

Pine Rivers Netball Association Inc.

Constitution & By-Laws

Approved amendment to By-Laws - 26 September 2002

Page 17, 3.2 (a) & (b), amend paragraphs
Page 18, 4.2 Number existing paragraph to (a), Add new paragraph (b)
Page 20, 6.9, amend paragraph.

Approved amendment to Constitution & By-Laws - 25 September 2003

Page 4, Section 14 GOVERNMENT, Paragraph (1)
Page 4, Section 14 GOVERNMENT, Paragraph (2), (c)
Page 7, Section 17 MEETINGS, Paragraph (4) Annual General, first paragraph

Approved amendment to By-Laws - 28 October 2004

Page 24, Section 13 Timing and Scoring for Finals Paragraph 13.5, amend paragraph

Approved amendments to Constitution & By-Laws – 28 October 2005

Page 6, Section 17 MEETINGS, Paragraph (2) General Clause (a)
Page 20, Section 6 PLAYING REGULATIONS, Clause 6.10
Page 21, Section 6 PLAYING REGULATIONS, Clause 6.14
Page 21, Section 6 PLAYING REGULATIONS, Clause 7.4

Approved amendments to Constitution & By-Laws – 24 August 2006

Page 19, Section 5 REGISTRATION, Clause 5.1
Page 21, Section 6 PLAYING REGULATIONS, Clauses 6.16, 6.17 and 6.18
Page 22, Section 7 PLAYING REGULATIONS, Clauses 7.12, 7.15 and 7.17

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CONSTITUTION

1. NAME

The name of the Association shall be **Pine Rivers Netball Association Incorporated.**

2. INTERPRETATIONS

The following terms shall, wherever used in this Constitution and By-Laws, bear the meanings respectively referred to in this paragraph unless the same be inconsistent with the context in which they are used -

"A.A.N.A."	-	All Australia Netball Association Inc.
"Amateur"	-	As defined by I.F.N.A. (International Federation of Netball Associations)
"Club"	-	A club comprising not fewer than one (1) netball team
"Executive Committee"	-	Management Committee as defined in the Associations Incorporation's Act
"Q.N.A."		Queensland Netball Association Inc.
"Team"	-	A netball team comprising not fewer than seven (7) players
"The Association"	-	Pine Rivers Netball Association Inc.

3. OBJECTS

The objects of the Association shall be -

- (1) To encourage, promote, control and manage the game of netball in the Pine Rivers district.
- (2) To promote competition matches amongst affiliated clubs.
- (3) To select and manage representative teams.
- (4) To promote competitive sportsmanship, fair play and team spirit between players.
- (5) To act for all of its members in all matters pertaining to netball in so far as this Constitution and By-Laws permit.
- (6) Generally to do all such acts and things as may be conducive to the furtherance of these objects or any of them.

4. PATRON

To be appointed each year at the Annual General Meeting.

5. AFFILIATIONS

The Association shall affiliate with the Q.N.A. and with such bodies as the Association shall from time to time deem fit. The Association shall play in accordance with the official rule book as set down by the A.A.N.A.

6. MOTTO

The Association motto shall be "Our Goal is to Achieve".

7. COLOURS

The Association colours shall be green, gold and white. These colours shall not be available to affiliated clubs for registration as official colours without prior written approval of Executive.

8. UNIFORM

The uniform of the Association shall be as prescribed in the By-Laws.

9. HEADQUARTERS

The Headquarters of the Association shall be at Francis Road and Baker Street, Lawnton.

10. CLASS OF MEMBERS

(1) Club

Shall consist of one (1) or more teams and shall be represented at all general meetings of the Association by one (1) delegate who shall have full voting rights namely one (1) vote per delegate.

(2) Executive Members

Having been duly elected as an officer of the Association each member of the Executive Committee shall have full voting rights at all Executive and General Meetings of the Association namely one (1) vote per member.

The Chairperson shall be entitled to a deliberative as well as a casting vote.

(3) Life Members

A Life Member shall be elected by delegates at any Annual General Meeting in recognition of not less than ten (10) years outstanding service to the Association, providing that they are proposed by an affiliated club and accepted by two-thirds of the delegates present at such meeting and entitled to vote.

Nominations for Life Membership shall be submitted in writing and in the hands of the Association Secretary not later than eight (8) weeks prior to the relevant meeting.

Life Members shall have full voting rights at all General Meetings of the Association, namely one (1) vote per member.

11. APPLICATIONS FOR CLUB MEMBERSHIP

(1) Membership is open to Clubs whose objects are not opposed to those of the Association and whose members are amateurs.

No club shall use the words "Pine Rivers" in its title.

(2) Numbers of Clubs are unlimited.

- (3) Application for Club Membership of the Association shall be made on the required Affiliation Form and shall be submitted with the applicable affiliation fee.
- (4) On applying for membership each Club shall submit with their affiliation form full written particulars of their uniform, together with a design and colour samples, for approval by the Executive Committee.
- (5) Applications for membership shall be referred to a General Meeting for acceptance or rejection by a simple majority of members present and entitled to vote.
- (6) The period of membership of the Club with the Association shall expire at the conclusion of the Annual General Meeting which follows acceptance as a member, unless sooner terminated by cancellation, withdrawal or expulsion. Provided however, that each Club taking part in fixtures conducted by the Association shall pay such registration fees as shall be prescribed by the Executive from time to time.
- (7) The Association Secretary shall notify the applicants of the acceptance or rejection of their application and, if the application is rejected shall refund the affiliation fee tendered with the application. There shall be no right of appeal against such rejection.
- (8) Upon acceptance of an application for membership a member shall be deemed to be affiliated and bound by the Constitution and By-Laws of the Association and the resolutions of the Executive and Members in General Meeting.
- (9) All Clubs shall notify the Association Secretary of any change in the particulars given on their application form within seven (7) days of such change occurring.
- (10) Clubs who desire to withdraw from the Association shall remain liable for any fees and/or fines incurred up to the time of lodging (in writing) their application to withdraw.
- (11) All Clubs shall be liable for such fees, fines and levies as may be decided by Executive and/or members in General Meeting.
- (12) Upon admittance to the Association, clubs shall receive a copy of the Constitution and By-Laws of the Association.

12. FEES AND REGISTRATION

- (1) Fees shall be set by the Executive and members in General Meeting as prescribed herein and in the By-Laws.
- (2) A player shall not compete in fixtures until registered with the Association and the applicable registration fees have been paid.
- (3) All new players up to the age of seventeen (17) years must produce proof of age as per the By-Laws.

13. RESIGNATION FROM MEMBERSHIP

A member may resign from the Association at any time by giving notice in writing to the Association Secretary. Such resignation shall take effect at the time such notice is received by the Association Secretary unless a later date is specified in the notice when it shall take effect on the later date.

