

## **LFC INSURANCE GROUP ESSEX OLYMPIAN FOOTBALL LEAGUE**

(Any reference to 'the League' or 'League' contained within the following rules, refers 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 LFC Insurance Group Essex Olympian Football League and known as the LFC Insurance Group Essex Olympian Football League and shall consist of not more than 55 Clubs who shall be Full Member Clubs and meet the criteria laid down in Appendix A.

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 criteria for Competition Membership shall be that Member Clubs shall have grounds or headquarters situated within 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.

Each club in membership must use a ground with playing facilities and dressing accommodation in accordance with the league membership criteria. (Clubs shall only play on the approved pitch and may only play on an alternative with the permission of a League Officer, which must be granted for each match so played). The playing pitch shall be completely isolated free from the encroachment of spectators and club Officials (Team Manager and Trainer ONLY, shall be allowed within the Technical Area in accordance with the Laws of The Game, if such an area is provided) by at least a continuous rope fence, (for both Senior and Reserve matches). Clubs found guilty of misconduct regarding such encroachment or not providing a rope shall be fined £10.00 minimum, £50.00 maximum for each offence reported and proven. Separate dressing accommodation for both teams and Officials, hot and cold washing facilities must be provided. Home Clubs shall make available to the visiting teams and officials suitable beverage ( tea, soft drink as appropriate ) at the conclusion of the match Clubs in default shall be fined £10.00.

Member clubs ONLY may enter their Reserve team in the Reserve Section of the Competition.

Clubs who do not have approved facilities available for Saturday football until the first Saturday in October or later, or whose facilities are only available for football up to the third week of April or earlier, shall not be allowed to enter their reserve team in the Competition.

(B) Member Clubs shall not enter any of their teams playing in the Competition in any other Competitions (with the exception of F.A. and County F.A. Competitions) except with the written consent of the Management Committee.

All clubs may enter their first team in the Intermediate/Premier Cup and their reserve team in the Junior Cup of the appropriate County F.A. Competition

NOTE: To avoid fixture congestion, clubs with dual County affiliations shall be allowed to enter their PARENT County Cup Competition only. Senior Section Reserve teams may enter their County F.A. Junior Cup Competition, in addition to this League's Reserve Section Cup-Competition.

(C)The League Management Committee shall have the power to decide or adjust the constitutions of the divisions at their discretion. When necessary this rule shall take precedence over Rule 12.

The subject of all such decisions shall be reported to all Clubs within 7 days, and if so requested by a simple majority of the member clubs a Special General Meeting shall be called to consider the Management Committee's decision.

### **Entrance Fee, Subscription, Deposit**

2.(A) Applications by Clubs for admission to this Competition must be made in writing to the Hon. Secretary on or before May 1<sup>st</sup> in each year and must be accompanied by an Entry Fee of £50.00 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(C) is applied and 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. The fees to include League subscriptions, and forms, but each club will receive FIVE handbooks only. Clubs in default shall be fined **£25.00**.

(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 League and Cup Subscriptions and Deposit have been paid. Any club in default shall be fined **£10.00** for each match so played and forfeit all points/honours gained from such matches.

(E)Clubs must advise annually to the Hon. Secretary in writing by 30th June of its parent County Football Association affiliation number for the forthcoming Season, failing which they shall be fined **£25.00**. Clubs must by 30th June advise the Hon. Secretary in writing, or on the prescribed form, of details of its Headquarters, Officers and any other information required by the Competition failing which they shall be fined **£25.00**.

(F)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 31st March preceding the Dinner/Dance have deposited with the League Hon. 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.

### **Officers**

3. The Officers of the League shall be the Patron, President, Vice-Presidents, Chairman, Vice-Chairman, Hon. Treasurer, Hon. Secretary, Hon. Registration Secretaries, Hon. Fixture Secretary, Hon. Publicity Secretary, Hon. Referee's Appointments Secretary, Hon. Asst. Referees Appointment Secretary, Hon. Referees Support Officer, Hon. Discipline Secretary, Hon. Entertainments Secretary and Hon. Match Results Secretary,

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. Elected members shall not be permitted to appoint a deputy to act in their absence.

(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 Hon. 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 Hon. 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.

