

Challenge Trophies (County Cup) Rules

Adult Section

1. Application - The following Rules apply to all Adult County Challenge Cup Competitions.
2. Ownership - The Surrey County Football Association Limited shall be, for all purposes, the legal holder of the above Cups.
3. Control - The County shall appoint a Challenge Trophies Committee to control and manage the Competitions on their behalf and to give decisions on all matters arising out of the Competitions. Clubs shall be bound by any contract entered into by the County in relation to the Competitions. In any matter not specifically mentioned in these Rules the Challenge Trophies Committee shall have power to take such action and impose such penalties as it deems necessary. There shall be no appeal against the decisions of the Committee being made in accordance with Challenge Cup Competition Rules excepting in relation to monetary fines as imposed.
4. All matches will be played in accordance with the Laws of the Game as decided by the International Football Association Board
5. Cups to be competed for annually
 - (a)
 - i. All competitions shall be open to clubs affiliated to this Association and shall be competed for annually.
 - ii. Entries to all County Cups, with the exception of the Veterans and Women's Cup shall be confined to clubs who play their matches in a league recognised by the Association.
 - iii. All such matches shall be played within the boundaries of the County of Surrey, subject to the permission of the Challenge Trophies Committee.
 - iv. A club that is dual affiliated is permitted to enter another county's cup competition with the consent of the parent Association. In the event of a clash of fixtures the cup-tie of the parent Association shall take precedence.
 - v. Any club not parented to the Surrey County Football Association but duly affiliated and having entered one of the Association's cup competitions, may have to abide by the dates set by the Challenge Trophies Committee.
 - (b)
 - i. The Senior, Premier, Intermediate, Junior and Lower Junior Cups shall be open only to those clubs who normally play their matches on Saturdays.
 - ii. The Sunday Cups shall be open only to those clubs who play their matches on Sunday.

- iii. The Veteran's Cup shall be open only to clubs who play in Veteran's matches. For the purposes of these Rules, the Veterans Cup shall be regarded as a Sunday competition although matches may be played on other days with the agreement of both clubs and the Challenge Trophies committee.
- iv. The Women's Cup shall be open to all Women's Clubs affiliated to this Association and will be played on Sundays.

6. Entry of Clubs, Closing date.

With the exception of the Veteran's Cup, a club with only one recognized playing team may enter only one County Cup competition.

The Saturday Senior, Saturday Premier and Saturday Intermediate Cup Competitions shall have a closing date of entry of 30th June.

All other Saturday competitions and Sunday Competitions shall have a closing date of entry of 31st July.

7. Fee

Annually the Board of Directors, following the recommendation of the Challenge Trophies Committee, will set fees for cup entry.

8. Rejection of an entry

The Committee may reject the entry of any club or transfer the entry to another cup competition if they deem it desirable.

9 Qualification of players

The members of each competing team must have the following qualifications:

(a) General

Saturday Senior & Saturday Premier Cups

- i All players must be registered with their Parent League by 12 noon on the preceding day of the date fixed for the match, up to and including the quarter finals.

All other Competitions, EXCLUDING the Veteran's

- ii. Each player must have been a bona fide member of his/ her club and registered in accordance with the Rules of their Parent League or Competition, for at least seven days before taking part in the Competition. The Veteran's Competition will register direct with the County Association.
- iii. In the Semi Final and Final ties for all competitions, all players must have been registered players of their team for at least twenty-eight days or as determined by the Challenge Trophies committee, prior to the date fixed.
- iv. No player shall be allowed to play for more than one competing Club except if they have played in a County Saturday or Sunday Cup Competition of this

Association shall be permitted to take part in County Cup Competitions played on another day of the week, provided he is otherwise qualified.

- v. Players competing in Veteran's Competitions must be aged 35 years and over as from 1st September for the current season.
- vi. Postponed and replayed matches - In the case of postponed or replayed matches, only those players shall be allowed to play who were eligible on the scheduled date fixed for the playing of the round. A player who has been suspended may play in postponed or replayed ties after his term of suspension has expired.

(b) Saturday Premier Cup

Only players who are deemed to be reserve team players shall be allowed to compete in the Surrey Premier Cup, or as determined by the Challenge Trophies Committee. A player who has competed for the Senior Cup may play in the same season in this competition but only for the club he played for in for the Senior Cup. If a player has registered more league and/or cup games in the reserve team of a club than the first team, then he shall be deemed a reserve team player. Equal numbers of appearances for both reserve team and first team competition games, do not qualify as more than, and the player is eligible to play for the reserve team.

(c) Saturday Intermediate Cup

A player who has competed for the Premier Cup may play in the same season in this competition but only for the Club he played for in the Premier Cup. If a player has registered more league and/or cup games in the reserve team of a club than the first team, then he shall be deemed a reserve team player. Equal numbers of appearances for both reserve team and first team competition games, do not qualify as more than, and the player is eligible to play for the reserve team.

(d) Saturday Junior Cup

- i. No player shall be allowed to compete for this Cup who has taken part in any Senior Cup or League, Premier Cup, Intermediate Cup or League, or County Intermediate League (Premier Divisions) during the current season.
- ii. If a Senior club or Intermediate club has a reserve team or a third team in this competition it shall be allowed to play any player providing he is otherwise qualified, and the player has played more league and/or cup games in the team of that club which plays in this competition, then he shall be deemed a player for that team. Equal number of appearances for both reserve and first team competition games, do not qualify as more than, and the player is eligible for that team.

(e) Saturday Lower Junior Cup

- i. No player shall be allowed to compete for this cup - except as provided in clause (ii) - who has taken part in;
 - a. Any Senior Cup and/or League or Premier Cup and/or League Intermediate Cup and/or League or County Intermediate League (Premier Division) during the current season.
 - b. Any County Junior Cup during the current season.
 - c. The higher of two divisions of any recognized Junior League or in either of the two highest divisions of any Junior League having more than two divisions, during the current season.
- ii. Any club having a reserve team or third team in this Competition shall be allowed to play any player, provided he is otherwise qualified and the player has played more league and/or cup games in the team of that club which plays in this competition, then he shall be deemed a player for that team. Equal number of appearances for both reserve and first team competition games, do not qualify as more than, and the player is eligible for that team.

