

Form SS1 - Application for sanctioning of one or two day Small Sided competitions

This form must be fully completed and returned to the County Headquarters at least 21 days prior to the commencement of the proposed competition date.

Norfolk County FA, 11 Meridian Way, Thorpe St Andrew, Norwich, NR7 0TA

Name of Small-Sided competition: _____

Name of competition secretary: _____

Address: _____

Post code: _____ Telephone Number: _____

Mobile: _____ Email: _____

Date(s) of competition: _____

Venue of competition: _____

Anticipated number of teams participating: _____

Breakdown into the specific age groups below

Age group	U7	U8	U9	U10	U11	U12	U13	U14	U15	U16	U18	Adults
Male												
Female												
Mixed												

1. We enclose the completed Small Sided Administration Rules document (Form SS2)
2. We agree to maintain a full updated list of the details of all teams participating in the above competition and send this list (Form SS3) to the County FA at least 3 working days prior to the commencement of the Competition; we understand that failure to complete and return Forms SS2 & SS3 will invalidate our insurance cover for the competition, and understand the club could be liable should any claim be made.
3. We accept the competition is responsible for the appointment of referees, who will, as far as possible, be a registered referee with the County FA.
4. The rules of the competition will provide that any player sent off will be debarred from the rest of the competition and reported to the County FA, in line with standard FA regulations.
5. The competition will be restricted to only clubs affiliated in their own right to Norfolk County FA or another County Association. No unaffiliated Clubs are permitted to take part in this competition.
6. **We enclose the Sanctioning fee of £20 per competition.**

Signed: Chairman: _____ Print name: _____

Signed: Competition Secretary _____ Print name: _____

Form SS2 – Norfolk County FA Small Sided Competition Administration Rules

In addition to Playing Rules of Small Sided Competitions, a Competition applying for sanctioning must submit actual Administration Rules. Given below are suitable Rules. Additional Rules can, of course, be added and the Rules below can be amended as appropriate providing the general spirit is maintained.

Suggested Administration Rules

1. Annual General Meeting and Management of the Competition

- (a) The Competition shall be called _____
- (b) Officers, who shall include a Chairman and Secretary, shall be elected at the Annual General Meeting or other General Meeting convened
- (c) Any alteration to these Rules shall only be made at an Annual General Meeting.
- (d) The Competition shall be governed in accordance with the Rules and Regulations of The Football Association. Matches will be played in general conformity with the Laws of mini soccer or Small Side Football (dependant on age groups) as issued by The Football Association.
- (e) The Competition shall be sanctioned by the Norfolk County FA. The Competition, all Clubs and players and other persons shall be subject to the Rules and Regulations of that Association

2. Affiliation of Participating Clubs

All Clubs must be affiliated to Norfolk County FA or another County Association

By Norfolk County Football Association sanctioning this competition
_____ (club name) agree to adhere to rule 2

3. Clubs Eligible to Enter and Entry Fee

The competition shall be solely open to affiliated clubs only and the entry fee shall be £_____ per team

4. Management Committee and Powers

A Management Committee consisting of _____ people shall be appointed to organise the Competition. These are:

Secretary _____

Chairman _____

_____	_____
_____	_____
_____	_____

The Management Committee shall have the power to apply, act upon and enforce the Rules of the Competition, and shall also have jurisdiction over all matters affecting the Competition.

The Management Committee shall also adjudicate in all cases of dispute, protest and complaint. Other members shall be co-opted if required.

5. Copies of Rules

A copy of the competition rules shall be given to all participating clubs at least seven days before the commencement of the competition and Norfolk County Football Association at least 3 days before the commencement.

6. Players' Qualification

The competition shall be divided into the following age groups: (please tick appropriate)

Age group	U7	U8	U9	U10	U11	U12	U13	U14	U15	U16	U18	Adults
Male												
Female												
Mixed												

Before the commencement of the competition all clubs shall produce a list of players eligible to participate (together with details of their dates of birth). All players shall be bona fide members of their club.

7. Team Colours

(a) Each competing team shall register its first choice of colours with the competition when returning their application form. Should there be a clash of colours a changed strip can be worn or Bibs can be used, which shall be supplied by the competition organisers.

(b) Players shall be dressed in uniform shirts and shorts, but the goalkeeper's dress must be distinguishable from that of other players. The goalkeeper may wear tracksuit bottoms.

(c) No teams playing in the competition shall play in predominantly black, navy or any other colour that does not clearly distinguish players from the referee.