14. GOVERNMENT

The Administration of the Association shall be vested in an Executive Committee (hereinafter called "the Executive").

- (1) The Executive Committee shall consist of -
 - President
 - Vice-President
 - Secretary
 - Assistant Secretary
 - Finance Officer
 - Registrar
 - Umpiring Officer
 - Coaching Officer
 - Co-ordinator
- (2) An officer of the Association shall be either -
 - (a) A member of an affiliated club or
 - (b) Independent (ie not a financial member nor an office bearer of an affiliated club). Once elected to the Executive, that person shall not become either a financial member or an office bearer of an affiliated club during their term of office.
 - (c) Life Members (ie not an officer bearer of an affiliated club). Once elected to the Executive, that person shall not become an office bearer of an affiliated club during their term of office.
 - (d) Up to but not exceeding one-third of the Executive Committee may be independent and/or Life Members.
- (3) The duties of the officers shall be as prescribed in the By-Laws.
- (4) No person shall fill more than one (1) position on the Executive at any one time.
- (5) No club shall be represented by more than two (2) representatives on the Executive at any one time.
- (6) Irrespective of a club already having two (2) elected representatives on the Executive, if any position is still vacant, other persons from that club may nominate.
- (7) The Executive shall meet at such times and such places as shall be prescribed by Clause 17(1)(b) of this Constitution and five of its members shall constitute a quorum.
- (8) Subject to Clause 15 (Appeals) hereof the decisions of the Executive shall be conclusive and binding upon all members.

15. APPEALS

- (1) The Executive shall have the power to enquire into any matter it thinks fit and may suspend, fine or otherwise deal with any club, team, team member, member or any official of any team or club deemed guilty of conduct not in the best interests of netball.
- (2) Any Club, team or individual fined, suspended or otherwise dealt with by the Executive pursuant to the preceding paragraph of this Constitution shall have the

right of appeal to the Appeals Tribunal which shall be notified by the Association Secretary upon receipt of a Notice of Appeal in writing under the hand of the appellant which shall be delivered to the Association Secretary not later than fourteen (14) days after receipt by the appellant of the written decision of the Executive.

- (3) On the hearing of any such appeal against fine or suspension or other dealing as aforesaid, the appellant and the Executive may be represented by a Barrister, Solicitor and/or Agent.
- (4) The decision of the majority of the Appeals Tribunal shall be final and binding upon all parties herein.

16. ELECTIONS

- (1) Nominations for all offices and for each position on Sub-Committees to be filled by election at the Annual General Meeting shall comply in all respects with the provisions of the By-Laws. Such nominations shall be called for by the Association Secretary by notice in writing attached to the notice calling the Annual General Meeting.
- (2) All nominations shall be in writing, proposed and seconded by members of the Association and signed by the nominee to indicate willingness to act in such a position. Nominations shall be in the hands of the Association Secretary not later than thirty (30) days before the date of the Annual General Meeting.
- (3) Existing officers shall be eligible for re-election.
- (4) If no valid nomination for any position is received, the Chairperson shall call for nominations from the floor of the Annual General Meeting and such nominations shall be proposed and seconded as hereinbefore provided.
- (5) When only one (1) nomination for a position is received, an election by ballot shall be held.
- (6) If there are more than the required number of candidates nominated for any position, an election by ballot shall be held at the Annual General Meeting and the Chairperson shall appoint a Returning Officer and two (2) Scrutineers (none of whom shall be persons standing for positions).
- (7) Any position not filled by election at the Annual General Meeting shall be filled at the next General Meeting.
- (8) Voting for election of positions as may be required from time to time shall be decided on the primary count.

17. MEETINGS

(1) Executive

The order of business at Executive meetings shall be -

- 1 Recording of attendance and apologies
- 2 Minutes of previous meeting
- 3 Discussion of business arising therefrom
- 4 Correspondence

- 5 President's Report
 - 6 Finance – Finance Officer's Report
 - 7 Reports of Officers
 - 8 General business
- (a) Subject to the limitation that it shall meet regularly once in each month during the fixture season, and at least once in every two calendar months outside the fixture season, the Executive may meet for the dispatch of business, adjourn and otherwise regulate its meetings and proceedings as it sees fit.
 - (b) The date, time and place of the regular monthly meeting of the Executive shall be fixed by the Executive at its first meeting following the Annual General Meeting in each year and each member of the Executive shall be notified of the same. Unless there is some subsequent alteration made by the Executive to the date, time or place of the regular monthly meeting, no further notice of the same need be given.
 - (c) An Executive Meeting other than the regular monthly meeting may be convened by the Secretary on the direction of any two (2) members of the Executive and two (2) days notice thereof shall be given, where practicable, to all members of the Executive.
 - (d) No proxies shall be allowed at Executive Meetings.
 - (e) Any casual vacancy or resignation of members howsoever occurring on the Executive shall be filled by the Executive from persons qualified to hold office in conformity with the provisions of the Constitution.
 - (f) Any member of the Executive who fails to attend three (3) consecutive General or Executive meetings without leave of absence granted by the Executive shall cease to be a member and a casual vacancy shall be deemed to have occurred.

(2) General

The order of business at General meetings shall be -

- 1 Recording of attendance and apologies
 - 2 Minutes of previous meeting
 - 3 Discussion of business arising therefrom
 - 4 Correspondence
 - 5 Executive Report
 - 6 Finance - Finance's Report
 - 7 Reports of Officers
 - 8 General business
- (a) Meetings shall be held in the months of February, April, June and August inclusive. Half of Association members shall form a quorum.
 - (b) If no quorum is present within fifteen (15) minutes of the nominated time of the meeting, such meeting shall be postponed to a date to be fixed by the Executive.
 - (c) One delegate from each financial affiliated Club, Life Members and Executive Members shall be eligible to attend and vote.
 - (d) Any club not being represented at General meetings without leave of absence being granted or a suitable reason being given, shall be fined for

each meeting without any representation such sum as shall be determined at the previous Annual General Meeting.

(3) Special General

Special General Meetings shall be called by the Secretary -

- (a) At the discretion of the Executive; or
- (b) Upon receipt of written notice from two or more members

The notice convening a Special General Meeting should state the business for which the meeting has been called and no other business shall be dealt with at that meeting. Half of Association members shall form a quorum.

