



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

PROUDLY PRESENTS  
THE

# Colliers Townsville 2021

Season 2 Summer  
Touch Competitions

Divisions: Mixed-Men's-Women's



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

Office Hours  
Tues to Fri  
1:00 to 5:00pm  
Ph: (07) 47782879

Postal  
P.O. Box 7576  
GARbutt Qld 4814

Competition  
Queens Park  
NORTH WARD Qld 4810  
Mob: 0417 003 464

Email:  
jan@townsvilletouch.com

Web: [www.townsvilletouch.com](http://www.townsvilletouch.com)

# Conditions of Entry

Colliers

## Townsville Touch Football. Colliers Season 2/2021 Night Competitions

- **Monday Mixed competition:** Commences on the 23/08/2021 with Grand Finals on the 06/12/2021.
- **Wednesday Men's & Women's Open & Mixed competitions:** Commence on the 25/08/2021 with Grand Finals on the 08/12/2021.
- **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 any of the TTF 2/2021 Colliers Summer Competitions are to nominate their team:

- Online via our webpage at [www.townsvilletouch.com](http://www.townsvilletouch.com)
- A **\$300.00** minimum non-refundable deposit is to be paid to TTF by direct deposit before the team will be included in the draw.

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

- Nomination Fee is **\$550.00** per team if your team is paid in full on or before its' first match. Teams paid in full on or before their first match will also receive a free Touch ball.
- Late Nomination is **\$650.00** per team. This includes a late fee of **\$100.00** which will be imposed on any team that has not paid their fees in full on or before their first night of competition.
- Teams not paid in full (including the late fee) by close of business on Friday **10/09/2021** 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**. Any team that withdraws after the second week of competition is liable for the **full nomination fee (including the late fees) of \$650.00**.  
➤➤➤➤➤
- A match fee of **\$5.00** (inc. GST) per player per match played will 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 (Preferred):** 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.



**Card Payments:** Mastercard, Visa, Apple Pay, G Pay payments are also accepted at competitions.

**A Tax Invoice will be issued ONLY if requested.**

### NOMINATION CLOSING DATE

Nominations for the first week close **5:00pm Wednesday 18<sup>th</sup> August 2021**. 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 Commission General Officiating Principles online course at <http://learning.ausport.gov.au> and should attend the first available Level 1 course. Referees are to register online via the TTRA webpage [www.ttra.org.au/register](http://www.ttra.org.au/register) so that they can be included in the draw and to receive their referee payments.

Colliers

Please support our Valued Sponsors for 2021  
**Colliers; Key Motors Townsville**  
**Townsville City Council; Queensland Government (S&R);**  
**Coca Cola; Complete TAG Solutions; RID Australia,**  
**Willow Screens; Dianne's Catering,**



## ONLINE TEAM NOMINATION & PLAYER REGISTRATION PROCESS

Townsville Castle Hill Touch Association utilises the Touch Football Australia sports registration technology from MySideline which allows members to nominate their team and register their players online.

### Nominating a Team

To nominate a team online; visit the **Townsville Touch website** – <http://www.townsvilletouch.com> – and click on **'COMPETITIONS'** then either **'Monday Mixed'** or **'Wednesday Men/Women/Mixed'**. Check out the **"2021 CONDITIONS OF ENTRY"** then click on **'NOMINATE MY TEAM'**.

Click on **'Monday Mixed'** or **'Wednesday Men's'** or **'Wednesday Women's'** or **'Wednesday Mixed'**, then **'REGISTER'**. Enter the team's details.

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** in this, so that you can register as a player as well.

You will be required to have an NRL account to nominate your team but this is easy to obtain just follow the instructions when nominating your team.

### Paying for your Team

The team nomination fee can be paid by **CREDIT OR DEBIT CARD OR TRANSFER** when nominating online (note there is a small fee when using this method) or alternatively payment can be made by **EFT (use team name as reference)**. **CHEQUE** (made payable to 'TTF') **CASH** or **PAYMENT BY CARD** may be made to the Competition Administrator at Queens Park during competition times. See directions for **PAYMENT OPTIONS** available on previous page.

### Registering a Player

Players can register to their team using the **link** in the email that was sent when your **Team Contact** nominated the team or if a player did not receive an email then they can register online via our webpage.

Click on **'REGISTER'** then click on **I'M READY TO GO'**. Click on the competition your team is nominated in and then type the team's name. When team name appears click on the team then click on **'REGISTER'**. Follow the instructions.

