



INFORMATION FOR CLUB SECRETARIES, TEAM PRIMARY CONTACTS & MATCH OFFICIALS

2023-24 Season

Please read the enclosed notes in conjunction with the latest guidelines issued by the Government and by The FA in relation to Covid-19. It is important that all guidelines are adhered to with respect to venues and their facilities, safeguarding, coaching, Match Officials, parents & carers and spectators before, during and after each game.

IMPORTANT CONTACTS

Surrey FA Football Services Officer (Competitions)

Bob Dick

Tel: 01372 384743 Mobile: 07803 007233

Email:

bob.dick@surreyfa.com

Referees Appointments (Specsavers Surrey Senior and Saturday Premier Cup)

Tel: 01372 373543 Press Option 4

Email: referees@surreyfa.com

Temporary Dismissals (Sin Bins) will be in use in ALL Surrey FA County Cup Competitions this season EXCEPT the Specsavers Senior Cup.

They will be applied in accordance with the Laws of the Game 2023-24

Match Officials

Referees must wear the traditional black and white or all black uniform and the County FA badge in all ties.

For the Specsavers Surrey Senior and Saturday Premier Cup competitions, all semi-finals and finals, officials should arrive at the ground at least 1 hour before kick off and should be smartly dressed in shirt, tie, jacket and trousers.

CONFIRMATION OF DATE, VENUE & KICK-OFF - Rule 15(b)

The following must be advised by Home club to the following at least 7 days prior to the match in writing - email or letter, (text messaging is not acceptable). The visiting club shall confirm the receipt of the match details supplied by the home club via telephone or email. Failure to do so will result in a minimum statutory fine of £25 being imposed for each infringement.

Specsavers Surrey Senior Cup and Saturday Premier Cup

- Surrey FA Competitions Officer – Bob Dick
- Referees Appointment Secretary – referees@surreyfa.com
- The Opponents
- The Match Officials & Referee Assessor (if appointed)
- Surrey FA Match Representative (if appointed)

Each club must also advise their respective leagues of the date

To avoid re-appointments of match officials it is requested that a date is arranged as soon as possible.

Under 18 Midweek Floodlight Cup

- Surrey FA Competitions Officer – Bob Dick
- The Opponents
- The Match Officials & Referee Assessor (if appointed)
- Surrey FA Match Representative (if appointed)

All Other Competitions (except Under 18 Midweek Floodlight Cup)

- The Opponents
- The Match Officials
- Surrey FA Match Representative (if appointed)
- Surrey FA Referees Assessor (if appointed)

Each club must advise their respective leagues of the date.

FEES FOR MATCH OFFICIALS

(Fees are inclusive of expenses and travel costs)

Senior Cup

Referee	£60.00
Assistant Referee	£45.00
Reserve Official	£45.00

Rule 25(d) -The HOME club pays the officials. For the semi-final, the home club is re-imbursed by Surrey FA. Reserve Official (if appointed) - for all rounds up to the quarter final the fee will be re-imbursed by Surrey FA to the home club. (The Surrey FA Match Representative will supply a claim form).

Saturday Premier Cup

Referee	£50.00
Assistant Referee	£40.00
Reserve Official	£40.00

Rule 25e - In all ties (except semi-finals and final) the total fee is paid by the AWAY Team. For the semi-final the home club is re-imbursed by Surrey FA. Reserve Official (if appointed) - for all rounds up to the quarter final the fee will be reimbursed by Surrey FA to the home club.

All Other SATURDAY Adult Competitions

All rounds up to and including the Semi-finals:

Referees	£45.00
Assistant Referees - if appointed	£30.00
Reserve Official - if appointed	£30.00

Rule 25(f) – The AWAY team pays the referee up to and including Quarter Final. For the semi-final the home club is re-imbursed by Surrey FA.

ALL Adult SUNDAY Competitions (Including Veterans):

Reminder of Rule now extended to ALL Sunday ADULT Competitions:

The combined costs of the pitch and match officials (up to and including the quarter finals) shall be shared between the two competing teams, up to a maximum shared cost of £160 (£120 for pitch £40 for referee) In the semi-finals, where match officials fees are reimbursed by Surrey FA, only the cost of the pitch shall be shared, again up to a maximum pitch cost of £120.

