

IMPORTANT. –Ignorance of any rule cannot be accepted as an excuse in mitigation of an offence

THE MEDWAY MESSENGER SUNDAY FOOTBALL LEAGUE

NOMENCLATURE AND CONSTITUTION

1. (A) This Competition shall be designated the Medway Area Sunday Football League and known as the Medway Messenger Sunday Football League and shall consist of Clubs who shall be Full Member Clubs & Clubs who shall be Associate 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 Kent County Football Association. The area covered by the Competition Membership shall be within a radius of 20 miles of the Brook Theatre, Chatham.

This Competition shall apply annually for sanction to the Kent County Football Association and the constituent teams of Member Clubs may be grouped in divisions, each not exceeding 16 in number.

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 of the Competition.

(B) Matches in this League, or its subsidiary Competitions, will normally be played on Sundays but the Management Committee, in its absolute discretion, shall give permission for matches to be played on other days of the week when it is considered necessary so to do.

(C) Although female Referees are permitted to officiate, no female footballers are allowed to take part in matches in this League or its subsidiary Competitions. In addition, Clubs in membership of this League, and players of such Clubs, may only participate in matches where all the players and substitutes are male.

ENTRY FEE, SUBSCRIPTION, DEPOSIT

2. (A) Applications by Clubs for admission to this Competition or the entry of an additional team(s) must be made in writing to the General Secretary before 1st May and must be accompanied by an Entry Fee of £100 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 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 £60 per Team payable on or before the Annual General Meeting in each year.

(C) Deleted

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

(E) Clubs must advise annually to the General Secretary in writing by the Annual General Meeting of its Kent County Football Association affiliation number for the forthcoming Season, failing which they shall be fined £16. Clubs must advise the General Secretary in writing, or on the prescribed form, of details of its Headquarters, Officers and any other information required by the Competition.

(F) Each Club shall be required to purchase two copies of the League's current official handbook per team.

(G) All Financial matters within the competition shall be adjusted by the Finance Committee and notified to all clubs before the Annual General Meeting.

(H) Each Club in membership of the League must have an account held with a reputable Bank or Building Society. All such accounts should require a minimum of two signatories on all transactions. All payments made to this League must be effected by the Club unless otherwise instructed.

Clubs defaulting shall be dealt with by the Management Committee

OFFICERS

3. (A) The Officers of the Competition shall be the President, Chairman, Vice-Chairman, Hon. Treasurer, Hon. General Secretary, Hon. Assistant Secretary, Hon. Registration Secretary, Hon. Fixtures Secretary, Hon. Referees Secretary, Hon. Results Secretary and Hon. Social Secretary to be elected annually at the Annual General Meeting. (N.B. Auditors are not Officers).

(B) The Management Committee, all members of the Council or servants or its agents of the Association shall be indemnified out of its funds against all costs, charges, expenses, losses and liabilities incurred by them in the conduct of the League's business or in the investment of surplus funds or in the discharge of their duties; and no member of the Management Committee or members of the Council shall be liable for the acts or omissions of any other member of the Management Committee or Council by reason of his or her having joined in any receipt for money not received by him or her personally, or for any loss on account of defect of title to any property acquired by the League or on account of the insufficiency of any security in or upon which any monies of the League's or surplus funds shall be invested, or for any loss incurred through any broker or other agent, or upon any ground whatever other than his or her own wilful acts, neglects or defaults.

(C) The League will pay to its Honorary Officers a sum towards expenses incurred in the fulfilment of their duties. This sum will be agreed by the Finance Committee each year. The sum will be paid on 1st July, in arrears.

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 4 members who shall be elected at the Annual General Meeting.

(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 General Secretary in writing, signed by the Secretaries of two Member Clubs, not later than 1st May 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 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 General Secretary shall convene a meeting of the Committee. All such meetings shall be minuted.

(D) Except where otherwise mentioned all communications shall be addressed to the General 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) With the exception of the Patron, President, Life President and the Life Vice-Presidents, any member of the Council who is absent from three consecutive Management Committee meetings without satisfactory reason may have his election annulled and the vacancy filled by the Management Committee.

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 Kent 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). All such meetings shall be minuted.

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 14 days.

(F) 5 members of the Management Committee shall constitute a quorum for the transaction of business of the Management Committee and 3 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) The League Council shall at its first meeting after the Annual General Meeting appoint the following Standing Committees:

(i) Emergency Committee:

Any such Committee shall have full powers of the Management Committee to deal with all matters of urgency occurring between Management Committee Meetings.

