

## **RULES OF THE FAW FUTSAL CUP**

### **1. SCOPE**

- 1.1 The present regulations govern the rights, duties and responsibilities of all parties participating and involved in the preparation and organisation of the FAW Futsal Cup (hereinafter the competition).

### **2. ENTRIES – ADMISSION - DUTIES**

- 2.1 The FAW will stage the competition every year.
- 2.2 Clubs affiliated to their Area Association as a small-sided team, as well as Member club of the Welsh Premier League, may enter the competition.

To be eligible to participate in the competition, a club must fulfil the following criteria:

- (a) it must confirm in writing that the club itself, as well as its players and officials, agree to respect the statutes, regulations, directives and decisions of the FAW;
  - (b) it must confirm in writing that the club itself, as well as its players and officials, agree to recognise the jurisdiction of the Court of Arbitration for Sport (CAS) in Lausanne as defined in the relevant provisions of the UEFA Statutes and agree that any proceedings before the CAS concerning admission to or exclusion from the competition will be held in an expedited manner in accordance with the Code of Sports-related Arbitration of the CAS and with the directions issued by the CAS;
  - (c) it must fill in the official entry documents, which must reach the FAW administration by the deadline communicated in the circular letter accompanying the entry documents. These entry documents contain all the information deemed necessary by the FAW administration for ascertaining compliance with the admission criteria.
  - (d) it must submit the official application form and make full payment of £25.00 by the deadline set.
- 2.3 The FAW Chief Executive will communicate the decision on admission to the competition to the clubs in writing. Such decisions are final.
- 2.4 If a club does not fulfil the admission criteria, the FAW administration will not admit it to the competition. Such decisions are final.
- 2.5 On entering the competition, participating clubs agree:
- (a) to comply with the FIFA Futsal Laws of the Game;
  - (b) to respect the principles of fair play as defined in the UEFA Statutes;
  - (c) to play in the competition until their elimination and to field their strongest team throughout the competition;

- (d) to comply with all decisions regarding the competition taken by the FAW Council or the FAW administration and communicated appropriately (by circular letter or by official letter, fax or email);
- (e) not to represent the FAW or the competition without FAW's prior written approval;
- (f) to grant the FAW the right to use and authorise others to use photographic, audio-visual and visual material of their team, players and officials (including their names, relevant statistics, data and images), as well as the club name, logo, emblem and team-shirt (including references to the shirt sponsors and kit manufacturers) free of charge worldwide for the full duration of any rights (i) for non-commercial, promotional and/or editorial purposes and/or (ii) as reasonably designated by the FAW. On request, the clubs must supply the FAW, free of charge, with all appropriate material, fully cleared for use, as well as the necessary documentation required to allow the FAW to use and exploit such rights in accordance with this paragraph.

2.6 The club may use its name and/or logo provided all of the following requirements are satisfied:

- (a) the name is mentioned in the statutes of the club;
- (b) it is registered at the Area Association;
- (c) it is not regarded by the FAW as derogatory, offensive or irrelevant.
- (d) the name and logo do not refer to the name of a commercial partner. Exceptions to this rule may be granted by the FAW administration in any case of particular hardship (e.g. long-term existing name, etc.) on reasoned request of the club concerned. Clubs not concerned by such exceptions and clubs participating in the competition for the first time must propose a name free of commercial advertising to the FAW for approval. If so requested, the club must provide the FAW with the necessary evidence.

### **3 TROPHY AND MEDALS**

3.1 The original trophy, which is used for the official presentation ceremony at the final and other official events approved by the FAW, remains in the FAW's keeping at all times.

3.2 Individual medals will be presented to the winning club and the runners-up.

### **4 RESPONSIBILITIES**

4.1 The clubs are responsible for the behaviour of their players, officials, members, supporters and any person

### **5 INSURANCE**

5.1 Each club shall, irrespective of the FAW's insurance coverage, cover any and all risks with reputable insurers at their own expense.

