

SOUTHEND SUNDAY FOOTBALL LEAGUE

SOUTHEND SUNDAY CHARITY FOOTBALL COMPETITION



Application Form for Season 2010/2011 New Clubs Seeking Membership

1. FULL NAME OF CLUB		
2. SECRETARY	Surname	First Names
	Address	
		Post Code
	Tel:(home)	Tel: (business)
3. CHAIRMAN	Surname	First Names
	Address	
		Post Code
	Tel:(home)	Tel: (business)
4. EMERGENCY CONTACT	Name	Tel:
5. GROUND		
6. TEAM COLOURS		
7. FIXTURES	Clubs must be prepared to play from the second Sunday in September. Clubs wishing to have a free Sunday because of a Club event will be required, after the AGM, to give at least 6 weeks notice but the granting of such request is not guaranteed.	
8. FINANCIAL POSITION	Approximate financial position as at date of application £.....	
9. ENTRY LEVEL	New applicants will normally only be considered for the lowest division. If you wish to be considered for a higher division, please state which one.	
	Division.....	
10. FORM OF AGREEMENT		
We A.....of.....(Chairman)		
And B.....of.....(Secretary)		
Of.....FC have been provided with a copy of the Rules and Regulations of the Southend Sunday Football League and do hereby agree for and on behalf of the said Club, 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 League, subject to the right of appeal in accordance with Rule 16.		
Signed		
.....Chairman		
.....Secretary		
Dated the.....(day).....(month).....(year)		

**THIS FORM MUST BE COMPLETED IN INK AND BLOCK CAPITALS AND RETURNED TO
THE LEAGUE SECRETARY AS SOON AS POSSIBLE
SEE NOTES ON PAGES 3 to 5**

LIST OF PLAYERS - in BLOCK CAPITALS

Surname	First Name	Date of Birth	If currently registered with the Southend Sunday Football League, state name of Club registered for
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SOUTHEND SUNDAY FOOTBALL LEAGUE

Notes for New Clubs applying for membership 2010/2011

- **All Clubs must be affiliated with Essex County FA.**

Particulars about affiliation can be obtained from:

Essex County FA

Springfield Lyons Approach

Chelmsford

CM2 5LB

Tel. 01245 393079

- If you do not have a private pitch, you are advised to apply to your local Council or School telling them that you have applied to join the Southend Sunday Football League.

Contact for Pitches in

Southend Borough	Glynis Dean or Mark Holmes at Len Forge Centre – 01702 520482
Rochford District	Susan Stranks at Connaught Environmental – 01702 411356
Castle Point Area	Ryan Lynch at Castle Point Leisure - 01268 882377

- Existing Clubs that are currently competing in another League may not withdraw from that League unless they have complied with their obligations as provided by that League's Rules.
- The completed Application Form together with the List of Players must be returned by 30th April accompanied by a cheque for an amount of £10.00 payable to Southend Sunday F.L., being the Entrance Fee, which will not be presented for payment unless and until the Club is elected to the League.
- When your application form is received, the officers of the Club will be invited to attend a League Committee meeting - after 30th April - to discuss your application. Following that meeting, you will be informed whether or not the Committee will be recommending your acceptance to the League. Existing Member Clubs will then vote on acceptance at the AGM held at the end of June.
- It is unlikely that teams in the lower divisions will have Referees appointed by the League and such teams must be prepared to provide a Referee for their home games.
- The current cost of fees etc. are as follows:

(a)	Entrance Fee - League Rule 2(a) – single payment as above	£ 10.00
(b)	Club Deposit - League Rule 2(c) – refunded if Club resigns	£100.00
(c)	Annual League Subscription - League Rule 2(b)	£ 15.00
(d)	Registrations - per Player - League Rule 8 (e)	£ 2.50
(e)	League Cup Fee - League Cup Rule 2	£ 5.00
(f)	Charity Cup Fee - Charity Cup Rule 2	£ 10.00
(g)	Charity donation per team - Charity Cup Rule 9	£ 5.00
- Other Costs to consider
- Pitch Hire Fees / County Affiliation / Playing Kit / First Aid Equipment
- **Please note that the Southend Sunday F.L. operate Player Registrations with Photographs and that the Photo counterfoils must be presented to your opponents at every game and the Match Result Sheets countersigned to confirm that they have been seen and agreed.**

Southend Sunday Football League Southend Sunday Charity League

Guidance for Club Secretaries

A “heads up” of what you will need to deal with prior to and during the Season.

