



Old Scholars Football Association Rules

(updated April 2023)

Document Contains Links to all Associated Reference Documents located on
the AFL Club Help website, AFL Tasmania website or Old Scholars Football
Association website

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1. INTERPRETATION

1.1 These Rules and Regulations are formulated by the Old Scholars Football Association under the authority of the leagues constitution and are binding on all clubs, players, officials and any other persons registered under these Rules and Regulations.

1.2 The OSFA adopts the [Laws of Australian Football \(National Community Football Policy Handbook\)](#) subject to its right to vary those Laws from time to time.

1.3 The OSFA adopts the AFL policies including but not limited to the following:

[The State and Territory Tribunal Guidelines \(within the National Community Football Handbook – Part E Disciplinary\)](#)

[National Player Registration and Transfer Regulations \(within the National Community Football Handbook – Part B Eligibility and Registration\)](#)

[The Management of Sport Related Concussion in Australian Football](#)

[AFL Tas Club Sustainability Model \(Player Payment Scheme\)](#)

[OSFA Player Points Policy \(2023\)](#)

[OSFA Match Day Procedures booklet](#)

1.4 The Association shall have full power to interpret these Rules.

1.5 Breaches of these rules may incur a financial penalty. One penalty unit = \$100 (or such an amount as agreed at an Association meeting)

2. AFFILIATION and PARTICIPATION FEES

2.1 Each member club shall pay to the Association an affiliation fee of such amount as the Association may decide before the first match in each season.

2.2. Each member club shall pay to the Association a participation fee, of such amount as the Association may decide, payable in five equal instalments by the first day of May, June, July, August and September in each year or any another date as determined at an Association Meeting.

3. COMPETITION MANAGEMENT

3.1. Registrar

The Competition Manager, appointed at each AGM, shall act as the Registrar for registrations and clearances.

3.2 Working with Children Register

Each member club shall ensure that any club member working with children or vulnerable people has their WWVP registration.

3.3 Club Insurance

OSFA clubs are to be insured through Marsh Insurance or such insurer as the OSFA may specify. Cover is available for Public Liability, Club Management Liability, Personal Injury and Asset protection. Clubs are to take those 4 elements of insurance, with the minimum Personal Injury level to be Bronze, but clubs can choose to increase their coverage beyond Bronze that if they want to.

The OSFA Treasurer will pay the annual invoice for all clubs and recover the amount by invoicing the clubs over the year.

At the start of each year the clubs must log onto the Insurance website, renew their insurance and obtain a certificate of currency.

4. REGISTRATION OF PLAYERS COACHES AND OFFICIALS

4.1 Players

The registration of players is in accordance with the [National Community Football Policy Handbook](#), section B- Eligibility and Registration.

4.2 Coach Registration

All team coaches must be registered with coach.afl. Coach AFL membership will automatically register a coach in PlayHQ to enable them to be selected on Match Day.

4.3 Officials Registration

All other regular officials must be registered online with PlayHQ. (Trainers- First Aid, Team Manager, Runner etc). Any person who wishes to attend the bench or the field during the match must be included on the team sheet.

5. CLEARANCES AND PERMITS

The clearance and transfer of players between clubs will operate under rules detailed in the [National Community Football Policy Handbook](#), section B- Eligibility and Registration.

5.1 Permits

Players may be permitted to play in dual competitions by way of a Type 2 Permit agreement between the below listed leagues in Southern Tasmania.

- the OSFA and the Tasmanian State League (TSL).
- the OSFA and the Southern Tasmania Junior Football League (STJFL).
- The OSFA and the Southern Football League (Tas) (SFL)
- The OSFA and AFL Masters Tasmania
- The OSFA and the Oatlands District Football Association (ODFA)

That player may play a roster game with either club but may not play with an OSFA club on the same weekend that they have played, or are named to play, a TSL, SFL, ODFA or STJFL game.

If their primary club is with TSL, SFL, ODFA, STJFL or AFL Masters Tas a OSFA player must have played five (5) roster games with the OSFA club to participate in OSFA finals.

