

London FA County Cup Rules

2023-24

1 DEFINITIONS

a) In these Rules:

“Affiliated Association” means an Association accorded the status of an Affiliated Association under the rules of The FA.

“Club” means a club for the time being in membership of the Competition.

“Competition” means the London FA County Cup.

“Competition Officer” is the member of staff who administers the Competition.

“Competition Match” means any match played or to be played under the jurisdiction of the Competition.

“Contract Player” means any Player (other than a Player on a Scholarship) who is eligible to play under a written contract of employment with a Club.

“Deposit” means a sum of money deposited with the Competition as part of the requirements of membership of the Competition.

“Fees Tariff” means a list of fees approved by the Clubs at a general meeting to be levied by the Competitions Committee for any matters for which fees are payable under the Rules, as set out at Schedule A.

“Fines Tariff” means a list of fines approved by the Competitions Committee for any breach of the Rules, as set out at Schedule A.

“Ground” means the ground on which the Club’s Team(s) plays its Competition Matches.

“Management Committee” means in the case of a Competition the management committee elected to manage the running of the Competition.

“Match Officials” means the referee, the assistant referees and any fourth official appointed to a Competition Match.

“Non Contract Player” means any Player (other than a Player on a Scholarship) who is eligible to play for a Club but has not entered into a written contract of employment.

“Officer” means an individual who is appointed or elected to a position in a Club or Competition which requires that individual to make day to day decisions.

“Participant” shall have the same meaning as set out in the rules of The FA from time to time.

“Player” means any Contract Player, Non Contract Player or other player who plays or who is eligible to play for a Club.

‘Player Registration System’ means The FA System to register players as determined by The FA from time to time.

“Playing Season” means the period between the date on which the first competitive fixture in the Competition is played each year until the date on which the last competitive fixture in the Competition is played.

“Rules” means these rules under which the Competition is administered.

“Sanctioning Authority” means the...[London County Football Association Limited].

“Scholarship” means a Scholarship as defined in the FA rules.

“Season” means the period of time set out by the FA between one AGM and the next AGM

“Secretary” means such person or persons appointed or elected to secretary the Competition.

“Team” means a team affiliated to a Club, including where a Club provides more than one team in the Competition in accordance with the Rules.

“The FA” means The Football Association Limited.

“WGS” means the Whole Game System and the procedures for the operation thereof as determined by The FA from time to time.

‘Virtual Meetings’ means meetings held electronically.

“written” or “in writing” means the representation or reproduction of words or symbols or other information in a visible form by any method or combination of methods, whether sent or supplied in electronic form or otherwise.

- b) Unless stated otherwise, terms referring to natural persons are applicable to both genders. Any term in the singular applies to the plural and vice-versa.

Governance Rules

2. Competition Name, Constitution

- a) Clubs participating in the Competition must be members of the London FA.
- b) The Cups known as 'The London Senior Cup' (Senior Cup), 'The London Senior Trophy', (Senior Trophy), 'The London Junior Cup' (Junior Cup), 'The London Sunday Challenge Cup' (Sunday Challenge Cup), 'The London Sunday Trophy' (Sunday Trophy), 'The London Sunday Junior Cup' (Sunday Junior) and 'The London Veterans Cup' (Veterans Cup).
- c) Any team entering the London FA Cups and based outside the M25 boundary must play their home ties within the M25 boundary. If opponents and the match officials agree, the match may be played outside the M25, but subject to approval by the Cup Committee.
- d) The administration of the Competitions under these Rules will be carried out by the Competitions' Committee in accordance with the rules, regulations and policies of The FA.
- e) All Clubs shall adhere to the Rules. Every Club shall be deemed, as a member of the Competition to have accepted the Rules and to have agreed to abide by the decisions of the Competition Committee in relation thereto to them.
- f) The Rules are taken from the FA Regulations determined by The FA from time to time. In the event of any omissions then the requirements of the FA Regulations shall be deemed to apply to the Competition. The Rules are taken from the Standard Code of Rules (the 'Standard Code') determined by the FA from time to time. In the event of any omissions from the Standard Code then the requirements of the Standard Code shall be deemed to apply to the Competition.
- g) All Clubs must be affiliated to the London FA and their names and particulars shall be returned annually by the appointed date.

This Competitions Committee shall apply annually for sanction to the London FA Sanctioning Committee.

- h) Inclusivity and Non-discrimination
- i) The Competition and each Club must be committed to promoting inclusivity and to eliminating all forms of discrimination and should abide and adhere to The FA Equality Policy and any legislative requirements (to include including those contained in the Equality Act 2010).
 - ii) These Competitions and each 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.
 - iii) Any alleged breach of the Equality Act 2010 legislation must be referred to the London FA for investigation.
- i) Clubs must comply with the provisions of any initiatives of The FA which are adopted by the Competition. Including, but not limited to, England Football Accredited and RESPECT

programmes. Failure to comply with this rule will result in a fine in accordance with the Fines Tariff.

- j) All Participants shall abide by The Football Association Regulations for Safeguarding Children and Regulations for Safeguarding Adults at Risk as determined by The FA from time to time.
- k) Clubs shall not enter any of their Teams playing in the London FA Competitions in any other FA County Cups (other than their parent County Cup and FA Competitions) except with the written consent of the Competition Committee. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- l) Only one Team shall be permitted from any Club to participate in the same Cup as another Team from the same Club unless there is no viable alternative.

