D), and match officials are required to acknowledge their appointments to the Referees Secretary and with home clubs as laid down in League Rule 13(A) (ii).



4. GROUNDS, FACILITIES AND STANDARDS

Clubs must take all necessary precautions to keep their grounds in a playable condition and up to the required standards of the Competition.

Lockable dressing rooms shall be provided for visiting teams and for the match officials, and the keys shall be handed to them not later than fifteen (30) minutes before kick-off time.

By mutual consent, once dressing rooms are locked, it is permissible for the keys to be handed to and held in safe custody by an official of the home club. Clubs in breach of this rule shall be fined a sum of not less than £25.

All matches shall be played on grounds previously approved by the Management Committee. The Fixtures Secretary may order or arrange matches to be played on grounds having approved floodlighting. Clubs with floodlights must have them approved by the Management Committee for use in these competitions.

If through any fault of the home team a match has to be replayed, the Management Committee shall have power to order the venue to be changed. The Management Committee shall have power to decide whether a ground is suitable for matches in the competitions and to order the club concerned to play its fixtures on another ground.

Home clubs must ensure that their dressing accommodation is available to visiting clubs and the appointed match officials, not less than forty-five (45) minutes before the appointed kick-off time for afternoon matches and thirty (30) minutes for evening games, or in default be fined not less than £10.

Detailed requirements for grounds and facilities shall be decided by the Management Committee, and are specified in Appendix 'A' of the League Rules.

Clubs in breach of these requirements shall be fined not less than £10 for each offence or otherwise dealt with at the discretion of the Management Committee.

5. DURATION OF GAMES, EXTRA-TIME, SPOT KICKS ETC.

Extra-time shall be played in all rounds and the Final if necessary. This will normally be an extra half-hour but referees shall have discretion to reduce this to twenty (20) minutes when conditions indicate the match would otherwise not be completed. The duration must be stated to both teams before commencing extra time and each period shall be of equal duration.

The half-time interval shall not exceed ten (10) minutes duration which time may only be altered with the consent of the referee.

If after extra-time has been completed the tie is still drawn, then the result will be decided by taking kicks from the penalty spot. The rules will be as decided by the Football Association and published in the Laws of Association Football. The Final tie shall be played on a ground selected by the Competition Management Committee.

6. ELIGIBILITY OF PLAYERS, SHORT TEAMS, SUBSTITUTES

Only players registered with the Competition shall be eligible to compete in the League's Cup Competitions. Players of competing clubs must be registered as League players with their competing clubs as per Rule 8, except to play in the Semi-Final or Final stages where they will be required to have played the requisite number of qualifying games.

The signing-on of players under the League's Emergency Registration procedure will be permitted in the League's cup competitions up to, but not including, the Semi-Final stage.

No player can play for more than one club in these competitions in the same season.

In the event of replayed games due to matches being abandoned or postponed, only those players who were eligible on the date originally fixed for the match shall be allowed to play in the replay.

Clubs in default of any of the foregoing rules shall be fined not less than £10 and be eliminated from the competition.



In both Competitions a player qualified to play (and who has played) in any round shall be deemed qualified in any subsequent round by virtue of his original qualification.

No alteration relating to the qualifications of players is permitted during the season current.

In the event of a club playing in any match with less than eleven (11) players it shall be fined £10 for each player deficient.

For Aubrey Cup

Substitutes - A club may nominate five (5) substitute players and at its discretion, use up to a maximum of three (3) at any time in these competitions, except to replace a player or players suspended from the game by the Referee after play has commenced. The names of the substitute players shall be given to the Referee prior to commencement of play. Substitutes not so named shall not take part in the game.

For Cecil Hudson Cup

Substitutes -A club may nominate five (5) substitute players and at its discretion, use up to a maximum of three (3) at any time in these competitions as a roll on roll off basis. The names of the substitute players shall be given to the Referee prior to commencement of play. Substitutes not so named shall not take part in the game

7. REFEREES AND ASSISTANT REFEREES

In the Finals of both of these competitions the match officials shall be presented with commemorative awards in lieu of match fees. Travel expenses may be claimed at the currently prescribed rates for League official travel.

The officers of the Competition shall appoint all referees in both competitions.

In the Aubrey Cup, assistant referees shall be appointed to all ties, and match officials' fees shall be as per main Rule 13(E), at the rate appropriate to a Senior Premier Division game.

In the Cecil Hudson Cup, assistant referees shall be appointed in the Semi-Finals and the Final tie, and match officials fees shall be as per main Rule 13(E) at the rate appropriate to a Reserve and Development Section game.

In the event of the non-appearance of the appointed referee, or should the appointed referee become unable to carry on for any reason during the match, the senior appointed assistant referee shall take charge and a substitute assistant referee be appointed. In cases where there are no officially appointed assistant referees, the clubs must agree to a substitute person as referee and the game must be played. A referee thus agreed upon shall for that game have the full powers, status and authority of a registered referee.

Should a non-fulfilment occur, due to the default of either club, in respect of the requirements of this rule, then the defaulting club shall be eliminated.

8. CLUB COLOURS ETC.

Goalkeepers must wear colours that distinguish them from other players and the referee.

No player, including the goalkeepers, shall be permitted to wear black or very dark shirts.

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 seven (7) 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 not less than £10.

All shirts shall be clearly numbered and no team shall play with two or more similar numbers.



The wearing of cycling shorts is permitted but these must match the predominant colour of the shorts being worn.

If in the Final the club colours are similar, both competing clubs must change and notify the Fixtures Secretary of the new colours at least seven (7) days prior to the date of the Final.

9. FULFILMENT OF FIXTURES

Any team failing to fulfil a fixture in these competitions on the date fixed, may be eliminated and fined as per League Rule 10(F) (iii).

NOTE: Football Association, Hertfordshire Football Association and other County competitions shall take precedence.

10. REPORTING RESULTS OF MATCHES

Each club must submit results as prescribed in League Rules 11(A), 11(B) and 11(C).

Clubs in default shall be fined as prescribed in League Rule 11(B) (iii). Offences committed under this rule shall be additive to those committed under League Rule 11(B) (iii).

Home clubs must telephone the results of their matches to the appointed officer within thirty (30) minutes of the conclusion of matches. Clubs in default shall be fined as prescribed in League Rule 11(B) (iii).

Offences committed under this rule shall be additive to those committed under League Rule 11(B) (iii).

11. MATCH RECEIPTS AND EXPENSES

In all rounds to the Final, gate receipts and or proceeds from collections, by sale of tickets, etc, shall be divided after all customary expenses (including visiting club's travelling) have been met - (bus or ordinary rail fares for a party of fifteen (15) can be claimed by the visitors). In cases where the receipts are not sufficient to meet the expenses of the match, including visitors' travelling, the deficit shall be borne equally by the two competing clubs.

In the Final tie, the net gate receipts will be apportioned as the Management Committee may determine after all customary expenses and costs of awards to both finalists have been met.

12. SEMI-FINALS AND FINAL TIES

Each club competing in the Semi-Final and Final ties shall, seven (7) days prior to the date fixed for the ties, submit to the Competition Registrations Secretary and their opponents, a list from which their team to play will be selected. Failure to comply with this rule will incur a fine of not less than £25.

In the Aubrey Cup, to play in the Semi-Final or Final a player shall have played six (6) or more games in the League or Cup competitions for his club in the season current. Any club in breach of this rule shall be fined a sum of not less than £10 and be eliminated from the competition.

In the Cecil Hudson Cup, clubs are expected to observe the spirit of League Rule 10(E) and should not deliberately field higher team players in this competition when the higher team has no engagement. Any club infringing this rule shall be fined a sum of not less than £10 and be eliminated from the competition.

Cecil Hudson Cup only - in the Semi-Final and Final ties, the following conditions must also be observed in respect of qualification of players:-

(A) At least seven (7) of the team must have played eight (8) fixtures and/or Cecil Hudson Cup games in order to be eligible to play.

