



TOWNSVILLE CASTLE HILL TOUCH ASSOCIATION Inc.
Trading as
TOWNSVILLE TOUCH FOOTBALL

PROUDLY PRESENTS

THE Colliers International 2020

Season 1 Winter
Monday Night: Mixed
Tuesday Night: Veterans (30,35,40's
Touch Competitions



CONDITIONS OF ENTRY

- **Nomination/Registration Process**
- **Services & Information**
- **By-laws**
- **Queens Park Field Layout**

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Competition
Queens Park
Paxton Street
NORTH WARD Qld 4810

Postal
TCHTA
P.O. Box 7576
GARBUTT Qld 4814

Website: www.townsvilletouch.com



Looking to invest in property in Townsville QLD?

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Townsville Touch Football.

Colliers International Season 1/2020 Night Competitions

- **Monday Mixed Competition:** Commences on the 02/03/2020 with the Grand Finals on the 03/08/2020.
- **Tuesday Veterans Over 30,35,40's Competition:** Commences on 03/03/2020 with Grand Finals on the 04/08/2020.
- **Venue for all Matches:** All matches are played at Queens Park, North Ward.

TEAM NOMINATION & MATCH FEES (All prices include GST)

All teams wishing to play in the TTF Season 1/2020 Colliers International Mixed or Veterans competitions are to nominate:

- On-line via our Sports TG webpage at www.townsvilletouch.com
- A **\$300** minimum non-refundable deposit is to be paid by direct deposit before the team will be included in the draw.

Nomination fees (note these prices include the \$300 deposit) for the Monday and Tuesday competitions are:

- Nomination Fee is **\$735.00** per team if your team is paid in full on or before it's first match. Teams paid in full on or before their first match will also receive a free Touch ball.
 - Late Nomination is **\$835.00** per team. This includes the late fee of **\$100.00** which is imposed on any team that has not paid their fees in full on or before their first match.
 - Teams not paid in full (including the late fees if applicable) by close of business on Friday **13/03/2020** will not be permitted to play until their team's fees are paid in full.
 - Any team that withdraws within the first 2 weeks of competition will be liable for the Nomination deposit fee of **\$300.00**. Any team that withdraws after the second week of competition is liable for the **full Nomination fee (including the late fee) of \$835.00.**
- »»» «««
- A match fee of **\$5.00** per player per match played will also be charged to all players

PAYMENT OPTIONS



On-line Credit Card Payment: After nominating your team online, follow the payment instructions for credit card payment.



Direct Deposits: Payment can be made to TTF Commonwealth Bank Account:

Acct Name: TTF

BSB #: 064817 **A/C #:** 0092 2673 **Reference:** Your team's 'Name'



Cash Payment: Can be paid to the competition administrator at Queens Park during competition times



Cheques (made payable to 'TTF'): Can be paid to the competition administrator at Queens Park during competition times.



PayPal: Mastercard & Visa payments are also accepted at Queens Park during competition times.

A Tax Invoice will be issued ONLY if requested.

NOMINATION CLOSING DATE

Nominations for the first week close **5:00pm Wednesday, February 26th, 2020**. Late nominations may be accepted up to the third week of competition only if fields and timeslots permit. Please note that early nominations will receive priority.

SPECIAL NOTE: To be accepted your team nomination **MUST** also include at least one (1) person (2 would be preferable) who is to be available to referee on the nights your team plays. These nominee/s are not required to have completed a referee course prior to refereeing, but any who are not accredited are required to complete the Australian Sports Commissions General Officiating Principles online course at <http://learning.ausport.gov.au> and must attend the first available Level 1 course.

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ONLINE TEAM NOMINATION & PLAYER REGISTRATION PROCESS

Townsville Touch Football utilises the Touch Football Australia sports registration technology from Sports TG which allows members to nominate, pay for their teams and register their players online.

Nominating a Team

To nominate a team online; visit the **Townsville Touch website** – <http://www.townsvilletouch.com> – and go to the “**NOMINATION & REGISTRATION**” page in the **COMPETITIONS** menu, then go to **NOMINATE A TEAM** page.

Follow the instructions in “**SECTION ONE WEEKNIGHT COMPETITIONS**”.

The last step in the online team nomination will allow you to **invite your teammates** via email to register as a player in the team. **Make sure you include your own email address** in this, so that you can register as a player as well.

You will also be issued with a **TEAM CODE** and **PASSWORD**. This will allow you to **manage your team** via the **TOUCH FOOTBALL ONLINE SYSTEM** (see below). You can also give the **TEAM CODE (not the password)** to any of your players so that they can register to you team via the website (see below).

Your TEAM CODE and PASSWORD can also be used next season to re-register your team.

Paying for your Team

The team nomination fee can be paid by **CREDIT OR DEBIT CARD** or **TRANSFER** when nominating online or alternatively payment can be made by **EFT** (use team name as reference. Payments by **CHEQUE** (made payable to 'TTF'), **CASH** or **PAYPAL** may be made during competition times to the Comp Admin. Directions for **PAYMENT OPTIONS** will be available when nominating online or see previous page.

Registering a Player

Players can register to a team using the **TEAM CODE** that was issued when the team was registered (see above). They can also use the link that was sent to the team contact when they nominated the team.