(f) Sunday Cups

- i. These Cups shall be as follows: Senior Cup, Intermediate Cup, Junior Cup, Lower Junior Cup, Women's Cup and Veteran's Cup.
- ii. A player who has competed for the Sunday Senior Cup may play in the same season in the Sunday Intermediate Cup, but only for the club he played in for the Sunday Senior Cup, provided he has not played for the first team in any of the last three league or cup games or preceding 28 days.
- iii. A player who has competed for the Sunday Intermediate Section Cup may play in the same season in the Sunday Junior Section Cup, but only for the club he played in for the Sunday Intermediate Section Cup, provided he has not played for the first team in any of the last three league or cup games or preceding 28 days.
- iv. A player who has competed for the Sunday Junior Cup may play in the same season in the Sunday Lower Junior Cup, but only for the club he played for in the Sunday Junior Cup, provided he has not played in a more senior team within his own club, in any of the last three league or cup games or preceding 28 days.

10. Contract Players

Contract players, including players on loan, as registered with the Football Association are permitted to play in the Saturday Senior, Saturday Premier and Women's Cup competitions, providing they meet the criteria stated under Rule 9.

11. Validity of players

All questions of eligibility or qualification of participants shall be referred to and dealt with by the Challenge Trophies committee whose decision shall be final. Any club playing an ineligible player may be ruled out of the competition. Should clubs in connection with or directly interested in any enquiry have a member on the Committee; the said member shall not sit on the Committee while the matter is being considered.

12. Substitutes

General

Substitutes not named may not take part in the match. For qualification purposes within Rule 9, a substitute player is not deemed a player until he/she enters the field of play. Clubs must indicate on the result card in the appropriate section, if the substitute player played in the game. In the Senior Challenge Cup & Saturday Premier Cup and all adult finals only a maximum of 3 substitutes from each team may warm up or warm down at any one time.

The warm up or warm down must be done behind the assistant referee who is operating nearest to the technical areas.

Saturday Senior, Saturday Premier and Saturday Intermediate Cups.

A club, at its discretion, may use three substitute players at any time in a match, except to replace players who have been dismissed from the field of play by the Referee for misconduct after play has commenced. Only three substitutions from five named substitute players by each side will be permitted in any match, and the substitute players shall be nominated to the match Referee prior to the commencement of the Game.

All other Adult

A team may use 5 substitutes from 5 named substitutes. A player who has been substituted during a match himself becomes a substitute and may in turn; replace another player at any time subject to the substitution being carried out in accordance with Law 3 of the Laws for Association Football.

13. Team Benches

In all rounds of the Senior Challenge Cup & Saturday Premier Cup and all adult finals, the number of clubs players and officials seated on the team benches, in the designated technical area, must not exceed 10.

Only one person has the authority to convey tactical instructions to the players during the match. This person shall be the Team Manager or the Team Coach. He is allowed to move to the edge of the technical area to issue instructions to his team.

All Team Officials and substitutes seated on the bench shall be listed on the Official Team Sheet when it is submitted to the Match Officials. Only those

persons listed on the Official Team Sheet shall be permitted in the technical area.

The occupants of the technical area must behave in a responsible manner at all times. Misconduct by occupants of this area will be reported by the Referee to the relevant Association who shall have the power to impose sanctions as deemed fit.

With the exception of the Team Manager, the Team Coach and any substitutes who are warming up or warming down, all other personnel are to remain seated on the team bench. The Team Manager or Team Coach is allowed to move to the edge of the technical area to issue instructions to his team.

14. Withdrawing from a Competition

- (a) Clubs withdrawing from a cup competition after the draw has been made, but prior to the commencement of the competition, must notify the appropriate Challenge Trophies Secretary in writing giving the full name of the club. Such clubs will be fined at the discretion of the Challenge Trophies committee with a minimum of £25 per team for their withdrawal.
- (b) Clubs in default may be liable for any costs and expenses incurred. Claims must be submitted within 7 days of the scheduled match date to the Challenge Trophies Secretary.

15. Drawing and dates of ties

- (a)
 - i. The ties shall be drawn and the dates fixed by the Committee and then each club shall be notified of the draw accordingly. Any team requesting a postponement of a scheduled match must give a minimum of 28 days written notice to the Challenge Trophies Secretary with appropriate reasons for consideration.
 - ii. In the Senior Challenge Cup, clubs may mutually agree to play their tie at any time once their league commences, up to and including the scheduled completion date.
 - iii. In the Saturday Premier (Challenge) Cup where floodlights are available, matches must be played mid-week in the week prior to the scheduled Saturday. Where the home club does not have floodlights, the tie can be switched to another ground with floodlights or failing that, must be played on the opponents ground subject to floodlights being available. Where neither team has floodlights the tie will be played on the scheduled Saturday.
 - iv. In the Saturday Intermediate Challenge Cup, subject to the approval of the Challenge Trophies Committee, where floodlights are available and subject to

agreement of both teams, matches may be played midweek prior to the scheduled Saturday.

- v. Other than in the Saturday Senior, Saturday Premier and Saturday Intermediate Challenge Cups, all matches must be played on the date specified.
 - vi. Clubs in the Veterans competition may mutually agree to play the tie earlier than the scheduled date. If the clubs fail to agree the tie must be played on the specified date.
 - vii. All cup competitions shall take precedence over league or other Competitions in which clubs compete except Football Association competitions, and as provided for in regulation 21 of the Football Association Regulations for the Sanction and Control of Competitions.
 - viii. Saturday Senior, Premier and Intermediate clubs must contact the Challenge Trophies Secretary, the Referees Secretary and the County Office with all match details, whether playing home or away, at least 7 days before the date of the match. Failure to comply may incur a fine of twenty-five pounds (£25.00).
- (b) Full particulars of ground, dressing room and colours to be worn shall be notified in writing, by fax, email or letter, (text messaging is not acceptable), by the home club to the visiting Club and match officials; also Members in Charge if appointed to match, at least seven days prior to the match. The visiting club shall confirm the receipt of match details supplied by the home side via phone, fax, letter or email. Failure to comply may incur a minimum fine of £25 for each infringement.
 - (c) Referees must report short teams and late starts to the respective Assistant Challenge Trophies Secretary and inform the defaulting clubs that they are being reported. Club Secretaries must send their explanations, within 7 days of the match, to the Assistant Challenge Trophies Secretary of the Association. The defaulting clubs will be dealt with as the Committee may determine.
 - (d) County Cup ties may be scheduled for or rearranged for dates that are not league fixture dates e.g. around Christmas and Easter. If a club cannot play on a specific date, this must be notified to the Challenge Trophies Secretary and Referees & Competitions Manager.