(4) Annual General

The Annual General Meeting shall be held during the month of October. Half of Association members shall form a quorum. The order of business at this meeting shall be -

- 1 Opening, recording attendance and apologies
- 2 President's address and welcome
- 3 Reading of Minutes of previous Annual General Meeting
- 4 President's Report
- 5 Finance's Report
- 6 Acceptance of applications for affiliation
- 7 Receive and adopt amendments and additions to the Constitution and By-Laws
- 8 Review affiliation fees fines and levies and decide on any increase for the coming year
- 9 Appointment of Patron
- 10 Appointment of Auditor
- 11 Election of Officers, Committees, Sub-Committees and Appeals Tribunal

(5) Notice of Meetings

- (a) Notice of the date, time and place of all General Meetings shall be given in writing to the Executive, Life Members and all affiliated Clubs (being directed to the Secretary of the affiliated Club).
- (b) For the Annual General Meeting notice shall be given not less than four (4) weeks nor more than eight (8) weeks prior to the date of the meeting.
- (c) For Special General Meetings, the Association Secretary shall forward notice within one (1) week of receiving the direction or requisition and not less than fourteen (14) days nor more than twenty-one (21) days notice of such meeting shall be given to Association members.

(6) Standing Orders

- (a) A member wishing to speak shall stand when addressing the Chair. A member wishing to move a motion shall rise and address the Chair and shall take their seat if called to order by the Chairperson.
- (b) A motion must be seconded before it is debated and shall not then be withdrawn without the consent of the seconder. A motion or amendment having been moved and seconded, debate may ensue.

- (c) Any amendment shall be considered before the original motion. On the adoption of any amendment (such amendment shall be held to have squashed the original motion) and for all purposes of subsequent discussion the amendment so carried shall be regarded as an original motion. No amendment shall be received by the Chairperson which does not relate to the substance of such motion or which is a direct negative to the motion tabled.
- (d) On any member rising to a point of order during a discussion, the speaker shall resume their seat and the delegate rising shall state the point of order when the Chairperson shall rule thereon, which ruling shall be final unless challenged by a formal motion submitted to the meeting.
- (e) When two (2) or more members rise to speak at the same time, the Chairperson shall decide who is entitled to the floor. No member shall speak more than once to any motion or amendment, excepting the mover of the original motion, who shall have the right of reply. No more than two (2) other speakers shall follow successively on the same side either for or against the question. If the mover having so spoken and there then being no speaker to take the opposite view, the question shall be put forthwith.
- (f) It shall be competent at any time during the debate for a member to rise and move without discussion "That the question be now put" which on duly being seconded and carried, shall entail the submission of the motion at once to the meeting after the mover of the motion has replied.
- (g) No motion to suspend the Standing Orders of the business shall be entertained except by consent of the majority present.
- (h) While the meeting is in progress, no member shall leave the room without the permission of the Chairperson.
- (i) The Secretary shall cause full and accurate minutes of all questions, matters, resolutions and other proceedings of every Management Committee Meeting and General Meeting to be entered in a book to be open for inspection at all reasonable times by any financial member who previously applies to the Secretary for that inspection. For the purpose of ensuring the accuracy of the recording of such minutes, the minutes of every Management Committee Meeting shall be signed by the Chairman of that meeting or the Chairman of the next succeeding meeting verifying their accuracy. Similarly, the minutes of every General Meeting shall be signed by the Chairman of that meeting or the Chairman of the next succeeding General Meeting. However the minutes of any Annual General Meeting shall be signed by the Chairman of that meeting or the Chairman of the next succeeding General Meeting or Annual General Meeting.

(7) Resolutions Passed

All resolutions passed at any General, Special General, Annual General Meeting shall be binding on all members of the Association whether present at such meeting or not.

18. FINANCE

- (1) The funds of the Association shall consist of affiliation fees, registration fees, levies, grants, sponsorship and fund-raising.
- (2) The funds of the Association shall be banked in the name of the Association in such recognised financial institution as the Executive may from time to time direct.

- (3) Accounts shall be paid only after being passed for payment at any Executive Meeting, except in unforeseen circumstances where immediate payment is necessary.
- (4) The Secretary may spend not more than \$20.00 petty cash without the consent of the Executive and shall keep a record of such expenditure in a Petty Cash Book.
- (5) All receipts shall be issued by the Association Secretary or Finance Officer.
- (6) A statement showing the financial position of the Association shall be tabled at each meeting of the Executive and also at General Meetings.
- (7) All amounts of \$20.00 or over shall be paid by cheque, signed by any two (2) of the Association President, Secretary, Finance Officer and other member authorised from time to time by the Executive.
- (8)
 - (a) The Association may purchase, take on lease or in exchange hire and otherwise acquire lands, building easements or property real and personal, and any rights or privileges which may be requisite for the purposes of or capable of being conveniently used in connection with any of the objects of the Association. Provided that in case the Association shall take or hold any property which may be subject to any trusts the Association shall only deal with the same in such manner as is allowed by law having regard to such trusts.
 - (b) The Association may borrow or raise money either alone or jointly with any other person or legal entity in such manner as may be thought proper and whether upon fluctuating advance account or overdraft or otherwise to represent or secure any moneys and further advances borrowed or to be borrowed alone or with others as aforesaid by notes secured or unsecured, debentures or debenture stock perpetual or otherwise, or by mortgage, charge, lien or other security upon the whole or any part of the incorporated association's property or assets present or future and to purchase redeem or pay off any such securities.

19. AUDITORS

- (1) The auditors shall conduct a full and proper audit, examine the books, papers, records and correspondence dealing with the finance of the Association and shall make any enquiries they deem fit or expedient in connection with reporting upon its financial affairs.

They shall audit the books prior to the Annual General Meeting or any adjournment thereof and shall have power (if requested to do so by a General Meeting) to make a special audit at any time. If the Auditors so desire they shall make a continuous audit.

- (2) The books of account of the Association shall be closed on the 31st August in each year.

20. INCOME AND PROPERTY

- (1) The income and property of the Association whence ever derived shall be used and applied solely in promotion of its objects and in the exercise of its powers.

- (2) The Common Seal of the Association shall be held by the Association Secretary and shall be used only in conjunction with the signatures of the President and the Secretary of the Association.

21. DOCUMENTS

The Executive shall provide for the safe custody of books, documents, instruments of title and securities of the Association.

22. CONSTITUTION

- (1) Subject to the provisions of the Associations Incorporation Act 1981, these rules may be amended, rescinded or added to from time to time by a special resolution carried at any General Meeting. However, no such amendment, rescission or addition shall be valid unless the same shall have been previously submitted to and approved by the Chief Executive of the Department administering the Act.
- (2) Notice of such special resolution setting out in full the proposed amendment, rescission or addition shall be given to each member not less than three (3) weeks nor more than five (5) weeks prior to the meeting.
- (3) No such alteration, repeal or addition shall be effective unless it is carried by a majority of three-quarters of members present and entitled to vote.
- (4) The By-Laws of the Association shall be made for the purpose of enlarging upon, extending and developing the provisions of the Constitution and the interpretation thereof and shall be attached to the Constitution as an Appendix thereto.
- (5) By-Laws shall be repealed, altered, added to or set aside at any General Meeting. No existing By-Law shall be repealed, altered, added to or set aside and no new By-Laws shall be made without the consent of three-quarters of the members present at such meeting and entitled to vote.
- (6) For the purpose of controlling the operation of the Association the Constitution and By-Laws shall be equally binding on all members.
- (7) No copy of the Constitution shall be issued unless a correct copy of the By-Laws in force at the date of issue is appended.

