

# **RULES OF THE WOMENS CHALLENGE CUP COMPETITION**

## **AMENDED 2021**

### **1, TITLE OF THE COMPETITION**

The Competition shall be called 'Sheffield and Hallamshire County Football Association Womens Challenge Cup Competition'. The Competition shall be marketed under the title 'The Sheffield and Hallamshire County F.A. Womens Challenge Cup Competition.

### **2. WOMENS CHALLENGE CUP OWNERSHIP**

The Cup is the property of the Sheffield and Hallamshire County Football Association.

When the winning Club shall have been ascertained, the Association shall deliver the Cup to the representatives of such Club, upon receiving a document to the following effect subscribed by three persons whose names shall be previously submitted to and approved by the Council. We, A.B., C.D., E.F., member of and representing the (.....) Club, which has now been declared to have won the Sheffield and Hallamshire County Football Association Womens Challenge Cup and the same having been delivered to us by the Association, do hereby, on behalf of the said Club, and individually and collectively engage to return the same to the Secretary of the Association, for the time being, on or before the 1st day of February next in good order and condition, and in accordance with the Rules of the Association to which we have subscribed our respective names,

### **4. CONTROL OF COMPETITION – RULES AND REGULATIONS**

(a) The ownership, organisation, control and management of the Competition and any rights associated with it of any nature shall be vested entirely and exclusively in The Sheffield and Hallamshire County Football Association.

(b) The Challenge Cups Committee shall have the power to make, delete and amend regulations for the organisation, control and management of the Competition as it, from time to time deems expedient (the "Competition Rules") subject only to the authority of the Board where such matters relate to financial or commercial matters. Unless explicitly provided for within the Competition Rules definitions of terms used within the Competition Rules are those included within the Rules of The Association for the relevant season.

(c) All Clubs and Players participating in any way in the Competition shall be bound by and comply with the Competition Rules (and any rules or regulations issued pursuant to the Competition Rules).

(d) The Challenge Cups Committee shall have the power to make decisions on all matters arising out of or in relation to the organisation, control and management of the Competition (including as to eligibility and qualification) which shall be final and binding on all participants in the Competition. In relation to these and any other matters relating to the Competition but not specifically mentioned in the Competition Rules, the Board shall have the power to take such action and make such decisions, orders, rulings and impose such penalties as it deems necessary and following such

procedures as it considers appropriate and such shall, subject to Rule 26, be final and binding on all participants. In considering such matters, the Board shall not be bound by any enactment or Rule of Law relating to the admissibility of evidence in proceeding before a Court of Law.

(e) The Board may, at its sole discretion, appoint from time to time a Committee to take such action and make such decisions, orders, rulings and impose penalties on its behalf which shall be deemed decisions of the Board.

(f) A Club participating in the Competition shall have only such rights in relation to the Competition (and any match in the Competition) as are expressly granted to the Club under the Competition Rules or by The Sheffield and Hallamshire County Football Association in writing.

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

## **5. NAME / LOGO AND IMAGES OF THE COMPETITION AND IMAGES OF THE TROPHY**

(a) Each Club shall include the Official Title at least once on all materials produced by or on behalf of it which relate to the Competition (including, but not limited to, tickets, programmes, press releases and (where possible) scoreboard displays) and (where possible) shall refer to the Official Title at least once over (any) public address system operating on the day of each Womens Challenge Cup match.

(b) The Association shall from time to time issue a Womens Cup Logo. The Womens Cup Logo may incorporate branding for the Womens Challenge Cup sponsor.

(c) Each participating Club shall include The Womens Challenge Cup Logo on all Sheffield and Hallamshire County F.A. cup communication materials produced by or on behalf of it (including, but not limited to, the front page of each Womens Challenge Cup match programme, match tickets (if it is not possible to include The Womens Challenge Cup Logo on tickets the Club shall include a reference to the Official Title), fixture posters, stadium giant screens (if any) and Club websites).

(d) The Association will from time to time issue images of The Womens Challenge Cup to Clubs. The ribbons attached to The Womens Cup in the image may incorporate branding for the lead Womens Challenge Cup Sponsor.

(e) If a Club wishes to use an image of The Womens Challenge Cup it shall use the image issued by The Sheffield and Hallamshire County Football Association and will follow any directions issued by The Sheffield & Hallamshire County Football Association in relation to the use of such image.

