

Any reference to “the League or “League” contained within the following rules, refer to the LFC Insurance Group Essex Olympian Football League only, and NO other competition)

### **NOMENCLATURE AND CONSTITUTION**

1. (A) This Competition shall be designated the Essex Olympian Football League and known as the LFC Insurance Group Essex Olympian Football League and shall consist of not more than 64 Clubs who shall be Full Member Clubs.

All such Member Clubs must be affiliated to an affiliated County Football Association and their names and particulars shall be returned annually by the appointed date on the Form “D” to the Essex County Football Association. The area covered by the Competition Membership shall be the County of Essex or adjoining border areas.

This Competition shall apply annually for sanction to the Essex County Football Association and the constituent teams of Member Clubs may be grouped in divisions, each not exceeding 18 in number.

Member 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 of the Competition.

Clubs with dual County affiliations shall be allowed to enter their PARENT County Cup Competition only.

Clubs in membership of this Competition must meet and comply with the criteria laid down in Appendix A.

(B) At the Annual General Meeting or a Special General Meeting called for the purpose, a majority of the delegates present shall have power to decide or adjust the compilation of the divisions at their discretion. When necessary this Rule shall take precedence over Rule 12.

### **ENTRY FEE, SUBSCRIPTION, DEPOSIT**

2. (A) Applications by Clubs for admission to this Competition must be made in writing to the Secretary and must be accompanied by an Entry Fee of £50.00 per team which shall be returned in the event of non-election.

At the discretion of a majority of the accredited voting members present applications, of which due notice has been given, may be received at the Annual General Meeting or a Special General Meeting. The Entry Fee shall apply.

When Rule 12(B) is applied or a team seeks a transfer or is compulsorily transferred to another division no Entry Fee shall be payable.

(B) The Annual Subscription shall be £150.00 per Club payable on or before the 30<sup>th</sup> June in each year.

Clubs in default shall be fined **£25.00**. The Annual subscription includes forms and five handbooks only.

(C) Each Club shall within 14 days of election pay a Deposit of £10.00 which shall be returnable to Clubs on leaving the Competition provided they have fulfilled their fixtures and complied with all orders of the Management Committee.

(D) A Club shall not participate in this Competition until the Entry Fee, Annual Subscription and Deposit have been paid.

(E) Clubs must advise annually to the Secretary in writing by 30<sup>th</sup> June of its parent County Football Association affiliation number for the forthcoming Season, failing which they shall be fined **£25.00**. Clubs must advise the Secretary in writing, or on the prescribed form, of details

of its Headquarters, Officers and any other information required by the Competition. This information to be supplied by 30<sup>th</sup> June failing which the Club shall be fined **£25.00**.

### **OFFICERS**

3. The Officers of the Competition shall be the President, Vice-Presidents, Chairman, Vice-Chairman, Treasurer, Secretary, Registration Secretaries, Fixture Secretary, Publicity Secretary, Referees Appointments Secretary, Assistant Referees Appointments Secretary, Referees Results Secretary, Referees Support Officer, Discipline Secretary, Entertainment Secretary, Match Results Secretary and Representative Team Manager to be elected annually at the Annual General Meeting. (N.B. Auditors are not Officers).

### **MANAGEMENT, NOMINATION, ELECTION**

4. (A) The Competition shall be governed in accordance with the Rules and Regulations of The Football Association by a Management Committee comprised of the Officers and eight members who shall be elected at the Annual General Meeting. All Participants shall abide by The Football Association Regulations for Safeguarding Children as determined by the Association from time to time.

(B) Retiring Officers shall be eligible to become candidates for re-election without nomination. All other candidates for election as Officers or Members of the Management Committee shall be nominated to the Secretary in writing, signed by the Secretaries of two Member Clubs, not later than 30<sup>th</sup> April in each year. Names of the candidates for election shall be circulated with the notice of the Annual General Meeting. In the event of there being no nomination in accordance with the foregoing for any office, nominations may be received at the Annual General Meeting

(C) The Management Committee shall meet monthly/as often as is necessary to deal with business as it arises.

On receiving a requisition signed by two-thirds of the Members of the Management Committee the Secretary shall convene a meeting of the Committee.

(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.

(E) All communications received from Clubs must be conducted through their nominated Officers.

### **POWERS OF MANAGEMENT**

5. (A) The Management Committee may appoint sub-committees and may 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 Football Association or affiliated Association.

(B) Subject to the permission of the Essex County Football Association 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 upon each Club (including any Club which may have withdrawn during the season) to contribute equally such sums as may be necessary to meet any deficiency at the end of the season. (See Rule 6(E)).

(C) Each Member of the Management Committee shall have the right to attend and vote at all Management Committee Meetings and have one vote thereat, but no Member shall be allowed to vote on any matters directly appertaining to such Member or to the Club so represented. (This shall apply to the procedure of any sub-committee).

In the event of the voting being equal on any matter, the Chairman shall have a second or casting vote.

(D) The Management Committee shall have powers to apply, act upon and enforce the Rules of the Competition and shall also have jurisdiction over all matters affecting the Competition, including any not provided for in the Rules. Except where these Rules provide for the imposition of a set penalty any Club, Club Official (limited to Chairman, Secretary or Treasurer) or Player alleged to be in breach of a Competition Rule must be formally charged in writing and given the opportunity to present their case before the Management Committee. Financial penalties can only be imposed if included within the set penalties for breaches of Competition Rules. All breaches of the Laws of the Game, Rules and Regulations of The Football Association shall be dealt with in accordance with F.A. Rules by the appropriate Association.

