



**NEW ZEALAND FOOTBALL INCORPORATED**

**REGULATIONS**

**KATE SHEPPARD CUP**

1	INTRODUCTION .....	3
2	COMPETITION NAME .....	3
3	ENTRIES FOR THE COMPETITION .....	3
4	COMPETITION FORMAT .....	4
5	CUP & MEDALS.....	4
6	PLAYING OF FIXTURES AND MATCH VENUES .....	5
7	ELIGIBILITY OF PLAYERS .....	6
8	WITHDRAWAL, PENALTY FOR FAILING TO PLAY AND REPLACEMENT .....	7
9	MATCHES PLAYED IN ACCORDANCE WITH LAWS OF THE GAME .....	7
10	DURATION OF MATCHES, EXTRA TIME, DETERMINING THE WINNER BY KICKS FROM THE PENALTY MARK .....	9
11	TEAM COLOURS .....	9
12	REFEREES, ASSISTANT REFEREES AND FOURTH OFFICIALS.....	9
13	MATCH BALLS.....	9
14	DRUG TESTING .....	10
15	FINANCIAL PROVISIONS .....	10
16	RESULTS/TEAM CARDS.....	10
17	DISCIPLINARY MATTERS.....	11
18	MISCELLANEOUS.....	11

## **1 INTRODUCTION**

- 1.1 The Kate Sheppard Cup is a competition established by New Zealand Football (**NZF**) and shall be competed for by teams duly qualified according to these Competition Regulations.
- 1.2 The Kate Sheppard Cup shall be organised by NZF in accordance with its Statutes, regulations and codes. To the extent that there is any conflict between these Competition Regulations and NZF Statutes, regulations and codes -otherwise, these Competition Regulations shall apply.
- 1.3 NZF may delegate any of its powers, rights and responsibilities under these Competition Regulations to any Regional Association. That Regional Association shall then be responsible to carry out that power, right or responsibility in accordance with NZF Statutes, regulations and codes, to the extent of the delegation.

## **2 COMPETITION NAME**

- 2.1 The competition shall be called the 'Kate Sheppard Cup' and shall be competed for during each winter club season.
- 2.2 NZF shall have the right to add to or change the competition name to reflect the name of the sponsor if it so desires.

## **3 ENTRIES FOR THE COMPETITION**

- 3.1 The competition shall be open to:
  - 3.1.1 All clubs being members of Regional Associations affiliated to NZF, with entries restricted to one women's team per club.
  - 3.1.2 Secondary Schools affiliated to the New Zealand Secondary Schools Girls Football Association (**NZSSGFA**), such entries to be at the sole discretion of NZF, and in any event limited to one team per school.

On entering a team in this competition the team and the NZSSGFA agree to abide by these Competition Regulations and all other NZF Regulations (specifically with regard to matters of discipline and player eligibility) and the NZF Code of Conduct.
  - 3.1.3 Any other team, being a combination of clubs from the same Regional Association not entered in the competition but which would otherwise be eligible in their own right to enter the competition pursuant to clause 3.2, which NZF may, in its sole discretion, authorise to enter the competition.
- 3.2 NZF shall call for entries during the month of March 2018 from teams wishing to compete in the Cup competition. Teams wishing to compete in the competition must register for the competition on or before 30 March 2018.
- 3.3 Each team's entry shall be accompanied by the designated entry fee of \$250.00 + GST, and be lodged with NZF no later than 4pm 10 working days prior to the commencement of the competition.

- 3.4 NZF may reject the entry of any team or teams of an affiliated Regional Association if it deems such a course desirable.
- 3.5 NZF shall have the power to disqualify any competing team or players(s) for any breach of the Statutes, regulations and codes of NZF.

#### **4 COMPETITION FORMAT**

- 4.1 All teams that have entered this competition shall compete on a knockout basis until two teams remain unbeaten.
- 4.2 NZF shall set the Competition Calendar on which the successive rounds of the competition will be held, or the day by which one or more rounds must be completed. Games must be played on the dates specified unless otherwise approved by NZF or its nominee.
- 4.3 The draw for the rounds involving 32 and 16 teams (Rounds 1 and 2) shall so far as is practicable have due regard for the costs of travel for participating teams, and desirability of promoting matches of such importance throughout New Zealand in order to maximise local and community involvement. For clarity the practical application of this regulation means that teams from within Regional Associations 1, 2 and 3 could be drawn against each other, as could teams from Regional Associations 3 and 4, 4 and 5, and 6 and 7.
- 4.4 The competition will become an open draw from the semi-final stage with teams being required to travel, at their cost, throughout New Zealand.
- 4.5 All entrants shall be available from the Preliminary Round. The number playing in each round shall be:

Preliminary Round:	as necessary to provide the required number of teams for Round 1
Round 1:	not more than 64 teams
Round 2:	not more than 32 teams
Round 3:	not more than 16 teams
Quarterfinals:	not more than 8 teams

- 4.6 NZF shall be responsible for the draw for all games. The draw for each regional section of this competition shall be as NZF directs. The draw for the regional section (As defined in 4.3) of the competition shall have due regard to the costs of travel of participating teams. NZF shall, after each draw is made, advise each Regional Association of the details of the games to be played and each Regional Association shall be responsible for notifying the teams respectively.
- 4.7 All teams competing in the competition shall observe the rules of the competition and any directions given by NZF concerning the promotion and conduct of matches.
- 4.8 NZF may at its discretion determine that certain teams do not enter the competition until later rounds.

