



Date: 28 November 2018
To: Affiliates, NTL Entities, TFA Referee Coaching Panel,
State Referee Directors and National Referees
From: Colette Ritchie – National Events Coordinator
Subject: 2019 National Touch League

Touch Football Australia (TFA) is calling for nominations for suitably qualified level 4, 5 and 6 referees to be considered to attend the 2019 National Touch League (NTL) from Wednesday 13th – Saturday 16th March 2019. The event will again be held at C.ex Coffs International Stadium, Coffs Harbour, New South Wales.

The Open and Senior tournaments will run concurrently over the four days creating an exciting atmosphere with the best players and officials from across the country in all age divisions, with the potential of international teams.

The NTL event has proven to be a highlight for the Touch Football community, providing a great opportunity for professional development through experiencing the highest level of Touch Football in the country.

This document outlines information for referees interested in participating in the event:

- » Event information
- » Nomination criteria
- » Referee contribution
- » International referees
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- » Nomination and payment process
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Please note: As per the 2018 NTL event, there is a significant change to the **Accommodation arrangements, so please read this section carefully and as soon as possible.**

We encourage you to read the following information closely, if you have any questions please feel free to contact Colette Ritchie at TFA via colette.ritchie@touchfootball.com.au.



2019 NATIONAL TOUCH LEAGUE

Referee Nomination Information

Items	Information
Event information	The 2019 NTL will be held from Wednesday 13th – Saturday 16th March 2019, at C.ex Coffs International Stadium, Coffs Harbour, New South Wales.
Nomination criteria	<p>Referees participating in the event must:</p> <ul style="list-style-type: none"> » Hold a Level 4, 5 or 6 Referee badge, » Be a positive ambassador representing their Region/State organisations related to their behaviour on and off the field, » Be endorsed by their respective Regional and/or State Director of Referee and associated administrative Regional/State Office. <p>In the event TFA has excessive nominations, we will apply a selection criteria to determine who will be accepted.</p>
Under 18's Referees	<p>No supervision will be provided to Referees under the age of 18's years at the NTL.</p> <p>Rather than the NTL, the National Youth Championships (in September) is the preferred development pathway for Referees aged 18 Years and Under. As such Youth referees are encouraged to participate in the NYC, as supervision will be provided to these individuals.</p> <p>Any Referee who is under 18 years of age wishing to attend the NTL for the purpose of a Level 5 or Level 6 upgrade will need the supervision of a parent or appointed guardian. If you wish to seek further advice prior to nominating, please contact TFA on the details within or your State Office.</p>
Referee Contribution	<p>The Referee Contribution is \$275 Inc. GST. This contribution covers part of the total referee event expenses. The remaining costs are covered by TFA. The following is a breakdown of what is included:</p> <ul style="list-style-type: none"> » Professional development of referee skills by National Referee Coaches and Referee Management services » Pre-Tournament Meeting and Group Dinner » Lunch, snacks, and ice for each day of competition and one dinner » Shelter and hire equipment » Referees awards (<i>photo* and medallions are no longer applicable</i>) » Medical assistance and services » 1 x On Field Referee Shirt (clean branded) » 1 x On Field Referee Short/Skirt (clean branded) » 1 x Off Field Polo (clean branded) <p>From 2019 no Harvey Norman branded uniforms are to be worn on or off the field. Included in your levy is a heavily reduced new clean branded on field referee uniform and off field polo shirt. The referee levy will be reduced in 2020.</p> <p>Please note accommodation is NOT included – please see Accommodation section below.</p>



	<p>*if desired team photos can be arranged via the Official Event Photographer however this is not covered in the referee levy.</p>
International Referees	<p>TFA understands the fantastic opportunity our National Events provide for the development of Referees and Players alike, not only from Australia but the wider International Touch Football community.</p> <p>Previously many international referees have attended TFA Events, an opportunity which will again be afforded in 2019. As per previous events, such International Referees will be required to pay an alternate Event Contribution, this amount is – \$450.00AUD.</p> <p>International Referees are asked to complete the Online Nomination Process, selecting the International Referee product.</p> <p>Referees will still be required to nominate online and pay the full event contribution as part of the online nomination process.</p> <p>International Referees will, as always, be held to the same expectations and standards of all participating Australian Referees, in line with the Tournament Conditions of Entry, TFA Code of Conduct and Participant Agreement. International referees require endorsement of their National association, and the Federation of International Touch (FIT) Director of Referees, prior to the acceptance of their nomination.</p>
Accommodation	<p>As per the 2018 NTL, TFA will not be coordinating a group referee accommodation booking and advises Referees to coordinate their own accommodation via one of the following options:</p> <ul style="list-style-type: none"> • Contact your Region/Permit/State directly who may have rooms held for Referees and work with them regarding the costs and the process for securing accommodation. Alternatively, instruct them you will seek other personal arrangements. • Make your own personal accommodation arrangements with other Referees. This may include alternative providers such as Coffs Harbour Visitors Centre, AirBnB, Holiday Rentals or traditional hotel rooms. <p>We understand that for some this may present a different logistical environment; however, it also provides a level of flexibility and personal preference that the referee community has requested at different times.</p>