23. DISBANDMENT

- (1) The Association shall not disband without the consent of three-quarters of its members. Motion to disband the Association signed by the proposer and seconder, must be submitted in writing to the Association Secretary, who shall give at least fourteen (14) days notice of such motion to all members.
- (2) Such notice shall be dealt with at a Special General Meeting of the Association.
- (3) Where, upon the winding-up of an incorporated association, a special resolution relating to the distribution of the surplus assets of the incorporated association has been passed by its members in accordance with its rules, all surplus assets shall, subject to any trust affecting the same be disposed of in the manner so resolved.

24. INDEMNITY

- (1) No affiliated club, official, delegate or member of the Association shall have any claim, legal or otherwise against the Association or its Officers for any act done in good faith in the execution of their duties.
- (2) This Constitution shall repeal all previous regulations but except as specifically provided, shall not affect any right, duty or liability or any matters or act done or commenced, acquired or imposed under the previous Constitution.
- (3) The Association shall indemnify any Officer of the Association acting in good faith and within the scope of their duties against any claim, liability, loss or damage which they may incur in consequence of any act, omission or error on their part.

25. REGISTER OF MEMBERS

- (1) The Executive Committee shall cause a Register to be kept in which shall be entered the names and residential addresses of all persons admitted to membership of the Association and the dates of their admission and the relevant class of membership.
- (2) Particulars shall also be entered into the Register of deaths, resignations, terminations and reinstatement's of membership and any further particulars as the Executive Committee or the members at any General Meeting may require from time to time.
- (3) The Register shall be open for inspection at all reasonable times by any member who previously applies to the Secretary for such inspection.

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BY-LAWS

1. DUTIES OF OFFICERS

1.1 President shall -

- (a) Preside at all meetings of the Association and conduct meetings in accordance with rules of the Association;
- (b) Act as Convenor of the Grounds Sub-Committee and carry out duties as such in accordance with Clauses 2.1(d) and 2.10 of the By-Laws;
- (c) Provide leadership;
- (d) Provide direction to Executive Members in the execution of their duties;
- (e) Provide direction re facilities and the general running of the Association;
- (f) Present a report on any Executive Meeting to the next General Meeting;
- (g) Represent the Association whenever possible;
- (h) Present a report at the Annual General Meeting on Association activities and achievements for the past year and events and projects planned for the following year.

1.2 Vice-President shall -

- (a) Attend all meetings of the Association and, in the absence of the President, preside over meetings or represent the Association as may be directed;
- (b) Act as Convenor of the Fundraising Sub-Committee and carry out duties as such in accordance with Clauses 2.1(d) and 2.7 of the By-Laws;
- (c) Perform any such other duties as may be directed.

1.3 Secretary shall -

- (a) Attend all Meetings of the Association and carry out all directions given at such meetings;
- (b) Attend to the clerical work of the Association and keep current a list of all registrations and complete records of all fixtures conducted by the Association, assisted by such persons as the Executive shall appoint;
- (c) Issue all notices of meetings in accordance with the Constitution and By-Laws;
- (d) Keep the books containing the Minutes of records of proceedings of all meetings of the Association and of its Committees/Sub-Committees and produce them as required;
- (e) Conduct the correspondence of the Association and keep in proper files all Association records and reports of Committees/Sub-Committees officers and officials;
- (f) Keep a record of names and addresses of Secretaries of all affiliated Clubs of The Association;
- (g) Keep a record of all Life Members and a register of all members;
- (h) Receive and place before the Executive all applications for membership;
- (i) Keep a written record of all By-Laws of the Association and alterations thereto, including the date on which alterations came into force and advise members of alterations thereto;

- (j) Keep a register of colours and uniforms of affiliated clubs;
- (k) Be responsible for hire of Association Courts;
- (l) Carry out all such other duties as may be required under the Constitution or By-Laws, or as may be directed.

1.4 Assistant Secretary shall –

- (a) Attend all meetings of the Association;
- (b) Be responsible for the recording of the Minutes of all meetings of the Association;
- (c) Prepare a Report of each Executive Meeting for submission by the President to the next General Meeting;
- (d) Provide assistance to the Association Secretary;
- (e) In the event of the unavoidable absence of the Association Secretary, and at the request of the Executive, undertake the duties of the Association Secretary, pending the Secretary's return or the election of a new Association Secretary;
- (f) Be responsible for the submission of fixture results to Sunday and/or daily and local papers. Seek favourable publicity for all Association events.

1.5 Finance Officer shall –

- (a) Attend all meetings of the Association;
- (b) Keep all books and accounts of the Association and prepare a statement of receipts and expenditure and present to each Executive Meeting and General Meeting;
- (c) Receive all moneys and issue receipts for moneys, pay all moneys received into the bank and produce the bank receipts and bank statements at each Executive Meeting and each General Meeting;
- (d) Present all Accounts incurred to the Association to be passed for payment by the Executive. In matters of urgent necessity, payment may be made but must be ratified at the next Executive Meeting;
- (e) Prepare a Balance Sheet for the inspection and signature of the Auditors and present same at the Annual General Meeting;
- (f) Furnish all books of account at any time to members on fourteen (14) day's notice;
- (g) Perform any such other duties as may be directed.

1.6 Registrar shall -

- (a) Attend all meetings of the Association;
- (b) Act as Convenor of the Grading and Fixtures Sub-Committee;
- (c) Be responsible for the Team and Master Registration Records for each player registered with the Association;
- (d) Keep a register of points obtained from each match. This register to be prepared and presented together with all team sheets at the first meeting of the Grading and Fixtures Sub-Committee in each season;
- (e) Allocate scoresheets for all fixture matches and keep in proper order all scoresheets for fixture matches conducted by the Association;
- (f) Allocate points for each match played (as per Clause 12 of the By-Laws);
- (g) Keep a record of all competition match results and issue regular progress reports;

- (h) Note players playing in a higher grade at the completion of each round of fixtures and ensure the records for each team are amended after each match;
- (i) Perform any such other duties as may be directed.

1.7 Umpires Convenor shall -

- (a) Attend all meetings of the Association;
- (b) Be an A.A.N.A./Q.N.A. Badged Umpire where possible;
- (c) Act as Convenor of the Umpire's Sub-Committee and carry out duties as such in accordance with Clauses 2.1(d) and 2.3 of the By-Laws;
- (d) Keep a record of all badged Umpires within the Association;
- (e) Keep a record with detailed results of all theoretical and practical examinations;
- (f) Foster the growth and raise the standards of umpires;
- (g) Perform any such other duties as may be directed.