The online **REGISTER TO PLAY** page in the **NOMINATION & REGISTRATION** menu on the **Townsville Touch website** – <http://www.townsvilletouch.com> – has instructions in **SECTION ONE** for players to register to a team.

Each player will be able to set their own **PASSWORD**, which will allow them to manage their membership via the Touch Football Online system (see below). These details will also allow each player to re-register (to the same or another team) next year.

Manage Your Membership

Once a team or player is registered, they can log into the Touch Football Online system to manage their details.

TEAM MANAGERS (the person who registered the team) can update their team's contact details.

PLAYERS can update their details as needed.

To access the Touch Football Online system, log-in via the **MY MEMBERSHIP** page on the **Townsville Touch website** – <http://www.townsvilletouch.com>

Online Registration provided through our partnership with:



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ADMINISTRATION, SERVICES & OTHER INFORMATION

1. Administration

The Townsville Castle Hill Touch Association Inc. now trading as Townsville Touch Football (TTF) can be contacted via the Secretary Tuesday to Friday from 1 to 5pm by phone or email. A staff member is also available at the TTF Clubhouse which is situated at 19-43 Paxton Street North Ward during competition times only.

2. Parking

A car park is available for players and supporters in front of the clubhouse at Queens Park. It is accessed from the entryway in Paxton Street. Parking is also available in Burke and Kennedy Streets. **Note: NO parking is permitted in the Child Care marked parking bays in Kennedy Street or on any grassed areas surrounding or within the Queens Park boundaries.**

3. General use of Fields

Use of the fields at Queens Park other than scheduled fixtures and finals is not permitted without approval from the TTF executive in conjunction with the Townsville City Council.

4. Spectators

Spectators are welcome to watch matches from the club house or on the fields at Queens Park but for the safety of players and officials **MUST** be at least five (5) metres from the field of play.

5. Alcohol, Glass Bottles, Glass/Metal Water Bottles & Smoking

- It is **illegal** to bring alcohol, glass bottles (including glass water bottles) or glass containers onto the park as it is a council designated sports park. TTF is committed to enforcing this rule in order to protect our members and supporters.
- No metal water bottles are permitted on the side of the fields due to the potential hazard they pose for players and officials.
- Alcohol as well as softdrinks (in cans or plastic bottles) may be purchased from our licensed bar which is situated in the breezeway of the clubhouse. The licensed consumption area is the fenced paved area in front of the clubhouse.
- Smoking is **NOT** permitted within the boundaries of Queens Park or within 5 metres of the clubhouse. Smoking is only permitted in any of the parking areas.
- If any player/s, in the opinion of the match referees or members of the executive, is suspected of being affected by alcohol or drugs, then that player/s will not be permitted to participate in any match.

6. Bar/Canteen

The TTF canteen is not open during the night competitions. However confectionery, chips (not hot), softdrinks, water and alcohol will be available from the bar at all night competitions.

7. Referees (Match Officials)

- All teams **MUST** supply at least one (1) referee (though 2 would be preferable) who is to be available to referee each week that the team plays. Usually, only one will be required each week, but two is preferable in case of injury etc.
- If a team's referee is unable to attend their allocated match, then the team is responsible for ensuring that they have someone to fulfil any referee duties allocated to their team referee.
- Referees who are not graded are to complete the Australian Sports Commissions General Officiating Principles online course at <http://learning.ausport.gov.au> and must attend the first available Level 1 course. Referee courses are held during the season at no cost to TTF/TTRA members. If you are interested in refereeing or attending a course please contact the TTF Secretary or nominate on the NQTA webpage at: www.nqtouch.com.au
- Referees are to register online to the TTRA as a referee, even if they are already registered as a player.
- Referees are paid by direct deposit at the end of each season by the Townsville Touch Referees Association (TTRA). Please ensure that you supply your bank details when you register online to the TTRA. Annual membership for the TTRA is \$10 per referee which is deducted from the first match they referee. Non-playing referees are also welcome.
- **All referees are required to wear the TFA (white/lime green) on-field referee shirt.** The TTRA have shirts and whistles available which may be borrowed each night by referees. It is requested that referees ensure these are returned each evening so that they can be laundered for the next competition day/night.
- The referee draw will be placed on the TTF website www.townsvilletouch.com each week.

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8. Competition Draw

- The draw will be done on a weekly basis until nominations close. After nominations close the draw for the season will be completed and appear on our webpage. The week's draws with referee allocations are emailed to all team contacts each week and a copy is also placed on the TTF website www.townsvilletouch.com. This site provides the draw, referees draw, results and other important information. The draw is also available on our Facebook page.
- Players with mobile phones can also download the free **Sports TG** app (both apple & android apps are available) which will allow you to access your team's draw, results etc.

9. Wet Weather

TTF rarely have to cancel matches due to wet weather, but if the situation does occur then the team contact for each team (Mixed & Veterans Comps) will be contacted either by phone or email and it will be up to them to contact their team members. A notice will also appear on our website. Please ensure that your contact details are kept up to date to ensure you receive any cancellation notifications.