(B) All players must have played at least four (4) fixtures and/or Cecil Hudson Cup games for their club.

(C) No player who has been transferred to another club can include in his number of games those played for his former club in the season current.



Protests or objections will not be considered unless they are lodged with the Registrations Secretary of the Competition at least twenty-four (24) hours prior to the tie.

Both finalists shall provide two match balls fit for play and provide a suitable person to act as a match steward.

13. PROTESTS / CLAIMS, DISPUTES, APPEALS

All protests and claims must be lodged in duplicate with the Competition's General Secretary within three (3) days of the match or occurrence to which they refer (Sundays excluded).

No objections, protest or claim shall be entertained unless it is accompanied by a deposit of £10, which may be forfeited to the Competition funds in the event of the club losing its case.

If the objection, protest or claim is sustained, the Management Committee, or its Emergency Committee, acting on its behalf, may order the offending club to refund the deposit.

All other matters, including any dispute occurring between clubs in these competitions, shall be referred to the arbitration of the Management Committee, whose decision shall be binding upon all parties, subject to the right of appeal to the Hertfordshire Football Association.

Within fourteen (14) days of the posting of written notification of any decision of the Management Committee or the Competition a Club, Official or Player against whom action is taken may appeal against such decision by lodging particulars in duplicate with the Secretary of the Hertfordshire Football Association, including a fee of £35 (as at season 2001-02), for adjudication of the Board of Appeal. The grounds of appeal shall be in accordance with F.A. Rules. The Board of Appeal 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 Board of Appeal is final and binding on all parties concerned.

A copy of the appeal must be sent to the Competition's General Secretary, and the operation of the decision made by the Competition shall not be suspended pending the result of the appeal, unless the Board of Appeal or the Hertfordshire Football Association Limited, through its Officers, orders such suspension.

14. UNDERTAKING FOR POSSESSION OF TROPHIES

An Undertaking shall be required in accordance with League Rule 18 guaranteeing the trophies and their return to the Competition's General Secretary.

RULES OF THE BINGHAM COX CUP COMPETITION

(presented by the late W. H. Bingham Cox Esq)

1. MANAGEMENT

The Competition shall be controlled by the Management Committee of the North and Mid Herts Football Association, and administered by the Herts Senior County League.

2. ENTRY AND FEES

This competition is open to clubs with grounds within twenty (20) miles of St Albans City Centre. It is open to first teams only, or by invitation of the Management Committee.

Entry to the competition is open only to teams affiliated as a Junior Club with Hertfordshire Football Association Limited.

There shall be no entrance fees for the Competition.

3. DRAWS, CONFIRMATIONS, ETC

The draws shall be made in the usual way, all byes being given in the preliminary rounds.

Clubs shall confirm fixtures with their opponents and match officials as per the procedures laid down in League Rule 10(D), and match officials are required to acknowledge their appointments to the Referees Secretary and with home clubs as laid down in League Rule 13(A) (ii).



4. GROUNDS, FACILITIES AND STANDARDS

Clubs must take all necessary precautions to keep their grounds in a playable condition and up to the required standards of the Competition.

Lockable dressing rooms shall be provided for visiting teams and for the match officials, and the keys shall be handed to them not later than fifteen (30) minutes before kick-off time.

By mutual consent, once dressing rooms are locked, it is permissible for the keys to be handed to and held in safe custody by an official of the home club. Clubs in breach of this rule shall be fined a sum of not less than £25.

All matches shall be played on grounds previously approved by the Management Committee. The Fixture Secretary may order or arrange matches to be played on grounds having approved floodlighting. Clubs with floodlights must have them approved by the Management Committee for use in these competitions.

If through any fault of the home team a match has to be replayed, the Management Committee shall have power to order the venue to be changed. The Management Committee shall have power to decide whether a ground is suitable for matches in the competitions and to order the club concerned to play its fixtures on another ground.

Home clubs must ensure that their dressing accommodation is available to visiting clubs and the appointed match officials, not less than forty-five (45) minutes before the appointed kick-off time for afternoon matches and thirty (30) minutes for evening games, or in default be fined not less than £10.

Detailed requirements for grounds and facilities shall be decided by the Management Committee, and are specified in Appendix 'A' of the League Rules.

Clubs in breach of these requirements shall be fined not less than £10 for each offence or otherwise dealt with at the discretion of the Management Committee.

5. DURATION OF GAMES, EXTRA-TIME, SPOT KICKS ETC.

Extra-time shall be played in all rounds and the Final if necessary. This will normally be an extra half-hour but referees shall have discretion to reduce this to twenty (20) minutes when conditions indicate the match would otherwise not be completed. The duration must be stated to both teams before commencing extra time and each period shall be of equal duration.

The half-time interval shall not exceed ten minutes duration which time may only be altered with the consent of the referee.

If after extra-time has been completed the tie is still drawn, then the result will be decided by taking kicks from the penalty spot. The rules will be as decided by the Football Association and published in the Laws of Association Football. The Final tie shall be played on a ground selected by the Competition Management Committee.

Matches shall be played on the cup-tie principle. In cup-ties, if after ninety (90) minutes the result is a draw then extra-time of fifteen minutes each way shall be played or extra-time as detailed by the FA under the Laws of the Game.

If a draw still ensues after extra-time then kicks from the penalty-mark shall decide (as per FA Law) in all rounds including the Final.

Where practicable, the Final tie will be played at St Albans City Football Club on a date to be decided by the Management Committee and St Albans City Football Club.

6. ELIGIBILITY OF PLAYERS, SHORT TEAMS, SUBSTITUTES

(A) No player shall play for more than one Club the Competition in the same season.

(B) The signing-on of players under the League's Emergency Registration procedure will be permitted in the League's cup competitions up to, but not including, the Semi-Final stage.



(C) Participation in the Bingham Cox Cup shall not render a player ineligible for other North and Mid Herts Association Competitions.

(D) Contract players are NOT permitted in the competition.

Any club playing an ineligible player shall be expelled from the competition and fined £10 for each ineligible player.

(E) Any club submitting incorrect names of players shall be deemed guilty of misconduct, fined £10 for each incorrect name, and shall be further dealt with as the Management Committee deems appropriate, which may include expulsion from the Competition in the present and subsequent seasons.

(F) A club may nominate five (5) substitute players and at its discretion, use up to a maximum of three (3) at any time in these competitions, except to replace a player or players suspended from the game by the referee after play has commenced. The names of the substitute players shall be given to the referee prior to commencement of play. Substitutes not so named shall not take part in the game.

7. REFEREES AND ASSISTANT REFEREES

In the Finals, all match officials shall be presented with commemorative awards in lieu of match fees. Travel expenses may be claimed at the currently prescribed rates for League official travel.

The officers of the Competition shall appoint all referees in both competitions.

Assistant referees shall be appointed to all ties, and match officials' fees shall be as per main Rule 13(E), at the rate appropriate to Senior Division One fixtures.

In the event of the non-appearance of the appointed referee, or should the appointed referee become unable to carry on for any reason during the match, the senior appointed assistant referee shall take charge and a substitute assistant referee be appointed. In cases where there are no officially appointed assistant referees, the clubs must agree to a substitute person as referee and the game must be played. A referee thus agreed upon shall for that game have the full powers, status and authority of a registered referee.

Should a non-fulfilment occur, due to the default of either club, in respect of the requirements of this Rule, then the defaulting club shall be eliminated.

8. CLUB COLOURS ETC.

Goalkeepers must wear colours that distinguish them from other players and the referee.

No player, including the goalkeepers, shall be permitted to wear black or very dark shirts.

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 seven (7) 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 not less than £10.

All shirts shall be clearly numbered and no team shall play with two or more similar numbers.