1.8 Coaching Convenor shall -

- (a) Attend all meetings of the Association;
- (b) Be an accredited Level II Coach where possible;
- (c) Act as Convenor of the Coaching and Selection Sub-Committees and carry out duties as such in accordance with Clauses 2.1(d) and 2.4 of the By-Laws;
- (d) Assist Clubs and Coaches whenever possible with coaching advice;
- (e) Advise Executive on coaching requirements for representative teams/squads;
- (f) Co-ordinate representative team coaching;
- (g) Keep a record of all accredited Coaches within the Association;
- (h) Perform any such other duties as may be directed.

1.9 Co-ordinator shall -

- (a) Attend all meetings of the Association;
- (b) Act as co-ordinator of Association Representative Teams. Arrange transport and accommodation for Representative Teams and liaise with Representative Team Managers for distribution of uniforms etc;
- (c) Be responsible for the property of the Association;
- (d) Be responsible for marketing products of the Association;
- (e) Perform any such other duties as may be directed.

2. SUB-COMMITTEES

2.1 All sub-committees shall form and operate according to Clause 2.1(a) through to Clause 2.1(h) listed below.

- (a) All members of Sub-Committees shall be members of affiliated Clubs, Life Members or serving members of the Executive;
- (b) Members of Sub-Committees may be elected at the Annual General Meeting. Positions not filled at the Annual General Meeting and casual vacancies occurring on any Committee/Sub-Committee shall be filled by the Executive;

- (c) The Executive shall appoint a Convenor for all Committees/Sub-Committees (save those prescribed);
- (d) The Convenors shall arrange and preside over meetings of the Committees/Sub-Committees and shall forward copies of the Minutes, Reports and recommendations to the Secretary of the Association within seven (7) days of the meeting or 48 hours prior to the next General Meeting whichever is the sooner, for approval by the Executive and/or the General Meeting. The Convenor is to notify the Secretary prior to conducting meetings;
- (e) At any meeting of any Committee/Sub-Committee a quorum shall comprise at least half of the members entitled to attend;
- (f) With the exception of the Selection Sub-Committee, the President shall be an ex-officio member of all Committees/Sub-Committees and shall be entitled to vote at all meetings of such Committees/Sub-Committees;
- (g) The Executive shall have the power to appoint Sub-Committees for the management of such affairs as are necessary;
- (h) The Convenor of all Sub-Committees shall be available to attend any Executive Meeting as directed.

2.2 Selection Sub-Committee shall -

- (a) Consist of Association Coaching Officer and up to the maximum number required as decided by the Executive;
- (b) Comprise members who have preferably Level II Coaching accreditation, but in any case must have Level I Coaching accreditation and shall not include players standing for selection;
- (c) Select Representative Teams as decided by the Association and submit to the Executive for approval and release.

2.3 Umpires Sub-Committee shall -

- (a) Consist of the Association Umpire's Convenor and up to the maximum number of badged Umpires (both A.A.N.A./Q.N.A. and Association Gold Badged) as decided by the Executive;
- (b) Meet regularly, the date, time and place of such meeting to be as decided by the Convenor;
- (c) Duties -
 - (i) Stimulate interest in the training of umpires;
 - (ii) Report and record all alterations and interpretations as set down by A.A.N.A.;
 - (iii) To offer assistance to Clubs if needed and have the power to co-opt assistance from within or without the Association;
 - (iv) Provide assistance to any representative team Umpire as may be requested;
 - (v) Conduct coaching seminars for umpires;
 - (vi) Arrange and conduct State Theory Examinations and arrange and conduct the Association Theory Examination;
 - (vii) Submit to Executive for approval and release the names of candidates recommended for A.A.N.A./Q.N.A. State Badges;
 - (viii) Be responsible for naming umpires on all fixture matches;

- (ix) Perform such other duties relating to umpires as may be directed by the Executive.

2.4 Coaching Sub-Committee shall -

- (a) Consist of the Association Coaching Officer and up to the maximum number of Accredited Level 1 or higher Coaches as decided by the Executive;
- (b) Meet regularly, the date, time and place of such meeting to be as decided by the Convenor;
- (c) Duties -
 - (i) Give demonstrations and be available to offer assistance to Clubs if needed and have the power to co-opt assistance from within or without the Association;
 - (ii) Advise the Executive on methods of improving the standard of play;
 - (iii) Provide assistance to any Representative Team Coach as may be requested;
 - (iv) Conduct coaching seminars for coaches and players;
 - (v) Perform such other duties relating to coaching as may be directed by the Executive.

2.5 Grading and Fixtures Sub-Committee shall -

- (a) Consist of the Association's Registrar and up to the maximum number as decided by the Executive. The decision of the Grading and Fixtures Sub-Committee is final and binding on all affiliated Clubs;
- (b) Meet when required;
- (c) Duties -
 - (i) Paper grade Teams;
 - (ii) Practical grading of all Teams, if necessary;
 - (iii) Submit final gradings to the Executive for approval and release to the Secretary of each affiliated Club;
 - (iv) Grading of late registrations where required;
 - (v) Compilation of the draw for all grading and fixture matches conducted by the Association;
 - (vi) Writing up of scoresheets for all fixtures;
 - (vii) Drawing up of a roster for canteen, grounds and control duties;
 - (viii) Perform any other such Grading and Fixture Committee duties as directed by the Executive.

2.6 Night Fixture Sub-Committee shall -

- (a) Consist of up to five (5) members including the Convenor;
- (b) Meet when required;
- (c) Duties include assisting the Executive to organise and supervise all Night Fixtures conducted by the Association.

2.7 Fund Raising Sub-Committee shall -

- (a) Consist of the Association Vice President and up to the maximum number as decided by the Executive;
- (b) Meet when required;

- (c) Duties -
 - (i) Conduct all raffles on behalf of the Association;
 - (ii) Organise and conduct such fund-raising activities as may be approved by Executive;
 - (iii) Arrange such entertainment and functions for the benefit of the Association and to carry through such as is approved by the Executive;
 - (iv) Be responsible for arranging Sponsorship on behalf of the Association.

2.8 Carnival Sub-Committee shall -

- (a) Consist of up to five (5) members including the Convenor;
- (b) Meet when required;
- (c) Duties include assisting the Executive to organise and supervise all Carnivals conducted by the Association.

2.9 Canteen Manager shall -

- (a) Be appointed by the Executive, and paid by the Association. The amount of payment to be fixed by the Executive;
- (b) The duties of the Canteen Manager shall be set by the Executive from time to time.