(F)Clubs are not required to provide specifically named League delegates, but must arrange to be represented by such reputable persons as is necessary, when summoned to do so.

### **Powers of Management**

5.(A)The Management Committee may appoint such other sub-committees as they may consider necessary and may delegate such of their powers as they deem necessary to such committees. The decisions of all such committees shall be reported to the Management Committee for ratification.

(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, Official 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. 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.

(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 within twenty-eight days of receipt of notice of such order or within twenty-eight days of an operative date specified in that order, shall not be allowed to play or take part in the business of the League until the order has been complied with and a reason for the delay has been furnished to the Hon. Secretary, who shall submit to the Management Committee for their adjudication.

(I) All fines and charges shall be paid within 14 days of the date of posting of the written notification (unless otherwise ordered). Clubs, Officials or individuals committing a breach of this Rule shall be fined a further penalty of **£7.00** for each outstanding unpaid/late fine or be liable to 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) A club failing to be represented at a General Meeting or a Special General Meeting shall be fined **£50.00** and failing to be represented at three consecutive meetings without satisfactory reasons being given shall be further dealt with as the Management Committee may determine. Not less than seven days' notice shall be given of any meeting.

(M) Clubs or individuals summoned to attend Management Committee or Special Meetings must arrange to be represented. Failure to attend will result in the matter being decided in their absence, and shall also be liable to such further penalties as the Management Committee may impose.

(N) A club failing to satisfactorily attend to the business and/or correspondence of the League shall be liable to be fined or otherwise penalised at the discretion of the Management Committee (subject to Rule 17).

### **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 Twenty Members are present and entitled to vote:- (1) To receive and confirm the Minutes of the

preceding Annual General Meeting which may be read if requested by the majority of the members.

(2) To consider any business arising there from.

(3) To receive and adopt the Annual Report, Balance Sheet and Statement of Accounts and Standing Orders.

(4) Election of Clubs to fill vacancies (as recommended by the Management Committee).

(5) Constitution of the Competition for ensuing season.

(6) Election of Officers and Management Committee.

(7) Appointment of Auditors.

(8) Alteration of Rules, if any (of which notice has been given).

(9) Fix the date for the commencement and conclusion of playing season.

(10) 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 hands 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 unless the individual is also appointed to vote as a representative of a group of Associate Member Clubs.

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

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

### **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 \_\_\_\_\_ Competition and do hereby agree for and on behalf of the said Club to, if elected or accepted into Membership, 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 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 not 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 Hon. Registration Secretary prior to playing and whose completed registration counterfoil, or an e-mail confirmation of registration, has been received by the club prior to playing. (Note: Clubs should satisfy themselves of the true identity of players i.e. driving license etc. before submitting Registration Forms to the League for authorisation). The delivery of the completed Registration Form to the address of the appropriate Hon. Registration Secretary prior to the match in which the player takes part does NOT make the player eligible for that match.

(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 Hon. Registration Secretary within 72 hours (Weekends excluded) subsequent to the match. The player shall not again play until the Club is in possession of the completed counterfoil or an e-mail confirming he has been registered has been received. A maximum of two players may be registered in this way. Incorrectly completed Registration forms so received by the Hon. Registration Secretaries will be returned to Clubs as NOT REGISTERED. All such corrected forms represented for registration MUST be accompanied with a self addressed stamped envelope for return. Clubs in default shall be fined **£10.00**.

(iii) 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.

(C) 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.

No club shall withhold a clearance from a player without giving written notice as to the reasons for so doing to its league's Hon. Registration Secretary and to the player concerned, within seven days of receipt of application. The Management Committee shall, at their discretion, decide as to a player's liability.

(D) A fee of £1.00 shall be paid for EVERY player registered, which shall be payable to the appropriate Hon. Registration Secretary annually, following the closure of registrations, see Rule 8 (I), these fees shall be paid within 28 days of this date, and any club committing a breach of this clause shall be fined **£10.00**.

Additional registration forms may be obtained from the Hon. Registration Secretary, and only forms issued for the current season are valid.

Pre-payment is NOT required, see Rule 8 (B).

(E) 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 Hon. Registration Secretary shall notify the Club last applying to register the player of the fact of the previous registration.