3 Cups and Club Name

The Cups may be competed for annually for clubs affiliated to London FA .and entries approved by the Competitions Committee.

a) The Senior Cup

Competition shall be open to all Clubs at step 5 and above affiliated to the London FA. Applications will only be accepted into this competition if the club's ground fully conforms to the minimum of a category 'H' of the FA National Ground Grading by 31st August in the season of competition. However, sides below first team level of all Premier League and English Football League teams may enter the Senior Cup. They will play their fixtures away from home unless drawn against another Premier League or English Football League team when the tie shall be played at the ground of the first drawn team.

b) The Senior Trophy

Competition shall be open to step 6 and 7 Clubs and Second Teams of all Clubs competing in the Senior Cup except for Premier League or English Football League competition and approved by the Committee. Clubs not accepted into the Senior Cup because the club's ground does not fully conform to the minimum of a category 'H' of the FA National Ground Grading by 31st August in the season of competition.

c) The Junior Cup

Competition shall be open to all open-aged Clubs below step 7.

d) The Sunday Challenge Cup

Competition shall be open to Sunday Clubs approved by the Committee and playing in the top Division of their league.

e) The Sunday Trophy and the Sunday Junior Cup

Competitions shall be open to Sunday Clubs.

f) The Veterans Cup

Competition shall be open to all Veteran Teams.

Club Name

Any Club wishing to change its name must obtain permission from the Sanctioning Authority and from the Competitions Committee. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

4 Entry Fee

a) Applications by Clubs for entry to the Competition or the entry of additional Team(s) from the same Club must be made in writing to the Competition Officer of the London FA office by

the 31st July or date set by the Competitions committee and must be accompanied by an Entry Fee per for each Team as set out in the Fees Tariff, which shall be returned in the event of entry being declined.

b) A Club shall not participate in any Cup Competitions until the entry fee has been paid.

5 Management, Nomination, Election

- a) The Competition Committee shall be appointed annually by the London FA Board.
- b) The Competition Committee shall meet as and when required, save that no more than three calendar months shall pass between each meeting.
- c) On receiving a requisition signed by two-thirds (2/3) of the members of the Competition Committee the Secretary shall convene a meeting of the Competition Committee.
- d) Except where otherwise mentioned all communications shall be addressed to the London FA Competitions Officer 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 Officers and sent to the London FA Competitions Officer who will report all communications to the Competitions Committee.
- f) Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

6 Powers of Management

- a) The Competitions Committee may appoint sub-committees and delegate such of their powers as the Competition deem necessary. The decisions of all sub-committees shall be reported to the Competition Committee for ratification. The Competition 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 FA or London FA.
- b) Subject to the permission of the Sanctioning Authority having been obtained, the Competitions 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 on each club to contribute equally such sums as may be necessary to meet any deficiency at the end of the Season.
- c) Each member of the Competition Committee shall have the right to attend and vote at all Competition Committee meetings and have one vote thereat at all such meetings, but no member shall be allowed to vote on any matters directly appertaining relating to such that member or to the Club so represented or where there may be a conflict of interest. (This shall also apply to the procedure of any sub-committee).
- d) In the event of the voting being equal on any matter, the Competition Committee Chair shall have a second or casting vote.
- e) The Competition Committee shall have powers to apply, act upon and enforce these Rules and shall also have jurisdiction over all matters affecting the Competition. Any action by the Competition must be taken within 28 days of the Competition being notified.

With the exception of Rule 6(r), 19(q) 6(i) for all alleged breaches of a Rule the Competition Committee shall issue a formal written charge to the Club concerned. The Club charged shall be given 7 days from the date of notification of the charge to reply. In such reply a Club may:

- i. Accept the charge and/or submit in writing a case of mitigation for consideration by the Competition Committee on the papers; or
- ii. Accept the charge and notify the Competition that it wishes to put its case of mitigation at a hearing before the Competition Committee; or
- iii. Deny the charge and submit in writing supporting evidence for consideration by the Competition Committee on the papers; or
- iv. Deny the charge and notify the Competition that it wishes to put its case before the Competition Committee.

Where the Club charged fails to respond within 7 days, the Competition Committee shall determine the charge in such manner and upon such evidence as it considers appropriate.

Having considered the reply of the Club (whether in writing or at a hearing), the Competition Committee shall make its decision and, in the event that the charge is accepted or proven, decide on the appropriate penalty (with reference to the Fines Tariff where applicable).

Where required, hearings shall take place as soon as reasonably practicable following receipt of the reply of the Club as more fully set out above.

With the exception of Teams playing at Step 7 of the National League System, the maximum fine permitted for any breach of a Rule is £250 and, when setting any fine, the Competitions Committee must ensure that the penalty is proportional to the offence, taking into account any mitigating circumstances.

The maximum fine permitted for a breach of a Rule by a Team playing at Regional NLS Feeder League level is £500.

No Participant under the age of 18 can be fined.

All breaches of the Laws of the Game, or the Rules and Regulations of The FA shall be dealt with in accordance with FA Rules by the appropriate Association.