2.10 Grounds Sub-Committee shall -

- (a) Consist of the Association President and up to the maximum number as decided by the Executive;
- (b) Meet when required;
- (c) Duties -
 - (i) Advise Executive of general grounds maintenance to be performed;
 - (ii) Advise Executive on improvements needed re amenities block, grounds and playing areas.

3. REPRESENTATIVE TEAMS

3.1 All registered players of the Association shall be eligible for selection to play in teams representing the Association.

Players wishing to stand for selection in the Representative Teams shall -

- (a) Complete the Association application form setting out the conditions of selection and in signing the application form shall have accepted the conditions shown thereon; and
- (b) Forward their application forms through their Club Secretary to the Association Secretary.

3.2 Procedure for Selection

- (a) All nominees shall attend a trial, which will result in the selection of a Team.
- (b) The Selection Sub-Committee has the power to call for additional trials as required.
- (c) The Executive shall approve all team selections and has the power to alter any decisions by the Selection Sub-Committee only on grounds other than playing ability.

3.3 Uniforms

Players in Representative Teams shall wear the uniform of the Association as decided from time to time by Executive. All uniforms shall be in the keeping of the Executive such being the property of the Association.

3.4 The Manager

- (a) Nominations for Representative Team Manager shall be in the hands of the Secretary by the closing date set by the Executive who shall appoint the Manager.
- (b) Upon appointment, the Manager shall take up duties immediately and liaise with the Co-ordinator in regards to duties. The Association shall be responsible for all travelling and accommodation expenses for representative events. The Manager may submit to the Executive a full report on the team.
- (c) The duties of the Manager shall be as set out from time to time by the Executive.

3.5 The Coach

- (a) Nominations for Representative Team Coach shall be in the hands of the Secretary by the closing date set by Executive who shall appoint the Coach.
- (b) Upon appointment, the Coach shall take up duties immediately and liaise with the Coaching Officer in regards to duties. The Association shall be responsible for the payment of all travelling and accommodation expenses for representative events. The Coach may submit to the Executive a full report on the team.
- (c) The duties of the Coach shall be as set out from time to time by the Executive.

3.6 The Umpire

- (a) Nominations for Representative Team Umpire shall be in the hands of the Secretary by the closing date set by Executive who shall appoint the Umpire.
- (b) Upon appointment the Umpire shall take up duties immediately and liaise with the Umpires Convenor in regards to duties. The Association shall be responsible for the payment of all travelling and accommodation expenses for representative events.
- (c) The duties of the Umpire shall be as set out from time to time by the Executive.

4. FEES, FINES AND LEVIES

4.1 Affiliation Fees

Shall be submitted by Clubs with their Applications for Membership.

4.2 Registration Fees

- (a) Payable by Clubs on the basis of each player competing in fixture competitions controlled by the Association and shall be payable per fixture competition by the date fixed by the Executive (and shall include Q.N.A. Capitation and Insurance).
- (b) Payable by any Non-Playing Volunteer who is duly elected to the Executive Committee, Sub-Committee, and/or appointed to act as a Coach, Manager, Umpire, Scorer, or in any other capacity controlled by the Association and shall be payable annually by the date fixed by the Executive.

4.3 Fines

Imposed on any Club or player for breaches of regulation as set out hereunder (the amount to be decided by the Association at the Annual General Meeting) -

- (a) Failure to supply a Delegate at any Association Meeting;
- (b) Failure to carry out canteen/grounds duty;
- (c) Failure to supply an umpire at the time rostered in the fixture booklet;

- (d) Failure to comply with uniform dress standards;
- (e) Withdrawal of a team after grading is complete, but prior to commencement of fixtures;
- (f) For any other reason as may be decided upon by the Executive.

A fine imposed for any of the above breaches of regulations shall be paid before the Club participates in its next fixture game.

4.4 Levies

May be imposed by the Association on all Affiliated Clubs for a specific purpose.

5. REGISTRATION

- 5.1 (a) Fees shall be decided upon by Executive at its meeting a meeting prior to the AGM.
- (b) Fees for joining after halfway through any season shall be half the amount payable at the beginning of the season plus any Q.N.A. capitation and insurance.
- (c) It is the responsibility of each Club to nominate with the Association by the designated date the number of Teams participating in the competition together with the completed nomination form.
- (d) After this date, the only Team entries to be accepted shall be those which take up byes in the corresponding grade or age group.
- (e) The Secretary shall advise the Association Registrar of the Club names and the number of Teams anticipated.

5.2 Senior Registration

- (a) This information shall enable the Registrar to prepare the Club records.
- (b) Clubs will be required to submit to the Registrar by a designated date such records as may be required. These records will be accompanied by the required fees.
- (c) Proof of birth shall be sighted and certified by a Justice of the Peace and a list forwarded to the Association Secretary where an age restriction applies.

5.2 Junior Registration

- (a) Clubs will be required to meet the requirements as for the Senior Registration but will also supply the age group and proof of birth for any new junior player.
- (b) Proof of birth shall be sighted and certified by a Justice of the Peace and a list forwarded to the Association Secretary.
- (c) The Executive committee has the power to permit Netta Non-Competitive players to play in Junior competitive divisions, based on physical attributes and skill development. The decisions of the Executive committee will be binding on all parties herein. With addition of Coaches, Clubs, Parental/Guardian consent.

6. PLAYING REGULATIONS

- 6.1 Registration fees are not transferable or refundable without approval of the Executive.
- 6.2 (a) Late registrations and periodic registrations from players shall be accepted by the Association from CLUB OFFICIALS ONLY.
- (b) No player shall register direct to the Association.

- (c) Late registrations shall be notified to the Association Registrar 48 hours prior to the relevant match and paper work with the appropriate fee submitted prior to the first round of the relevant day or nights fixtures.
 - (d) A player registering to play after grading may be required to trial before a selected panel of graders before clearance is approved by the Grading and Fixtures Sub-Committee.
 - (e) Any player who is refused registration by the Grading and Fixtures Sub-Committee shall have fees refunded in full.
- 6.3 No team shall be registered with less than six (6) or more than twelve (12) players.
- 6.4 The team I.D. Card is designed for ready reference to the number of times a player has played in a higher grade or age group and displays the personal signature of each team player, therefore providing a permanent reference to players on how they must sign the fixture score sheet.
- 6.5 All players must sign the Team I.D. Card each season, in the appropriate place. All players eleven (11) years and over must sign their card and not print their name.
- 6.6 A player wishing to transfer from one Club to another during the playing season shall require a transfer form signed by the Secretary of the Club to which the player wishes to transfer. These forms shall be forwarded to the Club for clearance and then forwarded to the Association for approval by the Executive. One (1) transfer only per player shall be granted during any one season, unless in unforeseen circumstances, whence Executive may decide otherwise.
- 6.7 In the event of a Team or Club disbanding during the playing season, its members shall not be at liberty to play with any other Club without the consent of the Executive, and any such transfer, if granted, must comply with Clause 6.6 of the By-Laws.
- 6.8 Teams shall have the right to play new players up to semi-finals. Such registrations shall comply with the regulations in Clause 6.2 of the By-Laws.
- Penalty for Playing an Unregistered Player** - *The points for the match shall be awarded to the opposing team, and no goals shall be recorded for the infringing team.*
- 6.9 Any number of Juniors turning 14 years and over in the current calendar year can play in Senior Teams.
- 6.10 No player shall play in a lower grade than that in which the player is registered. A player from a lower grade may play in a higher Grade **BUT** having played three (3) games in any higher grade, the player will be considered a player of the Team on the third (3rd) game played. When a Club is fielding more than one team in any grade, players must not interchange in that same grade.
- Penalty for Non-Compliance** - *Award match to other team.*
- Where both teams break the playing regulations, no points shall be allocated for the match.
- 6.11 Teams in each competitive division finishing on highest points at the end of the last fixture game shall be recognised as the Minor Premiers. In the event of a tie on points it will be decided on a percentage basis as per Clause 13.1 of By-Laws.
- 6.12 To be eligible to play in a semi-final or a final match, a player must have played at least three (3) competition matches with that Club.

