

# WA Football.

**Tribunal Handbook for  
Community Football Volunteers**

## How can this guide help me?

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This guide is designed to assist individuals who have been asked to attend the WA Football Community Tribunal. It offers general information to help participants understand the tribunal process and outlines what to expect, before, during and after a hearing.

Attending the Tribunal can be a stressful experience for players and officials alike. This guide aims to ensure all participants feel informed, prepared and confident in navigating the tribunal system.

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## WA Football Community Tribunal Overview

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The WA Football Community Tribunal has been established to provide an effective, efficient, independent, transparent, and specialised forum for the fair hearing and resolution of community football offences.

As a centralised body, the Tribunal oversees approximately fifty community competitions across Western Australia, including Junior, Senior, and Country Leagues. This ensures consistent treatment, guidelines, and penalty determinations for all participants, regardless of where they play in the state.

By upholding the rules of the game, the Tribunal plays a vital role in maintaining the spirit of fair play and integrity that defines Australian Football in Western Australia.

The function of the WA Football Community Football Tribunal is to deal with any Reportable Offence referred to it. A Reportable Offence occurs where a Player or Official commits any of the Offences set out in the current AFL Laws of the Game. **Policy breaches cannot be contested at the Tribunal.**

A Notice of Charge will be referred to the Tribunal if:

- An individual is charged with a 'Direct to Tribunal' Offence  
or
- An individual is charged with an offence and elects to decline an Early Guilty Plea offer

## Tribunal Deadlines

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All WA Football Community Tribunals are conducted online, typically on **Wednesday evenings**. If there are a large number of cases to be heard in one week, some hearings may also take place on Thursday evenings. Whenever possible, cases involving minors will be scheduled for earlier time slots. The Tribunal will confirm the time of your hearing as soon as they can.

### Confirming a Hearing:

The Tribunal must be informed by the League Administrator by **12pm on Tuesday** if a Tribunal hearing is needed.

### Submitting Evidence:

If you have any evidence you'd like the Tribunal to review, it must be emailed **before 9am on the day of the hearing**. Email to [tribunal@wafootball.com.au](mailto:tribunal@wafootball.com.au)

### Appealing a Decision:

If you wish to appeal a Tribunal decision, you must submit your appeal by **5pm the day after the decision is made**.

## How to Submit Evidence

All evidence must be emailed to [tribunal@wafootball.com.au](mailto:tribunal@wafootball.com.au) by **9:00am on the day of the Tribunal hearing**. Anything submitted after this deadline will not be considered.

All evidence is accepted at the discretion of the Tribunal Chair.

The Tribunal will review all submitted material and determine how much weight to give each piece of evidence.

## Video Evidence

Video footage can be submitted as evidence if it clearly shows the incident and is provided by either party involved.

To be accepted, the video must:

- Clearly show what happened before, during, and after the incident.
- Be **unedited** — it must not be slowed down, zoomed in, cut, or changed in any way.

Please keep in mind:

- Only footage directly related to the incident being reviewed will be considered.
- Any unrelated video — such as mobile phone recordings of other events during the match — will not be accepted.

## Other Evidence (Medical Reports, Witness Statements, Photos etc.)

You may submit other types of evidence to support your case at the Tribunal. This can include:

- **Medical reports** — includes medical certificates, hospital admission forms, injury reports etc. These should be clear, relevant, and ideally signed by a qualified professional or on an official letterhead.
- **Witness statements** — Will only be accepted from individuals who were directly involved in the incident or had a clear, relevant role at the time. Examples include:
  - A first aider who provided treatment
  - A Runner who assisted a player from the field
  - A match official (e.g. Goal Umpire) who witnessed the event from a different vantage point
 Statements from **spectators or others without direct involvement will not be accepted**.
- **Photographs** — should be clear and directly related to the incident. These may be of injuries, relevant match events, or ground conditions.

## Tribunal Attendees

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The Tribunal Chair has the authority to grant or deny entry to any person wishing to attend the Tribunal hearing. Additionally, the Chair may revoke an individual's admission if they engage in misconduct, fail to follow instructions, or are disruptive.