## **6. ELIGIBLE CLUBS**

The Competition shall be open to all registered Women's Clubs affiliated to the Sheffield and Hallamshire County Football Association.

## **7. ENTRY DATE AND EXEMPTIONS**

Each Club required to enter the Competition, shall pay an entry fee determined annually by the Challenge Cups Committee by the 1<sup>st</sup> August each year. A Club that

fails to enter the Competition by the 1<sup>st</sup> August each year shall be fined a sum to be determined by Council.

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

(a) Any Club intending to withdraw from the Competition must notify its intention to do so to The Association and the opposing Club, not less than eight days before the date fixed for playing the match.

(b) A Club failing to comply with this shall be reported to the Challenge Cups Committee, who shall have power to compel such offending Club to pay the expenses incurred and to take such other action as the Committee considers appropriate.

(c) If a Club decides to withdraw from the Competition after a postponed or abandoned match, notice must be given to The Association and its opponent at the end of the match.

(d) A Club failing to give satisfactory reason for withdrawing from the Competition may not, in addition to any other action considered appropriate, be allowed to enter the Competition in the following season and shall be liable to such fine as the Board considers appropriate.

(e) In the Semi-Final and Final Ties any Club failing to play without showing a good and sufficient cause for such failure to play, may be adjudged by the Council to have been guilty of serious misconduct and liable to be dealt with under Rule E(1-3) of The Football Association.

## **9. DRAWS FOR ROUNDS AND KICK OFF TIMES**

The Competition shall be on a knock-out basis.

(a) The Clubs competing in each Round of the Competition shall be drawn in couples. The couples shall play a match subject to the Laws of the Game. The winners will compete in the next Round, the ties of which will be drawn in the same manner. This shall be continued until the Final of the Competition.

(b) After the draw for each Round is made, notice shall be given to each Club of the name of its opponent Club, and the date and time when the match shall be played. All matches in each Round shall be played on the same date as decided by Council. If, however the first match is postponed due to circumstances beyond the control of both Clubs, if the Clubs drawn together mutually agree, the Tie may be played on a weekday following the appointed Sunday.

(c) The time of kick-off shall be between 1.00 p.m. and 3.00 p.m. for matches on a Sunday and 7.00 p.m. and 7.30p.m. for weekday matches unless mutually agreed otherwise, subject to the approval of the Council. In any event, the Council shall have the power to order that a kick-off time is changed, as it deems appropriate. Any late kick-off shall be reported by the Referee to The Sheffield and Hallamshire County Football Association.

(d) Clubs shall not mutually arrange to play a match in lieu of a Cup match, unless there is extenuating circumstances, and without receiving special permission from the Sheffield & Hallamshire County F.A.

(e) The Council shall decide whether any rounds prior to the Semi-Final Ties, would be played on a geographical basis.

## **10. VENUE FOR MATCHES**

### **(a) Choice of Ground**

In each Tie the game shall be played on the ground of the Club first drawn, unless otherwise mutually agreed, and the consent of the Council obtained, such as hereafter provided.

No monetary or other consideration shall be asked for, offered or paid in connection with negotiations for change of venue. Clubs shall not play on a neutral ground without the consent of Council.

### **(b) General ground rules**

- (i) The dimensions of the field of play for all Womens Cup Ties shall be in accordance with the Laws of the Game.
- (ii) Goal nets must be used in all ties
- (iii) The playing area must be enclosed by rope or other fence.
- (iv) Changing accommodation must be provided for both teams and match officials.

### **(c) Appeal – Unsuitability of Ground**

If the ground of the Club entitled by the draw to have the Womens Challenge Cup Tie played on its ground is unsuitable for the Womens Challenge Cup Tie, having regard to all the circumstances, the opposing Club may appeal to the Council within three days of the receipt of the official intimation of the draw.

Such appeal must be accompanied by a fee of £25.00 which may be forfeited if the Appeal is not sustained. The Council may order the match to be played on the ground of the appealing Club or on a neutral ground. The payment of the expenses incidental to the Appeal shall be at the discretion of the Council.

### **(d) Playing Conditions of Ground**

Each Club must take every precaution to keep its ground in playing condition and, if necessary, either Club may apply to the Association and the Secretary shall require the Referee or some other official to examine the ground and decide as to the fitness for play in sufficient time to save expenses of unnecessary journeys being incurred by the Clubs. Subject to the Rules, the Referee shall have power to decide as to the fitness of the ground in all matches.