(F) It shall be deemed misconduct for a player to:-

(i) Play for more than one Club in the Competition in the same season without first being transferred. Such a player shall be deemed guilty of misconduct, and shall be liable to disqualification from all League games, see Rule 8 (G).

(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.

(G) (i) The Management Committee shall have power to accept the registration of any player. The Management Committee shall have power to refuse, cancel or suspend the registration of any player or may fine any player 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**.

(ii) The Management Committee shall have power to refuse or cancel the registration of any player charged and found guilty of undesirable conduct and to disqualify the player in question from participating in all games in the Competition. (Subject to Rule 16). Undesirable conduct shall mean an incident or repeated conduct which may deter a participant from being involved in the competition.

(Note: Action under Clause (ii) shall not be taken against a player for misconduct on the field of play until the matter has been dealt with by the appropriate Association, and then only in cases of the player bringing the Competition into disrepute.)

(H) 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 Hon. Registration Secretary accompanied by a fee of £10.00. Such transfer shall be referred by the Hon. Registration 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 Hon. Registration 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 Hon. Registration Secretary may, on behalf of the Management Committee, transfer the player and he shall be deemed eligible to play for his new club upon receipt of the transfer form counterfoil from the Hon. Registration Secretary.

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

Except by special permission of the Management Committee no player shall be allowed more than one transfer during the season.

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

(J) 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. Registrations are valid for one season only.

(K) A register containing the names of all players registered for each Club, with the date of registration, shall be kept by the Hon. Registration 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.

(L) 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.

M)(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 shall be fined not less than **£10.00** and not more than **£50.00** in respect of each player concerned.

(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 shall award any points deducted from a Club under this Rule to the opponents in the match in question, subject to the match not being ordered to be replayed.

(N) Checks on players' eligibility may be carried out by any League Officer who attends any Olympian League controlled match. Players (and substitutes) of each club shall be requested to sign the 'Authentication of Registration' form provided by the League official, which shall then be submitted to the League Hon. 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(M) or Cup Rule 5(a). Any irregularity found by the League Hon. 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.

(O) 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 Hon. 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, shorts and socks, 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 Hon. 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, shorts and socks as they think fit. Shirts must be numbered for recognition purposes by the match officials. Clubs in default of this section of the rule shall be fined **£10.00**.

(B) Any Club wishing to change its name must seek permission from its affiliated County Association during the close season. 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 Hon. Fixtures Secretary, 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.

(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. Clubs failing to do this may be called before the League Management Committee to explain their inability to maintain their ground in a playable condition, and may place their continuation as a League member in jeopardy for future seasons, if the deterioration is not rectified to the League Management Committee's satisfaction within the time initially stipulated by the Management Committee. All matches shall be played on grounds deemed suitable by the Management Committee, and shall play home fixtures only on the ground registered with the League, unless prior approval is first obtained from the Management Committee after inspection of the facilities of the substitute ground. Clubs shall also provide separate accommodation for the Referee, Asst. Referees, and for the visiting team. 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. A club shall retain the gate receipts for all its home league matches.

All matches shall have a duration of 90 minutes unless a shorter time (not less than 80 minutes) is decided upon, 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 and inform the team captain, or other club official, of the team at fault of his intention to do so. The Referee's report shall include the name of the

person notified. Clubs so informed by the Referee, shall send an explanation, in writing, within SEVEN days to the League Hon. Secretary.

Times of kick-off:

All Saturday League matches  
Aug. to Oct. 2.30 p.m.  
Nov. to Feb. 2.00 p.m.  
Mar. to May 2.30 p.m.

Clubs playing Senior and Reserve matches on their own pitch on the same day, the Senior team shall play their match first.

Unless with the permission of the League Management Committee prior to the day of the match. Evening matches must kick-off by the following times.

August and May 6.30p.m.  
September and April 6.15p.m.

The home team must provide at least two balls fit for play (which must be delivered to the referee in his dressing room prior to the match. Clubs in default shall be fined **£10.00**). Goal-nets, which shall be suitably anchored to the ground, regulation corner posts, or in default be fined **£10.00** per match. The referee shall notify the captain if he intends to make a report as to the equipment being unsuitable.

(C) The fixtures shall be arranged by the Hon. 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 Hon. 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.

