

RULES OF THE WEST KENT SUNDAY FOOTBALL LEAGUE

SEASON 2023-2024

STANDARD CODE OF RULES

This document contains the Standard Code of Rules (“**Rules**”) developed by The Football Association for open age football (the “**Standard Code**”). The Standard Code is mandatory for all Competitions at Regional NLS Feeder League level and below, and The FA Women’s Pyramid excluding the FAWSL, FAWC and the FA Women’s National League.

Competitions seeking sanction must draft their Rules in conformity with the Standard Code, using the same numbering and standard headings.

Competitions may add to the core of the Standard Code, which is mandatory, providing the additions are approved by the Sanctioning Authority and do not conflict with the mandatory Rules or any relevant principles and policies established by The FA.

Guidance from the Sanctioning Authority should be sought in advance if there is any doubt as to the acceptability of additional rules.

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1. DEFINITIONS

1.A	<p>In these Rules:</p> <p>“Affiliated Association” means an Association accorded the status of an Affiliated Association under the rules of The FA.</p> <p>“AGM” shall mean the annual general meeting held in accordance with the constitution of the Competition.</p> <p>“Club” means a club for the time being in membership of the Competition.</p> <p>“Competition” means the West Kent Sunday Football League.</p> <p>“Competition Match” or “Match” means any match played or to be played under the jurisdiction of the Competition.</p> <p>“Contract Player” means any Player (other than a Player on a Scholarship) who is eligible to play under a written contract of employment with a Club.</p> <p>“Deposit” means a sum of money deposited with the Competition as part of the requirements of membership of the Competition.</p> <p>“Fees Tariff” means a list of fees approved by the Clubs at a general meeting to be levied by the Management Committee for any matters for which fees are payable under the Rules, as set out at Schedule A.</p> <p>“Fines Tariff” means a list of fines approved by the Clubs at an AGM to be levied by the Management Committee for any breach of the Rules, as set out at Schedule A.</p> <p>“Ground” means the ground on which the Club’s Team(s) plays its Competition Matches.</p> <p>“Management Committee” means, in the case of a Competition which is an unincorporated association, the management committee elected to manage the running of the Competition and where the Competition is incorporated it means the Board of Directors appointed in accordance with the articles of association of that company.</p> <p>“Match Officials” means the referee, the assistant referees and any fourth official appointed to a Competition Match.</p> <p>“Non-Contract Player” means any Player (other than a Player on a Scholarship) who is eligible to play for a Club but has not entered into a written contract of employment.</p>
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	<p>“Officer” means an individual who is appointed or elected to a position in a Club or Competition which requires that individual to make day to day decisions.</p> <p>“Participant” shall have the same meaning as set out in the rules of The FA from time to time.</p> <p>“Player” means any Contract Player, Non-Contract Player or other player who plays or who is eligible to play for a Club.</p> <p>“Player Registration System” means The FA system to register players as determined by The FA from time to time.</p> <p>“Playing Season” means the period between the date on which the first competitive fixture in the Competition is played each year until the date on which the last competitive fixture in the Competition is played.</p> <p>“Rules” means these rules under which the Competition is administered.</p> <p>“Sanctioning Authority” means the Kent County Football Association Limited (the “Kent FA”).</p> <p>“Scholarship” means a Scholarship as defined in The FA rules.</p> <p>“Season” means the period of time between one AGM and the next AGM</p> <p>“Secretary” means such person or persons appointed or elected to carry out the administration of the Competition, as further described in Rule 5.A.</p> <p>“SGM” means a special general meeting held in accordance with the constitution of the Competition.</p> <p>“Team” means a team affiliated to a Club, including where a Club provides more than one Team in the Competition in accordance with the Rules.</p> <p>“The FA” means The Football Association Limited.</p> <p>“Virtual Meetings” means meetings held electronically.</p> <p>“written” or “in writing” means the representation or reproduction of words or symbols or other information in a visible form by any method or combination of methods, whether sent or supplied in electronic form or otherwise.</p>
1.B	Unless stated otherwise, terms referring to natural persons are applicable to both genders. Any term in the singular applies to the plural and also the other way around.

GOVERNANCE RULES

2. COMPETITION NAME, CONSTITUTION

2.A	The Competition will be known as the Wes Kent Sunday Football League (or such other name as the Competition may adopt). The Clubs participating in the Competition must be members of the Competition. A Club which ceases to exist or which ceases to be entitled to play in the Competition for any reason whatsoever shall automatically cease to be a member of the Competition.
2.B	This Competition shall consist of not more than 84 Teams approved by the Sanctioning Authority.
2.C	The geographical area covered by the Competition membership shall be a radius of 20 (twenty) miles from TUNBRIDGE WELLS RAILWAY STATION TN1 1BT.
2.D	The administration of the Competition under these Rules will be carried out by the Management Committee in accordance with the rules, regulations and policies of The FA.
2.E	All Clubs shall adhere to the Rules. Every Club shall be deemed, as a member of the Competition to have accepted the Rules and to have agreed to abide by the decisions of the Management Committee in relation to the Rules, subject to the provisions of Rule 7.
2.F	The Rules are taken from the Standard Code of Rules (the “Standard Code”) determined by The FA from time to time. In the event of any omissions from the Standard Code then the requirements of the Standard Code shall be deemed to apply to the Competition.
2.G	<p>1. All Clubs must be affiliated to an Affiliated Association and their names and particulars shall be returned annually by the appointed date in a manner prescribed by the Sanctioning Authority and must have a constitution approved by the Sanctioning Authority. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.</p> <p>2. This Competition shall apply annually for sanction to the Sanctioning Authority and the constituent Teams of Clubs may be grouped in divisions, each division not exceeding 12 Teams in number.</p> <p>3. The Management Committee shall be delegated to place all teams in any Division as it sees fit. Any such decisions shall be taken in order to maintain numbers and standards in the various Divisions.</p>
2.H	<p>Inclusivity and Non-discrimination:</p> <ol style="list-style-type: none"> The Competition and each Club must be committed to promoting inclusivity and to eliminating all forms of discrimination and should abide and adhere to The FA Equality Policy and any legislative requirements (including those contained in the Equality Act 2010). This Competition and each Club must make every effort to promote equality by treating people fairly and with respect, by recognising that inequalities may exist, by taking steps to address them and by providing access and opportunities for all members of the community, irrespective of age, gender, gender reassignment, sexual orientation, marital status, race, nationality, ethnic origin, colour, religion or belief, ability or disability or otherwise. Any alleged breach of the Equality Act 2010 legislation must be referred to the appropriate Sanctioning Authority for investigation.
2.I	Clubs must comply with the provisions of any initiatives of The FA which are adopted by the Competition including, but not limited to, England Football Accredited and RESPECT programmes. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
2.J	All Participants shall abide by The Football Association Regulations for Safeguarding Children and Regulations for Safeguarding Adults at Risk as determined by The FA from time to time.
2.K	Clubs shall not enter any of their Teams playing in the Competition in any other competitions (with the exception of FA and County FA Competitions) except with the written consent of the Management Committee. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
2.L	At the AGM or a SGM called for the purpose, a majority of the delegates present shall have power to decide or adjust the constitution of the divisions at their discretion. When necessary this Rule shall take precedence over Rule 22.
2.M	Only one Team from a Club shall be permitted to participate in a single division unless there is no viable alternative because of logistical issues and/or reasons linked to participation and geographical boundaries, in which case the Competition will obtain the prior approval of the Sanctioning Authority. This Competition will ensure that, where permission is given, Teams from a Club operating in the same division are run as separate entities with no interchange of players other than by transfer of registrations in accordance with these Rules.