The wearing of cycling shorts is permitted but these must match the predominant colour of the shorts being worn.

If in the Final the club colours are similar, both competing clubs must change and notify the Fixtures Secretary of the new colours at least seven (7) days prior to the date of the Final.

9. FULFILMENT OF FIXTURES

Any team failing to fulfil a fixture in this competition on the date fixed, may be eliminated and fined as per League Rule 10(F) (iii).



NOTE: Football Association, Hertfordshire Football Association and other County competitions shall take precedence.

10. REPORTING RESULTS OF MATCHES

Each club must submit results as prescribed in League Rules 11(A), 11(B) and 11(C).

Clubs in default shall be fined as prescribed in League Rule 11(B) (iii). Offences committed under this rule shall be additive to those committed under League Rule 11(B) (iii).

Home clubs must report the results of their matches to the appointed officer within thirty (30) minutes of the conclusion of matches.

Clubs in default shall be fined as prescribed in League Rule 11(B) (iii). Offences committed under this rule shall be additive to those committed under League Rule 11(B)(iii).

11. MATCH RECEIPTS AND EXPENSES

All proceeds including sponsorship, gate money and box collections at Cup matches shall be paid to the Treasurer for the Association Funds.

12. SEMI-FINALS AND FINAL TIES

All players taking part in a Semi-Final or Final must have played at least five (5) competitive fixtures for that team during the current season.

At its discretion, the Management Committee may give permission to allow players who have played in less than five (5) competitive fixtures to be eligible. Clubs must request such permission, in writing, to the Registration Secretary no less than seven (7) days prior to the respective match. (This rule covers circumstances where fixtures have been postponed and where the player may have reached five (5) games otherwise).

Each club competing in the Semi-Final and Final ties shall, seven (7) days prior to the date fixed for the ties, submit to the Competition Registration Secretary and their opponents, a list from which their team to play will be selected. Failure to comply with this rule will incur a fine of not less than £25.

Protests or objections will not be considered unless they are lodged with the Registration Secretary of the Competition at least twenty-four (24) hours previous to the tie.

If, in the Registration Secretary's opinion, a player or players are included who is/are not eligible, the club shall be immediately advised and the facts reported to the General Secretary who shall write to the club concerned advising them of the ineligible players.

Clubs failing to submit these lists shall be fined £10 and may be ruled out of the Competition, or otherwise dealt with by the Management Committee.

Both finalists shall provide two matchballs fit for play and provide a suitable person to act as a match steward.

13. PROTESTS / CLAIMS, DISPUTES, APPEALS

All protests and claims must be lodged in duplicate with the Competition's General Secretary within three (3) days of the match or occurrence to which they refer (Sundays excluded).

No objections, protest or claim shall be considered unless it is accompanied by a deposit of £10, which may be forfeited to the Competition funds in the event of the club losing its case.

If the objection, protest or claim is sustained, the Management Committee, or its Emergency Committee acting on its behalf, may order the offending club to refund the deposit.

The Management Committee, or Emergency Committee, shall consider such protest, objection or complaint but no member of the Committee who is a member of the complainant club shall be present (except as witness or representative of his club) when the matter is being discussed and decided. Both



clubs shall be requested to send representatives to such meetings to state their case.

All other matters, including any dispute occurring between clubs in these competitions, shall be referred to the arbitration of the Management Committee, whose decision shall be binding upon all parties, subject to the right of appeal to the Hertfordshire Football Association.

Within fourteen (14) days of the posting of written notification of any decision of the Management Committee or the Competition a club, official or player against whom action is taken may appeal against such decision by lodging particulars in duplicate with the Secretary of the Hertfordshire Football Association, including a fee of £35 (as at season 2001-02), for adjudication of the Board of Appeal. The grounds of appeal shall be in accordance with FA Rules. The Board of Appeal 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 Board of Appeal is final and binding on all parties concerned.

A copy of the appeal must be sent to the Competition's General Secretary, and the operation of the decision made by the Competition shall not be suspended pending the result of the appeal, unless the Board of Appeal or the Hertfordshire Football Association Limited, through its officers, orders such suspension.

14. UNDERTAKING FOR POSSESSION OF TROPHIES

An Undertaking shall be required in accordance with League Rule 18 guaranteeing the Trophy and its return to the Competition's General Secretary.

Any issues not covered above shall be resolved by the Management Committee as its discretion using the League rules.

LEAGUE SUPPLEMENTARY COMPETITIONS

These ancillary competitions are intended to augment the number of games in the divisions in the event of a shortfall occurring in the number of teams in any of the divisions.

It is intended that the spirit of the rules of the League will apply at all times, and should any ambiguity subsequently arise over the interpretation of these rules during the operation of any of these competitions, then this fact will be borne in mind during any adjudication, having regard as to what is obviously intended.

The Competition Management Committee or its Emergency Committee may at any time order the implementation of any of these competitions, and all teams in the division(s) concerned will take part.

There will be an entrance fee of £10.

The competing teams will be divided into two groups where each team will play each other either once or twice, depending upon the number of games desired to be played, as decided by the Management Committee from time to time.

The winners of each group will be determined by the awarding of points as for League matches; and the top team from each group will play a two-legged final tie (home and away), and the aggregate score will decide the winner.

If after ninety (90) minutes play in a final tie second leg the aggregate score of both teams is level, then an extra 30 minutes will be played. If after extra time has been played the aggregate score still remains level, then away goals will count double.

Should the tie still be drawn, the result will be decided by kicks from the penalty spot; the rules will be as described by the Football Association and published in the Referees Chart.

Players must have completed a Player Registration Form to participate in the League Charity Cup. This tie is to be played over ninety (90) minutes, and if the score is tied, then the result will be decided by kicks from the penalty spot'.

THE PAULINE MARY FOX TROPHY



HERTS SENIOR COUNTY FOOTBALL LEAGUE

Established 1898 - Success with Dignity



The Trophy will be known as the Pauline Mary Fox Trophy and will be awarded annually to the league team which scores the highest total number of goals in its league matches.

Games played in the Aubrey Cup and Cecil Hudson Cup, and in FA and county cup matches, are not to count. Abandoned games are not to count.

The final table will be based upon thirty (30) matches and a team playing more or less than this number of games will have its score adjusted pro-rata thereto.

In the event of two or more teams being tied, the winners will be the one with the least number of goals against after the pro-rata adjustment, should this be necessary.

Should there still be a tie, then the team which has scored the highest number of goals in any one of its league matches will be declared the winner.

In the event of there still being a tie, the final adjudication will be made by the officers of the Competition, whose decision will be final, subject to the usual right of appeal to the Hertfordshire Football Association Limited.

No monetary award will be made, but a suitable memento will be awarded to the successful team to commemorate the winning of the trophy.

The Trophy will be held for one season and the presentation will be made to the winning team at the annual general meeting.

THE LEAGUE CLUB SPORTSMANSHIP TROPHY

The Trophy will be awarded annually to the league club that, in the opinion of the member clubs, has the best conduct record in league matches.

The presentation will be made to the winning club(s) at the Annual General Meeting and the Trophy will be held for one season.

No monetary award will be made, but a suitable memento will be awarded to the successful club(s) to commemorate the winning of the Trophy.

To decide the winner, each member club will vote for one team (other than one of its own) in each of the divisions in which it plays and which in that club's opinion displayed the best sporting conduct during the season current.

Ballot papers for this purpose will be provided by the General Secretary, and will be returned at a date specified by him but in any event not later than the May 31st in each season.

The total number of votes obtained by each club will be divided by the number of teams that club has playing in the league and the club then having the highest number thus obtained will be declared the winner.

In the event of there being a tie, the record of the clubs concerned in the Competition with regard to infringements of league rules will be examined to determine the winner. In the event of there still being a tie, then the final adjudication will be made by the officers of the Competition, whose decision will be final, subject only to the usual right of appeal to the Hertfordshire Football Association Limited.