(D) 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 Hon. Fixtures Secretary.

(E) The Secretary of the HOME club shall give notice in writing full particulars of situation of the ground, time of kick-off, and means of reaching the ground to the Referee, Asst. Referees and the Fixtures Secretary of the opposing club (giving the name of the Referee), at least 4 DAYS prior to the playing of the match. Any club failing to comply, and upon any WRITTEN complaint ONLY, by any club, Referee or Asst. Referee being proven, shall be fined **£10.00**.

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

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.

(G) Home and Away matches shall be played. In the event of a Club failing to keep its engagement, for ANY reason, unless with the permission of the League Management Committee, as per Rule 10(D), they SHALL be fined not less than **£15.00** and not more than **£50.00**. Should this occur after 31<sup>st</sup> March the maximum fine shall be not more than **£250.00**. The League Management Committee MAY award the points to their opponents OR the match may be re-arranged, by the Hon. Fixture Secretary on any date he deems suitable. and if necessary the venue of the original fixture MAY be reversed, at his own discretion, if such re-arrangement causes any difficulty to the offended club. The

offending club shall also be liable to meet any reasonable claim for expenses made by the other club, this also includes any travelling expenses incurred.

Where a club with more than one team in the Competition has insufficient players available to fulfill its first team and reserve team fixtures, it must play its first team fixture and postpone its reserve team fixture. Any Club in breach of this rule shall be fined not less than **£15.00** and not more than **£50.00** or otherwise dealt with by the Management Committee.

Any club unable to fulfill a fixture must without delay give notice to their opponents and the officers listed below. Notice of postponement or cancellation of ANY MATCHES, including those due to weather conditions or the Referee's over-ruling decision, see Rule 13(D), 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, to:-

League Hon. Fixture Secretary

Referee and Assistant Referees (where appointed)

League Hon. Referees Appointment Secretary

League Hon. Match Result Secretary

League Hon. Assistant Referees (linesmen) Appointment Secretary, (only for matches for which official Assistant Referees are appointed).

Opposing Club Hon. Fixture Secretary (messages MUST NOT be left on an answerphone, PERSONAL CONTACT ONLY)

Any Club failing to notify ALL of these Officials shall be fined **£10.00** in respect of EACH Official not so informed.

Any club postponing an accepted fixture shall be deemed guilty of failure to keep an engagement, subject to any pitch inspection (see clause (G) of this Rule).

In the event of a match not being played or abandoned owing to causes over which neither Club has control it shall (subject to clause (H)) be replayed in its entirety on a date to be decided by the Hon. Fixture Secretary who will make all necessary arrangements in connection with the fixture.

The only exception to this shall be where a match is postponed due to there being no official referee available and no referee nominated in accordance with Rule 13 (B). In this instance the Management Committee shall be empowered to award points and fine any club deemed to have been the cause of the postponement, up to a maximum of **£50.00**

H)The Management Committee shall review all abandoned matches and in a case where it is to the advantage of the Competition and does no injustice to either Club, 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 opponents and/or take what other action they may deem necessary. In cases where a match is abandoned owing to the conduct of both teams or their Club members, the Management Committee shall take such action as they consider appropriate. Such action is subject to any disciplinary action taken by the appropriate County Association.

(J) Clubs are required to complete the multi-coloured Team Sheet showing Surname and full Christian Name, in Block Capitals of participating players and substitutes PRIOR TO THE MATCH: (BOTH TEAMS) PINK COPY to your opponents, in their dressing room 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). Any challenge to the opposing teams team sheet must be made on the day of the match, and the match referee must also be informed of any such protest.

(K) 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.

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 the Competition

The referee shall be informed of the names of the substitutes by means of being given the WHITE COPY of the Team Sheet in his dressing room not later than 15 minutes before the start of the match. Defaulting Clubs shall be reported by the Referee and shall be fined **£15.00** for each separate offence.

(Note: Unnamed Substitutes SHALL NOT be allowed to participate in a match).

Substitutes MAY act as Asst. Referees prior to their participation in a match.

(L) The half time interval shall be a minimum of 10 minutes for daytime matches and 5 minutes for evening matches. With the agreement of the referee these periods may be amended, but must not exceed 15 minutes.

