

2009 AAYFL RULES

approved: 03-16-09 revised:

2009 WIAA/National Federation Football Rules will govern with the following exceptions:

- A. GAME LENGTH: A games: 8 min. quarters - WIAA 2007 and prior tie breaker used until a winner is decided.
B games: 8 min. quarters - no overtime allowed.
C games: 8 min. quarters - no overtime allowed.
D games: 8 min. quarters - no overtime allowed.
- B. PLAYING TIME:
1. No player may play in more than four quarters per week.
 2. A quarter of play is participation in one or more plays per quarter.
 3. Teams are allowed 2 scrimmage dates prior to the Sunday, of the week, that the league game schedule begins; additional games or scrimmages are not allowed until after a teams league season has ended.
 - a. Scrimmages are defined as any practice which two or more teams participate in which player to player contact takes place
 4. The official AAYFL season will consist of eight (8) regular season games for the A, B, and C levels.
 - a. The "A" level only will have a championship game between the two (2) Conference Champions as a ninth game.
 - b. The "D" level AAYFL season will be seven (7) games.
- C. SCORING:
1. Two points for kicked extra point, one point for run or passed extra point.
 2. A team may have the option of kicking or receiving after any score or at the half, if they are 17 or more points behind.
 3. In the event that a team is ahead by 17 or more points and records a safety, it will kick-off from the 40 yd line.
- D. PLAYER WEIGHT:
1. No ball carrier, offensive back, or receiver may exceed 160lbs. without equipment at the "A" level. This restriction will be determined prior to league play based on roster weight verification rules. (note D.3.a below)
 - a. Ball carrier is defined as receiving the ball behind the line of scrimmage.
 - b. Offensive back is defined as any player lined up one (1) or more yards behind the Line of Scrimmage (LOS).
 - c. Receiver is defined as lining up on the LOS as the last man on either side of the offensive line.
 - d. Maximum weight of "B" team ball carrier, offensive back, or receiver is 140lbs.
 - e. Maximum weight of "C" team ball carrier, offensive back, or receiver is 120lbs.
 - f. Maximum weight of "D" team ball carrier, offensive back, or receiver is 100lbs.
 - g. Players over the maximum weight for each level must wear jersey numbers 50 through 79 if playing on offense.
 - h. Violation of this rule will constitute an unsportsmanlike conduct penalty against the offending team if determined immediately during play, or forfeiture of game if opponent protest of game is upheld.
 2. Any "A" team player weighing 150lbs. or more, playing a ball carrier, offensive back, or receiver position, must have the official AAYFL weight verification slip signed by either a physician or registered nurse. No other form will be accepted. The verification must take place between the first official league practice date and September 1. All verifications must accompany team roster.
 - a. "B" team players playing the above offensive positions and weighing 130lbs. or more must have weight verification.
 - b. "C" team players playing the above offensive positions and weighing 110lbs. or more must have weight verification.
 - c. "D" team players playing the above offensive positions and weighing 90lbs. or more must have weight verification.
 3. All players must be weighed between the first official day of practice and the due date of the team rosters on September 1.
 - a. Players who are ball carriers, offensive backs, or receivers as defined above, must remain at or below the maximum weight allowed for each level throughout the season to play those positions.
 4. EXCEPTION: Players over the maximum ball carrier weight for each team, may punt, kick extra pts, field goals, or kick-off.
 - a. A punter or extra point kicker, over the maximum ball carrier weight, is only allowed to kick the ball. They cannot advance the ball beyond the line of scrimmage, but are eligible to pass the ball if a bad snap occurs.
 - b. No player over the maximum ball carrier weight may line up beyond 15 yds. of the ball on the kick-off receiving team.
 - c. No defensive player over the ball carrier weight limit may receive or return a scrimmage kick (punt, field goal, or extra point) that goes beyond the LOS, nor may he receive the ball by hand-off, lateral, or back ward pass during the play.
 - d. Penalty for violation of these rules are: dead ball foul; loss of down where applicable; no loss of yardage.
 5. Maximum weight for 8th graders playing on the "B" team will be 110lbs. and must be weight verified slip if 100lbs. or more, verifications must take place as required in rule D.3. (also note rule I.2 for roster requirements)
 - a. Maximum weight for seventh graders playing on the "C" team will 90lbs. and must have a weight verification slip if 80lbs. or more. (Players must also be 12 and under to play down to the "C" level)
 - b. Maximum weight for sixth graders playing on the "D" team will 80lbs. and must have a weight verification slip if 70lbs. or more,
 6. In-Game procedure for handling player weight questions.
 - a. Head Coaches have the primary responsibility for knowing the weight rules, and keeping their team in compliance with those rules.
 - b. All coaches should know whether or not their opponent has players listed on the League Weight Verification Roster, and have a copy of that roster at each game.
 - c. In the event a Head Coach questions a players weight and that players eligibility to play in a weight limit position, they should refer to the following procedure:
 1. Verify the player is not listed on the League Weight Verification Roster. If so, the player has been weight verified.