INCLUSIVE SECTION RULES



1. ELIGIBILITY

Only players who have a disability based on the definitions below will be allowed to compete in the League:

- (A) A Mental or physical impairment which has substantial and long-term adverse effect on his / her ability to carry out normal day to day activities.
- (B) Substantiated – more than minor or trivial
- (C) Long term has lasted or is likely to last twelve (12) months or more or the rest of an individual's life is terminally ill

This definition covers hidden impairments such as mental illness or mental health problems and learning disabilities.

2. PLAYER REGISTRATION

All players must be registered. A registered playing member of a club is one who has either:

(A) Prior to the matchday:

- Signed a fully and correctly completed competition registration form in ink,
- Countersigned by an officer of the club,
- Submitted to the Registration Secretary before the 1st of April,
- The registration has been confirmed to the club by the league prior to playing.

(B) On the matchday:

- Signed a fully and correctly completed competition registration form in ink,
- Countersigned by an officer of the club and officers of the opposing clubs,
- Submitted to the Registration Secretary within two days (Sundays excluded) subsequent to the match and before the 1st of April.

A maximum of four (4) players may be registered on a matchday during the season.

Each Player Registration will be subject to a fee of £2. Clubs will be invoiced by the 28th of April of each year.

Having signed for one club in the competition, said player cannot sign for another club unless an agreed transfer is completed.

The transfer must be completed with signed consent of both clubs on an Transfer Form, and the new club paying the League a fee of £5. Players cannot be transferred after 31st of March of each year.

A team found guilty of playing a player who is not registered to them, or registered to another side, may have their points deducted for the offending games and be subject to a fine from the League.

3. CLUB INFORMATION

All clubs must submit the following information to the league for the forthcoming season by 1st August of each year:

- Number of teams in each division / age group
- Club training times & venues
- Club colours
- Team manager
- Contact details for the club and team manager

4. LAWS OF THE GAME



All matches at seven a-side and shall be played in accordance with the Laws of the Game as determined by FA (or as amended in the handbook).

5. DURATION OF MATCHES

Each game will be fifteen minutes, one-way.

Games will run continually throughout the day, so please check the fixtures and make sure you are warmed up ready to start the game and enter the field of play as soon as possible. Teams not ready on time will have their match duration reduced by the amount of time taken to start the fixture.

6. SUBSTITUTES

All teams are limited to squads of twelve (12) for each match (seven (7) players + five (5) substitutes).

All teams may use a maximum of five (5) substitutes per match. Players may "roll on roll off" with the referees permission. In the interest of players development all coaches should ensure that equal playing time is given to all players where possible.

7. START OF PLAY

At the start of play the ball must be played forward. Every player on the team opposing that of the kicker shall remain at least three (3) metres from the ball.

Should the game be stopped for any reason other than those mentioned, the game will be re-started via a drop ball. The referee shall not drop the ball within three (3) metres of the lines marking the penalty area and touchlines.

8. BALL IN PLAY

There will be no height restriction.

9. BALL OUT OF PLAY

When the ball is out of play, the ball shall be returned to play using a normal throw-in or rolling the ball into play.

When a member of the attacking team puts the ball out of play over the opponents' goal line, the goalkeeper shall return the ball into play via a goal kick.

When a member of the defending team puts the ball out of play over his own goal line, the opposing team shall be awarded a corner kick.

10. OFFSIDE

There is no offside.

11. FOULS AND MISCONDUCT

Sliding tackles are not permitted and shall be penalised by the awarding of a free-kick. (This rule is inserted to keep players on their feet to improve development of players).

A player who is sent off shall automatically be suspended from playing any further part in the matchday.

12. FREE KICK

When a player is taking a direct or indirect free-kick, all of the opposing team should be at least three (3) metres from the ball until it is in play.

All free-kicks given against the defending side for infringements committed near the goal area should be taken from no less than three (3) metres outside the goal area at the nearest point to where the offence occurred.

13. PENALTY KICK



At the taking of a penalty kick, all players except the penalty taker and the defending goalkeeper shall be at least three (3) metres behind the penalty spot.

The defending goalkeeper must remain on his goal line, facing the kicker, between the goalposts, until the ball has been kicked.

14. THE GOAL AREA

Both attacking and defending players are allowed inside the penalty area. Goalkeepers are allowed outside the penalty area but must not handle the ball.

15. AWARDING POINTS

The following points will be awarded for league games:

- | | |
|----------------|------|
| - Three Points | Win |
| - One Point | Draw |
| - No Points | Loss |

If at the end of the season teams finished equal on points the league champions will be decided on:

- Goal Difference
- Goal Average
- Goals Scored

Any team that does not attend a match, forfeit their game and automatically lose the match 2-0.

16. PITCH DIMENSIONS

Seven a-side	Max	60 yards x 40 yards
	Min	50 yards x 30 yards

Each pitch should contain a centre spot, a goal area and a penalty spot.

See appendix 2 for layout of pitch. (Throw down lines can be used to mark goal area and can be loaned from the League with two week's notice). The penalty spot should be 8 metres from the midpoint between the goal posts.

All goals should be anchored securely in accordance with FA goal safety guidelines, see Appendix 3.

17. HOSTING A MATCH DAY

The hosts of the match day must:

- (A) Ensure all pitches meet the pitch requirements as listed above.
- (B) Ensure the set up and use of Respect barriers. On grass pitches, only players, the referee and club officials, who are or about to play, are permitted inside the Respect barriers. On artificial pitches, only players, the referee and club officials, who are or about to play, are permitted inside the caged area. (Respect barriers can be loaned from the League with two week's notice).
- (C) Supply matchballs, two size five match balls per adult match.
- (D) The League will provide referees for all matchdays.
- (E) Inform the League of the surface of the pitches to be used for matches.
- (F) Record and report all match results and Matchday Registration Forms.

18. KIT COLOUR

If teams have a colour clash, the 1st named team on the fixture list will where possible change their kit.



19. EQUIPMENT

A player must:

- Not use equipment or wear anything that is dangerous to himself or another player. All Jewellery must be removed.
- Wear shin guards. The shin guards must be covered entirely by the socks, made of a suitable material (rubber, plastic or similar substances) and provide a reasonable degree of protection.
- Wear appropriate footwear for the surface of the pitch.

20. MATCHDAYS

All teams are to:

- Ensure they have the appropriate amount of responsible adults in order to manage their group of players. Where possible the ratio should be increased when a team has a particularly challenging group of players. The team should maintain that ratio until they have left the venue.
- Arrive thirty (30) minutes before kick-off.
- Confirm all players that are attending a matchday by using the Matchday Registration Form.

It is acknowledged that not all players will understand codes of conduct and therefore it is agreed that all coaches will manage their own group of players in terms of discipline and assist the referee where necessary.

21. REFEREES

All referees must be FA qualified. All referees must wear their official kit.

Each referee will be paid a set fee of £40.00, inclusive of expenses, by the League immediately after the matchday fixtures have been completed.

APPENDIX 'A'

All member clubs of the HERTS SENIOR COUNTY LEAGUE (the Competition) undertake to ensure that their playing facilities conform to the requirements set out in this appendix, and will co-operate with the Standards Officer and other League Management Committee (LMC) members when completing ground inspections under the powers provided by Rule 5 (A).

These requirements integrate the minimum standards set down by the Football Association for Step Seven football with additional standards set and approved by the Competition.

Clubs seeking admission to the Competition will be subject to a formal club structure assessment and ground inspection by a Sub-Committee delegated by the LMC and chaired by the Standards Officer, and clubs failing to have the minimum standards specified in this appendix by the Annual General Meeting in June of each year may not be admitted.

The Sub-Committee will have the power to recommend that applications for membership be accepted where they believe that minimum entry requirements will be met within a specified timescale agreed with the club after the Annual General Meeting (not exceeding twelve months or one season, whichever is the shorter).

