**SSTF Part 1 – Competition Details**

This part of the form must be fully completed and returned to Suffolk FA Headquarters no later than

21 days prior to the date of the competition.

Forms can be returned either by post to: Suffolk FA Headquarters, Bill Steward House, The Buntings,

Stowmarket, Suffolk, IP14 5GZ or emailed to [info@suffolkfa.com](mailto:info@suffolkfa.com)

|  |  |
| --- | --- |
| Competition Details | |
| Competition Name |  |
| Date of Competition Name |  |
| Venue of Competition |  |
| Number of expected Entries |  |
| Competition Secretary Details | |
| Competition Secretary Name |  |
| Competition Secretary Date of Birth |  |
| Competition Secretary Address |  |
| Competition Secretary Postcode |  |
| Competition Secretary Contact Number |  |
| Competition Secretary Email Address |  |

**Terms & Conditions**

1. We enclose the completed administration rules document (SSTF Part 2).
2. We agree to supply Suffolk FA with a list of teams (SSTF Part 3) who are competing in our competition, no later than seven days prior to the date of the event.
3. We agree that it is the responsibility of the competition to provide match officials, who where possible, will be qualified and registered with Suffolk FA.
4. We acknowledge that this sanctioning does provide insurance cover. (Note: If this event is being run by an affiliated Club to Suffolk FA, your public liability insurance will cover you for this event)
5. Only Clubs who are affiliated to their County FA are permitted to take part in the competition. No unaffiliated Club is permitted to take part in the competition. Unaffiliated Clubs can purchase a ‘one-off’ affiliation for £5 by contacting Suffolk FA on 01449 616606 prior to the competition. Any unaffiliated Clubs competing will invalidate the sanction of the competition, and may invalidate the Club’s insurance.
6. The rules of the competition shall require that any player who is sent off will not be permitted to play for the remainder of the competition and shall be reported to the appropriate County FA.
7. Any competition that has teams competing from more than three different County Associations must be sanctioned by The FA. For further information please contact info@suffolkfa.com
8. We enclose the sanction fee of £20 per competition.

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Role: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**SSTF Part 2 – Administrative Rules & Regulations**

1. **Name & Management of the Competition**
2. The competition shall be named\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. The management committee, which shall include a Chairman and Secretary, shall be elected either at the Annual General Meeting or another General Meeting arranged for that purpose.
4. The competition shall be governed by the laws of the game as determined by The FA. All matches shall conform with relevant rules relating to either ‘Mini-Soccer’ or ‘Small-Sided Football’ as issued by The Football Association.
5. The competition shall be sanctioned by Suffolk County FA and all those competing shall be subject to the rules and regulation of the association.
6. All Clubs shall be affiliated to Suffolk FA or another County FA.

**2) Entry Fees**

The entry fee for Clubs to partake in the competition shall be £ \_\_\_\_\_\_\_ per team.

Unaffiliated Clubs are not permitted to partake in the competition unless they pay a ‘one-off’ affiliation fee to Suffolk FA to affiliate them, prior to the date of the competition. No team may partake in the competition under the name of an affiliated Club without their full knowledge and approval.

1. **Management Committee**

The Management Committee shall comprise of a total of people who shall be responsible for the management of the competition. These people shall comprise of:

Secretary: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Chairman: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Member: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Member: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Member: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Member: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Member: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

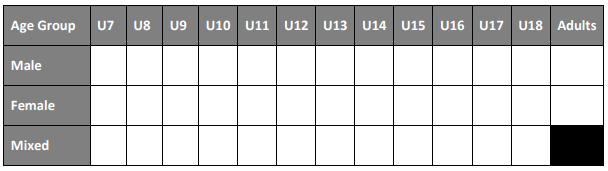
The Management Committee shall act upon and enforce the rules of the competition and have jurisdiction over all matters affecting the competition. They shall also adjudicate in all cases of dispute, protest or complaint.

**4) Competition Rules**

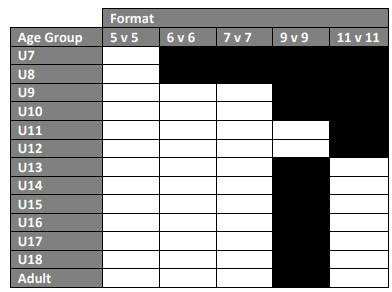
A copy of the competition rules shall be sent to all competing Clubs and to Suffolk County FA at least 21 days prior to the scheduled date.