A Tribunal hearing is limited to the following parties:

- **The Reported Individual**  
*This is the player or official who has been charged with an offence*
- **The Match Official**  
*Typically, this refers to the Field Umpire(s) or a League Official. They are usually the individual responsible for reporting the offence.*
- **The Aggrieved Person**  
*This is typically the individual directly affected by the alleged offence, often referred to as the 'victim.'*
- **Advocates of the above**  
*An advocate is someone who provides support and guidance to a participant involved in the tribunal process. All individuals attending the tribunal are encouraged to have an advocate to help guide them through the proceedings*
- **2-3 independent Tribunal panel members**  
*These are the individuals who will decide whether an offence has occurred and an appropriate penalty. The Tribunal Panel consists of around 40 volunteers with diverse backgrounds, including legal expertise, tribunal experience, football volunteers, former players, umpires, and sporting tribunal knowledge. The Tribunal operates on a rotating roster to maintain fairness, balance, and avoid conflicts of interest.*
- **WA Football Secretary**  
*This is a WA Football staff member responsible for recording the proceedings, ensuring tribunal guidelines are followed, and directing participants to relevant league rules, regulations, and procedures. They also manage the online meeting, including admitting participants and controlling access to the virtual room. The Secretary does not participate in decision-making or penalty determinations.*
- **League Observer (where requested)**  
*A League Observer is a representative from the League who attends the Tribunal hearing solely to observe, without participating. This individual will keep their video and microphone off during the proceedings and will not be present during deliberations.*

## Tribunal Procedure

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This guide outlines the typical process for tribunal hearings. The Chair may adjust the order based on the specific circumstances of each case.

### Welcome and Introductions

- 1) WA Football **Secretary** welcomes all parties, confirms the audio and visual technology is working for all participants and introduces the Tribunal Panel.

### Review of Charge Sheet and Plea confirmation

- 2) The **Chair** reviews the charge sheet with all participants, ensuring the information is accurate and that the case is ready to proceed. Confirmation will include names, jumper numbers, teams etc. Any necessary changes should be made before continuing.
- 3) The Chair confirms the offence details and asks the Reported Individual to enter a plea.
- 4) The **Reported Individual** states their plea;
  - Guilty – *accepts responsibility for the charge as presented;*
  - Not Guilty – *denies committing the offence or disputes the charge in its entirety;*  
or
  - Partial Plea – *accepts responsibility for some aspects but contesting others, such as accepting the charge but disputing the grading or intent.*

### Hearing from those involved

- 5) Chair asks the Aggrieved Person and their Advocate to leave the proceedings.
- 6) Chair asks the **Match Official** to provide their account of events.
  - The Match Official provides details of the incident from their perspective. If they are not present, they may provide a statement to be read instead.
  - *Note: The Reported Individual and/or their Advocate must not interrupt to dispute the Match Official's version of events.*
  - The Tribunal Panel may ask questions to clarify details.
  - The Chair will then ask the Reported Individual to suggest questions to ask the Match Official, but it is at the Chair's discretion whether to ask them.
  - Once all questions for the Match Official are complete, they are thanked for their time and leave the proceedings.
- 7) Secretary allows the Aggrieved Person and their Advocate back into the proceedings.

- 8) Chair asks the **Aggrieved Person** to provide their account of events.
  - The Aggrieved Person provides details of the incident from their perspective, including details of any injuries sustained or medical treatment required as a result of the incident. If they are not present, they may provide a statement to be read instead.
  - *Note: The Reported Individual and/or their Advocate must not interrupt to dispute the Aggrieved Person's version of events*
  - The Tribunal Panel may ask questions to clarify details.
  - The Chair will then ask the Reported Individual to suggest questions to ask the Aggrieved Person, but it is at the Chair's discretion whether to ask them.
  - Once all questions for the Aggrieved Person are complete, they are thanked for their time and leave the proceedings.
- 9) *Important Note: In sensitive cases, or when the Match Official and/or the Aggrieved Person are minors, they may ask to share their account of what happened without the Reported Individual being present. It is the Tribunal Chair's sole decision as to whether to allow this. If permission is granted, a summary of what was said will be provided to the Reported Individual once they return to the proceedings*
- 10) Chair asks the **Reported Individual** to provide their account of events.
  - The Reported Individual provides details of the incident from their perspective.
  - The Tribunal Panel may ask questions to clarify details.

#### Character Reference

- 11) If deemed relevant, the Chair may invite the **Reported Individual's Advocate** to provide a character reference.
  - The Character Reference should be a brief summary of the Reported Individual's conduct, personal extenuating circumstances and/or past playing history.
  - The Advocate is not able to use this time to provide their version of events, an opinion on the incident or introduce additional evidence.