Once admitted, a member club undertakes to maintain its playing facilities so that they conform to the requirements set out here at all times at the risk of expulsion, relegation or other penalty as the LMC considers appropriate.

Grounds are routinely inspected in detail on a three-year rolling basis, or on request by any member club. Ad hoc inspections shall be carried out where concerns have been reported regarding ground standards.



Any member club seeking to change its approved playing venue will give notice to the Management Committee no later than 1st April prior to the commencement of the season in which the change would take effect. Any proposed new ground is subject to inspection and approval by the LMC.

Where temporary circumstances warrant it, the LMC has the power to vary the requirements set out in Appendix A where to do so would be to the benefit of the Competition and its member clubs.

SECTION A

Ground Requirements for all teams are as follows:

1. PITCH SIZES

Pitches will conform in all respects to the requirements of the Laws of Association Football and be a minimum of 100 x 64 metres for the Senior Premier Division, and 90 x 64 metres for Senior Division One and the Reserves and Development Section.

It should be noted that the minimum size of playing area for Step 6/Grade H is 100 x 64 metres.

2. GROUND AND PLAYING AREAS

Grounds should be completely enclosed on all four sides wherever possible.

The playing area must be kept in good condition and all sections which allow viewing access **MUST** be completely enclosed.

Senior Premier Division requires post and rail or a solid barrier. Where one side of the pitch is affected by a cricket square, this may be roped using a method approved by the Competition.

The standard recommended for Senior Division One is for post and rail or a solid barrier but an approved rope system may be permitted.

Whichever method is employed, the barrier must be set back from the touchlines to a minimum distance of 1.83 metres.

When roping is employed, it will conform to the following specification:

1. The diameter of the ropes will be not less than 12mm.
2. The ropes must be supported by posts of an appropriate design and strength, and the height of each post and rope attachment point shall be the same height as the post and rail set where infilling a post and rail system. Alternatively, a minimum height of one metre above ground level, and the poles shall be no more than four metres apart.
3. The ropes may not sag more than 150mm at the centre point between the posts
4. Pitch enclosures, including any roping, must be set back from the touchline a minimum of 1.83 metres.

Where a natural boundary exists around a playing area, clubs may be allowed dispensation not to enclose these sections.

Permanent dugouts or portable trainers' boxes are required for Senior Premier Division clubs. Where new dugouts or boxes are being procured, these must be capable of holding eight people.

For Senior Division One, Two and Three, bench forms or other suitable seating for team managers and substitutes are to be provided inside the fenced or roped playing area with, if possible, protective covering.

Goal posts and other appurtenances and fittings must comply with all relevant health and safety requirements (standards BSEN 748 or PAS 36/2000 apply) and conform with prevailing guidelines as may be issued from time to time by national and county football associations. Match officials may, at their discretion, postpone or delay the start of any game where this requirement is not met.



Clubs should check regularly to ensure that crossbars meet the height requirement set down by the Football Association.

Clubs must also ensure that all clips, clamps, ties and fixings are in good condition, and not a danger to players at any time.

3. TECHNICAL AREA

Technical Areas must be marked with a white line or other distinguishing markings, extending one metre on either side of the Trainers Box/Bench and extending forward up to a distance of one metre away from the touchline.

Each team's Trainer's Box/Bench will be separately defined unless they are situated within two metres of each other.

The persons permitted in the Technical Area are the managerial staff, trainer/physiotherapist and up to five substitutes. The maximum number of persons permitted within the Technical Area may not exceed the number of seats provided within that area and, in any case, may not exceed eight. If more than eight persons, including substitutes, are observed by any match official to be within the Technical Area the referee and/or fourth official has the power to order the removal of all surplus persons.

Only one person is permitted to stand within the Technical Area at any time during the progress of a match.

Team officials must remain within the confines of the Technical Area except in special circumstances, for example, for the treatment of an injured player. In such cases it will be determined by the referee and/or fourth official who may enter the field of play and when they may do so.

A maximum of three substitutes may warm up outside the Technical Area but if within the confines of the railed or roped playing area only in the half used by the assistant referee. Substitutes may warm up anywhere beyond the railed or roped confines of the playing area.

Occupants of the Technical Area must conduct themselves, at all times, in a responsible manner.

4. MANAGEMENT OF THE PLAYING AREA

It is the responsibility of home clubs to ensure that spectators (this includes members of the press and club officials) remain outside the enclosed playing area for the duration of matches.

Home clubs must ensure that players' and match officials' access to and from the playing area is safeguarded and free from interference by spectators at all times.

Clubs must ensure that glass utensils are not brought outside the confines of the clubhouse or within the vicinity of the playing area as defined as the enclosed area encompassing the playing area up to and including the entrances to the dressing rooms and all access ways.

5. DRESSING ROOMS

Separate dressing rooms must be provided for each team and match officials – at least three rooms in all – the dressing room for each team should be at least twelve (12) square metres in usable area. The dressing room for match officials shall be at least four (4) square metres in usable area.

All dressing rooms shall be kept in a clean and tidy condition, and all shall be secure, lockable and private.

The dressing rooms for each team should have a minimum of three (3) working showerheads.

The dressing room for match officials should have at least one working showerhead.

Clubs are also required to have a contingency plan in place for when both male and female match officials are appointed.

Where clubs are planning to commission new changing facilities, the design should allow for the team dressing rooms to be a minimum of eighteen square metres in area. The shower and toilet areas shall



not count in this area. The design shall include two dressing rooms for match officials, and that one showerhead should be located in each room.

To be eligible for promotion to Step Six, clubs must also have en suite shower and toilet facilities for each team and the match officials, with a minimum of four showerheads per team.

6. SHOWERING FACILITIES

Separate showering facilities of a reasonable size are required for each team and match officials. (Dispensation from this requirement may be granted at the Management Committee's discretion to teams competing in Senior Division One and in the Reserves and Development Section).

Sufficient water, at a suitable temperature, must be provided for both teams and the match officials.

7. TOILETS

Toilet facilities of reasonable size are required for each team and, separately, for match officials. Access to these facilities must be integral to the buildings in which the changing rooms are situated and must not be via other dressing rooms or changing areas.

8. HOSPITALITY

Tea or other suitable beverages (not water) will be provided for visiting teams and match officials, if required, at both half and full times; this to be taken into their respective dressing rooms.

Clubs entering external competitions must be aware of the hospitality requirements of those competitions and ensure they comply with them on match days.

9. MATCHDAY ADMINISTRATION

Using the prescribed form, each club is responsible for the exchange of a list of names of players (including the nominated substitutes) taking part in any Competition match by a responsible club official with a representative of the opposing club, in the presence of the referee, at least thirty (30) minutes before the advertised time of kick-off for afternoon games and at least fifteen (15) minutes before the advertised time of kick-off for evening games.

Each player must be numbered on the list (in accordance with the number on the shirt he will wear) and the team's colours, including the goalkeeper's, must be clearly stated. Any club which alters the composition of its team or changes the numbers of its players after lists have been handed over will be subject to any appropriate action decided upon by the management committee.

Match officials must be paid their fees in their dressing room no later than twenty (20) minutes following the conclusion of the game.

10. EMERGENCY ACCESS

Access to the playing area for emergency services vehicles should be provided. All grounds shall have an emergency plan covering evacuation and safe routes.

SECTION B

The League stipulates that the following administrative requirements shall be in place:

1. TENURE

Clubs must have a formal agreement in place on their ground, which identifies their priority of use, to be accepted into league membership.

2. PROPERLY CONSTITUTED CLUB

The club must have in place a club constitution that meets FA requirements, hold regular minuted meetings, and keep annual accounts.

3. FA CHARTER STANDARD



All clubs joining the Senior Section must attain FA Adult Charter Club Standard status within one year of being elected into the Competition. Priority will be given to new applicants with FA Charter Standard status already achieved.