6. MATCHES

Specific Match Day Operations are detailed in the [OSFA Match Day Procedures Document](#) (updated annually)

6.1. Organisation

6.1.1. UMPIRES

Unless otherwise decided it shall be the duty of the Association to provide umpires for all matches played in the competition.

6.1.2. PLAYING GROUND

It shall be the duty of the home club to provide a ground, matching the specifications outlined in the [Australian Community Football Handbook – Part D Health and Safety](#) and suitable footballs, and to ensure that an approved stretcher is available on the ground in the interchange area for each roster match.

6.1.3. UMPIRE ESCORT

It is the responsibility of the home club to provide an umpire escort at the required times and performing the duties outlined below:

- Escorts are to wear hi-vis jackets as provided.

Umpire Escorts must be provided at all matches.

- The “Home Club” at each venue shall provide a suitably experienced and easily identified person in the role of Umpire’s Security Escort for the duration of matches at any given venue each and every weekend.
- The Umpire Escort must ‘introduce’ themselves to the umpire team prior to the umpires entering the field for the commencement of the match.
- The Umpire Escort will accompany the Umpires from their dressing room to the centre of the ground and remain with them until just prior to the start of the match.
- At the quarter time and three-quarter time breaks, the Umpire Escort will attend the umpires ‘huddle’ in the centre of the ground and ensure that no player or official of either club, or spectator, approaches the umpires for the duration of the break.
- At the half time break, the Umpire Escort will meet the Umpires as soon as is practicable after the sounding of the siren and walk with them until they enter their dressing room.

- At the conclusion of the half time break, Umpire Escort will accompany the Umpires from their dressing room to the centre of the ground and remain with them until just prior to the recommencement of the match.

At the conclusion of the match, the Umpire Escort will attend the Umpires as soon as possible after the sounding of the final siren and remain with them until such time as the Umpire's Team Leader advises that their services are no longer required.

6.1.4 TRAINER

Each Club shall be responsible for providing at least one appropriately qualified trainer. This persons qualifications must be at a minimum, those outlined in the [Australian Community Football Policy Handbook – Part D Health and Safety](#)

6.1.5 TIMEKEEPER

On Match Day each Club must appoint a timekeeper for each match. Both timekeepers sit together for the match. The duties of the timekeeper are detailed in the [OSFA Match Day Procedures Booklet](#)

6.2 MATCH DAY REQUIREMENTS

6.2.1. TEAM SHEETS

Clubs must document on the match day Team Sheets the names of all club personnel participating in the match. All personnel in the Clubs bench area. – coaches, match officials, runners, trainers and water carriers etc. are to be written on the team sheet. All personnel should be appropriately attired and identifiable.

6.2.2. PLAYING NUMBERS

Senior & Reserve teams shall consist of up to twenty-two players (four players being interchange players).

6.2.3. PLAYING NUMBERS

No match shall be commenced unless each team consists of not less than sixteen players.

6.2.4 PLAYING TIMES

Reserve matches shall commence on Saturdays at 11.30 am, they will be followed at 2.00 pm by the Senior match. Clubs, with the mutual agreement of the two clubs involved, may apply to the Association if they wish to vary these times. (e.g. night games).

6.2.5. TIMEKEEPING

Senior matches shall consist of four twenty minute quarters PLUS time-on. Reserve matches shall consist of four eighteen minute quarters PLUS time-on. Reserve night matches played on a weekday shall consist of four twenty minute quarters with no time-on. [Refer Match Day Procedures booklet](#)

6.2.6 COMMENCEMENT OF PLAY

Any club not on the ground ready to commence within five minutes of the prescribed time may be fined 1 penalty unit.

6.3. MATCH MANAGER

6.3.1. MATCH RESULTS

At the conclusion of each match the Team Manager of the home club (hereinafter referred to as the Match Manager) shall collect from both participating clubs and the umpires the team sheets, timekeepers sheets together with details of best players and goal kickers. The Match Manager shall then be responsible for:

- * Entering the match results, best players and goal kickers information into Play HQ within 45 minutes of the completion of the match.