- f) All decisions of the Competitions Committee are final and binding, and are not subject to the right of appeal, save for a decision that a club is removed from the competition in accordance with Rule 7. Decisions of the Competitions Committee must be notified in writing to those concerned within 7 days.
- g) A minimum of 50% of its members shall constitute a quorum for the transaction of business by the Competitions Committee or any of its sub-committees thereof.
- h) The London FA Board, as it may deem necessary, shall have power to fill, any vacancies that may occur.
- i) A Club must comply with an order or instruction of the Competitions Committee and must attend to the business and/or the correspondence of the Competition to the satisfaction of the Competitions Committee. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- j) Subject to a Club's right of appeal in accordance with Rule 7 all fines and charges must be paid within 14 days of the date of notification of the decision. Any Club failing to do so will be fined in accordance with the Fines Tariff. Further failure to pay the fine including the additional fine within a further 14 days will result in the Club being withdrawn from the competition.
- k) A member of the Competitions Committee appointed by the Competition to attend a meeting or Competition Match may have any reasonable expenses incurred refunded by the London FA.
- l) The business of the Competition as determined by the Competitions Committee may be transacted by electronic mail or facsimile.

- m) The Competition Committee shall have the power to disqualify any competing Club or a player of any competing Club(s) which it determines to have breached the Rules of the Association or the Competition Rules (and any rules or regulations issued pursuant to the Competition.
- n) If a Club is removed from the League in which it is playing once it has been accepted into a competition the Competitions Committee shall have the right to remove the Club from the competition.
- o) The committee shall not decide until the findings of the disciplinary hearings are known.
- p) Failure to follow any of the rules could result in a fine from the Fines Tariff.

7 Protests, Claims, Complaints, Appeals

- a) All questions of eligibility, qualification of Players or interpretations of the Rules shall be referred to the Competitions Committee or a sub-committee duly appointed by the Competitions Committee.

Objections relevant to the dimensions of the pitch, goals, flag posts or other facilities of the venue will not be entertained by the Competitions Committee unless a protest is lodged with the referee prior to the commencement of the Competition Match.

- b) Except in cases where the Competitions 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 with the London FA Competitions Officer within Two (2) days (excluding Sundays) of the Competition Match or occurrence to which they refer.

A protest or complaint shall not be withdrawn except by permission of the Competitions Committee. A member of the Competitions 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) No protest of whatever kind shall be considered by the Competitions Committee unless the complaining Club shall have deposited with the Secretary a sum in accordance with the Fees Tariff. 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 inquiry or to order that the costs to be shared by the parties.
- d) All parties to a protest or complaint must receive a copy of the submission and must be afforded an opportunity to make a statement at least 7 days before the protest or complaint being heard. All parties must have received a minimum of 7 days' notice of the hearing should they be instructed to attend.
Should a Club elect to state its case in person then it should indicate such when forwarding the written response.
- e) The Competitions Committee shall also have power to compel any party to the protest to pay such expenses as the Competitions Committee shall direct.

- f) Any appeal against a decision of the Competitions Committee to be removed from the competition must be lodged with the London FA Chief Executive within 7 days of the posting of the written notification of the decision, accompanied by a fee (as set out in the Fees Tariff), which may be forfeited in the event of the appeal not being upheld or withdrawn. The Chief Executive will set up a Board of Appeal of Three (3) Council members and secretary to hear the case. No member of the Cups committee may sit. A copy of the appeal must also be sent to the Competitions Officer.

The grounds of appeal available to the club shall be that the Competitions Committee whose decision is appealed against;

- (i) Failed to give the club a fair hearing, and/or
- (ii) Misinterpreted or failed to comply with the rules and/or regulations of the FA relevant to its decision, and/or
- (iii) Came to a decision to which no reasonable such body could have come, and/or
- (iv) Imposed a penalty, award, order or sanction that was excessive.

The procedure for the appeal shall be determined by the London FA, in such respect the London FA may (but is not obliged to):

- a. invite submissions by the parties involved.
 - b. convene a hearing to hear the appeal.
 - c. permit new evidence; or
 - d. impose appropriate deadlines as are appropriate.
- g) Any appeal shall not involve a rehearing of the evidence considered by the Competitions Committee.
- h) All protests, claims or complaints relating to these Rules arising from a Player's contract shall be heard and determined by the Competitions Committee, or a sub-committee duly appointed by the Competitions Committee. The Clubs or Players protesting, appealing, claiming or complaining must send a copy of such protest, appeal, claim or complaint and deposit a fee (as set out in the Fees Tariff) which shall be forfeited in the event of the protest, appeal, claim or complaint not being upheld, and in these circumstances the party not succeeding may, in addition, be ordered to pay the costs at the direction of the Competitions Committee.
- All such protests, claims, complaints and appeals must be received in writing by the Secretary within seven (7) days of the event or decision causing any of these to be submitted.

8 Organisation of the Competitions

- a) The Clubs competing in each round of the competition shall be drawn in couples. This shall be continued until the Final of the competition. Byes may be applicable in some rounds. The first-drawn Club shall have the choice of ground unless the Competitions Committee shall decide otherwise. After each draw is made, notice shall be given to each club of the name of its opponent club which it is drawn and the date and hour at which (or, in the case of the Senior Cup competition, by which) the tie is to be played.
- b) Clubs competing in the Senior Cup should be encouraged to field the strongest team available in every tie.
- c) Clubs competing in the Senior Trophy without floodlights **may** play all ties away from home.
- d) Clubs competing in the Senior Cup shall produce a programme or electronic version for home ties. Where the competition is sponsored, the programme shall include a full-page advertisement for the competition sponsor. Artwork for the advertisement is available from info@londonfa.com. Home Club to provide to the Cup Competitions Committee Representative and/or Referee Committee Representative a copy of the programme failure to do so will result in a fine not exceeding £25.00.
- e) Should for any reason beyond the control of the London FA, the playing season be interrupted, the Cup Committee shall have the power to take whatever emergency action necessary, inline with UK Government and FA guidelines. That action includes, but is not limited to, the suspension of any competitions, a temporary relaxation of selected competition rules and the cancellation of one or more competitions.