**5) Competition Format**

1. The competition shall be divided into the following age groups (select as appropriate)



1. All competing teams shall complete a player registration sheet, providing the name (and date of birth for youth competitions) which shall be returned to the Competition Secretary prior to the commencement of the competition.
2. The competition shall provide football in line with FA Regulations in the format as specified below (tick as appropriate).



1. The competition shall be played on the following basis (select as appropriate)

|  |  |
| --- | --- |
| Format | Tick if Applicable |
| League Basis Only |  |
| League Basis & Knock Out |  |
| Knock Out Basis Only |  |
| Development Festival |  |

**League Basis Only**

The competition shall be played on a league basis as determined by the Management Committee and each team shall play each team within the league once. Three points will be awarded for a win and one for a draw. If two teams are level on points the team with the best goal difference shall take precedence (Note: Goal difference should not be used for youth football, a play-off match should take place). If the goal difference is still level, the team scoring the most goals shall take precedence. If still level, the score in the match between the two teams shall be used with the winner taking precedence. If still level, a play-off match should take place to determine rankings.

**League Basis & Knock Out**

The competition shall be played on a league basis (firstly) as determined by the Management Committee and each team shall play each team once within groups determined by the Management Committee. Three points will be awarded for a win and one for a draw. If two teams are level on points the team with the best goal difference shall take precedence (Note: Goal difference should not be used for youth football, a play-off match should take place). If the goal difference is still level, the team scoring the most goals shall take precedence. If still level, the score in the match between the two teams shall be used with the winner taking precedence. If still level, a play-off match should take place to determine rankings.

Following the league stage a knock-out competition shall take place between \_\_\_\_\_\_\_ teams who shall be the top \_\_\_\_\_\_\_\_ team(s) from each group. The Management Committee shall make the draw for the knock-out competition.

**Knock Out Basis Only**

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

**Development**

All age groups are permitted to play in competitions where results are collected/published (including those who do not normally do so) for the purpose of summer tournaments only. Trophies may be presented to the winners of the competitions if deemed necessary to do so. The age groups where results will be collected/published shall be indicated on the line below.

**6) Club Colours**

1. Clubs shall notify the competition of their choice of Club colours (which must not be black shirts) when returning their application form. Should there be a clash of colours between two competing teams, an alternative (which may be bibs) shall be worn. In the case of bibs being required the tournament organisers shall provide them.
2. The goalkeeper must wear colours that distinguish him/her from outfield players.

**7) Match Duration**

All matches shall be played in two equal periods of \_\_\_\_\_\_\_ minutes. In the event of a draw in the knock-out stage of the competition, two halves of \_\_\_\_\_\_ minutes shall be played. If scores are still level after extra time, penalties shall be taken in accordance with the laws of the game.

**8) Squad Sizes and Substitutes**

When playing Mini-Soccer the size of a squad must not exceed double that of the number of players in the team per age. (e.g. 5-a-side, max number is ten players). Repeat substitutions (rolling subs) are permitted in every age category. The maximum number of players permitted per team for small-sided football (not including Mini-Soccer) is as per the below table.

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

**9) Match Result Cards**

The winning captain of each team or the referee shall return the match card to the Competition Organiser upon the conclusion of each match.

**10) Match Officials**

Referees shall be appointed by the Management Committee and shall be, as far as possible, registered with Suffolk FA. Referees will be entitled to a fee of £ \_\_\_\_\_ plus expenses of £\_\_\_\_\_

**11) Protests and Appeals**

All questions of eligibility or players or rule interpretations shall be referred to the Management Committee whose decision shall be final and binding. Any appeal against a decision of the Management Committee must be made to Suffolk FA within 7 days of the decision and accompanied by an appeal fee of £25.

**12) Misconduct**

Serious misconduct must be reported to Suffolk FA or the relevant County FA.

**SSTF Part 3 – Participating Clubs**

|  |  |  |
| --- | --- | --- |
| **Club Name** | **Club Contact Name & Number** | **Age Groups Entered** |
| Example United | Dave Smith – 01234 456789 | U8, U9, U13, U16 |
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**Confirmation of Sanction Approval**

(To be completed by Competition Secretary)

I confirm that the teams stated on SSTF – Part 3 as listed above are affiliated to a County FA.

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Role: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**(To be completed by Suffolk FA)**

Suffolk FA confirms the sanctioning of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Sanction Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Confirmed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Role: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_