3. CLUB NAME	
3.A	Any Club wishing to change its name must obtain permission from the Sanctioning Authority following consultation with the Competition. In the event that permission is granted, the Club must advise the Secretary. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
4. ENTRY FEE, SUBSCRIPTION, DEPOSIT	
4.A	Applications by Clubs for admission to the Competition or the entry of an additional Team(s) from the same Club must be made in writing to the Secretary no later than 18 th May and must be accompanied by an Entry Fee for each Team as set out in the Fees Tariff, which shall be returned in the event of non-election. Applications, of which due notice has been given, will be received at the AGM or an SGM if confirmed by a majority of the accredited voting members present.
4.B	The annual subscription shall be payable, in accordance with the Fees Tariff for the respective Season, for each Team, payable at a date agreed at the AGM or set by the Competition. When Rule 22(B) is applied or a Team seeks a transfer or is compulsorily transferred to another division, no additional Entry Fee shall be payable.
4.C	In the event of any issue concerning the membership of any Club with the Competition the Management Committee may require a Deposit to be paid (in accordance with the Fees Tariff) by or on behalf of the Club on such terms and for such period as it may at its entire discretion think fit. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
4.D	A Club shall not participate in this Competition until the entry fee, annual subscription and deposit (if required) have been paid.
4.E	Clubs must advise the Secretary in writing, or on the prescribed form, of details of its headquarters, its Officers and any other information required by the Competition. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
4.F	In addition to the Club Secretary's normal contact number, each Club shall have 2 emergency telephone contacts who are able to conduct Competition business and with availability at all reasonable times. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
5. MANAGEMENT, NOMINATION, ELECTION	
5.A	The Management Committee shall comprise the Officers of the Competition, who shall be: Chairman, General Secretary, Treasurer, Registrations Secretary, Referees Secretary, Fixtures Secretary, Minutes Secretary and a maximum 6 members who shall all be elected at the AGM, one of whom shall be elected as vice-chairman.
5.B	Retiring Officers shall be eligible to become candidates for re-election without nomination provided that the Officer notifies the Secretary in writing not later than 1 st April in each year. All other candidates for election as Officers of the Competition or members of the Management Committee shall be nominated to the Secretary in writing, signed by the secretaries of two Clubs, not later than 1 st April in each year. Names of the candidates for election shall be circulated with the notice of the AGM. In the event of there being no nomination for any office by the date stated in this Rule, nominations may be received at the AGM.
5.C	The Management Committee shall meet as and when required with no more than 3 months between each meeting, On receiving a requisition signed by two-thirds (2/3) of the members of the Management Committee the Secretary shall convene a meeting of the Management Committee.
5.D	Except where otherwise mentioned all communications shall be addressed to the Secretary who shall conduct the correspondence of the Competition and keep a record of its proceedings.
5.E	All communications received from Clubs must be conducted through their Officers and sent to the Secretary. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
5.F	Management Committee meetings, Annual General Meetings and Special General Meetings shall be minuted and those minutes circulated to each Club.
6. POWERS OF MANAGEMENT	
6.A	The Management Committee may appoint sub-committees and delegate such of their powers as they deem necessary. The decisions of all sub-committees shall be reported to the Management Committee for ratification. The Management Committee shall have power to deal only with matters within the Competition and not for any matters of misconduct that are under the jurisdiction of The FA or Affiliated Association.
6.B	Subject to the permission of the Sanctioning Authority having been obtained, the Management Committee may order a match or matches to be played each Season, the proceeds to be devoted to the funds of the Competition and, if necessary, may call on each Club (including any Club which may have withdrawn during the respective Playing Season) to contribute equally such sums as may be necessary to meet any deficiency at the end of the Season.
6.C	Each member of the Management Committee shall have the right to attend and vote at all Management Committee meetings and have one vote at each such meeting but no member shall be allowed to vote on any matters directly relating to that member or to the Club so represented or where there may be a conflict of interest. (This shall also apply to the procedure of any sub-committee).
6.D	In the event of the voting being equal on any matter, the Chair shall have a second or casting vote.
6.E	1. The Management Committee shall have powers to apply, act upon and enforce these Rules and shall also have jurisdiction over all matters affecting the Competition. Any action by the Competition must be taken within 28 days of the Competition being notified. 2. For all alleged breaches of a Rule the Management Committee shall issue a formal written charge to the Club concerned. The Club charged shall be given 7 days from the date of notification of the charge to reply. In such reply a Club may: a. Accept the charge and if desired by the Club submit in writing to the General Secretary a case of mitigation for consideration by the Management Committee; or b. Accept the charge and notify the General Secretary that it wishes to put its case of mitigation at a hearing before the Management Committee; or c. Deny the charge and submit in writing to the General Secretary supporting evidence for consideration by the Management Committee; or d. Deny the charge and notify the General Secretary that it wishes to have a hearing before the Management Committee.

	<p>3. Where the Club charged fails to respond within 7 days, the Management Committee shall determine the charge in such manner and upon such evidence as it considers appropriate.</p> <p>4. Having considered the reply of the Club (whether in writing or at a hearing), the Management Committee shall make its decision and, in the event that the charge is accepted or proven, decide on the appropriate penalty (with reference to the Fines Tariff where applicable).</p> <p>5. Where required, hearings shall take place as soon as reasonably practicable following receipt of the reply of the Club as set out above.</p> <p>6. With the exception of Teams playing at Regional NLS Feeder League of the National League System, the maximum fine permitted for any breach of a Rule is £250 and, when setting any fine, the Management Committee must ensure that the penalty is proportional to the offence; taking into account any mitigating circumstances.</p> <p>7. The maximum fine permitted for a breach of a Rule by a Team playing at Regional NLS Feeder League level is £500.</p> <p>8. No Participant under the age of 18 can be fined.</p> <p>9. All breaches of the Laws of the Game, or the Rules and Regulations of The FA shall be dealt with in accordance with FA Rules by the appropriate Sanctioning Authority [Sanctioning Authority (Kent FA)].</p>
6.F	<p>All decisions of the Management Committee shall be binding subject to the right of appeal in accordance with Rule 7.</p> <p>Decisions of the Management Committee must be notified in writing to those concerned within 7 days.</p>
6.G	A minimum of 51 % of the Management Committee members shall constitute a quorum for the transaction of business by the Management Committee or for the ratification of any decisions by any of its sub-committees.
6.H	The Management Committee, as it may deem necessary, shall have power to fill, in an acting capacity, any vacancies that may occur amongst their number.
6.I	A Club must comply with an order or instruction of the Management Committee and must attend to the business and/or the correspondence of the Competition to the satisfaction of the Management Committee. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
6.J	Subject to a Club's right of appeal in accordance with Rule 7 below, all fines and charges must be paid within 14 days of the date of notification of the decision. Any Club failing to do so will be fined in accordance with the Fines Tariff. Further failure to pay the fine including the additional fine within a further 14 days will result in fixtures being withdrawn until such time as the outstanding fines are paid and the points may be awarded to the opposition of any withdrawn fixture.
6.K	A member of the Management Committee appointed by the Competition to attend a meeting or Competition Match may have any reasonable expenses incurred refunded by the Competition.
6.L	The Management Committee shall have the power to fill any vacancy that may occur in the membership of the Competition between the AGM or SGM if called to decide the constitution and the commencement of the Playing Season subject to the provisions of the National League System Regulations or Women's Football Pyramid Regulations (which shall take precedence if applicable).
6.M	The business of the Competition as determined by the Management Committee may be transacted by electronic mail or facsimile.
7. PROTESTS, CLAIMS, COMPLAINTS, APPEALS	
7.A	<p>1. All questions of eligibility, qualification of Players or interpretations of the Rules shall be referred to the Management Committee or a sub-committee duly appointed by the Management Committee.</p> <p>2. Objections relevant to the dimensions of the pitch, goals, flag posts or other facilities will not be entertained by the Management Committee unless a protest is lodged with the referee prior to the commencement of the Competition Match.</p>
7.B	Except in cases where the Management Committee decide that there are special circumstances, protests and complaints (which must contain full particulars of the grounds upon which they are founded) must be lodged with the Secretary within 10 days (excluding Sundays) of the Competition Match or occurrence to which they refer. A protest or complaint shall not be withdrawn except by permission of the Management Committee. A member of the Management Committee who is a member of any Club involved shall not be present (except as a witness or representative of their Club) when such protest or complaint is being determined.
7.C	No protest of whatever kind shall be considered by the Management Committee unless the complaining Club shall have deposited with the Secretary a sum in accordance with the Fees Tariff. This may be forfeited in whole or in part in the event of the complaining or protesting Club losing its case. The Competition shall have power to order the defaulting Club or the Club making a losing or frivolous protest or complaint to pay the expenses of the inquiry or to order that the costs to be shared by the parties.
7.D	<p>All parties to a protest or complaint must receive a copy of the submission and must be afforded an opportunity to make a statement at least 7 days before the protest or complaint being heard.</p> <p>1. All parties must have received a minimum of 14 days' notice of the hearing should they be instructed to attend.</p> <p>2. Should a Club elect to state its case in person then it should indicate such when forwarding the written response.</p>
7.E	The Management Committee shall have power to compel any party to the protest to pay such expenses as the Management Committee shall direct.
7.F	<p>Any appeal against a decision of the Management Committee must be lodged with the Sanctioning Authority within 14 days of the posting of the written notification of the decision causing the appeal, accompanied by a fee (as set out in the Fees Tariff), which may be forfeited in the event of the appeal not being upheld. A copy of the appeal must also be sent to the Secretary. The procedure for the appeal shall be determined by the Sanctioning Authority, and the Sanctioning Authority may (but is not obliged to):</p> <p>1. invite submissions by the parties involved;</p> <p>2. convene a hearing to hear the appeal;</p> <p>3. permit new evidence; or</p> <p>4. impose appropriate deadlines.</p> <p>Any appeal shall not involve a rehearing of the evidence considered by the Management Committee.</p>
7.G	No appeal can be lodged against a decision taken at an AGM or SGM unless this is on the ground of unconstitutional conduct.
7.H	All protests, claims or complaints relating to these Rules and appeals arising from a Player's contract shall be heard and determined by the Management Committee, or a sub-committee duly appointed by the Management Committee. The Clubs or Players protesting, appealing,