- * Supplying the Match Day paperwork to the Competition Manager in the method described in the [OSFA Match Day Procedures Booklet](#) distributed prior to the season commencement.

6.3.2. Any member club failing to comply with this rule may be fined the sum of 1 penalty unit.

7. FORFEITS

7.1. Any member club not ready to commence any match within fifteen minutes of the prescribed time shall award such match to the opposing member club, provided the opposing club shall have been ready to take the field at the end of the fifteen minutes, or shall have received prior notice of the defaulting club's intention not to play.

7.2. Where a forfeit occurs, the side that did not forfeit must still enter their team in Play HQ This team sheet will be taken into account in determining eligibility for finals.

7.3 If a club forfeits AFTER MIDNIGHT on the Thursday night prior to the weekend's game the penalty for a forfeit shall be two penalty units plus the costs of umpire fees.

8. CANCELLED GAMES

8.1. If the home club is unable to provide a ground for any rostered match then the opposing club must be immediately notified and be given the opportunity of finding a suitable ground. If the opposing club cannot provide a ground then the Competition Manager must be notified.

- 8.2. The final decision regarding any cancelled game will be made by the Executive of the Association and will be made no later than 8.30 am on the day of the match.
- 8.3. Where a match is cancelled it shall be the responsibility of the Competition Manager to notify the two clubs involved AND post publicly on OSFA Facebook page by 9 am on Game Day.
- 8.5. If, upon arrival at the designated ground, both captains agree that the ground be not fit to play on, the match shall be cancelled, but if the captains disagree it shall be at the discretion of the field umpire whether the game be played or not. Any club refusing to abide by the umpire's decision shall forfeit the match.
- 8.6. Premiership points for any cancelled game shall be shared between the two affected clubs.
- 8.7. If, for any reason, only one game is able to be played, that game will be the senior game.
- 8.8. Goals kicked, and Association Best and Fairest votes, will be counted towards Association Player awards for any game completed, regardless of whether another game was cancelled in that round.
- 8.9. If a league roster match cannot be played on the scheduled date because of the unavailability or unplayable condition of the grounds that game in that round shall be abandoned and the points shared equally.