#### Tribunal Deliberations

- 12) The Chair asks all parties except the Tribunal Panel and Secretary to leave the proceedings while deliberations occur.
- 13) The Tribunal Panel will discuss the case and make determinations regarding:
  - Whether the Reported Individual is guilty or not guilty of the alleged offence.
  - Whether the Reported Offence needs to be changed.

- 14) If the Tribunal Panel determines the Reported Individual is guilty of an offence, they will then categorise the level and severity of an offence by determining four factors;
- Conduct – whether the conduct was intentional or careless;
  - Impact – whether the impact to the Aggrieved Person was severe, high, medium or low;
  - Contact – whether contact was high, to the body, to the chest (female players only) or to the groin;
  - Potential to cause injury.
- 15) The Tribunal Panel will then use these levels to determine an appropriate penalty (if any). This penalty will be determined as per the relevant WA Community Football Grading Matrix.

#### Announcement of Decision and Conclusion

- 16) All parties return to the proceedings.
- 17) The Chair advises the Tribunal's decision.  
*Note: The Chair has full discretion over the level of detail shared regarding how the panel reached its determination.*
- 18) The Chair will then thank all parties for their participation, and the hearing will conclude.

#### Formal Notification of Outcome

- 19) The Tribunal Secretary will formalise the outcome of the Tribunal via email to the League Administrator the following day.

#### **Recording of Tribunal Hearings**

All Tribunal hearings are held online and are recorded. Recording the hearings helps make sure everything said during the process is captured accurately. This is important for taking clear and reliable notes and for making sure the final summary of the hearing reflects exactly what happened.

The recordings are also used for internal training, so Tribunal members can continue to improve how hearings are run. They are only ever seen by the Tribunal Secretary and the WA Football Competitions Specialist. They are never shared with Leagues, Clubs, anyone involved in the case or the public. Once the hearing summary is completed and checked, the recording is permanently deleted.

Recording helps protect everyone involved by making sure there's a clear and accurate record of the hearing — it supports fairness, transparency, and consistency in the Tribunal process.



## Tips for Reported Individuals:

If you've been reported and attending a Tribunal hearing, these tips can help you feel more prepared and confident:

- **You can bring a support person or advocate:** You're allowed to have someone with you to support you during the hearing. They can help you prepare, stay calm, and make sure your point of view is clearly explained.
- **Think about key details:** Before the hearing, think about what was happening before, during, and after the incident. Try to remember where people were on the field, what the umpire could or couldn't see, and what was said.
- **Work with your advocate to prepare:** Your advocate can help you organise your thoughts, refine your version of events, and prepare questions — but they should not tell you what to say.
- **Understand the purpose of the Tribunal:** The Tribunal is there to review what happened, hear from everyone involved, and make a fair decision based on the evidence.
- **Know what to expect:** The Tribunal will start by explaining the process. You'll have a chance to share your version of events, and others involved may also give their account. The Tribunal may ask questions throughout to help them understand what happened before making a decision.
- **Be honest and clear when entering your plea:** You'll be asked whether you plead guilty or not guilty to the charge. Make sure you understand whether you're accepting the entire charge, including the offence type and grading, or just part of it. If you're unsure, ask your advocate or the Tribunal Chair to clarify before answering.
- **Be aware the charge could change:** The Tribunal has the power to change (or amend) the charge, which could result in a more serious outcome. Your advocate can help you understand this.
- **It's okay to feel nervous:** Many people feel unsure or anxious about speaking in a formal setting. Take your time when speaking and ask for a break if you need one.
- **Be honest and clear:** Tell your version of what happened in your own words. You don't need to say what you think the Tribunal wants to hear — just share your honest account.
- **It's okay to say "I don't know" or "I'm not sure":** If you can't remember something or aren't completely sure, it's better to say so than to guess or make assumptions.
- **Understand that questions are normal:** The Tribunal may ask you questions to better understand the situation — not because they don't believe you. This is part of making a fair decision.
- **You can't interrupt or challenge witnesses directly:** You and your Advocate are not allowed to interrupt the hearing or directly question others. If you have a question or something you'd like clarified, wait until the Tribunal Chair invites you to speak. At that point, you can suggest questions for the Chair to ask the witness on your behalf.
- **Know the time and date of the hearing:** Make sure you are aware of when and where the Tribunal hearing is taking place, and where you and your Advocate will be meeting for the hearing.