16. Choice of ground

- (a) In all rounds, except final ties, the Club first drawn shall be the home Club, but in the event of its ground not being available on the date fixed, due to inclement weather etc, then match must be transferred to opponents ground if available and if practical on the day of the scheduled match, in which event the Club on whose ground the tie actually takes place shall be deemed to be

the home club. In the event of neither ground being available the tie shall be played on the ground of the first-named club the week immediately following.

- (b) In the event of a match not being played, both Clubs must immediately telephone, email or fax full details in accordance with instructions issued by the County from time to time, as referred to in Rule 31. Failure to do so, may incur a fine.
- c) The Committee shall have power to award the tie to the club not in default and to take any other action they may deem appropriate.

17. Ground dimensions and requirements

(a) General

All ties shall be played on grounds marked out with clearly defined lines and corner flags as per the Laws of the Game. For all matches the field of play must be rectangular.

- i. Goal nets must be used.
- ii. Dressing rooms and toilet facilities must be available in all competitions.
- iii. All ties shall be played on natural turf pitches. Permission for the use of artificial surfaces must be obtained from the Challenge Trophies Committee along with prior notice being given to the opposition and match officials.

18. Kick off times

Matches shall kick-off at the normal kick-off time for the home club except that no match shall kick-off before 10.00am. No match shall kick-off after 3.00pm, or after 1.30pm between 22nd October to 15th March except where floodlights are available, or with the permission of the Challenge Trophies committee. Except with the discretion of the Referee, no game shall start 30 minutes after the scheduled kick off time.

19. Size of the ball

All competitions must use a size 5 ball.

20. Gate receipts, sharing and signed statement

(a) Saturday Senior Challenge Cup

- i. In all rounds up to and including the semi-final stage the home club shall pay to the opponents, half of the net match receipts within seven days. Charges that may be made against match receipts are police, turnstile personnel, stewards, match officials fees and advertising. Where a match is played wholly or partly under floodlights a sum not exceeding fifty pounds (£50.00) may also be deducted. Any club failing to make payment within the time stated shall be dealt with at the discretion of the Committee, who shall have power to impose such further penalty for any second or subsequent offence as the circumstances may require. A statement of account shall be made to

the Referees & Competitions Manager within seven days of the match with a copy to the opposition and any monies due.

Note: - Receipts include gate, stand and enclosure payments and proceeds from the sale of tickets.

- ii. Where a match is postponed through causes over which neither club has any control, the expenses incurred shall be paid out of the receipts of the rearranged match.
- iii. In the final tie, after the deduction of any expenses, the net gate shall be divided as follows: one third to the Association and one third to each participating club.
- (b) All other competitions
Up to and including the semi-finals, the home club shall retain the net gate receipts.
- (c) All Final ties except the Saturday Senior
The Association shall take all receipts and pay all expenses in final ties.

21. Club colours

- (a) In the case of clubs having a similar colour shirt and/or shorts and/or socks the away club shall change unless the competing clubs mutually agrees alternative arrangements.
- (b) Player's shirts shall be clearly numbered on the back in accordance with the team sheet. Club's failing to comply will be fined £20.00 and otherwise dealt with at the discretion of the Challenge Trophies Committee.
- (c) Club colours must not clash with the traditional black uniforms worn by match officials. This means that black or navy blue shirts must not be worn by any player.

22. Team sheets

- (a) Saturday Senior and Premier Cup Competitions
Team sheets will be provided for all ties, for completion and handing to the match referee 45 minutes prior to the scheduled time for kick off. Clubs to put player's number of shirt on team sheet alongside the player's name. Failure to hand the team sheet to the match referee by the appointed time may incur a fine of £20.00. The referee is responsible for the retention of both team sheets for 1 month following the match.
- (b) All rounds of the Saturday Senior Cup, Semi Final ties and Finals of all other adult competitions, the Challenge Trophies Committee will appoint a Member in Charge. The appointed Member in Charge will provide both teams with a team sheet at least 75 minutes prior to the scheduled time for kick off. Clubs to put player's number of shirt on match sheet alongside the player's name.

Each club to hand completed match sheet to the appointed referee 45 minutes prior to kick off. Failure to comply by any club may result in a fine of £20.00. Referee is responsible for the retention of both match sheets for 1 month following the match.

(c) All other adult ties

The referee will provide a team sheet that should be returned to him/her, duly completed, 10 minutes prior to kick-off. The referee should retain the team sheets for one month. If no official team sheet is available a league team sheet or suitable alternative should be used.

(d) Late kick-offs and player shortages should be reported by the referee and will be dealt with at the discretion of the Challenge Trophies committee and discretionary fines imposed.

23. Programmes

The home club in all senior cup ties must provide a match programme or team sheet for spectators. Failure to do so will incur a fine of £10.00.

24. Appointment of match officials

(a) Saturday Senior Challenge and Premier Cup.

The Referees' Committee will appoint match officials to all matches in these competitions. In the event of the appointed referee failing to attend, the senior assistant will be appointed as referee. In this instance or if an assistant referee fails to attend, the home club will be required to find a replacement assistant referee. A reserve referee shall be appointed to the quarter-final, semi-final and final ties.

(b) Intermediate, Junior, Lower Junior, Sunday Challenge Cups, Veteran's and Women's Cups.

The Referees' Committee will appoint match officials. In the event of the appointed Referee failing to attend, the clubs shall mutually agree upon a Referee, such agreement to be notified to him by the respective captains before starting the game, which shall count as a cup-tie. Each club must provide a club assistant referee. Failure to do so will incur a fine of £20.00.

25 Fees for match officials

(a) The Challenge Trophies Committee will set the fees for match officials, having received recommendations from the Referees committee.

(b) Where the match is not played - in the event of the ground being declared unfit for play, the home club shall pay the match officials, if in attendance, 50% of their match fee, as approved by County.

(c) If the match officials attend and the match not be played due to a defaulting club, the defaulting club shall be liable to pay the match official's their full fee.

(d) Saturday Senior Cup

Up to and including the quarter-finals, the home club will pay fees.

In the semi-final the home club, prior to the kick off, will pay the match official's fees on the day of the match. Reimbursement of the match official's fees will be made to the home club by the County Office on receipt of a valid claim, which includes the signatures of the match officials paid subject to the correctly completed claim form being received at County Office within 30 days of the match being played.