Penalty for Non-Compliance - *Disqualification of team.*

- 6.13 Identification patches must be worn by all players.
- 6.14 A forfeit may be claimed if the opposition cannot field the minimum team of five (5) players within one (1) minute of the scheduled time of the game and umpires becoming available.
- 6.15 If court and umpires are available and the opposing team has five (5) players then play must commence on time. A forfeit may be claimed if this team refuses to play. (Exception being - if the late player is still umpiring another match).
- 6.16 In the event a Club Secretary advises the Association Secretary in writing the intention of a team to forfeit a game one (1) hour or more prior to the commencement of fixtures for that day, then the Association will advise the opposing Club of the forfeit. The Association shall advise the team of the intended forfeit, and indicate on the scoresheet a loss for the team advising the forfeit and a win for the opposing team. There shall not be a requirement for the teams claiming forfeits to sign the scoresheet. Once a forfeit has been advised in writing by a Club Secretary, a withdrawal of the forfeit cannot be overturned without the consent of the Association and the opposing team Coach. In the case of a team who advised their intention to forfeit a game for that day, and the game is subsequently postponed due to wet weather, then the notice of intention to forfeit will no longer be valid. All players registered with a team that wins on a forfeit will be deemed to have played on that day.
- 6.17 In the event a Club Secretary advises the Association Secretary in writing the intention of a team to forfeit a game after the commencement of fixtures for that day, then the Association will advise the opposing Club team of the forfeit., and indicate on the scoresheet a loss for the team advising the forfeit and a win for the opposing team. There shall not be a requirement for teams claiming forfeits to sign the scoresheet. Once a forfeit has been advised in writing by a Club Secretary, a withdrawal of the forfeit cannot be overturned without the consent of the Association and the opposing team Coach. In the case of a team who advised their intention to forfeit a game for that day, and the game is subsequently postponed due to wet weather, then the notice of intention to forfeit will no longer be valid. All players registered with a team that wins on a forfeit will be deemed to have played on that day.
- 6.18 Teams claiming forfeits should complete and sign the scoresheet as per Clause 7.15 of By-Laws.
- 6.19 Any player reported in writing by an umpire to the Association Secretary and found guilty of disputing an Umpire's decision on the netball court, or any other form of misconduct, shall be liable to be disqualified from taking part in any match under the control of the Association, as may be decided by the Executive.
- 6.20 In the case of an injury during the course of the game, if a team is playing with less than seven (7) players and there is no other available player from that team, a player from a lower grade can be named and added to the original team.

7. PLAYING REGULATIONS

- 7.1 Scoresheets and Scoreboards must be collected before each match from the Association Control Point and returned to Control Point at conclusion of the match.
- 7.2 All teams must supply a responsible scorer.
- 7.3 The Team Scorer must print the name of all players to play that day on the Scoresheet before the team takes the court to play. At the conclusion of the game, the Team Scorer

- must cross out the printed name of any player who did not take the court, and it shall be initialled by both Team Scorers.
- 7.4 All team players must sign the Scoresheet correctly with the same signature as appears on the Team I.D. Card. The signature on the I.D. card must include the player's full name. **Penalty for Non-Compliance** – *Loss of 1 point.*
- 7.5 All team players, late arrivals or substitute players, must sign the Scoresheet before it is returned to Control Point. **Penalty for Non-Compliance** – *Loss of 1 point.*
- 7.6 The Scoresheet shall readily indicate the correct scores and the only score recognised shall be that indicated in the Scores Total Section of the Scoresheet.
- 7.7 Only scores recorded on the official Scoresheet shall be accepted by the Registrar.
- 7.8 The Scoresheet shall be signed by Umpires, Scorers and Team Captains at the conclusion of the game.
- 7.9 The Captain of a team is responsible for signing the Scoresheet as correct. If the Captain considers the Scoresheet incorrect, the Captain shall sign it on the back and give reasons for not accepting the Scoresheet as correct. The Captain should report to the Control so that they may investigate as they deem necessary.
- 7.10 Should the captain omit to sign the Scoresheet, the team must accept without challenge the Scoresheet as submitted.
- 7.11 An official of the winning team is responsible for returning the Scoresheet and Scoreboard to Control.
- 7.12 A team receiving a win by forfeit shall complete, sign and return the Scoresheet and Scoreboard to Control, except for forfeits claimed as per clauses 6.16 and 6.17 of the By-Laws.
- 7.13 When playing a player from a lower grade, Team No. and grade must be noted on the Scoresheet beside the player's name. Failure to do so will result in the team losing one (1) competition point.
- 7.14 When a team plays with less than seven (7) players, the number of players must be noted on the Scoresheet. Failure to do so will result in the team losing one (1) competition point.
- 7.15 Any team claiming a forfeit shall make certain the Scoresheet is signed by both Umpires, except for forfeits claimed as per clauses 6.16 and 6.17 of the By-Laws.
- 7.16 Scoresheets shall be filled in with biro pen, not felt pen.
- 7.17 The Scoresheet and Scoreboard shall remain at the court of play until after the game is completed and then returned to Control as provided for in Clause 7.11 of the By-Laws.
- 7.18 Failure of a Team member to sign the Scoresheet correctly will result in the Team losing one (1) competition point.
- 7.19 Where any doubt exists regarding the signatures, then the Registrar shall refer the Scoresheet concerned to the Executive for decision.
- 7.20 When a Club considers it has been unjustly deprived of points from a match, a written request for the Executive to review the decision must be made in writing to the Association Secretary within forty eight (48) hours of receipt of the notice advising the Club of the loss of competition points.
- 7.21 Scorers should stand together near the centre of the court and jointly carry out the responsibility of scoring.