### **6 COMPETITION SYSTEM**

6.1 The competition consists of the following stages:

- (a) **Qualifying stage:**
    - Preliminary round(s)
    - Regional Finals (1 North, 1 South)
  - (b) **FAW Futsal Cup finals:**
    - Two semi-finals
    - Final
- 6.2 Depending on how many clubs enter the competition; the FAW administration may form groups for the qualifying stage draw, taking geographical location, of the participating clubs into consideration as far as possible.
- 6.3 The FAW administration has the decision to seed clubs for the qualifying stage.
- 6.4 The draw procedures will be prepared by the FAW administration and sent to the participating clubs in due time.
- 6.5 Matches in the qualifying stage are played in the form of mini-tournaments or straight knock-out.
- 6.6 The FAW Futsal Cup Finals will be played in the format of a straight knockout with Semi-Final and Final matches.
- 6.7 Mini-tournament venues will be selected by the FAW.
- 6.8 Each team will play other teams in the group once, with three points awarded for a win, one for a draw and none for a defeat.
- 6.9 If two or more teams are equal on points on completion of a mini-tournament, their position within the group will be established according to the following criteria, in the order given:
- (a) Higher number of points obtained in the matches among the teams in question.
  - (b) Superior goal difference resulting from the matches among the teams in question.
  - (c) Higher number of goals scored in the matches involving the teams in question.
  - (d) If, after having applied criteria a) to c) to several teams, two teams still have an equal ranking, the criteria a) to c) are reapplied to determine the rankings of the two teams. If this procedure does not lead to a decision, criteria e) to g) apply.
  - (e) Results of all group matches:
    - 1. Better goal difference
    - 2. Higher number of goals scored
  - (f) Drawing of lots.
- 6.10 If two teams which have the same number of points and the same number of goals scored and conceded play their last group match against each other and are still equal on points at the end of this match, the rankings of the two teams in question is determined by kicks from the penalty mark and not by the criteria listed under 6.9 (a) to (f), provided no other teams within the group have the same number of points on completion of all group matches. Should

more than two teams have the same number of points, the criteria listed under paragraph 6.9 apply. This procedure is only necessary if a ranking of the teams is required to determine the group winner or the team which qualifies for the next round, as the case may be.

- 6.11 If on completion of a mini-tournament a draw is required, the drawing of lots will take place by the FAW at a time and date communicated to the Clubs concerned. Team representatives must sign a document stating that they accept the result of this draw.
- 6.12 To determine the best runners-up, the following criteria will be applied in the order given:
- (a) Number of points obtained by each runner-up in all its matches;
  - (b) Goal difference obtained by each runner-up in all its matches;
  - (c) Number of goals scored by each runner-up in all its matches;
  - (d) Drawing of lots.
- 6.13 If groups in the qualifying stage contain three and four teams, the results of the last team in the group(s) of four will not be taken into account when determining the best runner(s)-up.
- 6.14 If the two teams involved in a knockout match have scored the same number of goals at the end of normal playing time, two five-minute periods of extra time will be played. If, during extra time, both teams score the same number of goals, or if no goals are scored, kicks from the penalty mark (rule 15) determine which club is the winner.

## **7. MATCH ADMINISTRATION**

### **Qualifying Stage and Finals Round**

- 7.1 The FAW Administration will determine the match dates, which can only be changed in extreme circumstances.
- 7.2 Match venues and halls will be fixed by the FAW.
- 7.3 Kick-off times are fixed by the FAW. In venues without any proper warm-up area, and in the case of two consecutive matches, the organisers must leave at least 15 minutes for the warm-up.

## **8. REFUSAL TO PLAY, CANCELLATION OF A MATCH, MATCH ABANDONED AND SIMILAR CASES**

- 8.1 If a club refuses to play or is responsible for a match not taking place or not being played in full, the Control and Disciplinary Body will take a decision in the matter.
- 8.2 Exceptionally, the Control and Disciplinary Body can validate the result as it stood at the moment when the match was abandoned if the match result was to the detriment of the club responsible for the match being abandoned.
- 8.3 A club which refuses to play or is responsible for a match not taking place or not being played in full loses all entitlement to payments from UEFA.

- 8.4 Upon receipt of a reasoned and well-documented request from the club or clubs concerned, the FAW Council may set an amount of compensation due for financial loss.