#### **5 CUP & MEDALS**

- 5.1 The Kate Sheppard Cup Trophy is the property of NZF and shall be insured by NZF. The holders are responsible for the loss of and any damage done to the trophy. The holder shall return the

trophy to NZF in good order by 30 June 2019. NZF reserves the right to request the use of the Kate Sheppard Cup Trophy for promotional purposes prior to this date, such request not to be unreasonably withheld.

- 5.2 The Maia Jackman Trophy is the property of NZF and shall be insured by NZF. The Maia Jackman Trophy is awarded to the “Player of the Day for the Final” as nominated by NZF or its nominee, in their sole discretion. The holder is responsible for the loss of and any damage done to the trophy. The holder shall return the trophy to NZF in good order by 30 June 2019. NZF reserves the right to request the use of the Maia Jackman Trophy for promotional purposes prior to this date, such request not to be unreasonably withheld.
- 5.3 In addition to the trophies, NZF shall present twenty (25) medals to each of the clubs in the final, plus four (4) to the match officials of the day.

## **6 PLAYING OF FIXTURES AND MATCH VENUES**

- 6.1 The Competition Calendar for 2018 is:

Preliminary Round:	25 April or the weekend of 28-29 April 2018 (in order of priority)
Round 1:	weekend of 12-13 May 2018
Round 2:	weekend of 2-4 June 2018
Round 3:	weekend of 23-24 June 2018
Quarterfinals:	weekend of 14-15 July 2018
Semi-finals:	weekend of 25-26 August 2018
Final:	9 September 2018

- 6.2 For all rounds up to and including the Semi-finals of the competition, the team drawn first shall be deemed to be the home team. The match shall be played on the date specified in the Competition Calendar, with a kick off time of 1pm, subject to the availability of the match venue. The Regional Association may vary the kick off time if the match venue is unavailable. The home team shall confirm the match date and kick off time within 72 hours of the draw being published, subject to the approval of the Regional Association or New Zealand Football as appropriate and with due consideration of the travel requirements for the away team.
- 6.3 The date and time by which matches that have been postponed or rescheduled will be as directed by the Regional Association or by New Zealand Football as appropriate.
- 6.4 The Regional Association of the home team shall determine the match venue to be used in all rounds up to and including the Semi-finals.
- 6.5 NZF reserves the right in the case of the Semi-finals to decide the match venue. In exercising this right, NZF shall give notice of not less than fourteen (14) days to the competing teams.
- 6.6 Pursuant to clauses 6.3 and 6.4, the match venue will normally be the home ground of the home team but the Regional Association or NZF as appropriate, reserve the right to decide the match venue for each game.
- 6.7 NZF shall determine the match venue, match date and kick-off for the Final.

### **Ground Maintenance**

- 6.8 All participating clubs are required to have the playing surfaces of their home grounds maintained in a satisfactory condition.
- 6.9 In the event of inclement weather, participating clubs shall be obliged to ensure all reasonable steps are taken to ensure that scheduled fixtures proceed. Regional Associations must ensure that the scheduling of other fixtures at the match venue are managed to ensure that the playing of the Kate Sheppard Cup fixture is not compromised.

### **Ground Markings**

- 6.10 All participating clubs are to ensure that their grounds are clearly marked in accordance with the "Laws of the Game".
- 6.11 In the event of inclement weather, participating clubs shall be obliged to re-mark all or portions of the ground, at the request of the Referee.
- 6.12 No unauthorised ground markings shall appear on any ground unless otherwise approved by the Regional Association or by New Zealand Football where applicable.