2. If the player is not on the weight roster call a time-out prior to the next play in the game. Inform the Crew Chief/Referee you are challenging the weight of the player.
 3. With the official, meet with your opponents Head Coach. Ask him the league weight submitted on the league roster of the player in question.
 4. If the player is over the weight or not listed on the weight roster as required, the offending head coach will be penalized 15yds for unsportsmanlike conduct. The player will not play any weight limit position. The time-out will be returned to the challenging team and charged to the offending team.
 5. If the opponent head coach disputes the challenge or disagrees with the interpretation of the rules, the challenging team will inform the official the game is being played under protest. Play will resume and the challenging team will be charged the time-out.
 6. The challenging team will inform the league office of the protest. Assistance under the league protest of rules violations will begin at this point.
- d. If a protest of a players weight is filed by an opponent, an AAYFL Executive Board member will verify the players weight through an on-site weigh-in of the player in question. (note D.3.a above)

E. AGE REQUIREMENTS:

1. No player can participate in this league on or after his 15th birth date.
2. Players in the 9th grade or above are prohibited from participating at any time.
3. "C" & "D" team players must be age 12 and under.

F. EQUIPMENT:

1. Footballs used in AAYFL games must be: Wilson TDY, Rawlings Pro R5Y, or Spaulding J5Y
 - a. Home teams must have a back-up football available for games in the event of poor field conditions due to weather.
 - b. Visiting team may use their own game ball.
2. Electrical devices (walkie-talkies) are allowed only if both teams have equal opportunity to use and agree to use such. If in the course of the game, one set malfunctions, the team with the working units will be requested to stop using the equipment.
3. Only football helmets originally purchased by their respective AAYFL member organization may be used.
4. All AAYFL member organizations must follow the useful life, certification, and reconditioning requirements of the helmet manufacturer.
5. Jersey numbering, for offensive player positions, will be as follows: 1-49 & 80-99 for backs and receivers, and 50 thru 79 for offensive linemen.
6. All teams must have white away jerseys and primary color jerseys for home. AAYFL patches are required to be displayed on all game jerseys, home and away.

G. PRESEASON PRACTICE:

1. No team may practice prior to the first Saturday in August.
2. A practice is defined as an organized gathering of players and coaches.
 - a. EXCEPTION: Meetings for sign-up and equipment issue are allowed.

H. PRACTICE TIME:

1. Prior to school starting unlimited practice is allowed.
2. After school is in session, a maximum 6 hours per week are allowed.
3. Prior to contact work (hitting with equipment), each player must have 10 hours of supervised non-contact practice.

I. ROSTERS:

1. Registration forms (rosters) are due to the Commissioner post marked by: September 1.
 - a. Rosters not turned in before first game will result in the forfeiture of all games until said rosters are received by the commissioner.
 - b. Any team roster turned into the commissioner post marked after September 1st will not be allowed to have any weight verification slips attached. This also includes new players added to the roster after September 1st.
 - c. Roster information will include; player's name, jersey number, weight, grade, team, date of birth, school, complete home mailing address, zip, and phone number.
 - d. Rosters must have the names of all coaches listed at bottom.
 - e. All players are subject to random residence verification by any AAYFL Executive Officer and must submit proof upon request.
 - f. All players residing out of a team's district boundaries, must be identified on the roster and have a School Verification Form or letter written on school letterhead and signed by school district administration. This confirmation of school attendance must be submitted with the team roster.
 - g. Members fielding split teams (2A, 2B, 2C, or 2D) are allowed to keep their teams together until the third Saturday from the established start of preseason practice, at which time the teams must be divided, preferably on an equal basis. Any contact work between the split teams after being divided would constitute an official scrimmage.
2. All players must have a team designation on the roster (A, B, C, D).
 - a. Players may be moved up and returned to their original team designation.
 - b. No player may be moved down from their original team designation.
3. Players on rosters are required to reside in the members league designated high school district boundary. If a player attends a school in a members high school district boundary and his home high school district does not field a team in the AAYFL, he can play on the team where he attends school.
 - a. All players must play for the AAYFL team whose boundaries their home residence falls within, if one is available.
 - b. EXCEPTION: West Bend East and West are allowed to divide their teams according to school district policy based on birth-date. In the event that the policy changes, the AAYFL membership must approve a boundary guideline.