(M) 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 Hon. Secretary SEVEN full days prior to the match.

(N) 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) Each club must send by e-mail, on the form provided, the result of each League, League Cup or League Challenge Cup match and the names of the goal scorers to the appropriate League Hon. Registration Secretary, also stating the Registration Number, Christian and Surnames of the players taking part. This MUST BE RECEIVED by the Hon. Registration Secretary within FOUR full days (Sundays and Bank Holidays included) of the conclusion of the match.

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.

Result sheets MUST correspond to those named on the team sheet given to the match Referee, see Rule 10 (J). Clubs in default shall be fined **£15.00** and the Hon. Registration Secretaries shall report all clubs to the Management Committee who may impose such further penalties on clubs who are repeatedly in default of this rule. The Management Committee's decision on any question of eligibility SHALL BE FINAL (subject to appeal, as referred to in Rule 16). DO NOT send in result sheets for abandoned matches, which are considered void.

(B) Result forms that are not correctly completed, as per Rule 11(a), by a responsible official of the Club, will be RETURNED to the Club by the League Hon. Registration Secretaries for amendment, and the date of receipt of the correctly completed form shall be used to determine the FOUR day default period specified in Rule 11(a). The Management Committee shall have power to impose such larger penalties (up to a maximum of **£50.00**) on Clubs repeatedly in default of this Rule.

(C) 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 Hon. 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 goalscorers for BOTH teams. These results and goalscorers 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 Hon. Match Result Secretary, see Rule 10(g).

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 Hon. 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 **£7.00**.

### **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 points 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 clubs being equal on points for any position in any of the League Tables at the close of the Competition, goal difference shall decide. In the event of two or more clubs being equal on both points and goal difference for any position in any of the League tables at the close of the Competition, the number of goals scored shall decide. In the event of two or more clubs being level on points, goal difference, and the number of goals scored for an important position at the close of the Competition, a deciding match shall be played under conditions arranged by the Management Committee.

(B) Subject to Senior Status (See Note 2) - the Club winning the Senior Premier Division will be eligible for promotion to the Essex Senior Football League, unless its facilities are not approved by that League or unless it does not wish to apply for membership of the Essex Senior Football League. In either of these cases, the Club coming second in the

Senior Premier Division may apply for membership of the Essex Senior Football League, if its facilities are approved by that League. Failure to secure the recognised qualification by first or second placed sides may allow the third placed Club to seek qualification under the same conditions. The LFC Insurance Group Essex Olympian Football League will accept one Club relegated from the Essex Senior Football League, should that Club be allocated by the National League System Committee.

Clubs wishing to make application to the Essex Senior Football League, must notify the Secretary not later than 31st March each year, and on the 15<sup>th</sup> April the Secretary will submit a list of Clubs considered to be eligible by the Management Committee to the Essex Senior Football League.

The Essex Senior Football League, will notify the Secretary by the end of the playing season as to the Clubs considered to have the necessary standards.

Note 1: For "Essex Senior League" read "or other Senior Football League" as approved by the National League System Committee.

Note 2: Clubs desiring "Senior Status" must apply to the Essex County Football Association in the Season preceding that to which status if granted would take effect.

(C) The last two clubs in each division (except the lowest division) SHALL be relegated to the next lowest division. The top two clubs in each division (except the highest division) SHALL be promoted to the next highest division.

Only clubs with Olympian Grade 'A' facilities shall be allowed to compete in Senior Premier Division. Should at the conclusion of the season either of the top two teams in Senior Division 1 not have Olympian Grade 'A' facilities then they shall not be promoted. In such an instance only one team shall be relegated from the Senior Premier Division. Should at the conclusion of the season neither of the top two teams in Senior Division 1 have Olympian Grade 'A' facilities then they shall not be promoted. In such an instance no team shall be relegated from the Senior Premier Division.

The last four clubs in the lowest Division shall retire, but shall be eligible for re-election. This rule also applies to all Reserve Divisions and is subject to any adjustments referred to in Rule 1(b).

(D) In the event of a club not completing 75 per cent of its fixtures for the season all points obtained by or recorded against such a defaulting club shall be expunged from the League table.

