



*"Football for Everyone
Everyone for Football"*

WOMEN'S SENIOR CUP SPONSORED BY MELHUISH AND SAUNDERS COMPETITION (1997) RULES

1. TITLE

The Cup shall be called 'The Somerset Football Association Ltd Women's Senior Cup sponsored by Melhuish & Saunders' and shall be a perpetual trophy competed for annually by Clubs in membership of the Association and approved by the Council.

2. CONTROL AND MANAGEMENT

- (a) The County Cups Committee of the Association shall have the entire control and management of the Competition and shall have the power to disqualify, impose fines or other such penalties and may order the payment of costs and expenses against any competing Club, or the Players of any competing Club, in breach of any of the Rules of the Competition.
- (b) The County Cups Committee shall decide upon the interpretation of the Rules of the Competition, adjudicate upon any dispute, claim or protest and their decision shall be final and binding.
- (c) All Somerset FA Cup Competitions are to be played in accordance with the FA Respect Programme, to which all competing clubs must adhere.

3. CONDITIONS OF ENTRY

- (a) The Competition shall be open only to any Ladies teams affiliated with the Association. All competing clubs **MUST** supply two mobile phone numbers for use with reporting results; these shall be supplied on the entry form. No entry will be accepted without numbers supplied.
- (b) No Club shall enter the Competition after 15th July in each year.
- (c) All clubs shall send the county association a colour photograph of their kit (and change strip if appropriate) before their entrance to the competition is accepted. In the event that their kit is changed during the duration of the competition they shall seek permission to do so from the association and submit a picture at that point. The picture may be in hard or soft copy

4. ENTRANCE FEE

Clubs or teams entering the Competition shall pay a fee as set out under the Fees and Fines Section in addition to the annual affiliation fee payable in respect of membership of the Association. The holders from the previous season (if entered in the competition) shall receive free entry into the competition. This is not transferrable if the team enters a different competition in the subsequent season.

5. QUALIFICATION OF PLAYERS

- (a) In all rounds of the Competition a Player must have been a registered member of their Club by midnight the day before the reserved date of the round. No player shall be eligible if registered after the dates reserved for the playing of semi-final ties.
- (b) A registered member is one who is registered with a League in which the Club competes.
- (c) A Player shall not in the same Season play for more than one competing Club.
- (d) In the case of a postponed or abandoned match, only those Players who were qualified to play on the original date fixed for the round shall be eligible to play in the re-arranged match.
- (e) Substitute(s): Up to a maximum of three substitutes may be used: a maximum of five may be nominated. Any substitute(s) who has/have not been used is/are entitled to play for another Club in the same Season if qualified under Clause (a) above. In the event that extra time is played, a club may at its discretion use one additional substitute player (a fourth in total) from the nominated five substitutes during such period of extra time
- (f) Clubs must hand copies of a list of names of players taking part in the game (including names of nominated substitutes) to the Referee and a representative of their opponents, in the presence of the Referee, 30 minutes before commencement of the match. The home Club must supply two match balls. Any Club failing to carry out these provisions will be fined as set out under the Fees and Fines Section.

(g) In the case of Schools, any active member of a School shall be qualified to play for that School.

6. VALIDITY OF PLAYERS QUALIFICATIONS

If County Cups and Ground Committee have any doubt as to the qualification of any Player taking part in the Competition they shall have power to call upon such Players of 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 County Cups and Ground Committee may disqualify such Players and may remove the Club from the Competition and impose such other penalty as they may think fit.

7. DISQUALIFICATION

The County Cups and Ground Committee shall have the power to disqualify any competing Club, or Player, or Players for any competing Club who may be proved guilty of any breach of the Rules of the Association and impose a fine as set out under the Fees and Fines Section.

8. CONDUCT OF CLUBS

All clubs shall be held responsible for the conduct of their Players, members and spectators and shall give every assistance to the rulings of the Referee whose decisions as to the state of the ground, laws of the game and interference of spectators shall be unquestioned save by the County Cups and Ground Committee of the Association.

Subsequent to any action completed by the Disciplinary Committee, the Cups Committee shall decide on the eligibility of the club to enter county cup competitions in the following season

9. THE DRAW

- (a) The ties shall be drawn, the dates fixed and the matches played as the County Cups and Ground Committee may determine.
- (b) In each tie the game shall be played on the ground of the Club first drawn, unless otherwise mutually agreed upon and the consent of the County Cups and Ground Committee obtained.
- (c) No Club shall receive a bye in two consecutive rounds.
- (d) No Club shall, unless unavoidable, receive more than one bye in the course of the Competition each Season but the County Cups and Ground Committee shall have power to give sufficient number of byes to ensure four clubs competing in the Semi-final ties.
- (e) In the event of Clubs sharing the same pitch the first drawn will have priority unless mutually agreed; the second Club to play the following week.
- (f) Where the number of teams in the preliminary or first round will result in a bye or byes being necessary, the holders from the previous season (if entered in the competition) shall receive a bye in that round. Any team receiving a bye in this scenario shall NOT be subject to clause (c) in the subsequent round and/or (d) as above. This is not transferrable if the team enters a different competition in the subsequent season.

