



RULES & REGULATIONS

of

CAPE TOWN TYGERBERG LOCAL FOOTBALL ASSOCIATION

EDITION: 17 March 2021

**CAPE TOWN TYGERBERG LOCAL FOOTBALL ASSOCIATION
RULES & REGULATIONS**

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DISCLAIMER

The Association or its referees shall not be liable for any claims arising from the injury to any player and any payments made in respect thereof shall be regarded as gratuitous. Furthermore, the Association or its referees shall not be liable to any person or club for any claims arising from any loss suffered while participating in the activities of the Association.

1. REGISTRATION – PLAYERS – MEMBERS – CLUB ADMINISTRATORS

- 1.1. Players and team officials may only be registered with one club at a time in terms of Article 5 (2) of the SAFA Regulations on the Status and Transfer of Players.
 - 1.1.1. All players and team officials participating in the Competition of the CTTLFA or any of its Members or their affiliates shall be properly registered with the CTTLFA and in terms of SAFA Article 5.2 of the Cape Town Regional Statutes.
 - 1.1.2. Team Officials - A club who has been promoted to a higher league within the SAFA competition leagues may register the team official's for that specific team simultaneously with SAFA and the CTTLFA.
- 1.2. In addition to the registration of its player, the registration officer of the clubs shall ensure that their players and officials are properly registered and issued with the prescribed Registration Card.
 - 1.2.1. This shall include the registration of Committee Members, delegates, team officials, members or any other persons regularly participating in the activities of either this Association or the member.
- 1.3. All persons wishing to become a member or renew their membership of the Association shall be required to annually complete the prescribed Registration Forms of the Association and SAFA CT.
- 1.4. Registration of all members shall at all times be in accordance with SAFA Rules on Registrations.
- 1.5. Upon receipt of the form in terms of **Rule 1.3** and upon verification by the Registration Officer, the Association shall issue a Registration Card, and members shall only be deemed to be registered once this Registration Card is in their club's possession.
- 1.6. If any information is given to the Association that leads to a Registration Card being issued and is subsequently proven to be knowingly **false, incorrect or fraudulent**, the person concerned, his club or any person involved in the information being given to the Association, shall be dealt with by the Disciplinary Committee as it deems fit.
 - 1.6.1. If scientific methods are deemed necessary by the Disciplinary Committee to confirm whether the information given is correct, application for membership of this Association conveys consent after which costs incurred shall be disbursed at the discretion of the Disciplinary Committee.
- 1.7. Players and team officials whose SAFA cards (in cases of recall) do no longer have to submit the card to the Association's office.
 - 1.7.1. **If a suspension is combined with a fine or an administrative fee, the suspension will be prolonged until the fine has been paid in full, falling which**

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the player, the team official and club official shall be deemed to be an ineligible player or official until the fine has been paid in full. Only once the proof of payment has been submitted to the Disciplinary Convener together with the case no as reference shall the player and the official ineligibility be lifted and tabled accordingly.

- 1.8. It shall be necessary for all players being registered upon reaching the ages of 12, 18, 22, 35, 40, 45 and 55 to supply the Association with two current photographs.
- 1.9. All new applications for registration shall be accompanied by a copy of their Identification Document or Birth Certificate.
 - 1.9.1. All new Senior and Junior registrations over the age of sixteen must have a copy of their identification document.
- 1.10. Registrations shall take place, at the Association's office during office hours or as determined by the Registrations Officer from Monday to Friday.
- 1.11. Any player or member requesting a transfer from one club to another, his/her new club shall pay the applicable TRANSFER fee as stipulated by SAFA (CT).
- 1.12. The cut off dates for all transfers shall be 30 June (or as per SAFA CT) in each year. However, the management committee in consultation with the registration officer has the power to waive this rule within CTTLFA in the case of a residential move or the player is a registered CTTLFA member and has not played for any club within the current year.
- 1.13. Any player or member requesting a replacement registration card shall pay the applicable administration fee as per SAFA CT charge.
 - 1.13.1. The Management Committee have the power however, to waive this rule in the case of theft, but an affidavit is to be supplied for the proof of the theft.
- 1.14. It shall be an offence to submit any false information when registering a player.
 - 1.14.1. The onus shall be on the player's team/club to reasonably ensure that the information submitted is accurate in every aspect, and that all requirements are adhered to.
 - 1.14.2. The issuing of a card does not absolve the team/club of this responsibility.
- 1.15. Any person wanting to participate in the affairs of CTTLFA can only do so with a valid registration card.
- 1.16. Principle of no card no participation shall apply without any exception.
- 1.17. At the conclusion of every season ALL CLUBS shall submit a defaulters list to the Association.
- 1.18. Any club that refuses to issue a player with a clearance certificate, when such player is entitled to such certificate, in terms of SAFA Transfer Rules & Regulations, is guilty of an offence of misconduct to be dealt with appropriately.

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1.18.1. If the effected player is a junior it may be considered as aggravated circumstances.

1.18.2. Players whose clearance has been ratified by the Association shall no longer be considered a member.

1.19. Players whose clearance has been ratified by the Association shall no longer be considered a member.

2. REFEREES

2.1. The referee shall be in full charge and control of the game in which he is officiating.

2.2. On all questions of the interpretation of the laws of the game the referee's decision shall be final even though a protest has been lodged with the referee either prior to or during the match pertinent to fact.

2.3. The referee shall be the sole judge in determining whether or not any ground is suitable for play and should he consider it unsuitable, he alone shall have the power to postpone the match unless the rules of local authorities decide otherwise.

2.4. The selection of referees for all games of the Association in the Premier, First, Second Division and all other leagues (where possible (implies "all other leagues")) of the Association shall be made by the Referees Committee.

2.4.1. Prior to the commencement of every season **the Referees Committee must table their top 12 referees** who must be rotated and appointed for all the premier division games only to the Association. Should the top 12 referees change during the season the Referees Committee must immediately inform the Association of the revised list.

2.4.2. Prior to the commencement of every season **the Referees Committee must table all their registered referees** and their course grading's in the year accomplished to the Association. Should the CTTR receive any new referees after the commencement of the season the Referees Committee must immediately inform the Association of the revised list.

2.4.3. Prior to the commencement of every season **the Referees Committee must table all their affiliate club referees** together with their course grading's in the year accomplished to the Association. Should the CTTR receive any new affiliated club referees after the commencement of the season the Referees Committee must immediately inform the Association of the revised list.

2.4.4. Prior to the commencement of every season **the Referees Committee must table all the club Referees and Assistant referees list**, as submitted by

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- clubs **in terms of Rule 2.8.1. and 2.9.1 below**, together with their course grading's in the year accomplished, who shall – together with all non-club affiliated referees – make up the Cape Town Tygerberg Referees collective.
- 2.4.5. Prior to the commencement of every season, **the Referees Committee must table all the non-club affiliated referees** and each referee's course grading's in the year accomplished in order for the LFA to register these members, at the prescribed registration fee, as non-club affiliated members of Cape Town Tygerberg Referees.
- 2.4.6. If a referee is not appointed to a specific game, then the home club shall appoint a referee.
- 2.4.7. All other requests for Referees must be made via the CTTLFA office.
- 2.5. Should the appointed referee fail to arrive within 15 (fifteen) minutes of the scheduled time of the match, any other SAFA card carrying club member registered with the CTTLFA or SAFA CT as a Referee shall have the power to officiate the game who must start the game at the published time and who shall have all of the powers **in terms of Rule 2.1.**
- 2.5.1. Once the referee supplied by the home team is made known to the opposition, they may request to see his registration card to satisfy themselves that he is a registered member of the Association and so that they can record his name and number on their official Match Report.
- 2.6. The senior promotion leagues (Premier, First and Second Divisions) that must have a Referee appointed by the appointment convenor of the Referees Committee. Two qualified Assistant Referees must be supplied by the home team, if the home team fails to supply two qualified Assistant Referees, the home team may obtain two other qualified Referees or Assistant Referees failing which the home team shall be **liable to a fine in terms of Rule 8.1 and the match shall be awarded to the opponents.**
- 2.7. The code-of-conduct of the Cape Town Tygerberg Referees Committee shall be the guidelines for all matters relating to referees or refereeing as long as such constitution is not in conflict with the Constitution of the Association.
- 2.8. All clubs shall supply a minimum of **two members who shall be qualified** as referees and who shall be available to officiate in their club's home games. If a club does not have two members who are qualified as referees, they shall supply them to attend a training course conducted by the referee's association and pass the set examination. Failure to do so could see the club suspended from all senior competitions pending investigation by the Management Committee.
- 2.8.1. Prior to the commencement of every season the Clubs must supply their club referees **in terms of Rule 2.4.4** together with their course grading's in the year

