



Norfolk County Football Association

Form SS1 and SS2 - Application for Sanctioning of One or Two day Competitions

SS1

This form must be fully completed and returned to the County Headquarters at least 21 days prior to the commencement of the proposed competition date.

Please return to: Registrations, Small-Sided Competitions, Norfolk County FA, 11 Meridian Way, Thorpe St Andrew, Norwich, NR7 0TA or email to registrations@norfolkfa.com.

Name of small-sided competition: _____

The following information refers to the competition secretary

Name : _____

Date of birth : __/__/____

Address: _____

Post code: _____ Home telephone number: _____

Mobile: _____ Email : _____

The following information refers to the details of the competition

Date(s) of competition: _____

Venue of competition: _____

Post code of competition: _____

Anticipated number of teams participating: _____

1. We enclose the completed small-sided competition administration rules document (Form SS2)
2. We agree to maintain a full updated list of the details of all teams participating in the above competition and send this list (form SS3) to the County Headquarters at least 7 working days prior to the commencement of the competition; we understand that failure to complete and return correctly completed forms (SS2 & SS3) may invalidate the tournaments affiliation to Norfolk FA.
3. We understand that the affiliation of this tournament to Norfolk FA does not provide us with insurance cover. Information on insurance can be obtained from Sportsguard on 01604 644277.
4. We accept the competition is responsible for the appointment of referees, who will, as far as possible, be a registered referee with the County FA.
5. The rules of the competition will provide that any player sent off will be debarred from the rest of the competition and reported to the County FA, in line with standard FA regulations.



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- 6. The competition will be restricted to only clubs affiliated in their own right to Norfolk County FA or another County Association. No unaffiliated clubs are permitted to take part in this competition. If an unaffiliated team is participating in the competition they are required to contact Norfolk County FA in order to affiliate before they are permitted to compete in this competition. A one-off affiliation for the small-sided competition is available at a price of £5. If the team that is un-affiliated is not a Norfolk based team, they must seek permission from the County FA that they would affiliate to and send confirmation of this to Norfolk County FA before the tournament can be sanctioned. Any club participating in the tournament that is not affiliated with a County FA will invalidate the affiliation.
- 7. We enclose the relevant sanctioning fee as follows:
 - Less than 15 teams participating- £15
 - More than 15 teams but less than 30 teams participating - £25
 - 30 teams or more participating - £40

Form SS2 – Norfolk County FA Small Sided Competition Administration Rules

A Competition applying for sanctioning must complete and submit the following administration rules. Additional rules can be added and/or amended providing approval has been granted by Norfolk FA.

Administration Rules

1. Annual General Meeting and Management of the Competition

- (a) The Competition shall be called _____
- (b) Officers, who shall include a Chairman and Secretary, shall be elected at the Annual General Meeting or other General Meeting convened.
- (c) Any alteration to these Rules shall only be made at an Annual General Meeting.
- (d) The Competition shall be governed in accordance with the rules and regulations of The Football Association. Matches will be played in conformity with the laws of Mini-Soccer or Small Side Football (dependant on age groups) as issued by The Football Association.
- (e) The Competition shall be sanctioned by the Norfolk County FA. The competition, all clubs and players and other persons shall be subject to the rules and regulations of the Association.

2. Affiliation of Participating Clubs

All clubs must be affiliated to Norfolk County FA or another County Association.

3. Clubs Eligible to Enter and Entry Fee

The competition shall be solely open to affiliated clubs only and the entry fee shall be £ _____ per team. If an unaffiliated team wishes to participate in the competition, they must pay the one-off affiliation fee made payable to Norfolk County FA, prior to being allowed to register.

4. Management Committee and Powers

A Management Committee consisting of _____ people shall be appointed to organise the competition. These are:

Secretary _____

Chairman _____



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The Management Committee shall have the power to apply, act upon and enforce the rules of the competition, and shall also have jurisdiction over all matters affecting the competition.

The Management Committee shall also adjudicate in all cases of dispute, protest and complaint. Other members shall be co-opted if required.

5. Laws

The competition must adhere to the mini-soccer laws if playing mini-soccer, or small-sided laws if playing small-sided football. It is compulsory for all small-sided tournaments to adopt these laws. A copy of the Mini-Soccer laws and Small-Sided laws will be provided from the Norfolk County FA and should be sent to all participating clubs at least twenty one days before the commencement of the competition.

6. Players' Qualification

The competition shall be divided into the following age groups: (please tick as appropriate)

| Age group | U6 | U7 | U8 | U9 | U10 | U11 | U12 | U13 | U14 | U15 | U16 | U17 | U18 | Adults |
|-----------|----|----|----|----|-----|-----|-----|-----|-----|-----|-----|-----|-----|--------|
| Male | | | | | | | | | | | | | | |
| Female | | | | | | | | | | | | | | |
| Mixed | | | | | | | | | | | | | | |

****PLEASE NOTE: TOURNAMENTS ARE NOT ALLOWED TO RUN U6 FOOTBALL OF ANY KIND****

Before the commencement of the competition, all clubs shall produce a list of players eligible to participate (together with details of their dates of birth if playing Youth Football). All players shall be bona fide members of their listed club. Tournament player registration forms are available on our website.

7. Team Formats

As per FA regulations teams must compete in the relevant formats in relation to their age categories. Please select from the list below (tick as appropriate) which format each age band will be using. Please ensure you fill out the correct table depending on whether the age group will be following mini-soccer laws or small-sided laws.

For Mini-Soccer

| Age group | Format | | | |
|-----------|--------|-----|-----|-------|
| | 5v5 | 7v7 | 9v9 | 11v11 |
| U7 | | | | |
| U8 | | | | |
| U9 | | | | |
| U10 | | | | |

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For Small-Sided Football

| Age group | Format | | |
|-----------|--------|-----|-----|
| | 5v5 | 6v6 | 7v7 |
| U7 | | | |
| U8 | | | |
| U9 | | | |
| U10 | | | |
| U11 | | | |
| U12 | | | |
| U13 | | | |
| U14 | | | |
| U15 | | | |
| U16 | | | |
| U17 | | | |
| U18 | | | |
| Adult | | | |

Standard 9-a-side Football

| | Format (9vs9) |
|-----|---------------|
| U11 | |
| U12 | |

Standard 11-a-side Football

| | Format (11vs11) |
|-------|-----------------|
| U13 | |
| U14 | |
| U15 | |
| U16 | |
| U17 | |
| U18 | |
| Adult | |



8. Team Colours

- (a) Each competing team shall register its first choice of colours with the competition when returning their application form. Should there be a clash of colours a changed strip can be worn or bibs can be used, which shall be supplied by the competition organisers.
- (b) Players shall be dressed in uniform shirts and shorts, but the goalkeeper’s dress must be distinguishable from that of other players. The goalkeeper may wear tracksuit bottoms.
- (c) No teams playing in the competition shall play in predominantly black, navy or any other colour that does not clearly distinguish players from the referee.

9. Arrangement of Competition

| Format of Competition | Please tick applicable format |
|--------------------------|-------------------------------|
| League Basis Only | |
| League Basis & Knock Out | |
| Knock Out Basis Only | |
| Development | |

League Basis Only

The competition shall be played on a league basis with the teams divided, by the Management Committee, into groups. Each team shall play each other team in its group once. Three points will be awarded for a win and one for a draw.

In youth football, goal difference is not permitted to be used. Therefore if any teams are level on points then head to head must be used. If this still does not separate teams then a play-off game will need to take place. If the scores are level after the play-off game is concluded, then penalties shall decide the winner.

League Basis & Knock Out

The competition shall be played on a League basis (in the first stage) with the teams divided, by the Management Committee, into groups. Each team shall play each other team in its group once. Three points will be awarded for a win and one for a draw.

In youth football, goal difference is not permitted to be used. Therefore if any teams are level on points then head to head must be used. If this still does not separate teams then a play-off game will need to take place. If the scores are level after the play-off game is concluded, then penalties shall decide the winner.

And then...

A knock-out stage shall then take place between _____ teams being the top _____ team(s) from each group. The Management Committee shall make the draw for the knock-out competition.



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Knock-out Basis Only

The competition shall be played on a knock-out basis. The draw shall be made by the Management Committee.

A plate competition can also be organised should the competition wish.

Development

Please be aware that all ages are permitted to play in leagues where results are collected and/or published and/or winner’s trophies are presented, including those that are not normally permitted to do so during the season. However, this must be specified in the space below.

Collecting and publishing results for (Please list age groups):

10. Duration of Matches

All matches shall be of two equal periods of _____ minutes In the event of a draw in the knockout competition extra time of _____ minutes shall be played each way. If after extra time the scores are still level penalties shall be taken in accordance with the Laws of the Game.

Please refer to the ‘Guidance Booklet’ for time restrictions for relevant age groups competing in your competition (Page 7)

11. Substitutes and Squad Sizes

Repeat (rolling) substitutions are permitted across every age category. When playing Mini-Soccer, each team must not have a squad greater than double the size of the team per age. As many substitutes from that squad can be used. When playing small-sided football, the maximum squad size for the relevant formats is as follows:

| Format | Maximum Squad Size |
|----------|--------------------|
| 5 a-side | 8 |
| 6 a-side | 9 |
| 7 a-side | 10 |

12. Report of Results

The referee/winning captain (*please delete as appropriate*) shall be responsible for reporting the result of the game to the Management Committee at the conclusion of each game.

13. Referees

Referees shall be appointed by the competition and shall wherever possible be registered to a County FA for the current season.



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Referees shall be paid a fee of _____ and expenses of _____

14. Protests and Complaints

All questions of eligibility, qualifications of players or interpretations of the Rules shall be referred to the Management Committee who decision on the matter shall be final and binding.

15. Appeals

Any appeal against the decision of the Management Committee must be made in duplicate, to Norfolk County FA within seven days of the decision of the Management Committee and be accompanied by an appeal fee of £35.00.

16. Misconduct

Serious misconduct must be sent to the Norfolk County FA or the Parent Association. Please contact Matt Lemmon at discipline@NorfolkFA.com or on 01603 704050 for further information.

17. Team Names

No teams must enter this competition in the name of an affiliated club without the full knowledge and authority of that club.

Signed: _____ Print name: _____

Role: _____ Date: _____

For Office Use Only

SS1&2 checked

SS3 checked

Sanctioning fee received

Sanctioning completed

SS3 received

Confirmation sent