- c. EXCEPTION: Boundaries of West Allis Central (Badgers) and West Allis Hale (Wolverines) will be divided by South 92nd street.
 - d. EXCEPTION: St. Francis is allowed to accept players from MPS Tippicanoe (Arts) School (357 E. Howard Ave. 53207)
 - e. EXCEPTION: Boundaries of Milwaukee Custer will include the area north of North Ave., between 27th St. and 60th St.
(Grandfather Clause: Players registered by other members prior to this rule change will be given the opportunity to receive a roster waiver to finish with the team they started with, and played for without interruption. This Grandfather Clause expires after the 2010 season.
 - f. EXCEPTION: Waukesha is allowed a maximum of 10 players in their program from the Kettle Moraine District who have participated in the organization's Learning League in 3/4th grades.
4. Players who move into the members school district after the start of the season can be added to the team only after all required roster information has been given to the commissioner, prior to the players participation in a league game (Remember the 10 hour rule).
 5. Special eligibility requests or waivers must be made in writing to the Board prior to the last league meeting prior to the start of the season, and will be limited to the following exceptions.
 - a. A person who has been a coach for the football team for three previous years may apply to have his child play for the team on which he coaches. Verification will be done by roster check.
 - b. An Eighth grade player who has moved into another district may apply to play for their previous team, if they have played for at least two seasons. Verification will be done by roster check.
 - c. Players who have previously received a waiver will be grand fathered until the conclusion of the 2006 season.
 - d. If a player changes home residence from one AAYFL Member to another AAYFL Member prior to the start of a season, the new team is required to accept the player.

J. GAME TIMES:

1. Saturday at 9:00am for the "A" game. "B" game to start 10 min. after the "A" game ends.
 - a. By mutual agreement, or when field conflicts occur, coaches can reschedule game times.
 - b. Please notify officials assigned and commissioner well in advance of any changes. Preferably one week or more before the scheduled game.
2. Postponements due to weather or any other unforeseen circumstances must be rescheduled and played no later than Tuesday following the postponement. Failure to do so by either team will result in a forfeit.
 - a. The home team is responsible for obtaining officials for any rescheduled game.
 - b. This rule applies only to the "A" team level ("B", "C", or "D" games are not required to be rescheduled).
 - c. A game will be considered legal after the completion of the third quarter in the event of a stoppage of play.

K. GAME FIELD:

RULES:

1. Access to immediate Medical Assistance (MD or Paramedics).
2. Spectator restraining line - minimum 5 yds. from playing field.
3. All League Championship Playoff games will consider the recommendations as rules including bleachers for spectators.
4. Responsible persons, age 16 or older, must work the sideline chains and down box for all levels of play.
 - a. These individuals are game officials, required to be unbiased, neutral observers. Those individuals who do not follow these requirements will be removed by the Referee.
5. Game announcers will express information that adds to the enjoyment for all participants. Play by play during action on the field, derogatory comments, or opinions will not be tolerated
6. Safe-playable Field.

RECOMMENDATIONS:

1. Field Clock.
2. Source of Water.
3. Goal Posts. No goal posts or lines need be on secondary fields.
4. Restrooms must be available in a reasonable proximity to the field and in reasonable walking distance.