Youth & Girls Competitions

- Youth & Girls U12 £25.00
- Youth & Girls U13-U14 £30.00
- Youth & Girls U15 - U16 £35.00
- Youth U18 £40.00
- Assistant Referees, when appointed by County (U12) £22.00
- Assistant Referees, when appointed by County (U13-U14) £25.00
- Assistant Referees, when appointed by County (U15-U18) £30.00
- U18 Midweek - Referee £40.00 Assistant Referees £30.00

Rule 25(f) - The AWAY team pays match officials up to and including Quarter Final. For the semi-final the home club is re-imbursed by Surrey FA.

IMPORTANT RULE EXTRACTS

Law 4 –PLAYER’S EQUIPMENT

Law 4 of the Laws of the Game states, “A player must not use equipment or wear anything, which is dangerous to himself or another player (including any kind of jewelry, metal hair clips, non safety glasses etc)”

FITNESS OF GROUND

In the event of the Home club’s ground being unavailable for any reason, e.g., inclement weather, the match must be transferred to the opponents ground **immediately** if available. **See Challenge trophies Rule 16(a)**

KICK-OFF TIMES - Rule 18

Matches shall kick off at the normal kick off time for the home club except that no match shall kick off before 10.00am. No match shall kick off after 3.00pm, or after 1.30pm between 22nd October to 15th March except where floodlights are available, or with permission of the Competitions Officer.

DURATION of GAME – See Rule 27 (Adult) & Rule 26 (Youth)

ALL ADULT & YOUTH COMPETITIONS

- Games are 'one-off' games.
- In all rounds if the scores are level after normal time, kicks from the penalty mark shall be taken in accordance with FIFA instructions.
- **(There is NO Extra Time in ANY Rounds of ANY Surrey FA County Cup Competition)**

ABANDONED and UN-PLAYED MATCHES - See Rules 16, 29 & 30 for Adult Competitions. See Rules 15, 27 & 28 for Youth Competitions.

The Surrey FA Competitions Officer, the Challenge Trophies Secretary and Referees’ Appointment Officer **MUST BE ADVISED IMMEDIATELY**

SHIRTS - Rules 21a, 21b & 21c

Must be numbered in all competitions. **In the event of a clash of colours, the away team must change. Teams must not wear black or dark blue kit which will clash with the referee.**

CONTRACT PLAYERS, including players on loan, as registered with the Football Association are permitted to play ONLY in the Specsavers Senior Cup and the Saturday Premier Cup competitions.

REPORTING OF RESULTS - The HOME Club must text the result in within three hours of the end of the match in response to the SMS notification from Full Time. If no SMS notification received, email bob.dick@surreyfa.com with the result and check that the SMS recipient for that team has the Team Secretary or Team Manager/Coach role on the Team Officials tab on whole Game System.

COMPLETION OF RESULT CARDS:

Both Clubs must complete an on-line "Result Sheet" containing the names and League Registration numbers of the players you participated in the match within 5 days of the match, together with a mark for the referee. Please click this link to access the Result Sheet. **WHERE LEAGUES USE FULL TIME FOR RECORDING RESULTS USE FULL TIME TO COMPLETE THE POST MATCH REPORT. Where Full Time is not used, complete the paper version of the Match Card (see last page of this document) or simply scan across a copy of the team sheet that was provided pre-match to the referee (see penultimate page of this document)**

Challenge Trophies Rules 31 (b) & (c), minimum fine of £10.

TEAM SHEETS – Rule 22

Senior Cup ties and all Semi-Finals and Finals

Team sheets will be provided by the Surrey FA Match Representative these should be handed to the match referee no later than 60 minutes before kick-off in the presence of the Surrey FA Match Representative.

All Other Adult Cup Competitions

Team sheets should be printed off (**see penultimate page of this document for a copy**) or if not available, use League version and be completed and handed to the referee 20 minutes prior to kick-off. (Saturday Premier Cup 60 minutes). **Referee to retain for THREE months after match is played.**

U16 Girls, U16 & U18 Youth Cup Competitions - Sundays

Team sheets should be printed off (or if not available, use League version) and be completed and handed to the referee 20 minutes prior to kick-off. Referee to retain for THREE months after match is played.

