



2012 - 2013

Articles of Association

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Forward

To boost the morale of the workers after the 1914-18 conflict the Scottish Welfare Football Association (SWFA) was instituted in the latter part of 1918 and became affiliated to the Scottish Football Association in the same year.

Over the last 5 years, the SWFA have seen changes in their national trophies the Templeton Cup, which was gifted by the Templeton Carpet Factory and the Daily Record, which was gifted to the SWFA in 1929/30. Both have now been replaced and the original trophies are now to be seen in the Museum at Hamden Park.

These have been replaced with the Donald McNair Trophy and the Jack Bryson Trophy, both provided from the SWFA through grant aid funding received by the Scottish Football Association. These trophies are played annually over the winter period by all member clubs within the SWFA. In addition, the Highland Welfare Cup (Tom Hunter Memorial) is now played over the summer period by clubs in the North of Scotland and the Rolls Royce Trophy, contested since 1958/59, played for by Associations in membership of the SWFA.

The Scottish Welfare Football Association has in the region of 300 affiliated member clubs. Competitions are played over two separate periods, summer being April to September and winter being August to May. Most summer Associations are to be found in the North of Scotland with Central Scotland playing host to the majority of winter Associations.

In all there are 14 Associations affiliated to the Scottish Welfare Football Association making up the Full Committee Representation, which meets quarterly in Glasgow.

On behalf of the Scottish Welfare Football Association, I take this opportunity to thank all member clubs for their participation, help and support. I also thank all those who provide sponsorship, time and commitment to allow the Scottish Welfare Football Association to function in promoting grass roots football for the many.

John Campbell
Secretary

Notice for Summer Association Secretariat

Summer Season (1 April – 30 September)

All Affiliation forms and fees, including Public Liability and Personal Accident Insurance must be notified and paid to the Association Secretary on or before the 25 March.

Notice for Winter Association Secretariat

Winter Season (1 August – 31 May)

All Affiliation forms and fees, including Public Liability and Personal Accident must be notified and paid to the Association Secretary on or before the 25 August.

Notice for All

All Appeals against the Scottish Welfare Football Association must be submitted to the Scottish Football Association in accordance with their Articles of Association.

www.scottishfa.co.uk/judicialpanelprotocol

Scottish Welfare Football Association

(Affiliated to the Scottish Football Association)

Season 2012/13

Office Bearers

President

Mr Alistair McShane

alistairmcshane@scottishwelfarefa.co.uk

07904 899391

Vice-President

Mr David McKeown

01236 609174 or 07814 493524

Association Secretary

Mr John Campbell

johncampbell@scottishwelfarefa.co.uk

61 High Street, Rothes, AB38 7AY

07815 103973

Match Secretary

Mr Stuart Johnstone

stuartjohnstone@scottishwelfarefa.co.uk

6 St. Serfs Place, Tullibody, FK10 2RE

07795 165667

Delegate to Scottish Football Association

Mr Donald Beaton

donaldbeaton@scottishwelfarefa.co.uk

01360 550679

Delegate to Scottish Junior Football Association

Mr Gerry Watson

07753 724552

Information Secretary

Mr Callum Shanks

Shanks4thtanks@live.co.uk

07736237935

Honorary President

Mr Brian McGinley

Honorary Vice President

Mr Sid Columbine

**Scottish Welfare Football Association
Affiliated Association Secretaries**

Aberdeen Sunday Welfare Association

Mrs Jean Montgomery, 25 West Cairncry Road, Mastric, Aberdeen, AB16 5RE
01224 684212

Ayr and District Welfare League

Mr H Mitchell, 90 Rowan Road, Girvin, KA26 0RZ
01465 712840

Buchan and District Welfare Football Association

Mr Bruce Lawson, 7 Schivas Road, Peterhead, AB42 2XT
01779 472486

Central Scotland Welfare Football Association

Mr James Reid, 96 Rashieburn, Erskine, PA8 6DU
01415 71 5397

Forres and Nairn District Welfare Football Association

Mr G Munro, 118 Forbeshill, Forres, IV36 1JL
07841 036946

Forth and Endrick Welfare Football Association

Mr Donald Beaton, 8 Graham Road, Killearn by Glasgow G63 9RR
01360 550679

Forth Valley Welfare Football Association

Mr G Watson, 60 Stirling Road, Tullibody, FK10
07753 724552

Greenock Welfare Football Association

Mr Steven Aitken, 10 Fraserburgh Place, Inverkip, PA16 0GA
07734 325612

Inverness and District Football Association

Mr Sandy Rose, 6 Grebe Avenue, Drakies, Inverness

Montrose Welfare Football Association

Mr Brain Gall, Dalhousie Terrace, Montrose, DD10 9BX
01674 660351 or 07786 651068

Moray and District Welfare Football Association

Mr Keith Hadden, 6 Regent Court, Keith, AB55 5ED
07912 690004

North East Scotland Welfare Football Association

Mr Robert Sturrock, 72 Coral Gardens, Peterhead, AB42 2UL
01779 472704 or 07795 171888

Ross-shire Welfare Football Association

Mr Jimmy Patullo, 41 Birchwood, Invergordon, Ross-shire, IV18 0BE
01349 853656

Strathspey and Badenoch Welfare Football Association

Mr G Mackie, 2 School Place, Dalnain Bridge, Grantown-on-Spey, PH26 3PZ
01479 857234

Revenue and Customs Sports and Leisure

Mr B Farmer, 33 MacArthur Drive, Stewartfield, East Kilbride, G47 4TN
07899096652

Scottish Fire Service

Mr C Millar, 15 Liyndford Place, Dundee, DD2 1HS
07876557458

Scottish Association Secretaries

Scottish Football Association

Mr Stewart Regan, Chief Executive Officer, Hampden Park, Glasgow, G42 9AY
01416 160000 or 01416 166051/2/3/4

Scottish Premier League

Mr Neil Doncaster, Chief Executive Officer, Hampden Park, Glasgow, G42 9AY

Scottish Football League

Mr David Longmuir, Hampden Park, Glasgow, G42 9AY
01416 204160

Scottish Women's Football Association

Ms Maureen McGonigle, Hampden Park, Glasgow, G42 9AY
01416 204580

Scottish Junior Football Association

Mr Tom Johnstone, Hampden park, Glasgow, G42 9DD
01416 204560

Scottish Youth Football Association

Mr D Little, Hampden Park, Glasgow, G42 9GF
01416 164590

Scottish Football Association Referee Development

Mr John Fleming, Hampden Park, Glasgow, G42 9AY
01416 166014

Scottish Amateur Football Association

Mr Martin Bell, Secretary, Hampden Park, Glasgow, G42 9DB
01416 204550

Scottish Schools Football Association

Mr J Watson, General Secretary, Hampden Park, Glasgow, G42 9AZ
01416 204570

Scottish Welfare Football Association

Committee Meeting Dates 2012/13

2012 (Full Council)