(ii) Rules Revision Committee:

Annual review of the Rules etc. of the League and recommendations for their amendment and/or amplification as necessary.

(iii) Cup Committee:

To deal with all matters appertaining to the League's Subsidiary Competitions.

(iv) Finance Committee:

To deal with all matters appertaining to the finance of the League.

(v) Benevolent Fund Committee:

To deal with all matters appertaining to the League Benevolent Fund.

(vi) Representative Football Committee:

To deal with all matters appertaining to League Representative Football.

(vii) Disciplinary Committee:

To have full powers to deal with all breaches of League Rules.

(M) The Management Committee has a right to administer fines penalties and administration charges not to exceed £160 per item, when in the Management Committee's opinion a club has failed to meet any of its obligations or contravened any rule.

ANNUAL GENERAL MEETING

6. (A) The Annual General Meeting shall be held not later than June in each year. At this meeting the following business shall be transacted provided that at least 25 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 Reports, 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 Kent County Football Association.

(C) A signed copy of the duly audited Balance Sheet and Statement of Accounts shall be sent to the Kent 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 7 days' notice shall be given of any Meeting.

(E) Clubs 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 10 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 may be fined £45.

(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 Medway Messenger Football League Competition and do hereby agree for and on behalf of the said Club to, 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 Kent County Football Association(s) to which the Club is affiliated and to the General 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:-

- (1) 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 one day prior to playing. Emergency signings excepted.
- (2) Signed a fully and correctly completed Competition registration form in ink on a match day prior to playing, witnessed by an Officer of the opposing Club, and

submitted to the Registrations Secretary within 24 hours subsequent to the match. A maximum of two players per game may be registered in this way.

(C) Deleted

(D) A team shall not include any more than 2 players who have taken part in any five or more senior competition matches during the current season unless a period of 56 days has elapsed since they played.

For the purpose of this Competition a senior competition(s) is any division above that to be played in.

(E) 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.

(F) A fee of £4 shall be paid per registration and should accompany the completed registration form.

Registration forms can be obtained from the Registrations Secretary.

(G) 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.

(H) 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.

(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 wilfully neglected to accurately or fully complete.

(J) (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 at their discretion who has been charged and found guilty of registration irregularities (subject to Rule 16).

(iii) The Management Committee shall have power to refuse or cancel the registration of any player charged and found guilty of undesirable conduct (subject to Rule 16). Undesirable conduct shall mean an incident of repeated conduct, which may deter a participant from being involved being involved this Competition.

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

(K) 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 £11. 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 one day after receipt of such transfer. No player shall be allowed more than one transfer during the season, except by special permission of the Management Committee. The fee for a Second transfer approved by the Committee shall be £22.

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

(L) A player may not be registered for a Club nor transferred to another Club in the Competition after 31st March except by special permission of the Management Committee.

(M) 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.

(N) A computerised 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, for a fee of £20.

(O) 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 5 games for that team in this Competition in the current season except by special permission of the Management Committee.

(P) Deleted.

(Q)(i) Any team playing an unregistered or otherwise ineligible player or players may 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 3 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 in exceptional circumstances may, at its discretion, 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.

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

(R) (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) Children under 14 shall not play in a team involving players who are more than 2 years older.

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

CLUB COLOURS. CLUB NAME

9. (A) Every Club must register the colour of its shirts and shorts with the General Secretary by 1st July 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 £11.

The General 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.

(B) Any Club wishing to change its name and/or colours must seek permission from its affiliated County Association and from the Management Committee. A fee of £20 will be charged by the league

(C) Change of Hon. Secretary and/or address during the course of the season must be notified to the General Secretary, all clubs in the relevant division, and the County F.A. Chief Executive plus the Divisional Hon. Secretary.

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 1st July, must not be arranged for a date later than seven days preceding the concluding date determined by the Annual General Meeting. Any club failing to be represented at such a meeting shall be liable to a penalty not exceeding £20.

All matches shall be arranged by the Fixtures Secretary using a computer system.

(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 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 70 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. Double fixtures may be a minimum of 30 minutes each way.

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 £16 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. Goal nets must be used.

(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. The Fixtures Secretary shall have the power to rearrange any fixture in the interest of the competition. All friendly matches played under the league jurisdiction will be governed by the rules of this competition.