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

### **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. Appointments need NOT be acknowledged, unless to indicate non-acceptance. Registered Referees may be appointed as Asst. Referees, when available, in a manner approved by the Essex County Football Association.

(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 be appointed by the competing Teams. In cases where there is no officially appointed Referee and no officially appointed Assistant Referees, 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. A Referee thus agreed upon shall, for that game, have the full powers, status and authority of a registered Referee and provided the game be played to a finish and in accordance with these Rules, it shall rank as a League fixture.

All match officials are expected to arrive at the ground 30 minutes before the appointed kick-off time.

(C) In all matches, except where an Assistant Referee is appointed by the Competition, each club shall produce an efficient Linesman, for the whole of the game. Any club failing to do so shall be fined **£15.00**. 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 a linesman for most 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.

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

Referee £20.00 for **all** Divisions plus standard class public transport expenses or private car expenses of 20p per mile and any other permitted expenses actually incurred.

Registered Referees appointed by the Competition as Assistant Referees in both Senior and Reserve Divisions a fee of £12.00, plus expenses of second class railway fare or 20p per mile or bus fare where services operate and the fees of these Assistant Referees TO BE SHARED EQUALLY between both competing clubs.

The Home Club shall pay the Officials their fees and expenses before/immediately after the match in his own dressing room. Clubs in default of this Rule shall be fined **£25.00** for each offence.

(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 only.

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. This shall be paid by the home club and if the visiting club is in default they will repay this amount to the home club within seven days, via the League Hon. Treasurer.

(G) A Referee not keeping his engagement, and failing to give a satisfactory explanation as to his non-appearance, may have the fact reported to the Association with which he 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 League Hon. Asst. Referees Secretary by e-mail and MUST BE RECEIVED within four FULL days (Sunday and Bank Holiday included) of the conclusion of the match.. Clubs failing to comply with this Rule 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).

The League shall keep a record of the markings and on the form provided and by the prescribed date each season shall submit a summary to the Essex County Football Association.

(I) The Referee shall submit a Result Sheet giving the result of the match, the number of players in each team, the time of kick-off, and any misconduct during the match to the League Hon. 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 31st 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 Hon. Secretary in writing by 31st 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. 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 constitution for the coming season having been decided at the Annual General Meeting held not later than June 30th, the League shall have the right, irrespective of other provisions of 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) Any club making application to enter another League must inform the League Hon. Secretary, in writing, BEFORE such an application is made. Clubs failing to comply with this Rule shall be liable to a fine not exceeding **£250.00**.

(E) 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 Hon. 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 Hon. 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.

A copy of the appeal must be sent to the League Hon. Secretary and the operation of the decision made by the League shall not be suspended pending the result of the appeal unless the Board of Appeal or the Council of the Essex County Football Association, through its Officers, orders such suspension.

#### **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 as specified in the current Essex County Football Association Rule book, 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 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 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 failing to complete 75 per cent of its fixtures in any season shall (unless the conditions are beyond their control, or the majority of the accredited delegates present at the Annual General Meeting or a Special General Meeting decide otherwise) 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 Match Officials, Member Clubs, or Management Committee in the media, club programmes, newsletters etc. Failure to comply will result in the club shall be 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. Clubs failing to have the Cup or Trophy engraved before it is returned shall be fined **£10.00**. 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."

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

(D) Clubs failing to return League trophies by the date stipulated in this rule shall be fined **£30.00** for each trophy not so returned.

#### **Special General Meetings**

19. Upon receiving a requisition signed by two-thirds of the Clubs in membership the Hon. 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. Not less than seven days' notice shall be given of any Meeting.

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

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

### **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 Hon. Secretary by 1<sup>st</sup> February in each year. Such 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 Hon. Secretary by 28<sup>th</sup> February. After approval by the Essex County Football Association, 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.

Proposed alterations submitted by clubs shall detail both the proposing and seconding club. Any proposals made without a seconding club shall not be considered.

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.

Two copies of the Rules adopted by the Competition shall be submitted to the sanctioning Football Association seven days after 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.

### **Rules binding on Clubs**

21. 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 and the leagues own Code of Conduct as detailed in Appendix B.

### **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 shall be approved by the Management Committee. Cheques shall be signed by at least two Officers from three 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.

