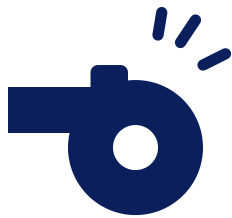


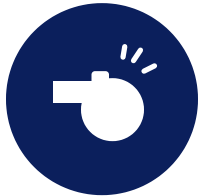


How to lodge a protest or lodge a complaint



CAPE TOWN TYGERBERG LOCAL FOOTBALL ASSOCIATION (CTTLFA)

The Rules and Regulations of the Cape Town Tygerberg LFA give every team the right to protest or lodge a complaint.



Protest

Rule 11

You dispute something about the match itself, for example an ineligible or unregistered player, or a matter you raised with the referee before or during the game.

1



Who can lodge a protest?

Only the captain or a team official listed on the official team return, of a team directly involved in the game (Rules 11.1 and 11.12).

Raise it with the referee before or during the match. The referee records it on both team returns, signs it and tells the opposing team.

Ineligible player? An opponent who fielded an unregistered, suspended, banned or improperly registered player can be protested in writing within 4 days (Rule 11.13). Inspect their cards through the referee before the match (Rule 6.3), or you may forfeit the right to protest (Rule 6.3.1).

2



Timeline (4 + 2 days)

- **Day 0 to day 4:** submit your written intention to protest on the prescribed form, with the R700 fee and proof of payment.
- **Day 4 to day 6:** within 2 days after the 4-day period, submit your full written grounds with supporting statements, documents and evidence (Rule 11.3).

A protest without the fee and proof of payment in time is not entertained (Rule 11.2).

3



Proof of payment

It must show the club name, the team protesting, the opposition and the date of the fixture (Rule 11.2). A deposit slip without these details will not be accepted.

4



How to lodge

Complete the prescribed Protest & Complaint Form. It must be signed by a club executive member.

5

R700

Fee

R700, payable when you lodge the intention.

6



Where

Email: dc@ctlfa.com

7



What happens next

Both teams are asked to attend the hearing (Rule 11.8). The Disciplinary Committee hears and decides the protest.



Complaint

Rule 12

You want to report misconduct or an offence by a team, official, player or club, rather than a dispute about the match result.

1



Who can lodge a complaint?

Any team, affiliate, official, player or club may lodge a complaint about any act of misconduct or alleged offence (Rule 12.1).

2



Timeline (4 + 2 days)

- **Day 0 to day 4:** lodge your written intention to complain on the prescribed form, signed by a club executive member, with the R700 fee (Rule 12.1.1). Attach your proof of payment.
- **Day 4 to day 6:** submit the full written complaint, setting out all the facts and the Article, Rule or Regulation allegedly contravened (Rule 12.1.3).

A complaint that misses these requirements is dismissed.

3



What you cannot complain about

Rule 12.1.2

A referee's or assistant referee's decision connected with play, unless the complaint alleges corruption. Nor a matter on substantially the same facts as a grievance already lodged and entertained by CTTLFA or the Disciplinary Committee (Rule 12.1.4).

4



How to lodge

Complete the prescribed Protest & Complaint Form. It must be signed by a club executive member.

5

R700

Fee

R700, payable when you lodge the intention.

6



Where

Email: dc@ctlfa.com

7



What happens next

The Disciplinary Committee hears and decides the matter. Complaints can lead to a forfeiture of points (Rule 12.2).



Important to remember (complaint)

Rule 12



Provide accurate information and supporting evidence.



Non-compliant or frivolous complaints may be dismissed and the fee forfeited (Rule 12.1.5). A withdrawn complaint also forfeits the fee (Rule 12.4).



Abuse, disrespect or misconduct during the complaint process will not be tolerated.



Important to remember (protest)

Rule 11



Your team must be directly involved in the game (Rule 11.12).



Defective or frivolous protests may be summarily dismissed and the fee forfeited (Rule 11.5). A withdrawn protest also forfeits the fee (Rule 11.6).



Abuse, disrespect or misconduct during the protest process will not be tolerated.



Possible outcomes

Upheld: the Disciplinary Committee imposes a sanction under the DC Code, which may include a points deduction, fines or suspensions.

Not upheld: no action is taken and the fee is forfeited.



Right of appeal

Appeal in writing to the CTTLFA Appeal Committee within **7 days** of being notified of the decision, with written reasons within a further **5 days** (Rule 13.3).

Fee **R1 000**, paid within the 7 days (Rule 13.5). Some decisions cannot be appealed, including warnings, reprimands and fines under R1 000 on a club (Rule 13.1.1): check the rule first.

A further appeal to SAFA Cape Town costs **R5 000**, where allowed. First copy your notice and reasons to the CTTLFA Disciplinary Convenor; not doing so is an offence (Rule 13.9.2).



Informal complaints

Match officials who are not properly equipped or attired (Rule 2.12): an informal complaint must be lodged within **72 hours**, with evidence (Rule 2.12.3).

Note it on the team return or send a written report to the General Secretary.



Need more information?

Contact the CTTLFA Disciplinary Convenor.

Email: dc@ctlfa.com

Website: www.cttfa.co.za/discipline



Disclaimer

This guide is a summary for guidance only. The CTTLFA Rules and Regulations, DC Code and Constitution prevail in the event of any conflict. Refer to Rule 11 (Protests), Rule 12 (Complaints), Rule 13 (Appeals) and Rule 2.12.3 (Informal complaints).

