



MFA Forfeit Notification Procedure

Forfeit Notification Forms must be received by MFA office by 5.00pm on Friday for weekend games, or by 5.00pm on the day of a mid-week game. Any forfeits not notified within these time frames will incur a fine.

If a form cannot be completed at that time, please send an email and/or call the office by 5.00pm to advise of the forfeit. However in this instance the Forfeit Notification Form must be sent to the office on the next available business day.

After 5.00pm Friday notification of a forfeit must be phoned through to the LCC Director or LCC Secretary and be emailed to the following people;

- LCC Director and/or LCC Secretary
- Opposing Club Secretary
- MFA Secretary
- MFA Competition Manager

Weekend forfeit notifications must be advised to the LCC Director or LCC Secretary as soon as possible. They will advise all involved.

Same day mid-week forfeit notifications after 5.00pm must be phoned through to the LCC Director or LCC Secretary as soon as possible. If they cannot be contacted you must advise the following people as soon as possible;

- Opposing Club Secretary
- MFA Secretary
- Hosting Club Secretary (if applicable)

You must ensure that contact is made so players and referees can be informed of cancellation. It is not acceptable to just leave a message without confirmation that they have received the information.

In all instances, a forfeit notification form must be completed and sent through to the Competition Manager.