9 Hospitality - London FA Senior Cup Ties

The Boardroom must be open to visiting Officials at least 45 minutes before the scheduled kick-off time, with tea and coffee available to Club Officials and visiting Officials and at half time and full time as well as bar facilities.

Refreshments must be provided for all players and match officials after the match.

10 Agreement To Be Signed

Each Club shall complete and sign the following agreement which shall be deposited with the Competition.

"We, (A) (name) [] of (address) [] (Chairman)/(Director) and (B) (name) [] of (address) [] (Secretary)/(Director) of [] Football Club (Limited) have been provided with a copy of the Rules and Regulations of the [] Competition and do hereby agree for and on behalf of the said Club, if accepted conform to those Rules and Regulations and to accept, abide by and implement the decisions of the Competitions Committee of the Competition, subject to the right of appeal in accordance with Rule 7.

The agreement shall be signed by:

- (i) Where a Club is an unincorporated association, by the Club Chairman and Secretary;
or
- (ii) Where a Club is an incorporated entity, by two Directors of the Club.

Any alteration of the chairman and /or change of Chair, Secretary or Directors of the Club as named on the above agreement must be notified to the County Football Association(s) to which the Club is affiliated sanctioned and to the Secretary of this Competition.

Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

11 Withdrawal of a Club/Team

The Competitions Committee shall have the discretion to deal with a Team being unable to start or complete its fixtures, including, but not limited to, issuing a fine in accordance with the Fines Tariff.

Notwithstanding the powers of the Competitions Committee pursuant to Rule 6 (j), in the event of a Club failing to discharge all its financial obligations to the Competition in excess of £50, the Competitions Committee shall be empowered to refer the debt under The FA Football Debt Recovery provisions.

12 Exclusion of Clubs, Teams, Misconduct of Clubs, Officers, Players

Any Officer or member of a Club found 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 such penalty as the Competitions Committee may decide.

Any reports of serious misbehaviour, abandoned matches or late starts beyond the stipulated time, the Competitions Committee shall consider and disqualify, fine or decide to take no action against the club(s) allegedly responsible.

The Committee shall have the power to disqualify any competing Club or a Player of any competing Club(s) which it determines to have breached the Rules of the Association or the Competition Rules (and any rules or regulations issued pursuant to the Competition Rules),

13 Cup, Trophy

- a) The following agreement shall be signed on behalf of the winners of the cup or trophy:-
“We (A) (name) and (B) (name), the Chairman and Secretary of [] FC (Limited), members of and representing the Club, having been declared winners of cup or trophy, and it the cup or trophy 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 31st December. 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.” Failure to comply will result in a fine in accordance with the Fines Tariff.
- b) At the close of each Competition awards may be made to the winners and runners-up if the funds of the Association permit.

14 Alteration to Rules

Alterations, for which consent has been given by the Sanctioning Authority, may be made from time to time. Any alteration made during the Playing Season to these Rules shall not take effect until the following Playing Season, except in exceptional circumstances and approved by the Sanctioning Authority or The FA.

15 Gate Charges

In the Senior Cup competition, at games before the final tie, gate money must be taken. The minimum charge for admission to ties in the Senior Cup competition shall be £5.

16 Insurance

- a) All Clubs must have valid public liability insurance cover for a minimum of ten million pounds (£10,000,000) at all times.
- b) All Clubs must have valid personal accident cover for all Players registered with them from time to time. The Players' personal accident insurance cover must be in place prior to the Club taking part in any Competition Match and shall be at least equal to the minimum recommended cover determined from time to time by the Football Association. The minimum recommended cover will be the cover required by the Football Association.
- c) Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

17 Division of Gate Money, Match Expenses, Insufficient Receipts and Settlement.

- a) The proceeds of all ties (except ties replayed as a result of a breach of Rule and Final ties) shall be divided equally between the competing Clubs after paying out the allowable expenses.
- b) Allowable expenses shall be the fees and expenses of the Referee and of the Assistant Referees when appointed by the Association and of the Fourth Official when appointed by the Association together with:-

i. Senior Cup and the Senior Trophy Cup competitions

Payments to gate attendants, stewards and turnstile operators and costs (not exceeding £75) of floodlighting when used, and travelling expenses actually incurred, which must not exceed £3.00 for each coach mile, and if private cars or mini buses are used, then for a maximum of five cars at £0.40 for each mile, and if travelling by rail, the cost of 18 standard class fares at the cheapest available rate.

ii. Junior Cup, the Veterans Cup, the Sunday Challenge Cup, the Sunday Trophy and the Sunday Junior Cup competitions

The cost of the ground up to a maximum of £100.00.

