

# **LANCASHIRE FOOTBALL ASSOCIATION**

**THE COUNTY GROUND, THURSTON ROAD, LEYLAND, LANCASHIRE, PR25 2LF**

**Telephone 01772 624000 Fax: 01772 624700**



## **ADULT CUP COMPETITION RULES**

### **SEASON 2022/23**

**(Applies to the following Competitions)**

**Amateur Shield - Saturdays**

**Amateur Cup - Saturdays**

**Sunday Trophy – Sundays**

**Women's Senior Cup – Mid-Week**

**Women's Challenge Cup - Sundays**

## **1. CUP OWNERSHIP**

- (a) The Amateur Shield, Amateur Cup, Sunday Trophy, The Women's Senior Cup and The Women's Challenge Cup are the property of the Lancashire Football Association.
- (b) When the winning Club of The Amateur Shield, Amateur Cup, Sunday Trophy has been determined, the Association shall present the Cup to such Club, which shall be responsible for its return to the Association prior to leaving the facility on the same evening for safekeeping.
- (c) The winning Club shall be presented with a replica Cup for keepsake.
- (d) When the winning Club has been determined, upon receipt of a document to the following effect and subscribed by three persons whose names shall be previously submitted to and approved by the Committee:  
"I ..... representing the (.....) Club, which has now been declared winners of Lancashire Football Association ....., do hereby promise to return the .....Cup to the Secretary of the Competition, on or before 28<sup>th</sup> February of the next calendar year, in good order and condition and that should the Cup be damaged or destroyed, or lost whilst under our care, we agree to refund the Association the amount of its original value or the cost of thorough repair or replacement."
- (e) Failure to return the Cup by the required date in good order and condition, will result in a fine of £50.

## **2. MEDALS**

- (a) The Association shall present 20 souvenir medals to playing staff and officials of both competing teams in the Final.
- (b) Medals will also be presented to the Match Officials.
- (c) When a Player or Club Official taking part is dismissed or ordered to leave the field of play for misconduct, the medal to which they may be entitled may be withheld at the discretion of the Adult Competitions Committee.

## **3. CONTROL OF COMPETITION**

- (a) The ownership, organisation, control and management of the Competition and any rights associated with it of any nature shall be vested entirely and exclusively in The Association.
- (b) The Committee shall have the power to make, delete and amend regulations for the organisation, control, and management of the Competition as it, from time to time, deems expedient (The "Competition Rules").
- (c) All Clubs participating in the Competition shall be bound by and comply with the Competition Rules.
- (d) The Committee shall have the power to exercise all powers in relation to the Competition and to make decisions on all matters arising out of or in relation to the organisation, control, and management of the Competition (including as to eligibility and qualification) which shall be final and binding on all participants in the Competition. In relation to these and any other matters not specifically mentioned in the Competition Rules, the Committee shall have the power to take such action and make such decisions, orders, rulings and impose such penalties as it deems necessary. Following such procedures as it considers appropriate, decisions shall be final and binding on all participants, subject to Rule 21. In considering such matters, the Committee shall not be bound by any enactment or Rule of Law relating to the admissibility of evidence in proceeding before a Court of Law.

- (e) The Committee shall have the power to appoint a Sub-Committee, such as a Football Advisory Board (FAB) to exercise the powers of The Committee to expedite decisions to ensure the progress of the Competition.
- (f) Subject to applicable FIFA, UEFA, and FA rules or regulations, Clubs may enter commercial arrangements in relation to matches in the Competition, which do not in any way conflict with the commercial contracts and duties of Clubs. Clubs must indemnify the Association and its Officers, Directors, employees and authorised representatives from and against any claims for direct or consequential loss or damage by any party to a commercial contract caused or otherwise attributable to any failure or breach by the Club to fully perform or observe to obligations and responsibilities under these provisions.