(e) Saturday Premier Cup

In all ties (except semi-finals and final), the match official's fees will be paid in full by the away team.

(f) All other competitions

The match official's fee is to be borne by the away club up to and including the quarter finals.

(g) Semi-Finals; Payment of Match Officials Fees will be paid by the home club and reimbursed by the Surrey County Football Association Ltd, subject to the correctly completed claim form being received at County Office within 30 days of the match being played.

(i) Final ties – in recognition of the appointment of match officials to final ties, a suitable memento will be awarded by the Challenge Trophies Committee. Where a final tie is postponed for reasons beyond the control of the Challenge Trophies Committee, travelling expenses incurred by the match officials will be reimbursed.

26. Fitness of the Ground

(a) The appointed referee shall be the sole judge as to the fitness of the ground whenever possible.

(b) For (Saturday) Senior and Premier Ties.

Should a pitch inspection be required, the appointed referee should be the sole arbiter whenever possible. If the appointed referee is unavailable, the home club should contact the County Office by telephone where an approved list of referees is available. Should the match be postponed, the home club is responsible for notification to the match officials, Assistant Challenge Trophies Secretary, Assessor (if appointed), Member in Charge and Referees' & Competitions Manager.

(c) In addition, notice of such postponement must immediately be given by telephone by the Home Club in accordance with instructions issued by the County from time to time, as referred to in Rule 31.

27. Duration of play including extra time

(a) Saturday Senior Cup & Saturday Premier Cup

The duration of each match shall be two equal periods of forty five (45) minutes. Extra time, if required, shall be two equal periods of 15 minutes each way.

(b). Saturday Intermediate, Saturday Junior, Saturday Lower Junior, Sunday Senior, Sunday Intermediate, Sunday Junior, Sunday Lower Junior, Veteran's and Women's Cups.

The duration of each match shall be two equal periods of forty five (45) minutes, but by arrangement or at the discretion of the Referee, except in Semi-Final and Final ties, this may be reduced to two equal periods with a minimum of thirty five (35) minutes. Extra time, if required, shall be two equal periods of 15 minutes each way but may be reduced to 10 minutes each way at the discretion of the referee. The referee shall inform both captains if reduced time is to be played in normal time or extra time, prior to the kick off.

(c) All competitions.

In all rounds, including the final, if the scores are level at the end of full time, extra time will be played. If the scores are still level, penalty kicks shall be taken in accordance with the International Board decision contained in the Laws of Association Football.

(d) The half-time interval should be of 15-minute duration. The interval may be changed at the discretion of the match referee but should not be less than 5 minutes.

28. First Aid

(a) Both clubs are responsible for providing a basic first aid kit

(b) In Saturday Senior and Premier Cup ties, a stretcher must be readily accessible

29. Cancelled matches

Any club cancelling a match must give notice to the Challenge Trophies Secretary, Assistant Challenge Trophies Secretary, Hon. Secretary of the opposing club, match officials and, if appointed, the assessor and member in charge. The Committee shall have power to award the tie to the club not in default and to take any other action they may deem appropriate.

30. Abandoned, un-played and unfulfilled matches

(a) Where a match is abandoned for a reason not the fault of either club it shall be replayed in its entirety. If abandoned at or before the end of normal time the match shall be replayed on the ground of the home club. If however the match is abandoned during extra time it shall be replayed on the ground of the visiting club.

- (b) Where a match is abandoned due to misconduct of players, officials or members of one club the game shall be awarded to the club not at fault.

Where both clubs are at fault, they shall both be removed from the competition.

- (c) In the event of any match in a competition not being played, both clubs concerned shall send a report of the circumstances to the Challenge Trophies Secretary, together with any claim for expenses arising from the match to reach them within seven days after the date fixed for the match. If the reports disclose that the engagement was not fulfilled due to circumstances beyond the control of both teams the match shall be rearranged. If the reports disclose that one or both competing teams were at fault the defaulting team(s) shall be dealt with at the discretion of the Committee.

- (d) Subject to (b) & (c) above, for clubs failing to fulfil a fixture, the following penalties may be imposed:

- i A fine at the discretion of the committee not exceeding £500.
- ii Defaulting clubs may be liable for the costs and expenses incurred by their opponents who in turn, must submit the claim to the Challenge Trophies Secretary within 7 days of the date of the tie.

31. Reporting of results

- (a) The home club must telephone the result of the match within three hours of the end of the match in accordance with instructions issued from time to time. Failure to comply will incur a minimum statutory fine of £10.

i Adult & Women's Competitions 01372 387099

ii Failure to call the correct result line, may incur a fine of £10.

- (b) The Secretary of each club shall also send a correctly completed result card, by post, email or fax, together with the printed names of players composing its team and the referee's marking. All result cards for Veteran's cup-ties must have registration numbers and dates of birth, so as to be in the hands of the Challenge Trophies Secretary within five days of the date of the match. (Sundays not included). A minimum statutory fine of £10 will be imposed for late or non-arrival of the result card and for each error or omission.

- (c) When a club considers that a referee has discharged his duties incompetently and a mark of 60 or less is given, a detailed report from the club must be included with the result card. Failure to comply may entail a minimum statutory fine of £25.

32. Club responsible for the safe custody of the trophy

Where a team have been awarded a cup or trophy, 2 members of that Club will be required to sign for the safe custody of that cup until the 1st February the following season.

Failure to return the cup or trophy by the stipulated date or on the report of its loss, a minimum fine of £100 will be imposed subject to the discretion of the Challenge Trophies Committee. Any damage sustained to the trophy whilst under the safe custody of a Club, shall be charged to that said Club.

Note: The Surrey County Football Association Ltd will arrange for the engraving of the cup or trophy.

33. Mementoes

- (a) At the conclusion of the final ties, mementoes shall be presented to the players, substitutes and team manager taking part in the final ties.
- (b) Where a player has been ordered to leave the field of play for misconduct, their medal shall be awarded at the discretion of the Challenge Trophies Committee.”
- (c) Clubs may request additional medals providing the player has participated in the competition.
- (d) Clubs requiring additional medals for their team management, shall put their request in writing to the Challenge Trophies Secretary for consideration. Applications for additional medals must be submitted to the Challenge Trophies Secretary within 28 days of the date of the appropriate Cup Final Tie.
- (e) The cost of these medals shall be met by the club.