	<p>claiming or complaining must send a copy of such protest, appeal, claim or complaint and deposit a fee (as set out in the Fees Tariff) which shall be forfeited in the event of the protest, appeal, claim or complaint not being upheld, and in these circumstances may, in addition, be ordered to pay the costs at the direction of the Management Committee.</p> <p>All such protests, claims, complaints and appeals must be received in writing by the Secretary within 14 days of the event or decision causing any of these to be submitted.</p>
8. ANNUAL GENERAL MEETING	
8.A	<p>The AGM shall be held not later than 30th June in each year. At this meeting the following business shall be transacted provided that at least 51% members are present and entitled to vote:</p> <ol style="list-style-type: none"> 1. Confirmation of the minutes of the last AGM. 2. Adoption of the annual report, balance sheet and statement of accounts from the previous Season or accounting period. 3. Election of Clubs to fill vacancies. 4. Constitution of the Competition for the ensuing Season. 5. Election of Officers of the Competition and Management Committee members. 6. Appointment of auditors/verifiers. 7. Alteration of Rules, if any (see Rule 14). 8. Agree the date for the beginning of the Playing Season and kick off times applicable to the Competition. 9. Agree the date for the end of the Playing Season (save for Regional NLS Feeder League which shall be determined by The FA). 10. Other business of which due notice shall have been given and accepted by the Chair as being relevant to an AGM.
8.B	A copy of the duly audited/verified balance sheet, statement of accounts and agenda shall be forwarded to each Club at least 14 days prior to the meeting, together with any proposed Rule changes.
8.C	A signed copy of the duly audited/verified balance sheet and statement of accounts shall be sent to the Sanctioning Authority within 14 days of its adoption by the AGM.
8.D	Each Club shall be empowered to send two delegates to an AGM. Each Club shall be entitled to one vote only. 14 days' notice shall be given of any AGM.
8.E	Clubs who have withdrawn their membership of the Competition during the Playing Season being concluded or who are not continuing membership shall be entitled to attend but shall vote only on matters relating to the Playing Season being concluded. This provision will not apply to Clubs expelled in accordance with Rule 12.
8.F	All voting shall be conducted by a show of hands or count of email or virtual responses (for virtual meetings), unless a ballot be demanded by at least 50% of the delegates qualified to vote or the Chair so decides.
8.G	No individual shall be entitled to vote on behalf of more than one Club.
8.H	Any continuing Club must be represented at the AGM. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
8.I	Officers of the Competition and Management Committee members shall be entitled to attend and vote at an AGM but cannot also cast a vote on behalf of a Club (see Rule 8.G).
8.J	Where a Competition is an incorporated entity, the Officers of the Competition shall ensure that the Articles of Association of the Competition are consistent with the requirements of these Rules.
8.K	In addition to the AGM, "Clubs Meetings" shall be held in August and when deemed necessary in February. Special General Meetings shall be held when called for under Rule 9.
8.L	All Meetings shall start at 8pm. The Chair shall have discretionary power to call a roll of Club representatives prior to the close of business. Clubs not represented by a bona-fide member of that Club shall be fined in accordance with the Fines Tariff. Any Club failing to acknowledge attendance shall be deemed absent. Any Club representative who, due to special circumstances, cannot remain for the full duration of business is required to notify the Competition Secretary, with reasons, prior to commencement of the meeting. Clubs failing to attend for the full duration of the business of these meetings shall be fined in accordance with the Fines Tariff.
9. SPECIAL GENERAL MEETINGS	
9.A	On receiving a requisition signed by two-thirds (2/3) of the Clubs in membership the Secretary shall call an SGM.
9.B	The Management Committee may call an SGM at any time
9.C	At least 7 days' notice shall be given of a meeting under this Rule, together with an agenda of the business to be transacted at such meeting.
9.D	Each Club shall send one delegate to an SGM and may send two delegates. Each Club shall be entitled to one vote only.
9.E	Any Club failing to be represented at an SGM shall be fined in accordance with the Fines Tariff.
9.F	Officers of the Competition and Management Committee members shall be entitled to attend and vote at all SGMs but cannot also cast a vote on behalf of a Club (see Rule 9.D).
10. AGREEMENT TO BE SIGNED	
10.	<p>Each Club shall complete and sign the following agreement which shall be deposited with the Competition together with the application for membership for the coming Season or on indicating that the Club intends to compete in the coming Playing Season:</p> <p>"We, (A) (name) [] of (address) [] (Chair)/(Director) and (B) (name) [] of (address) [] (Secretary)/(Director) of [] Football Club (Limited) have been provided with a copy of the Rules and Regulations of the [] Competition and do hereby agree for and on behalf of the said Club, if elected or accepted into membership, to conform to those Rules and Regulations and to accept, abide by and implement the decisions of the Management Committee of the Competition, subject to the right of appeal in accordance with Rule 7."</p> <p>The agreement shall be signed:</p> <ol style="list-style-type: none"> 1. where a Club is an unincorporated association, by the Club Chair and Secretary; or 2. where a Club is an incorporated entity, by two directors of the Club. <p>Any change of Chair, Secretary or Directors of the Club, as named on the above agreement, must be notified to the applicable County Football Association to which the Club is sanctioned and to the Secretary of this Competition.</p> <p>Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.</p>