(E) All decisions of the Management Committee shall be binding subject to the right of appeal to the Board of Appeal in accordance with Rule 16.

Decisions of the Management Committee must be notified in writing to those concerned within seven days.

(F) Six Members of the Management Committee shall constitute a quorum for the transaction of business of the Management Committee and three Members shall constitute a quorum for the transaction of business by any sub-committee of the Competition.

(G) 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.

(H) A Club having failed to comply with an order or instruction of the Management Committee, or failing to satisfactorily attend to the business and/or the correspondence of the Competition shall be liable to be fined or otherwise penalised at the discretion of the Management Committee.

(I) All fines and charges shall be paid within 14 days of the date of posting of the written notification.

Clubs, Officials or individuals committing a breach of this Rule will incur such penalties as the Management Committee may impose.

(J) A member of the Management Committee appointed by the Competition to attend a meeting or match may have any expenses incurred refunded by the Competition.

(K) The Management Committee shall have the power to fill any vacancy that may occur in the membership of the Competition between the Annual General or Special General Meeting called to decide the constitution and the commencement of the Competition season.

(L) No Participant under the age of 18 can be fined.

### **ANNUAL GENERAL MEETING**

6. (A) The Annual General Meeting shall be held not later than 30<sup>th</sup> June in each year. At this meeting the following business shall be transacted provided that at least 20 Members are present and entitled to vote:-
- (i) To receive and confirm the Minutes of the preceding Annual General Meeting.
  - (ii) To consider any business arising therefrom.
  - (iii) To receive and adopt the Annual Report, Balance Sheet and Statement of Accounts.
  - (iv) Election of Clubs to fill vacancies (as recommended by the Management Committee).
  - (v) Constitution of the Competition for ensuing season.
  - (vi) Election of Officers and Management Committee.

- (vii) Appointment of Auditors.
- (viii) Alteration of Rules, if any (of which notice has been given).
- (ix) Fix the date for the commencement and conclusion of playing season.
- (x) Other business of which due notice shall have been given and accepted as being relevant to an Annual General Meeting.

(B) A copy of the duly audited Balance Sheet, Statement of Accounts and Agenda shall be forwarded to each Club at least fourteen days prior to the meeting, and to the Essex County Football Association.

(C) A signed copy of the duly audited Balance Sheet and Statement of Accounts shall be sent to the Essex County Football Association within fourteen days of its adoption by the Annual General Meeting.

(D) Each Full Member Club shall be empowered to send two delegates to an Annual General Meeting. Each Club shall be entitled to one vote only. Not less than fourteen days' notice shall be given of any Meeting.

(E) Clubs who have withdrawn their Membership of the Competition during the season being concluded or who are not continuing Membership shall be entitled to attend but shall vote only on matters relating to the season being concluded.

(F) All voting shall be conducted by a show of voting cards unless a ballot be demanded by at least one third of the delegates qualified to vote or the Chairman so decides.

(G) No individual shall be entitled to vote on behalf of more than one Full Member Club.

(H) Any continuing Member Club failing to be represented at the Annual General Meeting without satisfactory reason being given may be fined **£50.00**.

(I) Officers and Management Committee members shall be entitled to attend and vote at an Annual General Meeting.

#### **AGREEMENT TO BE SIGNED**

7. The Chairman and the Secretary of 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 upon indicating that the Club intends to compete.

"We, A, \_\_\_\_\_ of \_\_\_\_\_ (Chairman) and  
 B \_\_\_\_\_ of \_\_\_\_\_ (Secretary) of the  
 \_\_\_\_\_ Football Club have been provided with a copy of the  
 Rules and Regulations of the LFC Insurance Group Essex Olympian Football League  
 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 16."

Any alteration of the Chairman and /or Secretary on the above Agreement must be notified to the relevant County Football Association(s) to which the Club is affiliated and to the Secretary of the Competition.

(Note: The spaces above are intended for the inclusion of the signatures and addresses of officers and members).

#### **QUALIFICATION OF PLAYERS**

8. (A) Contract players, as defined in Football Association Rules, are permitted in this Competition.

(B) A registered playing member of a Club is one who, being in all other respects eligible, has:-

(i) Signed a fully and correctly completed Competition registration form in ink, countersigned by an Officer of the Club, and who has been registered with the Registrations Secretary prior to playing and confirmation of registration has been received by the Club.

At least 11 players must be registered with the league for each team within the league at least 14 days prior to the date on which the season commences. Failure to comply will result in a fine of **£30.00** for each team entered into the league.

(ii) Signed a fully and correctly completed Competition registration form in ink on a match day prior to playing, countersigned by an Officer of the Club and witnessed by an Officer of the opposing Club, and submitted to the Registrations Secretary within two days (Sundays excluded) subsequent to the match. The player shall not again play until the Club is in possession of the confirmation of registration. A maximum of two players may be registered in this way.

Incorrectly completed Registration forms so received by the Registration Secretaries will be returned to Clubs as NOT REGISTERED.

(C) Not in use.

(D) A player having taken part in matches for any Club affiliated to any County Football Association shall not be allowed to join, be transferred to, or sign for a Club in the Competition without first proving to the officials of the intended Club that the player has discharged all reasonable financial liabilities to the previous Club or Clubs, and a Club official may not accept such player's signature without first ascertaining whether such claims have been discharged to the satisfaction of the Club, or Clubs, for which the player last played.