## **9. MINI-TOURNAMENT OR MATCH CANCELLATION, ABANDONMENT**

- 9.1 If the FAW finds that a mini-tournament cannot take place, it must notify the visiting club(s), before their departure from home. The FAW must forward such notification to the referees and the match delegates before their departure from home. In this case, the match(es) must be played on another date as agreed by the FAW and the visiting club(s).
- 9.2 If any doubt arises as to the condition of the field of play after the visiting club's departure from home, the referee decides on the field of play itself whether or not it is fit for play.
- 9.3 If the referee declares that the match cannot commence because the field is not fit for play or for any other reason, it must in principle be played 7 days later, subject to the approval of the FAW administration. The match can still be replayed on another date set by the FAW administration, in consultation with the clubs and the associations concerned. In case of dispute, the FAW administration fixes the date and kick-off time of the match. Its decision is final.
- 9.4 If a match is abandoned before the end of normal time or during any extra time, because the field is not fit for play, or for any other reason, it must in principle be replayed in full seven days later, subject to the approval of the FAW administration. The match can still be replayed on another date set by the FAW administration, in consultation with the clubs and the associations concerned. In case of dispute, the FAW administration fixes the date and the kick-off time of the match. Its decision is final.
- 9.5 In the event of Rules 9.1–9.4 occurring, expense claims from clubs to cover travel and accommodation costs must be submitted in writing to the FAW Administration for consideration of the FAW Council. Its decision is final.

## **10. VENUES AND MATCH ORGANISATION**

- 10.1 Halls must be in good condition in terms of both their playing surface and facilities, fully comply with the FIFA Futsal Laws of the Game. The FAW will determine the venues.
- 10.2 Balls used must conform to the requirements laid down in the FIFA Futsal Laws of the Game and will be provided by the FAW.
- 10.3 For matches and training sessions in the qualifying stage, FIFA-approved balls must be provided by the host club.

## **11. MATCH ORGANISATION**

- 11.1 All teams must be at the match hall at least 45 minutes prior to their first kick-off to confirm their Registration.
- 11.2 The players are invited to shake hands with their opponents and the referees after the line-up procedure, as well as after the final whistle, as a gesture of fair play.
- 11.3 Only three team officials, one of whom must be the first aid officer and seven substitute players are allowed to sit on the substitutes' bench, i.e. a total of ten persons. The names of

all these persons and their functions must be listed on the match sheet. Suspended players are not allowed to warm up or sit on the bench on match days.

11.4 Smoking is not allowed during matches.

11.5 No spectators will be allowed alongside the touch-line or goal-line, unless behind a fence, net or barrier.

## **12. FUTSAL LAWS OF THE GAME**

12.1 Matches will be played in conformity with the current FIFA Futsal Laws of the Game.

## **13. SUBSTITUTION OF PLAYERS AND MATCH SHEET**

13.1 The maximum number of substitutes permitted per team is nine. The number of substitutions during the match is unlimited.

13.2 No substitutions will be allowed during time-outs. Substitutions are allowed as soon as a time-out finishes.

13.3 Before the match, each team will receive a match sheet on which the numbers, surnames, first names and dates of birth of the 14 players in the squad must be indicated, together with the surnames and first names of the officials seated on the substitutes' bench. The match sheet must be properly completed in block capitals and signed by the captain and the competent club official. The numbers on the players' shirts must correspond with the numbers indicated on the match sheet. The goalkeepers and team captain must be identified.

13.4 Both clubs must hand their match sheets to the referee at least 30 minutes before kick-off.

13.5 If the match sheet is not completed and returned in time, the matter will be submitted to the Control and Disciplinary Body.

13.6 All nine substitutes listed on the match sheet may take part in the match.

13.7 If there are fewer than three players on either of the teams, the match will be abandoned. In this case, the Control and Disciplinary Body decides on the consequences.

13.8 After the match sheets have been completed and signed by both teams and returned to the referee, and if the match has not yet kicked off, no replacement is allowed except in the following cases:

(a) If any of the first five players listed on the match sheet are not able to start the match due to unexpected physical incapacity, they may only be replaced by any of the nine substitutes listed on the initial match sheet. The substitute(s) in question may then only be replaced by a registered player (players) not listed on the initial match sheet, so that the quota of substitutes is not reduced.

(b) If any of the nine substitutes listed on the match sheet are not able to be fielded due to unexpected physical incapacity, they may only be replaced by any player not listed on the initial match sheet.

- (c) If a goalkeeper listed on the match sheet is not able to be fielded for any reason, he may be replaced by another goalkeeper not previously listed on the match sheet.
- (d) The club concerned must, upon request, provide the FAW administration with the necessary medical certificates.

#### **14. HALF-TIME INTERVAL, BREAK BEFORE EXTRA TIME**

- 14.1 The half-time interval will last five minutes. If extra time is required, there will be another five-minute break between the end of normal time and the start of extra time. As a rule, the players will remain on the pitch during these five-minute breaks, at the discretion of the referee.

#### **15. KICKS FROM THE PENALTY MARK**

- 15.1 For matches where the winner needs to be decided by kicks from the penalty mark, the procedure laid down in the FIFA *Futsal Laws of the Game* promulgated by the IFAB applies.
- 15.2 The referee decides which goal will be used for the kicks.
- 15.3 If the taking of kicks from the penalty mark cannot be completed because of reasons beyond control, the results will be decided by drawing of lots by the referee in the presence of the FAW Administration and the two team captains.
- 15.4 If through the fault of a club, the taking of kicks from the penalty mark cannot be completed, the provisions of paragraphs 9.4 to 9.5 of these rules apply.

#### **16. PLAYER ELIGIBILITY**

- 16.1 A player is eligible to play in the competition provided he fulfils all of the following conditions:
  - (a) he is duly registered with the Football Association of Wales according to FAW Rules and those of the FIFA Regulations for the Status and Transfer of Players.
  - (b) he is only eligible to play for one 'small-sided' club in the National Association concerned.
  - (c) he is duly registered with the FAW administration according to paragraph 16.07.
- 16.2 Each player taking part in the competition must be in possession of a valid passport or identity card, containing a photograph and giving full particulars of his date of birth (day, month, year). Otherwise, he is not allowed to take part in the competition.
- 16.3 All futsal registration forms must be sent to the Football Association of Wales by 5:00pm on the last working day prior to the fixture.
- 16.4 The season deadline for registering players is by 5:00pm on the last Thursday in March.
- 16.5 At any point in the competition, a list of players may comprise a maximum of 20 players, including those registered at a later stage, provided they meet the eligibility requirements defined in this rule 16.

- 16.6 Only 14 of the 20 players will be eligible to play in the qualifying stage or the final stage. The list of these 14 players must be submitted to the FAW administration on the Match day at the time of Registration.
- 16.7 If a club cannot count on the services of at least two goalkeepers registered on the list of players because of long-term injury or illness, the club concerned may temporarily replace the goalkeeper concerned and register a new goalkeeper at any time during the Competition and complete the official form with a goalkeeper fit to be fielded. The club must provide the FAW with the necessary medical evidence. The FAW may require further medical examination of the goalkeeper(s) by an expert appointed by the FAW administration at the cost of the club. Once the injured or ill goalkeeper is fit to be fielded again he can resume his position in place of his nominated substitute. The change must be announced to the FAW administration 24 hours before the next match in which the goalkeeper is due to play, by means of the official form.
- 16.8 In the course of a season, a player is eligible to play only for one single Futsal club in this competition. Exceptionally, if a player fulfils the two following conditions, he may play for another club which is also taking part in this season's competition:
- (a) The player has not been fielded for any FAW Futsal Cup matches by the first club in question. (The fact that his name may have appeared on a match sheet is taken to mean that he was fielded in the match).
  - (b) The player concerned is eligible to play for the other club by the deadlines set by the FAW in rule 16.5 and he is registered with the FAW administration in accordance with the aforementioned procedure.
- 16.9 When submitting player registration lists, the Area Association and club concerned must vouch for the content and are responsible for ensuring that the aforementioned provisions are respected.
- 16.10 The FAW Council decides on questions of player eligibility. Challenged decisions are dealt with by the Control and Disciplinary Body.

## **17. KIT REGULATIONS**

- 17.1 For the entire competition, all registered players, including those registered at a later stage, must wear on the back of the shirt numbers between 1 and 99. The numbers on the back of their shirts must correspond with the numbers indicated on the official player list. The number 1 must be worn by a goalkeeper.
- 17.2 At all matches in this competition, team captains must wear a captain's armband.
- 17.3 Clubs may use up to three different sponsors on the match shirt provided that the overall surface covered does not exceed 200cm<sup>2</sup>.

## **18. REFEREES**

- 18.1 The FAW administration will appoint Referees for each match. Only referees who have completed the Futsal Referee Course are eligible. For each match, an official timekeeper is also appointed.

- 18.2 The referees and timekeeper must arrive at the venue 75minutes before their first match.
- 18.3 Directly after the match, the referee shall complete the official report, sign it and hand it to the on-site FAW administration, with both match sheets.
- 18.4 After the match, the referee shall liaise with the on-site FAW administration, stating the reasons for each yellow and red card issued. In case of red cards or any other major incidents, the referee shall write an additional, detailed report for the FAW administration.
- 18.5 The referee fees for matches up to the Finals Day will be £25 per match. For the Finals Day, the fee will be £40 per match.
- 18.6 The timekeeper fees for matches up to the Finals Day will be £20 per match. For the Finals Day, the fee will be £30 per match.
- 18.7 An allowance of £0.35 per mile will be allowed to all officials officiating who travel by private car.

## **19. YELLOW AND RED CARDS**

- 19.1 For all yellow and red card offences, refer to the FAW National Futsal Cup Disciplinary Procedures Concerning Pitch Offences.

## **20. DECLARATION OF PROTESTS**

- 20.1 All questions relating to the qualification of competitors or interpretation of the Rules, or any dispute whatever shall be referred to the Council, whose decision shall be final and binding on both Clubs.
- 20.2 Protests cannot be lodged against factual decisions taken by the referee.
- 20.3 Every protest must be made in writing and must contain the particulars of the ground upon which it is founded. Two copies of the protest must be lodged with the Association, accompanied by a fee of £25.00 within two days of the match to which it relates (Sundays not included). The fee shall be forfeited to the Association in the event of the protest not being sustained.
- 20.4 The Council may order any Club engaged in a dispute or protest to pay such sum as may be considered necessary towards defraying the expenses incurred.
- 20.5 Any protest relating to the ground, goal posts or bars or other appurtenances of the game shall not be entertained by the Council unless an objection has been lodged with the Referee before the commencement of the match, and not later than one hour before the official time of the kick-off. The Referee shall require the venue to correct the cause of the objection, if this is possible without unduly delaying the progress of the match.
- 20.6 When an objection has been lodged with the Referee, a protest must be made to the Association and neither objection nor protest shall be withdrawn, except by leave of the Council.
- 20.7 The Secretary of the Association shall send a copy of the protest and particulars to the Club protested against. If a member of the Council is connected with the Club concerned in a dispute of protest, he shall not sit on the Council while the dispute or protest is being considered.

20.8 A Club summoned to attend a hearing of a dispute or protest may be represented by one (1) or more of its Members. A barrister or solicitor may represent the Club of which he is Chairman or Secretary at the time of the alleged offence, but otherwise only with the prior consent of the Council. Any person summoned to attend a hearing of a dispute or protest must attend personally and shall not be legally represented except with the prior written consent of the Council.

## **21. FINANCIAL PROVISIONS**

21.1 For all matches in the competition, the FAW will pay for the facilities, referees, timekeepers, and, if applicable, tournament administrator.

## **22. COMMERCIAL RIGHTS**

22.1 The FAW is the exclusive, absolute legal and beneficial owner of the commercial rights to the FAW Futsal Cup. The FAW expressly reserves all such commercial rights and shall be exclusively entitled to exploit, retain and distribute all revenues derived from the exploitation of such commercial rights.

22.2 The FAW has the exclusive right to appoint partners. Any such partners appointed by the FAW (and any other third party designated by FAW), as well as their products and/or services, may benefit from the exclusive right to exploit certain commercial rights in and to the FAW Futsal Cup and its matches. The clubs must take the necessary measures to ensure implementation and enforcement of the rights granted by the FAW to partners.

## **23. INTERLECTUAL PROPERTY RIGHTS**

23.1 The FAW is the exclusive owner of all intellectual property rights of the competition, including any current or future rights of the FAW's names, logos, brands, medals and trophies. Any use of the aforementioned rights requires the prior written approval of the FAW and must comply with any conditions imposed by the FAW.

23.2 All rights to the fixture list, as well as any data and statistics in relation to the matches in the competition, are the sole and exclusive property of the FAW.

## **24. COURT OF ARBITRATION FOR SPORT (CAS)**

24.1 In case of litigation resulting from or in relation to these regulations, the provisions regarding the Court of Arbitration for Sport (CAS) laid down in the UEFA Statutes apply.

## **25. INFORSEEN CIRCUMSTANCES**

25.1 Any matters not provided for in these regulations, such as cases of force majeure, will be settled by the FAW Council, whose decisions are final.

## **26. CLOSING PROVISIONS**

26.1 The FAW administration is entrusted with the operational management of the competition and is therefore entitled to take the decisions and adopt the detailed provisions necessary for implementing these rules.

26.2 All annexes form an integral part of these rules.

- 26.3 Any breach of these rules may be penalised by the FAW in accordance with the FAW's disciplinary procedures.
- 26.4 These rules were adopted by the FAW Council at its meeting on 18<sup>th</sup> April 2011 and came into force on the same day.