## **11. DURATION OF MATCHES**

(a) The duration of each match shall be 90 minutes, except in special cases, provided for in these Competition Rules, The Referee shall allow for time wasted or lost through accident or other cause. The Referee is the sole judge of allowance of time whether lost through accident or other cause and the Referee's decision on this matter is not subject to appeal.

(b) In the event of any match prior to the Semi-Final results in a draw after 90 minutes, then the match must be decided by the taking of kicks from the penalty mark, as per the procedure laid down by F.I.F.A.

(c) If the Semi-Final or Final game results in a draw after 90 minutes, then extra time of 15 minutes each half shall be played. Should the scores still be level at the end of extra time, the match must be decided by the taking of kicks from the penalty mark, as per the procedure laid down by F.I.F.A.

(d) Both teams shall enter the field of play together five minutes prior to the kick-off time, along with the Match Officials.

(e) The half-time interval shall be 15 minutes for all ties in the Competition.

**(f) Matches which are postponed or abandoned**

When a match has been postponed or abandoned before the completion of 90 minutes and neither Club being at fault, it must be played on the same ground within the following 7 days (Sunday or midweek). If the match had been abandoned during extra time, or the taking of penalty kicks, and neither Club being at fault, it must be played on the ground of the Club second drawn, within the following 7 days (Sunday or midweek). Matches abandoned through the fault of Clubs shall be dealt with by the Council.

**(g) Fixtures not played after two postponements**

If a fixture is not played after two attempts due to an unfit pitch, then the Competition Committee may order that the fixture should then be reversed or played on an all-weather pitch, with ground expenses being shared by both Clubs.

## **12. REPORTING RESULTS**

(a) Each Club shall submit the result of the match, with the names of their players competing and goal scorers and all additional match information requested by using Full Time or the Matchday App.

(b) Both Clubs shall either use the full-time results service within 2 working days of the match being played.

(c) Clubs failing to comply with this Rule shall be subject to a fine of £15.00 and in default of payment shall be struck out of the Competition.

(d) All teams who play within County Cups must be actively using Full time or Matchday to report county cup information.

## **13. CLUB COLOURS**

(a) Where the colours (shirts, shorts or stockings) of the two competing Clubs are similar the Away Club must change unless alternative arrangements are mutually agreed by the competing Clubs.

(b) Clubs' colours must not clash with the black and white outfit worn by the Match Officials.

(c) Players' shirts shall be clearly numbered on the back in accordance with the Official Team Sheet. No change of numbers during the match shall be allowed except on a change of Goalkeeper or where a player has been required by the Referee to change his shirt because of a blood injury. The Captain of each team shall wear a distinguishing armband to indicate his status.

(d) Advertising may be worn on players' clothing in accordance with the Rules of The Football Association.

## **14. PROVISIONS CONCERNING PLAYERS**

(a) The Cup shall be competed for annually in accordance with these Rules, and each team shall consist of 11 players who, unless a satisfactory reason is given, shall represent the full available strength of each competing Club.

(b) (i) Each Club must provide a list of names of players taking part in the game (including the names of the substitutes) (the "Official Team Sheet") to the Referee and a representative of their opponents in the presence of the Referee:

- 60 minutes before kick-off for the Semi Final and Final.
- 45 minutes before kick-off in all other rounds in the Competition

Any Club failing to do so will be liable to be fined a sum not exceeding £100.

(ii) Should any nominated player or substitute sustain an injury or illness, after the submission of the Official Team Sheet to the Referee and before the kick-off, she may be replaced without fine, provided the Referee and opponents are informed before the commencement of the match.

(c) A maximum of five substitutes may be nominated. A Club may at its discretion use five of those five substitute players at any time in a match. Substitutions can only be made when play is stopped for any reason and the Referee has given permission. Prior to the substitution being made the Club must identify to the Match Officials the number of the player out and the player in, in accordance with the Official Team Sheet.

All substitutes are roll on / roll off. A player who has been substituted himself becomes a substitute and may replace a player at any time

(d) All players shall be qualified as players according to the Rules of The Association.

(e) A player shall not play for more than one team in the Competition in the same season.

(f) All players must have been eligible to play in the original tie in order to play in a postponed match; however a player who had been suspended according to the disciplinary procedures under the Rules of The Association may play in a postponed or replayed match after the term of her suspension has expired.

(g) A substitute who does not play in a match is entitled to play for another team in the Competition in the same season.