(E) A fee of £1.00 shall be paid for each player registered.

Registration forms shall be obtained from the Registrations Secretary on prepayment of 0p per form. Only forms issued for the current season are valid.

Registration fees shall be payable to the appropriate Registration Secretary annually, following the closure of registrations, see Rule 8 (J). These fees shall be paid within 28 days of this date, and any club committing a breach of this Rule shall be fined **£10.00**.

(F) The Management Committee shall decide all registration disputes.

In the event of a player signing a 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 Registrations Secretary shall notify the Club last applying to register the player of the fact of the previous registration.

(G) It shall be a breach of Rule for a player to:-

(i) Play for more than one Club in the Competition in the same season without first being transferred.

(ii) Having signed for one Club in the Competition, sign for another Club in the Competition in that season except for the purpose of a transfer.

(iii) Submit a signed registration form for registration that the player had willfully neglected to accurately or fully complete.

(H) (i) The Management Committee shall have power to accept the registration of any player.

(ii) The Management Committee shall have power to refuse, cancel or suspend the registration of any player or may fine any player, except those under 18 years of age, at their discretion who has been charged and found guilty of registration irregularities. (Subject to Rule 16). Any fine under this section of the rule shall not exceed **£50.00**.

(iii) The Management Committee shall have power to make application to refuse or cancel the registration of any player charged and found guilty of undesirable conduct (subject to Rule 16) subject to the right of appeal to the FA or the relevant County Football Association.

Undesirable conduct shall mean an incident of repeated conduct, which may deter a participant from being involved in this Competition. Application should be made to the parent County of the Club the player is registered with.

(Note: Action under Clause (iii) shall not be taken against a player for misconduct until the matter has been dealt with by the appropriate Association, and then only in cases of the player bringing the Competition into disrepute and will in any case be subject to an Appeal to the Football Association.) 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 a period of two years or less from the date of the first offence.

(I) Subject to The Football Association Rules dealing with players without a written contract when a player desires a transfer, the Club the player wishes to transfer to shall submit a transfer form to the Registrations Secretary accompanied by a fee of £10.00. Such transfer shall be referred by the Registrations Secretary 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 Registrations Secretary and to the player concerned within seven days of receipt of the transfer form. Upon receipt of the Club's consent, or upon its failure to give written objection within seven days, the Registrations 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 seven days after receipt of such transfer.

In the event of an objection to a transfer the matter shall be referred to the Management Committee for a decision.

(J) A player may not be registered for a Club nor transferred to another Club in the Competition after second Saturday in March except by special permission of the Management Committee.

(K) A Club shall keep a list of the players it registers and a record of the games in which they have played, and shall produce such records upon demand by the Management Committee.

(L) 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 any duly appointed Member Club representative at all Management Committee meetings or at other times mutually arranged. Registrations are valid for one Season only.

In the event of a player without a written contract changing his status to that of a contract player with the same Club, another Club in the Competition or with a Club in another Competition his registration as a player without a written contract will automatically be cancelled and declared void. In order to play in the League again either for his original Club or for another Club it will be necessary for him to be re-registered as required by this Rule.

(M) A player shall not be eligible to play for a team in any special championship, promotion or relegation deciding match (as specified in Rule 12(A)) unless the player has played five games for that team in this Competition in the current season.

(N) Not in use.

(O)(i) Any team playing an unregistered or otherwise ineligible player or players shall have the points gained in the match deducted from its total and may be fined and/or otherwise dealt with at the discretion of the Management Committee.

(ii) In addition the team may have further points deducted from its total at the discretion of the Management Committee and may be dealt with in any further manner which is thought to be fit.

(iii) The Management Committee may at its discretion award the points available in the match in question to the opponents, subject to the match not being ordered to be replayed.

(The following Clause applies to Competitions involving players in full-time secondary education):-

(P) (i) Priority must be given at all times to school and school organisations activities.

(ii) The availability of children must be cleared with the Head Teachers (except for Sunday Leagues).

(iii) To play open age football, the player must have achieved the age of 16.

(Note: For players under the age of 18 the provisions contained in Football Association Rules will apply.)

(Q) Checks on players' eligibility may be carried out by any League Officer who attends any Olympian League controlled match or Club Officers authorized by a League Officer on a match by match basis. Players (and substitutes) of each club shall be requested to sign the 'Authentication of Registration' form provided by the League Officer or authorized Club Officer, which shall then be submitted to the League Registration Secretary for Authentication. Clubs shall be responsible for their players' actions, and any refusal to complete the form when requested will deem the offending 'club member' guilty of misconduct, and they shall be dealt with by the Management Committee as if they had played an unregistered player, as per League Rule 8(O) or Cup Rule 5(a). Any irregularity found by the League Registration Secretary in checking the submitted Authentication Form shall be dealt with by the League Management Committee as provided by the Rules of this Competition.

(R) In the event of a Club or Official questioning the individual identity of a player of the opposing team listed on the Team Sheet and/or playing, they shall IMMEDIATELY AFTER THE MATCH request that player to complete the "Player Authentication Form", provided by the protesting Club (Clubs are reminded to carry these forms to ALL League and Cup matches). Clubs shall be responsible for their players actions and any refusal to complete the form, when requested, will deem the offending player and Club guilty of misconduct. This form shall be submitted to the League Secretary within FOUR days of the match as part of any protest (Rule15) for adjudication by the League Management Committee. If any irregularity is found, the matter will be dealt with by the League Management Committee as provided by the Rules of this Competition on player eligibility (Rule 8).

