



## Regulation 2

# Financial Regulations 2009

## **Glossary of Terms**

“The Board”	The Board of Central Football
“Central Football”	The name used for the Federation, instead of “No. 4 District Federation of New Zealand Football Incorporated” which is the legal name
“Club”	A duly constituted organisation in an area within a district charged with the organisation and administration of Football in that area for players playing in the district or Federation’s competitions.
“NZF”	New Zealand Football Inc.

## **1. FEES**

- 1) Annual club membership includes
  - a) NZF affiliation fees
  - b) League entry fee
  - c) Ground charges (where applicable)
  - d) Referee costs in advance (where applicable)
  - e) Federation administration fee (for Central League teams only)
- 2) Clubs will be liable for fees based on the number of teams entered at the date of kickoff for their respective competitions
- 3) The league entry fee for clubs shall be advised by the 30th November for the coming season.
- 4) Senior fees shall be payable in 3 equal installments due on the 20<sup>th</sup> April, 20<sup>th</sup> May and the 20<sup>th</sup> June.
- 5) Junior fees shall be payable in 2 equal installments due on the 20<sup>th</sup> May and the 20<sup>th</sup> June.
- 6) Secondary School fees shall be payable on the 20<sup>th</sup> June.
- 7) Any club failing to meet the payment schedule as written above will be automatically disqualified as from the 1<sup>st</sup> of the following month until the required installment has been paid.
- 8) Ground charges will include all other services required for those grounds. These charges will be regionally based and not equalized out across the federation.
- 9) All referees and other members shall pay an annual Federation affiliation fee which will be deducted from their first expenses payment.

## **2. OTHER CHARGES**

- 1) The Federation will recover costs invoiced by Local Bodies or other entities and not already covered under Ground costs. This is only applicable to clubs who use the service.
- 2) Clubs shall be levied 50% of all referee appointments made each week applicable to their club which is payable by the 20<sup>th</sup> of the month following the date of invoice. This does not include leagues where referee fees are paid in advance or as part of the league entry fee.
- 3) Clubs shall be levied for any other fees, levies and/or fines that from time to time become payable as provided for by the Rules, Regulations and By-laws of this Federation or the Rules, Regulations and By-laws of NZF or any of its affiliated controlling bodies. Such fees, levies and or fines will be due payable by the 20th

of the month following the date of invoice.

- 4) Any club that is 1 month in arrears with their payments will be suspended from the 1<sup>st</sup> of the following month after payment is due until payment is made.
- 5) The Board shall have the power to charge for admission to any match played under the auspices of the Federation, and all gates and other monies received shall be the property of the Federation unless otherwise decided by the Board.
- 6) No Association Football (Football) match shall be played except by authority of the Manager, nor shall any club be allowed to take gate monies, or accept any consideration for any match in which it is engaged without the sanction of the Board
- 7) All new clubs formed will be invoiced a \$1000 bond per senior team in their 1<sup>st</sup> year which will be credited to their account. Please note that new club applications need to be made to the regional manager for approval.

### **3. DEEMED UNFINANCIAL CLUBS**

- 1) Any club that has any outstanding fees, levies or fines as at 31<sup>st</sup> October will have its membership to Central Football suspended. Members of a suspended club will be unable to transfer out of the club until the club's membership to Central Football is restored.
- 2) Any club that has any outstanding fees, levies or fines as at 31<sup>st</sup> October, shall be deemed to be un-financial and will therefore not be eligible to submit remits, notices of motion or nominations for the Federation Annual General Meeting until all such monies are paid in full. In addition, any un-financial club will not be invited to participate in any competition under the authority of the Federation, or endorsed for entry into any other competition.
- 3) In the event of any club being indebted to this Federation on or after the first day of November of any year, the Board shall have the power to call for its books and to demand and receive all outstanding liabilities. Should any club not comply with the demand of the Board, its members may be debarred from taking part in any games or meetings under the auspices of this Federation for such period as the Board shall decide.

### **4. ADMINISTRATION**

1. Central Football needs to keep a complete record of all members. All clubs shall supply to Central Football a database of their members in the required spreadsheet format.
2. Each club shall keep a minute book, showing the date of election of all members, and also proper account books, showing its income, and expenditure, assets and liabilities. Each club should hold its Annual General Meeting by the end of February each year. A copy of the Balance Sheet, and the Annual Report shall be sent to the Regional Administration Office within seven (7) days of the Club's Annual General Meeting.