Clubs joining the Reserves and Development Section will have two years from being elected into the Competition to attain FA Adult Charter Standard status.

4. MEDICAL

There must be a suitable, qualified person with a first aid qualification in attendance.

5. INSURANCE

All clubs must have Public Liability Cover in place, and must also have at least the minimum permitted level of Player Accident Insurance in force to be able to play in the Competition.

SECTION C

Spectator facilities required are as followed:

1. CLUB HOUSE

Where these are combined with other facilities, it should be available for use on match days by visiting teams, match officials and spectators.

Where post-match hospitality is provided, it is the expectation of the LMC that visiting teams WILL accept the courtesy extended to them by their host club, unless there are extenuating circumstances.

2. CAR PARKING

There should be adequate car parking facilities on, or close to, all grounds.

3. TOILETS

Where possible, dedicated toilet facilities should be available for spectators, but the LMC may permit the shared use of changing facilities toilets as long as this does not compromise security.

4. WALKWAYS AND COVERED ACCOMMODATION

A dry walkway around at least two sides of the playing area, linking to existing pathways and to the clubhouse thresholds, should be provided for spectator comfort in the Senior Premier Division. The walkway will be maintained in good order and repair, above the level of the supporting ground, free of encroaching weeds and grass and without gaps or other breaks and interruptions.

Covered shelter, to accommodate a minimum of twenty (20) spectators, on one side of the pitch will be provided, and this to be adjacent to a walkway and provide a clear view of the playing area.

For Senior Division One and the Reserves and Development Section, a dry walkway must be provided on at least one side of the playing area.

The construction of such dry walkways must be of a durable material that has been accepted by the LMC.

5. MATCHDAY PROGRAMMES

Senior Premier Division clubs are required to issue a match day programme or similar – for which an appropriate fee may be charged – for all Saturday first team home games.

All match day programmes will feature a minimum of a one page black and white advertisement for the Competition's sponsor, with the advertising copy provided to clubs by the sponsor, via the management committee. In addition, the name and logo of any League sponsor logo must feature on the match day programme cover.



At least six (6) programmes are to be provided free of charge to the visiting team and one for each match official appointed in their changing area.

A copy of the programmes issues for the first two home games in every season will be submitted to the General Secretary. Thereafter clubs are subject to occasional requests throughout the season by the General Secretary for copies of the programmes issued.

6. HOSPITALITY FOR VISITING CLUBS

Where admission is charged for entry to a ground, complimentary admission must be provided for a maximum of four (4) visiting club officials, who are to be deemed as guests.

The visiting club is expected to contact the home club secretary at least two days prior to the fixture to provide the names of officials planning to attend.

REGULATIONS FOR THE ESTABLISHMENT AND OPERATION OF THE NATIONAL LEAGUE SYSTEM

1. Definitions

In the interpretation of these Regulations: any words and expressions, unless otherwise defined herein, shall be words and expressions as defined as follows:-

“AC” means the Alliance Committee appointed by FA Council to deal with matters appertaining to Steps 1 to 4 of the National League System.

“Association” means The Football Association Limited.

“Club” means a football club for the time being in a league in membership of the NLS.

“League” means any competition sanctioned by the Association and/or an Affiliated Association.

“LC” means the Leagues Committee appointed by FA Council to deal with all matters appertaining to the National League System.

“NLS” means the system of competitions controlled by the Association where promotion and relegation links exist between participating Leagues.

“Playing Season” means the period between the date on which the first League fixture in the League is played each year until the date on which the last League fixture in the League is played. For Clubs participating in play-off matches this does include the period when play-off matches are played.

“Play off Position” means the position of a Club in the table at the end of each Playing Season which is provided for in Rule 13 of the FA Standardised Rules as qualifying the Club to take part in a play off match to qualify for promotion to the next Step of football for the next Playing Season.

“Regulations” means these regulations.

“Step” means the level at which a Club participates in the National League System.

2. The National League System (“NLS”) shall be operated in accordance with these regulations (“the Regulations”).

The aims and objectives of the NLS are:

- (a) To provide Clubs with a level of competitive football appropriate to their playing ability, stadium/ground facilities, economic means and geographical location.
- (b) To provide a framework for discussion on matters of policy and common interest to Leagues and Clubs.



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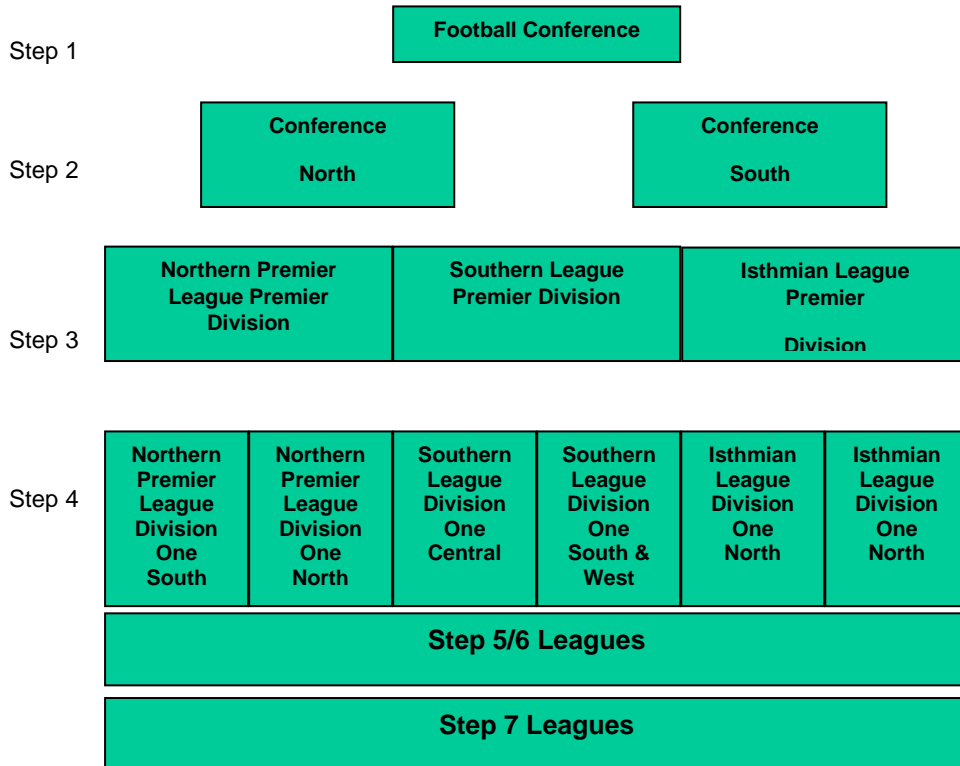
(c) To allow the seasonal movement of Clubs.

To be members, all Leagues, and Clubs shall be bound by the Regulations. All Leagues will be required to sign a certificate confirming their agreement to the acceptance of the Regulations.



3. Position of a League in the National League System

3.1 The current structure of the NLS is set out below:



The Leagues currently at Step 5, 6 and 7 are set out at the end of the Regulations.

3.2 Any League wishing to become part of the NLS must apply to The Association by 31 December in the relevant year in such form and/or providing such information as shall be required by the LC from time to time. The decision as to whether or not a League should be admitted to the NLS shall be made by the LC which will then decide on the Step at which the League will play.

3.3 Any League wishing to propose an adjustment to its position within the NLS must apply in writing to the LC by 31st December in any year for such proposal to be determined by the LC in order, if approved, to have effect in the following Playing Season.

4. Rules and Regulations for Promotion and Relegation

The LC shall provide for the seasonal promotion, relegation or lateral movement of Clubs between Steps within the system. A League that signifies its acceptance to be bound by the Regulations must be in a position to promote and relegate Clubs at the conclusion of each Playing Season.