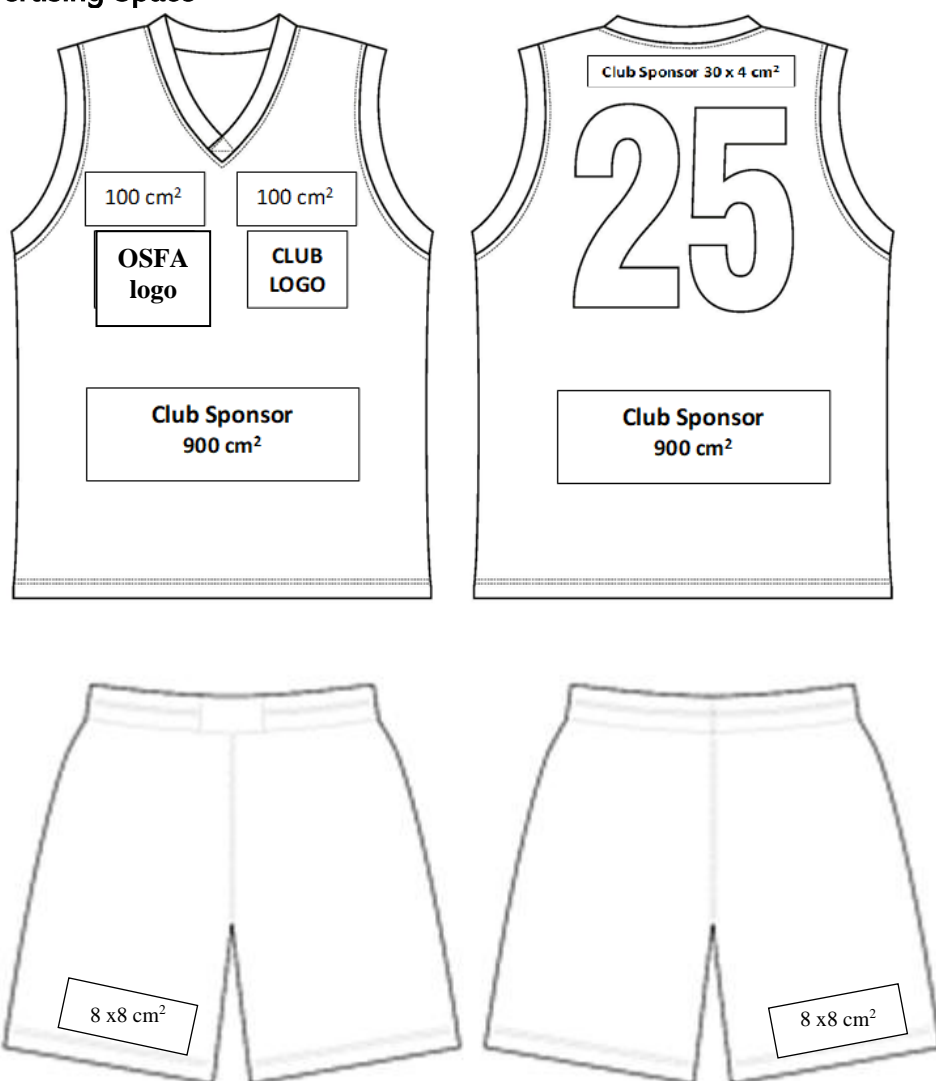
9. INELIGIBLE PLAYERS

If any club plays a player ineligible to play with such club, it may be fined up to the sum of **4 penalty points** and shall forfeit all matches in which such player shall have played while ineligible, together with all scores registered by it in such matches. Each match shall be awarded to the opposing club, whom shall have the option of including both scores in its average, or of not including either. If such option is not exercised within fourteen days of the match concerned, both scores shall be included.

10. UNIFORM

- 10.1. Each club shall register its uniform (including any clash uniform), consisting of guernsey, shorts and socks, with the Association. Priority of registration shall determine the exclusive right to any uniform, subject to the approval of the Association.
- 10.2. Any club desiring to vary or alter its colours, uniform or design shall first apply for and obtain the permission of the Association to make such variation or alteration.
- 10.3. All jumpers must display legible numbers on the back.
- 10.4. The following guidelines cover the layout of the advertising space on jumpers. Clubs must also obtain approval for the type of sponsor from the Association prior to any new sponsors' logos being displayed on Club Uniform. Failure to gain the necessary approval will may incur a fine of up to 4 penalty units.

Jumper Advertising Space



10.5 Shorts

Shorts need to be in the approved club colours and design.

10.6 Socks

Socks need to be in the approved club colours and design.

10.7. WEARING OF UNIFORM

In every match each player shall wear the registered uniform of the club together with a unique number. Clubs may be fined 1 penalty unit per player for failure to observe the OSFA Uniform Policy.

11. ADMISSION CHARGES

- 11.1. Admission charges for roster matches and finals, shall be set by the OSFA Executive and member clubs prior to the commencement of the season. Children under 16 years of age are free.
- 11.2. Clubs without admission gates will be recompensed for away games by the host club to the amount as determined by the Association.

12. ELIGIBILITY FOR FINALS

- 12.1. A player shall not be eligible to play in any finals match unless he has played in at least two (2) matches in the roster of the Association, on separate weekends, in the same season as the finals.
- 12.2. Players on a permit from another league shall not be eligible to play OSFA finals unless they have played at least 5 matches in the roster of the Association in separate weekends.
- 12.3 A non-resident Tasmanian player shall not be eligible to play in any finals unless he has played in at least five (5) matches in the roster of the Association, with three (3) of the games prior to 30 June, on separate weekends and in the same season as the finals.
- 12.4. Except where both Senior and Reserve teams from the one club are playing in finals matches on the same weekend, a player shall not be eligible to play in a lower grade finals match if he has played more than half his roster games in a higher graded team or teams.
- 12.5. Any player who has participated in a Reserve grade final shall be allowed to play in any further Reserve grade finals in which his club participates, provided he participates in no subsequent Senior grade finals. Should a player subsequently participate in a higher grade final, he shall only be permitted to play in a lower grade final provided the higher grade is playing on the same weekend as per Rule 13.4. or he qualifies on the basis of roster games played, as per Rule 12.4.
- 12.6. Where both Senior and Reserves teams from one Club play in finals matches on the same weekend, no player shall be allowed to participate in more than one match during that weekend.