Each player will be required to have an **NRL Account** to register to your team, but this is easy to obtain just follow the instructions when registering to your team.

### 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 as needed.

**PLAYERS** can update their own details as needed.

To access the Touch Football Online system, log-in via the **Townsville Touch website**

<http://www.townsvilletouch.com>



Online Registration provided through our partnership with:

**MYSIDELINE**

**THE THRILL  
OF THE GAME**



**Colliers**

Please support our Valued Sponsors for 2021  
**Colliers; Key Motors Townsville**  
**Townsville City Council; Queensland Government (S&R);**  
**Coca Cola; Complete TAG Solutions; RID Australia,**  
**Willow Screens; Dianne's Catering,**





## ADMINISTRATION, SERVICES & OTHER INFORMATION

### 1. COVID Restrictions

COVID restrictions may be imposed at any time by the Queensland Government. Teams will be informed of these via our webpage and Facebook. We will also notify each team contact of any changes by email. Our Queensland Government QR Code is available at Queens Park for any players that want to continue to Check-In and in the case of COVID restrictions being re-introduced due to any outbreaks occurring.

- Maintain social-distancing by avoiding team huddles and congregating in groups before, during or after your match – no high fives, handshakes or hugs.
- Cover your mouth with your elbow to cough or sneeze and avoid touching your face.
- Do not spit or clear nasal passages.
- Prior to your match ensure that you have thoroughly washed or sanitised your hands.
- Spectators must also practise social-distancing whilst at Queens Park.

**NOTE: REMAIN AT HOME IF YOU ARE UNWELL!!**

### 2. Administration

The Townsville Castle Hill Touch Association Inc. 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.

### 3. Parking

A car park is available for players and supporters in front of the clubhouse at Queens Park. It is accessed from the entryway on 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.**

### 4. General use of Fields

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

### 5. Spectators

Spectators are welcome to watch matches from the clubhouse 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 at all times. This may be increased and spectators required to Check-In if COVID restrictions are re-introduced.

### 6. Alcohol, Glass Containers, Glass/Metal Bottles & Smoking

- It is **illegal** to bring alcohol or any 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 that they pose for players and officials.
- Alcohol as well as softdrinks (in cans or plastic bottles) may be purchased from our licensed Canteen which is situated in the breeze-way 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 five (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 referee or official shall not allow that player/s to participate in that match and may be asked to leave the park..

### 7. Canteen (Food and Drinks)

The TTF does not have food available during the senior Summer competitions. However confectionery, crisps, softdrinks, water, Powerade & alcohol will be available from the canteen at all night competitions.

### 8. 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, the team is responsible for ensuring that they have someone to fulfil any referee duties allocated to their team referee.
- **Accreditation:** All referees must (at a minimum) complete the free **Sports Australia Community Officiating General Principles** online course via the **NEST**-<http://touchfootball.etrainu.com>. Referee courses are run throughout the season – please visit [www.ttra.org.au/start](http://www.ttra.org.au/start) to find out when the next courses are being held.
- **Payment:** All referees must provide their bank details via [www.ttra.org.au/register](http://www.ttra.org.au/register) in order to receive their payment at the end of the season
- **Uniform:** All referees are required to wear the TTRA (white/lime-green) on-field shirt. These can be borrowed from the referee's room in the clubhouse, though must be returned each night for washing.
- **Whistles:** Whistles may be purchased from the TTRA in the referee's room. If restrictions permit whistles may also be borrowed but must be returned each night.
- **Referee Draw:** The draw with referee allocations will be emailed each week to the team contacts. Referees who have registered, via the TTRA webpage will also be notified of what matches they have been allocated to referee. It will also appear on our webpage and Facebook.

## 9. Competition Draw

- The draw will be done on a weekly basis until nominations close. After nominations close the draw will be completed and appear on our webpage.
- The week's draw with referee allocations will be emailed to the team contacts each week and a copy will also be placed on the TTF website [www.townsvilletouch.com](http://www.townsvilletouch.com). This site provides the draw, referee draw, results and other important information. The draw is also available on our Facebook page.

## 10. 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 will be notified 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 and Facebook. Please ensure that your contact details are kept up to date to ensure any cancellation notification.

## 11. Insurance Cover

- The Touch Football Australia Accident Insurance Scheme covers all players, officials and qualified referees who participate in a TFA affiliated competition that meets the insurance criteria. Players, referees 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 which can be accessed via the link on our webpage. In menu go to <Resources><Injuries & Insurance>. **Income Protection is not included.** All members are advised to consider the adequacy of the cover and decide whether or not to take out their own additional insurance.