10. Insurance Cover

- The Touch Football Australia Accident Insurance Scheme covers all players and officials who participate in a TFA affiliated competition that meets the insurance criteria. Players and officials **MUST** be registered online to be covered.
- Referees must be accredited to a minimum Level 1 to be covered for Professional Indemnity.
- Full details of the cover are available on the TFA website, <https://touchfootball.com.au> under Resources. **Income Protection is not included.** All members are advised to consider the adequacy of the cover and decide whether to or not to take out their own additional insurance.

11. Injuries

ALL injuries are to be reported to the referee at the time of the injury for noting on the back of the scorecard. An **Injury report** is also to be completed by the injured person and submitted to the TTF administration no later than the next business day. An Injury Report form is available from the Competition Administrator at the competition or from our website under <Participant Resources><Forms>. To make a claim go to the TFA's website <https://touchfootball.com.au>, and complete the claim form or contact JLT Sport on 1300 130 373 or <https://touchfootball.jltsport.com.au> and request a claim form.

12. First Aid

The only first aid that will be administered at the venue is immobilising and applying ice (ice and bandaids are available from the bar) to the injury as our staff and executive members are at the venue as administrators and are not qualified medical staff. If the injury is more serious and requires urgent treatment we recommend that you phone an ambulance (**000**) from the field as they will ask a number of questions about the injured person. If an ambulance is called please advise the TTF admin a.s.a.p. to organise the closest entry point to Queens Park. It is recommended that injured players attend a medical practitioner of their choice for clearance before recommencing to play.

13. Match Balls

Each team who is fully paid by their first night of play will receive a free Touch football. Teams that pay after their first night will be required to supply their own ball for each match. Teams may also borrow a Touch ball from the bar for their match. Players must sign when borrowing a ball and if it is not returned at the end of the night that person may be responsible for the cost of a replacement.

14. Match Fees

A match fee of **\$5.00** (inc GST) is to be paid by all players per match they play. In the case of a forfeit, match fees are only required if the players present decide to play a scratch match and utilise referee/s. On the rare occasion that teams may be required to referee their own match, match fees **MUST** still be paid.

15. Procedure Each Week

- Collect plastic sleeve which contains your team's team sheet and match fee bag from the team sheet box on the table and add your team's players' names. Please print clearly and do not use nicknames as these forms are required in the case of an insurance claim. New players may be added at any time.
- **DO NOT** delete or cross out player's names that are no longer playing for the team.
- Collect match fee (**\$5**) per player who played and place in the plastic bag provided.
- Tick names on coloured team sheet of players who **played** in the match (include any fill-in players also).

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Note: *No players will be permitted to be ticked as 'playing' after the team sheet is handed in to administration, so ensure that all players that played are ticked.*

- At the end of match, if the score is correct sign the referees' scorecard. If there is a protest on the match, do not sign the card and obtain the appropriate 'Protest' form from the competition administrator immediately after the match.
- At end of match return plastic sleeve containing the match fee plastic bag (with the correct match fee amount) and the completed 'Team sheet' to the basket at the admin window.

Note: *If number of players and money does not balance, the outstanding amount is to be collected and MUST be paid BEFORE your match the following week.*

16. Protest Reports

- All protest reports are to be signed by the Team Contact/TTF Official and submitted to the TTF Secretary/Administration immediately following the match.
- Further supplementary information may be submitted by email to the TTF Secretary within 48 hours.
- Protest reports in regards to final score, by-laws etc will be addressed by the TTF Executive.
- In general reports lodged on match day/night will not be addressed until the next business day after the incident.
- Protest forms are available from administration during the competition.

Note: *Protests against refereeing decisions will not be accepted.*

17. Disciplinary Info (as per the TFA Disciplinary Regulations Manual 2012 – available on our webpage)

- If a player is given a period of time by the referee, that player will not incur any further sentence.
- If a player is 'sent from the field of play for the remainder of the match' by the referee
 - the referee/s will be required to complete an Incident report immediately following the match.
 - Further supplementary information can be submitted by the referee by email to the TTF Secretary within 48 hours.
 - A copy of the Incident report will be sent to the charged person within two (2) business days of the relevant match at which the incident occurred. If TTF doesn't have contact details for the charged person, it will be emailed to the club delegate (Opens) or Team Contact (Mixed/Veterans) who will be deemed to be responsible for passing this notification onto the player/s in question.
 - When a player is sent from the field of play for the remainder of the match they will automatically incur a two (2) match suspension. Two (2) matches refers to the period of time it takes for two matches to be completed by the team in the division from which the player was suspended. A bye does not count as a match completed. While suspended the player is also suspended from any matches in any other competition/s conducted by TTF or any other affiliated Touch association.
- If the Disciplinary Tribunal Chairman feels that the incident that resulted in the send-off warrants any further action than the automatic two match suspension, a full TTF Disciplinary Tribunal would be convened, who would then hear the matter.
 - A Tribunal hearing will be arranged as soon as practicable after the incident.
 - Notification of a Tribunal hearing will be sent to the player/s involved if TTF have their contact details on record. If their contact details are not on record, notification will be sent to their club delegate (Open) or team contact (Mixed/Veterans), who will be deemed to be responsible for passing this notification onto the player/s in question.
 - Player/s involved would be informed of the date of the hearing and would be required to attend to present their case,
- A person, who has been convicted of an offence, and received a penalty shall have the right to appeal against the decision the tribunal imposed on them, if that person can satisfy the Appeal tribunal that:
 - Significant new evidence has become available, or
 - The person is challenging the severity of the sanction
- If a person decides to appeal they must:
 - Lodge a 'Notice of Appeal' form stating in full the details of the grounds of appeal within seven (7) days of the notification of a determination of the Disciplinary Tribunal to the TTF Secretary.
 - Pay the appeal fee which shall be **\$200** for the first level of appeal – this amount will only be refunded if the appeal results in the charge being dismissed or reduced.
- If accepted an appeal hearing will usually be held within **21 days** of receipt of the Notice of Appeal.