34. Disputes

All questions of interpretation of the Rules shall be referred to and dealt with by the Challenge Trophies committee whose decision shall be final. No question as to the interpretation of the Rules, nor any objection relative to the ground, or goalposts, or bars, or other appurtenances of the game, shall be entertained by the Committee unless a written protest (with two copies of the same) is lodged with the Challenge Trophies Secretary within seven days (Sundays not included) after such match. All protests as to the ground, goalposts or bars, or other appurtenances of the game must also be made to the referee on the ground before the commencement of the match; otherwise they will not be entertained by the Committee. The Committee whose decision shall be final shall deal with any disputes between clubs. Should clubs in connection with or directly interested in any dispute or enquiry have a member on the Committee, the said member shall not sit on the Committee while the matter is being considered.

35. Protest Fee

No protest will be entertained unless accompanied by a deposit of £50.00 that will be forfeited to the funds of the Association at the discretion of the Committee. No protest or objection shall be withdrawn except by leave of the Committee. Clubs at fault, either on a protest or on a referee's report or for

any breach of the Rules of the Competition by their players, may be called upon by the Committee to defray the expenses of witnesses, etc.

36. Contingencies

The Committee shall have power to provide for any contingency that may arise.

37. Communications

- (a) Where communications are to be sent, they are to be addressed to the Challenge Trophies Secretary of the Association, unless specified within Rule.
- (b) Clubs are respectfully reminded that telephone calls or personal contact with all Officers of the County FA must be before 10pm.

Youth & Girls Section

- 1. Application - The following Rules apply to all Youth & Girls County Challenge Cup Competitions.
- 2. Ownership - The Surrey County Football Association Limited shall be, for all purposes, the legal holder of the above Cups.
- 3. Control - The County shall appoint a Challenge Trophies Committee to control and manage the Competitions on their behalf and to give decisions on all matters arising out of the Competitions, shall be deemed to be the decisions of the County. Clubs shall be bound by any contract entered into by the County in relation to the Competitions. In any matter not specifically mentioned in these Rules the Challenge Trophies Committee shall have power to take such action and impose such penalties as it deems necessary. There shall be no appeal against the decisions of the Committee being made in accordance with Challenge Cup Competition Rules excepting in relation to monetary fines as imposed.
- 4. All matches will be played in accordance with the Laws of the Game as decided by the International Football Association Board
- 5. Cups to be competed for annually
 - (a)
 - i. All Competitions shall be open to clubs affiliated to this Association, and shall be competed for annually.
 - ii. Entries to all County Cups shall be confined to clubs who play their matches in a league recognised by the Association.
 - iii. All such matches shall be played within the boundaries of the County of Surrey, subject to the permission of the Challenge Trophies Committee.
 - iv. A club that is dual affiliated is permitted to enter another county's cup competition with the consent of the parent Association. In the event of a clash of fixtures the cup-tie of the parent Association shall take precedence.

- v. Any club not parented to the Surrey County Football Association but duly affiliated and having entered one of the Association's cup competitions, may have to abide by the dates set by the Challenge Trophies Committee.
- vi. No club parented to this Association will be permitted to enter more teams into another county's cup competition than into this Association's competition without the express permission of the Challenge Trophies committee.
- (b) The Youth cups shall be open to clubs who play in Sunday Youth Leagues. Clubs who play in non - Sunday youth leagues excluding U18 Midweek Youth leagues may enter but all games shall be played on Sundays, although matches may be played on other days with the agreement of both clubs and the Challenge Trophies committee. Small sided and mini soccer must be played to the Laws of the Football Association.

6. Entry of clubs, closing date.

A club with only one recognized playing team may enter only one County Cup competition.

All Youth and Girls Competitions shall have a closing date of entry of 31st July.

7. Fee

Annually the Board of Directors, following the recommendation of the Challenge Trophies Committee, will set fees for cup entry.

8. Rejection of an entry

The Committee may reject the entry of any club or transfer the entry to another cup competition if they deem it desirable.

9 Qualification of players

The members of each competing team must have the following qualifications:

Youth & Girls

- i A player competing in the U10, U11, U12, U13, U14, U15, U16 and U18 competitions, shall not have reached the age of 10, 11, 12, 13, 14, 15, 16 and 18 respectively as at midnight on 31st August of the playing season.
- ii Each player must have been a bona fide member of his/her club and registered in accordance with the Rules of their Parent League or Competition for at least 7 days before taking part in the Competition.
- iii. In the Semi-Final and Final ties, all players must have been registered players of their team for at least twenty-eight days.
- iv. No individuals shall be allowed to play for more than one competing team or age group in the same season, with the exception of a registered U16, U17 or U18 player who may also represent an U18 Midweek Floodlit Youth team.

- v. The Association may at any time, require a club to provide a Birth Certificate or any other acceptable form of documentary evidence in order to verify a participant's date of birth
- vi. All teams from under 16 and below must produce personalized registration cards as supplied by their leagues. These must be presented to a responsible official of the opposition and member of the Association on demand prior to the commencement of the match. Failure to produce the cards will make the players ineligible to play in the match
- vii. Clubs having 2 or more outfield players or a goalkeeper selected to represent a county or FA county matches, or inter-county matches, may have their County Cup match re-scheduled providing their request is made by the Club Secretary to the Challenge Trophies Committee at least 14 days prior to the scheduled date, except in exceptional circumstances.
- viii. Postponed and replayed matches -In the case of postponed or replayed matches, only those players shall be allowed to play who were eligible on the scheduled date fixed for the playing of the round. A player who has been suspended may play in postponed or replayed ties after his term of suspension has expired.

10. Validity of player's qualifications

All questions of eligibility or qualification of participants shall be referred to and dealt with by the Challenge Trophies committee whose decision shall be final. Any club playing an ineligible player may be ruled out of the competition. Should clubs in connection with or directly interested in any enquiry have a member on the Committee; the said member shall not sit on the Committee while the matter is being considered.

11. Substitutes

General

Substitutes not named may not take part in the match. For qualification purposes within Cup Rule 9, a substitute player is not deemed a player until he/she enters the field of play. Clubs must indicate on the result card in the appropriate section, if the substitute player played in the game. In all rounds of the Under 18 Midweek Cup and all Youth and Girls Finals, Under 18 to Under 13 only a maximum of 3 substitutes from each team may warm up or warm down at any one time. The warm up or warm down must be done behind the assistant referee who is operating nearest to the technical areas.