#### 4. ELIGIBLE CLUBS

- (a) Participation in the Competition shall be open to Clubs whose First Affiliation is to the Association, those from other Counties who have entered their own Cup in the first instance and who are eligible and approved by the Committee.
- (b) The Committee may reject the application of any Club to participate in the Competition at its entire discretion.
- (c) A Club which has been allowed to participate in the Competition may not assign or otherwise transfer the ability/right to participate without the prior written approval of the Committee. A request for transfer must be in writing, setting out the details of the intended transferee and the reason for the transfer. The decision whether to approve a transfer shall be made by the Committee in its absolute discretion. A transfer shall be granted only on condition that the transferee shall be treated for the purposes of these Competition Rules and the Rules of The Association as being the same entity as the transferor.
- (d) If a Club is removed from the League in which it is playing, once it has been accepted into the Competition, The Committee has the power to remove the Club from the Competition.
- (e)
  - (i) The Amateur Shield shall be competed for annually by first affiliated Full Members or Associate Members of Lancashire Football Association, who are members of the West Lancashire Football League, Manchester Football League or Cheshire Football League and are approved by the Committee. **Reserve teams are not permitted** to enter the competition.
  - (ii) The Amateur Cup shall be competed for annually by Full Members or Associate Members of the Association, who are members of an affiliated Saturday League Competition outside of the National League System, approved by the Committee.
  - (iii) The Sunday Trophy shall be competed for annually by Full Members or Associate Members of the Association, who are members of an affiliated Sunday League Competition, approved by the Committee.
  - (iv) The Women's Senior Cup shall be competed for annually by Full Members or Associate Members of the Association, who are members of an affiliated Women's Competition in Tiers 2-5, approved by the Committee.
  - (v) The Women's Challenge Cup shall be competed for annually by Full Members or Associate Members of the Association, who are members of an affiliated Women's Competition in Tiers 6&7 approved by the Committee, **reserve teams are permitted**.

## **5. ENTRY DATE AND FEES**

- a) A Club wishing to participate in the Competition shall complete the application upon affiliation on or before 1<sup>st</sup> August prior to the season in which such Club proposes to compete in the Competition.
- b) Competing Clubs shall pay the required entrance fee prior to club being affiliated.
- c) No entries will be accepted after the 1<sup>st</sup> of August.

## **6. ORGANISATION OF THE COMPETITION**

- (a) The Competition shall be on a knock-out basis.

## **7. DRAWS FOR ROUNDS**

- (a) The Teams shall be drawn in individual ties.
- (b) The winner of each tie will proceed to the next round, until two Clubs remain to play the Final Tie.
- (c) The Association will communicate details of each tie to be played throughout the Competition.
- (d) They will also indicate the closing date for each round, which must be observed.
- (e) In each tie, the game shall be played on the ground of the Club first drawn, unless otherwise mutually arranged within 7 days, and the consent of The Committee obtained, subject as hereafter provided. Failure to comply with this requirement shall incur a fine of £10.
- (f) Any Club refusing or failing to play the Club against which it has been drawn upon the date fixed for the tie to be played shall, unless otherwise decided by the Committee be adjudged to have lost the match and fined £50.

## **8. VENUE FOR MATCHES**

- (a) The Club drawn first shall be entitled to have the match played on its home ground, providing it meets the requirements of the Competition Rules. Such match shall be played on that ground unless the consent of the Committee has been obtained to any change of venue.
- (b) No monetary or other consideration shall be asked for, offered, or paid in connection with negotiations for change of venue.
- (c) Matches must not be played on a neutral ground without the consent of the Committee.
- (d) The Committee shall have power to order that any match be played on an alternative ground, or date if it is considered appropriate and necessary.
- (e) No other activity must be played on the day of the match on the same pitch to be used for the match unless otherwise authorised by the Competition committee
- (f) All matches shall be played on either a natural grass pitch, or a 3G surface which is listed on the FA approved pitch register (<http://goo.gl/4XIDLd>).
- (g) If a 3G pitch is to be used, they must be booked for a minimum of the match length plus 1 hour. This will allow time for warmups/cool downs and penalties should the match result in a tie.
- (h) For matches up to and including the Quarter-Final stages in the Amateur Shield, Amateur Cup and Sunday Trophy and up to and including the Semi-Final stages in the Women's Senior Cup and Women's Challenge Cup, the grounds of all Clubs whose entry is received and accepted for the Competition shall be accepted as meeting the requirements, as to dimensions, notwithstanding Law 1 of the Laws of The Game
- (i) The dimensions of the field of play for all matches shall be as follows:

Maximum length:	130 yards (120 metres)
Minimum length:	100 yards (90 metres)
Maximum width:	100 yards (90 metres)
Minimum width:	50 yards (45 metres)

- (j) Goal nets and corner flags to be used in all ties.
- (k) Separate toilets must be provided for changing rooms used by the Players and Match Officials, which are not available for spectator use.
- (l) Clubs failing to provide any of the above facilities may be removed from the Competition and fined £50.
- (m) If the ground of the home Club is considered unsuitable for the tie, having regard to all the circumstances, the opposing Club may appeal to the Association within 3 days of the receipt of the draw. Such appeal to be accompanied by a fee of £25, which may be forfeited if the appeal is not sustained. The Committee will make its decision, which shall be binding to both parties.
- (n) Each Club must take every precaution to keep its pitch in a good playing condition
- (o) Where there is doubt relating to the fitness of the pitch for play, then a qualified Referee must be brought in to decide on the fitness of the ground, no later than 2 hours before the advertised kick-off time.
- (p) Where there is doubt, Clubs are asked to arrange an early inspection to prevent unnecessary travel.
- (q) Any Club refusing or failing to play the against the Club which it has been drawn shall, unless otherwise decided by The Committee will be adjudged to have lost the match and will be fined £50.
- (r) The Club first drawn must communicate with the opposing Club to notify the location of the ground and other match details and notify The Association of its receipt within seven days of the advertised date of the tie. Failure to comply with this rule will result in a fine of £10 being Imposed.

## **9. CLUB COLOURS**

- (a) Where the colours of the two competing Clubs are similar, the away Club must change, unless alternative arrangements are mutually agreed by the competing Clubs.
- (b) Team colours must not clash with the Match Officials.
- (c) In the event of Clubs not agreeing the colours to be worn by their respective teams The Committee shall decide who must change.
- (d) Goalkeepers must wear colours which distinguish them from all other players and the Match Officials.
- (e) Duplication of shirt numbers/numbering is not permitted.
- (f) Player's shirts must be clearly numbered and be in accordance with the team sheet that has been submitted on to full time.
- (g) There must be no change of numbers during the match except on a change of Goalkeeper or where a Player has been required by the Referee to change his shirt because of a blood injury.
- (h) The captain shall wear a distinguishing armband to indicate his status.
- (i) Advertising may be worn on Player's clothing in accordance with the Rules of The Football Association.

## 10. DURATION OF MATCHES

- (a) Kick off times for matches in the Amateur Shield & Amateur Cup Competitions up to and including the Quarter finals shall be 2.00pm or earlier if mutually agreed by both Clubs.
- (b) Kick off times for matches in the Sunday Trophy, Women's Senior Cup and Women's Challenge Cup competitions can vary between 10.30am – 1.30pm as determined by the Home Clubs normal League match time or unless mutually agreed by both Clubs.
- (c) The duration of each match shall be 90 minutes, except in special cases, provided for in these Competition Rules. The Referee shall allow for time wasted or lost through accident or other cause. The Referee is the sole judge of allowance of time whether lost through accident or other cause and his decision on this matter is not subject to appeal.
- (d) The half-time interval shall be up to 15 minutes in all games.
- (e) Clubs may prior to the kick-off mutually agree to play less than 45 minutes each way, but not less than 35 minutes each way shall be played.
- (f) Any Club being reported for a late kick off will be dealt with by the Committee. If a Club is found guilty of such misconduct, they will be fined a minimum of £10 and up to a maximum of £25 as determined by the Committee.