10. GROUNDS

For the purpose of this rule where Ground is referenced this shall refer to the entire facility on which the playing pitch is situated and all of the pitches thereof, with the exception of Artificial Grass pitch facilities where it shall refer to the specific artificial grass surface.

- (a) If the ground of the Club having choice of ground is considered unsuitable, the opposing Club may Appeal to the County Cups and Ground Committee within three days of the receipt of the draw. Such Appeal must be accompanied by a fee as set out under the Fees and Fines Section which may be forfeited if the Appeal is not upheld. The payment of expenses incidental to the Appeal shall be at the discretion of the County Cups and Ground Committee.
- (b) Each Club must take every precaution to keep its ground in a playing condition and if necessary the home or visiting Club may apply to the Association Secretary to instruct the Referee or some other suitable person to examine the ground as to its fitness for play, in sufficient time to save expenses being incurred for unnecessary journeys.
- (c) The grounds on which the Final tie is to be played shall be chosen by the County Cups and Ground Committee. In the Final tie the Referee shall, if requested by the Association Secretary, visit the ground three hours before the time of kick-off.
- (d) The appointed referee shall be the sole judge as to the fitness of the ground in all matches but when adverse weather conditions prevail on the day before or on the morning of the match,

the Home Club is empowered to call in a Local Referee, Level 7 or higher (who must be over 18 years of age) who shall be independent of the home club who shall have the power to postpone the match and must submit a written report to the Association Secretary. The Home Club to notify the Referee's Officer, Opponents and Match Officials of the postponement. Clubs failing to notify will be fined as set out in the Fees and Fines section. If after the arrival of the visiting team the Referee declares the ground unfit for play, the County Cups Committee may order the home Club to pay such part of the expenses of the visiting club as they may consider fair, and half the match fee plus travelling expenses must be paid by the home Club, to the Referee. If the match is cancelled, for any reason, (other than unfitness of ground) but the club fails to inform their opponents and/or match official(s) causing them to travel to the game, then the home team SHALL pay the match official(s) their FULL match fee and travelling expenses and the visiting team travelling expenses as deemed appropriate by the Cups Committee along with any other expenses the Cups Committee deem appropriate. In the event that this tie is a semi-final then the team shall NOT be eligible to claim the match official's expenses from the County FA as outlined in Rule 14. Where a club plays on a ground owned by a third party and that party makes a decision to cancel the match the home club must provide written confirmation from their landlord of the decision to cancel said match to the county office within 5 working days of the match. Failure to do so may see the club excluded from the competition.

- (e) If a match has to be postponed for either of the reasons in paragraph (e) above, it shall be played the weekend following unless advised otherwise by the County Cups Committee. The match shall have the same referee as appointed to the original date unless otherwise advised by the Referees Appointment Officer.

In the event a match is abandoned for any reason, save for incidents when the abandonment was due to disciplinary issues, the match shall be played the following week unless otherwise specified by the Cups Committee.

- (f) The home Club must notify their opponents of ground location. Failure to comply will result in a fine being imposed, as shown in the Fees and Fines Section.
- (g) Separate accommodation is preferred for Match Officials.
- (h) ***The use of third generation (3g) artificial grass pitches will be allowed for use in the competition. To be eligible the pitch must be on the FA register of approved 3g surfaces register. The home club must provide a list of acceptable footwear for use on the pitch to their opposition and appointed referee no less than 5 days prior to the date of the tie (unless a shorter period is mutually acceptable to both parties). The home team shall be liable for ALL costs (excluding opposition expenses) arising from the hire for use of such a pitch. The use of any other artificial pitch other than a 3g (artificial grass) will NOT be entertained.***

11. DURATION OF MATCHES

The duration of matches shall be 90 minutes, (45 minutes each way - with an interval not exceeding 15 minutes). If at the end of 90 minutes the scores are level, a penalty kick competition will take place as described in the Penalty Kick section, for all rounds up to and including the semi-final.