5. Detailed Promotion and Relegation Issues

5.1 The criteria for entry to the NLS and the criteria for ground/stadium facilities and the criteria for participation in play off matches shall be determined by the LC. All criteria so determined shall be published by The Association from time to time.

5.2 It may be necessary from time to time to move Clubs laterally between Leagues at the same Step to accommodate the movement of Clubs by normal promotion and relegation.

5.3 At the conclusion of each Playing Season, the following procedures will apply:



Step 1 and Step 2

The Clubs finishing in the bottom four places at Step 1 at the end of the Playing Season will be relegated to a feeder pool and placed in the most geographically appropriate division at Step 2 for the following Playing Season. They will be replaced by the Clubs finishing in 1st position in each of the divisions at Step 2 together with a further two Clubs which win a series of play off matches involving those Clubs finishing in a play off position (normally positions 2 to 5) in each of the divisions at Step 2. Where a Club finishes in a Play Off Position but does not meet the criteria for participation in play-off matches the Club finishing in the next eligible position shall take part in the play off matches. The play off matches shall be played so that the highest placed of the eligible Clubs plays against the lowest placed and the other two Clubs play each other. The winners of each match will play each other and the winner of that match will be promoted. If there are only three eligible Clubs then the highest placed shall receive a bye to a second match where it will play the winner of the other play off match and the winner of that Final will be promoted. Clubs finishing below position 7 will not be considered for play off matches.

Step 2 and Step 3

The Clubs in the bottom three places in each of the two divisions at Step 2 at the end of the Playing Season will be relegated to a feeder pool and placed in the most geographically appropriate division at Step 3 for the following Playing Season. They will be replaced by the Clubs finishing in 1st position in each of the divisions at Step 3 together with a further three Clubs determined by a series of play off matches involving those Clubs finishing in a play off position (normally positions 2 to 5) in each of the divisions at Step 3. Where a Club finishes in a Play Off Position but does not meet the criteria for participation in play off matches the Club finishing in the next eligible position shall take part in the play off matches. The play off matches shall be played so that the highest placed of the eligible Clubs plays against the lowest placed and the other two Clubs play each other. The winners of each match will play each other and the winner of that match will be promoted. If there are only three eligible Clubs then the highest placed shall receive a bye to a second match where it will play the winner of the other play off match and the winner of that Final will be promoted. Clubs finishing below position 7 will not be considered for play off matches.

The promoted Clubs will also be placed in a feeder pool and placed in the most geographically appropriate division at Step 2.

Step 3 and Step 4

The Clubs in the bottom two* places in each of the three divisions at Step 3 at the end of the playing season will be relegated to a feeder pool and placed in the most geographically appropriate division at Step 4 for the following Playing Season. They will be replaced by the Club finishing in 1st position in each of the divisions at Step 4 together with a further six Clubs to be determined by a series of play off matches involving those Clubs finishing in a play-off position (normally positions 2 to 5) in each of the divisions at Step 4. Where a Club finishes in a Play Off Position but does not meet the criteria for participation in play off matches the Club finishing in the next eligible position shall take part in the play off matches. The play off matches shall be played so that the highest placed of the eligible Clubs plays against the lowest placed and the other two Clubs play each other. The winners of each match will play each other and the winner of that match will be promoted. If there are only three eligible Clubs then the highest placed shall receive a bye to a second match where it will play the winner of the other play off match and the winner of that Final will be promoted. Clubs finishing below position 7 will not be considered for play off matches.

The promoted Clubs will also be placed in a feeder pool and placed in the most geographically appropriate division at Step 3.

**Amendment subject to FA Council approval on 12 July 2012.*



Step 4 and Step 5

The Clubs in the bottom place* in each of the six divisions at Step 4 at the end of the Playing Season will be relegated to a feeder pool and placed in the most geographically appropriate League at Step 5. These Clubs will be replaced by the fourteen* most suitable Clubs from the Leagues at Step 5 as determined by the LC. Each of these Leagues will nominate the Club finishing in 1st position subject to meeting the entry criteria and wishing to be considered for promotion. In the event of the 1st placed Club not being nominated, the Clubs finishing in 2nd or 3rd* position can be nominated subject to the same criteria. In addition, any additional Clubs required will be selected from the following Step 5 leagues based on a points gained per game played basis: Combined Counties League, Eastern Counties League, Essex Senior League, Kent League, Spartan South Midlands League, Sussex County League and Wessex League. No more than two Clubs will be promoted from any one league.* The Clubs to be promoted from Step 5 will be placed in a feeder pool and allocated to the most geographically appropriate division.

In the event that there are more Clubs qualifying for promotion than spaces available, priority will be given to the Champion Clubs in Step 5 Leagues. If vacancies remain, Clubs finishing in 2nd place in Step 5 Leagues will be ranked for promotion purposes according to the average number of points gained per games played.

Any Club seeking promotion from Step 5 to Step 4 must make application to the Association on the prescribed form and provide the required supporting documentation, copied to their existing league, by 30 November in the relevant year. The application must be accompanied by the agreed grading fee, as determined by the LC, which is non refundable. Applicant Clubs must achieve an E Grade by 31st March in the Playing Season when promotion is sought. The Association will arrange an inspection as soon as practical thereafter.

**Amendments subject to FA Council approval on 12 July 2012.*

Step 5 to Step 6 and Step 6 to Step 7

The promotion and relegation of Clubs between Steps 5, 6 and 7 shall be dealt with as follows.

Movement of Clubs between Steps 5, 6 and 7, where a League operates at each Step, shall be included in their constitutional rules and regulations.

Clubs seeking promotion to Step 5 from a League at Step 6 which is not linked to Step 5, must make application using the prescribed form direct to the Association, copied to their existing League, by 31 December in the relevant year. Each application must be accompanied by the agreed grading fee, as determined by the LC, which is non refundable.

Clubs seeking promotion to Step 6 from a League at Step 7 which is not linked to Step 6, must make application using the prescribed form direct to the Association, copied to their existing League, by 31 December in the relevant year. In order to be considered for promotion Clubs must finish in 1st position in their Step 7 league. If the Club finishing in 1st position does not wish to be promoted or fails to meet the entry criteria then the club finishing in 2nd position will be eligible for promotion. If the club in 2nd position does not seek promotion or fails to meet the entry criteria then clubs down to 5th position may be considered for promotion provided that they meet the appropriate entry criteria. Clubs finishing below 5th position will not be considered for promotion and only one club will be considered from each league. Each application must be accompanied by the agreed grading fee, as determined by the LC, which is non refundable.

5.4 Where a vacancy occurs within the NLS the following procedures will apply:-

- (i) Where a vacancy occurs in a particular division prior to the end of the Playing Season, the Club concerned would be classed as one of the relegated Clubs in a relegation position.
- (ii) Where a vacancy occurs following the completion of the Playing Season then the best ranked Club in a relegation position across the particular Step would be rerieved. The ranking to be determined by the average points gained per game played and comparable league position.



- (iii) Where a vacancy occurs after the date of a League AGM then a competition would not be able to replace the Club(s) concerned.
- 5.5 Only internal changes to the constitution of a League are allowed following the holding of a League's Annual General Meeting.
- 5.6 Clubs are not allowed to enter into a ground share agreement in order to gain promotion or to be saved from relegation.
- 5.7 Ground grading requirements will be in accordance with the National Ground Grading document as issued from time to time by the Association.

In order to be considered for promotion, the following requirements will apply.

Step 7 - Clubs competing at Step 7 must comply fully with the minimum requirements in force. To be considered for promotion to Step 6 clubs must meet the requirements of Grade H and attain Grade G by 31st March in the year following promotion.

Step 6 - Clubs competing at Step 6 must comply fully with the requirements of Grade G. To be considered for promotion to Step 5 clubs must meet the requirements of Grade G and attain Grade F by 31st March in the year following promotion.