10 August
14 December

2012 (Executive)

14 September
12 October
9 November

2013 (Full Council)

12 April
12 July

2013 (Executive)

11 January
8 February
8 March
10 May

AGM

14 June 2013

Scottish Welfare Football Association - Life Members

Mr W Hardie	Mr D Marshall
Mr F McGinley	Mr G Davidson
Mr J Mackie	Mr R Sturrock
Mr M Craib	Mr C Souter
Mr T Yuill	Mr T Warnes
Mr D McKeown	Mr E Turner
Mr W Fraser	Mr D Montgomerie
Mr J Smith	Mr J Irvine
Mr A Emans	Mr S Johnstone
Mr R Russell	Mr J Campbell
Mr W Moodie	Mr G Watson
Mr S MacGillivray	Mr C Shanks
Mr S Rose	Mr G Mackie
Mr D Beaton	Mr R Clark
Mr W Miller	Mr A McShane
Mr L Brown	
Mr J Bryson	
Mr J McAlpine	
Mr H Mitchell	
Mr R Hannah	
Mr S Levey	
Mr R Kessler	
Mr R Wilson	
Mr D Halligan	
Mr G Duguid	
Mr J Godsman	

Scottish Welfare Football Association – Past Office Bearers

1958-60	John Henderson	Stewart and Lloyds
1960-61	Robert Craig	Glasgow Welfare FA
1961-65	Jack Howie	Glasgow Youth
1965-68	James Brodie	Forth and Endrick Welfare FA
1968-71	Donald McNair	Glasgow Welfare FA
1971-74	William Bell	Glasgow Welfare FA
1974-77	James Smith	Alexanders FA
1977-80	Charles Carruthers	Glasgow Welfare FA
1980-83	William Blair	Stirlingshire Welfare FA
1983-86	James Dover	Glasgow Welfare FA
1986-89	Alec Campbell	Glasgow Welfare FA
1989-92	James Mackie	Stirlingshire Welfare FA
1992-95	William Miller	Dunbartonshire Welfare FA
1995-98	Donald Beaton	Forth and Endrick Welfare FA
1998-02	Tom Hunter	Forth Valley Welfare FA
2002-06	James Smith	Alexanders FA
2006-09	Donald Beaton	Forth and Endrick Welfare FA
2009-10	Hugh Mitchell	Girvan Welfare FA
2010-	Alastair McShane	Greenock Welfare FA

Scottish Welfare Football Association - Templeton Cup Winners

1919/20	Beardsmore Mossend	1967/68	Rolls Royce (Hillington)
1920/21	Coats' Juniors	1968/69	British Aluminium
1921/22	Coats' Juniors	1969/70	British Aluminium
1922/23	Coats' Juniors	1970/71	Waverly Thistle
1923/24	Cleansing	1971/72	Winchburgh
1924/25	Coats' Juniors	1972/73	Waverly Thistle
1925/26	Clark Anchor	1973/74	Plean Welfare
1926/27	Coats' Juniors	1974/75	Tennants Caledonia
1927/28	Phoenix	1975/76	200 FC
1928/29	Seafield	1976/77	Singers FC
1929/30	Westfield	1977/78	Singers FC
1930/31	Hydepark Loco	1978/79	Grangemouth Dockers
1931/32	Anniesland	1979/80	Tennants FC
1932/33	Napier house	1980/81	East Stirlingshire SCFC
1933/34	Napier House	1981/82	JBEFC
1934/35	St. Pauls	1982/83	200 FC
1935/36	Templeton Albert	1983/84	Malvern Star
1936/37	Templeton Albert	1984/85	Withheld
1937/38	Kelvindale	1985/86	Springfield FC
1938/39	Clyde Alloy	1986/87	Glen Star
1945/46	Harland and Wolf Ord.	1987/88	West Quarter Violet FC
1946/47	Milton Welfare	1988/89	Gordon Athletic
1947/48	ICI Welfare	1989/90	Robert Rae FC
1948/49	Loco	1990/91	Concord Metals FC
1949/50	Singers FC	1991/92	Withheld
1950/51	Dalmarnock Power	1992/93	Aldbury FC
1951/52	Singers Athletic	1993/94	Aldbury FC
1952/53	Templeton Albert	1994/95	JBEFC
1953/54	Dalmarnock Power	1995/96	Templeton Albert FC
1954/55	Rolls Royce (Hillington)	1996/97	Summerhill FC
1955/56	Metro Vics.	1997/98	St. Peters FC
1956/57	Singers FC	1998/99	Rosyth Ex Servicemen
1957/58	Rolls Royce (Hillington)	1999/00	Peppes FC
1958/59	Clyde Trust	2000/01	St. Peters FC
1959/60	Dalmarnock Power	2001/02	Calton Athletic FC
1960/61	J & T Boyds	2002/03	Clydeshire FC
1961/62	Dalmarnock Power	2003/04	Invercairn United FC
1962/63	Burroughs (Cumbernauld)	2004/05	Lauders FC
1963/64	Grangemouth Dockers	2005/06	Valley Bar FC
1964/65	Grangemouth Dockers	2006/07	Blairhall FC
1965/66	Clyde Port Authority	2007/08	Linlithgow Rose B
1966/67	British Hydro-Chemicals	2008/09	Oakwood FC

Scottish Welfare Football Association – Daily Record Cup Winners

1929/30	Renton Thistle	1972/73	Dukes head
1930/31	St. Martin's Guild	1973/74	Waverly Thistle
1931/32	Camelot Welfare	1974/75	Tennants Caledonia
1932/33	Withheld	1975/76	Tennants FC
1933/34	Shawfield Chemicals	1976/77	Clyde Blowers FC
1934/35	Shawfield Chemicals	1977/78	Singers FC
1935/36	Smith & McLean	1978/79	Singers FC
1936/37	Carnwadrick	1979/80	GSL FC
1937/38	Kerse	1980/81	200 FC
1938/39	Scotia	1981/82	Tennants FC
1939/40	Vulcan	1982/83	Malvern Star
1940/41	Queens Soc.	1983/84	Possil FC
1941/42	Forth and Clyde	1984/85	West Quarter Violet FC
1942/43	Ardnance	1985/86	Commercial FC
1943/44	Scottish Cables	1986/87	West Quarter Violet FC
1944/45	Phoenix	1987/88	Withheld
1945/46	RNAS	1988/89	Tennants FC
1946/47	Carron Primrose	1989/90	West Quarter Violet FC
1947/48	Cadder Welfare	1990/91	JBE FC
1948/49	Seafield Athletic	1991/92	Robert Rae FC
1949/50	Germiston Works	1992/93	Kelty Villa FC
1950/51	Dalmarnock Power	1993/94	Aldbury FC
1951/52	Templeton Albert	1994/95	Jamestown
1952/53	Provan Gas/Ferranti Th	1995/96	Valley Bar
1953/54	Singer Athletic	1996/97	Summerhill FC
1954/55	Rolls Royce (Hillington)	1997/98	Summerhill FC
1955/56	Howden's Athletic	1998/99	St. Ninians FC
1956/57	British Legion Polmont	1999/00	Valley Bar
1957/58	St. Bernards	2000/01	Tullibody WMC FC
1958/59	St. Bernards	2001/02	Kelty Villa FC
1959/60	Clyde Trust	2002/03	Peppes FC
1960/61	Shanks Welfare	2003/04	Jokers FC
1961/62	Quay United	2004/05	Oakwood FC
1962/63	Grangemouth Dockers	2005/06	Breahead FC
1963/64	Shanks Welfare	2006/07	St Ninians Borestone
1964/65	Quay United	2007/08	Star Inn
1965/66	Grangemouth Dockers	2008/09	Valley Bar FC
1966/67	Shanks Welfare	2009/10	Oakwood FC
1967/68	Brown Land Boilers	2010/11	-
1968/69	Shanks Welfare		
1969/70	Hoods		
1970/71	British Aluminium		
1971/72	Waverly Thistle		