11. CONTINUATION OF MEMBERSHIP, WITHDRAWAL OF A CLUB	
11.A	Any Club intending, or having a provisional intention, to withdraw a Team from the Competition on completion of its fixtures and fulfilment of all other obligations to the Competition must notify the Secretary in writing of such intention by 31 st March of the applicable Season. This does not apply to a Club moving in accordance with Rule 22.B. Any Club Secretary giving notice to withdraw must also ensure that this action is confirmed to the Management Committee by either the club's Treasurer or Chairman. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
11.B	The Management Committee shall have the discretion to deal with a Team being unable to start or complete its fixtures for a Playing Season, including, but not limited to, issuing a fine in accordance with the Fines Tariff.
11.C	Notwithstanding the powers of the Management Committee pursuant to Rule 6.I, in the event of a Club failing to discharge all its financial obligations to the Competition in excess of £50, the Management Committee shall be empowered to refer the debt under The FA Football Debt Recovery provisions.
12. EXCLUSION OF CLUBS, TEAMS. MISCONDUCT OF CLUBS, OFFICERS, PLAYERS, MANAGEMENT COMMITTEE	
12.A	At the AGM or an SGM called for the purpose in accordance with the provisions of Rule 9, notice of motion having been duly circulated on the agenda by direction of the Management Committee, the accredited delegates present shall have the power to: <ol style="list-style-type: none"> 1. remove a member of the Management Committee from office; 2. exclude any Club or Team from membership, both of which, must be supported by more than two thirds (2/3) of those present and voting. Voting on this point shall be conducted by ballot. A member of the Management Committee or Club which is the subject of the vote being taken shall be excluded from voting.
12.B	At the AGM; or at an SGM called for the purpose in accordance with the provisions of Rule 9 the accredited delegates present shall have the power to exclude from further participation in the Competition any Club whose conduct has, in their opinion, been undesirable, provided this is supported by more than two-thirds (2/3) of those present and voting. Voting on this point shall be conducted by ballot. A Club whose conduct is the subject of the vote being taken shall be excluded from voting
12.C	Any Officer or member of a Club found guilty of either a breach of Rule, other than field offences, or of inducing or attempting to induce a Player or Players of another Club in the Competition to join them shall be liable to such penalty as a General Meeting or Management Committee may decide, and their Club shall also be liable to expulsion in accordance with the provisions of 12.A and/or 12.B of this Rule.
13. TROPHY	
13.A	The following agreement shall be signed on behalf of the winners of the cup or trophy: "We (A) (name) and (B) (name), the Chair and Secretary of [] FC (Limited), members of and representing the Club, having been declared winners of cup or trophy, and the cup or trophy having been delivered to us by the Competition, do hereby on behalf of the Club jointly and severally agree to return the cup or trophy to the Competition Secretary on or before 28 th February [] (year). If the cup or trophy is lost or damaged whilst under our care, we agree to refund to the Competition the amount of its current value or the cost of its thorough repair." Failure to comply will result in a fine in accordance with the Fines Tariff.
13.B	At the close of each Competition awards shall be made to the winners and runners-up if the funds of the Competition permit.
14. ALTERATION TO RULES	
14.A	Alterations for which consent has been given by the Sanctioning Authority; shall be made to these Rules only at the AGM or at an SGM specially convened for the purpose called in accordance with Rule 9. Any alteration made during the Playing Season to these Rules shall not take effect until the following Playing Season, except in exceptional circumstances and approved by Sanctioning Authority or The FA.
14.B	Notice of proposed alterations to be considered at the AGM shall be submitted to the Secretary by 1 st May in each year. The proposals, together with any proposals by the Management Committee, shall be circulated to the Clubs by 18 th May and any amendments to these proposals shall be submitted to the Secretary by 31 st May. The proposals and proposed amendments to the proposals shall be circulated to Clubs with the notice of the AGM. A proposal to change a Rule shall be carried if a majority of those present and entitled to vote and voting are in favour.
14.C	A copy of the proposed alterations to Rules to be considered at the AGM or SGM shall be submitted to the Sanctioning Authority or The FA (as applicable) at least 28 days prior to the date of the meeting.
15. FINANCE	
15.A	The Management Committee shall determine with which bank or other financial institution the funds of the Competition will be lodged.
15.B	All expenditure in excess of £500 shall be approved by the Management Committee. Cheques shall be signed by at least two Officers nominated by the Management Committee.
15.C	The financial year of the Competition will end on 20 th May.
15.D	The accounting records or a certified balance sheet, of the Competition shall be prepared and shall be audited/verified annually by a suitably qualified person(s) who shall be appointed at the AGM.
15.E	All monies due to the Competition must be paid by cheque or money order with the Club's name clearly marked on it. Any member Club wishing to pay monies by electronic transfer must agree this with the Competition Treasurer.
15.F	Any payments outstanding after the due date may be increased at the discretion of the Management Committee. Further action may be taken under Rule 6.
15.G	All Clubs must supply audited accounts for the previous Season to the Competition Treasurer by 31 st July. Failure to do so will incur a fine in accordance with the Fines Tariff. Further action against the defaulting Club may be taken by the Management Committee.
15.H	In the event of a Club being fined four times in a Season, the Club will incur further fines in accordance with the Fines Tariff. A further fine is incurred if a Club is fined seven times in a Season. Further action against the defaulting Club will be taken by the Management Committee for continuing breaches of this Rule 15.
15.I	Invoices sent to Clubs by the Competition may be sent by email and will be deemed to be received by the Club on the date of sending.
15.J	At the sole discretion of the Management Committee an ex-gratia payment may be made to a Player, Club Official, Match Official, or Management Committee member. Any such payment would be made only in very exceptional circumstances and/or on the death of any of the aforementioned.

16. INSURANCE	
16.A	All Clubs must at all times have valid Public Liability Insurance cover for a minimum of ten million pounds (£10,000,000).
16.B	All Clubs must have valid personal accident cover for all Players registered with them from time to time. The Players' Personal Accident Insurance cover must be in place prior to the Club taking part in any Competition Match and shall be at least equal to the minimum recommended cover determined from time to time by the Sanctioning Authority. In instances where The FA is the Sanctioning Authority, the minimum recommended cover will be the cover required by the Affiliated Association to which a Club affiliates.
16.C	Failure to comply with Rules 16.A or 16.B will result in a fine in accordance with the Fines Tariff.
17. DISSOLUTION	
17.A	Dissolution of the Competition shall be by resolution approved at an SGM by a majority of three quarters of the members present and shall take effect from the date of the relevant SGM.
17.B	In the event of the dissolution of the Competition, the members of the Management Committee are responsible for the winding up of the assets and liabilities of the Competition.
17.C	The Management Committee shall deal with any surplus assets as follows: <ol style="list-style-type: none"> 1. Any surplus assets (save for a trophy or any other presentation) remaining after the discharge of the debts and liabilities of the Competition shall be transferred only to another Competition or Affiliated Association or The Football Association Benevolent Fund or to such other charitable or benevolent object in the locality of the Competition as determined by resolution at or before the time of winding up, and approved in writing by the Sanctioning Authority. 2. If a Competition is discontinued for any reason a trophy or any other presentation shall be returned to the donor if the conditions attached to it so provide or, if not, dealt with as the Sanctioning Authority may decide.

MATCH RELATED RULES	
18. QUALIFICATION OF PLAYERS	
18.A	<p>A Player is one who, being in all other respects eligible, has been registered by the Club through the Player Registration System and received approval from the Competition.</p> <p>For Clubs registering Players by the Player Registration System, Clubs must access the Player Registration System in order to complete the registration process.</p> <p>If a Club attempts to register a player via the Player Registration System but does not fully and correctly complete the necessary information via the Player Registration System, the registration will not be processed.</p> <p>The Club must notify the Registration Secretary by email that Player(s) registrations have been submitted to the Player Registration System and are pending Competition approval. Registration Secretary will confirm by reply email that Competition approval is completed.</p> <p>Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.</p>
18.B	<p>For any players registered on the day of a Competition Match, prior to playing in the Match, a fully and correctly completed Emergency Registration Form in ink must be signed by the Player, countersigned by an Officer of the Club and witnessed by an Officer of the opposing Club.</p> <p>A Club Officer must email the Competition Registration Secretary with details of the registration prior to the scheduled kick off time in order for the player to be eligible to play in that Match. The signed completed Emergency Registration Form must be submitted to the Registration Secretary within two days (Sundays excluded) following to the Competition Match by scanned/photographed email attachment.</p> <p>The Player shall not play again in any subsequent Match in the Competition until the Club has registered the player through The FA Player Registration system (by no later than Wednesday following the Competition Match) and is in possession of the approval from the Competition. A maximum of 3 Players may be registered in this manner.</p> <p>For Clubs registering Players under this Rule 18.B Emergency Registration Forms will be provided in a prescribed format by the Competition. Any registration that is not fully and correctly completed will be returned to the Club unprocessed and the player classed as unregistered.</p>
18.C	<ol style="list-style-type: none"> 1. Each Team must have at least 12 Players registered 21 days before the start of the Playing Season. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff. 2. It is the responsibility of each Club to ensure that any Player registered to the Club has, where necessary, the required International Transfer Certificate. Clearance is required for any Player aged 10 and over crossing borders including Wales, Scotland and Ireland. 3. Contract players are not permitted in this Competition with the exception of those Players who are registered under Contract with the same Club who have a team operating at Steps 1 to 6 of the National League System or Tiers 1-4 of the Women Pyramid System. 4. In the event of a Non-Contract Player changing their status to that of a Contract Player with the same Club or with a club in another competition, their registration as a Non-Contract Player will automatically be cancelled and declared void unless the Club conforms to the exception detailed in Rule 18.C.3
18.D	A Player that owes a Football Debt (as defined under the Football Debt Recovery Regulations) shall be permitted to register for a Club but will be suspended from playing for that Club if the Player does not comply with the terms of the Football Debt Recovery Regulations in respect of that Football Debt.
18.E	A fee as set out in the Fees Tariff shall be paid by each Club/Team for each Player registered.
18.F	<p>The Management Committee shall decide all registration disputes not resolved between the applicable Clubs.</p> <p>In the event of a Player signing an Emergency Registration Form or having a registration submitted for more than one Club, priority of registration shall decide for which Club the Player shall be registered. The Club last applying to register the player shall liaise with and reach resolution regarding the registration with the Club having the previous registration.</p> <p>In the case of the dispute occurring prior to the start of the Playing Season. The previous Club may delete the Player's registration through the Player Registration System.</p> <p>In the case that the dispute occurs during the Playing Season, subject to Rule 18.J, the Player may be transferred through the Player Registration</p>