- **Submit relevant evidence on time:** Ensure all supporting evidence, such as video footage, medical reports, or written statements, is submitted before the deadline. Send all documents to **tribunal@wfootball.com.au** by **9am on the day of the Tribunal hearing**.
- **Be familiar with Microsoft Teams:** Tribunal hearings are conducted online. Test your camera, microphone, and internet connection before the hearing. Make sure you also know how to use Microsoft Teams. If needed, visit [this guide](#) for instructions on joining a meeting.

### Tips for Match Officials:

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If you're a Match Official (such as an umpire) asked to attend a Tribunal hearing, your role is to provide clear, unbiased information to help the Tribunal understand what happened. These tips will help you prepare:

- **You can have a support person or advocate:** You are allowed to have someone with you to support you during the hearing. Their role is to help you feel comfortable, not to speak on your behalf.
- **Know the hearing details:** Make sure you are aware of when and where the Tribunal hearing is taking place, and where you and your Advocate will be meeting for the hearing.
- **Stick to the facts:** Your role is to describe what you saw and experienced — not to give opinions about guilt, intent, or possible penalties.
- **Explain the full context:** Share what happened **before, during, and after** the incident. This helps the Tribunal understand the full picture, not just the moment the offence occurred.
- **Be clear about your position on the field:** Let the Tribunal know exactly where you were on the oval at the time of the incident. This includes how far away you were, and what angle you had.
- **Describe where the players were located:** If you can, explain where the involved players were in relation to you, to each other, and to the ball.
- **Mention if your view was blocked:** If your line of sight was obstructed or partially blocked, say so clearly. The Tribunal understands that umpires don't always have a perfect view, and honesty about this is important.
- **Be calm and confident in your report:** If you're unsure about specific details, it's okay to say "I don't remember" or "I'm not sure." It's better to be honest than to guess.
- **Bring a copy of your match report (if written):** If you wrote an incident report, bring a copy with you that you can refer to it if needed.
- **Avoid taking sides:** Remember, your role is to assist the Tribunal by explaining what you observed — not to argue for or against a player.
- **Be prepared to answer questions:** The Tribunal may ask questions to clarify details. This doesn't mean they doubt you — it's just to help them understand the situation more clearly.
- **Be familiar with Microsoft Teams:** Tribunal hearings are conducted online. Test your camera, microphone, and internet connection before the hearing. Make sure you also know how to use Microsoft Teams. If needed, visit [this guide](#) for instructions on joining a meeting.

## Tips for Aggrieved Persons:

If you've been affected by an incident being considered by the Tribunal, the following tips may help you prepare and understand what to expect:

- **You can have a support person or advocate:** You are allowed to have someone with you to support you during the hearing. Their role is to help you feel comfortable, not to speak on your behalf.
- **Understand the purpose of the Tribunal:** The Tribunal is there to review what happened, hear from everyone involved, and make a fair decision based on the evidence.
- **You will be asked to share your experience:** You can tell the Tribunal what happened from your point of view. This is usually done in person over a video call, or in writing.
- **It's okay to feel nervous:** Many people feel unsure or anxious about speaking in a formal setting. Take your time when speaking and ask for a break if you need one.
- **Be honest and clear:** Describe what happened as you remember it. You don't need to guess or try to fill in any blanks. If you're unsure about something, it's perfectly okay to say "I don't know", "I'm not sure" or "I don't remember."
- **Be honest about any injuries or medical treatment:** If you were hurt, let the Tribunal know what injuries you had and whether you received any medical treatment during or after the game. This helps the Tribunal understand the impact of the incident.
- **You can ask for support:** If you feel uncomfortable, especially in sensitive situations, you can ask to give your account without the other party (the Reported Individual) in the room. The Tribunal Chair will decide if this is appropriate.
- **You may be asked questions:** Tribunal members may ask you questions to better understand your version of events — not because they don't believe you, but to help them get a full picture of what happened.
- **You can provide relevant information:** If you have anything that helps explain what happened — such as videos, photos, or medical records — let your Advocate know so they can be supplied to the Tribunal before the deadline.
- **Know the time and date of the hearing:** Make sure you are aware of when and where the Tribunal hearing is taking place, and where you and your Advocate will be meeting for the hearing.
- **Be familiar with Microsoft Teams:** Tribunal hearings are conducted online. Test your camera, microphone, and internet connection before the hearing. Make sure you also know how to use Microsoft Teams. If needed, visit [this guide](#) for instructions on joining a meeting.