In the final tie, if the scores are level at the completion of 90 minutes, extra time of 15 minutes each way will be played. If after extra time the scores are still level then a penalty kick competition shall take place as described in the Penalty Kick section

12. REPORTING RESULTS

- (a) ***Both competing clubs MUST present a team sheet to the match referee and their opponents prior to the commencement of the match; this MUST include the names and initials of Players representing their Club; the number of the shirt that the player is to wear in the match MUST be written on the team sheet submitted next to the players name. After the match The Secretary of each Club shall send a copy of that team sheet to the association to include the match result and a mark of the match official's performance in the game (SEE APPENDIX A), so that it is received within four days of the match (Sundays not included). This shall be via post or via electronic copy, if the latter it shall be emailed to discipline@somersetfa.com Where clubs use electronic copy it should be a scanned version of the team sheet used. Clubs failing to comply with this Rule shall be subject to a fine as set out under the Fees and Fines Section and in default of payment shall also be ruled out of the Competition. The club in case will not be allowed to compete in a subsequent round of the***

competition until the team sheet from the previous round is received by the County Association 7 days prior to the match being played

- (b) A Referees marking out of 100, (a marking guide is provided in Appendix A at the rear of the book) should be inserted on the result sheet. Failure to do so will result in a fine being imposed, as shown in the Fees and Fines Section. Any mark of 60 or below MUST be accompanied by a letter explaining the mark. Failure to do so to lead to a fine of £15.
- (c) Clubs shall text the result to the number supplied within 1 hour of the completion of the match; failure to do so will see the club fined as listed in the Fees and Fines section (Appendix B)

13. TIME OF KICK-OFF

All matches shall kick off at 14.00

14. REFEREES AND ASSISTANT REFEREES

- (a) Referees shall be appointed by the Referees Committee of the Association. Where the appointed referee and (where appointed) assistant referees are under the age of 18, this will be communicated to the respective home club in advance of the match by the Referee Appointment Officer. When the under 18 match official(s) arrive at the ground the home club shall get the match official(s) to sign in on the appropriate space on the team sheet and sign out on the appropriate space on the team sheet after the match when they leave. Failure to carry out this action will result in a fine of £10 against the offending club.
Where a club is informed that the match official(s) are under 18 separate changing/showering facilities from adult officials MUST be provided or if this cannot be arranged, separate changing and showering times from adults MUST be arranged
- (b) In all rounds prior to the Semi-final tie the competing Clubs MUST each provide a Club Assistant Referee.
- (c) In the Semi-final and Final ties, Assistant Referees shall be appointed by the Referees Committee of the Association.
- (d) It is the responsibility of the Home club to notify the Match Officials and their opponents of the location of their ground and the time of kick off 4 days prior to the match being played. Failure to do so will incur a fine as set out under the fees and fines section.
- (e) If a match is postponed on arrival of the Referee, half the match fee plus traveling expenses must be paid by the home Club.
- (f) Both clubs shall provide a flag for use by their respective club assistant referees for all rounds where a neutral assistant is not appointed by the association.***
- (g) The Match Referee shall retain the team sheet provided by both sides until the end of season for inspection by the Cups Committee if requested.
- (h) The home club shall pay the Referee's fee (as stated in appendix B). This may be either electronic payment or cash, as agreed with the match official. If the latter this shall take place in the dressing room 15 minutes prior the kick off, or within 15 minutes of the completion of the game, whichever is the wish of the referee having ascertained the referees preference before the match. Failure to do so will incur a fine as set out in the fees and fines section.***

In the Semi Final ties the cost of the match official's fees and travelling expenses shall be paid for by the home club who shall then be reimbursed this amount by the County Association, less any gate receipts taken by the home club. (please see provision of rule 16). This shall be claimed by the home club submitting an expenses sheet as supplied by the Association.

15. LATE STARTS

- (a) All late starts must be reported by the Referee
- (b) Clubs responsible for late starts shall be fined as set out under the Fees and Fines Section.

16. SHARING OF GATES

From the gate money taken at all matches prior to the Semi-Final tie, the home team shall pay all match expenses, excluding the travelling expenses of the visitors and bear any loss or retain any net proceeds. The visiting team shall pay their own expenses.

- (a) The County Cups and Ground Committee shall have the power to revise match expense charges which in their opinion are excessive.

- (b) In any match ordered to be replayed in consequence of a breach of Rule, the Club in default shall not receive any share of the proceeds of such replayed match without the consent of the County Cups Committee and such consent shall only be given under special circumstances. If consent is not given, the share shall be taken by the Association.

In semi-finals the gate receipts shall be used to pay the referee and assistant referee's fee, with the County Association paying the balance of any amount not so covered by the gate takings. The home club shall submit a receipt of their match takings.

17. ADMISSION CHARGE

Admission is to be charged at the discretion of the Home Club.