	System in accordance with Rule 18.I. Confirmation that no Football Debt is owed by the Player to their former Club must be provided as part of the reason for transfer.
18.G	<p>It shall be a breach of Rule for a Player:</p> <ol style="list-style-type: none"> To play for more than one Club in the Competition in the same Playing Season without first being transferred. Having registered for one Club in the Competition, to register for another Club in the Competition in that Playing Season except for the purpose of a transfer or where the Competition adopts Rule 18.P. To submit a signed Emergency Registration Form as per Rule 18 B or submit a registration through the Player Registration System that the Player had willfully neglected to accurately or fully complete. <p>Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.</p>
18.H	<ol style="list-style-type: none"> The Management Committee shall have the power to accept the registration of any Player subject to the provisions of Rules 18.H.2 and 18.H.3 below. The Management Committee shall have the power to refuse, cancel or suspend the registration of any Player or may fine any Player, at their discretion (in accordance with the Fines Tariff) who has been charged and found guilty of registration irregularities (subject to Rule 7). The Management Committee shall have the power to make application to refuse or cancel the registration of any Player charged and found guilty of undesirable conduct (subject to Rule 7) subject to the right of appeal to the Sanctioning Authority. Application should be made to the parent County of the Club the Player is registered or intending to be registered with. Undesirable conduct shall mean an incident of repeated proven misconduct, which may deter a Participant from being involved in this Competition. A Player who has previously had a registration removed in accordance with Rule 18.H.3 but has a registration accepted at the expiry of exclusion will be considered to be under a probationary period of 12 months. Whilst under a probationary period, should the Player commit a further act of proven misconduct under the jurisdiction of the Competition, (excluding standard dismissals), the Competition may consider a further charge of bringing the Competition into disrepute. <p>(Note: Action under Rule 18.H.3 shall not be taken against a Player for misconduct until the matter has been dealt with by the Sanctioning Authority, and then only in cases of the Player bringing the Competition into disrepute and will in any event be subject to an appeal to the Sanctioning Authority or The FA. All decisions must include the period of restriction. For the purpose of this Rule, bringing the Competition into disrepute can only be considered where the Player has received in excess of 112 days' suspension, or 10 Matches in match based discipline, in any competition (and is not restricted to the Competition) in a period of two years or less from the date of the first offence.)</p>
18.I	<p>Subject to compliance with FA rule C when a Club wishes to register a player who is already registered with another club it shall submit a transfer notification to the Competition via the Player Registration System. A fee as set out in the Fees Tariff will be required.</p> <p>Such transfer shall be referred by the Competition to the club for which the player is registered. Should this club object to the transfer it should state its objections in writing to the Competition and to the player concerned within 3 days of receipt of the notification. Upon receipt of the club's consent, or upon its failure to give written objection within 3 days, the Secretary may, on behalf of the Management Committee, transfer the player who shall be deemed eligible to play for the new Club from such date or 3 days after receipt of such transfer.</p> <p>In the event of an objection to a transfer the matter shall be referred to the Management Committee for a decision.</p>
18.J	A Player may not be registered for a Club nor transferred to another Club in the Competition after 31 st March except by special permission of the Management Committee
18.K	Registrations are valid for one Playing Season only.
18.L	NOT ADOPTED.
18.M	<p>In the case of a Club with more than 1 Team, any Player who has taken part in 5 or more senior Competition Matches during the current Playing Season shall be deemed a "1st Team Player" and may take part in any Competition Match during the remainder of the current Playing Season subject to there being no more than three (3) 1st Team Players in any reserve team Competition.</p> <p>Any 1st Team Player who has missed 3 or more consecutive senior Competition Matches during the current Playing Season shall no longer be regarded as a 1st Team Player, whether or not he has played for their Club's reserve Team during this time, until he subsequently plays a further 5 senior Team Competition Matches during the current Playing Season, at which time such Player will once again be deemed a 1st Team Player. Suspension by the Sanctioning Authority or the FA shall not apply to this alleviation.</p> <p>For the purpose of this Rule a 'senior Competition Match' is any Match in a higher division of the Competition.</p> <p>Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.</p>
18.N	<ol style="list-style-type: none"> Subject to Rule 18.N.2 any Club found to have played an ineligible Player in a Competition Match or Matches where points are awarded shall have the points gained from that Competition Match deducted from its record, up to a maximum of 12 points, and/or (as applicable) have levied upon it a fine (in accordance with the Fines Tariff). The Management Committee may vary the sanction as it relates to the deduction of points set out at Rule 18.N.1 only in circumstances where the ineligibility is due to the failure to obtain an International Transfer Certificate or where the ineligibility is related to the Player's status. Where a Club is found to have played an ineligible Player pursuant to this Rule 18.N, the Management Committee may also, at its discretion: <ol style="list-style-type: none"> Award the points available in the Competition Match in question to the opponents, subject to the Competition Match not being ordered to be replayed; Levy penalty points against the Club in default; and/or Order that such Competition Match or Matches be replayed (on such terms as are decided by the Management Committee).
18.O	<p>The following clause applies to Competitions involving Players in full-time secondary education:</p> <ol style="list-style-type: none"> Priority must be given at all times to activities of schools and school organisations. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff. The availability of children and young people must be cleared with the Head Teachers or Principals (except for Sunday leagues competitions). To play open age football the player must have achieved the age of 16.
18.P	<p>If a Club wishes to cancel a Player's registration within the Competition, it must make a request via the FA's electronic player registration system giving the reasons for the request. The Competition may either approve or decline the request.</p> <p>If a Player's registration is cancelled he will not be eligible to re-register in the Competition for a period of 3 days from the date of cancellation unless agreed otherwise by the Management Committee.</p>