#### **CLUB COLOURS. CLUB NAME**

9. (A) Every Club must register the colour of its shirts and shorts with the Secretary by 30<sup>th</sup> June who shall decide as to their suitability.

Goalkeepers must wear colours which distinguish them from other players and the referee.

No player, including the goalkeeper, shall be permitted to wear black or very dark shirts.

Any team not being able to play in its normal colours as registered with the Competition shall notify the colours in which they will play to its opponents at least five days before the match.

If, in the opinion of the referee, two Clubs have the same or similar colours, the away team shall make the change. Any team not having a change of colours or delaying the kick-off by not having a change shall be fined **£10.00**.

The Secretary of the Competition may request shirts to be submitted if complaints are received as to lack of distinguishing colours, and the Management Committee may refuse to permit any shirts or shorts as they think fit. Shirts must be numbered. Clubs in default of this section of the rule shall be fined **£10.00**.

(B) Any Club wishing to change its name must obtain permission from its affiliated County Association and from the Management Committee.

Any Club wishing to change its colours must obtain permission from the Management Committee.

**PLAYING SEASON. CONDITIONS OF PLAY**  
**TIMES OF KICK-OFF. POSTPONEMENTS. SUBSTITUTES**

10. (A) The Annual General Meeting shall determine the commencing and concluding dates for the ensuing season which shall be in accordance with Football Association Rules. No Club shall be compelled to play after the concluding date. Original fixtures arranged by the Fixtures Secretary, or at a meeting specially convened for that purpose, to be held no later than 31<sup>st</sup> August, must not be arranged for a date later than seven days preceding the concluding date determined by the Annual General Meeting.

The Annual General Meeting shall also decide upon the number of mid-week evening matches, up to the first week in September each participating club shall receive. All clubs to be treated equally, if possible.

The fixtures shall be arranged by the Fixture Secretary, who shall make all fixtures for Saturdays during the season and also for such mid-week evenings at the beginning and end of the season as may be necessary. The Fixture Secretary shall have full authority to arrange and re-arrange all fixture dates at his own discretion.

Except under exceptional circumstances and with the approval of the Management Committee, Reserve teams only may close a total of four Saturdays, and no closures will be accepted later than 30 days before the month in which the closure is requested.

(B) All 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 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.

The Management Committee shall have power to decide whether a pitch and/or facilities are suitable for matches in the Competition and to order the Club concerned to play its fixtures on another ground.

All matches shall have a duration of 90 minutes unless a shorter time (not less than 80 minutes) is mutually arranged by the two captains in consultation with the referee prior to the commencement of the match, and in any event shall be of equal halves.

The times of kick-off shall be fixed by the A.G.M. or the Management Committee. Any Club failing to commence at the appointed time shall be fined a sum not exceeding **£10.00** or be otherwise dealt with as the Management Committee may determine.

Referees must order matches to commence at the appointed time and must report all late starts to the Competition.

The home team must provide at least two footballs fit for play and the referee shall make a report to the Competition if the footballs are unsuitable. Footballs must be delivered to the Referee in their dressing room at least 15 minutes before the scheduled kick-off. Clubs in default shall be fined **£10.00**.

Goal nets must be used and suitably anchored to the ground. Regulation corner posts must be used. Clubs in default shall be fined **£10.00**.

Clubs whose pitch is not surrounded by a fixed barrier or rope as per the ground requirements in Appendix A shall be fined **£10.00** for each offence reported and proven. Refreshments for both teams and match officials must be provided by the home Club at full time unless these are declined before the game. Clubs in default shall be fined **£10.00**.

(C) Except by permission of the Management Committee all matches must be played on the dates originally fixed but priority shall be given to The Football Association and all relevant County Association Cup Competitions. All other matches must be considered secondary. Clubs may mutually agree to bring forward a match with the consent of the Fixtures Secretary.

(D) The Secretary of the home Club must give notice in writing of full particulars of the location of, and access to, the ground and time of kick-off to the match officials and the Secretary of the opposing Club at least four clear days prior to the playing of the match. The home club must also inform the away club of the name of the Referee. The away Club shall seek and acknowledge receipt of such particulars.

Any Club failing to comply with this Rule shall be liable to a fine of **£10.00**.

(E) Every Club shall play its best available qualified team or teams in all matches in the Competition.

(Note: The intention of this Rule is not to interfere with normal team selection by Clubs, but to prevent Clubs deliberately fielding a weakened team in order to unreasonably reserve players for another game or to boost the strength of another or lower team. It is NOT intended that Clubs MUST field higher team players in lower teams when the higher team has no engagement. If, in the opinion of the Management Committee, the substance or spirit of the Rule is obviously being disregarded, the Club or Clubs concerned may be called to account for its/their actions and shall be subject to such decisions as the Management Committee may determine, despite the fact that Rule 8 has not been infringed.)

In the event of a Club playing in any match with less than eleven players they shall be fined **£10.00** for each missing player. A minimum of eight players will constitute a team for a Competition match.

(F) Home and away matches shall be played. In the event of a Club failing to keep its engagement the Management Committee shall have power to inflict a fine, deduct points from the defaulting Club, award the points to the opponents, order the defaulting Club to pay any expenses incurred by the opponents or otherwise deal with them except the award of goals. Notwithstanding the foregoing home and away provision, the Management Committee shall have power to order a 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.

