

# MATCH ARRANGEMENT FORM

PLEASE COMPLETE IN BLACK INK USING BLOCK LETTERS



<b>CLUB:</b>				<b>ROUND:</b>		
<b>COMPETITION:</b> <i>delete as necessary</i>	THE FA CUP	THE FA TROPHY	THE FA VASE	THE FA YOUTH CUP	WOMEN'S FA CUP <small>* From Fourth Round Proper</small>	<b>MATCH No:</b>
MATCH: HOME TEAM				v AWAY TEAM		

	FIRST MATCH	REPLAY (not Youth Cup)			
<b>Date of Match</b>					
<b>Kick Off Time</b>					
<b>*Venue</b>					
<b>Colours Agreed</b>	<b>Home Team</b>	<b>Visiting Team</b>	<b>Home Team</b>	<b>Visiting Team</b>	
Shirts					
Shorts					
Socks					
GK					
<b>Kicks From the Penalty Mark</b> (Not Cup) <small>(Mandatory in Trophy &amp; Vase if score level after 90 minutes) (Youth Cup &amp; Women's FA Cup if score level after 90 minutes in Qualifying Competition) (Youth Cup &amp; Women's FA Cup if score level after extra time in Competition Proper)</small>	<i>(delete as appropriate)</i>		<i>if a clash of colours occurs, the visiting team must change</i>		
<b>Extra Time</b> (Not Cup) <small>(Mandatory in Youth Cup and Women's FA Cup Competition Proper, only if score level after 90 minutes)</small>	<i>(delete as appropriate)</i>				
<b>Admission Prices and Ticketing</b> <small>(Full list of prices for first match and replay to be attached. Any discounted prices to be marked clearly. Prices for visitors areas to be identified if different)</small>	<i>(delete as appropriate)</i>		<i>(delete as appropriate)</i>		
Season tickets of home club allow entry to match	<i>(delete as appropriate)</i>		<i>(delete as appropriate)</i>		
Complimentary ticket allocation	Home:	Visitors:	Home:	Visitors:	
<b>Travel and Hotel Expenses</b>					
Travel expenses agreed	<i>(delete as appropriate)</i> £ _____		<i>(delete as appropriate)</i> £ _____		
Overnight stay visiting club agreed, if applicable	<i>(delete as appropriate)</i> £ _____		<i>(delete as appropriate)</i> £ _____		

*\*(if not at home team ground permission must first be gained from The FA)*

**The above details must be agreed by both clubs and notified to The FA and opponents within SEVEN days of the draw, by the club drawn at home for the first match.**

**Please fax to 0844 980 0609 or email [competition.matcharrangements@thefa.com](mailto:competition.matcharrangements@thefa.com). Do not post.**

Date: ..... Director/Football Secretary: ..... Print name: .....