18.Q	Each Club shall keep a list of the Players it registers and a record of all Matches in which those Players have played for the Club and shall produce such records upon demand by the Management Committee. Failure to do so will be subject to a fine as set out in the Fines Tariff.
18.R	A register containing the names of all Players registered for each Club, with the date of registration, shall be kept by the Registrations Secretary and shall be open to the inspection of an Officer of the Club at any Management Committee meetings or at other times mutually arranged.
19. CLUB COLOURS	
19.A	Every Club must register the colour of its first and second choice shirts and shorts with the Secretary before the applicable AGM, which shall decide as to their suitability.
19.B	Any Club changing its colours during the Playing Season must obtain prior approval of the Management Committee. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
19.C	Goalkeepers must wear colours which distinguish them from all other Players and the Match Officials.
19.D	No Player, including the goalkeeper, shall be permitted to wear black or very dark shirts.
19.E	Any Team not being able to play in its normal colours as registered with the Competition shall notify its opponents of the colours in which they will play (including the colours of the goalkeepers jersey) at least 5 days before the Competition Match.
19.F	If, in the opinion of the referee, two Teams have the same or similar colours, the home Team shall make the change. Should a Team delay the scheduled time of kick off for a Competition Match by not having a change of colours they will be fined in accordance with the Fines Tariff.
19.G	Shirts must all be numbered and no two shirts shall have the same number, failing which a fine will be levied in accordance with the Fines Tariff
20. PLAYING SEASON. CONDITIONS OF PLAY, TIMES OF KICK-OFF. POSTPONEMENTS. SUBSTITUTES	
20.A	<p>All Competition Matches shall be played in accordance with the Laws of the Game as determined by the International Football Association Board. Clubs must take all reasonable precautions to keep their Grounds in a playable condition. All Competition Matches shall be played on pitches deemed suitable by the Management Committee. If through any fault of the home Team a Match has to be replayed, the Management Committee shall have power to order the venue to be changed.</p> <p>The Management Committee shall have power to decide whether a pitch and/or facilities are suitable for Competition Matches and to order the Club concerned to play its Competition Match(es) on another ground.</p> <p>Artificial Football Turf Pitches (3G) are allowed in this Competition provided they meet the required performance standards and are listed on the FA's Register of Football Turf Pitches (https://footballfoundation.org.uk/3g-pitch-register). All Football Turf Pitches used must be tested (by a FIFA accredited test institute) every three years and the results passed to The FA. The FA will give a decision on the suitability for use and add the pitch to the Register.</p> <p>The home Club is responsible for advising Participants of footwear requirements when confirming Competition Match arrangements in accordance with Rule 20.C.</p> <p>Within the National League System ("NLS") all Competition Matches shall have a duration of 90 minutes. All Competition Matches outside of the NLS shall have duration of 90 minutes unless a shorter time (not less than sixty (60) minutes) is mutually arranged by the two Clubs in consultation with the referee prior to the commencement of the Match, and in any event shall be of equal halves. Two Matches involving the same two Teams can be played on the same day providing the total playing time is not more than 120 minutes.</p> <p>The AGM shall determine the start date for the Competition's Playing Season.</p> <p>The times for kick-off shall be agreed at the AGM and can only be altered by the mutual consent of the two competing Clubs prior to the scheduled date of the Competition Match with written notification given to the Competition at least 7 days prior. Kick-off times for all Competition Matches will normally be 10.30am but may be varied by the Competition to suit ground sharing arrangements and any other circumstances. In particular, Cup Finals may kick-off at times other than 10.30am.</p> <p>Any Team delaying the kick-off due to late arrival at the Ground shall be fined in accordance with the Fines Tariff.</p> <p>Any Team delaying the kick-off by more than 30 minutes shall be deemed absent and will be fined in accordance with the Fines Tariff and may be required to pay expenses incurred by opponents and Match Officials.</p> <p>Referees must order Competition Matches to commence at the appointed time and must report all late starts to the Competition.</p> <p>The home Team must provide goal nets, corner flags, linesman's flags and at least two footballs fit for play and the referee shall make a report to the Competition of any non-compliance. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.</p> <p>Overhead wires used to support pitch divider netting are ideally removed for Competition Matches but if they cannot be removed then discretion is given to the Match Official to restart the Match in accordance with the laws of the game.</p>
20.B	<p>Except by permission of the Management Committee all Competition Matches must be played on the dates originally agreed but priority shall be given to The FA and parent County Association Cup Competitions. All other matches must be considered secondary. Clubs may mutually agree to bring forward a Competition Match with the prior consent of the Fixtures Secretary. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.</p> <p>In the case of a revised fixture date, the applicable Clubs must be given by the Competition 5 clear days' notice of the Match (unless otherwise mutually agreed).</p>
20.C	An Officer of the home Club must give notice of full particulars of the location of, and access to, the Ground and time of kick-off to the Match Officials and an Officer of the opposing Club at least 5 clear days prior to the playing of the Competition Match. If not so provided, the away Club shall seek such details and report the circumstances to the Competition. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
20.D	In accordance with the Laws of the Game, the minimum number of Players that will constitute a Team for a Competition Match is 7. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
20.E	<ol style="list-style-type: none"> Home and away Matches shall be played. In the event of a Club failing to fulfil a Competition Match fixture the Management Committee shall have the power to impose a fine (in accordance with the Fines Tariff), deduct points from the defaulting Club, award 3 points from the Competition Match in question to the opponents, order the defaulting Club to pay any reasonable expenses incurred by the opponents and Match Officials or otherwise deal with them except by the award of goals. Notwithstanding the foregoing home and away provision, the Management Committee shall have power to order a Competition Match to be played on a neutral ground or on the opponent's Ground if they are satisfied that such action is warranted by the circumstances.

	<p>2. Any Team failing to fulfil a Competition Match fixture on more than one occasion shall be fined in increasing amounts in accordance with the Fines Tariff. On the occasion of the third such failure, Officials of the offending Club shall appear before the Management Committee. Evening Competition Matches arranged due to fixture congestion and not fulfilled will be dealt with under this Rule 20.E.1.</p> <p>3. Any Club wishing a free Sunday during the Playing Season must inform the Fixtures Secretary not later than the 15th of the preceding month. Free Sundays during April and May will be granted only in exceptional circumstances. Failure to adhere to this Rule will render Clubs liable to fines and other sanctions related to unfulfilled fixtures under Rule 20.E. The League has no jurisdiction over County Cup matches. Any request to postpone a County Cup match must be referred to the relevant County Association.</p> <p>4. Any Club with more than one Team in the Competition shall always fulfil its fixture, within the Competition, in the following order of precedence: First Team; Reserve Team; A Team. In certain circumstances and with the prior permission of the Management Committee, a First Team Match shall not take place, but a Reserve Team Match shall be played. The First Team fixture will be treated as an un-fulfilled fixture in accordance with Rule 20.E.1.</p> <p>5. Any Club unable to fulfil a fixture or where a Competition Match has been postponed for any reason must, without delay and in any case before 9am on the day of the scheduled date of such unfulfilled fixture, give notice <u>by telephone</u> to the Fixtures Secretary, the Referees Secretary, the secretary of the opposing Club and the Match Officials. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.</p> <p>In the event that a Competition Match cannot be fulfilled due to the condition of the pitch, the Match may be played at the opposing Team's home ground, providing the Fixtures Secretary and the Referees Secretary have been notified no later than 6pm on the day prior to the scheduled Match day. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.</p> <p>6. In the event of a Competition Match not being played or being abandoned owing to causes over which neither Club has control, it must be played in its entirety on a date to be mutually agreed by the two Clubs and approved by the Management Committee. Failing such agreement and notification to the Competition, the Management Committee shall have the power to order the Competition Match to be played on or before a given date. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.</p> <p>7. The Management Committee shall review all Competition Matches abandoned in cases where it is consequent upon the conduct of either or both Teams. Where it is to the advantage of the Competition and does no injustice to either Club, the Management Committee shall order the score at the time of the abandonment to stand.</p> <p>In all cases where the Management Committee are satisfied that a Competition Match was abandoned owing to the conduct of one Team or its Club member(s) they shall award the points for the Match to opponent. In cases where a Competition Match has been abandoned owing to the conduct of both Teams or their Club member(s), the Management Committee shall rule that neither Team will be awarded any points for that Competition Match and it shall not be replayed. No fine(s) can be applied by the Management Committee for an abandoned Competition Match.</p> <p>The Management Committee shall review any Competition Match that has taken place where either or both Teams were under a suspension imposed upon them by The FA or Affiliated Association. In each case the Team that was under suspension would be dealt with in the same manner as if they had participated with ineligible players in accordance with Rule 18.N above. Where both Teams were under suspension the game must be declared null and void and shall not be replayed.</p>
20.F	<p>A Club may at its discretion and in accordance with the Laws of the Game use substitute Players in any Competition Match. A Club may name up to 5 substitute Players all of whom may be used.</p> <p>A Player who has been substituted becomes a substitute and may replace a Player at any time subject to the substitution being carried out in accordance with Law 3 of the Laws of Association Football.</p> <p>The referee shall be informed of the names of the Players taking part in the Match (including the substitutes) not later than 15 minutes before the start of the Competition Match and a Player not so named may not take part in that Competition Match.</p> <p>A Player who has been named as a substitute before the start of the Competition Match but does not actually play in that game shall not be considered to have been a Player in that Competition Match within the meaning of Rule 18 of this Competition.</p>
20.G	<p>The half time interval shall be of 5 minutes' duration, but it shall not exceed 15 minutes. The half time interval may only be altered with the consent of the referee.</p>
20.H	<p>The Teams taking part in a Competition Match shall identify a Team captain who may wear an armband and shall have a responsibility to offer support in the management of the on-field discipline of their teammates. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.</p>
20.I	<p>Each Team taking part in a Competition Match shall complete a Team Sheet in the prescribed format and shall pass such Team Sheet to the Match Official prior to commencement of the Match. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.</p>
21. REPORTING RESULTS	
21.A	<p>The Registrations Secretary must receive within 3 days of the date played, the "Match Report Form" of each Competition Match in the prescribed format and manner. This must include, for each Player, the forename(s) and surname (legibly hand-written in block letters) and their email address, along with the referee markings required by Rule 23, or any other information required by the Competition. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.</p>
21.B	<p>The Home Club shall use text or email to notify the result of each Competition Match to the Fixtures Secretary by 2.30pm on the day of the Match. For Competition Matches played other than on a Sunday morning, the Home Club shall use SMS to notify the result within 1 hour after the end of the Match. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.</p>
21.C	<p>The Match Report Form, correctly completed, shall, unless otherwise prescribed by the Competition, be signed by an Officer or other responsible member of the Team prior to its submission under Rule 21.A. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.</p>
21.D	<p>The home and the away Clubs shall each provide their own Match Report Form and must ensure that the forms are properly completed before the Competition Match, including each Player's name and email address, ensuring that they are legible and that any blank spaces are crossed through.</p>
21.E	<p>Management Committee Officers shall have the power to attend any Competition Match and require, without prior notice, any or all Players to provide their email address for checking by the Registrations Secretary.</p>