13. PREMIERSHIPS

- 13.1. In every season, unless otherwise decided by the Association before the first match of such season, the following shall be the method of deciding the premiership:
 - 13.1.1. The club winning each match shall be awarded 4 points; if any match is a draw, or if matches are cancelled, 2 points shall be awarded to each club.

13.1.2. Where there is a bye in the roster, the club with the bye shall not receive any points.

13.1.3. If, at the end of the roster matches, any clubs are equal in points, then their order shall be based on the percentage of their total points scored for and against each club in every match played by them during the season.

13.1.4. The top four clubs at the end of the roster matches shall enter the semi-finals.

13.1.5. The teams finishing 3rd and 4th at the end of the roster series shall meet each other in the 1st semi final with the loser being eliminated and the winner progressing to the Preliminary final. The teams finishing 1st and 2nd at the end of the roster series shall meet each other in the 2nd semi final with the winner advancing to the Grand final and the loser meeting the winner of the 1st semi final in the Preliminary final. The winner of the Preliminary final shall meet the winner of the 2nd semi final in the Grand final with the winner being declared the Premiers.

14. FINALS MATCHES

SENIORS & RESERVES

The structure for finals matches shall be determined in the following way:

The 2nd Semi Final for the Seniors and Reserves shall be played at the ground of the team finishing 1st in the Seniors.

The 1st Semi finals for the Seniors and Reserves shall be played at the ground of the team finishing 3rd in the Seniors.

The Preliminary Final for the Seniors and Reserves shall be played at the ground of the team finishing higher on the ladder in the Seniors.

Any change to the above finals structure must be agreed to by all clubs participating in the finals series.

14.1 FINALS ADMINISTRATION

14.1.1 MATCH MANAGER

The Executive shall appoint a Match Manager for each Senior and Reserve finals match and shall notify the respective Team Managers of the fact.

The Match Manager shall control all administrative matters including issuing and collecting match footballs, collecting team sheets, goal kickers and best players from participating Clubs.

14.1.2 GATE PASSES

There are no gate passes issued to participating clubs and all players and officials must pay the appropriate admission charge. Each participating club will be reimbursed for 30 admissions per participating team, which will be deducted from its final monthly account.

14.1.3 TIMEKEEPER

Each participating Club shall be responsible for providing a suitably experienced timekeeper. [OSFA Match Day Procedures Booklet](#)

14.1.4. DUTY CLUBS

All member Clubs of the Association shall be rostered during the final series as "Duty Clubs", and when rostered shall be responsible for providing at least three (3) people to perform (when necessary) bar, canteen, gate, scoreboard and football retrieval duties for both matches.

14.1.5. Rostered Duty Clubs failing to provide the necessary personnel shall, at the discretion of the Association, have its profit distribution adjusted.

14.2. DRAWN MATCHES

14.2.1. In any finals match, should the scores be level at the conclusion of the normal playing time then additional time shall be played as follows:

14.2.2. The teams will change ends immediately after the end of the normal playing time and will play for five (5) minutes (plus time-on) before changing ends again and playing for a further five (5) minutes (plus time-on).

14.2.3. The leader at the end of this additional time will be declared the winner of the match unless the scores are still level in which case a further two (2) five (5) minute (plus time on) periods will be played until there is a result.

14.3. PRESENTATIONS

Premiership Cups and medallions shall be presented at the conclusion of each Grand Final. Premiership pennants shall be presented to the relevant Clubs either at their Annual Dinner or at the first home game of the next season.