Any Club with more than one team in the Competition shall always fulfill its fixture, within the Competition, in the following order of precedence:- First Team, Reserve Team, A Team. Clubs in breach of this requirement shall be fined a sum not exceeding **£50.00** or otherwise dealt with by the Management Committee.

Any Club unable to fulfill a fixture must, without delay, give notice to the Competition Fixtures Secretary, the Competition Referees Appointments Secretary, the Secretary of the opposing Club and the match officials. Any Club failing to comply shall be dealt with by the Management Committee who may inflict any penalty it may deem suitable. In addition the Competition Match Results Secretary and Competition Assistant Referees (linesman's) Appointment Secretary (only for matches for which official Assistant Referees are appointed) must be notified. Any Club failing to comply shall be dealt with by the Management Committee who may inflict any penalty it may deem suitable.

The above Officials must be notified for all postponed or cancelled MATCHES, including those due to weather conditions or the Referee's over-ruling decision, see Rule 13(D). This MUST be given by telephone, or personal service IMMEDIATELY but not later than kick-off time, by the HOME CLUB and by the Olympian League member club, whether they are 'home' or 'away', when the match is in an outside competition.

In the event of a match not being played or abandoned owing to causes over which neither Club has control, it shall 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 Fixtures Secretary within two days the Management Committee shall have power to order the match to be played on a named date or on or before a given date.

The Management Committee shall review all 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 be empowered to order the score at the time of the abandonment to stand. In all cases where the Management Committee are satisfied that a match was abandoned owing to the conduct of one team or its Club member(s) they shall be empowered to award the points for the match to the opponent. In cases where a match has been abandoned owing to the conduct of both teams or their Club member(s), the Management Committee shall rule all points for the match as void. No fine(s) can be applied by the Management Committee for an abandoned match. (G) A Club may at its discretion and in accordance with the Laws of the Game use three substitute players in any match in this Competition who may be selected from seven players.

The referee shall be informed of the names of the substitutes not later than 15 minutes before the start of the match.

A player who has been selected, appointed or named as a substitute before the start of the match but does not actually play in the game shall not be considered to have been a player in that game within the meaning of Rule 8 of this Competition.

(H) The half time interval shall be of 10 minutes duration, but it shall not exceed fifteen minutes. The half time interval may only be altered with the consent of the referee.

(I) Clubs are required to complete the multi-coloured Team Sheet showing Surname, Forename and shirt number, in Block Capitals of participating players and substitutes. PRIOR TO THE MATCH: (BOTH TEAMS) PINK COPY to your opponents, and WHITE COPY to the referee in their dressing room at least 15 minutes before the scheduled kick-off. This Team Sheet shall also show the name of the referee. Defaulting Clubs shall be reported and shall be fined **£15.00** for each separate offence. AFTER THE MATCH: (AWAY TEAM ONLY) GREEN COPY to your opponents, in their dressing room 15 minutes after the conclusion of the match stating the number of goals scored by ALL of your goal scorers in the appropriate box against their name, including substitutes used. (Note: BLUE COPY is for your records).

(J) To assist the Team Manager in the selection of a League Representative XI, each member club, shall within 7 days at the request of the League Representative Team Manager nominate at least THREE of their own club players, also stating their best playing positions for consideration.

Clubs failing to comply with this part of rule shall be fined **£25.00**.

Clubs affected by the selection of two or more players for Essex Olympian League Representative or County Football Association matches, may be permitted, at the Management Committee's discretion, to postpone their League or Cup fixtures, if within a period as specified in the current Essex County F.A. Rules. Applications, in writing, **MUST** be made to the League Secretary SEVEN full days prior to the match.

(K) All clubs shall have in attendance at their home matches at least one person who has a certificate of attendance at an Emergency Aid or Save a Life course or has first aid qualifications of the same level or higher.

### **REPORTING RESULTS**

11. (A) The appropriate Registration Secretary must receive within four days of the date played, the result of each Competition match in the prescribed manner. This must include the forename(s) and surname of the team players (in block letters) and also the Referee markings required by Rule 13, or any other information required by the Competition. Failure to do so will incur a fine of **£15.00** and/or the Club being dealt with as the Management Committee decide.

The prescribed manner is by email, on the form provided. Other information required is player registration number.

Clubs shall list all players and substitutes who have actually played. If no substitute actually played the word "NONE" should be written in the appropriate box.

(B) The home Club shall telephone the result of each match to the Match Result Secretary by the times as detailed below. Results of all League, League Cup, League Challenge Cup, County Cup and other Competition matches and the names of the goal scorers for BOTH HOME and AWAY teams **MUST** be telephoned to the League Match Result Secretary as soon after the end of the match as possible, but not later than time indicated below. It is the responsibility of the HOME club to obtain the names of goal scorers for BOTH teams. These results and goal scorers **SHALL** be telephoned by the 'home' club in matches between Olympian League opponents, and by Olympian League member clubs, whether they are 'home' or 'away', when their opponents are members of another Competition. Defaulting Clubs shall be fined **£15.00**. In the event of a club defaulting on more than two occasions in any one season, the club shall be fined **£20.00**. Clubs defaulting on more than five occasions in any one season shall be fined **£40.00**. Information of all cancelled or postponed matches must be telephoned to the Match Result Secretary, see Rule 10(f).

All League matches:

Designated kick-off anytime before or at 2.30 p.m.; result by 5.15 p.m.

