



**Metro North Region**  
**(Claremont, Subiaco & West Perth DFDCs)**

**Circular 5/2017**

## **Online Umpire Payments - 2017**

Audience: Junior Club Presidents, Registrars and Treasurers  
Date: 14 March 2017  
Distributed by/to: Email to District Umpire Managers, Junior Club Presidents, Registrars, Secretaries, Treasurers and Team Managers.  
Contact: Callum Warner  
District Operations Manager  
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**Summary:**

- District appointed umpires will be paid by the District via bank transfer with Clubs invoiced for the cost.
- Payments will be made to umpires on a fortnightly basis
- Clubs will be invoiced monthly
- The home team will be invoiced for umpire payments for the match under their control

**Action:**

- Umpire Managers to Communicate change in processes and set up requirements to Umpires
- Clubs to communicate change in processes to Team Managers
- Clubs to pay monthly invoices within notice period

In 2017 the Claremont, Subiaco and West Perth Junior Football Leagues as well as the Northern Conference will trial an online umpire payment system. Umpire payment methods for 2017 will change for all football matches in the following football leagues:

- **Northern Conference**
- **Claremont Junior Football League**
- **Subiaco Junior Football League**
- **West Perth Junior Football League**

District appointed umpires will be paid by the District via bank transfer with Clubs invoiced for the cost.

This change is being made to provide best practice in financial management, to streamline processes for Club volunteers and to remove the risk of cash handling by volunteers. This will remove the requirement for Clubs to arrange sums of cash to be on hand to Team Managers or other volunteers on match days and allow for the management of post-game umpire paperwork by the District Umpire Groups.

- Umpires will be paid fortnightly via bank transfer
- Clubs will be invoiced on a monthly basis
- Invoices will show a cost break down of each game included in the invoice



FOOTBALL COMMISSION INC.

- Invoices will have a 14 days' payment period which must be adhered to ensure umpires can continue to be provided (*Note: Failure to make payment within the term period may have an impact on the provision of umpires for your clubs future home matches*).
- The Club of the Home Team will be responsible for payment of the umpires for that match
- In the event that the Home Team plays at a neutral or 'Away' venue due to ground availability, umpire payment responsibility will remain with the Home Team
- In the event that an umpire does not attend a game, the Home Team is required to notify the District Umpires Manager
- Umpires failing to adequately complete match day paperwork or submit the match day app. requirements as requested by the Junior Football League will not be paid
- This change in process will not affect the cost of umpires in 2017. There may be a requirement for an administration fee to be included in club invoices for season 2018.

Please ensure the relevant Umpires and Club Volunteers are aware of this process.

If you require any further information regarding umpire payments, please contact your District Umpires Manager or Callum Warner.

**Andrew Ridley**

Community Development Manager – Metro North