NOTE: *Players are to note that swearing is NOT acceptable during Touch matches.*

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S1/2020 MIXED & VETERAN COMPETITION (Winter) RULES & BY-LAWS

1. RULES OF PLAY:

- a) The TTF Winter Mixed and Veteran competitions will be conducted under the Touch Football Australia Rules, **8th Edition** and Amendments. Subsequent sub-sections specify supplementary competition by-laws and procedures to be applied by TTF.
- b) All teams participating in any TTF competitions agree to be bound by TFA and TTF rules, procedures and 'Codes of Conduct'.

2. TEAM NOMINATIONS & GRADING:

- a) Team nominations for the Mixed and Veterans competitions are to be completed online via the TTF webpage. Nominations are due by the set date for teams to be included in the first week's draw. **Late nominations may be accepted up to the third week of competition, only if fields and timeslots permit.**
- b) Team nomination fees for both the Mixed and Veterans competitions are to be paid in full on or before their team's first match in their respective competitions. Teams not paid in full on or before their first match will incur a late fee of **\$100.00**.
- c) After the third week of competition all teams not paid in full (including the late fee if applicable) will not be permitted to play and their players listed as **un-financial** until their team's fees are paid in full.
- d) Teams nominating in the TTF Winter Mixed and Veteran competitions are to be 'individual' nominated teams. Each team must have a nominated '**Team Contact**' who will be responsible for payment of all team fees, registration of their team's players and be the primary team contact for the team.
- e) The team name (**maximum of 20 letters**) should contain a business name where possible. A business name is optional in the Veteran competition.
- f) Team names deemed to be offensive or in poor taste will be rejected. Teams in the same competition must have different names. A team proposing a name that has already been taken will be asked to propose an alternative name.
- g) To constitute a competition there must be a minimum of four (4) teams nominated in the division/grade.
- h) **Mixed**
 - i. Where numbers permit, teams will then be further graded into grades.
 - ii. Where numbers permit the forming of more grades, then restrictions will be placed on teams in the lower grades. Teams nominating in the top grade i.e. 1st grade **will not** have these player restrictions imposed.
 - iii. The restrictions on teams nominating or graded into any grade other than '1st grade, are that they are limited to one (1) current 1st grade player per team (either male or female) who is playing in the current year's Open competition. **Any graded teams other than 1st grade, that plays more than one (1) current '1st grade open player in a match, will have their match counted as a forfeit and will automatically be moved to 1st grade. This includes the use of 'fill-in' players in a match as well.**
 - iv. For the first two (2) weeks of competition where grading is required, points will not count. Once graded, teams will play within that grade and points will then count. Re-grading may take place anytime during the competition if necessary. Teams are to be aware that if they use 'fill-in' players of a higher standard than their normal players, the team may be re-graded into a higher grade.
 - v. The Association reserves the right to re-grade at any time and any points that have been accumulated by a team prior to re-grading will be carried into their new grade. Any team concerned with being regraded are to contact the Competition Administrator.
- i) **Veterans**
 - i. If there are insufficient teams to form a competition in an age group, then all age groups may play in a pool for the round matches with points counting, then separate for their own aged final series. This will be at the discretion of the TTF Executive. (Also see Rules 9 & 15 for age restrictions)
 - ii. In overage competitions where there is only one gender (e.g. male) catered for, both genders may participate.
 - iii. If both genders play in a veteran's team it is not considered a mixed competition.

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3. TEAM UNIFORMS & SHOES:

- a) All teams will be recognised by their team colours. All teams are expected to be in their team's current uniform by the sixth week of the competition.
- b) The uniform for the mixed & veteran competitions is to consist of a playing shirt/singlet of a colour (that is **not more than 30% white** as it clashes with our referee's uniform) set by the team. Shirts must have an identifying number not less than **16cm** in height, clearly displayed on the rear of the playing top. Identifying numbers must feature no more than **two (2) digits**.
- c) Players and referees may wear long sleeved shirts as long as they are in their team's official colours. Alternatively a long sleeved shirt may be worn under the official shirt as long as the sleeves are the correct team's colour.
- d) All player and referees must wear socks and regulation shoes. Shoes must be light leather or synthetic boots with soft moulded soles. **Boots with screw-in or metal tags are not permitted to be worn by any player or referee.**

4. WEARING OF GLASSES, SUNGLASSES, HATS, & MEDICAL SUPPORTS:

- a) All players and/or referees may wear any of the above as long as they have no dangerous parts, and in the case of glasses, they must be secured at the back with a band.
- b) Any fibre-glass, plaster-of-paris, or solid fixtures of a medical nature cannot be worn while playing or refereeing.