## Advocates

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All individuals attending the Tribunal are encouraged to be supported by an advocate. The advocate's role is to provide support and guidance throughout the hearing process.

To achieve the best possible outcome, it is recommended that the advocate is someone who is articulate, knowledgeable about the game, and ideally has prior experience with Tribunal hearings or similar proceedings.

Please note the following guidelines for advocates:

- Advocates must not be practicing members of the legal profession.
- Advocates cannot be the parent or guardian of the person they are representing.
- Any individual under 18 attending the Tribunal must have an adult advocate present for the entire hearing.
- Advocates are not permitted to introduce external evidence, offer personal opinions, present their own version of events, submit witness statements, or cross-examine other attendees.

## Tips for Advocates:

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As an advocate, your role is to support and guide the individual through the Tribunal process. Here are some key tips to help:

- **Confirm the Tribunal details:** Ensure the individual knows the date, time, and location of the hearing.
- **Explain the Tribunal process:** Help the person understand what to expect, including how the Tribunal operates, the rules, and the hearing procedures.
- **Be realistic and honest:** Discuss the case openly, including the likelihood of guilt or innocence and any injuries sustained by others.
- **Help refine their version of events, not create one:** Your role is to ensure the individual's account is presented clearly and effectively, not to put words in their mouth or create a version of events for them. Work with them to structure their version of events so their perspective is properly understood by the Tribunal.
- **Encourage honesty over guessing:** Make sure the individual understands it's okay to say "I don't know" or "I'm not sure" if they genuinely don't remember or aren't certain about something. It's better to be honest than to try and fill in the gaps or say what they think the Tribunal wants to hear.
- **Reassure them about questions from the Tribunal:** Let them know that Tribunal members may ask questions to better understand what happened — not because they don't believe them or think their version is wrong. It's a normal part of the process to gather as much detail as possible.

- **Reported Individual Advocates - Explain possible charge amendments:** Ensure they understand that the Tribunal has the authority to amend a charge, which could result in a more severe penalty.
- **Reported Individual Advocates - Assist with questioning:** Help prepare any questions they may wish to ask the Match Official or Aggrieved Person, especially if key information is missing from the evidence. Some relevant questions might include:
  - Where was the umpire positioned when the alleged offence happened?
  - Where was the ball at the time of the incident?
  - What part of the body was involved in the contact, and where did it occur?
  - Was the game paused, or did it continue after the incident?
  - Were there any external factors that may have provoked the incident?
  - What was said by those involved at the time?
  - How did the individuals react immediately after the incident?
- **Ensure relevant evidence is submitted on time:** Ensure all supporting evidence, such as video footage, medical reports, or written statements, is submitted before the deadline. Send all documents to **tribunal@wafootball.com.au** by **9am on the day of the Tribunal hearing**.
- **Be familiar with Microsoft Teams:** Tribunal hearings are conducted online. Test your camera, microphone, and internet connection before the hearing. Make sure you also know how to use Microsoft Teams. If needed, visit [this guide](#) for instructions on joining a meeting.

## Frequently Asked Questions

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### What is an Early Guilty Plea, and should I take it?

An *early guilty plea* is when a Reported Individual accepts the charge advised by the League and agrees to the penalty offered. Taking an early plea means you will not attend Tribunal and will usually result in a reduced suspension, which means you can return to playing sooner.

Whether or not you should take an early plea depends on your situation. If you know you committed the offence and the penalty seems fair, it may be in your best interest to accept the plea and move on. However, if you believe:

- You did not commit the offence,
- The charge is incorrect (e.g. wrong classification of intent or impact), or
- There are circumstances the Tribunal should consider,

...then you have the right to challenge the charge. Just keep in mind that if the Tribunal finds you guilty, you will not receive the early plea discount, and the penalty may be more serious.

If you're unsure, it's a good idea to talk to a club official or someone with Tribunal experience before deciding.