Evening matches result by 9.30 p.m. or within 1 hour of completion for evening matches played under floodlights

All League Cup, League Challenge Cup, County Cup and other Competition Matches:

Designated kick-off anytime before or at 2.00 p.m., result by 5.30 p.m.

2.15 p.m. result by 5.45 p.m.

2.30 p.m. & 3.00 p.m. result by 6.00 p.m.

Evening matches result by 9.30 p.m. or within 1 hour of completion for evening matches played under floodlights

Clubs playing Senior and Reserve matches on their own pitch on the same day, **MUST** telephone the match result to the Match Result Secretary within **ONE HOUR** of the completion of **EACH SEPARATE MATCH**. It is not permissible to telephone the result of both matches after the completion of the second match. Defaulting clubs shall be fined **£10.00**.

(C) The match result notification, correctly completed, shall be signed by a responsible member of the Club. The Management Committee shall have power to take such action as they deem suitable against a Club which submits an incomplete form or incorrect information.

## **DETERMINING CHAMPIONSHIP**

12. (A) 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 match. The teams gaining the highest number of points in their respective Divisions at the conclusion shall be adjudged the winners. Matches must not be played for double points.

In the event of two or more teams being equal on points team rankings shall be decided in the following order:-

- (i) goal difference
- (ii) goals scored
- (iii) for an important position, deciding match(es) played under conditions  
determined by the Management Committee.

(B) Automatic promotion and relegation shall be applied for the first two and last two teams in each Division except as provided for hereunder, subject to the provisions of Rule 1(b).

(i) Should one or more teams withdraw from any one Division after the fixtures have commenced an equal number of teams to those withdrawing in that Division shall not be automatically relegated.

(ii) Vacancies occurring after the conclusion of the season may be filled on any of the following ways:

- (a) retention of otherwise relegated team(s)
- (b) additional promotion of the next ranked team(s) from the Division below
- (c) election

(iii) The last four teams in the lowest Division shall retire, but be eligible for re-election except as below, and be subject to the conditions of paragraph (B) (i) above.

(iv) Not in use.

(v) Not in use.

(vi) In the event that a Senior team is relegated from a higher Step into the competition Senior Premier Division and that Club already has a reserve team in the competition, its reserve team will be placed in a Reserve Division.

(C) In the event of a team not completing 75% of its fixtures for the season all points obtained by or recorded against such defaulting team shall be expunged from the Competition table.

Where a club withdraws having completed 75 per cent of its fixtures the points for any unplayed games shall be awarded to the defaulting club's opponents.

(D) Clubs seeking promotion to a higher level within the National League System must make application in writing to The Football Association, copied to the League Secretary, by 31<sup>st</sup> December in the relevant year. A final list of clubs eligible to be considered for promotion will be published by The Football Association by 15<sup>th</sup> April.

Final promotion will be subject to the current agreed criteria which will include a club's final league position and their ability to achieve the required ground grading.

## **REFEREES**

13. (A) Registered Referees and Assistant Referees for all matches shall be appointed in a manner approved by the Management Committee and by the sanctioning Association(s).

(B) 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. In cases where there are no officially appointed Assistant Referees, or where the competition has been unable to appoint a Referee, the Clubs shall agree upon a Referee. A Referee thus agreed upon shall, for that game, have the full powers, status and authority of a registered Referee.

The home Club shall have first choice of a suitable person to referee the match. If the home club is unable to nominate such a person, the away club shall have a choice.

(C) The Management Committee may, if they consider it desirable, or upon application by the two competing Clubs, appoint Assistant Referees, if available, to any match. Where Assistant Referees are not appointed each Team shall provide a Club Assistant Referee. Failure to do so will result in a fine of **£15.00** being imposed on the defaulting Team.

Asst. Referees shall be provided with clean RECOGNISED COLOUR flags of the fluorescent type, by the home club, or in default shall be fined **£15.00**. (NOTE: Clubs who provide an assistant for only part of the match are liable to the fine imposed by this rule).

(D) The appointed Referee shall have power to decide as to the fitness of the ground in all matches and the decision shall be final subject to either in the case of a ground of a Local Authority or the owners of a ground, the Representative of that body is the sole arbiter and whose decision must be accepted unless the ground is declared fit for play.

Where the fitness of the ground is in doubt, and the appointed Referee is unable to make any early inspection, clubs shall call a local Referee to inspect the ground in time (but not before 10 a.m. on the day of the match or later than 11 a.m.) to give a decision to the opposing team as to whether or not to travel. Opponents, Match Officials and League Officers as specified in Rule 10(f) MUST be informed of this decision by 11.15 a.m. at the latest. Referees so called to inspect a ground may claim reasonable expenses.

(E) Match Officials appointed under this Rule shall be entitled to charge the following match fees:-

Referee for Senior Premier Division only £30.00 plus standard class public transport expenses or private car expenses of 25p per mile and any other permitted expenses actually incurred, subject to any limits laid down by the sanctioning Association (currently £40.00 maximum).

Referees for all other senior and reserve divisions and all cup matches £30.00 inclusive of expenses, subject to any limits laid down by the sanctioning Association (currently £30.00 maximum).

Registered Referees appointed by the Competition as Assistant Referees in both Senior and Reserve Divisions a fee of £15.00, plus standard class public transport expenses or private car expenses of 25p per mile, subject to any limits laid down by the sanctioning Association (currently £30.00 maximum).