- c) In all rounds of the Senior Cup competition prior to the Final tie a full statement shall be made by the Club playing at its home ground to the visiting Club and to the Secretary of the Committee within fourteen days of the date of the match on the prescribed Statement of Receipts and Payments Form. Failure to return the Gate Statement within the time specified will render the Club liable to a fine not exceeding £25 and the Club may also be struck out of the competition.
- d) If the receipts are not sufficient to cover the allowable expenses the deficit shall be shared equally between the two competing Clubs.
- e) In any tie ordered to be replayed in consequence of a breach of Rule, the Club in default may be instructed by the Committee to defray all or part of the costs of the replay.

18 Qualification of Players

- a) A player must be a recognised playing member of the club and signed a fully and correctly completed registration form for the competition the club plays in.
- b) A player may only play for one club in any competition in the same playing season.

It is the responsibility of each Club to ensure that any Player registered to the Club has, where necessary, the required International Transfer Certificate. Clearance is required for any Player aged 10 and over crossing borders including Wales, Scotland and Ireland.

a) Senior Cup

Once a player has played in two or more matches in the Senior Cup they shall be ineligible to play in the Senior Trophy and Junior Cup during the current season.

b) Senior Trophy

- (i) A player from a second team of a Senior Club may play no more than two players who have played in any of the previous three competitive first team matches for that club immediately prior to the playing date of the match.
- (ii) Once a player has played in two **or more** matches in the Senior Trophy they shall be ineligible to play in the Junior Cup for that club in the current season.
- (iii) A player may not play in the competition if they have taken part either as a player or substitute in six or more games in step 5 or above for the club during the current season.

c) Junior Cup

A player may not play if during the current season they have played any games in step 6 or above for the club.

d) Veterans Cup

- (i) In the Veterans Cup competition all players must have reached 35 years of age by 1st August of the current season.

- (ii) A player may not play in the competition if they have taken part as a player or substitute in three or more games in step 6 or above for the club during the current season.

e) Sunday Cups

NO contract players are permitted in these Competitions.

- c) Each club must provide a list of players numbered taking part in the game (including the names of substitutes) (the Official Team Sheet) to the referee and a representative of their opponents in the presence of the referee. In Senior Cup and Cup Finals 45 minutes before kick off in all other matches 15 minutes before Kick-off. The Veterans team sheet must include the age of each player.
- d) Should any nominated player or substitute sustain an injury after the submission of the 'Official Team Sheet' to the Referee before the kick-off, he may be replaced without fine if he is injured warming up after the exchange of the 'Official Team Sheet' provided the Referee and opponents are informed before the commencement of the match. In such Circumstances the 'Official Team Sheet' must be updated by the relevant Club to include the replacement player and exclude the injured player prior to the commencement of the match.
- e) No player shall be eligible to take part in a match unless the name appears on the 'Official Team Sheet'.
- f) Any Club which fails to hand over the 'Official Team Sheet' by the time specified or which alters the composition of its team or changes the numbers of the players after its list has been handed over will be subject to any appropriate action decided upon by the Committee including a maximum fine of £10.00 for the first change and a maximum fine of £30.00 if there are two or more changes.
- g) Any Club found to have played an ineligible Player in a Competition Match may have the match awarded to its opponents or ordered it to be replayed.
- h) In all rounds of the Senior Cup competition and in the Final ties of all other Cup competitions the number of substitutes, players and officials must be seated on each team bench in the designated technical area shall not exceed eleven. All team officials and substitutes seated on the bench shall be listed on the Official Team Sheet when it is submitted to the Referee. Only those persons listed on the Official Team Sheet shall be permitted in the technical area. With the exception of the team manager, the team coach and any substitutes who are warming up, all other personnel are to remain seated on the team bench. Any Club breaking this Rule shall be liable to a fine not exceeding £15.00.
- i) The following clause applies to all Competitions involving Players in full-time secondary education:-
 - (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 competitions).
 - (iii) Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
 - (iv)
- j) To play open age football the player must have achieved the age of 16.
- k) Failure to comply with this rule will result in the Competitions committee dealing with the offence.

- a) No player shall be allowed to play in a shirt the colour of which is likely to cause confusion by being similar to the outfit worn by the referee or opponents. Where the colours of the two competing clubs are similar, the away team must make a change unless the home team has a change of kit available, in which case the away team shall be liable for the cleaning bill of such kit. In final ties, where the colours of the two competing clubs are similar, the side drawn as the away team shall change. Should a team delay the scheduled time of kick-off by not having a change of colours they will be fined in accordance with the Fines Tariff.
- b) Match officials are permitted to wear coloured shirts if there is a clash. except in the Senior Cup and Senior Trophy when shirts worn must be black. All match officials must wear the same colour. If all officials cannot wear the same coloured shirts, they must revert to black. Referees must display their London county badges at all matches.

20 Playing Season, Conditions of Play, Times of Kick-Off, Postponements, Substitutes

- a) (i) All Competition Matches shall be played in accordance with the Laws of the Game as determined by the International Football Association Board.
- (ii) Clubs must take all reasonable precautions to keep their Grounds in a playable condition. All Competition Matches shall be played on pitches deemed suitable by the Competitions Committee. If through any fault of the home Team a match has to be replayed, the Competitions Committee shall have power to order the venue to be changed.

If the ground of the Club having the choice of ground is considered unsuitable for a Cup tie, its opponent may appeal to the Committee within three days of receipt of the particulars. The Committee may then order the tie to be played on the ground of the appealing Club or on a neutral ground. If such an appeal is not allowed, the appellant Club may be called on to pay the expenses incurred in deciding the appeal.

