

## Rules for the County Challenge Cups 2020-21

### **The Cups**

1. The Cups shall be called:
  - The Norfolk Senior Cup
  - The Norfolk Junior Cup
  - The Norfolk Primary Cup
  - The Norfolk Sunday Senior Cup
  - The Norfolk Sunday Junior Cup
  - The John Savage Cup
  - The Stuart Dracup Cup
  - The Under 12's Cup
  - The Norfolk Veterans Cup
  - The Norfolk Women's Cup

### **Ownership**

2. The Chief Executive of the Association shall be for all intents and purposes the legal owner of the cups in trust for the Association.

### **Control and Management**

3. (a) The management of the Competitions shall be vested in the Board, who shall have power to delegate the work to any committee appointed.
- (b) The Board, or any delegated committee appointed, shall have powers to apply, act upon and enforce these Rules and shall also have jurisdiction over all matters affecting the County Cup Competitions. Where possible any action by the Board or the delegated committee, must be taken prior to the next Round of the relevant County Cup Competition being played.
- (c) For any County Cup competition to be held there must be a minimum of eight clubs actually playing in the competition.

### **Notice & Entrance Fees**

4. Each Club, competing for the Cups, shall give notice to Norfolk County Football Association by the 1st July at the latest and, with such notice, shall send an entrance fee of:

Norfolk Senior Cup	£ 30
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Norfolk Sunday Senior Cup	£ 30
Norfolk Junior Cup	£ 30
Norfolk Primary Cup	£ 30
Norfolk Sunday Junior Cup	£ 30
John Savage Cup	£ 30
Stuart Dracup Cup	£ 30
Under 12's Cup	£ 30
Norfolk Veterans Cup	£ 30
Norfolk Women's Cup	£ 30

### **Withdrawals**

5. Clubs, which enter and withdraw before the First Round, will be considered as not having played and may be liable to a fine not exceeding £100. The entry fee will not be refunded.

### **Club Eligibility**

6. (a) All County Cup Competitions shall be open only to Norfolk Clubs (not to Associations of Clubs) that are affiliated to Norfolk County Football Association except for the Invitation Cup. All County Cups shall be competed for annually.
- (b) The eligibility of teams to play in these Competitions shall be as shown in Rule 10.
- (c) Should a Club affiliate after the drawing of the First round of said Competition they may still be charged the applicable entry fee for that Competition and may additionally be fined a sum not exceeding £30.
- (d) When a Club has more than one team playing in Leagues that are eligible for a Competition, the senior of the teams must compete in that Competition, with the exception of Clubs competing at Step 3 and above of the National League System who shall enter their Reserves into the Norfolk Senior Cup
- (e) Any Club, desirous of playing in a Competition of a higher standard to that for which it is eligible, must apply for permission to do so to the Chief Executive of The Association not later than 15<sup>th</sup> July each year.
- (f) The delegated Committee has the right to select a Club to play in a Competition of a higher status than its eligibility if it is felt that the strength of the team so warrants.

- (g) The Board of the Association may reject the entry of any Club, if they deem such a course advisable.

### **Qualification of Players**

7. (a) A player shall be eligible to play in Norfolk County Cup matches provided he/she meets the following criteria:

- He/she is a bona fide playing member of the club during the current season, and so remains.

- (b) However, a player shall be ineligible to play in Norfolk County Cup matches under the following circumstances:

- No player shall be registered unless they are a bona fide member of their Club for the current season. A bona fide player is one who is a registered player for that Club in one of the Leagues in which the Club participates on the same match day as the relevant County Cup Competition.
- A player, having already played in a County Cup Competition, is not eligible to play for another club in a County Cup Competition of the same match day if the Competition is of a lower or equal status or lower age group in that same season.

- (c) No player shall play for a team in the Semi-Finals or final of any County Cup Competition unless:

- he/she has played in at least two competitive matches (League, League Cup and/or County Cup) for the said team prior to the Semi-Finals during the current season
- and/or (or was a registered bona fide player for the said team on 1st October of the current season)

~~, except with the permission of this Association. Such permission will only be given in exceptional circumstances.~~

- (d) If requested by Norfolk County Football Association, birth certificates or other suitable evidence must be produced to establish the validity of a player to play in a County Cup Competition.

### **Temporary (Loan) Players**

8. A player on a temporary (loan) transfer including a Trainee, Scholarship Player or Work Experience is ineligible to compete in any County Cup Competition unless permission to do

so is given by the lending Club in writing and a copy is received by Norfolk County Football Association at least 48 hours prior to the confirmed kick off time of the relevant match. Any permissions must clearly state that the player has approval to play in the appropriate County Cup Competition.

### **Contract Players**

9. Contract players are not eligible to play in any County Cup competition apart from the Norfolk Invitation and Norfolk Senior Cup.

### **Specific Competition Eligibility**

#### **10 (a) Norfolk Senior Cup**

A player shall be eligible to play for his Club in the above mentioned Competition provided that he has not started in 10 or more matches for a team that competes at Step 3 or above of the National League System.