## 11. PROVISIONS FOR MATCHES PRECEDING THE SEMI-FINALS

- (a) Clubs shall not mutually arrange to play a match in lieu of a Cup Tie.
- (b) If the scores are level after 90 minutes, the tie will be decided by the taking of kicks from the penalty mark in accordance with the procedure adopted by the International Football Association Board.
- (c) In the event of a match being postponed due to the playing conditions, this must be reported on full time as soon as possible.
- (d) In the event of a club failing to fulfill a competition tie, this must be reported as soon as possible.
- (e) Postponed matches will be replayed on the ground on which it should originally have been played, unless mutually agreed and approved by The Committee.
- (f) If a game is abandoned and the designated time has not been played, the game must be replayed at the ground of the Club originally drawn at home if neither of the competing teams were at fault.
- (g) If a first match is postponed on two occasions, the Committee shall have the power to order the match to be played on the ground of the Club second drawn.
- (h) If a game is abandoned due to misconduct, a decision on whether to replay the tie shall be determined after consideration of all the circumstances.
- (i) Where the tie has not been completed within 14 days of the competition date, the Association shall find an alternate ground, unless mutually agreed and approved by The Committee.
- (j) The Committee shall have the power to vary these arrangements if it is deemed necessary.
- (k) Any late kick-off shall be reported by the Referee to The Association.
- (l) Any Club failing to fulfil a fixture shall be dealt with by the Committee.

## 12. REPORTING RESULT

- a) Team sheets must be completed and handed to the referee prior to the game for **their reference only NOT for reporting results.**
- b) Results must be reported via FA Fulltime to within 12 hours of the completion of the tie.
- c) Failure to comply with this rule may result in £20 fine being imposed.
- d) Team sheets listing players who played in the match and goal scorers must be submitted within 2 working days on FA full time
- e) Failure to submit these details will incur a fine of £20.

### **13. PROVISIONS FOR THE SEMI-FINALS**

- a) For the Amateur Shield, Amateur Cup and Sunday Trophy, The Association shall fix the grounds for the Semi-Final and shall have direct control of the arrangements.
- b) For the Women's Senior Cup and Women's Challenge Cup the Club first drawn shall be entitled to have the match played on its chosen ground. Such match shall be played on that ground unless the consent of the Committee has been obtained to any change of venue.
- c) When a Semi-Final has resulted in a draw at full time, the winners shall be determined by the taking of penalty kicks from the penalty mark in accordance with the procedures adopted by The International Football Association Board, and shall be in the A, B, A, B format
- d) If a Semi-Final is postponed or abandoned, it shall be played as directed by the Committee.
- e) For the Amateur Shield, Amateur Cup and Sunday Trophy, the venue staging a Semi-Final shall be agreed by the committee.
- f) Clubs shall be required to provide 3 match balls each to the match referee.

### **14. PROVISIONS FOR THE FINAL**

- (a) The Association shall fix the ground for the Final and shall have direct control of the arrangements.
- (b) When the Final has resulted in a draw at full time, the winners shall be determined by the taking of penalty kicks from the penalty mark in accordance with the procedures adopted by The International Football Association Board, and shall be in the A, B, A, B format
- (c) If the Final is postponed or abandoned it shall be played as directed by the Committee
- (d) At least seven days prior the Final Tie, the secretaries of both competing Clubs must forward to the Association Secretary a list of Players from which the team will be selected, and the colours in which they play. Failure to do so will result in a £15 fine being imposed.

### **15. PROVISIONS FOR WITHDRAWING FROM THE COMPETITION**

- a) Any Club intending to withdraw from the Competition after the affiliation process will be charged, a fine of £50 will be incurred.
- b) Failure to comply with rule 15 (a) will be dealt with by The Committee who have the power to compel the offending Club to pay any expenses incurred and take any further action as deemed expedient.
- c) If a Club decides to withdraw from the Competition after a postponement or an abandoned match, notice must be given to The Association and its opponent immediately. Any Club withdrawing under these circumstances shall be dealt with by the Committee.
- d) Failure to provide a satisfactory reason for their withdrawal may mean the Club will not be allowed to play in the Competition in the following season.
- e) No Club will be permitted to withdraw from the Semi-Final or Final of the Competition.

### **16. PROVISIONS CONCERNING PLAYERS**

- (a) (i) In the Amateur Shield, Amateur Cup and Sunday Trophy, no Player under written contract, including Centre of Excellence or Academy Players, shall be eligible to compete.