22. DETERMINING CHAMPIONSHIP	
22.A	<p>Team rankings within the Competition will be decided by points with three points to be awarded for a win and one point for a drawn Competition Match. The Teams gaining the highest number of points in their respective divisions at the end of the Playing Season shall be adjudged the winners. Competition Matches must not be played for double points.</p> <p>In the event of two or more Teams being equal on points at the end of the Playing Season, rankings shall be determined by goal difference (where the goals scored against each Team shall be deducted from the goals scored by that Team and the Team with the most favourable goal difference shall be placed highest).</p> <p>In the event of two or more Teams still being equal, the Team which has scored the most goals during the Playing Season shall be placed highest.</p> <p>In the event of two or more Teams still being equal, the Team that has won the most Competition Matches during the Playing Season shall be placed highest.</p> <p>In the event of two or more Teams still being equal, the Team which has the better playing record against the other Team in their head to head Competition Matches during the Playing Season will be placed highest.</p> <p>If the records of two or more Teams are still equal and it is necessary for any reason to determine the position of each then the Teams affected shall play a deciding Competition Match or Matches under conditions as determined by the Management Committee.</p>
22.B	NOT ADOPTED
22.C	NOT ADOPTED
22.D	In the event of a Team withdrawing from the Competition before completing 75% of its fixtures for the Playing Season all points obtained by or recorded against such defaulting Team shall be expunged from the Competition table. For the purposes of this Rule 22.D a completed fixture shall include any Competition Match(es) which has been awarded by the Management Committee.
22.E	NOT ADOPTED
23. MATCH OFFICIALS	
23.A	Registered referees (and assistant referees where approved by The FA or County FA) for all Competition Matches shall be appointed in a manner approved by the Management Committee and by the Sanctioning Authority.
23.B	<p>1. In the event of the non-appearance of the appointed referee the appointed senior assistant referee shall take charge and a substitute assistant referee appointed by the competing Teams.</p> <p>2. In cases where there are no officially appointed Match Officials in attendance, the Clubs shall agree upon a referee. An individual thus agreed upon shall, for that Competition Match, have the full powers, status and authority of a registered referee. Individuals under the age of 16 must not participate either as a referee or assistant referee in any Competition Match.</p> <p>If the two Clubs fail to agree upon a substitute referee and the Competition Match fails to take place, both clubs will be charged with failing to fulfil the fixture under Rule 20.E.1.</p>
23.C	Where assistant referees are not appointed each Team shall provide a Club assistant referee. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
23.D	The appointed referee shall have the power to decide as to the fitness of the Ground in all Competition Matches and that decision shall be final, subject to the determination of the Local Authority or the owners of a Ground, which must be accepted.
23.E	<p>Subject to any limits/provisions laid down by the Sanctioning Authority, Match Officials appointed under this Rule shall be paid a match fee of £45 inclusive of travel expenses in accordance with the Fees Tariff.</p> <p>Assistant Referees appointed by the Competition shall be paid a match fee of £35 inclusive of travel expenses.</p> <p>When playing a double header, the combined Match Official's match fee will be £60.</p> <p>Match Officials will be paid their fees by the <u>away</u> Club before commencement of the Competition Match. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.</p>
23.F	In the event of a Competition Match not being played because of circumstances over which the Clubs have no control, the Match Officials, if present, shall be entitled to £5 expenses, to be paid by the away Club. Where a Competition Match is not played owing to one Club being in default, that Club shall be ordered to pay the Match Officials if they attend the Ground, their full fee as set out in Rule 23.E. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
23.G	A referee not keeping their engagement and failing to give a satisfactory explanation as to their non-appearance, may be reported to the Affiliated Association with which he or she is registered.
23.H	Each Club shall, in a manner prescribed from time to time by The FA, award marks to the referee for each Competition Match and the name of the referee and the marks awarded shall be submitted to the Competition on the prescribed form provided. Any mark of sixty (60) or less for an appointed Match Official must be accompanied by an explanation for such mark. Clubs failing to comply with this Rule shall be liable to be fined (in accordance with the Fines Tariff) or dealt with as the Management Committee shall determine.
23.I	The Competition shall keep a record of the markings and, on the form provided by the prescribed date each Season, shall submit a summary to the Sanctioning Authority.
23.J	The referee shall submit a report form, supplied by the Competition, giving the result of the Competition Match, the number of Players in each Team and the time of kick-off to the Registration Secretary within two days of the Competition Match via email attaching the scanned or copied report form.
23.K	Match Officials shall be supplied, each Season, with a copy of the Competition Rules free of charge.
23.L	NOT ADOPTED
24. MANAGEMENT COMMITTEE DECISIONS	
24.A	The Management Committee shall have the power to make any decisions as reasonably required regarding any point not otherwise covered by these Rules.
25. WEST KENT SUNDAY FOOTBALL LEAGUE CUP COMPETITIONS	
25.A	The Competition cup competitions ("WKSFL Cup Competition") will be 3 separate and stand-alone cup competitions. These will be the Senior Cup, the Intermediate Cup, and the Junior Cup.
25.B	1. The Senior Cup shall be competed for by Teams in Divisions 1 and 2.

	<p>2. The Intermediate Cup shall be competed for by Teams in Divisions 2 and 3.</p> <p>3. The Junior Cup shall be competed for by Teams in Division 3.</p> <p>4. In all WKSFL Cup Competition knock-out rounds, cup finals and semi-finals, if, at the end of 90 minutes, the scores are level, extra time of 30 minutes duration will be played. If at the end of extra time the scores are still level, a penalty competition shall decide the Match.</p> <p>5. Any WKSFL Cup Competition, semi-finals may be played on a home and away basis (two legs) at the discretion of the Fixtures Secretary. If, at the end of 90 minutes in the second leg, the aggregate scores are level, Rule 25.B.4 will apply. No extra time will be applied in the First leg.</p> <p>6. In any WKSFL Cup Competition, the initial Matches may be played in a group league format ("Group Match") at the discretion of the Competition. There will be no extra time or penalties played in any Group Match. The Management Committee shall have the power to amend or supplement entries at its discretion.</p> <p>7. If a Club is unable to fulfil either of the two legs in a WKSFL Cup Competition Semi-final they will be withdrawn from the competition, the tie awarded to their opponents and a fine applied in accordance with the Fines Tariff.</p>
25.C	All arrangements for WKSFL Cup Competitions will be made by the Fixtures Secretary. Cup Final dates will be published as soon as possible each Season and may include days other than Sundays.
25.D	<p>1. A Player will be permitted to play in any of the WKSFL Cup Competitions that their Club is eligible to enter.</p> <p>2. In the event that any Player should transfer to another Club during the Playing Season, he shall not be permitted to play in any WKSFL Cup Competitions for their new club that he has played in with their previous Club. Should a Club withdraw from the WKSFL Cup Competition during the Playing Season, this restriction will not apply to any Player from that Club joining another Club.</p> <p>3. A Club with one Team shall have no restriction on its Players, all of whom shall be eligible to play in any competition that the Club may enter.</p> <p>4. In the case of a Club with more than one Team, Rule 18.M shall apply.</p> <p>5. No Player shall be allowed to play in the semi-final or final of any WKSFL Cup Competition unless he has been registered for the competing Club prior to the 31st January or has played in a combined total of 3 league or cup Matches for the competing Club in the current Playing Season, except by special permission of the Management Committee. Contravention of this Rule will incur a fine in accordance with the Fines Tariff for each ineligible Player and the tie will be awarded to the non-offending side.</p> <p>6. Unregistered or ineligible Players will be dealt with in accordance with Rule 18. Attention is drawn to Rule 20.F regarding substitute Players.</p> <p>7. A Club with two Teams eligible for the same competition may enter both Teams. However, no Player shall be permitted to play for both Teams. Having played for one of the Teams he shall be considered Cup Tied and unable to play for the Club's other Team at any stage in the same WKSFL Cup Competition.</p>
25.E	NOT ADOPTED
25.F	Unfulfilled Cup matches will be dealt with under Rule 20.E.
25.G	When the colours of competing Clubs in the Final are similar, both Clubs will change.
25.H	In the event of the home Club being unable to provide a pitch on any date set for a WKSFL Cup Competition Match, the fixture must be switched to the ground of the away Club if their pitch is available. If neither Club can provide a pitch, the Fixtures Secretary may order the Match to be played on an alternative pitch
25.I	In all WKSFL Cup Competition Cup Finals, each side shall present four footballs of acceptable standard to the referee fifteen minutes prior to kick-off. Failure to do so may incur a fine as set out in the fines tariff.
25.J	Any player sent off in a Cup Final will not receive their souvenir on the day of the match. However, it may be subsequently awarded upon application from the Club and Player.
25.K	In all WKSFL Cup Competitions the home team will pay for the pitch, the away team will pay the referees fee in accordance with Rule 23.E and the Fees Tariff.
25.L	Should the Competition appoint assistant referees the League shall pay their fees. The away Team will still pay the referee.
26. WEST KENT SUNDAY FOOTBALL LEAGUE SPRING CUP COMPETITION	
26.A	The "Spring Cup Competition" shall be held in two sections. The Senior Section is for Teams from Divisions 1 and 2. The Junior Section is for Teams from Divisions 3 and 4. At the discretion of the Management Committee, the Spring Cup Competition may be held as one competition combining the Senior Section and the Junior Section.
26.B	The Spring Cup Competition shall be a supplementary competition held at the end of the Playing Season. The Spring Cup Competition will be held only if the Management Committee considers a sufficient number of Teams are free of Competition commitments for the period of the Spring Cup Competition.
26.C	Entrance shall be by invitation only and an entrance fee may apply as decided by the Management Committee.
26.D	In the event that the Spring Cup Competition is played in a Group Match format, a Club may only have 1 Team in each group.
26.E	A Player who has played for their Club in the Senior Section may not then play in the Junior Section of the Spring Cup Competition.
26.F	All arrangements for the Spring Cup Competition will be made by the Fixtures Secretary. Excepting for this Rule 26, WKSFL Cup Competition Rules will apply.
27. FAIR PLAY	
27.A	It is the Competition's intention to maintain and foster discipline and fair play, on and off the field of play, by the Competition's member Clubs, their registered Players and their supporters. Failure to adhere to appropriate and acceptable codes of conduct will result in the offending Club and all Players associated with it being brought before the Management Committee under Rule 6 for possible action under Rule 17.