Scottish Welfare Football Association

Donald McNair Cup Winners

2009/10 Peppes FC

2010/11 Oakwood FC

2011/12 Castleview FC

Jack Bryson Cup Winners

2010/11 Blairhall FC

2011/12 Tree Tops FC

2012/13

Scottish Welfare Football Association – Rolls Royce Cup Winners

1958	Forth and Endrick	2000	Forth Valley
1959	Glasgow Hospital	2001	Dunbartonshire WFA
1960	Glasgow Welfare	2002	Dunfermline Welfare FA
1961	Glasgow Hospital	2003	Forth Valley
1962	Glasgow Welfare	2004	North East Scotland
1963	Glasgow Welfare	2005	Forth Valley
1964	Lothian Welfare	2006	Forth Valley
1965	Glasgow Welfare	2007	Dunfermline Welfare FA
1966	Glasgow Youth	2008	Forth and Endrick
1967	Glasgow Hospital	2009	Greenock and District
1968	Glasgow Hospital	2010	Greenock and District
1969	Glasgow Welfare	2011	Not Played
1970	Glasgow Welfare	2012	-
1971	Stirlingshire		
1972	Glasgow Welfare		
1973	Stirlingshire		
1974	Glasgow Welfare		
1975	Forth and Endrick		
1976	Forth and Endrick		
1977	Stirlingshire		
1978	Glasgow Welfare		
1979	Glasgow Welfare		
1980	Glasgow Welfare		
1981	Glasgow Welfare		
1982	Stirlingshire		
1983	Alexanders WFA		
1984	Inverness WFA		
1985	Glasgow Hospital		
1986	Forth and Endrick		
1987	Glasgow Welfare		
1988	Lochaber Welfare		
1989	Forth and Endrick		
1990	Dunbartonshire		
1991	Dunbartonshire		
1992	Dunfermline Welfare FA		
1993	Aberdeen WFA		
1994	Dunbartonshire WFA		
1995	Alexanders WFA		
1996	Forth and Endrick		
1997	Forth and Endrick		
1998	Forth and Endrick		
1999	Forth and Endrick		

Scottish Welfare Football Association

It is a mandatory requirement that all clubs affiliating with the Scottish Welfare Football Association take out Personal Liability Insurance and Public Liability Insurance, this will now be processed by the Association Executive Committee.

At present the Scottish Welfare Football Association have a contract with Sportsguard Insurance Ltd to deal with all insurance premiums.

Public Liability Insurance should be paid by all clubs along with their annual affiliation/registration in line with dates set for affiliation. The current cost of Public Liability is £25.00.

Accident Insurance runs from 1 March – 28/29 February for summer clubs and 1 August – 31 July for winter clubs. On receipt of Affiliation Forms, Associations will be given the Insurance Forms and should complete for/with their member clubs and return direct to the Secretary/Treasurer with payment.

Failure to register or make payment will be addressed by the SWFA Committee.

For the avoidance of doubt, 2 systems are in operation: **Winter** and **Summer**. Clubs cannot play in both under the same premium as they are both underwritten separately to ensure that cost is kept to a minimum for all clubs.

Registration through either the Winter or Summer (or both) will permit clubs to participate in all National Competitions as outlined in National Competitions 1.1

Scottish Welfare Football Association – Articles of Association

1. Title

- 1.1 The Association shall be called ‘The Scottish Welfare Football Association’ and shall be affiliated to the Scottish Football Association.

2. Aims, Objectives and Principles

- 2.1 The aim of the Association shall be to foster and develop the game of association football.
- 2.2 The Scottish Welfare Football Association [SWFA] objective is to benefit present and future members of the community served through the SWFA by promoting, encouraging and furthering the game of welfare football as a recreational facility, a sporting activity and a focus for community involvement.
- 2.3 The binding principles of the association are:
 - To facilitate the game of welfare football;
 - To develop and enhance the game of welfare football and nurture the skills of players within our association;
 - To increase our membership;
 - To develop community involvement; and
 - To assist in the training and development of coaching, physiotherapy and first aid.

3. Membership

- 3.1 Application for membership must be made in writing [completing the SWFA application pack] to the Secretary/Treasurer of the Association and shall be signed by the President and Secretary of the association or league seeking admission to become an affiliated body with the SWFA. This shall be subject to approval by the SWFA Executive Committee.
- 3.2 All application packs, along with all appropriate documentation, will be audited by the SWFA Executive Committee at their February (Summer) and June (Winter) meeting and application for membership must meet all

prescribed criteria. No application will be granted if the criterion is not met [See appendix 1]. On approval of affiliation, affiliated bodies will be issued with the appropriate documentation.

- 3.3 All timelines for registration in both Winter and Summer will be identified at the Scottish Welfare Football Association's Annual General Meeting.
- 3.4 Clubs in membership of the Association will not be permitted to take part in competitions of any other National Association.
- 3.5 There will be no fee for annual subscription.
- 3.6 Public Liability and Accident Insurance, through the SWFA, are mandatory for membership and will be managed by the SWFA.
- 3.7 The granting of permits by the SWFA will only be agreed by the Executive Committee when the applicant has met the minimum criteria.
- 3.8 No Association or Club will be afforded the opportunity to participate in any competition under the auspice of the SWFA until compliant with Article 3
- 3.9 The season for clubs in membership of an affiliated association who participate in winter football shall be determined in each case by the Association and in any case will be permitted only during the period of 1 August to the 30 June in each year. Rule 9.6 will apply except in the matter of dates and no player will be registered for winter football after the 30 April in each year.
- 3.10 The season for clubs in membership of affiliated associations who participate in summer football shall be determined in each case by the Association and in any case will be permitted only during the period 1 April to 30 September in each year. Rule 9.6 will apply except in the matter of dates and no player will be registered for summer football after the 30 August in each year.
- 3.11 Every club affiliated to the SWFA must register an electronic address. This address will be used in all instances of communication, including disciplinary. It is the sole responsibility of member clubs to notify the SWFA Secretary/Treasurer of any amendments to their electronic address, failure to do so will result in disciplinary action being taken against offenders.