The Home Club shall pay the Officials their fees and expenses before or immediately after the match. Clubs in default of this Rule shall be fined **£25.00** for each offence. Where Assistant Referees are appointed, the fees and expenses of these officials are to be shared equally by the two clubs.

(F) In the event of a match not being played because of circumstances over which the Clubs have no control, the Match Officials, if present, shall be entitled to half fee plus expenses. Where a match is not played owing to one Club being in default, that Club shall be ordered to pay the Officials, if they attend the ground, their full fee and expenses.

(G) A Referee not keeping his or her engagement, and failing to give a satisfactory explanation as to their non-appearance, may be reported to the Association with which he or she is registered.

(H) Each Club shall, in a manner prescribed from time to time by The Football Association, award marks to the Referee for each match and the name of the Referee and the marks awarded shall be submitted to the Competition on the prescribed Form provided. Clubs failing to comply with this Rule shall be liable to be fined or dealt with as the Management Committee shall determine.

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 Football Association/County Association.

The marks must be received by the designated League Officer by email within four full days (Sunday and Bank Holiday included) of the conclusion of the match. Clubs failing to comply may be fined **£15.00**.

Total marks shall be awarded from 1 to 100 (see Notes to Secretaries). If 50 or under is awarded to a Referee a written explanation must be included on the club result sheet (see Rule 11a).

(I) The Referee shall submit a report Form, supplied by the Competition, giving the result of the match, the number of players in each team and the time of kick-off to the Referee's Results Secretary within two days of the match.

(J) Referees and Assistant Referees shall be supplied, each Season, with a copy of the Competition Rules free of charge.

#### **CONTINUATION OF MEMBERSHIP OR WITHDRAWAL OF A CLUB**

14. (A) After 31<sup>st</sup> December in the current Season a Club intending, or having a provisional intention, to withdraw a team from the Competition on completion of its fixtures and fulfillment of all other obligations to the Competition must notify the Secretary in writing by 31<sup>st</sup> March each Season or be liable to a fine not exceeding **£250.00**.

(B) A Club shall not be allowed to withdraw any or all of its teams from the Competition after the Annual General Meeting for the following Season. Any Club infringing this Rule shall be liable to a fine not exceeding **£250.00** per team and shall also be liable for its share of any call which may be made under Rule 5(B).

(C) The Membership for the coming season having been decided at a Special General Meeting held for that purpose not earlier than 30<sup>th</sup> April nor later than 30<sup>th</sup> June or at the Annual General Meeting held not later than 30<sup>th</sup> June the Competition shall have the right, irrespective of other provisions in this Rule, to refuse to permit a Club to withdraw its team(s) in order to join another Competition and may hold the Club to its engagements.

(D) In the event of a Member Club which is an un-incorporated association withdrawing and/or disbanding it shall be immediately liable to discharge all its financial and other obligations to the Competition.

In the event that any such obligation remains undischarged after a period of twenty-one (21) days then such obligation shall be met by the then current Club Members, excluding those under the statutory school leaving age. Until a Member's pro rata obligation is discharged in full the Member shall not be allowed to participate in the Competition, which may apply to the Club's Parent County Association for a suspension order.

## **PROTESTS AND COMPLAINTS**

15. (A) (i) All questions of eligibility, qualifications of players or interpretations of the Rules shall be referred to the Management Committee.

(ii) Objections relevant to the dimensions of the pitch, goals, flag posts or other facilities of the venue will not be entertained by the Management Committee unless a protest is lodged with the Referee before the commencement of the match. Any Club lodging such protest and not proceeding with it shall be deemed guilty of a breach of this Rule and shall be dealt with by the Management Committee.

(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 in duplicate with the Secretary within seven days (excluding Sundays) of the 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 his Club) when such protest or complaint is being determined.

(C) Any dispute occurring between Clubs in the Competition shall be referred for determination by the Management Committee whose decision shall be binding upon all parties subject to Rule 16.

(D) No protest of whatever kind shall be considered by the Management Committee unless the complaining Club shall have deposited with the Secretary a sum of £25.00. 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 enquiry or to order that the costs to be shared by the parties.

(E) All parties to a protest or complaint must be afforded an opportunity to make a statement when the protest or complaint is being heard and must have received three days notice of the hearing, together with a copy of the submission. When dealing with a protest or complaint the Management Committee shall take into consideration the possession by the protesting or complaining Club of any information which, if properly used, might have avoided the protest or complaint.

## **BOARD OF APPEAL**

16. Within 14 days of the posting of written notification of any decision of the Management Committee or the Competition, a Club, Official or Player against whom action is taken may appeal against such decision by lodging particulars in duplicate with the Secretary of the Essex County Football Association, including a fee of £35.00, for adjudication of a Board of Appeal. The grounds of appeal shall be in accordance with FA Rules. The Board of Appeal may order the appeal fee to be forfeited and shall decide by whom the costs of the appeal shall be borne. The decision of the Board of Appeal is final and binding on all parties concerned.

No appeal can be lodged against a decision taken at an Annual or Special General Meeting unless this is on the ground of unconstitutional conduct.

## **EXCLUSION OF CLUBS. OR TEAMS MISCONDUCT, CLUBS, OFFICIALS, PLAYERS**

17. (A) At the Annual General Meeting, or Special General Meeting called for the purpose, Notice of Motion having been duly circulated on the Agenda, the accredited delegates present shall have the power to exclude any Club or Team from further membership 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.