## 12. Injuries

- **ALL** injuries should 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 <Resources> <Injuries & Insurance>.
- This link can also be used to make a claim. Download and complete the claim form or contact Sportscover (JLT Sport) on 1300 130 373 or <https://touchfootball.jltsport.com.au> and request a claim form.

## 13. 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 fields 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 practitioner of their choice for clearance before recommencing to play.

#### 14. 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 that person may be responsible for the cost of replacement.

#### 15. 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 a referee/s. On the rare occasion that teams may be required to referee their own match, match fees **MUST** still be paid.

#### 16. Procedure Each Week

- Collect match-fee bag from the admin window before match and pay any outstanding match-fees.
- Collect match-fee **(\$5)** per player (including fill-ins) who played and place in the bag provided.
- Ensure that all your players (including fill-in player) that played that night have **been recorded via the Team Manager App**. Players can be recorded up to 30 min after their match ends.

**Note: Players who are not correctly 'recorded' as playing via the Team Manager app will not have that match counted towards their eligibility to play in the finals.**

- At the end of match, check and confirm the score with the referees. If there is a protest on the match, inform the referees who will mark the scorecard accordingly. Obtain the appropriate 'Protest' form from the competition administrator immediately after the match, complete and submit to Admin before leaving.
- At end of match return match-fee bag (with the correct match-fee amount and the number of players that played in the match) 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.**

#### 17. 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 relating to final scores, by-laws etc. will be addressed by the TTF Executive.
- In general reports lodged on match night will not be addressed until the next business day after the match.
- Protest forms are available from administration during the competition.

**NOTE: Protests against refereeing decisions will NOT be accepted.**

#### 18. Disciplinary Info (as per the TFA Disciplinary Regulations Manual 2014 - 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 with 48 hours.
  - A copy of the Incident report will be sent/emailed to the charged person within two (2) business days of the relevant match at which the incident occurred. If TTF do not have contact details for the charged person, it will be emailed to the team contact 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 the player 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 team contact who will be deemed to be responsible for passing the notification onto the player/s in question.
- Player/s involved will 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 the finding 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 office and
- 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 **twenty-one (21) days** of receipt of the Notice of Appeal.

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

**Colliers**

Please support our Valued Sponsors for 2021  
**Colliers; Key Motors Townsville**  
 Townsville City Council; Queensland Government (S&R);  
 Coca Cola; Complete TAG Solutions; RID Australia,  
 Willow Screens; Dianne's Catering,



## S2/2021 COMPETITION (Summer) RULES & BY-LAWS

### 1. RULES OF PLAY:

- a) The TTF Season2` (Summer) competitions will be conducted under the Touch Football Australia Rules, **8<sup>th</sup> 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 TTF Season 2 (Summer) 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 all competitions are to be paid in full on or before the team's first match. 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 any of the TTF Season 2 (Summer) 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 contact for the team.
- e) The team name (**maximum of 20 letters**) of the teams playing in the Season 2 (Summer) competitions should contain a business name where possible though this is not compulsory.
- 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) Where nominations permit, teams will then be further divided into grades.
- i) Where numbers permit more grades, then restrictions will be placed on teams in the lower grades. Teams wishing to nominate in the top grades i.e. 'A' will have no player restrictions.
- j) Teams nominating or graded into any grades other than 'A' grade are limited to one (1) current year 1<sup>st</sup> grade player per team (either male or female) who has played in the current year's Open competitions. **Any graded teams other than 'A' grade that plays more than one (1) current year '1<sup>st</sup> grade open player in a match, will have their match counted as a forfeit and will automatically be moved to 'A' grade. This includes the use of 'fill-In' players in a match as well.**
- k) For the first two (2) weeks of the 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.
- l) 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 the new grade. Any team concerned with being re-graded are to contact the Competition Administrator.

### 3. TEAM UNIFORMS & SHOES:

- a) All teams will be recognised by their team colours. All teams are expected to be in uniform by the sixth week of competition.
- b) The uniform is to consist of a playing shirt/singlet of a colour (that is **not more than 30% white** as it clashes with our referees' 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 players and referees must wear socks and regulation shoes. Shoes must be light leather or synthetic boots with flexible, soft moulded soles, provided individual studs are no longer than 13mm in length, the measurement being taken from the sole of the boot. **Boots with screw-in or metal tags are not permitted.**



**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 item of jewellery or similar items that may prove dangerous. If any such items cannot be removed it must be taped to the satisfaction of the Referee/s.
- 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 team referees 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](http://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 been recorded via the Team Manager App 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. MINIMUM AGE REQUIREMENT:**

All players must attain the age of 12 years or over by the 31<sup>st</sup> December in the year of the competition in order to be eligible to participate.