3.12 All clubs, in order to gain membership, must provide goal nets and corner flags for all matches and ensure that all matches are played on either grass, astro grass or third/fourth generation grass.

4. Governance – [Management and Leadership]

4.1 The Association shall have the jurisdiction in all matters connected with welfare football, over all clubs or bodies affiliated to the Association and shall have the power to suspend, expel or fine any affiliated body, club, member or official who is guilty of a breach of the articles of conduct likely to be detrimental to the working of the Association.

4.2 The Association shall elect an Executive Committee which will meet on a monthly basis and be made up of the following Office Bearers:

- President;
- Vice President;
- Association Secretary/Treasurer;
- Match Secretary;
- Minute Secretary;
- SFA Representative;
- SJFA Representative; and
- Information Secretary [Incorporating Registrations]

4.3 The Association shall have a Full Committee which will meet on a quarterly basis. The Full Committee will consist of the following:

- Executive Committee;
- Representatives from Affiliated Bodies; and
- Life Members.

4.4 The affairs of the Association shall be conducted on a monthly basis by the Executive Committee, five to form a quorum. All posts shall be elected on a five yearly cycle.

4.5 All Affiliated Bodies will be held to account through the quarterly Full Committee Meeting.

- 4.6 The Executive Committee shall have full power on behalf of the Association and its decision shall be final and binding on all affiliated bodies or clubs. It shall have power to delegate all or any of its powers to the Full Committee and/or a sub-committee of its number, the minutes of the committee meeting being sufficient evidence of delegation of authority.
- 4.7 The President, or in his absence, the Vice President, shall preside at all meetings of the Executive Committee and the Full Committee. In the event of both being absent, the meeting shall elect a Chair. The Chair shall have a casting vote in all cases.
- 4.8 Representatives from affiliated bodies will be made up of 1 member from each affiliated body where there are up to 20 participating clubs. Any affiliated body with more than 20 participating clubs are entitled to be represented by 2 members and any affiliated body with 30 clubs or more are entitled to be represented by 3 members.
- 4.9 All posts in relation to the Executive Committee will be appointed at the relevant Annual General Meeting, with the retiring incumbent eligible for re-election.
- 4.10 All Association Office Bearers shall be neutral or otherwise. Those representing an affiliated body will vacate their place on the Full Committee when they cease to have any involvement within said affiliated body.
- 4.11 No affiliated body will have more than one member on the Executive Committee at any one time. [This does not exclude Life Members from being elected]
- 4.12 Any member serving seven years on an affiliated body's committee shall be awarded an Honorary Life Membership and receive a memento from the Association. In respect of a President who may retire before complying with the foregoing, he may have his case considered by the Executive Committee. Life members shall, on application to the Secretary/Treasurer of the Association, receive complimentary tickets for any of the functions under the auspice of this Association.

- 4.13 All meetings of either the Executive or Full Committee shall be held in Glasgow when possible, with the exception of Emergency Meetings which will be held in a location at the discretion of the President.
- 4.14 The Annual General Meeting will be held in Glasgow on the second Friday in June each year at 7.00pm.
- 4.14.1 All affiliated bodies shall be entitled to be represented at the AGM. Affiliated bodies may have 1 vote per representative [representation is outlined in 4.8]. Life members may exercise their individual right to participate in the process which involves the right to vote on issues under consideration.
- 4.14.2 All affiliated bodies must be represented at the AGM. Failure to have a representative at the AGM will render the absent association liable to be fined the sum of £100. This will be at the sole discretion of the Executive Committee.
- 4.15 Alterations to the rules shall be considered at the Annual General Meeting, a majority to decide any proposed alteration. Notice of proposed additions, alterations or amendments to the rules must be received in writing by the Association Secretary/Treasurer, not later than the 31 March by recorded delivery or electronically. These will be considered by the Executive Committee before being presented at the AGM as competent.
- 4.16 The Association Secretary/Treasurer will provide all affiliated bodies with notifications and proposed alterations to the SWFA Articles, as approved by the Executive Committee, no later than 7 days from the May Executive Committee Meeting.
- 4.17 This Association shall have the power to convene a special general meeting of affiliated bodies in membership, for the purpose of adding to the constitution of this Association, any resolutions by the Scottish Football Association. The Association shall appoint representatives to bodies thereto and to the national associations as required. [As outlined in 4.2]
- 4.18 No official, player, member of any club or affiliated body may be involved with any unauthorised body connected with football, nor shall they participate in

any unauthorised football competitions while in membership of this Association.

5. Governance – [Resources]

- 5.1 As part of the Application Pack, all affiliated bodies who wish to receive membership of the SWFA, will forward their most recent audited accounts as part of their application.
- 5.2 All affiliated bodies of this Association shall keep properly audited accounts and financial records, showing their financial transactions. Said accounts will be submitted in line with 5.1 in order to preserve good financial governance. All affiliated bodies must have incorporated into their local rules, a process whereby they can audit their member clubs.
- 5.3 The Association Secretary/Treasurer shall submit a financial report at each Annual General Meeting, said report shall be included in the minutes. The financial report shall be audited by two representatives appointed at the Annual General Meeting, one of which will not be eligible for re-election.
- 5.4 The Executive Committee shall have the power to settle financial disputes arising between affiliated bodies/clubs in membership and to adjudicate upon financial claims made against clubs. Officials, members and registered players shall be liable to fulfil the order of committee.
- 5.5 Any club, official or player found guilty of any offence brought before committee shall incur a minimum fine of £10. Any club, official or player refusing to accept correspondence or failing to retrieve any item sent, electronically or otherwise, which could not be delivered for whatever reason, shall pay a further £10 levy on each occasion mail is returned to the Association. Copies of all fines and or suspensions attached to clubs, officials or players shall be issued to club secretaries electronically.
- 5.6 When the winners of any league or cup competition have been ascertained, the President or other appointed delegate of the Association shall hand over the trophy to the club representative on their subscribing a document to the following effect:

We AB, secretary of the club, and CD, EF and GH, members representing the said club, which has now been declared to have won the IJ, and the same having been delivered to us by KL of the Association, do hereby on behalf of the said club, individually and collectively, engage to return the same to the Secretary of the Association for the time being, on or before the 1 April next, in good order and condition. We also agree to hand back the trophy in the event of our club becoming defunct or resigning membership of the Association.

6. Governance – [Correspondence]

- 6.1 All minutes of Full Committee meetings convened on behalf of the Association shall be issued to all Associations and appointed committee representatives within 14 days of the meeting having taken place. The minutes shall include all disciplinary cases having been considered and ruled on.
- 6.2 All correspondence by the SWFA, in the first instance, shall be by electronic means. This shall be inclusive of correspondence in relation to disciplinary action.
- 6.3 Postcodes must be on all written correspondence at all times, which includes registration forms and team sheets. Disciplinary action will be taken at the discretion of the Executive Committee.
- 6.4 Notice of change of address, electronic or otherwise, of a representative or club Secretary must be given to the Association Secretary/Treasurer within seven days.
- 6.5 All written letters to the Secretary and Match Secretary that require a reply must have a stamped addressed envelope enclosed. A response will be sent electronically in the first instance.
- 6.6 It is the responsibility of an affiliated body or member club to have registered and to check regularly an electronic address. [Email address]
- 6.6 Where it can be proved, any affiliated body, player or official failing to reply within seven days to communication from the Secretary/Treasurer or Match Secretary will be suspended pending investigation and fined £15.

6.7 Mail handed in at meetings, or received in the interim period, will not be entertained but will be considered at next meeting of the Executive or Full Committee.

7. Disciplinary

7.1 The Scottish Welfare Football Association will adopt a disciplinary process that all affiliated bodies must adhere to. **[See appendix 2]**

7.2 Affiliated bodies and/or member clubs will be responsible for their members at all times. All actions and correspondence in relation to disciplinary will be dealt with from the SWFA to the affiliated body's secretary or to the member club's secretary. The club will be responsible to ensure, at all times, that fines are paid and that suspensions are adhered to.

7.3 Member Club's will be held responsible for their registered players and officials. Where a registered club's player is dealt with for misconduct, it shall be the club in the first instance that the SWFA will communicate with.

7.4 Notice of the suspension of players and officials by affiliated bodies must be sent to the Association Secretary/Treasurer by the body suspending such persons, with a statement of the circumstances. Players or officials so suspended must be notified by the secretary of the affiliated body passing such suspensions within 24 hours.

7.4.1 Affiliated bodies can, on application to the Secretary/Treasurer of this Association, have a list of players' names and addresses for debt suspension purposes.

7.5 Players or officials ordered from the field of play or who are reported for misconduct may resume playing in the subsequent games or acting in an official capacity until their case has been considered by this Association.

7.5.1 Players suspended by this Association can take part in any League or Cup tie if an appeal is pending with the SFA, in line with the SFA Judicial Panel protocol.

7.6 Clubs with suspended players failing to pay their fines within seven days will be debt suspended. The games suspension allocated to the individual player will only commence after the fine has been paid.

- 7.7 The responsible club, where they have players or officials reported by a referee, shall be notified by the Association Secretary/Treasurer. Referee reports must be considered no later than 3 months from the date of the game. Players or officials reported for misconduct will be dealt with through their club.
- 7.8 When it can be proven that spectators at a cup tie or league match conduct themselves in such a manner as to interfere with the players and stop the game, the Executive Committee shall, on application of either club, have the power to order the match to be replayed at a another ground, neutral if possible and to make arrangements, financial or otherwise, as they think fit, or to award the tie to either club. Clubs will be held responsible for the behaviour or conduct of their supporters. Ground clubs are instructed to take the necessary steps for expulsion from football grounds of any using foul, abusive or threatening language and also to refuse admission to the grounds of any spectator known to be guilty of using foul or abusive language. Clubs failing to satisfy to the Association that they have taken the necessary steps to have such guilty parties dealt with shall be liable to be expelled from the competition; or to be dealt with as the Executive Committee may deem necessary. This Rule applies to all matches played under the jurisdiction of the SWFA.
- 7.9 Affiliated bodies must send the names of all referees appointed to act in games under their jurisdiction to the Association Secretary/Treasurer. No referee of Senior Football shall be eligible to take part on the administration of any affiliated body.
- 7.10 Club secretaries to be informed of misconduct decisions and also citations by electronic mail.
- 7.11 Associations failing to forward suspension lists to this Association will be dealt with at the discretion of the Executive Committee. All suspensions over twelve months must be accompanied with the referee report.
- 7.12 All referees must be registered with the SFA Referees Association.

8. Appeals

- 8.1 Applicants lodging appeals must ensure that any appeal has been formally addressed to the Association Secretary/Treasurer and contains the signature of the applicant or the applicant's club secretary. Personal correspondence failing to observe formal procedures or improperly lodged appeals shall not be entertained.
- 8.2 The Executive Committee shall consider appeals from clubs against affiliated and permitted bodies and adjudicate thereon. Any member of the Executive Committee who may be an interested party shall retire when such cases are being considered. A player or official can appeal on his/her own behalf or can have their club secretary appeal on their behalf. The recipient's name and address must be on the appeal letter which will be dated.
- 8.3 In the case of an appeal, one representative only, from the two interested parties shall be heard. The appeal must be lodged with the Association Secretary/Treasurer within seven days of the decision appealed against and a verbatim copy of the appeal must be forwarded to the secretary of the body appealed against within seven days. The appeal fee in all grades shall be £30, payable at time of lodgement of appeal and the losing party shall be held liable to the Association for payment of the said amount. The appeal fee shall be forfeit if the Executive Committee thinks the appeal or complaint trivial or groundless and such appellants shall be further held liable for the expenses incurred in holding the meetings for the consideration of such trivial and groundless appeals. All appeals shall be lodged by recorded delivery and state fully in writing the grounds for the appeal.
- 8.4 All further correspondence in relation to appeals shall be conducted electronically in the first instance.
- 8.5 Any club, official, member or player thereof who may be dissatisfied with the decision of any affiliated body or combination of clubs, in any competition under the jurisdiction of this Association, shall have the right to appeal to the Executive Committee of this Association. Each party will be responsible to appeal on their own behalf.

8.6 Any club, official, member or player thereof who may be dissatisfied with the decision of this Association has the right of appeal to the SFA. All appeals must be in accordance with the SFA Judicial Panel Protocol.

9. Registration

9.1 Recreational Registration Forms will be issued to clubs by electronic means in line with efficiency and accountability at no charge. Forms will also be made available by post for those who would prefer at the cost of postage plus 20p per form. Forms will only be sent to clubs once membership has been granted in accordance with Article 3. Such fees being in order for summer clubs on 25 March and winter clubs on the 25 August. All Registration issues should be sent to:

registrations@scottishwelfarefa.co.uk

9.2 Players to be signed seven days before taking part in any cup competition.

9.3 A player who is eligible to sign and play for a club in membership of the Association may take part in two league matches for any one club without signing the official registration form, after which he must be signed and registered if his services are being retained. Having played unsigned in two league matches he cannot play for any other club in the same season without first signing the official registration form. No player may play unsigned in any cup tie.

9.4 Individual player/club registrations shall be completed on the forms provided by the SWFA. The aforementioned form should then be forwarded to the local association registration secretary within 3 days of signing (Sunday not included) who shall enter the player's details into the SFA database. The original forms should then be sent to the SWFA Information Secretary who will retain the forms in line with current procedures. A copy of the form should be retained by the local association secretary.

9.4.1 A request for cancellation of a registration should be made to the SWFA Association Secretary/Treasurer by means of electronic mail or other by the local association/league registration secretary. There will be no fee for electronic mail; however a £5 cancellation fee will apply for any other than electronic mail. The

completed request from the club will remain with the local association's registration secretary.

- 9.5 Should a club become defunct, players may be signed by other clubs providing that the defunct club is debt free or the player(s) concerned have paid their share of the debt.
- 9.6 No player can sign for a winter club after the 30 April and for a summer club after the 30 August.
- 9.7 A player may be transferred by the club for which he is registered provided the club and the player are agreeable to such transfer. The player in these circumstances shall not register on the official form of the club to which he is transferred until his previous club has cancelled his Recreational Registration form with the SWFA by written request as per Article 9.4.1.

10. Referees

- 10.1 Affiliated Associations and Leagues must send the names of all referees appointed to act in games under their jurisdiction to the Secretary of the Association. No referee of Senior Football shall be eligible to take part on the administration of any affiliated association.
 - 10.1.1 Club secretaries to be informed of misconduct decisions and also citations by electronic mail.
- 10.2 All referees must be registered with the SFA Referees Association.

Appendix 1

Criteria for Membership

		Yes	No
Record of affiliation body received (Affiliation Form)	This must include name, address, email address and phone number of all association committee members		
Record of all clubs wishing to register	This must include a register from all clubs including name of club contact, postal address of club contact, electronic address for club and a phone number for the club		
A copy of the most recent audited accounts (those presented at their own AGM)	In all cases, those wishing to be an affiliated body through the SWFA must produce a record of their accounts		
A copy of the rules and regulations of the affiliated body	These must align with the Scottish Welfare Football Association Articles		
Public Liability Payment	Must cover all clubs applying for at the set rate by the preferred insurer		
Proof of Accidental Insurance	Must be taken with the preferred insurer through the SWFA – proof must be submitted with application		
Information Record Form	This must be provide by affiliated bodies for each of the clubs they wish registered and will provide information required by the SFA		

Appendix 2

2.1 Disciplinary Procedures

- 2.1.1 The following disciplinary procedures shall be adopted by all affiliated bodies in membership of the Scottish Welfare Football Association [SWFA] and shall apply to all football which is played under the jurisdiction of the SWFA involving a member club.
- 2.1.2 Match reports received relating to the participation of any club in membership of the SWFA, player or official in any other match shall be dealt with as considered appropriate in accordance with the disciplinary procedures.
- 2.1.3 SWFA procedures will apply not just to reports by match officials relating to incidents and/or acts of misconduct occurring at a match but also to investigations of such incidents and acts which may be considered to be exceptional cases of misconduct. The following principles will be applied in relation to the penalties imposed for misconduct at matches:

2.2 Standard offences - Player does not require to be cited to attend a meeting.

- 2.2.1 Suspensions for a number of matches [match suspensions] will be imposed based on the SWFA fixed penalty guidelines as detailed in Appendix 2 [2.8]. There is no right of appeal against a fixed penalty suspension.
- 2.2.2 These suspensions will apply until such times as the player's registered club has completed the requisite number of matches played in competitions which are scheduled by the relevant SWFA or affiliated body match.
- 2.2.3 A match that is abandoned does not count as a completed match in terms of a player serving suspension.
- 2.2.4 A minimum of a £10 fine will be allocated to each case of misconduct heard by the SWFA Executive Committee, the level of said fine will at all times be at the discretion of the Executive Committee. It will be at the discretion of each affiliated body if they so wish to attach a monetary fine to each fixed penalty.

2.3 Serious Offences of Exceptional Misconduct

- 2.3.1 The following offences will be classed as offences of an exceptional nature:

- Referee assault;
- Physically threatening a referee;
- Verbally threatening a referee; and
- Physical assault on or by club officials.

2.3.2 Suspensions will be for a period of time [dated suspensions] and will be imposed based on the SWFA guidelines for serious offences as detailed. These suspensions will be forwarded to the SWFA who will in turn register them with the appropriate department within Scottish Football Association for confirmation to all football.

2.3.3 All misconduct reports relating to offences of the above nature must be forwarded to the Association Secretary/Treasurer of the SWFA by the appropriate affiliated body in order that they can be dealt with by the Executive Committee.

2.4 Serious Offences

2.4.1 The following offences will be classed as offences of a serious nature:

- Head-butting; and
- Spitting

2.4.2 Suspensions will be for a period of time [dated suspensions] and will be imposed based on the SWFA guidelines for serious offences as detailed. These suspensions will be forwarded to the SWFA who will in turn register them with the Scottish Football Association for confirmation to all football.

2.4.3 All misconduct reports relating to offences of the above nature must be forwarded to the Association Secretary/Treasurer of the SWFA by the appropriate affiliated body in order that they can be dealt with by the Executive Committee.

2.5 Misconduct Report Forms

2.5.1 For all offences, misconduct report forms will be forwarded by the relevant match official(s) in the first instance to the appropriate affiliated body which shall be determined by the competition in order that the appropriate

suspension can be determined. A report of all suspensions for a number of matches [match suspensions] and suspensions for a period of time [dated suspensions] will be forwarded to the SWFA Association Secretary/Treasurer who will then refer such relevant suspensions to the Scottish Football Association for confirmation and effect to all football.

2.6 Serving of Suspensions

- 2.6.1 The relevant affiliated body will confirm by electronic means [or other] to the member club the details of any suspension which has been imposed on their player or official. A player while serving a fixed penalty suspension cannot play until the team with which he committed the offence has played the requisite number of games.
- 2.6.2 Any match suspension or part thereof which remains outstanding at the end of a season or any extension thereof must be served at the commencement of the following season regardless of which club the player joins with the same principle being applied should a player be transferred to another club prior to the suspension commencing.
- 2.6.3 Any match suspension or part thereof which is outstanding when a player joins a new club at the start of the season or is transferred to another club during the season must be served with the player's new club and the player will be ineligible to play for his new club until that club has played and completed the required number of matches. A player can only serve a match suspension if he is registered with a club in membership of the SWFA and will only begin to serve his suspension from the date of his registration being accepted by the SWFA.
- 2.6.4 Serving a match suspension would not prevent a player transferring to another club during the term of that suspension. This dispensation would not apply to dated suspensions. All suspensions will commence 7 days after the date of written notification regarding the suspension to the member club by electronic means or other. A player or official suspended for a period of time [dated suspensions] shall be eligible to participate on the last date of his suspension.

2.7 Further Reports

2.7.1 If a player is further reported after having been ordered off and that report comes into the category of standard offences the appropriate fixed penalty would be added to his suspension for the first offence.

2.8 Fixed Penalties for Standard Offences

2.8.1 All fixed penalties will be dealt with as follows:

- | | |
|---|-----------|
| • Serious Foul Play | 2 Matches |
| • Violent Conduct [Adopting a threatening or aggressive attitude] | 4 Matches |
| • Stamping on an opponent | 8 Matches |
| • Attempting to punch an opponent | 3 Matches |
| • Attempting to kick an opponent | 3 Matches |
| • Pushing an opponent | 3 Matches |
| • Attempting to strike an opponent | 3 Matches |
| • Elbowing opponent in face | 8 Matches |
| • Elbowing opponent on body | 6 Matches |
| • Kicking and punching opponent | 8 Matches |
| • Grabbing opponent by throat | 8 Matches |
| • Denies a goal or goal scoring opportunity [by deliberately handling the ball] | 1 Match |
| • Denies a goal or goal scoring opportunity to an Opponent moving towards a player's goal | 1 Match |
| • Offensive, insulting or abusive language | 2 Matches |
| • Offensive, insulting or abusive language towards the referee | 3 Matches |
| • Receiving a second caution in the same match | 1 Match |

Associations can, at their discretion, add a fine to the fixed penalties for standard offences.

2.8.2 Should a player be called to appear before a disciplinary committee, that committee shall have the authority to impose a sanction in terms of a fixed penalty or dated suspension whichever is considered appropriate to the offence of which the player has been found guilty.

2.8.3 Any player who amasses a total suspension of 10 games or more in any one season, will be cited to appear before the relevant affiliated body for any

subsequent misconduct reports, with that affiliated body having the authority to impose any sanction deemed appropriate in such cases.

2.9 Club Officials

2.9.1 All club officials reported must be called before the relevant affiliated body to answer specific charges arising from the misconduct report in question.

2.9.2 The relevant affiliated body shall fine the official's club if that official is found guilty of any offence. Such fine will be at the discretion of the affiliated body.

2.10 Cautions

2.10.1 There will be no right of appeal against any caution or cautions received except in the case where there may be a case of mistaken identity.

2.10.2 In addition to the above Fixed Penalties, the secretaries of affiliated bodies will record single cautions incurred by players during matches. A player will be subject to the application of the following suspensions for every set of five cautions accumulated during the course of the playing season. The record will be maintained on a seasonable basis only. Cautions for one playing season will not be carried forward to the next season.

2.10.3 The following will apply in all instances:

- 5 cautions 2 Games
- Second 5 cautions 4 Games
- Third 5 cautions 6 Games

2.11 Terms of Dated Suspensions

2.11.1 When a suspension has been confirmed by the SWFA and the SFA, a person who is suspended cannot play, participate as an official, act as a linesman, act as a trainer, sign any papers, registration of transfer forms, be in a club dressing room or formally travel in the club transport to games. A person who is suspended can attend matches played on public parks as a spectator, but if he attends a private park he can be asked to leave.

2.12 Guidelines for Serious Offences

- 2.12.1 Although these guidelines should be applied where applicable, it should be appreciated that they are guidelines and cases of indiscipline should be dealt with through the discretion of the affiliated body considering a particular case. In cases of a serious nature where an affiliated body choose not to implement the guidelines, they must include a letter of explanation containing the reasons why they have reached their decision with their disciplinary sheets. It should be noted, that when submitting suspensions of one year or longer it is necessary to include a copy of the referee's report relevant to the suspension and the nature of the offence.
- 2.12.2 Violent conduct must be detailed to indicate punching or kicking an opponent.
- 2.12.3 Removing minimum suspension will allow committees to use their discretion after considering all evidence in any case.
- 2.12.4 The following minimum/maximum sanctions must apply:
- Referee assault
Must be a dated suspension with a maximum suspension of 10 years
 - Physically threatening referee - attempting to lay hands on the referee.
Maximum suspension 5 years
 - Verbally threatening referee
Maximum suspension 3 years
 - Physical assault on club officials
Maximum suspension 3 years
 - Serious violent conduct e.g. deliberately kicking opponent on head
Maximum suspension 3 years
 - Head-butting
Maximum suspension 18 months
 - Spitting
Maximum suspension 5 years (Spitting at or on a referee is considered to be serious assault)
 - Deliberately and knowingly playing a suspended player under an assumed name.
Maximum suspension 3 years

- Deliberately playing while under suspension, using an assumed name.
Maximum suspension 3 years
- Deliberately and knowingly playing a suspended player
Maximum suspension 3 years
- Deliberately playing or participating while under suspension
Maximum suspension 2 years.

National Cup Competition Rules

1. National Cup - Competitions

- 1.1 The Scottish Welfare Football Association competitions shall be called the Donald McNair Cup; Jack Bryson Cup; Highland Welfare Cup (Tom Hunter Memorial); and the Rolls Royce Trophy.
- 1.2 Clubs taking part in the national competitions must forward an application form to include: name; address; postcode; email address and telephone numbers, stating the competitions they wish to enter by 31 August [Jack Bryson/Donald McNair] or 31 March [Highland Welfare Cup or Rolls Royce].
- 1.3 The competition shall be annual and shall be open to all clubs registered with an affiliated body, subject to approval of the Executive Committee. The Donald McNair Cup will be played as a Saturday competition and the Jack Bryson Cup as a Sunday Competition. Clubs can enter both competitions if they so desire. All ties to be played on the date agreed by the Association at the time of the draw. Changes will be made only at the discretion of the Match Secretary.
- 1.4 Each club shall forward its distinguished colours to the Secretary of the Association in line with 1.2. Clubs must appear in registered colours in cup ties otherwise they shall be liable to disqualification but when the clubs have the same or nearly the same colours; the visiting club shall have the option of the colours. In the semi-final and final tie, where clubs colours are similar, both teams must change.
- 1.5 A goalkeeper shall wear colours which distinguish him from players and the referee. In every tie, every player and substitute of each team shall wear a distinguishing number on his jersey or shorts.
- 1.6 Any club intending to scratch must give notice to the Match Secretary of the Association and the secretary of the opposing club at least seven days before the date and time fixed for playing, otherwise they shall be reported to the Association, the Executive Committee will have the discretion to deal with said club. A club failing to play a cup tie after the first round draw has been made will be subject to disciplinary action, which may include a fine, at the discretion of the Executive Committee.

- 1.7 Any club wishing to claim a tie due to their opponent's failure to play, must lodge their claim under the procedures laid down in Rule 5 of the SWFA cup competition rules.
- 1.8 The constitution and rules of the SWFA shall apply in all cases not covered by special cup tie rules and the committee shall have full authority to deal summarily with any case that may arise.
- 1.9 A club may not play, or list as a named substitute, any player who, in the same season, has already played, or been named substitute for another club in the Association cup competition.
- 1.10 The Association can recall all trophies/cups for safe keeping after a period of two months from date of final game.
- 1.11 Summer clubs playing in a national competition during the winter season shall have the winter registration of players cancelled when their interest ceases in these competitions. Summer clubs must sign players on winter forms after the first round of the Donald McNair Cup has been completed.

