

THE HONG KONG HOCKEY ASSOCIATION WOMEN'S SECTION 2018/19 WINTER LEAGUE

Invitation to Register for the HKHAWS 2018/19 Winter League

Dear Club Convenors

Applications are now invited from Affiliated Clubs who wish to have teams considered for entry into the Hong Kong Hockey Association Women's Section 2018/19 Winter League.

Please complete the attached Form A – WS Club Registration Form and return it to the HKHAWS, together with a cheque for the appropriate deposit, inclusive of Club Affiliation Fee, to be received at the HKHA office no later than 5:00pm on **WEDNESDAY, 1 AUGUST 2018**. The deposit is non-refundable in the event that any Affiliated Club and/or team subsequently withdraws from the league. If, however, an Affiliated Club and/or team is not accepted into the league by the HKHAWS, for whatever reason, the deposit shall be refunded in full.

1/ FEES

Fees for the forthcoming season will be as follows:

Club affiliation fee	\$750
Saturday/mid-week League team administration fee:	\$11,000 per team

* Team Administration Fee includes both registration and administration fee

Amount payable by Wednesday, 1 August 2018

- \$750 Club affiliation fee
- \$500 deposit per team

The balance is due no later than 5:00pm on Thursday, 9 August 2018 and a fine of HK\$1,000 may be imposed on any Affiliated Club whose full affiliation and administration fees are not received by this date. Non payment may also affect your right to commence your league games.

Note that **ANY outstanding fines** incurred during the 2017/18 season **MUST be paid** on or before 1 August 2018 or your Affiliated Club may not be accepted for entry in the 2018/19 Winter League.

2/ SQUAD SIZE

Should you wish to register more than 22 players in a squad, you may do so (for any team) provided that you pay an amount of HK\$300 per player. However, please note that we shall not accept more than 30 players registered for a single squad.

3/ **KIT**

Please complete the attached form showing your first and second strip colours. It is important that your second strip is in complete contrast to your first strip, including your socks. Please note that white socks are NOT ENCOURAGED. A fine of \$500 shall be imposed for Affiliated Clubs who do not advise their second strip.

Teams wishing to change the colour and/or designs of their strip **MUST** have their **COLOURS AND/OR DESIGNS APPROVED** by the HKHAWS **PRIOR** to placing any orders with manufacturers, as the colours chosen may cause confusion to both umpires and other players, in which case the HKHAWS Committee is likely to exercise its right to request a change to your colour choice(s). It is therefore advisable to check with the HKHAWS Committee before finalising your colour choices. Please note that **NO CHANGES** to kit colours shall be entertained once the Winter League has commenced.

All teams are expected to turn up in kit of the prescribed colours (shirt, skirt AND socks) that is neat and tidy. Each player must have a unique number within their Affiliated Club and this number must be on the back of their playing shirts. For incorrect kit, incorrect numbering or lack of numbering on shirts, or incorrectly coloured shirts/skirts/ socks, a fine of \$100 shall be applied for the first offence and a fine of \$500 for subsequent offences throughout the playing season.

For Affiliated Clubs that have secured sponsorship, please note that approval for the size and placement of any publicity material appearing on the kit **MUST** be sought from the HKHAWS prior to placing any orders with manufacturers. The HKHAWS shall determine whether the guidelines issued by the FIH have been followed on size and placements of sponsorship logos.

4/ **REQUESTS FOR POSTPONING MATCHES**

As per Bye-laws 11.9 and 11.10, requests must be received by the HKHAWS, in writing, at least fourteen (14) days before the scheduled date of the match; and such requests will only be considered when accompanied by a non-refundable cheque for HK\$1,000.

5/ **WALKOVERS**

Should your team be in a situation that they declare a walkover, please note that fines apply and I would like to draw your attention to Bye-law 11.6 of the HKHAWS Competition Bye-laws.

Please be reminded that walkovers are not encouraged and that frequent incidents will result in Affiliated Clubs being fined. Fines are as follows: \$500 and match forfeiture for the first incident; a fine of \$1,000, forfeiture of match plus the loss of two (2) League points for the second infringement; and a fine of \$1,500, forfeiture of match plus the loss of four (4) League points for subsequent incidents and referral to the Committee.

Should one of your teams have an insufficient number of players (i.e. less than 8), please inform the HKHAWS as soon as possible by email (with an explanation as required by the above Bye-law) **and** by telephone – preferably by 1.00 pm on the Friday before the Saturday game and by 1.00 pm on the day before a mid-week game.

In the event of a walkover being given, umpiring duties are still to be undertaken if the team has an assigned duty and fines shall be applied for no-shows. Please make sure that everyone knows your team will not be showing up for the game – i.e. Captain of the opposition, Club Convenor for team you are giving walkover to, Club Convenors for teams that may have an umpiring duty for the game that is being cancelled.

6/ CLUB CONVENORS' MEETING

There will be a pre-season Club Convenors' meeting at 7.30 pm at Kings Park Hockey Ground meeting room on Thursday, 9 August 2018. A Convenors' Circular will be forwarded prior to this date for your information.

7/ CLUB CONVENORS' CONTACT INFORMATION

Please complete the attached Affiliated Club and Club Convenor information sheet. Please also provide an alternate contact, especially if you are away. It would be helpful if you could advise the HKHAWS when the Club Convenor is out of town and whom to contact in your absence.

NB: The HKHAWS will only entertain correspondence from the Club Convenor or nominated alternative contact.

We hope that all of the above is clear, but if you have any questions please do not hesitate to contact us at jowiewong@hockey.org.hk, janicechan@hockey.org.hk & bonnieyeung@hockey.org.hk.

We look forward to hearing from you soon.

The Hong Kong Hockey Association
Women's Section

ENCLOSED FORMS

CHECKLIST – Important Dates
Form A – WS Club Registration Form