18. WITHDRAWAL OF CLUBS & FAILURE TO PLAY

- a) Any Club withdrawing from the Competition after the draw has been made shall be fined at the discretion of the committee, although not less than (see below), and additionally, at the discretion of the Cups Committee, will be precluded from entering any Cup Competition for the following season, along with any other action the committee may deem necessary.
- b) Any club failing to fulfil a fixture in any round prior to the Semi-Final ties, save for unfitness of ground, shall be ruled out of the competition and fined at the discretion of the committee, although not less than (see below), and additionally, at the discretion of the Cups Committee, will be precluded from entering any Cup Competition for the following season, along with any other action the committee may deem necessary. In the event that a club fails to fulfil a tie in the semi-final or final tie the minimum fine shall be no less than (see below)

Any club with drawing under clause a or failing to fulfil a fixture under clause b, MUST inform the County Office, County Referees Appointment Officer, their opponents and appointed match official(s) of such. In the event that some or all of these parties are not informed and either match officials or opposing teams travel, then the Cups Committee shall reserve the right to award costs arising against the defaulting club as they see fit.

The Cups committee shall reserve the right to award any other costs arising from a cancelled match due to a club defaulting under clauses a and/or b

The MINIMUM fines that shall apply are as follows:

Withdraw £40 Failure to play £40 Failure to play semi-final and final £50

19. PROTESTS

All questions arising out of these Rules shall be dealt with by the County Cups and Ground Committee.

- (a) Any Club wishing to make a protest against the result of a match must do so within seven days of the match being played.
- (b) The protest must be in writing clearly stating the grounds upon which it is made and must be signed by the Chairman and Secretary of the Club.
- (c) Two copies of the protest must be sent to the Chief Executive together with a fee as set out under the Fees and Fines Section which may be forfeited if the protest is not upheld.
- (d) The defaulting Club may be called upon to pay the whole or part of the expenses of the meeting and the expenses of the other Club SEE ALSO MEMBERSHIP RULES 5 AND 6 RULES OF THE ASSOCIATION.

20. TROPHY: SAFE KEEPING AND RETURN

Trophy Agreement

When the winners of an Association Cup shall have been ascertained, the Chief Executive shall hand over the Cup to such winners on their subscribing to the following effect:

We the undersigned on behalf of (name of Club or League) having been declared winner and taken possession of the Somerset Football Association Ltd (Competition) Trophy, which we understand remains the property of the Somerset Football Association Ltd, do hereby jointly and severally, undertake to keep the said Trophy in safe custody.

Furthermore we agree to return the Trophy (and box) no later than 1 March in the ensuing year in good order. We also undertake to pay for any damage to the Trophy whilst in our care.

Signed Club/League Secretary

Signed Position

Any Club or League failing to comply with the above requirements will be fined, as set out in the Fees and Fines Section, in addition to the cost of any repair.

21. SHIRT COLOURS

- (a) No player or goalkeeper shall be permitted to wear black or very dark coloured shirts.
- (b) The home club shall inform the opposition of their kit colours to avoid a possible colour clash on the day, along with directions to the ground if required, no later than 3 days prior to the date of the match. Both teams shall provide their players with individually numbered shirts which must correspond to the numbers listed on the team sheet. In the event of a similarity of colours between two teams in a match the visiting team must change. Shorts and socks must be of different colours between teams. In the final tie the team drawn first shall be deemed the home club and shall have choice of colours in the event of a similarity of colours. Defaulting clubs shall be fined, as set out in Fees and Fines Section.
- (c) 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.

22. DATES

All reserved County Cup dates are to be strictly adhered to. Failure to do so will mean disqualification from the Competition.

23. RULES

These Rules shall not be altered or rescinded save at the Annual General Meeting or special meeting of the Association of which fourteen days notice shall be given.

FINES REFERRED TO IN THE RULES

Women's Senior Cup

Rule 4	£20.00
Rule 5(f)	£10.00
Rule 7	£25.00
Rule 10(a)	£25.00
Rule 10(e)	£10.00
Rule 12(a)	£15.00
Rule 12(b)	£10.00
Rule 12(c)	£10.00
Rule 14(d)	£10.00
Rule 14(h)	£10.00
Rule 15(b)	£10.00 - for first 15 minutes or part thereof and £5.00 - for each succeeding 5 minutes or part thereof
Rule 18(a)	£40.00 (Minimum)
(b)	£40.00 (Minimum)
	£50.00 (Minimum) Re: Semi Final & Final
Rule 20(c)	£25.00
Rule 21	£50.00
Rule 22(b)	£16.00

Rule 8

Referees Fees £27 (Plus travel expenses – see below for mileage rate)

Assistant Referees £22 (Plus travel expenses – see below for mileage rate)

Travel Expenses - Referees and Assistant Referees

Rule 8 Referees and Assistant Referees if they have to use their own transport to travel to appointments or attend misconduct Personal Hearings, they shall be entitled to charge **30p** per mile out and home. (See note below) If public transport is used, only public transport charges actually paid will be permitted.

N.B. The county mileage rate shall be decided by the Board of Directors at their discretion, from time to time. When this change may occur after the printing of this handbook the new rate shall apply in place of the one listed here. The new rate shall be communicated by the county office to all members as and when it occurs

