



IMPORTANT ADVICE TO TEAM OFFICIAL / REPRESENTATIVE

PRE-MATCH ADVICE	Notify your opponents & referee at least 5 CLEAR DAYS PRIOR to the match, giving kick-off time, directions to your ground and confirmation of the team colours of each team.
COLOURS	If, in the opinion of the referee, two Teams have the same or similar colours, the HOME Team shall make the change. Black coloured goalkeeper shirts are not permitted. Shirts must be uniquely numbered. Any Club wishing to change its colours during the Playing Season must obtain permission from the Management Committee.
REGISTRATIONS	All players MUST be pre-registered & authorised via the Whole Game System (WGS). No signings are permitted on the day of a match. If a Club attempts to register a player via WGS but does not fully and correctly complete the necessary information via WGS, the registration will not be processed.
MATCH REPORTS	Match report forms must be submitted online via our Full-Time website Both teams shall submit their match details onto the system within a 24-hour period on the conclusion of the match. Mandatory details must include participating players, goal-scorers, yellow / red cards etc.
REFEREES/MARKS	<p>Ensure 2 match balls are presented to the referee for inspection prior to the kick-off. If an official referee is not present, both clubs MUST mutually agree upon a stand-in official(s) to ensure the game is played.</p> <p>Where an qualified referee is appointed, EACHTEAM must submit a 'referees mark' to the Referees Secretary (RS) via the Full-Time system within 2-days of the match. Any mark of 60 or below will require separate correspondance to the RS within the same period.</p> <p>If a match official is appointed by the League but fails to be attend, this MUST be reported to our RS as soon as possible.</p>
REPORTING RESULTS	Both Clubs shall SMS (text) the result of each match to the Full-Time system by 9:30pm on the day of the match. Clubs in default shall be fined (in accordance with the Fines Tariff).



OPEN DATES Each team shall be permitted to apply for 3 open dates during any one season. Application for open dates must be made in writing to the League Secretary at least 14 days prior to the scheduled fixture.

Fixtures having been released shall be deemed to have been accepted and must be complied with.

No 'open dates' can be requested for cup or trophy matches.

PLAYERS Players must, without fail, remove Any jewellery and charity bands before playing. Shin pads must also be worn at all times. Sock tape and undergarments must be of a matching colour to the kit.

SPECTATORS It is mandatory requirement for each home team to erect a spectator barrier (if a permanent spectator barrier is not in place) prior to the match. Respect Barriers or equivalent **MUST** be used at all games. The use of cones is **NOT** permitted.

CORRESPONDENCE

Failure to attend to correspondence and pay fines promptly, either from your County FA or the league, **WILL prove costly to your club and may result in suspension**. Please speak up if you need help or any advice on what to do to avoid incurring completely avoidable sanctions.