The Referee shall, subject to the decision of the authority controlling the ground, have the power to decide as to the fit condition of the ground in all ties. If deemed necessary, either Club having doubts as to the fit condition of the ground may request the match Referee or another person appointed by the Competitions Committee to visit the ground at least two hours before the advertised time of kick-off and to decide on its fitness.

- (iii) The Competitions Committee shall have power to decide whether a pitch and/or facilities are suitable for Competition Matches and to order the Club concerned to play its Competition Match(es) on another ground.

(iv) Football Turf Pitches (3G) are allowed in this Competition provided they meet the required performance standards and are listed on the FA's Register of Football Turf Pitches. All Football Turf Pitches used must be tested (by a FIFA accredited test institute) every three 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.

- (v) The home Club is also responsible for advising Participants of footwear requirements when confirming match arrangements in accordance with Rule 20c.

(vi) Within the National League System ("NLS") and Regional NLS Feeder Leagues, all Competition Matches shall have a duration of 90 minutes. All other Competition Matches shall have duration of 90 minutes unless a shorter time is mutually arranged by the two Clubs in consultation with the referee prior to the commencement of the match, and in any event shall be of equal halves.

- (vii) Junior Cup no less than 80 minutes duration.

Sunday Cups and Veterans Cups no less than 70 minutes duration.

In all games up to and including the quarter finals in all the Competitions if the scores remain level after 90 minutes the winner shall be decided by taking of kicks from the penalty mark in accordance with the procedures adopted by The International Football Association Board.

In the Semi-Finals and the Finals in all the Competitions if the scores remain level after 90 minutes extra-time of fifteen minutes each way shall be played and the team which has scored the greater number of goals at the conclusion of extra-time will then be declared the winner. If the scores still remain level after extra time the winner shall be decided by taking of kicks from the penalty mark in accordance with the procedures adopted by The International Football Association Board.

Referees must order matches to commence at the appointed time and must report all late starts to the Competition.

The home Team must provide goal nets, corner flags and at least two footballs fit for play and the referee shall make a report to the Competition if the footballs are unsuitable or not provided. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

Regional NLS Feeder Leagues: Overhead wires used to support pitch divider netting are removed for all affiliated matches in the NLS and at Regional NLS Feeder League level.

Non regional NLS Feeder Leagues: Overhead wires used to support pitch divider netting are ideally removed for affiliated matches, but if they cannot be removed the discretion is given to the match official to restart the match in accordance with the Laws of the Game.

- b) Except by permission of the Competitions Committee all Competition Matches must be played on the dates originally agreed but priority shall be given to The FA Cup Competitions. All other matches must be considered secondary. Clubs may mutually agree to bring forward a Competition match with the consent of the Competitions Officer. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff. In the case of a revised fixture date, the Clubs must be given by the Competitions Officer 5 clear days notice of the match (unless otherwise mutually agreed).
- c) An Officer of the home Club must give notice of full particulars of the location of, and access to, the Ground and time of kick-off to the Match Officials and an Officer of the opposing Club at least 10 clear days prior to the playing of the match. If not so provided, the away Club shall seek such details and report the circumstances to the Competition. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

Unless either competing Club is engaged the following week in (i) an FA Competition or (ii) another County Cup tie taking precedence or unless the Clubs notify the Committee that they have agreed to an earlier date (in any of which cases the tie must be played or replayed as directed by the Committee), postponed or ties abandoned through the weather shall be played or replayed not later than the following week. If a further match is held to be necessary it shall be played or replayed not later than the following week. **If a 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 drawn second in the draw. Notwithstanding the usual home and away provision, the Cup 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.**

- d) In accordance with the Laws of the Game, the minimum number of Players that will constitute a Team for a Competition Match is 7 (seven).
- e) (i) Any Club unable to fulfil a fixture or where a Competition Match has been postponed for any reason must, without delay, give notice to the (Fixtures) Secretary, the Competition Referees Appointments Secretary, the Secretary of the opposing Club and the Match Officials. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
(ii) In the event of a Competition Match not being played or being abandoned owing to causes over which neither Club has control, it should be played in its entirety on a date approved by the Competitions Committee. Where it is to the advantage of the Competition the Competitions

Committee shall also be empowered to order the score at the time of an abandonment to stand. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

(iii) The Competitions Committee shall review all Competition 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 Competitions Committee shall be empowered to order the score at the time of the abandonment to stand. In all cases where the Competitions Committee are satisfied that a Competition Match was abandoned owing to the conduct of one Team or its Club member(s) they shall be empowered to award Match to the opponent. In cases where a Competition Match has been abandoned owing to the conduct of both Teams or their Club member(s), the Competitions Committee shall rule that neither Team will be awarded the Match and it shall not be replayed. No fine(s) can be applied by the Competitions Committee for an abandoned Competition Match.