5. JEWELLERY & FINGERNAILS:

- a) Players are not to participate in any match while wearing any items of jewellery or similar items that may prove dangerous. If any such item cannot be removed it must be taped to the satisfaction of the Referee.
- b) Long (extend beyond the fingerflesh when viewed from the palm) or sharp fingernails are not permitted unless taped to the satisfaction of the Referee.

6. REGISTRATION/INSURANCE:

- a) All team contacts must ensure that their players (including any new players) have registered online for their team and that their referees (match officials) have registered online to the TTRA before they commence playing/refereeing to be covered by the TFA Insurance Policy. This is to be completed online with Touch Football Online via the TTF webpage at www.townsvilletouch.com
- b) Teams playing unregistered players may be liable to forfeit any match in which unregistered players have competed.
- c) New players are to register online as soon as they commence playing.
- d) To play in the final series for a team, players **MUST** be registered online and have played the required matches to qualify. Players who have not registered online for a team by the due date will not be permitted to play for that team in the final series.

7. NUMBER OF PLAYERS IN A TEAM:

- a) A team is to consist of a maximum of fourteen (14) players in any match, with no more than six (6) of whom are allowed on the field at any time. Any team that plays more than fourteen (14) players will have their match counted as a forfeit.
- b) In Mixed competitions, the maximum number of males allowed on the 'Field of Play' is three (3), the minimum male requirement is one (1) and the minimum female requirement is one (1).

8. MINIMUM NUMBER OF PLAYERS TO START:

- a) A Team must have a minimum of four (4) players on the field for a match to commence or continue, except during a Drop-Off.
- b) In the Mixed competition the four players must comprise of a minimum of one (1) male up to a maximum of three (3) males and a minimum of one (1) female.
- c) Where the number of players on the field from one Team falls below four (4) the match will be abandoned and the non-offending team is declared the winner. **This does not apply for players sent to the 'Sin Bin Area'.**

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9. MINIMUM AGE REQUIREMENT:

- a) In the Mixed competition players must attain the age of 12 years or over by the 31st December in the year of the competition in order to be eligible to participate.
- b) In the Veterans competition if there are sufficient numbers for teams to play in their own age group, then all players must attain or be over the minimum required for that age division by the 31st December in the year of the competition. **NO UNDERAGE PLAYERS ARE PERMITTED.**
- c) In the Veteran's competition, if all teams play in the one pool for their round matches, then players must attain the minimum age of 30 years by the 31st December in the year of the competition to compete in the competition. **NO UNDERAGE PLAYERS ARE PERMITTED.**
- d) In the event that an underage player/s (ie a player who is not 30 by the end of the year is utilised the match will be classed as a forfeit by the offending team)
- e) See Rule 15.e) for age requirements that apply in the finals.

10. TEAMS A PLAYER CAN PLAY FOR:

- a) Players may play for more than one (1) team on any fixture day, though if graded the teams cannot be in the same grade or age division.
- b) **At no time** can teams that are in the Mixed competition lower grades (if competition has been graded) have more than one (1) current '1st' grade player (male or female) from the Open competition playing.

11. SCORING:

In all matches each try scored will be worth one (1) point.

12. COMPETITION ROUNDS:

- a) The number of competition rounds shall be determined by the number of weeks of the competition.
- b) Uneven rounds may occur, and no make-up matches will be played.

13. TEAM ON A BYE:

- a) If a grade has an uneven number of teams in the competition, it will be necessary for that grade to have a bye each week.
- b) A team on a bye will be counted as a match played by the players that played in that team the week prior to the bye occurring.
- c) All normal rules apply to those players as if they had played the day the bye occurred, including players being marked on the team sheet as 'playing'.
- d) Bye players are not required to pay match fees for the bye match.

14. FINAL SERIES ROUNDS:

- a) In each grade or age division the top four (4) team who have the highest points score at the end of the round matches will progress to the final series. In this case the final series will be a two (2) week series with the following draw utilised:
Week 1: (A) 1 v 4 (B) 2 v 3 *Elimination Final*
Week 2: Winner 'A' v Winner 'B' *Grand Final*.
- b) In grades that have three (3) or less teams, it shall be at the discretion of the TTF executive the format for the final series that will be utilised.
- c) Further grades may be created in grades with excessive numbers for the finals. This shall be at the discretion of the TTF executive.

15. QUALIFYING FOR FINALS:

- a) For a player to qualify to play in the final series for a given team, that player must have registered online with that team by the due date and have played a minimum four (4) round matches with that team during the season.
- b) For the purpose of this rule, official grading matches 'Byes' and 'Rain Outs' can also count as matches played provided that the player has played for that team the week **immediately prior** to the 'grading match' 'bye' or 'rain out' occurring.
- c) In the final series, players may play for more than one (1) team providing that they qualify for the teams and the teams are not in the same grade or in the case of the veterans, the same age division.