The Senior Premiership Cup will be known as the Michael Munday Premiership Cup.

15. ASSOCIATION PLAYER AWARDS

15.1. BEST AND FAIREST

Best and Fairest awards shall be determined for Senior and Reserve competitions by means of a single 3-2-1 vote to be recorded by the central umpire of each match.

15.1.1. Voting shall conclude at the end of the home-and-away roster series.

15.1.2. A player is ineligible to win any League Best and Fairest award if they have been suspended at any stage throughout the Home and Away season. A player will remain eligible if they have been fined or reprimanded.

15.1.3. Should two or more players receive the same number of votes within the same competition then the count shall be declared a tie.

15.1.4. The Senior Best and Fairest player will be awarded the Peter Fitzgerald Medal and the Reserves Best and Fairest player will be awarded the Brian Smith Medal.

15.2. LEADING GOAL KICKERS

15.2.1. Leading Goal kickers shall be determined for the Senior and Reserve competitions at the end of the home-and-away roster series.

15.2.2. Should two or more players kick the same number of goals within the same competition then the result shall be declared a tie.

15.2.3. The Senior Leading Goal kicker will be awarded the Don Randell Medal and the Reserves Leading Goal kicker will be awarded the Dale Cleary Medal.

16. REPRESENTATIVE MATCHES

16.1. A representative game shall only be arranged in a particular season if:

- (i) there are no roster games on the same weekend, and
- (ii) it is still possible to have a full roster.

16.2. The Association shall have full disciplinary power over players in teams representing the Association.

16.3. Any player who shall refuse, without good and sufficient reason, to play when selected for an Association team may be dealt with as the Association deems fit.

17. MATCH PAYMENTS & EXPENSE REIMBURSEMENTS

The [AFL Tas Club Sustainability Model \(OSFA Total Player Payments Scheme\)](#) introduced in 2023 is to be applied.

18. MEETING TIMES AND VENUES

18.1 ORDINARY MEETINGS

Ordinary meetings of the Association shall be held during the season on the last Monday of each month at a time and venue agreed upon at the previous meeting.

18.2. All other meetings shall be held in accordance with the Constitution at such times and places as notified by the Secretary in the notice convening the meeting.

19. INDEPENDENT TRIBUNAL

The process of a report including the laying of charges and the Match Review Officer's role in the reporting of a player is in accordance with the [National Community Football Policy Handbook, Part E- Disciplinary](#).

19.1. The Independent Tribunal has jurisdiction to deal with all charges brought under the Laws of Australian Football or these Rules and such other matters as the Executive may from time to time refer to the tribunal.

19.2. The Independent Tribunal will be the AFL Tasmania Southern Independent Tribunal which shall meet, when required, on the Tuesday following the weekend on which the report is made, at 6 pm at AFL Tasmania, Argyle St, North Hobart.

19.3 Incidents may be referred to the MRO via the Competition Manager using the Incident Referral form contained in the [National Community Football Policy Handbook, Part E- Disciplinary](#).

20. ATTENDANCE AT HEARINGS

20.1 Unless otherwise notified by the Competition Manager a hearing will be conducted at AFL Tasmania, Argyle St North Hobart, commencing at 6.00 pm sharp on the Tuesday following the match in respect of which the report was made. See Rule 19.2

20.2. Attendance by umpires, reported players and offended players is compulsory and any such person who is not present by 6.25 pm may be charged with failing to attend a hearing.

20.3. A person who cannot attend must give notice in writing, or by e-mail, to the Competition Manager by noon on the day of the hearing explaining the reason for incapacity to attend, which may include written evidence from an employer that the person is required to be at work at the relevant time.

20.4. A penalty for non-attendance will be up to 4 penalty units in addition to any other penalty arising from the hearing.