L. CHAMPIONSHIP GAME:

1. The two "A" Division winners in each Conference (North and South) will play each other to determine the conference representatives in the League Championship game. Played at the NORTH CONFERENCE SITE in odd numbered years, and SOUTH CONFERENCE SITE in even numbered years.
2. Tie Breaker (within Division Group):
 - a. Best division group (sub-division) record
 - b. Winner of head to head game
 - c. Best overall record
 - d. Best division opponents total record
 - e. Best percentage of away wins
 - f. Best percentage of home wins
 - g. Team (s) with most recent Grand Championship appearance would be eliminated
 - h. Team (s) with the most recent Conference Championship would be eliminated
 - i. Team (s) with the most recent Division championship would be eliminated

M. REFEREES CONTRACTS/INFORMATION:

1. All contracts will be handled by the Commissioner with the referee crews being assigned by the league. All teams will have crews assigned prior to SEPTEMBER 1. Officials working this league will be considered independent contractors and responsible for any taxes on game fees.
 - a. If at least two WIAA officials are not present the game must be rescheduled. WIAA OFFICIALS must work all AAYFL

games.

1. At the option of the host organization, Crews for "C/D" games may use a Rookie/Student official as a fourth, either obtained by the Crew Chief or host organization from local high schools for the purpose of spurring interest and training young officials.
- b. Game officials for single game sites are the responsibility of the home team to contract.
2. Game fees for officials shall be as follows:
 - a. "A" games - \$40.00 per official (3 man crew)
 - b. "B" games - \$40.00 per official.(3 man crew)
 - c. "C" games - \$40.00 per official (3-man crew) (host option: 4th man rookie/student \$30.00)
 - d. "D" games - \$40.00 per official (3-man crew) (host option: 4th man rookie/student \$30.00)
 - e. Single games - \$40.00 per official (3 man crew).
3. The league will provide a 4 man crew for the Conference and League Championship games and pay the cost.
 - a. The league will pay the cost of only the "A" team game.
 - b. The fee for Officials working the League Championship game will be \$50.00 per official.
4. An additional \$25.00 stipend for each site assignment will be paid to the league recognized Crew Chief for fulfilling the following requirements:
 - a. The Crew Chief will attend an annual AAYFL rules meeting with the AAYFL Board (usually the last Monday in July).
 - b. The Crew Chief will have the required number of officials (including himself) for all dates and games accepted.
 - c. The Crew Chief will enforce all rules of the AAYFL.
5. Any contracted WIAA Sponsored Official who loses their WIAA License, Certification, or Sponsorship will be ineligible to work AAYFL games until a letter of reinstatement by the WIAA is provided to the AAYFL Commissioner.
6. Any action or cause considered by the AAYFL Executive Board to be detrimental to the AAYFL, its members, players, coaches, spectators or others associated with the AAYFL, will immediately void any and all contracted games with the official(s) involved and the AAYFL.
7. All "A" team Head Coaches are required to file an Officials Rating Form with the league office within 48 hours of the game being rated, faxed (2562-547-8997) or post marked no later than the Monday following each game. Forms are available via the league web site (www.aayfl.org) forms page or by distribution to each member with the annual rules packet. An interactive digital form is also available upon request from the league office at aayfloffice@aayfl.org.
 - a. Failure to provide a completed Officials Rating Form, for each league game, will be cause for a \$25.00 fine to be levied against the member organization for each game a rating form has not been submitted.
 - b. All Head Coaches at the "B/C/D" levels are also encouraged to file an Officials Rating Form to help maintain the quality of officiating in the league.

N. SPECIAL LEAGUE RULES:

1. Teams are allowed one excused absence from formal league meetings during the calendar year. Notification of conflict will Be made with any Executive Officer prior to the meeting the excused absence is needed. Any unexcused absence during the calendar year will forfeit the excused absence provision.
2. COACHES TIME-OUT: One (1) non-chargeable time-out per team will be allowed for opposing Head Coaches to meet during the game for the purpose of letting opposing Coaches know reserves are in the game. Coaches may not converse with their respective team on the field, unless they wish to use a regular time-out.
3. CALLING IN WINNING SCORES: It is the **responsibility of the winning team** to call in the game scores by 3:00p Sunday for publication in the weekly standings. In the event of a tie game, the home team is responsible to report the score.
 - a. The scores should be called in to the league phone/fax line at **262-547-8997** or emailed to: aayfloffice@aayfl.org.
 - b. A fine of \$25.00 will be levied against any **winning team that fails to call** in the game score by the set deadline.
4. DEFENSIVE FRONT: "C" & "D" teams are allowed a maximum of six (6) defensive players within five (5) yards of the line of scrimmage prior to the snap of the ball. This rule is only in effect outside the defensive team's 5 yard line.
 - a. Violation of this rule will constitute a five (5) yard illegal defense penalty.
5. WEIGHT VERIFICATION ROSTER: The Commissioner shall make available to all teams the name and number of any Player weight verifications and those players who will turn age 15 during the season.
6. "D" team level: No rushing the punter until the ball is kicked. If a team drops back a punter, they must kick the ball - no fake punts allowed. No Player on offense or defense can cross the line of scrimmage until the ball is kicked.
 - a. Violation of this rule will constitute a five (5) yard offsidess penalty.
 - b. On scoring plays that involve a kick (extra point or field goal), normal rushing rules apply.
7. There will be no tackling anywhere above the shoulder pads: Defined as any grabbing, wrapping, or holding of the neck or head during the attempt to tackle any ball carrier. Penalty for this is five (5) yards and treated as a face mask penalty.