(iv) The Competitions Committee shall review any Competition Match that has taken place where either or both Teams were under a suspension imposed upon them by The FA or County 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 19(q) above. Where both Teams were under suspension the game must be declared null and void and shall not be replayed.

f) A Club may at its discretion and in accordance with the Laws of the Game use substitute players

i. Senior Cup, Senior Trophy

1. Up to a maximum of five substitute players from any five nominated, players whose names have been notified to the match referee, before the start of the match. Substitutions may only be made on three occasions during a match, with an additional opportunity at half time.

ii. Junior Cup, the Sunday Challenge Cup, the Sunday Trophy and the Sunday Junior Cup,

1. Up to a maximum of five substitute players from up to five nominated players at any time whose names have been notified to the match referee before the start of the match. A Player who has been substituted himself becomes a substitute and may replace a Player at any time subject to the substitution being carried out in accordance with Law 3 of the Laws of Association Football.

iii. Veterans Cup

1. Up to and including 7 substitute players from up to 7 substitute players whose names have been notified to the match referee before the start of the match. A Player who has been substituted himself becomes a substitute and may replace a Player at any time subject to the substitution being carried out in accordance with Law 3 of the Laws of Association Football.

The referee and a representative of the opposing club shall be informed of the names of the players taking part in the match (including the substitutes) when the Official Team Sheets are handed in.

A Player who has been named as a substitute before the start of the Competition Match but does not actually play in that game shall not be considered to have been a Player in that Competition Match within the meaning of Rule 18 of this Competition.

- g) The half time interval shall not exceed 15 minutes. The half time interval may only be altered with the consent of the referee.
- h) Teams taking part in a Competition Match shall identify a Team captain who shall wear an armband and shall have a responsibility to offer support in the management of the on-field discipline of his/her their teammates. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- i) The times at which the ties shall be played shall be fixed by the Competitions Committee.
- j) Fine for late starts; Senior Cup £30.00, Senior Trophy £20.00 all other games £10.00.

- k) No match other than Senior Cup matches may kick off later than 15minutes from the designated time unless agreed by both clubs and the referee. Defaulting Clubs shall be liable to disqualification from the competition and/or payment of the match expenses and/or subject to a fine not exceeding £15.00.
- l) Clubs failing to appear for a fixture shall be liable to a fine not exceeding £25.00 and shall be liable to pay match expenses. They are also liable to pay travelling expenses to the non-defaulting Club as the Competitions Committee decides. They may also be subject to having their application for entry to future competitions refused.
- m) Failure to comply with these Rules will result in fines in accordance with the Fines Tariff.

21 Reporting Results, Postponed Matches

- a) The Competition Officer must receive within 4 days of the date played, the result of each Competition Match either by electronic mail, fax or by post in the prescribed manner. This must include the forename(s) and surname of the Team Players (in block letters) and also the referee markings required by Rule 23, or any other information required by the Competition. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- b) Both Clubs shall telephone/SMS/email/notify the result of each Competition Match by 12 noon on the next day (Excluding Sundays) to the London FA Office. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- c) The match result notification, correctly completed, shall be signed by an Officer of the Club, or as prescribed by the Competition. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- d) In the event of a tie being postponed or abandoned, the Secretary of the Club drawn at home must report that fact to the London FA Office either by SMS (on the "Full-Time" system) or by electronic mail or by telephone on the answerphone service by no later than 12 noon on the next day, excluding Sundays. Defaulting clubs shall be liable to a fine not exceeding £15.00.

22 Final Ties

- a) All Final ties shall be played on such grounds as the Competitions Committee may determine. The Association shall take entire control of all Final ties, taking all receipts and paying all expenses in connection with such ties. If the receipts are not sufficient to cover the expenses the deficit shall be borne by the Association.
- b) Medals or other commemorative tokens shall be presented to the competitors in the Final Tie, save that the Committee may withhold such tokens from any player ordered from the field of play by the Referee for misconduct.
- c) The Competitions Committee shall determine the charge for admission to the London Senior Cup final. In doing so they shall take into full consideration the Leagues in which the two competing teams play. All concessions shall be at the discretion of the Competitions Committee.

23 Match Officials

- a) Registered referees shall be appointed in a manner approved by the Competitions Committee.
 - (i) Assistant Referees will be appointed to all Senior Cup and Senior Trophy ties.
 - (ii) Assistant Referees will be appointed from the quarter final stage for Sunday Challenge cup matches and for all other competitions.

- (iii) Fourth Officials will be appointed to all cup Finals, if requested in writing from both clubs and are available as the Competitions Committee decide.
- b) In the event of the non-appearance of the appointed referee the appointed senior assistant referee shall take charge and a substitute assistant referee appointed by the competing Teams.
- In cases where there are no officially appointed Match Officials in attendance, the Clubs shall agree upon a referee. An individual thus agreed upon shall, for that Competition Match, 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 Competition Match.
- c) Where assistant referees are not appointed each Team shall provide a Club assistant referee. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- d) The appointed referee shall have power to decide as to the fitness of the Ground in all Competition Matches and that decision shall be final, subject to the determination of the Local Authority or the owners of a Ground, which must be accepted.
- e) Match Officials will be paid their fees and/or expenses by the home Club before/immediately after the Competition Match. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- f) In the event of a Competition Match not being played because of circumstances over which the Clubs have no control, the Match Officials, if present, shall be entitled to half fee plus expenses where a Competition Match is not played owing to one Club being in default, that Club shall be ordered to pay the Match Officials, if they attend the Ground, their full fee and expenses. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
- g) A referee not keeping his or her their engagement and failing to give a satisfactory explanation as to their non-appearance, may be reported to the London FA.
- h) Each Club shall, in a manner prescribed from time to time by The FA, award marks to the referee for each Competition Match and the name of the referee and the marks awarded shall be submitted to the Competition on the prescribed form provided. Clubs failing to comply with this Rule shall be liable to be fined (in accordance with the Fines Tariff) or dealt with as the Competitions Committee shall determine.
- i) The Competition shall keep a record of the markings and, on the form provided by the prescribed date each Season, shall submit a summary to The FA/London FA the Sanctioning Authority.
- j) The referee must be handed the 'Official Team Sheets' and shall return them within two days of the match then both sheets to the Competition Officer duly endorse with the result actual time of kick-off, report and indicate the reasons for any late start and inform the club they are being reported giving the result of the match, the number of players in each team and the time of kick-off.
- k) Match Officials shall be supplied, each season, with a copy of the Competition Rules free of charge.
- l) Match Officials shall have undertaken any RESPECT briefing offered by The FA or the Competition and comply with the provisions of any such initiatives.
- m) Fees.