- (ii) In The Women's Senior Cup and Women's Challenge Cup, Players under written contract may compete, providing they are registered to the Club that they are representing in this Competition.
- (b) (i) In The Amateur Shield, Women's Senior Cup and Women's Challenge Cup, a Club may at its discretion use three from five nominated Substitute Players at any time in a match. A substitution can only be made when play is stopped for any reason and the Referee has given permission. A maximum of five Substitutes may be nominated and they must be included on the Official Team Sheet handed to the Referee before the match.
- (ii) In The Amateur Cup & Sunday Trophy, a Club may roll on/roll off substitutes at any time in a match. A substitution can only be made when play is stopped for any reason and the Referee has given permission. The club may name 5 substitutes, and these may roll on / roll off an unlimited number of times at any time subject to the substitution being carried out in accordance with Law 3 of the Laws of Association Football.
- (c) All Players shall be qualified as Players according to the Rules of the Association.
- (d) A Player shall not play for more than one Club in the Competition in the same season.
- (e) A Player who has been suspended according to the disciplinary procedures under the Rules of The Association may play in a postponed match after the term of his suspension has expired.
- (m) A Substitute who does not play in a match is entitled to play for another Club in the Competition in the same season, subject to being transferred as per the procedure.
- (n) Each Club shall provide a list of names of Players taking part in the game (including the names of Substitutes) to a representative of their opponents in the presence of the Referee.
- i. In The Amateur Shield, Amateur Cup and Sunday Trophy, in matches up to and including the Quarter-Final, these shall be presented at least 15 minutes prior to kick-off. Any Club failing to do so will be liable to a fine of £15.
  - ii. In The Amateur Shield, Amateur Cup and Sunday Trophy, in the Semi-Final and Final ties, these shall be presented at least 45 minutes prior to kick-off. Any Club failing to do so will be liable to a fine of £15.
  - iii. In Women's Senior Cup and The Women's Challenge Cup, in matches up to and including the Semi-Final, these shall be presented at least 15 minutes prior to kick-off. Any Club failing to do so will be liable to a fine of £15.
  - iv. In The Women's Senior Cup and The Women's Challenge Cup Final ties, these shall be presented at least 45 minutes prior to kick-off. Any Club failing to do so will be liable to a fine of £15.

Should any nominated Player or Substitute sustain an injury after the submission of the Official Team Sheet to the Referee and before the kick-off, they may be replaced, provided the Referee and opponents is informed before the commencement of the match.

- (h) In all rounds of the Competition, a "registered Player" is one who is registered on the Club Portal with the League in which their Club's first team competes in the current season. Any such registration must have been received and accepted by the League by 12 noon on the Friday previous to the date fixed for playing the round and the registration must be continuous through to the date of the match.



- (i) (i) Unless dispensation has been given, in order to be eligible for the Semi-Final and Final, the Players must have been correctly registered and eligible for the Quarter Final round of the Competition. In the event that not all Quarter finals are played on the same date, the Friday previous to the last quarter final to be played will be the standard accepted date
- (j) A player who was not eligible for a tie that was postponed, but is then registered in time for the revised date, will be eligible providing that all other criteria is met
- (k) Any Club found to have played an ineligible Player shall be fined up to £100 and expelled from the Competition.

## 17. VALIDITY OF PLAYERS' QUALIFICATIONS

- (a) The Committee shall have power to call upon a Player, and/or the Club to which he is registered, or for which he played, to prove that the Player is qualified according to the Competition Rules.
- (b) Failing satisfactory proof, the Committee may disqualify such Player, and may remove the Club from the Competition, and impose such other penalty as it considers appropriate.
- (c) The Committee shall also have the power to impose penalties against Clubs already knocked out of the Competition.

## 18. DISQUALIFICATION

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

## 19. PROVISIONS CONCERNING MATCH OFFICIALS

- (a) In all matches the Referee and Assistant Referees shall be appointed by the Association.
- (b) A Fourth Official will be appointed for all Final Ties.
- (c) In the event of the official Referee failing to attend, both Clubs must agree to a registered Referee, who may be connected to one of the competing Clubs, officiating. If there is no registered Referee in attendance, then both Clubs must agree to another person officiating. If the Clubs cannot agree on a match Referee, then the Home Clubs nominee must take charge of the game. If the game fails to go ahead, the matter will be referred to the Committee for their consideration.
- (d) In all rounds prior to the Final, the Home Club must pay 100% of the Match Officials travel Expenses.
- (e) The Match Officials fee shall be split between both clubs.
- (f) Match Officials shall be entitled to the following fees:

<i>Competition</i>	<i>Referee</i>	<i>Assistant Referee</i>	<i>4<sup>th</sup> Official</i>	<i>Travel Expenses</i>
Amateur Shield	£35	£25	£20	£0.40p Per Mile
Amateur Cup, Sunday Trophy, Women's Senior Cup & Women's Challenge Cup	£30	£20	£20	£0.40p Per Mile

- (g) Teams must provide a Club Assistant Referee for all rounds up the Quarter Final.
- (h) If Officials travel and the game is not played, they shall be entitled to receive half their match fee and all travelling expenses.
- (i) Match Officials shall acknowledge acceptance of appointments for all matches in the Competition to The Association.
- (j) The Home Club **must** confirm all match arrangements with the Match Officials no later than five days prior to the date of the game.
- (k) The duties of the Match Officials shall be as defined in the Laws of the Game.
- (l) Match Officials may wear coloured shirts in this Competition in accordance with the following provisions:
  - i. Black shirts shall be worn wherever possible.
  - ii. There will be no designated colour for the alternative shirt. However, it must not clash with either Team's colours.
  - iii. With Teams unable to wear black or dark colours, when there are instances of a colour clash, the Referee must revert to their black shirt.
  - iv. When Assistant Referees and Fourth Officials are appointed, all the Officials must wear the same-coloured shirt.
  - v. Officials must always wear black shorts and black socks.

## **20. PROVISIONS CONCERNING PROTESTS**

- (a) All issues relating to the interpretation of the Competition Rules shall be referred to the Committee, whose decision shall be final and binding. The Committee shall consider any such matter in such manner and following such procedures as it considers appropriate. The Committee shall not be bound by any enactment or Rule of Law relating to the admissibility of evidence in proceedings before a Court of Law.
- (b) Where a Club wishes to protest that there has been a breach of the Competition Rules by their opponents, such protest must be made in writing and must contain the particulars of the grounds upon which the protest is made. The protest must be received by The Association accompanied by a fee of £25, within 4 days after the playing of the match to which it relates (Sundays not included). The fee shall be forfeited to The Association in the event of the protest not being sustained. No appeal will be accepted against decisions made (pre, during or post-match) by the Referee
- (c) The Committee may make such orders as it considers appropriate in relation to any issue or protest referred to it. The Committee may make such orders as it considers appropriate as to the costs incurred by the parties or The Association.
- (d) Any protest relating to the ground, goal posts or bars or other appurtenances of the game shall not be considered by the Committee unless an objection has been lodged with the Referee and the Home Club at least 30 minutes before the official time of the kick-off. The Referee shall require the Home Club to correct the cause of the objection if this is possible without unduly delaying the progress of the match.
- (e) Where an objection has been lodged with the Referee and Home Club as above, a protest must be made to The Association and neither objection nor protest may be withdrawn, except by leave of the Committee.
- (f) Members of the Committee directly connected with a Club concerned in a protest shall not have any involvement in the consideration of the matter.
- (g) A Club, or Player or any person directly connected with the management of the Club may be summoned to attend at a hearing of a protest. A Club may be represented by one or more persons. A Barrister or Solicitor may represent a Club only with the prior written consent of the Committee. Any person summoned to attend a hearing of a

protest must attend personally and shall not be legally represented except with the prior written consent of the Committee.

- (h) Should The Committee subsequently discover that any rule or has, in its opinion, been violated by mutual agreement between the Clubs or others it shall be in its power to disqualify any such Club from further competing in ties, or to order the match or matches to be replayed without any formal protest having been submitted. Clubs may also be disqualified from future participation in competitions.

All fines must be paid within 14 days of date of issue, or the Club may be suspended from all football.

## **21. APPEALS**

- (a) A Club that is expelled from the Competition may appeal against that decision to an appeal board in accordance with the procedures for FA appeals.
- (b) For the avoidance of doubt, a Club may not appeal against any penalty imposed on it other than expulsion from the Competition.

## **22. FIRST AID**

It is the responsibility of the Home or Host Club to ensure that First Aid facilities and equipment are available whenever possible.

## **23. NOTICES**

All notices required to be given to The Association by any of these Competition Rules shall be addressed to The Chief Executive, Lancashire F.A., The County Ground, Thurston Road, Leyland PR25 2LF.