- If you intend to hire a pitch from one of the local councils they normally require applications to be made soon after the end of the season and certainly by no later than mid June. Local councils normally notify pitch allocations at the end of June. If you are approaching a private hirer such as a School they may work to different time scales so the early approach is still the best.
- Application to join the League should be with the Secretary by **no later than 30th April** although applications from Clubs will be considered up to a period prior to the AGM held at the end of June.
- The League is only permitted to admit Clubs who are affiliated to Essex County Football Association. **The deadline for affiliation is 1st July and evidence of affiliation must be sent to the League Secretary by no later than 8th July.**
Late Affiliation with ECFA will incur an additional fee and the Club being excluded from the County Cup and Trophy Competitions.
- The League operates Player Registrations with Photographs. Forms can be obtained from the League Website (www.southendsunday.co.uk). Menu on left side of Home Page – League Forms. Clubs registering Players for the first time must submit two passport-sized photos (front face, head and shoulders) which must be attached to the form and sent to the Registration Secretary **no later than 1st September** in order for Players to be eligible to play in the first game of the season.

Player Registrations requested during the course of the season must be delivered to the Registration Secretary no later than the Wednesday prior to the Sunday that the Player is required to be eligible to play.

The League is not permitted to register Players under the age of 16 years or after the last day of February.

The Club must be in possession of the authorised Registration Counterfoils on a match day in order for the Players to participate in a match. It is suggested that you make arrangements with the Registration Secretary for you to collect the Registration Counterfoil to avoid any postal delays. Registration Counterfoils must be shown to the opposing team on match days to enable them to verify that you are only using registered Players. (See later note on Match Result Sheet)

- The League Treasurer will issue a Pre-Season Account that will comprise:

New Club Deposit (if applicable)	£ 100.00	
League Fee	15.00	per team
League Cup	5.00	per team
Charity Cup & Donation	15.00	per team
Player Registrations (15)	37.50	per team

Total Pre-Season	£ 172.50	(Existing Clubs will pay) (£72.50 per team)

The Pre-Season Account must be **paid by 1st September** or by such date indicated on the account.

- The Treasurer will issue an End of Season Account during March that will include the charge for any Players that have been registered during the course of the season in excess of the initial 15 that were charged for in the Pre-Season Account.
- The Fixtures Secretary will issue a Fixtures List that will schedule matches on a Home and Away basis subject to the availability of your pitch. The Home Club must contact their opponents on the Monday prior to the game to confirm the fixture and the location of the pitch where the game will be played. Potential clash of Club Colours must be resolved by the Away Team changing. The Home Club must also confirm the fixture with the League Appointed Referee or agree with their opponents who will referee the game.
- Each Club is required to notify the results of **every game** including County Cup and Trophy games, to the Results Secretary on the day of the match. The times between which and the manner in which such notification must be made will be advised prior to the beginning of the Season.

In addition, each Club must complete a Match Result Sheet (obtained from the Website) that must be received by the Registration Secretary **no later than the Wednesday immediately following the day of the match**. You must complete a Match Result Sheet for County Cup or Trophy games in addition to the result notification required by County.

The Match Result Sheet must be completed in full showing the forename and surname of each Player who participated in the match and the name of the Referee (either the League appointed or the volunteer who refereed the game) with an allocation of marks as indicated on the form.

Every Club must countersign their opponent's Match Result Sheet in the designated area to indicate that they have seen their opponent's Registration Counterfoils (photos) and that they were satisfied that all Players were eligible to play. Any dispute must follow the procedures outlined in the Rule 8(R).

- In the event that a scheduled Fixture is postponed due to adverse weather or some other cause, the Club responsible for the postponement must immediately inform the Fixtures Secretary, the Referees Secretary (whether or not a League Referee was allocated) and the Secretary of the opposing Club. The postponement of the fixture must also be advised to the Results Secretary on the Sunday that the game should have been played. Each Club must still provide a Match Result Sheet for the fixture (without Player or Referee details) and using the "Comments" section of the form to explain the reason for the postponement. The form must be sent to the Registration Secretary as usual.
- In the event of a Club being found in breach of the Rules and a Fine is issued, the amount due must be paid to the Treasurer by no later than the date indicated on the Fine Invoice. If the breach of Rules involves an unfulfilled fixture the Committee will decide whether the game can be replayed or make an award of points. In the event of an award of points the Club responsible for the unfulfilled fixture will, in addition to a Fine, have to make a contribution to their opponent's expenses, the amount of which is detailed in the Rules. Clubs who are awarded such expenses will receive credit for the amount in their End of Season Account.
- Please deal with any correspondence or communication from the League as soon as possible. Failure to respond to Fine Invoices or any request for a response from a Club to the League will result in action being taken by the Management Committee against the Club.

If you are uncertain about any aspect of the Rules or the procedures relating to Match Days please do not hesitate to contact the League Secretary or the relevant League Officer for assistance.