## **7 ELIGIBILITY OF PLAYERS**

- 7.1 Unless a satisfactory reason is given, the team entered by a club/secondary school must represent the full playing strength of each club/secondary school.
- 7.2 Unless otherwise stated in these Regulations, players shall be duly qualified according to the NZF Regulations on the Status and Transfer of Players and those of the appropriate affiliated Regional Association.
- 7.3 A player shall not in the same season play for more than one competing team in this competition.
- 7.4 Club player eligibility
- 7.4.1 In all matches of this competition, each player, except where she has played for her club during the previous season and has not played in any match for any other club in New Zealand during the current season, must have been registered with her club for ten business days prior to the playing of any match in the competition.
- 7.4.2 All players competing in matches in the competition which are played on or after 30 June must be registered members of their respective clubs as at 30 June of that year (and must continue to be registered members of that club on the date of the match). Any players transferring to or registering with the club after 30 June are not eligible to participate in the competition.
- 7.4.3 All players competing in a match in the competition must be aged 15 years or above. If a player is younger than the age of 15, then that player must have dispensation from its Federation to participate in the regional league, and have parental consent, in order to also participate in the competition.

7.4.4 In respect of Secondary School player eligibility, in all matches of this competition, all players must be full time, bona fide students at the school and under 19 on 1st January in the year of participation and not registered members of an affiliated club to the local Federation.

7.4.5 If NZF has any doubt as to the eligibility of any player taking part in this competition, it shall be the Regional Association's, or where appropriate the NZSSGFA's, responsibility to determine the eligibility of players, and failing satisfactory proof, NZF may disqualify such player, or competing team from the competition or impose such other penalty as it may deem fit.

## **8 WITHDRAWAL, PENALTY FOR FAILING TO PLAY AND REPLACEMENT**

8.1 Any team who default in their obligations after the publication of a draw shall be liable to a fine not exceeding ten thousand dollars (\$10,000.00) and may be suspended from competing in the following year.

8.2 Teams must take all reasonable steps to arrive at a match on time. If they fail to do so they may be fined an amount not exceeding five hundred dollars (\$500.00).

## **9 MATCHES PLAYED IN ACCORDANCE WITH LAWS OF THE GAME**

9.1 All matches shall be played in accordance with FIFA Laws of the Game.

9.2 The minimum number of players a team must have to play shall be as determined by the FIFA Laws of the Game. If a team during any match is reduced, for whatever reason, to less than seven (7) players, the referee shall abandon the match. In the event that a match is abandoned then the decision as to whether the match is replayed will rest solely with the relevant Regional Association or NZF where applicable and will have due regard to the reason for the abandonment, the time of the abandonment and the score. This decision will be final and not subject to appeal.

9.3 Technical Area

9.3.1 In compliance with the provisions of the "Laws of the Games", a Technical Area shall be marked out in front of the seated area for substitutes and technical staff. Such "Technical Area" shall be located one metre either side of the substitutes' bench, to one metre from the touchline.

9.3.2 Each home club shall provide adequate seating for each person authorised to be in the Technical Area.

9.3.3 The occupants of the Technical Area shall be identified to the match official prior to the commencement of the match and must be included on the Team Card.

9.3.4 Only one person at a time has the authority to convey technical instructions.

9.3.5 The coach and other officials must remain within the confines of the Technical Area except in special circumstances, for example, a physiotherapist or doctor entering the field of play with the referee's permission to treat an injured player.

- 9.3.6 The coach and other occupants of the Technical Area must behave in a responsible manner.
- 9.3.7 Only one person is permitted to stand.
- 9.3.8 Referees shall police the Technical Area and forthwith give notice in writing to the appropriate authority (Regional Association or NZF) of any breach under this clause 9.

#### 9.4 Substitutes Bench

- 9.4.1 A maximum of nine (9) persons are entitled to sit on the bench during a fixture, being comprised of no more than five (5) substitutes and no more than four (4) others. All occupants of the Technical Area must wear different coloured tops to those worn by the club team they are associated with.

#### 9.5 Substitution Rules

##### *Number of Substitutes*

- 9.5.1 Up to a maximum of five (5) players may be listed as substitutes on the Team Card.
- 9.5.2 Up to a maximum of three (3) players may be replaced at any time during the match, up until the conclusion of normal playing time or extra time, if played.
- 9.5.3 Any replacement players used must be one of the five (5) listed on the Team Card as per 9.5.1 above.
- 9.5.4 The names of the substitutes must be listed on the Team Card when presented to the referee prior to the match. Substitutes not so named may not take part in the match.
- 9.5.5 The completed Team Card must be handed to the referee no later than thirty minutes before the scheduled kick off. The starting eleven may be adjusted in case of an injury during the warm-up, up to ten minutes before the kick-off.

##### *Substitution Procedures*

- 9.5.6 Teams wishing to make a substitution shall inform the relevant match official.
- 9.5.7 A substitute may only enter the field of play,
  - a after the player being replaced has left the field, and
  - b after she receives a signal from the referee.
  - c at the half way line and during a stoppage in the match.
- 9.5.8 The substitution is complete when the substitute enters the field of play, from that moment, the substitute becomes a player and the player replaced ceases to be a player.