	Competition	Referee	Assistant Referee/Fourth Official
(i)	Senior Cup	£58	£40
(ii)	Senior Trophy	£50	£40
(iii)	All other Cups	£45	£35

n) Expenses – Senior Cup Only

Rail, Public Transport or Underground - Cheapest available fare by direct route
Private Car - 45p/mile and congestion charge and toll

Cup Finals

Fee, travelling expenses, medal or plaque.

o) Referees are awarded marks out of 100 by each team.

FEES TARIFF

DESCRIPTION	AMOUNT	RULE No
APPEAL FEE	£25.00	7

FINES TARIFF

DESCRIPTION	MAXIMUM FINE	RULE No
FAILURE TO COMPLY WITH FA INITIATIVES	£100.00	
ENTERING OTHER CUPS	£25.00	2 (k)
RULES RELATING TO MANAGEMENT	£25.00	6
FAILURE TO OBTAIN CONSENT FOR A CHANGE OF CLUB NAME	£30.00	3
COMMUNICATIONS CONDUCTED BY PERSONS OTHER THAN NOMINATED OFFICERS	£25.00	5
FAILURE TO COMPLY WITH AN INSTRUCTION OF THE MANAGEMENT COMMITTEE	£100.00	6 (i)
FAILURE TO PAY A FINE WITHIN REQUIRED TIME-FRAME	DOUBLE THE ORIGINAL FINE UP TO £100.00	6 (j)
FAILURE TO FOLLOW ANY RULES RELATING TO POWERS OF MANAGEMENT	£50.00	6
SIGNING OF AGREEMENT	£50.00	10
FAILURE TO PRODUCE PROGRAMME	£25.00	8 (d)
FAILURE TO PROVIDE NOTICE OF WITHDRAWAL BEFORE DEADLINE	£100.00	11
FAILURE TO COMMENCE/COMPLETE FIXTURES	£100.00	
FAILURE TO SUBMIT THE REQUIRED WRITTEN AGREEMENT REGARDING THE TROPHY	£25.00	13 (a)
FAILURE TO HAVE THE REQUIRED INSURANCE	£100.00	16
FAILURE TO CORRECTLY REGISTER A PLAYER	£40.00	18
REGISTERING OR PLAYING FOR MULTIPLE CLUBS OR INACCURATE COMPLETION OF A REGISTRATION FORM	£25.00	18
REGISTRATION IRREGULARITIES	£100.00	18
FAILURE TO HAND OVER 'OFFICIAL TEAM SHEET'	£10.00	18 (f)
FIELDING MORE THAN THE PERMITTED NUMBER OF PLAYERS WHO HAVE PARTICIPATED IN SENIOR COMPETITIONS MATCHES	£100	18 (b)

PLAYING AN INELIGIBLE PLAYER	£100.00	18
FAILURE TO GIVE PRIORITY TO SCHOOL ACTIVITIES	£50.00	18 (i)
FAILURE TO NUMBER SHIRTS	£10.00 (per shirt, up to an aggregate maximum of £30)	18 (f)
DELAYING KICK OFF TO DUE TO NO CHANGE OF COLOURS	£30	19 (a)
DELAYING KICK OFF DUE TO FAILURE TO PROVIDE REQUIRED EQUIPMENT	£30.00	20 (a)
FAILURE TO PLAY MATCHES ON THE DATE FIXED	£100.00	20 (b)
FAILURE TO PROVIDE DETAILS OF A FIXTURE	£50.00	20 (c)
PLAYING MATCH WITH LESS THAN REQUIRED NUMBER OF PLAYERS	£100.00	20 (d)
FAILURE TO PLAY FIXTURE	£25.00	20 (l)
NO CAPTAIN'S ARMBAND	£10.00	20 (h)
FAILURE TO COMPLY WITH THE RULES	£25.00	20 (m)
LATE RESULT NOTIFICATION FORM	£20.00	21 (a)
FAILURE TO PROVIDE RESULT	£20.00	21 (b) and (c)
FAILURE TO PROVIDE CLUB ASSISTANT REFEREE	£25.00	23 (c)
FAILURE TO PAY MATCH OFFICIALS' FEES AND EXPENSES	£25.00	23 (e)
FAILURE TO PAY MATCH OFFICIALS WHERE A MATCH IS NOT PLAYED	£25.00	23 (f)
FAILURE TO PROVIDE REFEREE'S MARK	£25.00	23 (h)