(B) At the Annual General Meeting, or at a Special General Meeting called for the purpose, in accordance with the provisions of Rule 19, 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, which must be supported by more than two-thirds (2/3rds) 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.

(C) Any official or member of a Club proved 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 expulsion or 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 Clauses (A) and (B) of this Rule.

(D) Any Club or Team failing to complete 75 per cent of its fixtures in any season shall (unless the conditions are beyond their control, or the accredited delegates present at the Annual General Meeting or a Special General Meeting decide otherwise by a majority of two-thirds of the votes cast) be debarred from membership the following season.

(E) Club Officers, Committee Members, Managers, Players and persons acting in an official capacity for a Club must refrain from public criticism of Member Club, or Management Committee in the media, club programmes, newsletters, etc. Failure to comply will result in the Club being fined not more than **£250.00**.

**TROPHY:- LEGAL OWNERS. CONDITIONS OF TAKING OVER  
AGREEMENT TO BE SIGNED. AWARDS.**

18. (A) 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 Association may decide.

(B) The following agreement shall be signed on behalf of the winners of the Cup or Trophy:-

“We A \_\_\_\_\_ and B \_\_\_\_\_, the Chairman and Secretary of \_\_\_\_\_ FC, members of and representing the Club, having been declared winners of \_\_\_\_\_ Cup or Trophy, and it 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 1<sup>st</sup> March. 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.”

Clubs failing to have the Cup or Trophy engraved before it is returned shall be fined **£10.00**.

Clubs failing to return the Cup or Trophy by the date stipulated shall be fined **£30.00**.

(C) At the close of each Competition awards may be made to the winners and runners-up if the funds of the Competition permit.

**SPECIAL GENERAL MEETINGS**

19. Upon receiving a requisition signed by two-thirds of the Clubs in membership the Secretary shall call a Special General Meeting.

The Management Committee may call a Special General Meeting at any time.

At least seven days notice shall be given of either meeting under this Rule, together with an agenda of the business to be transacted at such meeting. Each Full Member Club shall be

empowered to send two delegates to all Special General Meetings. Each Club shall be entitled to one vote only.

Any continuing Member Club failing to be represented at a Special General Meeting without satisfactory reason being given may be fined **£50.00**.

Officers and Management Committee members shall be entitled to attend and vote at all Special General Meetings.

All amendment of Rules can only be implemented once approved by the appropriate sanctioning authority.

### **ALTERATION TO RULES**

20. Alterations shall be made to these Rules only at the Annual General Meeting or at a Special General Meeting specially convened for the purpose called in accordance with Rule 19. Any alteration made during the playing season to the Rule relating to the qualification of players shall not take effect until the following season.

Notice of proposed alterations to be considered at the Annual General Meeting shall be submitted to the Secretary by 1<sup>st</sup> February in each year. The proposals, together with any proposals by the Management Committee, shall be circulated to the Clubs by 15<sup>th</sup> February and any amendments thereto shall be submitted to the Secretary by 28<sup>th</sup> February. The proposals and proposed amendments thereto shall be circulated to Clubs with the notice of the Annual General Meeting. A proposal to change a Rule shall be carried if a majority of those present and entitled to vote are in favour.

A copy of the proposed alterations to Rules to be considered at the Annual General Meeting or Special General Meeting shall be submitted to the sanctioning Football Association at least 28 days prior to the date of the meeting.

Any alterations or additions decided upon at any meeting shall not become operative until the approval of the Association issuing sanction shall have been obtained.

Proposed alterations to the Rules to be considered at a Special General Meeting shall be circulated with the notice of the meeting and proposed amendments may be made and voted upon at the meeting.

### **RULES BINDING ON CLUBS**

21. (A) Each Member Club shall be deemed to have given its assent to the foregoing Rules and agreed to abide by the decisions of the Management Committee subject to Rule 16. Each Member Club must abide by any issued Football Association Code of Conduct.

(B) The Management Committee shall arrange the Annual Presentation Dinner/Dance in the style as directed by the preceding A.G.M. Member clubs including any clubs which may have withdrawn during or at the end of the season) shall be responsible for ensuring no liability to the League funds, and any deficiency shall be made good by those member clubs. Member clubs shall compulsorily purchase the specified number of tickets, as determined by the preceding A.G.M. To guarantee necessary prior arrangements and limit the League's financial commitment, all member clubs shall by 31<sup>st</sup> March preceding the Dinner/Dance have deposited with the League Treasurer a sum of money to the value of one equal share of the estimated total cost (this includes cost of all approved honoured guests and complimentary tickets). Deposit money is NOT RETURNABLE and the League reserves the right to resell any tickets not required by member clubs. Clubs who have not paid this money by the 31<sup>st</sup> March shall be fined **£25.00**.

## FINANCE

22. (A) The Management Committee shall determine with which bank or other financial institution the funds of the Competition will be lodged.
- (B) All expenditure in excess of £500.00 shall be approved by the Management Committee. Cheques shall be signed by at least two Officers nominated by the Management Committee.
- (C) The financial year of the Competition will end on 30<sup>th</sup> April.
- (D) The books, or a certified balance sheet, of a Competition shall be prepared and shall be audited annually by some suitable person(s) who shall be appointed at the Annual General Meeting.
- (E) Honoraria, if paid, must be agreed at the Annual General Meeting and relate to the season just concluded. The Management Committee shall recommend which Officers may receive honoraria and the level of payment. All the above to be detailed on the AGM paperwork under "Any other business" (Rule 6(A)(x)).