(h)(i) In all Rounds of the Competition a player shall be a "registered player" of her team under the Rules of the Competition.

(ii) A registered player is one who is registered for her team with a league in which her team competes in the current season

(i) (i) No player under written contract shall be eligible to compete in the Competition.

(ii) In the First Round a player must have been a registered player of her team for at least 48 hours previous to the date fixed for the playing of the match. In all subsequent rounds of the Competition a player must have been a registered player of her team at least 7 days prior to the date fixed for playing the match. In the Semi-Final and Final Ties of the Competition, a player must have been a registered player of the team at least 28 days prior to the date fixed for playing a match.

## **15. OBJECTIONS TO PLAYERS' QUALIFICATIONS**

Every Club playing in the Competition shall, not less than five days before the match, send by registered post, recorded delivery or electronically, to the opposing Club, a list of players from which the team for such match will be selected; and no objection to the qualification of any player mentioned in such list shall be entertained to the player's Club and the Association unless notice of objection stating particulars is given at least 48 hours before the commencement of the match. In the case of postponed or replayed matches, the above periods of time shall be observed, so far as circumstances will permit.

Any Club making a frivolous objection will be liable to removal from the Competition.

## 16. VALIDITY OF PLAYERS' QUALIFICATIONS

If the Council have any doubts as to the qualifications of any player taking part in the Competition, they shall have power to call upon such player, or the Club to which she belongs, or for which she played, to prove that she is qualified according to the Rules, and failing satisfactory proof the Council may disqualify such player, and may remove the Club from the Competition, and impose such other penalty as they think fit.

## 17. DISQUALIFICATION

The Council shall have power to disqualify any competing Club, or player, or players from any competing Club, who may be proved guilty of any breach of the Rules of the Competition

## 18. TECHNICAL AREAS

- (a) In all Rounds of the Competition, the number of Clubs' players and Officials in the designated technical area, must not exceed 13.
- (b) Only one person has the authority to convey tactical instructions to the players during the match. This person shall be the Team Manager or the Team Coach. He/she is allowed to move to the edge of the technical area to issue instructions to his team.
- (c) All Team Officials and substitutes in the designated technical area shall be listed on the Official Team Sheet when it is submitted to the Match Officials. Only those persons listed on the Official Team Sheet shall be permitted in the technical area.
- (d) The occupants of the technical area must behave in a responsible manner at all times. Misconduct by occupants of this area will be reported by the Referee to The Sheffield and Hallamshire County Football Association, who shall have the power to impose sanctions as deemed fit.
- (e) With the exception of the Team Manager, the Team Coach and any substitutes who are warming up or warming down, all other personnel are to remain in the designated technical area. The Team Manager or Team Coach is allowed to move to the edge of the technical area to issue instructions to his team.
- (f) In the Final, Clubs will be advised by The Sheffield and Hallamshire County Football Association of the number of technical staff and substitutes and a list of the permitted number of authorised personnel must be provided by each Club to the Referee at least half an hour before kick-off.

## 19. PROVISIONS CONCERNING MATCH OFFICIALS

- (a) Match Officials shall be appointed by The Sheffield and Hallamshire County Football Association. Neither past nor present members of either of the contending Clubs shall be eligible.
- (b) The fees and expenses of all Match Officials appointed by the Association to officiate in any match prior to the Final Tie shall be paid by the club upon whose ground the match takes place.
- (c) ***Scale of Expenses to be Paid to Match Officials***
  - (i) In all Rounds of the Competition, second class fares operating on the day of the match will be allowed. .

- (ii) An allowance as determined by Council will be allowed to all officials officiating in the Competition who travel by private car.
- (iii) The level of fees and expenses of the Competition paid to the match officials shall be decided from time to time by the Challenge Cups Committee.
- (d) In the event of The Association giving permission for a pitch inspection prior to a match in the rounds of the Competition, by a Match Official other than the Match Referee, such Match Official shall be entitled to expenses only (to include loss of earnings where applicable) for local clubs, but expenses plus half the match fee if not local.
- (d) The duties of the Referee shall be as defined in the Laws of the Game 5 and 6.
- (e) All match officials must arrive at the ground at least 1 hour before the official kick off time.