SCHEDULE A

FEES TARIFF		
RULE NUMBER	DESCRIPTION	MAXIMUM FEE
4 A	CLUB ENTRY FEE (new Clubs)	£150
4 B	CLUB/TEAM ANNUAL SUBSCRIPTION (per Team)	£100
4 C	DEPOSIT	£150
7 C, 7 F, 7 H	PROTEST/APPEAL FEES	£50
18 E	PLAYER REGISTRATION FEE (maximum per Player)	£2
18 I	TRANSFER FEE (maximum)	£2
23 E, 25 K	REFEREE FEE (paid by the away Team)	£45
23 E, 25.K	REFEREES FEE – DOUBLE HEADER (paid by the away Team)	£60
23 E, 25 K	ASSISTANT REFEREE FEE (paid by the Competition if appointed by the Competition)	£35

FINES TARIFF		
RULE	DESCRIPTION	MAXIMUM FINE
In this table, ** indicates those fines which may be increased for a second or subsequent offence. ED indicates a discretionary fine or a fine with no set amount and at which additional actions may be taken by the Management Committee.		
2 G	FAILURE TO AFFILIATE	£10
2 I	FAILURE TO COMPLY WITH FA INITIATIVES	£D
2 K	UNAUTHORISED ENTRY OF TEAMS INTO COMPETITIONS	£20
3	FAILURE TO OBTAIN CONSENT FOR A CHANGE OF CLUB NAME	£10
4 C	FAILURE TO PAY A DEPOSIT	N/A
4 E	FAILURE TO PROVIDE AFFILIATION NUMBER/DETAILS FORM	£10
4 F	FAILURE TO PROVIDE EMERGENCY CONTACT DETAILS	£ 10
5 E	COMMUNICATIONS CONDUCTED BY PERSONS OTHER THAN NOMINATED OFFICERS	£10
6 I	FAILURE TO COMPLY WITH AN INSTRUCTION OF THE MANAGEMENT COMMITTEE	£20
6 J	FAILURE TO PAY A FINE WITHIN REQUIRED TIMEFRAME	£20**
8 H & 8 L	FAILURE TO BE REPRESENTED AT AGM/CLUBS MEETING	£50**
9	FAILURE TO BE REPRESENTED AT SGM	£50
10	FAILURE TO SUBMIT WRITTEN AGREEMENT OR TO NOTIFY CHANGES TO SIGNATORIES	£5
11 A	FAILURE TO PROVIDE NOTICE OF WITHDRAWAL BEFORE DEADLINE	£D
11 B	FAILURE TO COMMENCE/COMPLETE FIXTURES	£50
13 A	FAILURE TO SUBMIT WRITTEN AGREEMENT REGARDING THE TROPHY	£50
13 A	FAILURE TO RETURN TROPHIES BY THE DEADLINE	£50
15 G	FAILURE TO SUBMIT AUDITED ACCOUNTS	£D
15 H	MULTIPLE FINES IN A SEASON (4 times / 7 times)	£10 / £20**
16 C	FAILURE TO HAVE THE REQUIRED INSURANCE	£D
18 A	FAILURE TO CORRECTLY REGISTER A PLAYER	£D
18 C	FAILURE TO HAVE THE REQUIRED NUMBER OF REGISTERED PLAYERS PRIOR TO THE SEASON COMMENCING	£20
18 G	REGISTERING OR PLAYING FOR MULTIPLE CLUBS, OR INACCURATE COMPLETION OF A REGISTRATION FORM	£D
18 H	PLAYER REGISTRATION IRREGULARITIES	£D
18 M	FIELDING MORE THAN THE PERMITTED NUMBER OF 1 ST TEAM PLAYERS	£D
18 N	PLAYING AN INELIGIBLE PLAYER	£D
18 O	FAILURE TO GIVE PRIORITY TO SCHOOL ACTIVITIES	N/A
18 Q	FAILURE TO KEEP RECORDS OF MATCHES PLAYED AND PLAYERS USED	£20
19 B	FAILURE TO OBTAIN CONSENT FOR A CHANGE OF CLUB COLOURS	£10
19 F	DELAYING KICK OFF DUE TO NO CHANGE OF COLOURS	£20**
19 G	FAILURE TO CORRECTLY NUMBER SHIRTS	£5
20 A	DELAYING KICK OFF DUE TO LATE ARRIVAL	£20**
20 A	DEEMED ABSENCE AND MATCH NOT FULFILLED (+ referees expenses if applicable)	£20**
20 A	DELAYING KICK OFF DUE TO FAILURE TO PROVIDE REQUIRED EQUIPMENT (per offence)	£5
20 B	FAILURE TO PLAY MATCHES ON THE DATE FIXED	£20**
20 C	FAILURE TO PROVIDE DETAILS OF A FIXTURE	£5
20 D	PLAYING MATCH WITH LESS THAN SEVEN PLAYERS	£D
20 E	FAILURE TO PLAY FIXTURE (first offence)	£20

20 E	FAILURE TO PLAY FIXTURE (second offence)	£40
20 E	FAILURE TO PLAY FIXTURE (third offence)	£60
20.E	FAILURE TO NOTIFY AN UNPLAYABLE PITCH	£10
20 H	FAILURE TO IDENTIFY THE TEAM CAPTAIN	£0
20.I	FAILURE TO PROVIDE AN ACCURATELY COMPLETED TEAM SHEET PRE-KO	£10
21 A	FAILURE TO PROVIDE MATCH REPORT FORM BY THE DEADLINE	£10**
21 B	FAILURE TO PROVIDE MATCH RESULT BY THE DEADLINE	£5**
21 C	MATCH REPORT FORM NOT SIGNED BY APPROPRIATE SIGNATORIES OR ILLEGIBLE OR INCOMPLETE	£5**
23 C	FAILURE TO PROVIDE CLUB ASSISTANT REFEREE	£5**
23 E	FAILURE TO PAY MATCH OFFICIALS' FEES	£20
23 F	FAILURE TO PAY MATCH OFFICIALS WHERE A MATCH IS NOT PLAYED	£20 + expenses
23 H	FAILURE TO PROVIDE REFEREE'S MARK	£10
25 B	FAILURE TO FULFIL A CUP SEMI-FINAL	£20
25 D	PLAYING AN INELIGIBLE PLAYER	£D
25 I	FAILURE TO PROVIDE 4 MATCH BALLS OF ACCEPTABLE STANDARD	£5