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- accomplished to the Referees Committee, on the CTTLFA prescribed application form for referees.
- 2.8.2. Should the CTTR receive any new club referees after the commencement of the season the Referees Committee must immediately provide the Management Committee with a revised list.
- 2.9. All clubs shall supply a minimum of **two members who shall be qualified assistant referees**, they may be qualified referees and who shall be available to officiate in their club's home games. If a club does not have two members who are qualified referees or referee's assistants, they shall supply them to attend a training course conducted by the referee's committee and pass the set examination. Failure to do so could see the club suspended from all senior competitions pending investigation by the Management Committee.
- 2.9.1. Prior to the commencement of every season **the Clubs must supply their club assistant referees in terms of Rule 2.4.4.** together with their course grading's in the year accomplished to the Referees Committee, on the CTTLFA prescribed application form for assistant referees.
- 2.9.2. Should the CTTR receive any new club assistant referees after the commencement of the season the Referees Committee must immediately provide the Management Committee with a revised list.
- 2.10. The referee shall inspect the appointed AR's cards prior to the start of the match.
- 2.11. The referee, including the AR can only be changed in cases of injury and thereafter may not participate in any fixture on that day.
- 2.12. All match officials need to be correctly attired to referee a football match – no jeans/slip slops/hoody tops/caps to be worn.
- 2.12.1. Closed sports shoes, sports shorts or tracksuits pants and a sports top or tracksuit top to be worn.
- 2.12.2. This applies to all Junior and Senior leagues.
- 2.12.3. If not adhered to then an informal complaint must be lodged with CTTLFA within the standard 72 hours.
- 2.12.3.1. An informal complaint to be lodged with evidence by coach/manager/referee and/or other registered CTTLFA member and noted on the team return or through a written report to the General Secretary.

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2.12.3.2. After 3 complaints against the same club they shall receive an official warning and if it occurs again i.e. a fourth time, they **shall be issued with a R250 fine** by the DC).

3. LEAGUE COMPETITIONS

- 3.1. The Association shall, annually, from March to October, on the universally accepted principle of “Home and Away”, run the following leagues with Reserve Leagues when deemed necessary.
- 3.2. **Seniors** Premier and First to Lowest Divisions, a Ladies League/s, Over 35, Over 40, Over 45 and Over 50 League.
- 3.3. **Juniors** Under 18, 16, 14, 12, 11, 10, 9, 8 & 7-year age groups, or any other leagues determined by the Management Committee.
- 3.4. The official start and finish dates of any season shall be determined by the Management Committee at its first meeting following the Annual General Meeting.
- 3.5. All matches **must** start at the published time provided the field is vacant, failing which it must start within 2 minutes after the previous game has been completed.
- 3.6. If any team is not ready to start the match at the published time (or starting time as mentioned above) the referee shall declare them absent and allow the team present to depart, after which, following receipt of the referee’s report, the match shall be awarded to the team that was present and the absent team shall be liable to **a fine in terms of Rule 8.1**.
- 3.7. When a previous game is running late and the next game is now later than (15) fifteen minutes (night games only) after the scheduled time the match will be forfeited by the home team unless it is beyond the home teams control, the Referee does not have the right to walk away.
- 3.8. The Association shall give at least 5 (FIVE) work week days written notice to any club of any fixture. If it fails to do so, either team in a fixture may refuse to accept the fixture following which it shall be rescheduled. No club shall be allowed to change any fixture, venue or starting time without the WRITTEN approval of the Association. Clubs that transgress shall be liable to action decided upon by the Disciplinary Committee.
 - 3.8.1. Requests for a possible amendment or postponement will only be considered by the Head of Competitions if it has been received in writing on the prescribed form stating the reason for postponement and signed by the Chairman, or Secretary or Fixtures Official and forwarded to the office of the CTTLFA no

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less than TEN (10) work week days prior to the scheduled date of the fixture. Refer to **clause 4.1.** for knockout matches process. Process to be followed is:

3.8.1.1. More than 10 work week days:

- Club to ensure opposition club notified of reason for postponement, with potential playing date to make up (aim to bring forward if possible).
- Association still has the right to refuse depending on reason.
- Association will notify if approved and notify both parties (if no correspondence due from association, no assumption made for approval, process still to apply).

3.8.1.2. Less than 10 work week days

- Requesting club must contact opposition and request postponement, once both clubs have approved to move the match with new date and time then forward request to the Head of Competitions for approval and sanction.
- Association will still have the right of refusal depending on reason, and will notify both parties accordingly.
- Dire circumstances (death), or whatever reason they so deem fit, then postponement can be approved by Head of Competitions (no opposition approval required), must be communicated to affected clubs.

3.8.1.3. Cut off dates for specific reasons:

- Final cut off dates for request for postponements for the following 2 reasons are as follows:
 - School holidays (Junior team only)
 - Request to be made to association before the last working day of May every year.
 - Clubs to provide new dates for affected matches prior to cut off date.
 - Ramadan / Fast
 - Request to be made to the association before the last working day of April every year.
 - Clubs to provide new dates for affected matches prior to cut off date.

3.9. In all games won 3 (three) points, and in all games drawn, 1 (one) point, shall be awarded.

3.10. The team amassing the highest number of points during the season shall be declared the winner of the competition.

3.10.1. If two or more teams are equal on points the League championship promotion or relegation shall be decided on

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- 3.10.1.1. firstly, goal difference and
- 3.10.1.2. secondly, highest number of goals scored.
- 3.11. At the end of April/May/June/July/August each year, updated logs will be forwarded to members, **the correctness of the facts may be queried in writing within ten (10) days** failing which, the published logs will be accepted as a true reflection of the facts and no further corrections will be made unless so directed through a Disciplinary Committee/Appeal Hearing.
- 3.12. In the event of any team withdrawing before the end of the first or second round of any competition, all their results up to that stage shall be expunged from determining league positions.
- 3.13. All clubs (except for institutions and schools) shall at all times have and maintain at least two Senior and two Junior teams. This excludes Over 35, Over 40 and Over 45 teams. The Management Committee has the power to waive this rule with divulging reasons for their decision.
- 3.14. All clubs shall have and maintain at least one field for every four senior teams during afternoons or evenings it intends entering and at least one field for each two junior teams during mornings it intends entering in each age group.
 - 3.14.1. All clubs notify the Association in the beginning of the season their stated home grounds for seniors and juniors which matches will be scheduled at for the duration of the season.
 - 3.14.2. If senior and junior fields are not within the same complex for the club, then motivation and reasons for this must be submitted for approval by the club to the Management Committee, who will have the authority to reject or approve such requests.
 - 3.14.3. Clubs who do not have flood lights for evening fixtures, are to source alternative venue(s) to have scheduled fixtures played, and notify The Association and opposition within 5 work week days of such venue change.
 - 3.14.4. Clubs wishing to move matches to other venues other than stated on published fixture, to request so within 5 work week days with opposition approval and subject to Head of Competitions approval.
 - 3.14.5. Field unavailability due to City of Cape Town policy to adhere to relevant resolutions passed by the General body every year.
 - 3.14.6. All fields shall be subject to the approval of the Association's Grounds Committee.

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- 3.15. The floodlights at all fields shall annually be approved by the Association's Grounds Committee prior to the scheduling of night games at such venues.
- 3.16. If, at any time, a club wishes to withdraw a team from the Association's leagues, it shall be the lowest team playing for that club, not including Over 35 or Over 40 teams or O/45.
- 3.17. For purposes of this and other clauses in the Constitution, it is recorded that the Promotion Leagues of the Association shall be the Premier League, the First Division and the Second Division, which may, at the discretion of the Management Committee, also contain the name of a sponsor.
- 3.17.1. There shall be an automatic two up, two down system operative between all leagues except that no club may have more than one team in the Promotion Leagues (and consequently its Reserve League) as well as in any Senior age group league unless it is the lowest league for that age.
- 3.18. Promotion from the Premier Division to the leagues of SAFA CT shall only be permitted, in order of finishing.
- 3.18.1. Any club promoted in accordance with the previous statement will keep their status in the Premier League.
- 3.18.2. All clubs that have not followed this route for promotion to any SAFA Competition and if relegated from any SAFA Competition shall start in the league in which they last participated.
- 3.19. The automatic two-up system **in terms of Rule 3.17** will only be extended to clubs who are not in default of DC Code Article 52 as at 30th September in the year in which they played for promotion from the league in which they participated. This shall apply to the Statement of Account issued by the Treasurer dated 30th August in the same year.
- 3.20. In terms of **Rule 3.2** above the rules pertaining to each senior league shall be as follows:
- 3.20.1. **The Premier Division**
- 3.20.1.1. This league shall consist of fourteen (14) teams. The Association may, if it deems it necessary, alter this number before the commencement of the season.
- 3.20.1.2. There shall be a trophy at stake in this division for the team amassing the highest number of points (**in terms of Rule 3.10**) at the end of the season.
- 3.20.2. **The First and Second Division**
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- 3.20.2.1. The First and Second Division shall consist of fourteen (14) teams each.
- 3.20.2.2. There shall be a trophy at stake in these divisions for the team amassing the highest number of points (**in terms of Rule 3.10**) at the end of the season.
- 3.20.2.3. All other members, who are not represented in any of the Promotion Leagues, shall play in the Third Division.
- 3.20.2.4. If the number of these teams, making up the composition of the Third Division shall be less than twelve, the Management Committee may, in the best interest of competitive football, increase the size of the league to twelve by including the next best teams of clubs already represented in the Promotion Leagues, with the understanding that none of these additional teams may, if they end in the two top positions at the end of the season, gain promotion to the Second Division as they already have a team in the Promotion Leagues and consequently a lesser number of teams ending in the bottom two positions in the Second Division will be relegated.
- 3.20.2.5. There shall also be reserve leagues for each league in terms of **Rule 3.20.1 and Rule 3.20.2** above with the composition of the reserve leagues being a duplication of these leagues. There shall be no promotion or relegation to or from these leagues, with the composition for the following year being determined in terms of **Rule 3.17**.
- 3.20.3. All Other Divisions**
- 3.20.3.1. All other senior teams of the Association shall make up these leagues with the proviso that not more than 12 teams shall be permitted to make up the composition of these leagues.
- 3.20.3.2. Should there be more or less than 12 teams in the lowest Division, then the Management Committee shall decide upon its size.
- 3.20.3.3. There shall be a trophy at stake in these divisions for the team amassing the highest number of points (or as per **Rule 3.10** above) at the end of the season.
- 3.20.3.4. All other clubs including new applications for affiliation who are not represented in any of the promotional leagues shall play in the Second Division.

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3.20.3.4.1. If the number of these teams, making up the composition of the Second Division shall be less than 12 (twelve), the Management Committee may, in the best interest of competitive football, increase the size of the league to 12 (twelve) by including the next best teams of the clubs already represented in the promotional leagues. With the understanding that none of these teams can gain promotion to the First Division.

3.20.3.5. If a lesser number is promoted from the Second Division a lesser will be relegated from the First Division.

3.20.4. Veterans

3.20.4.1. This competition shall be open to ALL players over the age of 35 (or 40 or 45 or 50) years of age starting from the day they attain their 35th (or 40th or 45th or 50th) birthday.

3.20.4.2. There shall be a trophy at stake in each section of these divisions, for the team amassing the highest number of points at the end of the season (or as per **Rule 3.10** above).

3.21. If, after advising the Association at the Annual General Meeting, of its teams for the following season and the leagues have been structured, a club wishes to enter an additional team in any league, this must firstly be with the approval of the Management Committee and be done before 28th February for Seniors, and 15th April for Juniors but will only be entertained on a first come - first served basis if a vacancy occurs or a position is available in any league.

3.22. The Management Committee in the interest of football may increase or decrease the number of teams in each league.

3.23. In addition to the leagues mentioned in 3.3, the Association shall also run Junior League in these age-groups: Under 18, 16, 14, 12, 11, 10, 9, 8, 7 and Under 7 with the number of leagues and teams within each age group to be determined by the Management Committee.

3.24. No club shall be permitted to hold trials within CTTLFA from the second Monday of June until the end of CTTLFA's season.

4. KNOCKOUT COMPETITIONS

4.1. Each division in **Rule 3.20** above as well as each Junior League (from under 18 to under 12) shall have its own knockout Competition, with a draw being held for each

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round (either all together at the start of the season or at the conclusion of each round) and the winners going through to the draw for the next round.

- 4.1.1. No postponements for knockout matches are permitted and shall be binding on all clubs unless approved by the Head of Competitions subject to application and motivation (via email).
- 4.2. It shall also be the duty of the Head of Competitions to fixture every semi- final match to be played at a neutral venue.
 - 4.2.1. For semi-final matches, the neutral venue club shall supply a referee for the match where the CTTLFA Referees Committee does not appoint a referee to a semi-final match. This shall not apply to Premier, First Division and Second Division matches which shall be supplied by the CTTLFA Referees Committee.
- 4.3. All finals will be played at a venue to be decided in May of each year by the Management Committee.
- 4.4. A trophy shall be at stake for the team who wins each knockout competition.
- 4.5. There shall be no knockout competition from the under 7 to under 11 leagues.
- 4.6. Any team that fails to honour any knockout final match may be fined, their medals may be withheld, may be excluded from the following year's knockout competitions once the Disciplinary Committee has reached their decision.
- 4.7. No player, having played for a higher team of his club, or any other club, in any competition of this Association, shall be permitted to play in a lower knockout competition game of this Association.
 - 4.7.1. This does not prevent a junior from playing in a senior competition and then reverting back to the junior competition for which he qualifies.
 - 4.7.2. For the execution of this rule, in both Junior and Over 35, Over 40, Over 45 or Over 50 competitions, a player may not, after playing in a higher age group, revert back to playing in any other age group competition he/she may qualify to play in.
 - 4.7.3. The Over 35 League is considered to be a higher league than the Over 40 League and 40 higher than 45, an "A" team or league, higher than a "B" team or league, "B" higher than "C" etc.
- 4.8. On knockout Cup Final Days Junior or Senior; a player will be cup tied for the team he played for on the day and may not play for any other team.
- 4.9. The first named team on the fixture shall deem to be the home team.

5. DURATION OF GAMES

- 5.1. During all games of the Association, the half time shall preferably be five (5) minutes but shall not exceed ten (10) minutes.
- 5.2. The duration of play of all of the Association's leagues shall be as follows: -

League	Half / Third	Minutes Each Way
The Promotion Leagues	Two equal halves	45
Other Senior, Over 35, 40 & 45 Divisions	Two equal halves	40
Ladies Leagues	Two equal halves	40
Under 18	Two equal halves	40
Under 16	Two equal halves	40
Under 14	Two equal halves	35
Under 12	Two equal halves	30
Under 11	Two equal halves	20
Under 10	Two equal halves	20
Under 7, Under 8 & Under 9	Three equal thirds	10

- 5.3. In knockout competitions the above shall also apply but if at the end of the regulation time there is a draw, extra time as follows shall be played:

League	Half	Minutes Each Way
The Promotion Leagues	Two equal halves	15
Other Senior, Over 35, 40 & 45 Divisions	Two equal halves	15
Ladies Leagues	Two equal halves	10
Under 18	Two equal halves	10
Under 16	Two equal halves	10

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Under 15	Two equal halves	10
Under 14	Two equal halves	10
Under 13	Two equal halves	10
Under 12	Two equal halves	10

- 5.4. If at the conclusion of these extra periods there is still a draw, then a penalty shoot-out in terms of the F.I.F.A rules will decide which team goes through to the next round.
- 5.5. On the day of the knockout finals there shall be no replays but all trophy winners will immediately - after extra time as above - be decided by a penalty shoot-out in the case of all games - senior and junior.

6. TEAM RETURN

- 6.1. Prior to all matches it shall be the duty of each captain or relevant team official to hand to the referee and the opposing captain a list of names on the prescribed form quoting each player's registration number and jersey number together with the registration cards of all players participating in the match, including substitutes, with a maximum of 18 players and team officials.
- 6.2. Any player or team official whose Registration Card is not available at this time of presentation shall be an ineligible player or team official.
- 6.3. The Registration Cards shall be available for inspection by the captains or team officials with such request being made via the referee without unduly delaying the match.
- 6.4. Player/s arriving late, (and whose card was available for inspection prior to kick off) and coming on to the field of play must present his Registration Card to the referee at the time he enters the field of play.
- 6.5. Teams shall however, within this clause, list all players whom they wish to have participated in the game on condition that it is within the Laws of FIFA that all of the players and substitutes must be named before kick-off.
- 6.6. Although a match may not start or continue if either team consists of fewer than 7 players, the minimum number of players in a team required for a match to continue is left to the discretion of member associations.
- 6.7. Teams may use up to:
- 6.7.1. 3 (three) substitutes for senior league's Premier to Lowest divisions

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- 6.7.2. 5 substitutes for all other leagues, which including Vets, Ladies and Juniors
- 6.8. Substitutes must be chosen from not more than seven players whose names shall appear on the team return.
- 6.9. Substitutes not so named may not take part in the match.
- 6.10. All eighteen players (or up to eighteen) named on the prescribed form shall be ruled to have participated in the match concerned.
- 6.11. Both home and away teams shall forward copies of their team returns to the Association for games where no CTTRA referee officiated within 72 hours of the completion of the match.
 - 6.11.1. At neutral venues the first named team shall be deemed to be the home team.
 - 6.11.2. Failure to do so within 72 hours of the completion of the fixture will result in a fine of R5.00 (Five Rand) being levied against the club..

7. TEAM COLOURS

- 7.1. Each club shall register its home playing colours (shirts and shorts), together with alternate away playing colour (shirts and shorts) with this Association. A club shall always play in a kit with their club's registered badge/logo displayed on it or no badge at all.
- 7.2. The Management Committee shall have the power to refuse to register any colours which are already registered.
- 7.3. Should the registered colours of two clubs clash when their teams meet each other, the team designated the "away" or "visiting team" shall change to its alternate colours.

8. FAILURE TO FULFIL FIXTURES

- 8.1. Any club which fails to fulfil any fixture, unless prior notice has been received from the office in terms of **Rule 3.8**, shall be in default and shall forfeit the points for the match, as well as paying a fine of R300.00 when a home team defaults or R200.00 (Two Hundred Rand) when an away team defaults as well as the defaulting team being responsible to pay the referee's fee, noting that defaulting referees will be held liable for his match fee and will not be compensated for any other match he officiates in on that day.
 - 8.1.1. The Head of Competitions has the right to make administrative rulings regarding defaulted matches when either one or both parties forfeit a fixture.

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- 8.1.2. The Head of Competitions shall record a 3-0 victory to the opposing team in the event one team forfeits their fixture prior to the time and date of their scheduled kick-off.
 - 8.1.3. The Head of Competitions must record a no-result in the event both teams fixture to play agree – in writing – to forfeit their fixture.
 - 8.1.4. The Head of Competitions shall forward any case to the Disciplinary Committee whereby either party defaults the fixture without explicit written permission from The Head of Competitions.
 - 8.1.5. Clubs who do not agree with the administrative ruling made by The Head of Competitions may lodge a protest in respect of **Rule 11** in CTTLFA Rules & Regulations.
- 8.2. In addition, the club shall be guilty of an offence and be liable to be dealt with by the Disciplinary Committee as it may deem fit.
- 8.3. Any team that defaults 3 (three) times in any one season, the team shall be summoned to appear before the MC and if necessary have the matter referred to the Disciplinary Committee for action. Any team that defaults 4 (four) times in any one season, the team shall be summoned to appear before the Disciplinary Committee for action and 4 penalty points may be deducted from the team.
- 8.4. **If a home team defaults without giving prior advice in writing** to the visiting team and or the referee via the office during office hours, they shall be required, besides any fine imposed, to **pay R250.00 towards the costs of the visiting team's travel costs and to pay the referee's fees for the match.**

9. FIXTURES OUTSIDE THE ASSOCIATION

- 9.1. Any club wishing to play any fixture against any club not affiliated to SAFA (CT), shall first obtain the written permission from SAFA (CT) via the CTTLFA.
- 9.2. All clubs playing friendly matches against other SAFA (CT) affiliated clubs SHALL advise the Head of Competitions at least 24 hour prior to such matches.
- 9.3. Any club wishing to play in a tournament (only SAFA sanctioned) shall first obtain written permission from the Management Committee before participation.
- 9.4. No club shall participate in any footballing activity on both the Junior and Senior knockout Finals days, unless the Management Committee has given written permission.

10. PENALTIES AND FINES

- 10.1. Any club failing to be represented at any General Meeting of the Association, excluding sub-committee meetings (of which they have been deemed to have received due notice) shall be **fined R200.00**. If they miss (2) two consecutive meetings the fine will be **R300** per meeting missed. If they miss (3) three consecutive meetings or more for the year the fine will be **R400** per meeting missed. In addition to the fine, any club that absents itself from three Association meetings, excluding sub-committee meetings shall be summoned to appear before the MC AND if necessary have the matter referred to the Disciplinary Committee for action.
- 10.2. Money due to the Association by the clubs, shall be paid to the office of the Association or via eft within thirty (30) days of the Statement of Account issued by the Treasurer on a monthly basis.
- 10.2.1. Fines implemented by the Disciplinary Committee for players, team officials and club officials must be paid to the office of the Association or via eft within fourteen (14) days of the club receiving the fine or when the sanction expires, whichever expires first, failing which the player, team official and club official will remain as an ineligible player/official until proof of payment is received by the DC Convenor. (proof of payment must reflect the DC case no)
- 10.2.2. Fines implemented by the Disciplinary Committee for clubs must be paid to the office of the Association or via eft within thirty (30) days of the club receiving the notice of the fine, failing which the club will automatically be out of compliance until proof of payment is received by the Treasurer.
- 10.2.3. Failing which, upon due notice, the Association will serve the offending member with an out of compliance notice whom may then not become involved in the affairs of the Association, shall not be allowed to accumulate points or to proceed with any knockout competition fixture, until such time that the arrears amounts is settled. The juniors shall be allowed to participate in scheduled league fixtures with no accumulation of points and will proceed in the knock-out competition.
- 10.2.4. If this happens a second time in one season, the offending member upon whom the out of compliance notices is served by the Association, that the offending member gets summoned to appear before the Management Committee for action.
- 10.3. The rendering of accounts to the official correspondence address of the member as stated in **Article 3.1.9.**, shall be considered due receipt of such outstanding accounts. Post-dated cheques shall not be accepted as settlement of an account.
- 10.4. Notwithstanding the provisions in **Rule 10.2.**, all accounts rendered for the month prior to the month in which the Annual General Meeting is held, is due and payable before

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the commencement of the Annual General Meeting at the offices of the Association, provided that clubs have received notice of such account at least 14 days prior to the date of the meeting. Failure to comply would result in the member not being able to participate in the meeting, and the offending member gets summoned to appear before the Management Committee for action.

- 10.5. All clubs that withdraw teams from any competition after 15th April for Seniors and 30th April for Juniors in each year shall be fined the sum of **R250 per team**.
- 10.6. All clubs shall email, telephone or facsimile the office with the result and score of every game played involving their club, within 72 (seventy-two) hours (including Sundays and Public Holidays) of the completion of the game. Failure to do so will result in a fine of R5.00 per result being levied against the defaulting club.
- 10.7. No registered member of this Association may enter any ground under the jurisdiction of this Association in possession of liquor or drugs. If such an occurrence is reported by a competent person, the Management Committee will hold an investigation and take whatever action they deem necessary.
- 10.8. Fines shall be paid within 30 days of date of invoice by the office, failing which the member shall be deemed to be out of compliance in terms of each aspect of this rule.
- 10.9. If the matter is under appeal the monetary fine to be set aside till after the conclusion of the appeal hearing.

11. PROTEST AND COMPLAINTS

- 11.1. Advice of and Confirmation of ALL protests, including those handed to a referee only by the captain or team official (the referee shall advise the opposing captain or team official of the protest before or during the match which shall be written and signed on both team returns by the referee) and shall be lodged in writing with the Association within 7 (seven) days of the completion of the match, on the prescribed form and signed by the club chairman or secretary and accompanied by the protest fee of **R500.00** which fee shall be forfeited to the Association if the protest is not successful.
- 11.2. Proof of payment must be attached to the Protest or Complaint (proof of payment must reflect the DC case no)
- 11.3. Failure to lodge the written protest within the period shall render the club liable to a fine of **R250.00** and a minimum of (4) four points shall be deducted and the match shall be awarded to their opponents.
- 11.4. Both the protesting party as well as the party protested against shall be requested to be present at the hearing.
- 11.5. Any protest relating to the grounds, goal posts or bars, or any other appurtenances of the game, shall not be entertained by the Disciplinary Committee unless an objection

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has been lodged with the referee before the commencement of the match. The responsible team and/or its team officials are to correct the cause of the objection, if this is possible, without unduly delaying the progress of the match.

- 11.6. The team officials or Managers of each team in Junior or Age-restricted Senior games, to check their opponent's cards for errors in recorded ages and if any are found they shall report it to the Referee.
- 11.7. Either team may, before the commencement of the game remove the suspect player from the team return and replace them with another player. If either team then still refuses to change the player, then the matter must to report to the Referee in the form of an official protest.
- 11.8. Any team directly involved in a game may lodge a protest in respect of that game.
- 11.9. Any team, affiliate, official, player, staff member, or a club that has not lodged a protest in respect of a game in which it participated, may lodge a complaint in respect of any act of misconduct/ offence allegedly committed.
 - 11.9.1. The complaint must be lodged in writing with the Association within seven (7) days of the incident, on the prescribed form and signed by the club chairman or secretary and accompanied by a complaint fee of **R 500.00**, which fee shall be forfeited to the Association if the complaint is not successful.
 - 11.9.2. The complaint must not be made against the referee's and / or assistant referee's decisions connected with play in any game, except if the complaint contains an allegation of corruption.
- 11.10. Where a club advises the Association in writing of the fact that an opponent has fielded an ineligible player, and they do so within 7 (seven) days of the conclusion of the game, this shall form the basis of a protest/complaint. The Management Committee, however, may be requested to conduct an investigation.
- 11.11. NO enquiry shall be requested by any member, but requests for further investigation may only take the form of a protest or an appeal as described herein. Should the person lodging the protest or the appeal require written evidence that is in the possession of the Association, this will only be forthcoming AFTER the necessary fee has been paid and AFTER the written appeal or protest has been lodged with the office.

12. APPEALS

12.1. Contestable decisions

12.1.1. An appeal may be lodged to the Appeal Committee against any decision passed by the Disciplinary Committee, unless the sanction pronounced is:

12.1.1.1. a warning;

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- 12.1.1.2. a reprimand;
- 12.1.1.3. a suspension for not less than three matches.
- 12.1.1.4. a fine of less than ZAR R1 000 imposed on a Member or a club or of less than ZAR R500 in other cases.
- 12.1.1.5. decisions passed in compliance with art. 61 of this code.

12.2. Eligibility to appeal

- 12.2.1. Anyone who has been a party to the proceedings before the first instance and has a legally protected interest justifying amendment or cancellation of the decision may lodge an appeal with the Appeal Committee.
- 12.2.2. Members may appeal against decisions sanctioning their players, team officials or members. They shall have the written agreement of the person concerned and the person concerned must be present for the case to be heard.

12.3. Time limit for appeal

- 12.3.1. Any party intending to appeal must inform the CTTLFA Appeal Committee of its intention to do so in writing within seven days of notification of the decision. This notification must specify whether the appeal is against the verdict or sentence or both.
- 12.3.2. Reasons for the appeal must then be given in writing within a further time limit of five days. This five day period begins after the first deadline of seven days has expired.
- 12.3.3. If this requirement has not been complied with, the appeal is not admitted.
- 12.3.4. The Member receiving the petition of appeal shall forward it immediately to CTTLFA.

12.4. Grounds for appeal

- 12.4.1. The appellant may object to inaccurate representation of the facts and/ or wrong application of the law.

12.5. Deposit

- 12.5.1. Anyone wishing to lodge an appeal shall transfer an appeal fee of ZAR **750.00** to CTTLFA's bank account or pay it in at CTTLFA office before expiry of the time limit of seven days to lodge the appeal, which shall be forfeited, to the Association if the appeal is not successful.
 - 12.5.1.1. If this requirement has not been complied with, the appeal is not admitted.

12.6. Effects of appeal

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- 12.6.1. Any decision shall not be suspended pending the hearing of the appeal, such appeal hearing notice which shall be dealt with within 21 (twenty-one) days of receipt of the appeal by the Association
- 12.6.2. Unless the Disciplinary Committee determines otherwise, a penalty shall come into effect immediately at the date of the announcement of the decision.
- 12.6.3. The appeal does not have a suspensive effect except with regard to orders to pay a sum of money.

12.7. Continuation of the proceedings

- 12.7.1. An appeal may be lodged to the Disciplinary Committee of SAFA Cape Town against any decision of the CTTLFA Appeal Committee, unless the sanction pronounced is any of those mentioned in Article 107 [a]to [d].
- 12.7.2. The appellant shall submit a copy of such notification and reasons to the CTTLFA Disciplinary Convenor prior to lodging it with SAFA and failing to do so will constitute an offence.

- 12.8. As an exception to article 112 (2) of the DC Code. At the conclusion of each round of the knockout, any match that has been referred to either of the disciplinary or appeals committee shall not have the next round involving the said clubs take place. However, should an appeal be lodged to SAFA CT the knockout may continue.
- 12.9. As an exception to article 112 (2) of the DC Code. At the conclusion of each round of the knockout, any match that has been referred to either of the disciplinary or appeals committee shall not have the next round involving the said clubs take place. However, should an appeal be lodged to SAFA CT the knockout may continue.

13. TROPHIES

- 13.1. All clubs, before being presented with any trophy, shall ensure that they are in good standing and that they acknowledge that they shall be responsible for the safekeeping of said trophy.
- 13.2. They must also ensure that said trophies are returned before the 31st July of each year to the Management Committee who shall scrutinise all the trophies.
- 13.3. In the event any trophy is deemed to be damaged or lost, the club concerned shall be held responsible.
- 13.4. The association shall purchase a replacement trophy if a club has damage or lost a trophy and the club will be invoiced for the replacement trophy.
- 13.5. All trophies shall always remain the property of the Association.

- 13.6. Late return of all trophies shall incur a fine of **R50.00** (Fifty Rand) per month until 21 working days prior to the prize giving whereby the trophies will be replaced and the defaulting club debited with the replacement cost.

14. DEFUNCT CLUBS

- 14.1. Should a club cease to exist or withdraw from the Association each and every registered member of such club shall, proportionally, be held liable for its debt to the Association.

15. DISCIPLINE

- 15.1. Pursuant to Article 6.20 in terms of the CTTLFA Constitution, the Chairperson and members of the Organs for the Administration of Justice shall be appointed annually by the Management Committee (from candidates proposed by the Member Clubs) for a period of one year. The appointed members will serve on a “fulltime” basis and or should the Disciplinary Committee be compromised the Management Committee is authorized to appoint an ad hoc Disciplinary Committee from the names received from clubs or life members when called upon.
- 15.2. To act on all cases of misconduct which is a breach of the laws of the Game, the Constitution, Rules and Regulations of the Association, the Statutes of FIFA & CAF, an order required or an instruction of the Association, bylaws and misdemeanours brought to its notice, within seven (7) days of the incident (this implies the reporting, not for the matter to be heard by the Disciplinary Committee or the outcome of administrative rulings).

15.2.1. ACTS OF MISCONDUCT/OFFENCES

- 15.2.1.1. Without derogating from the generality of what constitutes an act of misconduct/offence, the following are specifically declared to be acts of misconduct/offenses on the part of a player, official, servant or duly authorized (express or implied) representative of a club, official of CTTLFA, or member of any sub - committee as the case may be.

15.2.1.2. On the part of a team or club where:

- 15.2.1.2.1. It fails to provide **adequate security** as its venue: It shall not be a defence to the aforesaid charge that a larger crowd than anticipated attended or attempted to attend the game
- 15.2.1.2.2. Its players, team officials, servants or duly authorised (express or implied) representatives or supporters directly or indirectly

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- interrupt, obstruct or disturb the normal proceedings of a game before, during or after the match.
- 15.2.1.2.3. Its players, team officials, servants or duly authorised (expressed or implied) representatives, for any corrupt, dishonest or unlawful purpose in connection with a game played under the auspices of the Association, or in connection with the affairs of the Association, give, offer or promise, whether directly or indirectly, any inducement, reward or bribe of whatsoever nature, to anybody whatsoever.
- 15.2.1.2.4. Its players, team officials, servants or duly authorised (express or implied) representatives accept any inducement, reward or bribe referred to in Rule 15.1.2.3 above.
- 15.2.1.2.5. It fails to comply with or contravenes any provision of the Constitution, DC Code, these Rules and or any other SAFA prescripts, the CAF Statutes and the FIFA Statutes, and as well as the Laws of the Game.
- 15.2.1.2.6. It fields an unregistered, suspended, banned, fraudulently or improperly registered, or in any other way disqualified or prohibited person.
- 15.2.1.2.7. It fails to fulfil a fixture for which a date and a venue have been fixed by CTTLFA.
- 15.2.1.2.8. It fails to comply with any lawful order or instruction made by the Disciplinary Committee, an official of CTTLFA, and/or match officials
- 15.2.1.2.9. It fails to comply with or contravenes any order, resolution or code of conduct made or passed by CTTLFA.
- 15.2.1.2.10. It knowingly furnishes incorrect information of whatsoever nature to the CTTLFA, Match Officials and or the Disciplinary Committee.
- 15.2.1.2.11. Its players, team officials, servants or duly authorised (express or implied) representatives or supporters commit an offence in terms of Rule 15.1.2.12. Hereunder.
- 15.2.1.2.12. Its supporters misbehave in any manner whatsoever, inside or outside a ground before, during or after a match, no matter on which ground the match is played. Without derogating from the generality of what constitutes misbehaviour on the part of supporters, the following are specifically declared to be acts of misbehaviour:-

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- 15.2.1.2.13. **Invasion or attempted invasion of the field of play**, save for reasons of crowd safety:
- 15.2.1.2.14. **Causing the abandonment or attempting to cause the abandonment** of a match.
- 15.2.1.2.15. Throwing or attempting to throw **missiles, bottles and other objects**, whether potentially harmful or dangerous or not, on to the pitch, or at any person:
 - 15.2.1.2.15.1. **Fireworks and rockets** being let off:
 - 15.2.1.2.15.2. Failing to conduct themselves in an **orderly fashion**:
 - 15.2.1.2.15.3. **Insulting or assaulting players, team officials, match officials or any other person** present at the game:
 - 15.2.1.2.15.4. **Maliciously damaging or attempting to damage** any property at the ground:
 - 15.2.1.2.15.5. **Other acts of unsporting behaviour.**
- 15.2.1.3. It fails to **protect match officials** against acts or attempted acts of **violence of any other form of abuse before**, during or after a match.
- 15.2.1.4. Its players refuse to continue a match or abandon the field of play without permission by the referee, or cause the abandonment of a match.
- 15.2.1.5. Its team officials cause the abandonment of a match.
- 15.2.1.6. It fails to immediately report any act of alleged misconduct within its knowledge, to the CTTLFA.
- 15.2.1.7. It incites permits or assists any person or body in the contravention of the Laws of the Game, the Constitution and these Rules and the Regulations, the SAFA Constitution and Rules of Association, the CAF Statutes and the FIFA Statutes and the FIFA Statutes, as well as the Laws of the Game.
- 15.2.1.8. It, inclusive of its team officials, players, servants or duly authorised (express or implied) representatives, or supporters commits any act or makes any statement, either orally or in writing, or has been responsible for conduct which is considered ungentlemanly, insulting or improper behaviour or likely to bring the game, sponsors, any member, CTTLFA Competitions, the SAFA Cape Town, SAFA, CAF or FIFA into disrepute.
- 15.2.1.9. It fails to attend a Disciplinary Committee hearing to which it was summoned or subpoenaed.

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15.2.1.10. It's team officials, players, servants or duly authorised (express or implied) representatives assault, threaten, intimidate, coerce, interfere, mislead or insult a match official, player, official of the Association, public press or media, or any other person, before, during or after any match.

15.2.2. On the part of a player, team official, servant or duly authorised (express or implied) representative of a Club, official of CTTLFA, members of the Executive Committee or member of any sub-committee as the case may be, who:-

15.2.2.1. Directly or indirectly interrupts, obstructs or disturbs the normal proceedings of a game, before, during or after the match.

15.2.2.2. For any corrupt, dishonest or unlawful purpose in connection with a game played under the auspices of CTTLFA, offers or promises, whether directly or indirectly, any inducement, reward or bribe of whatsoever nature, to anybody whomsoever:

15.2.2.3. Accepts any inducement, reward or bribe referred to in terms of **Rule 15.1.3.2.**

15.2.2.4. Fails to comply with or contravenes any provision of the CTTLFA Constitution, and these Rules and Regulations, the SAFA Constitution and Rules of Association, the CAF Statutes and the FIFA Statutes, as well as the Laws of the Game:

15.2.2.5. Fails to comply with any lawful order or instruction made by the Disciplinary Committee, an official of CTTLFA and/or match officials:

15.2.2.6. Fails to comply with or contravenes any order, resolution or code of conduct passed by CTTLFA

15.2.2.7. Fails to attend a Disciplinary Committee hearing to which it/he/she was summoned or subpoenaed:

15.2.2.8. Knowingly furnishes incorrect information, of whatsoever nature, to CTTLFA:

15.2.2.9. Assaults, threatens, intimidates, coerces, interferes, misleads, or insults a match official, player, official of CTTLFA, public, press or media, or any other person, before, during or after any match.

15.2.2.10. Engages in any conduct causing a situation dangerous to the public safety, before, during or after a match:

15.2.2.11. Fails to protect match officials against acts or attempted acts of violence or any other form of abuse before, during or after a match:

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- 15.2.2.12. Fails to immediately report any act of alleged misconduct within its knowledge, to CTTLFA:
- 15.2.2.13. Permits or assists any person or body in the contravention of the Laws of the Game, the Constitution and these Rules and Regulations, the SAFA Constitution and Rules of Association, the CAF Statutes and the FIFA Statutes:
- 15.2.2.14. Uses obscene or other objectionable language in connection with the affairs of CTTLFA:
- 15.2.2.15. Commits any act or makes any statement, either orally or in writing, or has been responsible for conduct which is considered , insulting or improper behaviour, or likely to bring the game, sponsors, any member, CTTLFA,SAFA Cape Town , SAFA, CAF or FIFA into disrepute.
- 15.2.2.16. It fields an unregistered, suspended, banned, fraudulently or improperly registered, or in any other way disqualified or prohibited person.
- 15.2.3. On the part of any player, where he refuses to continue a match, or abandons the field of play without permission by the referee, or causes the abandonment of a match,
- 15.2.4. On the part of an official, where the said official causes the abandonment of a match.
- 15.2.5. Any club or person who has been found guilty of committing an offence by the Disciplinary Committee shall be liable to such penalties or combination of penalties as the Disciplinary Committee may impose in terms of the Constitution, DC Code and these Rules and Regulations.
- 15.2.6. Any club, player, official, servant or duly authorised (express or implied) representative of a club, member of the Executive Committee or of a sub-committee who:-
 - 15.2.6.1. Attempts to commit any offence in terms of the CTTLFA Constitution, DC Code and these Rules and Regulations shall be guilty of an offence and shall be liable on conviction, to the same penalties as are competent for a contravention of the Constitution, DC Code or Rules itself.
- 15.2.7. Anyone, including players, team officials, match officials, servants or duly authorised[express or implied] representatives or supporters of a team or Club, who offends the dignity of any person or group of persons through contemptuous, discriminatory or derogatory words or actions concerning race, colour, language, religion or origin.
- 15.3. The lack of culpable conduct or culpable oversight is not a defence for a team or club, where the supporters commit an offence in terms of **Rule 15.1.8.**

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- 15.4. To summons before the committee of any natural person over the age of 14 years old or legal person falling under the jurisdiction of the CTTLFA DC Code to answer any charge or complaint brought to the notice of the committee. Failure to appear may result in a fine of **R 200.00** except in the case of a minor and /or suspension. In the case of a minor aged above 14 years old, a copy of the summons must also be issued to his parent or guardian or in the case of there being no parent or guardian, then any other suitable adult person that can act in place of such parent/guardian.
- 15.5. To consider instructing any club to take corrective action against member of it that is a minor under the age of 14 years old who has been expelled from the field of play or who has a strong prima facie case against him or her of having breached any other provision of CTTLFA's Rules, DC Code or Code of Conduct .Prior to instructing the club the DC shall forward a copy of the prima facie evidence to the club to present to the minor and his parent/s who shall have seven days to respond in writing ,which response shall be considered by the DC before it issues any instruction.
- 15.6. A Club that has been instructed in terms of **Rule 15.3.** shall submit a report to the DC of the corrective action taken within 14 days of having received such an instruction and the failure to submit such a report shall be an act of misconduct.
- 15.7. Nothing in the above must be construed as excluding any minor player, playing in any CTTLFA league or cup match, from under 12 matches and older, as not being subject to any automatic suspension in terms of the DC Code.
- 15.8. All Rules and provisions of the DC Code are subject to this rule that no fine shall be imposed on any minor as a defendant or any witness who has failed to attend a hearing.
- 15.9. Referees and Club responsibilities:**
- 15.9.1. A referee's report, a caution (as indicated on team return), send-off match reports, shall only be considered if it is given in writing and received by the Association, within 72 hours of the incident reported by the referee, should there be no report from the Referee or the Club within the 72 hours after the completion of the game the relevant club/CTTRA will receive a fine of **R250.00**.
- 15.9.2. The referee is responsible to ensure prior to all matches that the team returns issued to him by the captain or team official has been completed in full with a list of the players'names and team officials names on the prescribed form quoting each player's and team officials registration number, players jersey number.
- 15.9.3. The referee must complete the prescribe team return form in legible print, the referee and assistant referees names, registration numbers, caution and send off offence.
- 15.9.4. Should the referee's report be late the transgressions mentioned in the report shall still be acted upon by the DC.

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- 15.9.5. Should a referee's report not be received by the Association when requested the referee shall be charged with misconduct.
- 15.10. To be empowered to disqualify, suspend, reprimand, fine and or caution any player, club official, club or affiliate who may be proved to have been guilty of any breach of the rules or regulations or "The Laws of the Game" as issued by FIFA. Cognisance must also be taken of the FIFA rule that calls for the imposition of a minimum of one match suspension for every send-off.
- 15.10.1. Only the Disciplinary Committee may rescind a red card offence after reviewing the subsequent referees report.
- 15.11. Any player, club official, club or affiliate summoned to appear before the Disciplinary Committee shall be entitled, on application to the Association to be furnished with full details and particulars of the charges to be preferred, prior to the hearing.
- 15.12. The Association shall in writing notify any player, club official, member or affiliate at least 72 hours prior to the scheduled hearing.
- 15.12.1. The player, the referee, club official or affiliate charged or called as a witness by the DC, shall attend such hearing and give the Disciplinary Committee evidence of the facts of the charge and shall answer any questions that may be asked by way of cross-examination and shall produce any books or papers considered necessary by the Disciplinary Committee.
- 15.12.2. The player, club official, club or affiliate charged, shall have the right to give and call evidence in rebuttal of the charge and shall have the right to cross-examine any witness who gave evidence of such charge.
- 15.12.3. If the player, club official, club or affiliate charged fail to attend the hearing after having been correctly notified, or refuse to answer any question asked by the Disciplinary Committee, or neglect to produce any books or papers without good and sufficient reason, the committee shall adjudicate upon the charge or allegation in such a manner and upon such evidence as they may deem expedient.
- 15.13. Club Officials, members or any other natural or legal persons charged shall inform the Association not later than 24hrs prior to the scheduled hearing as to the full reason as to why they cannot attend the hearing.
- 15.13.1. Failing to provide an acceptable reason by such defendant, the DC may decide to commence and / or complete the hearing in the absence of such defendant.
- 15.13.2. On a second occasion the defendant not been available, despite providing reasons the DC may exercise discretion to proceed after considering any factor it regards as being relevant.
- 15.14. In the event of a club(s) not being correctly informed by the Association to appear before the DC, the case shall be heard by another DC appointed by the MC.

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- 15.15. If proven that the DC ruling was based on the incorrect evidence provided by the MC then the DC reserves the right to review the original outcome.
- 15.16. Any suspended member, club or affiliate shall not be entitled to participate in any fixture of the Association or its clubs, inclusive of competitions and/or friendly matches, nor shall he be entitled to act in any official capacity in the Association, or its clubs or take part in the conduct or management of the game as the case may be.
- 15.17. In the case of a sentence of longer than 12 months being handed out, the Management Committee shall be informed.
- 15.18. The decisions of the Disciplinary Committee in all of the aforementioned matters or player shall have the right of appeal in terms of **Rule 12. and the Disciplinary Code.**
- 15.18.1. A copy of the letter of appeal against an automatic suspension (**see 15.10**) must be lodged with the Secretary of the Association within 7 days of the dismissal and must be accompanied by the prescribed fee of **R750.00** (seven hundred and fifty rand).
- 15.18.2. Any decision shall not be suspended pending the hearing of the appeal, such appeal hearing which shall be dealt with within 21 (twenty-one) days of receipt of the appeal by the Association
- 15.18.3. If the protest or appeal succeeds the protest or appeal fee shall be refunded within 30 days of the outcome.
- 15.18.4. If the protest or appeal fails the fee shall be forfeited to the Association.
- 15.19. Any sentence in terms of **Rule 15.10.** being served which is not completed in the current playing season shall be carried forward to commence at the start of the next playing season.
- 15.20. Upon suspension of a member or club, all monies due to the Association by such member or club shall become immediately payable.
- 15.20.1. If payment thereof is not made within fourteen (14) days, the Management Committee may take such steps it deems necessary.
- 15.21. Every club is responsible for the conduct of its players, officials, spectators and supporters, no matter on which ground the match is played.
- 15.21.1. In the event of alleged misconduct of spectators, the defendant may not disclaim responsibility for such misconduct on the grounds that such spectators were/are not supporters of the defendant's team unless this is proven by the defendant to the satisfaction of the Disciplinary Committee concerned.
- 15.22. This Association shall honour any suspension imposed on any person by any affiliate of FIFA, SAFA or SAFA (CT).

- 15.23. If at any time a minor is requested to appear before the Appeals Committee or the Disciplinary Committee, he or she may, if he or she so wishes, be accompanied by an adult.

16. REPRESENTATIVE MATCHES

- 16.1. After being advised of selection for a representative match a player shall not be permitted to play for any team of his club on the day that the representative matches takes place.
- 16.2. Players for representative matches shall be selected by the technical committee voted for by the Management Committee.
- 16.3. All clubs shall in every way assist in securing the attendance of any of their players selected for said representative matches. unsporting conduct towards a match official
- 16.4. Inter-LFA competitions and selection of member club's players to act as representatives for the LFA teams who participate in these competitions should fall under the following guidelines:
- 16.4.1. Players or coaches who are selected to represent the LFA for these competitive matches are not eligible for selection or participation of any other football related event as per the Rules and Regulations of the LFA.
- 16.4.2. After giving advice of his unavailability for a representative match on a given match day, a player shall not be permitted to play for any team of his/her club on the same day that the representative matches take place, if this is found to be the case, sanctions and a fine should be levied on the player as well as the member club.
- 16.4.3. Any selected player who fails to turn up for the representative match for which he has been chosen and does not furnish the Association with an apology (and reasons therefore) within 72 (seventy two) hours after the said match shall automatically be under suspension until he/she appears before the Disciplinary Committee whom shall deal with him/her and the member club as they see fit, the apology should come from the member club on a letterhead or failing that, via correspondence from a committee member of the club to the association via electronic means (email or document).
- 16.4.4. Any player or official who declares himself not available to be selected in any position for any team of the Association shall not be available during that season for any team to be selected by SAFA (CT).
- 16.5. Should three or more players from one club be selected to represent the Association, Provincial team or any other team recognised by the Management Committee, S A F A or SAFA (CT) only the highest team he normally represents in the club shall be

granted a postponement of a fixture upon a request being received in writing from the club concerned.

- 16.6. Any player or official who declares himself not available to be selected in any position for any team of the Association shall not be available during that season for any team to be selected by SAFA (CT).

17. COLOURS

- 17.1. The Colours of the Association shall be Royal Blue, Gold and White.

18. CONSTITUTIONS OF AFFILIATES AND CLUBS

- 18.1. Each affiliate and club shall submit its Constitution and Rules and Regulations to this Association for approval.
- 18.2. The articles and rules of all affiliates and clubs may not be inconsistent with the Articles and Rules of this Association and all affiliates and clubs and their members admitted to membership shall observe the Articles and Rules of this Association.
- 18.3. The provisions of this Association's Constitution and Rules shall override those of an affiliate or club.
- 18.4. Any club that requires any documents from the Association must request it on a club letterhead and signed by the Chairman or Secretary and the said documents will be supplied within three working days and maybe charged at R5 (five rand) per page.

19. BOOKS OF AFFILIATES AND CLUBS

- 19.1. All affiliates and clubs shall cause to be kept, proper minutes and Books of Accounts which shall be produced to this Association within five working days of the same having been called for should they be required for an enquiry.

20. ACCEPTANCE OF THIS CONSTITUTION AND THE RULES & REGULATIONS

This constitution was unanimously adopted at the Special General Meeting of the Association held on the 17th day of March 1993 at Sea Point in the province of the Western Cape.

Amendments made as follows:

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Many & Varied 03/11/93, 24/08/94, 16/11/94, 22/11/95, 20/11/96, 19/11/97, 25/11/97, 25/11/98, 17/11/99, 23/11/00, 21/11/01, 04/11/02, 26/03/03, 19/11/03 ,11/04/07, 21/11/2008, 24/11/2009 ,23/11/2010, 20/12/2012, 29/01/2014, 10/06/2016, 23/11/2016, 17/05/2017, 28/11/2018 and 17/03/2021

21. DEFINITIONS AND INTERPRETATIONS

The Association: shall refer to the Cape Town Tygerberg Local Football Association

The Office: shall refer to the General Secretary and the CTTLFA Office Administrator whose head office shall be in Grosvenor Road, Rondebosch.

Rules: shall include all rules, regulations and bylaws promulgated from time to time by the Association.

Football: shall include football as defined in the Referee's Chart, small-sided soccer and indoor soccer.

Seniors: A team of players participating in a bona- fide league and not falling under the definition of a Junior Team.

Juniors: A team of players participating in a bona- fide league, the rules of which limit the ages of the players to not older than nineteen (19) years on 1st January of each year.

Day: Shall be a calendar day including Saturdays, Sundays and Public Holidays.

Gender: Any reference to the male gender shall automatically imply the female gender in the same way.

SAFA (CT): shall mean South African Football Association Cape Town.

S.A.F.A: shall mean South African Football Association.

C A F: shall mean Confederation of African Football.

F.I.F.A.: shall mean Federation Internationale de Football Association.