**8. 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).

**9. 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'.**

**10. TEAMS A PLAYER CAN PLAY FOR:**

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

**11. 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 timeslot requests will be considered, this may not always be possible.

## 12. MATCH PARTICIPATION RECORDS & MATCH FEES:

- a) All players who participate in a match must be recorded as 'played' via the TTF Manager mobile app.
- b) Players who are not correctly recorded as 'played' in a match will not have that match counted towards their eligibility to play in the final series. Failure of a player who played to be recorded as 'played' may result in the match being classed as a forfeit, and in the case of an injury, players are not covered by the insurance.
- c) All players who play will be required to pay a match-fee of **\$5.00** per match they play. **This includes 'fill-in' players as well.**
- d) Recording of players as 'played' will open prior to a match and will close 30 minutes after the match ends. **Once access closes players will not be recorded as playing in that match.**
- c) Teams are to submit their match-fees to the competition administration immediately following their match.
- d) Any team that does not submit their 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. Outstanding match-fees **MUST** be paid **before** the start of the offending team's next match.
- e) 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.

## 13. SCORING:

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

## 14. 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

## 15. 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.

## 16. 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 in that team the day the bye occurred, including being recorded as 'played' that day.
- d) Bye players are not required to pay match fees for the bye match.

## 17. 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:**
  - i. The match is to be replayed in its entirety.
  - ii. If the match is unable to be re-played, 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. Round and finals 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.
    - o 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.
    - o The next timeslot would hold as per usual until the 'drop-off' is played.

- c) **Cancelled fixture day:**
  - i. If on a fixture day all matches are cancelled, the replaying of the matches will be at the discretion of the TTF General Committee, though
  - ii. 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.
  - iii. 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:
  - i. those matches that were able to be played will receive points as per the scorecard
  - ii. those matches that were part played Rule 17a) & b)i. will apply
  - iii. those matches that were unable to be played, Rule 17c) points will apply.

## 18. 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 team's 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.

## 19. INTERCHANGE AREA:

- a) The Interchange Areas at Queens Park are on the sideline 10 metres either side of halfway. Due to limited space between some fields, teams may be required to interchange from the same side.
  - o Field 1 – left side of field, Field 2 – right side of field
  - o Field 3 and 4 – Clubhouse side
  - o Field 5 and 6 - Cricket pitches
  - o Field 7 and 8 – 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

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

## 20. FINAL SERIES ROUNDS:

- a) In each division/grade the top four (4) teams 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:
  - i. Week 1: (A) 1 v 4 (B) 2 v 3 *Elimination-Final*
  - ii. 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 final series. This shall be at the discretion of the TTF executive.

## 21. 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 1<sup>st</sup> (**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 2<sup>nd</sup> (**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 3<sup>rd</sup> (**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.

## 22. 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 been recorded as 'played' for a minimum of four (4) round matches with that team during the season. **(A player will only be recorded as playing in a match if they have used the TTF Team Manager app correctly)**
- 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.
- d) Once a player plays a match in the final series for a team in a grade that they have qualified for, they must continue to play only with that team in that grade division.
- e) All teams that compete in the finals must be fully paid and have no rego fees, match-fees or other accounts outstanding.

## 23. 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), **be recorded as 'played' using the Team Manager app** 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) However this is not permitted if this player causes the team to have more than fourteen (14) players listed as playing in the match.
- c) 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.

Please support our Valued Sponsors for 2021

**Colliers; Key Motors Townsville**

**Townsville City Council; Queensland Government (S&R);**

**Coca Cola; Complete TAG Solutions; RID Australia,**

**Willow Screens; Dianne's Catering,**

**Colliers**





**24. 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.

**25. 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 Referee to be covered by the TFA Insurance policy if injured whilst refereeing.
- f) All referees must (at a minimum) complete the free Sport Australia Community Officiating General Principles online course via THE NEST - <http://touchfootball.etrainu.com> . Referee courses are run throughout the season – please visit [www.ttra.org.au/start](http://www.ttra.org.au/start) to find out when the next course is being held. 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 TFA white/lime green on-field referee shirt. The TTRA will have shirts available that may be borrowed, but must be returned at the end of play each night.