21. APPEALS

Where a person has been found guilty of a charge under the provisions of Rule 19.1., that person may appeal the finding or any penalty imposed by the Independent Tribunal per the [National Community Football Policy Handbook, Part E- Disciplinary](#)

22. ALCOHOL

22.1. No person shall be permitted to take alcohol into any ground where an Association match is being played.

22.2. Where alcohol is available for purchase at the ground then the conditions for its consumption shall be controlled by the Club providing the facility.

22.3. No alcohol shall be taken onto the playing arena during any match (including the quarter, half and three-quarter time breaks) controlled by the Association.

23. EXPELLED PLAYERS

Any Club expelling a player from its ranks shall, within seven days, forward to the Competition Manager the name of such player, together with particulars of the offence for which he has been expelled.

24. COMPLAINTS

24.1 Complaints may be brought to the attention of the Association using the Complaints Submission Form contained in the [National Community Football Policy Handbook, Part E- Disciplinary](#)

24.2 Any such submissions must be received by the Association by 4 pm on the Thursday following the incident.

24.3. All complaints referred to the Association shall be finally decided by the Association, and any club refusing to abide by such decision may cease to belong to the Association.

25. DECISIONS AFFECTING THE CONDUCT OF MATCHES

Any resolution carried at any meeting of the Association which affects the conduct of any match shall not be introduced until at least 72 hours notice is given to all Clubs in writing or by e-mail.

26. SCHEDULE OF FINES

This schedule sets out the fines that may be levied by the Association using the powers granted by the Constitution - Clause 4.5.

- 26.1.** Failure of a Club delegate, or proxy to attend a meeting (refer Clause 7.1 – Constitution) may incur a fine of 1 penalty unit.
- 26.2.** Payment of Affiliation and Participation fees after the due date (refer Clause 12.5. – Constitution and Clause 2. - Rules) will incur a fine of 1 penalty unit per week or part thereof.
- 26.3.** Failure to provide a Club's previous year's full financial statements by 10am on the first working day after the first senior roster match (refer Clause 12.9. - Constitution) will incur a fine of 2 penalty units and 1 penalty unit per month thereafter.
- 26.4.** Failure to forward documents detailed in the Total Player Payment Scheme (Club Sustainability Model) to the Competition Manager in the timeframes requested will incur a fine of 2 penalty units and 1 penalty unit per month thereafter. These fines are in addition to any penalties imposed under the TPPS. (Refer Clause 17 – Rules)
- 26.5.** Failure to notify of inability to attend tribunal (refer Clause 20.2. – Rules) will incur a fine of 2 penalty units.
- 26.6.** Failure to provide information by the stipulated time (refer Clause 6.3.2. Rules – Match Day Paperwork) will incur a fine of 1 penalty unit.
- 26.7.** Failure to comply with a reasonable direction from the Executive (refer to Clause 6.5.3. –Rules) will incur a fine of up to 2 penalty units.
- 26.8.** Playing of an ineligible player (refer Clause 9. Rules) will incur a fine of up to 4 penalty units plus the stated non-monetary penalties.
- 26.9.** The failure to any player to wear the registered uniform of the club (refer Clause 10.7. - Rules) will incur a fine of 1 penalty unit.
- 26.10.** Failure to provide weekly programme information, or to upload teams or squads in Play HQ in order that they be published in The Mercury or details of matches to the Competition Manager will incur a penalty of 1 penalty unit.
- 26.11.** Failure to provide information requested by the Association, by the due date, will incur a fine of 1 penalty unit and 1 penalty unit per week thereafter \$10 per week thereafter.

27. ALTERATION TO RULES

No alteration or addition to, or rescission of, these Rules shall be made except at an Ordinary, Annual General or Special Meeting of the Association.

Attachment D – Incident Referral Form



Date:

To: Match Review Officer
Old Scholars Football
Association

I, the undersigned, give notice I wish to refer an incident:

- (a) That is not the subject of an Umpire report; and
- (b) Which may constitute a Reportable Offence.