<p>Tournament Nomination and Payment Process</p>	<p>TFA utilise Sports Technology Group (STG) Online Registration System for this event. To nominate please go to the below address and complete the required registration process and information. Please refer to the attached documentation to assist with this process.</p> <p>Nominations must be lodged by - Wednesday 19th December 2018</p> <p style="text-align: center;"><u>CLICK HERE TO REGISTER</u></p> <p>TFA recommends that you have planned your participation at the event. This means that you have contacted your Regional or State Director of Referees and know you are eligible and endorsed, that you have leave organised with your employer, have funds available for your \$275 Inc. GST contribution, and that you're undertaking suitable treatment of any existing injuries.</p> <p>Please communicate any relevant information for your participation to your Regional or State Director of Referees and TFA, so we understand your situation and we can plan your participation accordingly.</p> <p>Please note that your nomination is subject to approval and is <i>not an automatic inclusion</i> for the event. TFA will seek confirmation of your endorsement from the appropriate State body.</p> <p>Please note as per previous years, no referee will be allowed to attend the event if they are not endorsed by their State body.</p> <p>Payment TFA requires payment when nominating online for the event. TFA have previously experienced issues with Third Party Payments from Affiliates, States, Regions and other organisations. To avoid such issues all referees will be required to make the above payment when nominating.</p> <p>Whilst TFA understand that many referees will receive financial support from other sources, we encourage you to receive this support directly from them, either as a pre-payment or as a reimbursement.</p>
<p>Withdrawals</p>	<p>We understand circumstances can change between the time of your nomination and the actual event. This considered, any referee who notifies TFA of their need to withdraw from the event with the relevant documentation prior to Wednesday 30th January 2019 will be accepted and their payment refunded.</p> <p>Notification must be made in writing to colette.ritchie@touchfootball.com.au. Relevant documentation includes a doctor's certificate or letter from an employer.</p> <p>Referees who withdraw after this date may be liable for some or all of their Event Contribution. Any such withdrawal will be reviewed on a case by case basis, with a determination to be made and the matter final. Any fees deemed to be outstanding will need to be paid by the individual.</p>



<p>On-Field Uniform</p>	<p>As this is a National Tournament, referees are to wear the Official TFA Green, White and Grey uniform, and have a choice of wearing either the long knee length socks, or short ankle socks. Females also have the choice of wearing either shorts or skirt.</p> <p><u>Harvey Norman branded uniforms are NOT permitted to be worn at this event</u> (on field or off field).</p> <p>Each referee will receive a new on field shirt, shorts/skirt and off field polo included in your levy to counteract this.</p> <p>Sizing and any additional items you would like to purchase will be managed during your registration process.</p> <p>Provided uniforms can be collected from the C.Ex Coffs Club before the Official Referees Dinner on Tuesday 12th March 2019.</p> <p>Referee must always display their correct badge.</p> <p>If you choose to wear a hat, you are to wear a white hat with no conflicting brands to Touch Football Australia’s sponsors or professional relationships. Hats must not have State or Affiliate logos on them.</p> <div style="text-align: center;">  </div> <p>If you require additional uniform this can be purchased at the time of registration.</p>
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<p>Off-Field Uniform</p>	<p>TFA referees are required to have an official Referee Polo. This is utilised for the Dinner Function on Tuesday night and worn at the fields between games.</p> <div data-bbox="667 593 1134 1064" data-label="Image"> </div> <p>A polo has been included in your levy and you can purchase additional shirts via the registration process if you choose.</p> <p>Additional off-field referee product range was released in 2018 and can be purchased at the time of registration. Alternatively, you can purchase any of these items via our TFA Online Shop. To allow sufficient time for processing and postage, for online shop purchases, please purchase these items prior to Monday 18th February 2019.</p>
<p>Travel Arrangements</p>	<p>Referees must make their own travel arrangements to and from Coffs Harbour, ensuring arrival prior to 5pm on Tuesday 12th March 2019. Due to the accommodation changes, referees will also be required to make their own transfers to and from the fields each day.</p> <p>Travel insurance for the event is the responsibility of the individual. While you are covered at the event for any injuries that occur in relation to Touch Football activities, TFA accepts no responsibility and makes no assurances that theft, damage or accident won't occur at the event. Please ensure you have adequate travel insurance or home and contents insurance that will cover you in the event that something occurs. Furthermore, TFA encourages individuals not to bring unnecessary valuables to the event, in particular the fields, as we cannot ensure their security.</p>



Approved Tournament Referees	<p>Referees whose nominations are endorsed will be sent (via email Friday 18th January 2019) a Tournament Acceptance Pack.</p> <p>This pack must be completed and returned by Wednesday 20th February 2019.</p> <p>The Tournament Acceptance Pack will include:</p> <ul style="list-style-type: none"> » Successful Letter » Further event information and updates » Medical Profile and Touring Agreement – Online Link sent separately from CareMonkey. » Parent – Guardian Consent Form for Under 18’s (If required).
Key Dates Summary	<p>Below highlights the key dates for referees:</p> <ul style="list-style-type: none"> » Online Nominations Close – Wednesday 19th December 2018 » Referee Acceptance Pack Sent by – Friday 18th January 2019 » Withdrawal Deadline – Wednesday 30th January 2019 » Forms Completed – Wednesday 20th February 2019 » NTL Pre-Tournament Meeting – Tuesday 12th March 2019 » NTL Games Commence – Wednesday 13th March 2019 » NTL Concludes – Saturday 16th March 2019 » Travel Home – Sunday 17th March 2019
Contact and Future Communication	<p>If you have any further queries or for further information, please contact:</p> <p>Colette Ritchie National Events Coordinator Email: colette.ritchie@touchfootball.com.au</p>