U18 Midweek Floodlit Youth Cups.

A club, at its discretion, may use three substitute players at any time in a match, except to replace players who have been dismissed from the field of play by the Referee for misconduct after play has commenced. Only three substitutions from five named substitute players by each side will be permitted

in any match, and the substitute players shall be nominated to the match Referee prior to the commencement of the Game.

Youth U13 - U18 and Girls U14 – U16

A team may use 5 substitutes from 5 named substitutes. A player who has been substituted during a match himself becomes a substitute and may in turn; replace another player at any time subject to the substitution being carried out in accordance with Law 3 of the Laws for Association Football.

Youth U11 – U12 & Girls U12 - U13 Competitions (9-a-side)

A team may use 4 substitutes from 4 named substitutes. A player who is substituted during a match becomes a substitute themselves and may in turn replace another player at any time, subject to the substitution being carried out in accordance with Law 3 of the Laws of Association Football.

Girls U10 - U11 Competitions (7 a-side)

A team may use 4 substitutes from 4 named substitutes. A player who is substituted during a match becomes a substitute themselves and may in turn replace another player at any time, subject to the substitutions being carried out in accordance with the Football Association Laws for Mini-Soccer Law 3.

12. Team Benches

In all rounds of the Under 18 Midweek Cup and all Youth and Girls Finals, Under 18 to Under 13 the number of clubs players and officials seated on the team benches, in the designated technical area, must not exceed 10.

Only one person has the authority to convey tactical instructions to the players during the match. This person shall be the Team Manager or the Team Coach. He is allowed to move to the edge of the technical area to issue instructions to his team.

All Team Officials and substitutes seated on the bench shall be listed on the Official Team Sheet when it is submitted to the Match Officials. Only those persons listed on the Official Team Sheet shall be permitted in the technical area.

The occupants of the technical area must behave in a responsible manner at all times. Misconduct by occupants of this area will be reported by the Referee to the Association who shall have the power to impose sanctions as deemed fit.

With the exception of the Team Manager, the Team Coach and any substitutes who are warming up or warming down, all other personnel are to remain seated on the team bench. The Team Manager or Team Coach is allowed to move to the edge of the technical area to issue instructions to his team.

13. Withdrawing from a Competition

- (a) Clubs withdrawing from a cup competition after the draw has been made, but prior to the commencement of the competition, must notify the appropriate Challenge Trophies Secretary in writing giving the full name of the club. Such clubs will be fined at the discretion of the Challenge Trophies committee with a minimum of £25 per team for their withdrawal.
- (b) Clubs in default may be liable for any costs and expenses incurred. Claims must be submitted in writing within 7 days of the scheduled match date to the Challenge Trophies Secretary.

14. Drawing and dates of ties

- (a)
 - i. The ties shall be drawn and the dates fixed by the Committee and then each club shall be notified of the draw accordingly. Any team requesting a postponement of a scheduled match must give a minimum of 28 days written notice to the Challenge Trophies Secretary with appropriate reasons for consideration.
 - ii. All cup competitions shall take precedence over league or other Competitions in which clubs compete except Football Association competitions, and as provided for in regulation 21 of the Football Association Regulations for the Sanction and Control of Competitions.
 - iii. County Cup ties may be scheduled for or rearranged for dates that are not league fixture dates e.g. around Christmas & Easter. If a club cannot play on a specific date, this must be notified to the Challenge Trophies Secretary and the Referees & Competitions Manager.
- (b) Full particulars of ground, dressing room and normal colours shall be notified in writing, by fax, email or letter, (text messaging is not acceptable), by the home club to the visiting Club and match officials; also Members in Charge if appointed to match, at least seven days prior to the match. The visiting club shall confirm the receipt of match details supplied by the home side via phone, fax, letter or email. Failure to comply may incur a minimum fine of £25 for each infringement.
- (c) Referees must report short teams and late starts to the respective Assistant Challenge Trophies Secretary and inform the defaulting clubs that they are being reported. Club Secretaries must send their explanations, within 7 days of the match, to the Assistant Challenge Trophies Secretary of the Association. The defaulting clubs will be dealt with as the Committee may determine.

15. Choice of ground

- (a) In all rounds, except final ties, the Club first drawn shall be the home Club, but in the event of its ground not being available on the date fixed, due to inclement weather etc, then match must be transferred to opponents ground if

available and if practical on the day of the scheduled match, in which event the Club on whose ground the tie actually takes place shall be deemed to be the home club. In the event of neither ground being available the tie shall be played on the ground of the first-named club the week immediately following.

- (b) In the event of a match not being played, both Clubs must immediately telephone, email or fax full details in accordance with instructions issued by the County from time to time, as referred to in Rule 31. Failure to do so, may incur a fine.
- (c) The Committee shall have power to award the tie to the club not in default and to take any other action they may deem appropriate.

16. Ground Dimensions and Requirements

(a) General

All ties shall be played on grounds marked out with clearly defined lines and corner flags as per the Laws of the Game. For all matches the field of play must be rectangular.

- i. Goal nets must be used.
- ii. Dressing rooms and toilet facilities must be available in all competitions.
- iii. All ties shall be played on natural turf pitches. Permission for the use of artificial surfaces must be obtained from the Challenge Trophies Committee along with prior notice being given to the opposition and match officials.

(b) Dimensions

These are recommended dimensions and pitch sizes may vary.

Age Group	Type	Recommended size (length x width in yards)	Recommended goal size (height x width in feet)
Mini Soccer U10	7v7	60 x 40	6 x 12
Youth U11/U12	9v9	80 x 50	7 x 16
Youth U13/U14	11v11	90 x 55	7 x 21 (or 8 x 24)
Youth U15/U16	11v11	100 x 60	8 x 24
Youth U17/U18	11v11	100 x 70	8 x 24

17. Kick off times

Matches shall kick-off at the normal kick-off time for the home club except that no match shall kick-off before 10.00am. No match shall kick-off after 3.00pm, or after 1.30pm between 22nd October to 15th March except where floodlights are available, or with the permission of the Challenge Trophies committee. Except with the discretion of the Referee, no game shall start 30 minutes after the scheduled kick off time.

18. Size of ball

All competitions must use a size 5 ball with the exception of ties for Under 14 and below when a size 4 ball must be used.