(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 five clear days prior to the playing of the match. Clubs may confirm by other means, at least six days prior to the playing of the match, but must take full responsibility for any repercussions.

Any Club failing to comply with this Rule shall be liable to a fine of £16.

(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 £6 for each missing player. A minimum of seven 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 fulfil 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 £11 or otherwise dealt with by the Management Committee.

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 General Secretary within seven 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 a case 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 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 Affiliated Association.

(G) A Club may at its discretion and in accordance with the Laws of the Game use 3 substitute players in any match in this Competition who may be selected from five named players.

The referee shall be informed of the names of the players, including substitutes, not later than ten minutes before the start of the match, using the referees card provided.

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

(I) No match may be postponed without prior permission of the Fixtures Secretary. The Secretary of the home club shall be responsible for notifying match official(s) and opponent club secretary(s) of such postponements. Any club failing to notify these parties of a postponed match shall be liable to a fine of £20.

(J) No jewellery of any kind shall be worn. Jewellery that cannot be removed must be taped or otherwise made safe to the satisfaction of the referee. The referee must be made aware of any medical or other appliances being worn or used by a player before the match and receive permission to play. Offending clubs shall be liable to be fined £16 per player.

(K) All teams to have adequate First Aid Kit as stated in the League Handbook. Each team to check opponent's on match days and report to the General Secretary as required.

(L) In the Senior Section, unless the ground is enclosed, one side of the ground where the majority of spectators normally accumulate must be completely roped off, the Match Officials must have separate changing facilities and refreshments must be offered to their opponents and the Match Officials, any club failing to comply with this rule may be fined a sum not exceeding £10.

(M) In all divisions officials should be offered half time refreshments. Any club failing to comply with this rule may be fined a sum not exceeding £10. (A communal water bottle is not considered satisfactory).

REPORTING RESULTS

11. (A) The League must receive within 3 days of the date played, the result of each Competition match in the prescribed manner. This must include all information detailed below. Failure to do so will incur a fine of £11 and/or the Club being dealt with as the Management Committee decide.

(i) Each club must enter on the card:

1. Their players first and surname, as registered, and indicate the substitutes used.
2. The mark awarded to the referee (see guidance for marking referees).

3. The final score (indicate penalties after extra time where applicable).

4. An officials signature and/or first aiders as directed.

The home club must also enter the date, venue, clubs names, referees name and Division or Competition. Any alterations must be initialled by the respective official or the card will be deemed to be incomplete. The postmark shall be the deciding factor in any dispute arising from this Rule. This includes postponed matches.

(ii) The League will provide the result cards which will be pre paid, at a nominal cost to the clubs.

(B) The Home Club shall telephone the result of each match to the Results Secretary before 2.15pm for morning matches. This includes postponed games and all cup matches including KCFA and FA competitions, even if outside the jurisdiction of the League. Failure to comply with this rule may result in a fine not exceeding £10.

(C) The match result notification card, correctly completed, shall be signed by a responsible member of the Club and a qualified first aider. 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 3 points to be awarded for a win and 1 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) 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 two 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)(1) above.

(iv) When a senior team is relegated to a lower Division of which its reserve team is a member, or entitled to be a member, such reserve team must accept relegation to, or retain its position in, the next lower Division; and should the senior team be relegated to the lowest Division its reserve team automatically retires from the Competition.

(v) Should either or both of the leading teams in any of the Divisions have its senior team in the next higher Division, promotion shall fall, at the discretion of the General Meeting, to the next highest team or teams in the Division concerned.

(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.

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.

(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, 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. If clubs fail to agree a fine will be levied at the discretion of the Management Committee.

(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 £11 being imposed on the defaulting Team.

(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 arbitrator and whose decision must be accepted.

(E) Match Officials appointed under this Rule shall be entitled to charge standard class public transport expenses or the following prescribed match fees:-
Referee £20 Registered Referees appointed by the Management Committee as Assistant Referees £10, subject to any limits laid down by the sanctioning Association(s).

The Home Club shall offer the Officials their fees and expenses before the match.

(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 a fee of £10. 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 engagement, and failing to give a satisfactory explanation as to his non-appearance, may have his name removed from the list of Referees and 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 Competition on the result card 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.

(J) Deleted

(K) 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 fulfilment of all other obligations to the Competition must notify the General Secretary in writing by 1st May each Season or be liable to a fine not exceeding £200.

All Clubs wishing to remain in membership of the Competition for the following Season must confirm their intention to do so, in writing, to the General Secretary by 1st May.

(B) A Club shall not be allowed to withdraw any or all of its teams from the Competition after 1st May for the following Season. Any Club infringing this Rule shall be liable to a fine not exceeding £200 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 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 APPEALS

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 General Secretary within three 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 General Secretary a sum of £20. 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 fourteen 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.

(NOTE- Officers will not be drawn into any dispute regarding fines)

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 Chief Executive of the Kent County Football Association, including a fee as laid down by the KCFA, 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.

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 upon a majority of two-thirds of the votes cast. Voting on this point shall be conducted by ballot which must be supported by (more than) two thirds (2/3) of those present and voting.
- (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 upon a majority of two-thirds of the votes cast. 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 misconduct, 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% 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) In the case of clubs which have completed 75 per cent of their League fixtures the outstanding games shall be awarded by the Management Committee to the clubs not in default.
- (F) If a player or club official be ordered to appear before the League Council and he fails to do so without giving a satisfactory explanation, a fine of £22 will be imposed.
- (G) The Management Committee will monitor the misconduct of teams of clubs within the League. Any club or team whose misconduct level gives cause for concern will be given a written warning. If following the warning the level of misconduct is still of

concern the Club or team will be ordered to appear before the Management Committee and if no satisfactory explanation given be dealt with at the Committee's discretion.

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

18. (A) A Competition Cup or Trophy shall be vested in the Association sanctioning the Competition as Trustees. If a Competition be discontinued for any cause the Cup or Trophy shall be returned to the Donor, if the conditions attached to it so provide, or otherwise dealt with as the Association may decide. At the close of each Competition awards may be made to the winners and runners-up if the funds of the Competition permit.

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 _____. 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."

(B) Any club failing to return the Trophy by the said date shall be liable to a fine of £55 and any club ceasing to belong to the Competition shall return all trophies held by them forthwith.

SPECIAL GENERAL MEETINGS

19. Upon receiving a requisition signed by two-thirds of the Clubs in membership the General Secretary shall call a Special General Meeting accompanied by a sum of £50 towards expenses.

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 may be fined £50.

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

No business other than that specified shall be introduced.

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 General Secretary by 1st April in each year. The proposals, together

with any proposals by the Management Committee, shall be circulated to the Clubs by 1st May and any amendments thereto shall be submitted to the General Secretary by 1st June. 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 two thirds 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 seven 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.

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 (Appendix).

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 nominated by the Management Committee.
- (C) The financial year of the Competition will end on 31st December.
- (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.

IMPORTANT RULE re REPRESENTATIVE MATCHES ETC.

23. A player selected to play in a representative match must not play for his club on the date of such a match (this applies to players selected for the League or County Representative teams). If a team has two or more players, or its regular goalkeeper, selected for a representative team it may, upon written application to the Fixtures Secretary, receive permission to postpone its League or League Cup fixture on that day. The Management Committee shall have the power to take disciplinary action against any player who fails to appear at a representative match for which he has been selected, without explanation considered satisfactory by the Management Committee.

BENEVOLENT FUND

24. (A) The object of the fund shall be to grant assistance to necessitous players and others who have rendered service to the game.
- (B) The fund shall be under the Management of the Management Committee.
- (C) The Management Committee shall have the power to arrange a representative match in each season for the benefit of the fund and also to invite subscriptions and donations plus the arrangement of organised dances etc.

(D) All applications shall be made on forms to be obtained from the General Secretary. All grants will be made on merit, bearing in mind the state of the funds at the time of the application.

(E) Grants may be made in the form of a lump sum or a series of periodical payments.

(F) The fund is not established to supersede efforts which clubs may make on behalf of an applicant, but it is intended to supplement their efforts.

(G) All necessary expenses of administering the fund shall be paid out of Benevolent Funds.

(H) The fund shall be deposited in a separate account with the League's bankers and the accounts shall be audited by the League's auditors.

(I) Ex-officio members of clubs or anyone else connected with the League shall be allowed to join on completion of a separate form on payment of the sum of 50p.

The Medway Messenger Sunday Football League Cup Rules

1. The Medway Messenger Sunday Football League Rules where applicable together with the following exceptional and additional rules shall apply.
2. All cup competitions shall be conducted on cup tie principles and shall be open to all clubs competing in the Medway Messenger Sunday Football League.
3. A player shall not play for more than one club in the competition. However a player who has **previously** played for a team in a competition, may play for another team of the same club in a higher grade of a competition. All players must be registered with the Registration Secretary prior to playing.
4. Except by special permission of the Management Committee only players who have played in three League and/or Cup games in the current season shall be eligible for the semi finals and final tie.
5. The net proceeds of the final tie shall be paid to the Competition, and the profits arising from the Competition shall be dealt with by the Council at their absolute discretion. Each competing club in the final ties must purchase 100 tickets for admission at £2.00 each. Admission otherwise shall be £2.50 Adults, £1.00 Children and Senior Citizens.
6. **Duration of the Match.** The match shall be of 90 minutes duration. If a draw at the end of this period teams shall toss for choice of ends. 30 minutes extra time will be played in two equal periods of 15 minutes. If the tie is still undecided after the period of extra time, the winners will be determined by the taking of kicks from the penalty mark in accordance with the International Board Decision contained in the Laws of the game.
7. A club shall not be allowed to withdraw from the competition after submitting its league application form. Any club infringing this rule or failing to fulfill its fixtures shall be liable to a fine not exceeding £100.00.
8. A club may, at its discretion, use three substitute players from five nominated at any time in a league or league cup game except to replace a player suspended from the game by the referee. The substitutions can only be made when play has stopped for any reason and the referee has given permission. Only three substitutes from each side will be permitted in any one match. The substitutes names shall be included on the referees card and submitted to the referee before the match starts.
9. All match expenses in semi final ties shall be shared. Ties to be played on a neutral ground to be nominated by the club first drawn and approved by the cup committee, unless otherwise ordered by the council.
10. All competing clubs may be requested to supply two stewards at all cup finals who must report to the League Secretary 45 minutes before the start of the game. Failure to do so will result in a fine of £30.00.
11. All teams playing in the League Cup Competitions shall use the match and referees cards as in League rules.
12. For all 11-a-side *pre season* competitions, five substitutes to be named and three used if required.

13. Each club playing in the final shall submit two match balls to the referee 30 minutes before kick off. The referee shall then decided which ball shall be used.

Cup Competitions – The Medway Messenger Sunday Football League & Cup rules shall apply with the following competition specific additions

LEAGUE CUP

Senior Cup – (Senior Section, Premier Division & Division 1)

Junior Cup – (Divisions 2, 3 & 4)

Junior Trophy – (Divisions 5 & 6)

1. Entrance fee of £26.00 per team payable at the League Fixture meeting, which includes entry to the Charity Cup, should you be eligible.

CHARITY CUP

Senior Cup – (Senior Section, Premier Division & Division 1)

Junior Cup – (Divisions 2, 3 & 4)

Junior Trophy – (Divisions 5 & 6)

1. The League will decide its nominated charity at the first Management Committee in January each year.

2. The entry fee is included in the entry fee for the League cup.

3. A donation from the competition shall be made to the Kent Benevolent Fund each season.

4. The competition shall be for clubs knocked out of the League Cup competition in the first round that they play in, and shall be in the same groups as the League Cup.

5. The semi-finals of the competition shall be played on Good Friday morning as drawn or as decided by the Competition Committee.

6. The finals will be played on the third Sunday in May, the Kick Off times shall be decided by the Management Committee.

Senior Challenge Shield

1. The competition will be by invitation to Senior Section and Premier division clubs only.

2. An entrance fee of £19.00 shall be charged for each competing club.

3. The Referees Secretary will appoint a referee and two Assistant Referees from the list of officials for all matches.

4. Match expenses in the final tie shall be borne by the League.

Junior Challenge Shield

1. The competition will be by invitation to all clubs in divisions 1 - combination

2. An entrance fee of £18.00 shall be charged for each competing club.

3. The Referees Secretary will appoint a referee from the list of officials for all matches.

4. Match expenses in the final tie shall be borne by the League.

Seven a Side Competition

1. The Competition shall be by invitation.

2. The entry fee shall be £24.00 per team.

Medway Messenger Competition

1. The Competition shall be open, by invitation, to the top scoring club in each Division which has not been winners or runners up in their respective Divisions or League Cup winners or runners up, or winners or runners up in any County Sunday Cup Competition. In the event of a tie in the number of League goals scored, the side conceding the least goals shall qualify.

2. It shall be played as a pre season competition.

3. There shall be an entry fee of £18.00.

4. Matches shall be played on dates and grounds as laid down by the League Council.

5. All match expenses shall be shared equally in all ties.