2. National Cup - Playing of the Game

- 2.1 The duration of the game shall be two equal periods of forty five minutes. In the event of the tie resulting in a draw, extra time of two equal periods of fifteen minutes should be played and if the game is still tied after extra time, then the result will be reached by the taking of kicks from the penalty mark in accordance with the International Football Association Board.
- 2.2 All clubs must allow thirty minutes after official kick off time before voiding the game. Clubs failing to appear without a reasonable excuse will forfeit the tie.
- 2.3 Home clubs must phone or text the result to the Match Secretary within 1 hour of the match conclusion. There will be no replays and all ties must be played to a finish.
- 2.4 Teams drawn at home in all cup competitions will have 3 attempts to play the tie at home, after the third attempt the tie will become the home tie for the team who were originally drawn as the away team. Thereafter it will be at the discretion of the Executive Committee as to the venue of the tie.

- 2.5 No game shall be allowed to commence as a cup tie unless the club shall hand to the referee, before the game commences, two copies of the SWFA approved Team Sheet. One of which shall be sent to the Match Secretary of this Association within one day thereafter and the other given to the opposing club, both being signed by the referee.
- 2.6 Three substitutes from five can be used in all games from sixteen players named on the team sheet. Players must sign the team sheet with their proper signature. All team lines not fully completed will be dealt with by the Executive Committee.

3. National Cup - Eligibility of Players

- 3.1 No individual shall play for more than one club in any competition in one season and can only play with the club for which he is registered in all cup tie games in the same season.
- 3.2 The Executive Committee may exclude any club from taking further part in the cup competition that, in their opinion, knowingly play ineligible players.

4. National Cup - Process

- 4.1 The Executive Committee shall have the full power to ballot clubs in counties or districts as they deemed expedient, no club having more than one bye in one season unless under unavoidable circumstances.
- 4.2 The Match Secretary shall communicate with clubs and shall furnish the name and address of the opponent's secretary, date and hour within which the tie is to be played and the ground club shall immediately intimate the same to opponents and referee by phone, text or email.
- 4.3 The home club shall again, three days before the tie, notify their opponents and referee by phone or text of all arrangements for playing the tie.
- 4.4 The Match Secretary will be responsible for organising match officials for each tie. This will be carried out in conjunction with the home club's affiliated body secretary.
- 4.5 No club objection to any referee appointment will be valid. The referee must be a member of the SFA. If the referee appointed fails to appear clubs may

mutually agree on a substitute by indicating this on the team sheet. Referee shall be paid £35 plus expenses, such fees and expenses to be shared by both clubs.

- 4.6 On application of either club the ground on which a cup tie is to be played shall be inspected by an inspector appointed by the Association at half fee.
- 4.7 Any club refusing or failing to play the club against which it has been drawn on the date and time stated and without sufficient reason for doing so shall be adjudged to have lost the match and will be dealt with at the discretion of the executive Committee.
- 4.8 The clubs competing in the semi-final and final ties shall be bound to play the said semi-final and final on the dates and grounds fixed by the Association who shall make arrangements in connection therewith. Neither of the clubs shall be entitled to scratch and the clubs undertake, under penalty of paying the whole expense incurred by the Association, to play the said semi-final and final tie.
- 4.9 Home clubs must provide changing and washing facilities in all cup ties including hot water and toilets.

5. National Cup - Protests

- 5.1 Protests on points of play shall be formally intimated to the secretary of the opposing club. Such protest must be lodged in writing with the Secretary/Treasurer of this Association within three days from the date of the tie, statutory holidays excluded, giving an exact statement of the infringement, and accompanied by a deposit of £30. A verbatim copy of the protest sent to the secretary of the opposing club by recorded delivery letter handed in at a post office.
- 5.2 All other protests or claims shall be lodged in writing with the Secretary/Treasurer of the Association, giving an exact statement of the nature and date of infringement and accompanied by a deposit of £30. A verbatim copy of the protest or claim sent to the secretary of the club protested or claimed against by the recorded delivery letter handed in at a post office all within three days after the tie, statutory holidays excluded.

- 5.3 A club successfully protested or claimed against shall be fined a sum equal to the protest or claim fee, together with any penalties which the Executive Committee may deem expedient. Should the committee consider the complaint trivial, or groundless, they have the power to forfeit the deposit and take further action.
- 5.4 Protestants and appellants shall be given seven days notice of the Executive Committee meeting to consider their protest or appeal.
- 5.5 The ground club shall be held responsible for the fulfilment of the ground conditions required by the SWFA and the laws of the game.
- 5.6 All protests to this Association and opposing Club must be forwarded by recorded delivery letter and shall state fully the grounds for protest. Thereafter all correspondence in relation to protests/appeals shall be conducted electronically.
- 5.7 Appeals that have been improperly lodged will forfeit the appeal fee.
- 5.8 Any club secretary, having doubts regarding opponents team sheets or players, should report this to the Association Secretary/Treasurer.
- 5.9 Any player under suspension by an affiliated body cannot take part in welfare football until such time as the suspension has been competed or lifted.
- 5.10 A match that is abandoned does not count as a complete in terms of a player serving a suspension.
- 5.11 A player registered with this Association will be subject matters for protest purposes if he takes part in football played under the Scottish Youth FA or SAFA.

6. National Cup - Finance

- 6.1 Admission money drawn at all cup ties with the exception of ante-penultimate, semi-final and final ties, shall be divided equally, after deducting the referee and other absolutely necessary expenses between competing clubs. The committee shall have the full control of the semi-final and final ties, making all arrangements and allocating all drawings as may be decided by them.

- 6.2 For semi-finals and finals, each club will receive twenty complimentary tickets for players and officials only.
- 6.3 The committee shall have the power to examine all accounts in connection with any match and order excessive or illegal charges to be refunded.
- 6.4 In cup ties the home club to pay the travelling expenses of £50 if the distance should be 100 miles or more one way. (In semi-final and final ties the Association shall reimburse a club the sum of £50 if they have travelled more than 100 miles one way).
- 6.5 Rolls Royce Inter Association Trophy - 'The Association will be reimbursed in the final tie to the sum of £150 if they travel more than 100 miles one way.

Notice to all Associations

All electronic correspondence in relation to Registrations should be emailed to registrations@scottishwelfarefa.co.uk

All written correspondence in relation to Registrations should be sent to:

The Information Secretary
Scottish Welfare Football Association
61 High Street
Rothes
AB38 7AY

Notes:

Notes:

The Scottish Welfare Football Association is
affiliated to the Scottish Football Association

**The aim of the Association shall be to foster and develop
the game of association football**