19. Gate receipts, Sharing, Signed statement

The Association shall take all receipts and pay all expenses in final ties.

20. Club colours

- (a) In the case of clubs having a similar colour shirt and/or shorts and/or socks, the away club shall change unless the competing clubs mutually agree alternative arrangements.
- (b) Player's shirts shall be clearly numbered on the back in accordance with the team sheet. Club's failing to comply will be fined £20.00 and otherwise dealt with at the discretion of the Challenge Trophies Committee.
- (c) Club colours must not clash with the traditional black uniforms worn by match officials. This means that black and navy blue shirts must not be worn by any player.

21. Team sheets

- (a) The Challenge Trophies committee will appoint a Member In Charge (MIC) for the semi finals of the U15 and U16 Girls, U15, U16, U18 and U18 Midweek Floodlit Youth competitions and at all Girls and Youth cup finals, who will provide the team sheets.
- (b) Late kick-offs and player shortages will be dealt with at the discretion of the Challenge Trophies committee and discretionary fines imposed.
- (c) All other youth and girls ties – the referee will provide a team sheet for the girls U16's, youth U16's, and U18's Youth, which should be returned to him duly completed 30 minutes prior to kick off.
- (d) The referee should retain the team sheet for 1 month. If no official team sheet is available, a league team sheet or suitable alternative should be used.

22. Appointment of match officials

- (a) Under 16 and 18 Youth Cups.

The Referees' Committee will appoint match officials for the Girls U16 and Youth U16 & U18. In the event of the appointed Referee failing to attend, the clubs shall mutually agree upon a Referee, such agreement to be notified to him by the respective captains before starting the game, which shall count as a cup-tie. Each club must provide a club assistant referee, who shall not be a player. Failure to do so will incur a fine of £20.00.

- (b) U18 Midweek Floodlit Cup

The Referees' Committee will appoint match officials to all matches in these competitions. In the event of the appointed referee failing to attend, the senior assistant will be appointed as referee. In this instance or if an assistant referee fails to attend, the home club will be required to find a replacement assistant referee. A reserve referee shall be appointed to the quarter-final, semi-final and final ties.

(c) All other Youth & Girls ties

In the event of no appointed Referee the clubs shall mutually agree upon a Referee. Each club must provide a club assistant referee, who shall not be a player. Failure to do so will incur a fine of £20.00. The Referee's Committee shall appoint the match officials for the semi final and final ties.

23. Fees for match officials

- (a) The Challenge Trophies Committee will set the fees for match officials having received recommendations from the Referees Committee.
- (b) Where the match is not played - in the event of the ground being declared unfit for play, the home club shall pay the match officials, if in attendance, 50% of their match fee, as approved by County.
- (c) If the match officials attend and the match not be played due to a defaulting club, the defaulting club shall be liable to pay the match official's their full fee.
- (d) The match official's fee is to be paid by the away club up to and including the quarter finals.
- (e) Semi-Finals; Payment of Match Officials Fees will be paid by the home club and reimbursed by the Surrey County Football Association Ltd, subject to the correctly completed claim form being received at County Office within 30 days of the match being played.
- (f) Final ties – in recognition of the appointment of match officials to final ties, a suitable memento will be awarded by the Challenge Trophies Committee. Where a final tie is postponed for reasons beyond the control of the Challenge Trophies Committee, travelling expenses incurred by the match officials will be reimbursed.

24. Fitness of the ground

- (a) The appointed referee shall be the sole judge as to the fitness of the ground whenever possible.

U18 Midweek floodlit Cup & All Semi Finals

- (b) Should a pitch inspection be required, the appointed referee should be the sole arbiter whenever possible. If the appointed referee is unavailable, the home club should contact the County Office by telephone where an approved list of referees is available. Should the match be postponed, the home club is

responsible for notification to the match officials, Assessor (if appointed), Member in Charge and Referees' & Competitions Manager.

- (c) In addition, notice of such postponement must immediately be given by telephone by the Home Club in accordance with instructions issued by the County from time to time, as referred to in Rule 29.

25. Duration of play including extra time

(a). Youth Cup matches

Under 11 & 12,	30 minutes each way.	7 minutes each way extra time
Under 13 & 14,	35 minutes each way,	10 minutes each way extra time
Under 15 & 16,	40 minutes each way,	10 minutes each way extra time.
Under 18 & Floodlit	45 minutes each way,	15 minutes each way extra time.

(b) Mini-Soccer & Small Side

Under 10 & 11	25 minutes each way.	5 minutes each way extra time
Under 12	25 minutes each way.	5 minutes each way extra time

(c) All competitions.

In all rounds, including the final, if the scores are level at the end of full time, extra time will be played. If the scores are still level, penalty kicks shall be taken in accordance with the International Board decision contained in the Laws of Association Football.

- (d) The half-time interval should be of 15-minute duration. The interval may be changed at the discretion of the match referee but should not be less than 5 minutes. Mini soccer shall not exceed 5 minutes.

26. First Aid

Both clubs are responsible for providing a basic first aid kit

27. Cancelled matches

Any club cancelling a match must give notice to the Challenge Trophies Secretary, Assistant Challenge Trophies Secretary, Hon Secretary of the opposing club, match officials and, if appointed, the assessor and member in charge. The Committee shall have power to award the tie to the club not in default and to take any other action they may deem appropriate.

28. Abandoned, un-played and unfulfilled matches

- (a) Where a match is abandoned for a reason not the fault of either club it shall be replayed in its entirety. If abandoned at or before the end of normal time the match shall be replayed on the ground of the home club. If however the match is abandoned during extra time it shall be replayed on the ground of the visiting club.

- (b) Where a match is abandoned due to misconduct of players, officials or members of one team, the game shall be awarded to the club not at fault.

Where both clubs are at fault, they shall both be removed from the competition.

- (c) In the event of any match in a competition not being played, both clubs concerned shall send a report of the circumstances to the Challenge Trophies Secretary of the competition, together with any claim for expenses arising from the match to reach them within seven days after the date fixed for the match. If the reports disclose that the engagement was not fulfilled due to circumstances beyond the control of both teams the match shall be rearranged. If the reports disclose that one or both competing teams were at fault the defaulting team(s) shall be dealt with at the discretion of the Challenge Trophies Committee.
- (d) Subject to (b) & (c) above, for clubs failing to fulfil a fixture, the following penalties may be imposed:
 - i A fine at the discretion of the committee not exceeding £200.
 - ii Defaulting clubs may be liable for the costs and expenses incurred by their opponents who in turn, must submit the claim to the Challenge Trophies Secretary within 7 days of the date of the tie.