8. Arrangement of Competition

(a) League basis _____ (please tick if appropriate)

The competition shall be played on a League basis (in the first stage) with the teams divided, by the Management Committee, into groups. Each team shall play each other team in its group once. _____ points will be awarded for a win and one for a draw.

In the event of two or more clubs being equal on points the team with the best goal difference shall take precedence. If goal average is equal the team scoring the most goals shall take precedence.

And then

(b) a Knock-out stage _____ (please tick if appropriate)

A knock-out stage shall then take place between _____ teams being the top _____ team(s) from each group. The Management Committee shall make the draw for the knockout competition.

Or

(c) Knock-out competition only _____ (please tick if appropriate)

The competition shall be played on a knockout basis. The draw shall be made by the Management Committee.

(d) A plate competition can also be organised should the competition wishes.

9. Duration of matches

All matches shall be of two equal periods of _____ minutes (not exceeding a maximum of 10 minutes per game). In the event of a draw in the knockout competition extra time of (2-3) _____ minutes shall be played each way.

If after extra time the scores are still level penalties shall be taken in accordance with the International Board's decision of June 1970.

10. Substitutes

All age groups up to and including Under 16 are permitted to use (3, 4, 5 or 6) _____ rolling Substitutes from a maximum of (3, 4, 5 or 6) _____ nominated per match throughout the competition (please state number).

For Under 17 and 18 and adult age groups the maximum number of substitutes is three. The number of substitutions made during a game is unlimited (rolling substitutions).

11. Report of results

The referee / winning captain (Delete as appropriate) shall be responsible for reporting the result of the game to the Management Committee at the conclusion of each game.

12. Referees

Referees shall be appointed by the competition, subject to the approval of the Norfolk County FA.

Referees shall be paid a fee of _____ and expenses of _____

In the final, mementoes may be provided in lieu of a fee at the discretion of the Management Committee.

13. Protests and complaints

All questions of eligibility, qualification of players or interpretation of Rules shall be referred to the Management Committee, but no objection relative to the dimensions of the pitch or other appurtenances thereon shall be entertained by the Committee unless a protest is lodged with the referee before the commencement of the game.

14. Appeals

Any appeal against the decision of the Management Committee must be made in duplicate, to Norfolk County FA within seven days of the decision of the Management Committee and accompanied by an appeal fee of **£50.00**.

15. Misconduct

All reports of send offs, cautions or other misconduct must be sent to the Norfolk County FA.

16. Team names

No teams must enter this competition in the name of an affiliated club without the full knowledge and authority of that club.

Signed: Chairman: _____ Print name: _____

Signed: Competition Secretary _____ Print name: _____

	Name of club	Age group entered	Name of club secretary and contact tel. number
	Dog and Duck Utd	Age or Adult	Ann Example – 01234 567890
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(Please complete additional forms if more than 20 teams have registered)

Signed: _____ Competition Secretary Date: _____

Norfolk County FA Sanctions the: _____ Small-Sided Competition

to be played on: _____ subject to Forms SS2 being fully completed and returned to the County Headquarters at least 21 days prior to the competition, along with SS3 showing the details of every affiliated club that has applied to compete in the above competition at least 3 working days prior to the scheduled commencement of the competition.

Failure to comply with the above will result in sanctioning being withheld. This will also invalidate your insurance cover and the Club may be liable should a claim be made during the Competition.

Sanction Approved: _____ (date)

Signed: _____ Small Sided Football Development Officer

	Name of club	Age group entered	Name of club secretary and contact tel. number
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Checklist – For sanctioning to be approved the three tasks below must be fully completed within the deadlines. All documentation must be fully completed or applications will be returned.

Completed	Tasks to be completed
	Forms SS1 & SS2 – These must be fully completed and returned to the County Headquarters at least 21 days prior to your proposed competition date(s) – Failure to comply may result in the withholding of sanctioning. The £20 sanctioning fee made payable to ‘Norfolk County FA’ must also be included when sending Forms SS1 & SS2
	Form SS3 – This form must be fully completed and returned to the County Headquarters at least 3 days prior to your proposed competition date(s). Form SS3 will then be counter signed and returned to you authorising sanctioning of your competition. Forms SS2 & SS3 should then be displayed throughout your competition.

All correspondence should be returned to:

Adam Gusterson
 Small Sided Competitions
 Norfolk County FA
 11 Meridian Way
 Thorpe St Andrew
 Norwich, NR7 0TA