Incident Details

Person(s) involved	
Club(s) of Person(s) involved	
Match date	
Grade	
Match between	
Time of incident	
Law infringed	
Other relevant information	

Print name:

Club:

Role:

Signed:

Date:

Attachment E – Notice of Charge



Date:

To:

This Notice of Charge serves to inform you:

- That the named person below (the 'Charged Person') has been charged with a Reportable Offence as defined under the *Laws of Australian Football*;
- Of the details of the Reportable Offence;
- Of the grading of, and sanction applicable to, that Reportable Offence; and
- Of the options available to the Charged Person, including submission of an Early Guilty Plea or contesting the charge at the Tribunal.

(a) Reportable Offence details

Charged Person	
Charged Person's Club	
Match date	
Grade	
Match between	
Time of Offence	
Law reported under	
Offence Details	

(b) Reportable Offence grading

The Match Review Panel has graded the Reportable Offence as follows:

Conduct	
Impact	
Contact	

[OR]

Reportable Offence referable directly to the Tribunal for determination without grading.

(c) Prescribed penalty [delete if not applicable]

In accordance with AFL Tasmania's rules, based on the grading above, the prescribed Base Sanction for the Reportable Offence is a **[insert e.g. two match suspension]**. However, with submission of an Early Guilty Plea, the Charged Person can accept an Early Guilty Plea penalty of a **[insert e.g. one match suspension]**.

[OR]

In accordance with AFL Tasmania's rules, based on the grading above, the Reportable Offence will be referred directly to the Tribunal for determination.

(d) Decision on Early Guilty Plea penalty [delete if not applicable]

Please confirm in writing **by no later than [5:00pm] on [insert date]**:

1. If you accept the Early Guilty Plea penalty; or
2. If you propose to contest the Reportable Offence at the Tribunal.

(e) Contesting the matter at Tribunal

If the matter is to proceed to Tribunal, the Person/Club will shortly be advised of the time, date and location of the Tribunal hearing.

If you have any questions in relation to this Notice, please contact the undersigned.

Regards,

Attachment F – Complaint Submission Form



Date: [insert]

To: Old Scholars Football Association

(a) Type of complaint

Alleged breach of:	Yes / No (circle applicable)
National Community Football Policy Handbook	Yes / No If Yes, please specify Section:
Other applicable policy, rules, or regulations	Yes / No If Yes, please specify:

(b) Who is the complaint about?

Please provide details regarding the Person the subject of the complaint.

Person	Yes / No (circle applicable)
Player	Yes / No
Coach	Yes / No
Football Official	Yes / No
Parent / Spectator	Yes / No
Umpire	Yes / No
Club	Yes / No
Other	Yes / No
Please provide any additional details about the Person(s) (name, Club, role, player number, other identifying information)	

(c) Complaint details

Please provide details regarding the nature of the complaint.

Questions regarding complaint	Answers
When did the incident occur or issue first arise? - date and time	

<p>Where did the incident occur?</p> <ul style="list-style-type: none"> - address - location within the venue or premises where the incident(s) occurred 	
<p>What occurred?</p> <ul style="list-style-type: none"> - any relevant background information including anything leading up to the incident; - exactly what happened, was observed or was said or was posted - duration of the incident - anyone else involved in the incident - if during a match, what teams were playing & in what grade - if multiple incidents, provide as much detail of each as possible 	
<p>Has the incident or issue already been reported? If so, who to and when and what action, if any, was taken?</p>	
<p>Any other information you wish to provide that may be relevant to assessment and resolution of the complaint.</p>	

(d) **Supporting evidence**

Please provide details of any supporting evidence attached with this Complaint Submission Form.

Type of evidence	Yes / No (circle applicable)
Witness statements attached	<p>Yes / No</p> <p>If Yes, please provide details:</p>
Other witness names and contact details	<p>Yes / NO</p> <p>If Yes, please provide details:</p>
Film or images of incident attached	<p>Yes / No</p> <p>If Yes, please provide details:</p>

Other evidence	Yes / No If Yes, please provide details:
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Your name	
Your Club	
Your role	
Your email	
Your phone number	
18 years of age or older?	Yes / No

Signed:

Print name:

Date: