

## **Deferral & Forfeit Procedures**

Any & all correspondence & communication, needs to come from Club Office Bearers. It must go to HAW Office or to the Director of Competitions, as set up on the Website.

Division 1 men and women are to play their scheduled matches as set down in the fixtures. There are to be no deferrals or forfeits for Division 1 without Board of Management approval.

### **DEFERRAL:**

If the Coach or Manager of a Team find they do not have enough players to play a game, these are the steps to take to obtaining a Deferral.

1. Coach/Manager contacts their Club Secretary, to tell them of the situation.
2. Club Secretary will contact the Opposing Club Secretary and explain the situation. They will either contact the relevant Coach or give your Club their contact details.
3. Speak to opposing Coach.
4. If the opposing Team agree to a deferral, contact your Club Secretary, who will notify HAW Office; Director of Competitions; Director of Umpires and the opposing Club of the decision. This game needs to be played as soon as possible.
5. The two clubs arrange a suitable date and time to play the deferred game and inform the competitions committee and the office of the arrangement.
6. If an opposing team denies a deferral, your Club can appeal to HAW.

### **FORFEIT:**

If the Coach or Manager of a Team find they do not have enough players to play a game, and have tried to have the game deferred but request has been denied. If the game definitely can't be played, these are the steps to take to obtain a forfeit.

1. Coach/Manager contacts their Club Secretary, to tell them of the situation.
2. As soon as possible the Club Secretary will contact HAW Office; Director of Competitions; Director of Umpiring and the Opposing Club of the decision. Refer to the Bylaws section 5.9(a)
3. The game shall be recorded as a 5 – 0 loss.
4. There will be no Best & Fairest Votes recorded.

If your Team is receiving a forfeit, the Team manager needs to fill out a Match Sheet with your players listed and in the opposing team column, write "forfeit". This is then handed into the HAW Office as normal.

1. The game shall be recorded as a 5 – 0 win.
2. There will be no Best & Fairest Votes recorded.