The Team sheet can be found on the past page of this document.

U18 Youth Cup Competitions – Mid-week

Team sheets should be printed off (or if not available, use League version) and be completed. After completion they should be exchanged in the Referee's room 20 minutes before kick-off and returned to the Surrey FA Competitions Officer with the match result card.

SUBSTITUTES – Rule 12

Specsavers Senior Saturday Premier Saturday Intermediate and Under 18 Midweek Floodlit Cups

A club may use 5 substitutes from 5 named substitutes (NOT Roll-on, Roll-off)

All Other Adult Competitions

A team may use 5 from 5 named substitutes. A player who has been substituted during a game will become a substitute himself and may replace another player during the course of the game, (known as Roll-on, Roll-off).

Youth U12 & Girls U12 - U13 Competitions (9-a-side)

A team may use 4 substitutes from 4 named substitutes. A player who is substituted during a match becomes a substitute themselves and may replace another player at any time during the course of the game, (known as Roll-on, Roll-Off).

Youth U13-U18 and Girls U14-U16

A team may use 5 from 5 named substitutes. A player who has been substituted during a game will become a substitute himself and may replace another player during the course of the game, (known as Roll-on, Roll-off).

YOUTH SPECIFIC RULES

Referees

In all age groups in all rounds up to the quarter finals, it is the duty of the HOME club to find a referee to officiate, unless one has been appointed by Surrey FA Competitions Officer. The referee should be uniformed and qualified if possible. If you cannot find one please approach your opponents.

A qualified referee will always take preference.

Duration of Play

Age Group	U12	U13	U14	U15	U16	U18
Duration (min)	60	70	70	80	80	90

(There is NO Extra Time in ANY Rounds of ANY Surrey FA County Cup Competition 2021-22)

Qualification of Players

Any club which enters more than one team in any age group must understand that for the duration of the Competition they will be considered as totally separate. The “A” team must in all cases be the senior team and the players will not be allowed under any circumstances to change teams at any time.

Exchange of Registration Cards – Rule 9, Youth

Please ensure that you have available at the game your League players registration cards and that the players registration numbers are correctly recorded when completing the on-line Result Card.

Size of Ball

Under 15 to Under 18 Age Groups must use a size 5 football.

Under 12 to Under 14 Age Groups must use a size 4 football.

TEAMSHEET (FOR REFEREE)

Competition.....

Team.....

It is requested that this team sheet be handed to the referee prior to the commencement of the game preferable at least 20 minutes before kick off.

<u>Shirt No.</u>	<u>Print Name</u>	<u>Signed</u>
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Named Substitutes : **ALL must be named (See Rule 12)**
 FIVE may be used from FIVE (Saturday Senior, Premier & Intermediate and Under18 Midweek Cup – NOT ROLL-ON, ROLL-OFF)
 FIVE may be used from FIVE (Saturday Junior & Lower Junior and all Sunday Adult and Youth 11v11 Competitions as Roll On Roll Off/Repeat substitutions.
 FOUR may be used from FOUR in 9v9 format as Roll On Roll Off/Repeat subs.

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Signed (Club Official).....Print.....

Position in Club.....

This team sheet to be retained by the referee for THREE months after the game.

RESULT CARD (FOR Surrey FA)

Competition (If Youth, which Age Group).....

..... Round

Date

Club (H) v. Club (A)

Result: (H) goals (A)goals

Name of Players (Please use block Capitals)

1.....

2.....

3.....

4.....

5.....

6.....

7.....

8.....

9.....

10.....

11.....

Sub.....

Sub.....

Sub.....

Sub.....

Sub.....

Please mark substitute players(s) who were used in match.

Referee Performance Mark (out of 100)

SignedHon. Sec.

Club..... F.C.

Please post, or email, immediately after the match to the Surrey FA Football Services (Competitions Officer):

Bob Dick: Surrey FA, Meadowbank Football Stadium, Dorking, Surrey RH4 1DX

Email: bob.dick@surreyfa.com