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- d) Once a player plays a match in the final series for a team in a grade/age division that they have qualified for, they must continue to play only with that team in that grade/age division.
- e) **In the Veteran competition, players that play in the final series must also have turned the required age of that age division by the 31st December in the year of the competition to play.** (eg a player who has played the required four (4) matches for a team, but is 30 years old cannot play in a Vet 40's team). Any team that plays a player who is underage will have their match countered as a forfeit.
- f) All teams that compete in the finals must be fully paid and have no rego fees, match fees or other accounts outstanding.

16. QUALIFYING CONCESSION:

- a) If a player who is properly registered with a team, should become sick, injured, pregnant, or for any other reason will be unable to play sufficient matches with their team to qualify for the final series, then that player should attend their matches (where possible), have their name marked with an **asterisk (*)** for that day on the team sheet and pay their match fee as usual. Where this is done it will be taken as the player's honest intention to qualify for the final series.
- b) Players who do not reside in the Townsville District (Townsville District also covers Ingham, Charters Towers and the Burdekin areas) will not be eligible for this concession.

17. SUBMISSION OF TEAM SHEET & MATCH FEES:

- a) All players who play will be required to pay a match fee of **\$5.00** per match they play, and must be marked on the team's 'Team Sheet'. **This includes 'fill-in' players as well.** Failure to mark all players who played may result in the match being classed as a forfeit, and in the case of an injury unmarked players are not covered by the insurance.
- b) Teams are to submit their match fees and team sheets to the competition administration immediately following their match. No players will be permitted to be ticked as 'playing' after the team sheet is submitted to administration.
- c) Any team that does not submit their completed team sheet and/ or full match fees to the competition administrator by the end of the night's play, will be listed on the '**Outstanding Match Fee Sheet**' which is circulated each week with the draw. Missing team sheets and /or full match fees **MUST** be paid **before** the start of the offending team's next match.
- d) Failure to comply with this will result in the team being ineligible to play and the next match will be counted as a forfeit by the offending team.

18. PLAYER TRANSFER CLEARANCES, UN-FINANCIAL & SUSPENDED PLAYERS:

- a) Players wishing to transfer to another team during the competition must provide the TTF executive with a written clearance from the team they are leaving, ensuring that they have resolved all their financial obligations to their former team.
- b) Players listed as un-financial with any TFA affiliated bodies i.e. team, club, association, regional, state or national shall not be permitted to play, coach or referee until their account is settled.
- c) Players who have been suspended by any TFA affiliated bodies i.e. association, regional, state or national shall not be permitted to play, coach or referee until their suspension has been served.
- d) The penalty for playing an un-financial/suspended player is a loss of three (3) competition points.

19. INTERRUPTED & CANCELLED MATCHES:

Should a match be interrupted due to injury or any other extenuating circumstance, the following is to be the policy.

- a) **Prior to half-time:** The match is to be replayed in its entirety. If the match is unable to be replayed then the match will result in a draw and both teams will be allocated 'For/Against' points of 5/5.
- b) **After half-time**
 - i) All matches The match (and score) is to stand as it was when play stopped.
 - ii) Final series match interrupted after half-time that leaves the match as a drawn match. After the siren to signify the end of the match has sounded the match will move to the closest spare field available and a 'Drop-Off' will occur on the alternative field. The next timeslot would hold as per usual until the 'drop-off' is played.

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- c) **Cancelled fixture day:** if on a fixture day all matches are cancelled, the replaying of the matches will be at the discretion of the TTF General Committee.
- if matches are not replayed then all teams who were to play will receive two (2) competition points and will be allocated 'For/Against' points of 5/5.
 - Bye teams will receive the usual three (3) competition points and be allocated the 'For/Against' points of 5/0.
- d) **Cancelled fixture matches:** if on a fixture day some matches are cancelled due to rain, etc., then the following will apply:
- those matches that were able to be played will receive points as per the scorecard
 - those matches that were part played Rule 19a) & b)i) will apply
 - those matches that were unable to be played, Rule 19c) points will apply.

20. PROVISION OF REFEREES (MATCH OFFICIALS):

- a) All teams must provide at least one (1) referee (2 would be preferable) when nominating. They do not have to be qualified to start, though should attend a referee course at their earliest convenience.
- b) It is deemed to be these individuals' responsibility to fulfil all their allocated refereeing duties by refereeing or else finding a replacement.
- c) If a team's referee (or replacement referee) fails to attend their allocated match, the team will lose two (2) competition points.
- d) If there are insufficient referees or the appointed referee/s are unavailable, then each team will be required to supply one of their number to referee their match (Match fees still apply regardless).
- e) Referees are required to register online to the TTRA as a Match Official to be covered by the TFA Insurance policy if injured whilst refereeing.
- f) **Referees who are not accredited are to required to complete the Australian Sports Commissions General Officiating Principles online course at <http://learning.ausport.gov.au> and must attend the first available Level 1 course.** This will also ensure that they will be covered for Professional Indemnity by the TFA National Insurance policy.
- g) Referees are required to wear the current TFA on-field referee shirt. The TTRA will have shirts and whistles available that may be borrowed, but must be returned at the end of play each night.