29. Reporting of results

- (a) The home club must telephone (text messaging is not acceptable) the result of the match within three hours of the end of the match in accordance with instructions issued from time to time. Failure to comply will incur a minimum statutory fine of £10.
 - i Girls Competitions 01372 387099
 - ii Youth Competitions 01372 387098
 - iii Failure to call the correct result line, may incur a fine of £10.
- b) The Secretary of each club shall send a correctly completed result card, by post, email or fax, detailing the names of players, composing it's team and the referees marking. The result card must be in the possession of the appropriate Assistant Challenge Trophies Secretary within five days of the date of the match. (Sundays not included). A minimum statutory fine of £10 will be imposed for late or non-arrival of the result card and for each error or omission.
- c) When a club considers that a referee has discharged his duties incompetently and a mark of 60 or less is given, a detailed report from the club must be included with the result card. Failure to comply may entail a minimum statutory fine of £10

30. Club responsible for the safe custody of the trophy

Where a team have been awarded a cup or trophy, 2 members of that Club will be required to sign for the safe custody of that cup until the 1st February the following season.

Failure to return the cup or trophy by the stipulated date or on the report of its loss, a minimum fine of £100 will be imposed subject to the discretion of the Challenge Trophies Committee. Any damage sustained to the trophy whilst under the safe custody of a Club, shall be charged to that said Club.

Note: The Surrey County Football Association Ltd will arrange for the engraving of the cup or trophy.

31. Mementoes

- (a) At the conclusion of the final ties, mementoes shall be presented to the players, substitutes and team manager taking part in the final ties.
- (b) Where a player has been ordered to leave the field of play for misconduct, their medal shall be awarded at the discretion of the Challenge Trophies Committee.”
- (c) Clubs may request additional medals providing the player has participated in the competition.
- (d) Clubs requiring additional medals for their team management shall put their request in writing to the Challenge Trophies Secretary for consideration. Applications for additional medals must be submitted to the Challenge Trophies Secretary within 28 days of the date of the appropriate Cup Final Tie.
- (e) The cost of these medals shall be met by the club.

32. Disputes

All questions of interpretation of the Rules shall be referred to and dealt with by the Challenge Trophies committee whose decision shall be final. No question as to the interpretation of the Rules, nor any objection relative to the ground, or goalposts, or bars, or other appurtenances of the game, shall be entertained by the Committee unless a written protest (with two copies of the same) is lodged with the Challenge Trophies Secretary within seven days (Sundays not included) after such match. All protests as to the ground, goalposts or bars, or other appurtenances of the game must also be made to the referee on the ground before the commencement of the match; otherwise they will not be entertained by the Committee. The Committee whose decision shall be final shall deal with any disputes between clubs. Should clubs in connection with or directly interested in any dispute or enquiry have a member on the Committee, the said member shall not sit on the Committee while the matter is being considered.

33. Protest Fee

No protest will be entertained unless accompanied by a deposit of £50.00 that will be forfeited to the funds of the Association at the discretion of the Committee. No protest or objection shall be withdrawn except by leave of the Committee. Clubs at fault, either on a protest or on a referee's report or for any breach of the Rules of the Competition by their players, may be called upon by the Committee to defray the expenses of witnesses, etc.

34. Contingencies

The Committee shall have power to provide for any contingency that may arise.

35. Communications

- (a) Where communications are to be sent, they are to be addressed to the Challenge Trophies Secretary of the Association, unless specified within Rule.
- (b) Clubs are respectfully reminded that telephone calls or personal contact with all Officers of the County FA must be before 10pm.

Code of instructions for clubs taking part in a final tie

1. Each Club must appoint an Officer from their committee to liaise with the County F.A. appointed Members in Charge, and named in writing at least 14 days prior to the match, to the Hon. Challenge Trophies Secretary.
2. The appointed Club Officer must make himself available at any time, (before, during and after the match) to carry out any duties requested by the County Appointed Member in Charge.
3. The Challenge Trophies Member appointed to the match, and the appointed Officer of each Club, together with a representative of the staging Club, to inspect Dressing Rooms, Showers, Toilets (inside and out), and anything else that would merit inspection, before and after the match.
4. Clubs are reminded; Football Association Rule E20 states that the Clubs are responsible for their supporters.
5. Presentation of Players and Club Officials to the County Officials and/or other Dignitaries to commence ten minutes prior to kick off time.
6. Club Officials to note: only the Team Manager, Team Coach, Club Physiotherapist and substitutes to be allowed in dug out accommodation during the match.

7. Clubs are reminded of their responsibilities in accordance with Membership Rule J1c, the presence of alcohol, glasses, cans and other items within the vicinity of the playing area that may constitute a danger to participants.
8. The appointed Club Officer must attend at the ground at least one hour before kick-off time.
9. Teams are advised to arrive at the appointed ground at least one hour before the time of kick off.
10. These Instructions are subject to Surrey County FA and Football Association Rules.

Special instructions for County Cup matches

Notice for Club Secretaries

The home club will be notified of any change of match official(s).

The first named club in each case to have choice of ground.

Any team delaying time of kick-off may be fined. See Cup Rule 22(d).

The home club must send to the visiting club and the match official(s), also Member in Charge if appointed to match, full particulars as to ground and dressing accommodation at least seven days before the match.

Result forms must be sent to the Challenge Trophies Secretary within two days after the date of the match (Sundays not included). Where required a Match Accounts return and cheque must be sent to the County Treasurer within seven days of the match - along with a copy to the opponents - Rule 20(a).

Notice to Referees

Referees must notify the Referees' Appointments Officer by Postcard (no letters please) as to their acceptance or non-acceptance of any match within two days of receiving the notice.

Officials not receiving particulars as to ground, etc., must get in touch with the home Club.

Fees - See Adult Cup Rule 25, Youth Cup Rule 23 and appendix to Challenge Cup Rules.

It is most important that Referees should report late starts and short teams on the appropriate postcard on the day of the match.

Referee to send clubs Match Sheets to Hon. Challenge Trophies Secretary within two days of the match (see Rule 22 (a),(b)) for all Senior, Premier Cup Ties and all other Semi-Final and Final Ties.