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

- a) Where there arises any special circumstance that is not 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 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 before the start of the finals.

**27. PROTEST REPORTS:**

- a) All protest reports are to be 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) Protest reports relating to final score, 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 2014)**

- 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.

## SCHEDULE 1» Competition Dates

a)	<b>Start of Competition</b> Mixed - Monday, August 23 <sup>rd</sup> , 2021 Men's-Women's- Mixed - Wednesday, August 25 <sup>th</sup> , 2021	Info
b)	<b>Team nominations due for inclusion in Round 1 fixtures.</b> Five days prior to competition start date. 5:00pm – Wednesday, August 18 <sup>th</sup> , 2021	By-Law 2.a)
c)	<b>Team nomination fees \$550 per team is due</b> On or before team's first match.	By-Law 2.b)
d)	<b>Late team nomination fee payment</b> 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)	<b>Teams not paid in full (inc late fee) after third week of competition.</b> Will not be permitted to continue playing and their players will be listed as un-financial until the team fees are paid. 5:00pm – Friday, September 10 <sup>th</sup> , 2021	By-Law 2.c)
f)	<b>Team Uniforms due</b> By the 6 <sup>th</sup> week of the competition Monday, September 27 <sup>th</sup> & Wednesday, September 29 <sup>th</sup> 2021	By-Law 3.a)
g)	<b>All participants (inc. match officials) are required to be registered to be covered by insurance,</b> before they start playing/refereeing.	By-Law 6.
h)	<b>Player registrations close for Finals</b> If not registered, player will not be permitted to play in finals. Midnight Thursday, November 25 <sup>th</sup> , 2021	By-Law 6.c) By-Law 15.a)
i)	<b>Semi-Finals</b> Monday Competition - November 29 <sup>th</sup> , 2021 Wednesday Competitions - December 1 <sup>st</sup> , 2021	Info
j)	<b>Grand Finals</b> Monday Competitions - December 6 <sup>th</sup> , 2021 Wednesday Competitions - December 8 <sup>th</sup> , 2021	Info

## SCHEDULE 2» Penalties for By-Law Violations

Non-payment of Nomination fee on or before team's first match	By-Law 2b)	Late fee of \$100 incurred.
Non-payment of Nomination fee by due date	By-Law 2.c)	Removal from competition until fees including late fee is fully paid. Players listed as un-financial.
Team (not 1 <sup>st</sup> grade) playing > 1 first grade player	By-Law 2, 10	Match counts 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.
Team with player/s not in correct uniform	By-Law 3	Loss of one (1) competition point
Un-registered players	By-Law 6,22	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	By-Law 8	Matches to count as a forfeit by the offending team with the non-offending team counted as a team on a bye.
Player playing for more than 1 team in the same grade	By-Law 10	Loss of three (3) competition points by the offending team.
Player (who played) not recorded as 'played'	By-Law 12	If protest upheld match counts 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	By-Law 12	If not paid before team's next match, team may not be permitted to play until fees paid and their next match may be counted as a forfeit by the offending team.
Failure to notify TTF Secretary of forfeit by set time	By-Law 18	Loss of three (3) competition points from offending team's total points
Team that forfeits 3 matches	By-Law 18	Removal from competition if reason not accepted by TTF executive.
Team that forfeits during the finals	By-Law 18	Removal from competition if reason not accepted by TTF executive.
Team withdrawal within first 2 weeks of comp	By-Law 18	Team owes deposit fee of <b>\$300</b> , players un-financial until paid.
Team withdrawal after 2nd week of comp	By-Law 18	Team owes full registration fee, including late fees, players un-financial until paid.
Team plays player/s in the finals that have not qualified for finals	By-Law 22	Match counts as a loss by the offending team.
Team permitting an un-financial/ suspended player to play	By-Law 24	Loss of three (3) competition points
Team referee/replacement fails to attend	By-Law 25	Loss of two (2) competition points

# QUEEN'S PARK FIELD LAYOUT



Marks Ambulance entry to Queens Park



Please support our Valued Sponsors for 2021

**Colliers; Key Motors Townsville**

**Townsville City Council; Queensland Government (S&R);**

**Coca Cola; Complete TAG Solutions; RID Australia,**

**Willow Screens; Dianne's Catering,**

**Colliers**