21. INTERCHANGE AREA:

- a) The Interchange Areas at Queens Park are on the cricket pitch sides of the fields 10metres either side of halfway. In the case of fields 7 and 8 where there are no cricket pitches, then the Interchange Area shall be 10 metres either side of the halfway on the Warburton Street side of the fields. In all instances if distance permits the depth of the Interchange Area shall be 2 metres.
- b) **Interchange procedure:**
- Players may interchange at any time.
 - There is no limit on the number of times a player may Interchange.
 - Interchange players must remain in their designated Interchange Area for the duration of the match.
 - Interchanges may only occur after the player leaving the Field of Play has entered the Interchange Area.
 - Players leaving or entering the Field of Play shall not hinder or obstruct play.
 - Players entering the Field of Play must take up an Onside position before becoming involved in play.
 - When an intercept has occurred or a line break made, players are not permitted to Interchange until the next Touch has been made or the ball becomes Dead.
 - Following a Try, players may Interchange at will, without having to wait for the player to enter the Interchange Area, but must do so before the Tap being taken to recommence play.
- c) Team Coach(es) and Team official(s) are permitted in the Interchange Area or at the end of the Field of Play for the duration of the match. They may move from one position to the other but shall do so without delay. While in position at the end of the Field of Play the Team Coach(es) or Team official must remain no closer than five (5) metres from the Dead Ball Line and must not coach or communicate (verbal or non-verbal) with either Team or the Referees

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- d) **Spectators are not permitted in the Interchange Area and must be five (5) metres from the field of play.**

22. COMPETITION POINTS:

- a) Points for all competitions will be as follows:
Win/Bye 3 points
Draw..... 2 points
Loss..... 1 point
Forfeit..... 0 points
- b) In all round matches if byes and forfeits occur points 'For' & 'Against' will be allocated to 'Bye' teams. In this case a 'Bye' team will be allocated 5 points 'FOR' and 0 points 'AGAINST'
- c) In the case of a team that forfeits, the team forfeiting will be allocated 0 points 'FOR' and 5 points 'AGAINST'. The non-offending team will be counted as a 'BYE' and points allocated accordingly.

23. DETERMINING POSITIONS FOR FINAL PLACINGS:

If teams are on equal points at the completion of the round matches, 'for and against' results will be used to decide the higher teams for the final series.

- a) The 1st (**Difference method**) is determined by subtracting the total of Tries 'against' from the amount of Tries scored 'for'. The team with the best difference will obtain the higher position.
Example:
Team A scores 50 for and 10 against = 40
Team B scores 40 for and 20 against = 20
Team A obtains the higher position
- b) The 2nd (**Percentage method**) is utilised if teams are still equal after the difference method. This system ensures that the team with the least amount of Tries scored against them would obtain the higher position. 'For' divided by 'Against' multiplied by 100
Example:
Team A = $\frac{50}{10} \times \frac{100}{1} = 500\%$ Team B = $\frac{60}{20} \times \frac{100}{1} = 300\%$
Team A obtains the higher position.
- c) The 3rd (**Drop-Off method**) is utilised if teams are still equal after the other 2 methods are used. The teams that are still equal would play a drop-off to decide the final series positions.

24. FORFEITS AND WITHDRAWALS:

- a) Teams must be in attendance at their playing field, five (5) minutes before the commencement of their match. Any team that cannot field a minimum of four (4) players on the field for a match on the scheduled date (mixed must meet the requirement of a maximum of three (3) males and a minimum of one (1) male and a minimum of one (1) female) after five (5) minutes of the siren going will be deemed to have forfeited that match.
- b) In the case of a known forfeit, a team **MUST** notify the TTF Secretary by **4.00pm** prior to the scheduled match. This will then allow sufficient time to notify the opposing team that the match is a forfeit.
- c) Any team that forfeits and fails to notify the TTF Secretary by the given time will result in the **loss of three (3) competition points** from the offending teams total points.
- d) In the case of a forfeit the non-offending team will be counted as a team on a bye and all rules associated with a bye team will apply. Both teams will not be required to pay match fees.
- e) Any team that forfeits three (3) matches shall be immediately removed from the competition, unless an acceptable reason is presented to the TTF executive.
- f) Any team that forfeits a match during the final series will be removed from the competition, unless an acceptable reason is presented to the TTF executive.
- g) Any team that withdraws within the first **two (2)** weeks of competition shall be liable for the nomination deposit of **\$300.00**. Any team that withdraws after the second week of competition shall be liable for the full registration fees, plus the late fee charges.

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25. DURATION OF MATCHES AND TIMESLOTS:

- a) Where possible matches will be forty-five (45) minutes duration, consisting of two (2) twenty (20) minute halves and a five (5) minute halftime break. There will be five (5) minutes break between matches.
- b) Allocation of matches to available timeslots is at the discretion of the Competition Administrator. All teams must be available to play all timeslots. Whilst efforts to accommodate any special timeslots requests will be considered, this may not always be possible.

26. REQUESTS FOR SPECIAL CIRCUMSTANCES NOT COVERED BY THESE BY-LAWS:

- a) Where there arises any special circumstance that is not already covered by these by-laws then a team may make application in writing to the TTF Executive to have their situation considered.
- b) All requests must be in writing signed and submitted by the team's registered contact.
- c) Any requests under this rule that apply to the final series, must be submitted to the TTF executive by end-of-play two (2) weeks prior to the start of the final series.