Step 5 - Clubs competing at Step 5 must comply fully with the requirements of Grade F. To be considered for promotion to Step 4, clubs must meet the requirements of Grade E by 31st March in the year in which they seek promotion, and attain Grade D by 31st March in the year following promotion.

Step 4 - Clubs competing at Step 4 must comply fully with the requirements of Grade D. To be considered for promotion to Step 3 or to be included in the play-off matches, clubs must meet the requirements of Grade D and attain Grade C by 31st March in the year following promotion.

Step 3 - Clubs competing at Step 3 must comply fully with the requirements of Grade C. To be considered for promotion to Step 2 or to be included in the play-off matches, clubs must meet the requirements of Grade C and attain Grade B by 31st March in the year following promotion.

Step 2 - Clubs competing at Step 2 must comply fully with the requirements of Grade B. To be considered for promotion to Step 1 or to be included in the play-off matches, clubs must meet the requirements of Grade B together with any additional requirements by 31st March in the year in which they seek promotion. Clubs must also attain Grade A by 31st March in the year following promotion.

Step 1 - Clubs must comply fully with the requirements of Grade A.



6. The Movement of Clubs within the National League System other than by Promotion or Relegation

6.1 Movement of a Club from participation in one League to another is not permitted other than by promotion and relegation save with the approval of the LC.

6.2 Any Club proposing to move from one League to another must make application in writing to The Association on or before 31st March in each year to be effective for the following Playing Season. In the event of such application being successful the League from which the Club is moving shall not levy a financial penalty on that Club.

6.3 If a Club (whether a Members' Club or a Company) is wound up, liquidated, ceases to trade or is removed from its League or withdraws from football competition ('the Former Club'), and then wishes to establish a new Club ('the New Club') and be placed within the NLS other than as set out in Regulation 5.3, then unless otherwise determined by the LC, it will be allowed to make an application only to join a League/division at Step 5 of the NLS unless the Former Club was in either Step 4 or Step 5 when the event which caused it to cease its membership occurred in which case it must re-join the NLS at a minimum of two Steps below the level at which it was at the time the event occurred, or withdrew from football competition, whichever is lower. Where the Former Club as a member of The FA Premier League or Football League in the current Playing Season then the LC shall at its absolute discretion determine in which league within the NLS the New Club shall be placed for the following Playing Season and will set out at its complete discretion the requirements to be met by the New Club.

In order for consideration to be given to the placement in the NLS by the New Club in the following Playing Season, an initial application must be received by the LC by 1st March or within twenty-one days of the Former Club being wound up, liquidated, ceasing to trade, resigning or being removed from its League or withdrawing from football competition, if such date is later than 1st March.

The full application accompanied by all necessary documents including evidence of security of tenure having been granted to the New Club must be received by 31st March. The application shall be copied to the League of which membership is being requested. The application will be determined by the LC.

In considering any application, the LC will set out at its discretion the requirements to be met by the New Club.

Only one application will be considered for placement in the NLS in accordance with this Regulation. In the event of more than one application being received within twenty-one days of the Former Club being wound up, liquidated, ceasing to trade, resigning or being removed from its League or withdrawing from football competition, the LC will consider at its discretion which application will be considered in accordance with this Regulation.

6.4 If a Club (whether a Members' Club or a Company) ceases to be a member of its league and that Club (that is not a New Club as defined at 6.3 above) wishes to be placed within the NLS for the immediately following Playing Season, then unless otherwise determined by the LC, it may be allowed to make an application to join a League/division below the most recent League/division of which the Club was a member.

In order for consideration to be given to the placement in the NLS by the Club in the immediately following Playing Season, an initial application must be received by the LC in accordance with the procedures set out at 6.3 above. The application shall be copied to the League of which membership is being requested. The application will be determined by the LC at its absolute discretion.

In considering any application, the LC will set out at its discretion the requirements to be met by the Club in determining whether to approve the application.

6.5 If two or more Clubs ("the Merging Clubs") are proposing a transaction or series of transactions that result in the merging or consolidation ("the Proposed Merger") of those Clubs into one Club ("the Merged Club") then a formal application to do so must be received by the LC and the league(s) of which the Merging Clubs are members by 31 December.



A Deed of Agreement, which shall be legally binding on all parties must be submitted to The Association by 31st March in the year immediately following receipt of the application. The LC shall determine at its absolute discretion where the Merged Club is to be included in the NLS for the following season subject to the provisions of item (v) below.

In arriving at its decision the LC may apply the following minimum criteria:

- (i) The requirements of Rule 2.9 Transfer of Membership of FA Standardised Membership Rules for the current season must be met by each of the Merging Clubs. If one or more of the Merging Clubs is subject to an insolvency event then Rule 2.9.2 shall be applied to such club(s), otherwise Rule 2.9.1 shall be applied;
- (ii) the proposed playing name of the Merged Club must be acceptable to the LC; and
- (iii) the Merged Club must have security of tenure to a ground that meets the relevant ground grading requirements;
- (iv) Any other criteria that the LC may from time to time deem to be appropriate;
- (v) The Merged Club will ordinarily be placed at the lower of the Steps at which the Merging Clubs ended the Playing Season in which the application is made. For the purposes of this Regulation, if one of the Merging Clubs has finished that Playing Season in a relegation place, then they will be deemed to have ended the Playing Season at the Step to which they would have been relegated without the Proposed Merger proceeding.

Any decision regarding whether a proposed transaction or series of transactions falls to be considered under this Regulation shall be determined by the LC at its absolute discretion

7. Election of a Club into a League

- 7.1 Usually a club can only enter the NLS at Step 7. However, in exceptional circumstances a League may seek approval from the LC to receive a club not currently in membership of a League within the NLS provided that there is: (a) a vacancy within its constitution (b) the club meets the entry criteria and (c) promotion and relegation issues have been satisfied.
- 7.2 Reserve teams, including a team from a club or Club which is not considered by the LC to be sufficiently separate from another club or Club, are not be permitted to compete above Step 6 in the NLS. There must be a minimum of two Steps between a first and reserve team. This does not apply at Steps 6 & 7. Reserve teams currently at Step 5 can remain unless relegated, once relegated they will not be permitted to be promoted back to Step 5.
- 7.3 Teams from Higher Education or Further Education establishments are not permitted to compete above Step 5. This does not prevent any such establishment forming a Club which complies with all entry criteria and which is separate from the establishment itself.

8. Procedures for the Determination of any Matter, Dispute or Difference by the Leagues Committee

- 8.1 The LC may adopt such procedures for the determination of any matter, dispute or difference as it considers appropriate and expedient, having regard to the aims and objectives set out at Regulation 1. The LC may require the attendance at a meeting or the written observations of any League or Club, as it considers appropriate to assist its determination.
- 8.2(a) Any dispute or difference between a League and a Club relating to promotion and relegation issues and/or other eligibility criteria must be referred for determination to the LC; such determination shall be final and binding.
- 8.2(b) Any other decision of the LC shall be subject to a right of appeal to an Appeal Board. The decision of that Appeal Board shall be final and binding on all parties.

All referrals of appeals shall be conducted in accordance with the Regulations for Football Association Appeals. Such must be accompanied by a deposit as follows:

Step 1 Clubs - £250
Step 2 Clubs - £200
Step 3 Clubs - £150



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Step 4 Clubs - £100
All other applications - £50

- 8.3 The LC may, at its discretion, delegate the resolution of any matter, dispute or difference arising under these Regulations to any body it considers to be appropriate (including a sub-committee or commission which may include members of council not on the LC or a body constituted by a County Football Association).

9. Arbitration

The fact of participation in the NLS and signifying agreement to be bound by the Regulations shall constitute an agreement between each League and Club to refer to Arbitration any challenge in law arising out of, or in relation to, the Regulations in accordance with the provisions of the Rules of The Association.