*Teams entering must be part of one of the following:*

Anglian Combination League Premier Division & Division 1

Eastern Counties League Premier Division & Division 1

Isthmian Football League North Division, South Central Division & South East Division

Northern Premier League East Division 1 & West Division

Southern Football League Division 1 Central & Division 1 South

United Counties League Division 1

#### **(b) Norfolk Junior Cup**

(i) A player shall be eligible to play for his Club in the above mentioned Competition provided that he has not played in ten or more matches in a more senior Competition during the current season.

For the purpose of this rule a more senior Competition is defined as any Cup Competition or division within a League where the competing Clubs are eligible to enter the Norfolk Senior Cup or the equivalent Cup of any other County Association.

(ii) However a player, having played in the Norfolk Senior Cup is not eligible to play in any other Saturday County Cup competition during said season.

*(iii) Teams entering must part of one of the following:*

Anglian Combination League Divisions 2, 3, 4, 5 North & 5 South

Central & South Norfolk League Division 1

Eastern Counties League Reserves Divisions

Gt Yarmouth & District League Division 1

Lowestoft & District League Division 1

North East Norfolk League Division 1

North West Norfolk League Division 1

United Counties League Reserves Divisions

**(c) Norfolk Primary Cup**

(i) A player shall be eligible to play for his Club in the above mentioned Competition provided that he has not played in ten or more matches in a more senior Competition during the current season.

For the purpose of this rule a more senior Competition is defined as any Cup Competition or division within a League where the competing Clubs are eligible to enter either the Norfolk Senior Cup or Norfolk Junior Cup or the equivalent Cup of any other County Association.

(ii) However a player, having played in the Norfolk Senior Cup or Norfolk Junior Cup is not eligible to play in the Norfolk Primary Cup during said season.

*(iii) Teams entering must be from any Division below the top Division of the following Leagues:*

Central & South Norfolk League

Lowestoft & District League

North East Norfolk League

North West Norfolk League

(iv) Where a Club has more than one team eligible to enter the Junior Cup and they have entered their most senior eligible team into that Competition, a Club may choose to enter their next most senior team into the Primary Cup if they wish to do so, irrespective of the League / Division that such team plays in.

For example if a Club enters their First or Reserve Team into the Junior Cup they may then enter their Reserves or A Team respectively into the Primary Cup.

Where a team is entered in these circumstances, a player shall be eligible to play for this team in the Primary Cup provided that he has not:

- i) Played in 10 or more matches for a team eligible to enter the Senior Cup or the equivalent Cup of any other County Association
- ii) Played in 10 or more matches for any other team that is eligible to enter the Junior Cup or the equivalent Cup of any other County Association, including the more senior team(s) of this Club
- iii) Played in the Norfolk Senior Cup or Norfolk Junior Cup in the current season
- iv) Played in the Norfolk Primary Cup for any other team in the current season

**(d) Norfolk Sunday Senior Cup**

*(i) Teams entering must be part of one of the following:*

Norwich & District Sunday League Premier Division & Divisions 1

**(e) Norfolk Sunday Junior Cup**

(i) A player shall be eligible to play for his Club in the above mentioned Competition provided that he has not played in ten or more matches in a more senior Sunday Competition during the current season.

For the purpose of this rule a more senior Sunday Competition is defined as any Cup Competition or division within a League where the competing Clubs are eligible to enter either the Norfolk Sunday Senior Cup or the equivalent Cup of any other County Association.

(ii) However a player, having played in the Norfolk Sunday Senior Cup is not eligible to play in the Norfolk Sunday Junior Cup during said season.

*(iii) Teams entering must be part of one of the following:*

Bury & District Sunday League Divisions 2, 3 & 4

Norwich & District Sunday League Divisions 2, 3, 4, 5

**Under 18's/19's Pilot – 2020-21**

Teams competing in the Norfolk Combined Youth League U18's division and the Norfolk & Suffolk Youth League U18's division shall be given the option to enter the Norfolk Sunday Junior Cup.

**(f) John Savage Cup**

(i) A player shall be qualified to play for their Club in the above mentioned Competition provided they are under 16 years of age but at least 14 years of age on the 31st August.

*(ii) Teams entering must be part of one of the following:*

Any Norfolk affiliated Under 15 or Under 16 team from any affiliated Sunday League will be eligible to enter this Competition. No player who is under the age of 14 on 31 August shall be allowed to play in this Competition.

**(g) Stuart Dracup Cup**

(i) A player shall be qualified to play for their Club in the above mentioned Competition provided they are under 14 years of age but at least 12 years of age on the 31st August

*(ii) Teams entering must be part of one of the following:*

Any Norfolk affiliated Under 13 or Under 14 team from any affiliated Sunday League will be eligible to enter this Competition. No player who is under the age of 12 on 31 August shall be allowed to play in this competition.

**(h) Under 12's Cup**

(i) A player shall be qualified to play for their Club in the above mentioned Competition provided they are under 12 years of age but at least 10 years of age on the 31st August

*Teams entering must be part of one of the following:*

Any Norfolk affiliated Under 12 team from any affiliated Sunday League will be eligible to enter this Competition. No player who is under the age of 10 on 31 August shall be allowed to play in this Competition.

**(i) Norfolk Veterans Cup**

(i) A player shall be qualified to play for his Club in the above mentioned Competition provided he is at least 35 years of age.

*(ii) Teams entering must be part of one of the following:*

Norfolk FA Veterans League

Norfolk & Suffolk Veterans League

**(j) Norfolk Women's Cup**

(i) Any Norfolk affiliated Women's team from any affiliated League will be eligible to enter this Competition.

#### **Reserve Teams Pilot – 2020-21**

Any Club that has a Women's Reserves side may choose to enter that team into the Women's Cup if they wish to do so, in addition to entering their First Team.

Should a Club enter more than one team into the Competition, then any players at that Club shall only be permitted to play for either the First Team or the Reserves and shall not be permitted to play for both sides in the Competition in the same season.

For the avoidance of doubt, once a player has played for either team, they must not play for the other team at the Club in the Competition. Should they do so, this will make them an ineligible player and this will be dealt with in accordance with Cup Rule 12.

#### **Registration of Players**

11. As part of the Norfolk County Football Association Central Player Registrations scheme, all players registered with the Norfolk County Football Association affiliated leagues by a Club will automatically be registered for County Cup competitions, subject to the player complying with all aspects of Cup Rules 7, 8, 9 and 10.

##### **(a) Offline Registrations**

(i) Clubs are permitted to sign an unlimited number of players on a match day prior to playing up to and including the Quarter Finals, as long as this is permitted by their respective League rules. Such Registrations must be completed on the Norfolk County Football Association Player Registration Form and be countersigned by an officer of the Club and witnessed by an officer of the opposing Club and submitted to the Norfolk County Football Association Registrations Officer within two working days of the match.

(ii) Players may be registered at the last possible moment by sending the registration form to Norfolk County Football Association by email. Registrations can also be sent via post but these must have been received by Norfolk County Football Association prior to the fixture they wish to play in.

(iii) For Clubs that do not register their players with a Norfolk Football Association affiliated league, i.e. another County Football Association or The Football Association, you may register your player(s) by sending a spreadsheet of the following details to Norfolk County Football Association:



- Full name
- Date of birth
- Address
- Email

These details must have been received prior to the fixture.

#### **(b) Online (WGS) Registrations**

(i) Clubs are permitted to sign an unlimited number of players on a match day prior to playing, up to and including the Quarter Finals as long as this is permitted by their respective League rules. Such registrations must be submitted online via WGS on the day of the match. The offline consent form must be completed prior to the match and be countersigned by an officer of the Club and witnessed by an officer of the opposing Club. This offline consent form must be kept by the club in case this is requested.

(ii) Players may be registered at the last possible moment by submitting the online registration via WGS prior to the match.

#### **Playing an Ineligible Player**

12. (a) In the event of a club playing an ineligible player, the delegated Committee may:
- Expel the offending club from the competition, or
  - In exceptional circumstances order the match in question to be replayed

(b) Should the ineligibility be solely due to a registration or international clearance issue and the player was in all other aspects eligible to play then the delegated Committee may also allow the result of the match to stand

(c) In all instances the offending Club may be fined a sum not exceeding £100. The offending Club may also be held responsible for any expenses incurred. The delegated Committee shall also have the power to impose an appropriate penalty against the player(s).

#### **The Drawing**

13. (a) The names of the Clubs, entered for each competition, shall be placed in one lot, unless otherwise decided, and drawn there from in couples. The two Clubs drawn together shall compete with each other. The names of the winning teams in that round shall be drawn together in the same way and so on until the final tie is played when the winning Club shall hold the Cup for the current year.

(b) The Norfolk Primary Cup shall be regionalised on an East/West regional basis up to and including the Third Round with teams being placed in the appropriate region prior to the First Round. From the Fourth Round onwards the competition shall continue on a County wide basis with all teams being placed in one pot.

(c) Immediately after each respective draw the Norfolk County Football Association shall intimate the cup draw result to the competing Clubs along with the date on which the ties must be played. The date for all the rounds shall be fixed by the Board, or the delegated Committee, before the beginning of each season but may be altered at any time if the Board, or the delegated Committee, so determine.

(d) Each home Club shall, at least three days before its respective cup tie, confirm with its opponents and where they have been appointed, the Match Official(s) the match arrangements including the venue, colours and kick off time.

(f) Any Club in default may be fined the sum of up to £30.

## **Venues**

14. (a) The venue of each match (apart from the Semi-Finals and Final of the Norfolk Senior Cup and the Final of all other competitions) will be that of the first drawn Club unless an alternative arrangement is made under Cup Rule 21.

(b) For the Norfolk Senior Cup Semi-Finals, the following shall apply:

- Both ties shall be played at the Football Development Centre on dates determined by Norfolk County Football Association.
- A draw shall be made to determine the designated home and away teams
- The entrance fees shall be determined by Norfolk County Football Association.
- For each Semi-Final, after all expenses have been paid, including the match officials, any profit shall be divided equally between the two competing teams

(c) In the Norfolk Senior Cup, if the ground of the first drawn Club is not available due to adverse ground conditions or FA Competitions on the date fixed, the match shall be moved to the next available match day or if both Clubs are in agreement and the consent of Norfolk County Football Association has been obtained may be played at an alternative venue.

In all Competitions except the Norfolk Senior Cup, if the ground of the first drawn Club is not available due to adverse ground conditions, more Senior County Cup games, FA Competitions, or matches being played at Step 6 and above of the National League System, the match shall be moved to the following weekend, or the match may be played at an alternative venue if requested by the home club and the consent of Norfolk County Football Association is obtained.

(d) In all Competitions, if the ground of the first drawn Club is not available for any other reason, and the ground of the opposing team is available, then the venue of the tie shall be switched to the ground of the opposing team. In the event of a tie being switched to the ground of the second drawn Club, they shall become the home team and shall be responsible for payment of the Match Officials fees and pitch fees if applicable.

Should the ground of the second drawn Club also not be available then the delegated committee shall have the power to determine where the match be played and the financial conditions related to this.

(e) In any event, the delegated Committee shall have the power to order that any match be played on an alternative ground or date if it is considered appropriate and necessary. For ties switched from the ground of the Club first drawn, the delegated Committee shall determine the financial conditions in which the tie shall be played.

### **Failure to comply with the Rule may result in a fine of up to £30 for either or both Clubs**

#### **Late Arrivals**

15. Should a team arrive so late as to cause the cancellation of the tie, the delegated Committee may expel that team from the competition and the team may be liable to pay the expenses of both its opposition and the match officials.

#### **The Ground, Match Balls and Respect Handshake**

16. (a) The field of play for cup ties shall be a rectangle as follows:

	130 yards / 120 metres	100 yards / 90 metres	100 yards / 90 metres	50 yards / 45 metres

	130 yards / 120 metres	75 Yards / 70 metres	100 yards / 90 metres	45 yards / 42 metres
	83 yards / 73 metres	70 Yards / 64 metres	50 yards / 46 metres	40 yards / 37 metres

(b) In all County Cup competitions goal nets must be used.

(c) In all Stuart Dracup and Under 12's Cup matches the minimum height of the crossbar must be 7 feet (2.1 metres).

(d) The home team shall supply a minimum of two match balls (three in the Norfolk Senior Cup). They shall be size 5 except in the Stuart Dracup and Under 12's Cups, when a size 4 ball shall be used. Failure to comply with this rule may result in a fine of up to £30.

(e) Norfolk FA shall provide the match balls for all County Cup Finals and the Semi Finals of the Norfolk Senior Cup.

(f) In all Competitions, prior to the kick off a Respect handshake should be carried out by both teams and the Referee. Failure to do so may result in a fine of up to £30.

### Technical Areas

17. (a) If clubs wish to have a technical area, it must be marked out in accordance with the Laws of Association Football and must have a designated seating area for Club officials and substitutes.

(b) Technical areas are required for all clubs participating in the Norfolk Senior Cup.

(c) Failure to comply may result in the club being fined a sum not exceeding £100.

### Barrier Requirements

18. In each round of the Norfolk Senior Cup and in all semi-final fixtures the home Club must ensure there is a barrier (rope and stakes as a minimum) to prohibit spectators' encroachment at least 1 metre (preferably 2 metres) out from the touchline on at least both sides of the pitch.

Failure to comply may result in the Club being fined a sum not exceeding £100.

### **Artificial Pitches**

19. New generation rubber infill pitches will be permitted in all County Cup competitions. New generation rubber infill pitches must meet the required British Standards and be maintained to the performance standards as laid out in FA publications and/or meet Norfolk County Football Association's requirements.

### **Colours and Shirt Numbers**

20. All players in County Cup ties shall wear Club colours, but in the event of two Clubs having the same or similar colours, the visiting team must change. Goalkeepers must wear colours which distinguish them from the other players and the match officials. All Clubs entering County Cup competitions are required to have shirts uniquely numbered on the reverse thereof and those numbers must correspond to those players submitted on the official team sheet. Clubs failing to comply with this rule may be fined up to £30.

### **Match Arrangements**

21. (a) The times for kick-off in all the County competitions shall be arranged by the delegated Committee and detailed in the schedule of dates of rounds of Cup Competitions.  
  
(b) Clubs may be fined up to £100 for late starts in cup matches.  
  
(c) In the Norfolk Senior Cup the following rules shall apply to fixtures involving teams playing at Step 4 or professional team (add where relevant) of the National League System.
  - (i) If a team at Step 4 are drawn at home the fixture will be played at their home ground during either the midweek prior to or the midweek after the scheduled date of the round, unless both teams agree to play the fixture on the scheduled Saturday.
  - (ii) If a team at Step 4 are drawn away to a team with floodlights that come up to the standard that would allow them to enter the FA Vase, the fixture will be played during either the midweek prior to or the midweek after the scheduled date at the ground of the first drawn team, unless both teams agree to play the fixture on the scheduled Saturday.
  - (iii) If a team at Step 4 are drawn away to a team without floodlights that come up to the standard that would allow them to enter the FA Vase, the home Club can choose one of the following options:

- Find an alternative venue to play the tie during the midweek prior to or the midweek after the scheduled date
- Reverse the fixture to the opponents ground during the midweek prior to or the midweek after the scheduled date, or
- If both Clubs are in agreement, play at the ground of the home Club on the scheduled Saturday.

(d) In the event of the tie being played at an alternative ground, or reversed, where the expenses incurred for the fixture are greater than the income received, such deficit will be borne equally by both Clubs. Should the income be greater than the expenses then the side that conceded home advantage shall be entitled to keep all of the profits up to a maximum of £300. Any additional profit over that amount would be divided equally between the 2 Clubs.

(e) For all Norfolk Senior Cup ties not involving either professional Clubs or teams playing at Step 4 and above of the National League System and in all other Saturday Cup competitions the following shall apply.

- A Club with floodlights of a lux value necessary for entry in the FA Vase may kick off no later than 3.00pm or may, if its opponents agree, play the fixture during the midweek prior to or the midweek after the scheduled date of the round or on the Friday evening, the day before the scheduled match.

(f) Where Clubs have floodlights installed the referee shall be the sole arbiter in deciding their use after the commencement of the match.

(g) In all Competitions except for the Norfolk Senior Cup, if both teams are in agreement, any tie prior to the Quarter Finals may be played on the weekend prior to the date of the Round or no later than the weekend following the date of the Round. Such agreement shall be confirmed with Norfolk County Football Association no later than 10 days prior to the original match date.

(h) Furthermore, in the John Savage, Stuart Dracup and Under 12's Cups, if both teams are in agreement, any tie prior to the Quarter Finals can kick off at an alternative time. Such agreement shall be confirmed with Norfolk County Football Association no later than 3 days before the date of the fixture.

(i) For the avoidance of doubt, from the Quarter Finals stage of all County Cup competitions, ties must be played on the specified date of the round and at the scheduled kick off time. Failure to comply with this Rule may result in a fine of up to £100

### **Team Sheets**

22. (a) In the Norfolk Senior Cup team sheets shall be exchanged between both teams, the referee and a designated person from the Norfolk County Football Association (if applicable) 30 minutes prior to kick off. The names on the team sheets must include players' first names and surnames. The players' names must correspond with the numbers on their shirts.

Failure to comply with this rule may result in a fine not exceeding £30.

(b) In all other County Cup competitions team sheets shall be exchanged between both teams, the referee and a designated person from the Norfolk County FA (if applicable) 20 minutes prior to kick off, except at County Cup Finals when it shall be 30 minutes. The names on the team sheets must include players' first names and surnames. The players' names must correspond with the numbers on their shirts.

Failure to comply with this rule may result in a fine not exceeding £30.

### **Substitutes**

23. **(a) Norfolk Invitation Cup**

In the Norfolk Invitation Cup a team may, at its discretion, use up to seven substitutes, selected from a maximum of seven. They must be nominated to the referee prior to the match on the official team sheet. Substitutes, not so named, may not take part in the match. (In accordance with Law 3 of the Laws of the Game).

**(b) Norfolk Senior Cup**

(i) In the Norfolk Senior Cup a team may, at its discretion, use up to three substitutes, selected from a maximum of five in normal time. Substitutes must be nominated to the referee prior to the match on the official team sheet. Substitutes, not so named, may not take part in the match. (In accordance with Law 3 of the Laws of the Game).

(ii) A nominated substitute, who does not enter the field of play and therefore does not participate in the game, shall not be considered to have played in the match. Neither should it be considered as an appearance when a player participates in a match, which is subsequently abandoned, except where the Association declares the result of the match to stand.

**(c) All Other Cup Competitions**

In all other Cup Competitions, repeat substitutes are allowed as follows:

*(i) Norfolk Veterans Cup, John Savage Cup, Stuart Dracup Cup and Under 12's Cup*

Five substitutes may be used who may be selected from five players who must be nominated to the referee on the official team sheet prior to the match

*(ii) Norfolk Junior Cup, Norfolk Primary Cup, Norfolk Sunday Senior Cup, Norfolk Sunday Junior Cup, Norfolk Women's Cup*

Three substitutes may be used who may be selected from three players who must be nominated to the referee on the official team sheet prior to the match

(iii) A nominated substitute, who does not enter the field of play and therefore does not participate in the game, shall not be considered to have played in the match. Neither should it be considered as an appearance when a player participates in a match, which is subsequently abandoned, except where the Association declares the result of the match to stand.

**(d) County Cup Finals**

In the Finals of all Cup Competitions except the Norfolk Senior Cup five substitutes may be used who may be selected from five players who must be nominated to the referee on the official team sheet prior to the match



**Duration**

24. (i) The duration of all County Cup fixtures will be as per the tables below

	2 x 45 minute periods	Shall not exceed 5 minutes, except by consent of the referee	No	Yes
	2 x 45 minute periods	Shall not exceed 5 minutes, except by consent of the referee	No	Yes
	2 x 45 minute periods	Shall not exceed 5 minutes, except by consent of the referee	No	Yes
	2 x 40 minute periods	Shall not exceed 5 minutes, except by consent of the referee	No	Yes
	2 x 35 minute periods	Shall not exceed 5 minutes, except by consent of the referee	No	Yes
	2 x 30 minute periods	Shall not exceed 5 minutes, except by consent of the referee	No	Yes

- (ii) All adult matches shall have a normal duration of 90 minutes unless a shorter time (not less than 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.

**Postponed and/or Abandoned Fixtures**

25. (a) Each Club must take every precaution to ensure that its ground is in a fit playing condition.

(b) For all matches prior to the Semi-Final in the Norfolk Senior Cup and for all matches from the last 16 onwards in all other County Cup competitions, in the event of doubt regarding the condition of the pitch and/or the possibility of the match not being played due to adverse ground conditions, the home Club shall arrange for a pitch inspection to be carried out by the match referee or if they are unavailable, an alternative suitably qualified match official who must not be associated with either Club. Should an alternative match official be used they must communicate with the match referee who will ultimately be the one who decides if the tie is to be played. The inspecting Referee shall be entitled to claim travel expenses which will be paid by the home Club.

Failure to comply with the rule may result in the Club being fined up to £30

(c) For the Semi-Final matches in the Norfolk Senior Cup, in the event of doubt regarding the condition of the pitch and/or the possibility of the match not being played due to adverse ground conditions Norfolk County Football Association shall arrange for a suitable Match Official to conduct an inspection.

(d) For all other matches, in the event of a match being postponed or abandoned because of weather conditions, it shall be the responsibility of the home Club to notify Norfolk County Football Association of the postponement/abandonment as soon as possible and by no later than 1 hour after the scheduled completion time of the fixture (in line with Rule 26).

Failure to do so may result in the club being fined up to £30.

**(e) Norfolk Senior Cup**

(i) In the Norfolk Senior Cup a postponed or abandoned match shall be played in the midweek following the Friday/Saturday fixture, provided there is enough daylight to complete the match or the home Club has floodlights, that come up to the standard that would allow them to enter the FA Vase. Otherwise the match will be played seven days after the original date.

(ii) If a midweek fixture is postponed or abandoned the match shall be played in the following midweek, provided there is enough daylight to complete the match or the home club has floodlights that come up to the standard that would allow them to enter the FA Vase, unless both clubs agree to play on the Saturday following the original midweek date. Should there be any further postponements this process shall then be repeated until a result is achieved.

**(f) All Other Cup Competitions**

In all other Cup Competitions a postponed or abandoned match shall be played seven days after the original date, or if both Clubs are in agreement and the consent of Norfolk County Football Association has been obtained, the tie may be played in the midweek following the original date provided there is enough daylight to complete the match or the home Club has floodlights, that come up to the standard that would allow them to enter the FA Vase.

(g) For all Cup Competitions, in cases where the abandonment of a match is due to the fault of one of the competing Clubs, the delegated Committee may allow such a result to stand, or may award the match to the club not at fault.

(h) In cases where neither Club is at fault for the abandonment of a match the delegated Committee may allow such a result to stand or order the match to be replayed in its entirety. In the event of a match being replayed, the delegated Committee shall have the power to order the match to be played on an alternative ground if it is considered appropriate and necessary. For ties switched from the ground of the Club first drawn, the delegated Committee shall determine the financial conditions in which the tie shall be played.

(i) In any event, the delegated Committee shall have the power to order that any match be played on an alternative ground or date if it is considered appropriate and necessary. For ties switched from the ground of the Club first drawn, the delegated Committee shall determine the financial conditions in which the tie shall be played.

**Notice of Result**

**26. (a) Texting of Result**

For each team a Club has entered into a County Cup Competition, they are required to advise Norfolk County FA at least 72 hours prior to the team's first match in the Competition each season of the name and mobile telephone number of the individual who will be responsible for texting in County Cup Competition results. Failure to do so may result in a fine of up to £30.

(b) Additionally, each Club is required to notify any subsequent changes to the above contact details at least 72 hours prior to any County Cup Competition match. Failure to do so may result in a fine of up to £30.

(c) Both home and away Clubs are required to notify Norfolk County Football Association of the result of their respective Cup match by using the prescribed method of texting the result. Notification of the score at the end of normal time and if applicable after penalties must be received by Norfolk County Football Association within one hour of the completion of the match. Failure to do so may result in a fine of up to £30.

(d) In the event of a match being abandoned both the home and away Clubs are required to text A-A in line with the above procedure. Failure to do so may result in a fine of up to £30.

**(b) Return of Team Sheet**

(i) Each Club shall give notice of the result and mark awarded to the referee to the Competition Secretary together with a list of players taking part in the match, indicating any substitutes that have been used and all goal scorers on the team sheet completed on the day of the match. In the event of the official Post Office postmark on the envelope being later than the Monday following a weekend match or Friday following a midweek match or, if posted, the team sheet is sent by other than first class mail, the club sending the same may be fined the sum of up to £30. If the team sheet is delivered by hand, a club may be fined up to £30 if the result sheet is not in the hands of the Competition Secretary within 48 hours of the end of the match.

(ii) Alternatively completed team sheets can be scanned and emailed to CountyCups@NorfolkFA.com and must be received by Norfolk County Football Association within 48 hours of the end of the match.

(iii) In the event of the returned team sheet not be correctly and fully completed, a Club may be fined up to £30

**Match Expenses and Gate Money**

**27. (a) Norfolk Senior Cup**

(i) Clubs which enter the Norfolk Senior Cup and charge a league admission fee, are required to charge a fee for any home fixture in this competition. Such fee shall be agreed by the two competing clubs and the home club shall confirm the agreed fee with Norfolk County Football Association no later than 72 hours prior to kick off if it varies from the normal league fee charged. Should the clubs be unable to agree, the fee will be determined by Norfolk County Football Association. The net proceeds, after deduction of VAT (where applicable), the match expenses and the visiting team's travelling expenses, will be shared equally between the participating Clubs.

Where a fee is charged, the same fee structure must be applied for all spectators, including any concessionary fee that may be charged. The home Club shall provide the visiting Club with 10 complimentary admission tickets.

(ii) Further to the above, the home Club are required to complete the Statement of Receipts and Expenses Form and submit copies of the form to both the opposing team and Norfolk County Football Association within 7 days of the fixture and where applicable payment must be made to the visiting Club within 14 days of the match . Any Club failing to comply with this rule may be fined up to £30.

(iii) If no gate is able to be taken, the home Club shall be responsible for all match expenses and the away Club shall be responsible for its own travelling expenses.

(iv) Match and travelling expenses are defined as those applicable to The FA Vase competition. Should there be any dispute regarding Match and travelling expenses, the delegated committee shall have the authority to resolve such dispute as deemed appropriate.

Failure to comply with this rule may result in a fine of up to £100

#### **(b) All Other Cup Competitions**

In all other County Cup Competitions the home Club shall be responsible for all match expenses. The away Club shall be responsible for its own travelling expenses. Gate monies and collections shall be retained by the home Club.

#### **Appointment of Referees and Assistant Referees**

28. (a) No referee shall be a member of either of the competing clubs, except as provided in Rule 29 below.

(b) The Referees Committee shall be responsible for appointing all match officials for each respective County Cup Final.

(c) In all other adult County Cup fixtures the Norfolk County FA Referees Appointments Officer shall appoint the match officials. This includes the appointment of assistant referees in all Saturday Senior Cup fixtures and all Semi-Final fixtures.

(d) For the John Savage, Stuart Dracup and Under 12's Cups, the Norfolk County FA Referees Appointments Officer shall appoint the match officials for the Quarter-Finals onwards,

including the appointment of assistant referees for the Semi-Finals. Prior to this stage the home Club shall be responsible for providing a referee.

(e) In all other fixtures each club shall supply an assistant referee. Any club failing to comply with this rule may be fined up to £30.

**(f) Match Officials Fees and Expenses**

*(i) Norfolk Senior Cup*

Up to and including the Second Round:

Referee	£35	Assistant Referees	£25	Expenses	34p per mile
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Third Round up to the Semi-Finals:

Referee	£45	Assistant Referees	£35	Expenses	34p per mile
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Semi-Finals:

Referee	£45	Assistant Referees and 4 <sup>th</sup> official	£35	Expenses	34p per mile
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*(ii) Norfolk Sunday Senior Cup*

Up to and including Semi-Finals:

Referee	£30	Assistant Referees	£23	Expenses	30p per mile
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*(iii) Norfolk Junior Cup, Norfolk Primary Cup, Norfolk Sunday Junior Cup, Norfolk Women's Cup, Norfolk Veterans Cup*

Up to and including the Semi-Finals:

Referee	£25	Assistant Referees	£18	Expenses	30p per mile
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*(iv) John Savage Cup*

Up to and including the Semi-Finals:

Referee	£25	Assistant Referees	£18	Expenses	30p per mile
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*(v) Stuart Dracup Cup*

Up to and including the Semi-Finals:

Referee	£20	Assistant Referees	£15	Expenses	30p per mile
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*(vi) Under 12's Cup*

Up to and including the Semi-Finals:

Referee	£18	Assistant Referees	£12	Expenses	30p per mile
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(g) In all Rounds prior to the Semi-Finals of the Norfolk Senior Cup the expenses and match fees of such officials shall be borne by the home Club. In the Semi-Finals of the Norfolk Senior Cup the expenses and match fees of such officials shall be borne by Norfolk County Football Association. In all other competitions the expenses and match fees of such officials shall be borne equally by both Clubs.

(h) Referees and assistant referees are expected to travel together whenever possible.

#### **Referee No Show/No Appointment**

29. In the event of no referee being appointed or the appointed referee failing to arrive, a referee shall be chosen on the ground and must be mutually agreed by both teams. This individual will be considered as an official appointment by the Association for the duration of the match. The absence of the appointed referee shall not be deemed sufficient cause for the match not being played.

Teams, failing to comply with this rule, may be fined an amount not exceeding £100 and may be expelled from the competition.

#### **Abortive Journey**

30. In all unplayed matches, where the referees or any appointed assistant referees attend they shall be entitled, if no club is at fault, to expenses only.

If the delegated Committee deem any Club is at fault for the non-playing of a fixture it may be required to pay the appointed official(s) their full fees and expenses.

#### **County Cup Final Appointments**

31. A medal or memento will be presented to the referee, the assistant referees and the 4<sup>th</sup> official, who officiate in the finals of all County Cup Competitions, instead of a match fee. Match officials may also receive remuneration as determined by the delegated Committee.

#### **Failure to Play**

32. (a) Any Club, intending to withdraw from the Competition, must give information of their intention to do so to the Secretary of the opposing Club and Norfolk County Football Association not less than eight days before the date fixed for playing or they shall be reported to the delegated Committee, who shall have power to compel such offending Club to pay the legitimate expenses incurred by their opponents or of taking such action as they deem appropriate.

Teams, failing to comply with this rule, may be fined an amount not exceeding £100 and be liable for any expenses incurred except in the case of a disbanded Club.

(b) A team, unable to fulfil its fixture, shall, other than in extenuating circumstances be deemed to have scratched from the Competition and may be fined an amount not exceeding £100 and be responsible for any legitimate expenses incurred.

### **County Cup Finals**

33. (a) The final ties of all County Cup Competitions shall be played on a ground to be determined by the delegated Committee.

(b) In the event a final match is level after normal time, it shall be decided by the taking of kicks from the penalty mark in accordance with regulations laid down by the International Board.

(c) The delegated Committee shall have direct control of all arrangements for the Cup Finals.

(d) In all County Cup Finals the only persons allowed in the technical areas will be the named substitutes and club officials as named on the official Team Sheet on the day of the match. All named persons shall act in a responsible manner. The names of all individuals eligible to enter the technical areas must be submitted to the match referee, opponents and a designated person from the Norfolk County Football Association prior to kick off when submitting the Club's completed team sheet.

### **Responsibility for the Cups**

34. (a) The cups shall be presented to the captain of each winning Club immediately after the completion of the Final. An officer from each winning Club will be required to sign the 'Custody of County Cups' form, confirming the Club knows and accepts its personal responsibility for the cup and its value along with the undertaking that the Club will be financially liable for any damage caused.

(b) Each County Cup shall be returned to Norfolk County Football Association no later than 1st March in the following year or earlier if so requested.



(c) Before it is returned the name of the winning Club must be inscribed thereon. Failure to return the cup by the stipulated date, properly inscribed, may result in the Club being fined an amount not exceeding £100.

### **Medals**

35. In addition to the County Cup trophy the Association shall provide 20 (22 in the Senior Cup) medals for the winners of the competition and 20 (22 in the Senior Cup) medals for the runners-up of the competition. No further medals will be issued to Clubs under any circumstances.

### **Players Sent Off In County Cup Finals**

36. Any player, who is sent from the field of play during a final, may be prohibited from receiving their memento during the official presentation.

### **Protests**

37. (a) Protests, regarding the arrangements of the ground and size of the ball, must be made to the referee in writing prior to the commencement of the match.

(b) Protests, regarding the qualification of any member of the competing teams, shall be sent in writing to Norfolk County Football Association and be accompanied by the particulars of the grounds on which each protest is founded, within five working days of the match, together with a deposit of £35.

(c) All protests shall be referred to the delegated Committee, who shall have power to refer them to a sub-committee. The decision of the Committee or the sub-committee shall be final subject to the appeal process as stated in Cup Rule 42.

(d) Should either of the two Clubs, in connection with any protest, have a member on the Council, the said member shall not be eligible to sit on the delegated Committee or sub-committee while such protest is being considered. Norfolk County Football Association shall send a copy of the protest and particulars to the Club protested against. Each Club may support its case by witnesses.

(e) In the event of any protest not being upheld, the deposit of £35 shall be forfeited to the funds of the Norfolk County Football Association. Additionally the protesting Club may be required to meet the costs of the hearing.

(f) No protest shall be allowed to be withdrawn by a Club without the consent of Norfolk County Football Association.

### **Payment of Fines**

38. All fines and costs shall be paid to Norfolk County Football Association within 21 days of the date of notice to the Club. Any Club, failing to pay any fine and/or cost, may be dealt with by an appointed sub-committee of the delegated Committee.

### **Match Programmes**

39. (a) In the Norfolk Senior Cup, at the Quarter-Finals stage the home Club shall be required to produce a match programme which must consist of at least 4 sides of A5 paper. As a minimum the away team must send in writing to the home Club details of the squad they plan to use at least 5 days prior to the scheduled date of the match. If available, pen pictures and Club history should also be provided to the home Club. Failure to do so may result in a fine of up to £30.

(b) In the Semi Finals of the Norfolk Senior Cup, Norfolk County FA will produce a match programme. Competing Clubs must provide details as requested at least 14 days prior to their respective Semi Final. Failure to do so may result in a fine of up to £30

(c) If requested by Norfolk County Football Association, the home Club must submit one copy of the programme within 7 days of completion of the match. Failure to do so may result in a fine of up to £30.

### **Post-Match Player/Match Official Hospitality**

40. (a) In the Norfolk Senior Cup, at the Quarter-Finals stage the home Club shall be required to provide post-match hospitality to the opposition and the match officials. This should be a minimum of sandwiches or equivalent with tea/coffee/squash. Failure to do so may result in a fine not exceeding £100. If the visiting Club do not wish to take up the offer of hospitality, they must inform the home Club in writing at least 5 days prior to the match. Failure to do so may result in a fine not exceeding £100.

(b) Clubs are free to provide additional hospitality as they wish and for earlier rounds of the Norfolk Senior Cup and all other County Cup Competitions post-match hospitality is optional.

### **Alteration of Rules**

41. Alterations in these rules shall be approved only at the last meeting of the Council in each season. Notice of any proposed alteration shall be given to the Chief Executive of the

Association not later than 1st February in any one year, excepting members of the Cup Committee, who may make proposals at the Spring Committee meeting.

#### **Provisions Concerning Appeals**

42. (a) A Club that is expelled from a County Cup may appeal against that decision to an appeal board in accordance with the procedures for FA appeals
- (b) Any such intention to appeal must be received by the Norfolk County Football Association within 7 days of the posting of written notification of the decision of the delegated Committee or appointed sub-committee, detailing the grounds on which the appeal is being made and including an appeal fee of £35.
- (c) For the avoidance of doubt, a Club may not appeal against any penalty imposed on it other than expulsion from a Competition.