### What if I am unable to attend the Tribunal Hearing?

If you are a **Match Official** or the **Aggrieved Person**, you must let the Tribunal know as soon as possible if you can't attend. In some cases, the hearing might be rescheduled, or you may be asked to provide a written statement instead of attending.

If you are the **Reported Individual**, you must attend the Tribunal unless you have a very good reason. If you can't attend, you must tell the Tribunal as early as possible, so they can decide whether to postpone the hearing or go ahead without you.

If a **Reported Individual** does not show up without telling anyone, the Tribunal Chair will decide whether to continue the hearing without them or postpone it. If the hearing is postponed, the Reported Individual cannot participate in any matches until the case is heard.

### Why has the offence been graded as High Contact when I did not make contact with the opponent's head?

High Contact is not limited to the head and includes contact above the shoulders. Contact will also be graded as High where the Aggrieved Person's head makes contact with another person or object such as the fence or ground as a result of the actions of the Reported Individual.

For example, should a Person tackle another Person around the waist and as a result of the tackle, the tackled person's head makes forceful contact with the ground, the contact in these circumstances would be classified as High, even though the tackle was to the body.

### **The opponent kept playing after I was reported. Why was it graded as high impact?**

The Tribunal looks at how serious the impact could have been, not just whether the other player was injured at the time.

Even if a player continues to play, the impact can still be graded as low, medium, high, or severe if there was a potential to cause injury. This includes offences such as intentional strikes, high bumps, head-high contact, forceful round-arm swings, dangerous tackles and any contact that occurs when the other person should not be reasonably expecting it (ie contact off the ball).

Also, injuries like concussion might not show up right away. Medical reports received after the game can lead to the impact being graded more seriously.

### **I didn't mean to injure the player — why have I been charged?**

Even if you didn't mean to hurt anyone, you can still be charged if your actions were careless.

All players have a duty of care to look after the safety of others on the field. If you act in a way that could reasonably lead to someone getting hurt, that may be considered careless — even without intent.

For example, if you tackle someone with force and they lose balance because of it, you are still responsible for making sure they are brought to ground safely. Letting them fall dangerously could result in a charge for careless conduct.

### **Why does the Tribunal look at the “potential to cause injury” even if no one was hurt?**

In community football, player safety is a top priority. When the Tribunal reviews incidents, they don't only consider whether an injury occurred — they also consider how dangerous the action was and the risk it posed to the other player.

This is known as assessing the “potential to cause injury.” For example, a high bump, swinging arm, or dangerous tackle might not cause visible harm in the moment, but it could easily have resulted in serious injury.

That's why actions that breach the duty of care — even without causing injury — can still lead to charges and penalties. The Tribunal has a responsibility to discourage dangerous conduct and protect everyone on the field, especially in junior and community levels where safety and fairness are essential.



## **What happens after the Tribunal makes a decision?**

Once the Tribunal reaches a decision, it will be communicated to you and your Advocate in the Tribunal Hearing. A formal written notification will then be sent to your club and League. This includes whether you were found guilty or not guilty, and any penalty that applies (e.g. number of matches suspended).

If you are suspended, you must not play in any matches until your suspension is complete. Your club is responsible for enforcing this.

## **Our player was suspended in a Junior competition, but they also play in Seniors. Can they still play in the Senior team while suspended?**

No. The player must serve their suspension in the grade they last played in before the suspension. In this case, because the suspension happened in the Junior competition, it must be fully served there first.

This means the player cannot play in either Juniors or Seniors until the suspension is completed in the Junior competition — unless there are special circumstances and WA Football gives permission.

The player must miss official, scheduled matches in the correct grade for the suspension to count. Practice, trial matches and byes do not count towards the suspension.

## **What if I want to appeal the Tribunal decision?**

In some situations, you may choose to appeal the Tribunal's decision — but it's important to know that appeals are only allowed for specific reasons, not just because you disagree with the outcome.

Only the Reported Individual or the League can submit an appeal. Appeals cannot be lodged by Aggrieved Persons, teammates, or supporters.

When thinking about lodging an appeal, please keep the following in mind:

- The original suspension will still apply until the appeal is heard.
- Appeals are reviewed based on written submissions only — there is no opportunity to speak to the appeal panel in person.
- Appeals must be submitted by 5:00pm the day after the Tribunal decision is made.
- A \$750 fee must be paid at the time the appeal is lodged.