27. PROTEST REPORTS:

- a) All protest reports are to be in writing and signed by the team contact/TTF Official and submitted to the TTF Secretary/Competition Administrator immediately following the match.
- b) Protest report forms are available from administration at the competition.
- c) Further supplementary information can be submitted by email to the TTF Secretary within 48 hours. These forms are also available on the TTF webpage.
- d) Protests reports in regards to final scores, by-laws etc will be addressed by the Executive.
- e) In general reports lodged on match day/night will not be addressed until the next business day after the incident.

Note: *Protests against refereeing decisions will not be accepted.*

28. INCIDENT REPORTS: (as per the TFA Disciplinary Regulations Manual 2012)

- a) Incident reports are to be submitted by the referee/participant/official immediately following the match.
- b) Incident report forms are available from administration at the competition.
- c) Further supplementary information can be submitted, by email to the TTF Secretary within 48 hours. These forms are available from the TTF webpage.
- d) Incident reports will be addressed by the TTF Disciplinary Tribunal Chairman.
- e) In general, reports lodged on match day/night will not be addressed until the next business day after the incident.

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**SCHEDULE 1»
Competition Dates**

a)	Start of Competition Mixed - Monday, March 2nd, 2020 Veterans- Tuesday, March 3rd, 2020	Info
b)	Team nominations due for inclusion in Round 1 fixtures. Five days prior to competition start date. 5:00pm – Wednesday, February 26th, 2020	By-Law 2.a)
c)	Team nomination fee \$735 per team is due On or before team's first match .	By-Law 2.b)
d)	Late team nomination fee payment i.e. Any team that has not paid on or before their first match will incur a late fee of \$100 .	By-Law 2.b)
e)	Teams not paid in full (inc late fee) after third week of competition. Will not be permitted to continue playing and their players will be listed as un-financial until team fees are paid. 5:00pm – Friday, March 20th, 2020	By-law 2.c)
f)	Team Uniforms due By the 6 th week of the competition Mixed-Monday, April 20th & Veterans-Tuesday, April 14th 2020	By-Law 3.a)
g)	All participants (inc match officials) are required to be registered to be covered by insurance, before they start playing/refereeing	By-Law 6.a)
h)	Player registrations close for Finals If not registered, player will not be permitted to play in finals. Midnight Wednesday, July 15th, 2020	By-Law 6.d) By-Law 15.a)
i)	Semi-Finals Mixed - Monday, July 27th, 2020 Veterans- Tuesday, July 28th, 2020	Info
j)	Grand Finals Mixed - Monday, August 3rd, 2020 Veterans- Tuesday, August 4th, 2020	Info

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SCHEDULE 2» Penalties for By-Law Violations

Team playing > 1 first grade player (mixed only)	Rule 2, 10	Match to count as a forfeit by the offending team with the non-offending team counted as a team on a bye. Offending team will be regraded to first grade.
Non-payment of Nomination fee by due date	Rule 2	Removal from competition until fees including late fee is fully paid. Players listed as un-financial.
Team with player/s not in correct uniform	Rule 3	Loss of one (1) competition point
Unregistered players	Rule 6,15	Not covered by TFA Insurance and players not permitted to play in finals. Team that plays unregistered player/s in the final will have their match counted as a forfeit.
Team plays >14 players in a match	Rule 7	Match to count as a forfeit by the offending team with the non-offending team counted as a team on a bye.
Team that plays an underage player (eg Vet player doesn't turn 30 or over by the 31 Dec in year of comp) in the round matches.	Rule 9	Match countered as a forfeit by the offending team.
Team that plays an underage player (eg player under 30 playing in a 35 or 40 team) in the Veteran final series	Rule 15	Match countered as a forfeit by the offending team.
Team plays player/s in the finals that have not qualified for finals	Rule 15	Match counts as a loss by the offending team.
Player (who played) not ticked on team sheet	Rule 17	If protest upheld match will be counted as a forfeit by the offending team with the non-offending team counted as a team on a bye. Match cannot be used as a 'match played' by that player.
Non-payment of match fees	Rule 17	If not paid before team's next match, team will not be permitted to play until fees paid and their next match will be counted as a forfeit by the offending team.
Team permitting an un-financial/suspended player to play	Rule 18	Loss of three (3) competition points
Team referee/replacement fails to attend	Rule 20	Loss of two (2) competition points
Failure to notify TTF Secretary of forfeit by set time	Rule 24	Loss of three (3) competition points from offending team's total points
Team that forfeits 3 matches	Rule 24	Removal from competition if reason not accepted by TTF executive.
Team that forfeits during the finals	Rule 24	Removal from competition if reason not accepted by TTF executive.
Team withdrawal within first 2 weeks of comp	Rule 24	Team owes deposit fee of \$300 , players un-financial until paid.
Team withdrawal after 2nd week of comp	Rule 24	Team owes full registration fee, including late fees, players un-financial until paid.

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Queens Park Layout

✚ Marks Ambulance Entry To Queens Park – **NO PARKING!!**



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