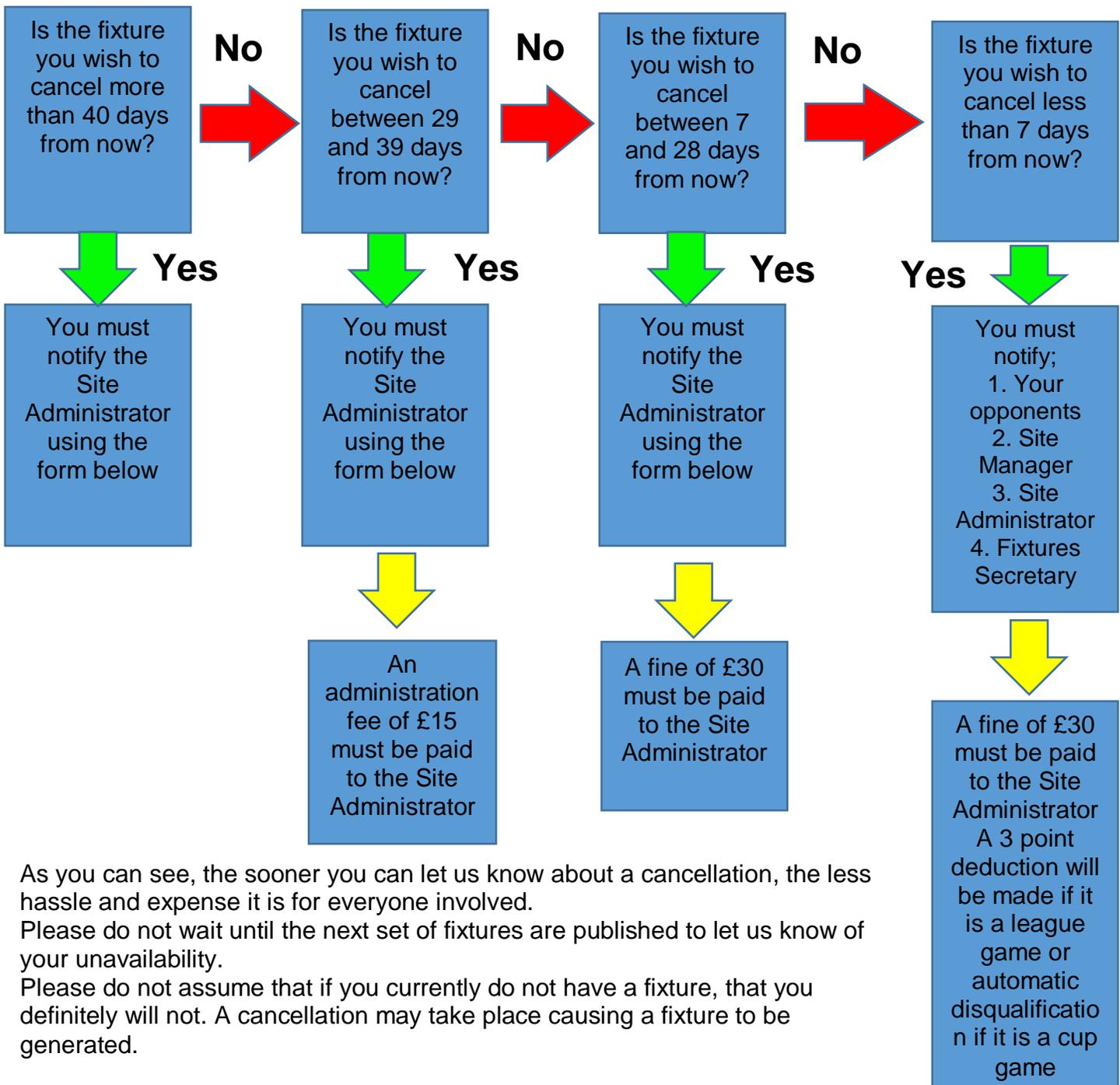


# Cancelling/Postponing a Match

The League understands that sometimes this can be unavoidable, but if the matter arises please follow the procedure below: -



As you can see, the sooner you can let us know about a cancellation, the less hassle and expense it is for everyone involved.

Please do not wait until the next set of fixtures are published to let us know of your unavailability.

Please do not assume that if you currently do not have a fixture, that you definitely will not. A cancellation may take place causing a fixture to be generated.

## **PLEASE NOTE**

Check your fixtures regularly, DO NOT print out a list of fixtures to hand out to your Players' Parents/Carers. Fixtures are subject to change up to Friday evening, although this is rare. If a fixture has changed with less than seven days until the fixture, you will receive a text notification from the Fixtures Secretary.

# Fixture Cancellation Request Form

Club Name		Team Name	
Age Group		Date not available	

I, the undersigned, understand that the cancellation requested above may be subject to a financial penalty as detailed in regulation 6 of the league rules.

As per the league rules, all fines and administration charges must be paid in full within 14 days or further financial penalties may be added (also detailed in schedule A of the league rules).

The above is not relevant if the fine or admin charge is presented with this form.

I also understand that if the above team is entering a tournament that is out of our parent county FA, we have sought permission from the League prior to entering – The form is available on our website and from the County FA.

I am aware that it is my responsibility to notify the opposition if the fixture I am cancelling is less than seven days from the date below. I also understand that if I have not notified the opposition, I will be liable to reimburse them any expenses incurred whilst attending a fixture that will not be played through no fault of their own.

Name		Signature	
Date		Amount Enclosed if applicable	

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## KickStart Use Only

Date Received		Amount Received if applicable	
Date Fixtures Secretary Notified			