## **20. PROVISION FOR MATCHES**

- (i) The Home Club shall provide three suitable match balls for each Tie. Failure to adhere to this rule will result in a fine of up to £50.
- (ii) The Home Club must advise the Visitors, Referee, Assistant Referees and Challenge Cup Member, as to the location of their ground and time of kick-off by email/electronically or in writing, not less than FOUR DAYS prior to the match.
- (iii) Refreshments should be provided for the match officials and the officials of the team drawn away from home, together with the official S&H match representative.

## **21. PROVISIONS FOR SEMI-FINAL TIES**

The Semi-Final Tie shall be played on the ground of the Club first drawn, unless otherwise mutually agreed, and the consent of the Council obtained such as hereafter provided. No monetary or other consideration shall be asked for, offered or paid in connection with negotiations for change of venue. Clubs shall not play on a neutral ground without the consent of the Council. A charge for admission may be made and a gate taken

## **22. PROVISIONS FOR FINAL TIES**

The Council shall fix the ground for the Final Tie, and shall have direct control of the arrangements.

## **23. PROVISIONS RELATING TO PROTESTS**

- (i) All questions relating to the qualifications of competitors, or interpretation of the Rules, or any dispute or protest whatever shall be referred to the Council whose decision shall be final and binding on both Clubs.
- (ii) Every protest must be made in writing, and contain the particulars of the grounds upon which it is founded. Two copies of the protest must be lodged with the Association accompanied by a fee of £25.00 within two days of the match to which it relates (Sundays



not included). The fee shall be forfeited to the Association in the event of a protest not being sustained.

(iii) The Council may order any Club engaged in a dispute or protest to pay such sums as may be considered necessary towards defraying the expenses incurred.

(iv) Any protest relating to the ground, goal posts or bars, or other appurtenances of the game shall not be entertained by the Council unless an objection has been lodged with the Referee before the commencement of the match, and not later than half an hour before the official time of the kick-off. The Referee shall require the responsible Club to correct the cause of the objection, if this is possible, without unduly delaying the progress of the match.

(v) When an objection has been lodged with the Referee a protest must be made to the Association and neither objection nor protest shall be withdrawn, except by leave of the Council.

(vi) The Secretary of the Association shall send a copy of the protest and particulars to the Club protested against.

(vii) Each Club may support its case by witnesses.

(viii) If a member of the Council is connected with a Club concerned in a dispute or protest, they shall not sit on the Council whilst the dispute or protest is being considered.

(ix) Neither a Barrister nor a Solicitor shall represent a Club at the hearing of a dispute or protest unless they are the Secretary or Chairman of the Club concerned.

## **24. PROCEEDS OF MATCHES**

Prior to the Final Tie, the "Home" Club shall be responsible for the normal match expenses. The Visiting Club shall be responsible for payment of its own travel expenses.

The proceeds of the final tie shall be taken by the Association who will meet all match expenses

## **25. WOMENS CHALLENGE CUP / AWARDS**

(a) The Womens Challenge Cup is the property of The Sheffield and Hallamshire County Football Association. When the winning Club has been ascertained, The Association shall **loan** the Cup to such Club, which shall be responsible for its return to The Association on or before the first day in March in the ensuing year in good order and condition. **The Association reserves the right to request the return of the Cup at any time by giving seven days notice.** Should the Cup be lost, destroyed or damaged by fire or any other cause whilst under the care or custody of the Club the Club shall refund to The Association the amount of its current insured value or the cost of thorough repair in addition to any other penalty which the Board may impose.

(b) In addition to the Womens Challenge Cup the Association shall present 16 medals to players/officials of each of the Clubs in the Final.

## **26. PROVISIONS CONCERNING APPEALS**

(a) A Club that is expelled from the Competition may appeal against that decision to an appeal board comprising of 3 members of Council selected by the Chairman of Council or his nominee. Any such appeal shall only be permitted on one or more of the following grounds:

- (i) The Challenge Cups Committee misinterpreted/failed to comply with the procedures relevant to the hearing of the charge.
  - (ii) The Challenge Cups Committee came to a decision on the facts of the case which no reasonable body could have reached; or
  - (iii) The Challenge Cups Committee imposed a sanction that is excessive.
- (b) Any appeal must be made in accordance with such procedures as may be determined by The Association from time to time.
- (c) For the avoidance of doubt, a Club may not appeal against any penalty imposed on it other than expulsion from the Competition.

## **27. NOTICES**

All notices required to be given to The Association by any of these Competition Rules shall be addressed to the General Manager, at the offices of The Association