8. GRADES – AGE GROUPS

- 8.1 The competition is conducted in the following age groups -
- (a) Netta Non-competitive - 9 Years and under
 - (b) Competitive - 10 Years to Seniors
- 8.2 A player's age on the 31st December in the current year will determine age group.
- 8.3 Juniors are players who must be seventeen (17) years or under on 31st December.
- 8.4 Seniors are players who are eighteen (18) years or over on 31st December.

9. UNIFORMS

- 9.1 Clubs upon joining the Association, shall register the uniform to be worn by their teams (refer Constitution Clause 11(4)).
- 9.2 No player shall be allowed to compete in competition matches unless wearing the registered uniform of the Club.
- 9.3 Correct uniforms must be worn on grading day - new Clubs excepted.
- 9.4 It is the Club's responsibility to see that all of its players are in registered uniform on grading day. Should a player or team not be in uniform, then each player out of uniform will be fined such an amount as decided by the Association at the Annual General Meeting and not allowed to play in competition matches until the fine is paid - should there be a valid reason for the player being out of uniform, prior permission in writing must be obtained from the Executive before grading day.

10. GRADINGS

- 10.1 When Clubs have more than one Team in the same age group they should grade their teams and number them in order of standard.
- 10.2 On grading day, players will be required to sign a Scoresheet and Team Identity Card. Only players registered to that Team may play in the Grading games.
- 10.3 The Grading and Fixtures Sub-Committee shall decide as to whether practical grading is necessary for all or any divisions.

11. DURATION OF PLAY

- 11.1 Competitive and Netta Non-competitive games shall be played as follows -
- 15 minutes play - 3 minutes break
 - 15 minutes play - 5 minutes break
 - 15 minutes play - 3 minutes break
 - 15 minutes play - Full time (71 minutes)
- 11.2 Duration of games may vary as decided by Executive.

12. POINTS

Competition points are awarded as follows -

Win	- 3 points
Draw	- 2 points
Loss	- 1 point
Win by forfeit	- 3 points
Loss by forfeit	- 0 points

13. POSITION IN SEMIS – NUMBER OF GOALS

13.1 If there is a tie on points and any position has to be decided by goal count, this is done on a percentage basis eg –

$$\frac{\text{Goals for}}{\text{Goals against}} \times \frac{100}{\text{No of games played}}$$

The team obtaining the higher percentage shall take the higher position.

A win by forfeit is not deemed as a game played. A loss by forfeit is deemed as a game played.

13.2 Semi-Finals

1 plays 2 (winner goes to grand final)

3 plays 4 (loser is out of competition)

13.3 Preliminary Finals

Loser of 1 and 2 plays winner of 3 and 4

13.4 Grand Finals

Winner of 1 and 2 plays winner of Preliminary Final.

THERE WILL BE NO RIGHT OF CHALLENGE

13.5 Timing and Scoring for Finals

- a) Each team is required to supply the following - One (1) 'SCORER', one (1) 'TIMEKEEPER' and one (1) 'HAND HELD STOPWATCH'.
- b) The team listed on the left-hand side on the Scoresheet will be responsible for scoring 'GAME QUARTERS & BREAKS' and the team listed on the right-hand side of the Scoresheet will be responsible for timing 'INJURY TIME'.
- c) Scorers must sit in the 'SCORING BOX' beside each other.
- d) Stopwatches must be a 'Hand Held Stopwatch' not a 'Wristwatch or Mobile Phone'.
- e) Each round will be started from Control by the Siren. The Game Timekeeper who is timing the quarters starts their stopwatch on hearing the Siren.
- f) Timing on each game is 15mins, 3mins, 15mins, 5mins, 15mins, 3mins, and 15mins. Duration of games may vary as decided by Executive.
- g) 30 seconds prior to the commencement of 2nd – 3rd – 4th quarter, the 'Game Timekeeper' must advise the Umpires '30 seconds' as is normally done in games controlled by the Office.
- h) Injury Time: 'Game Timekeeper' Stopwatch is stopped when Umpire indicates Injury Time, and the 'Injury Timekeeper' Stopwatch starts the Injury Time (Max. 2mins for each injury – Max. 10 mins per game).
- i) 'Game Timekeeper' Stopwatch re-commences Game Time at the end of Injury Time on the indication from the Umpire in control of that half of the court where the injury occurred.
- j) At the 10 secs 'to go' mark the 'Game Timekeeper' must run with the Umpire to advise end of time for the Quarters, and state 'TIME UMPIRE'.
- k) In the case of a drawn game, a 3min break is given, and the drawn game must be reported to Control.
- l) Extra time will be started by the 'Game Timekeeper'.
- m) Extra Time is 5 mins each way, change ends, no break.
- n) At the conclusion of extra time, if the game is still drawn, then play continues until one team leads by 2 points.

- 13.6 Should any errors occur on the Scoresheet in the Semi-Finals, Preliminary or Grand Finals then the procedure to be taken shall be as per Section 07 Clause (g) of the By-Laws.
- 13.7 Should a winning team incur a three (3) point penalty then the game is awarded to the other team. Should a drawn game result and one team incurs a penalty as per the By-Laws, then the game will be awarded to the other team.

14. WET WEATHER

- 14.1 The Association will decide, where possible, one (1) hour before the first match of the day/night, whether the courts are playable or not.
- 14.2 NO POINTS are given for matches cancelled because of rain.
- 14.3 Matches postponed because of wet weather will be played at the discretion of the Executive.
- 14.4 Once play has commenced, the Executive will decide whether play will continue in the event of wet weather.

15. UMPIRES

- 15.1 Only independent umpires will be given set games and their names will be printed in the Fixture Book. The remainder of the games will be allocated to Clubs. It will be the responsibility of the Convenor of each Club to make sure that a competent Umpire is available for all allocated matches.
- 15.2 The age limit to sit for an Umpire's Theory Examination is twelve (12) years and over in that year.
- 15.3 The training and helping of umpires is the obligation of each Club. Clubs conscientiously carrying out this duty will assist towards providing better games for all players.
- 15.4 If an Umpire cannot carry out the allocated match, it is the responsibility of the Club's Convenor to replace the Umpire with an Umpire of at least the same standard.
- 15.5 Umpires must wear Club uniform or equivalent attire, as decided by the Executive from time to time.

16. RAFFLES

No raffles or other fund raising other than Association raffles and fund raising are to be run on Association grounds, without prior approval of the Executive.

17. CORRESPONDENCE

All correspondence for the Association shall be forwarded -

C/- The Secretary,
PO Box 332,
STRATHPINE QLD 4500

All correspondence from an Affiliated Club shall be signed by the Secretary of that club or an appointed Club Official.

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