9.5.9 A player who has been replaced may take no further part in the match.

9.5.10 All substitutes are subject to the authority & jurisdiction of the referee, whether called upon to play or not.

9.5.11 Substitutes may warm-up during the game subject to the dimensions of the ground but may not use a ball. A goalkeeper is permitted to use a ball to warm-up. Substitutes when warming up may be accompanied by one official from the Technical Area.

## **10 DURATION OF MATCHES, EXTRA TIME, DETERMINING THE WINNER BY KICKS FROM THE PENALTY MARK**

10.1 Each match shall last 90 minutes, comprising two periods of 45 minutes with an interval not greater than 15 minutes in between.

10.2 If, in accordance with the provisions of these regulations, extra time must be played as the result of a draw at the end of normal playing time, it shall always consist of two further equal periods, not exceeding 15 minutes each, with an interval not exceeding five minutes at the end of normal playing time, but not between the two periods of extra time.

10.3 If at the end of extra time the result is a draw, kicks from the penalty mark shall be taken to determine the winner, in accordance with the procedure laid down by the International Football Association Board and published by FIFA.

## **11 TEAM COLOURS**

11.1 Where the colours of two competing teams are similar, the visiting team must change. Goalkeepers must wear colours to distinguish them from other players and the referee. The referee's decision as to whether colours are similar shall be final.

11.2 It will be the responsibility of the visiting team to confirm that there is no clash of colours with the home team.

## **12 REFEREES, ASSISTANT REFEREES AND FOURTH OFFICIALS**

12.1 The NZF Referees Appointments Panel shall be responsible for the appointment of the Referees and Assistant Referees for all matches in the competition from the quarterfinal onwards, subject to the approval of NZF. In the earlier rounds of the competition the Regional Associations Referees Committee, or a nominee, shall appoint the Referee and Assistants Referee. Where no appointment of Assistant Referees is made, each competing team shall appoint an Assistant Referees.

## **13 MATCH BALLS**

### *Official Supplier*

13.1 Only Nike or such other brand footballs, as determined and supplied by NZF from time to time, will be used in the Kate Sheppard Cup Final.

## **14 DRUG TESTING**

- 14.1 All participating teams may be subject to drug testing by the Drug Free Sport NZ. For the sake of clarity, this shall comprise in-competition and out of competition testing for club players.
- 14.2 Drug Testing is specifically covered by NZF Anti-Doping Regulations. It is the responsibility of each club to ensure they are conversant with the appropriate regulations.

## **15 FINANCIAL PROVISIONS**

- 15.1 In all rounds up to and including the Semi-finals, the home team shall meet all match expenses and retain the full gate receipts.
- 15.2 In the Final match all gate receipts shall be retained by NZF who shall be responsible for all reasonable expenses related to the final, including travel costs of participating teams.
- 15.3 The match officials appointed by the NZF Referee's Appointments Panel for the Semi- finals and final shall have travel and accommodation expenses reimbursed within budgets approved by NZF. Such travel and accommodation shall be arranged in conjunction with the NZF Referee's Appointments Panel.
- 15.4 NZF will, subject to available finance, pay a subsidy to teams required to travel more than 300 kms (return) to play in matches from the Quarterfinals onwards. The travel distance will be calculated as the distance between the home venue of each club. All subsidy claims must be lodged with NZF no later than 10 business days following the match in which the expense was incurred.

## **16 RESULTS/TEAM CARDS**

- 16.1 For all matches correctly completed Team Cards shall be handed to the Referee by each team not less than 30 minutes prior to the kick-off time.
- 16.2 For all matches (except the Final) each team shall forward completed Result Cards, signed by the Referee, to their Regional Association/NZF, where applicable, to reach them no later than 5.00pm, three days after the playing of the game. It shall be deemed sufficient compliance if the club can prove to the satisfaction of the Regional Association/NZF that the card was posted by mail no later than 5.00pm on the day immediately following the game.
- 16.3 Each designated home team shall appoint one person who shall be responsible to telephone results of all matches up to the quarter finals to the Regional Association no later than 30 minutes after the conclusion of the match. Quarter and Semi-final results shall be telephoned direct to NZF or their nominee.
- 16.4 Teams failing to comply with the provisions of clause 16 shall be fined one hundred and fifty dollars (\$150.00) in respect of each offence.

**17 DISCIPLINARY MATTERS**

- 17.1 NZF shall be responsible for all disciplinary matters relating to players competing in the Kate Sheppard Cup under NZF Disciplinary Code.

**18 MISCELLANEOUS**

- 18.1 Matters not provided for in these regulations and cases of force majeure shall be decided by NZF. All decisions shall be final.
- 18.2 No person is entitled to bring this competition, NZF, the game or any related issue into disrepute. In particular, coaches and players are not entitled to communicate negative comments to the media or in any other public forum, aimed at any official, which results in such disrepute. Any person who breaches this clause will be liable to a fine of \$500 per breach, at the sole discretion of NZF.