O. COACHES/ PLAYERS CONDUCT:

1. All coaches (football, cheer, dance, etc.) in the AAYFL are required to be registered with the league through the Coaches Roster/Certification/Risk Management registration form, which includes a back ground check. A registration fee of \$5.00 must accompany each coaches registration.
 - a. Risk Management forms will be distributed to the membership with the annual league rules packet, as well as on the league website (www.aayfl.org) forms page.
 - b. All new coaches in the AAYFL are required to be registered in their first year.
 - c. Second year and beyond coaches are required to be registered biennially. Coaches born in an odd number year, must be registered in odd number years. Coaches born in an even number year must be registered in even number years.
 - d. Back ground checks which reveal criminal acts relating to: crimes of violence, drug offense, abuse, or crimes involving children will disqualify a coach from coaching in the AAYFL.
 - e. Back ground checks which reveal a potential problem or concern will be left to the discretion of the member organization as to whether or not the person will coach in their program.
2. All football coaches in the AAYFL must be certified by either the ACEP, PACE, NFHS, NYSCA, or WYSCO programs.

Coaches are not required to maintain their annual certification with the NYSCA or WYSCO programs

- a. Proof of certification must be provided to the league office before the first day of practice. Coaches added after practice starts must be certified prior to coaching and proof of certification provided to the league office.
- b. Only certified football coaches will be considered members of the league and covered under league insurance.
- c. All league coaches should make an attempt to attend coaching clinics during the off season.
3. All Head Coaches, for each level, must also pass a WIAA rules test with AAYFL rules filtered in. This test will be administered by the Executive Board of the league and will be open book.
4. The Head Coach is responsible for the conduct of his assistants, players, and sideline conduct of parents and spectators.
5. Any coach ejected from a game will also be suspended from the next game.
 - a. If the Executive Board feels the offense is serious enough to warrant additional game suspensions, they will have the authority to suspend a coach for additional games.
 - b. Any coach receiving two (2) suspensions during a season will be suspended from coaching the remainder of the season and the following season.
 - c. Suspension means the coach may not be within site or sound of the playing field.
 - d. Suspensions may be appealed to the Commissioner under the league appeal process.
6. Any player ejected from a game will also be suspended from the following game.
 - a. Players suspended may not be in uniform, but may attend the game as a spectator in the stands.
 - b. There is no appeal for a player suspension.
7. No smoking or use of tobacco products on the sidelines.
8. No profanity or abusiveness shall be directed at officials or players.

P. LEAGUE FEES/FINES:

1. Application for membership (expansion fee, one time, non-refundable) \$200.00
2. League Administration Fee (annual) \$75.00 per team entered in the AAYFL
3. League Insurance Fee (annual, per team) (set by carrier)
4. Lack of attendance to required League meetings \$25.00
5. Late payment of League Financial Obligations (25% of balance or \$25.00 whichever is greater)
6. Protest/Appeal \$100.00
(Fee must accompany protest/appeal. Written protest/appeal, with any documentation or evidence supporting the protest/appeal, must be delivered to the Commissioner within 48 hours of violation or notification which will be appealed. Funds will be returned if protest/appeal is upheld. Judgement calls cannot be protested/appealed).
7. Forfeited Games (per game maximum fine) \$250.00
(Executive Board will make the decision as to the amount of the fine. Any team forfeiting two or more games in a season may be considered for removal from the league.)
8. Violation of weight verification rules \$500.00
(plus forfeiture of games involved and suspension or probation of the violating organization determined by the Executive Board).
9. Late submission of team certified coaches rosters with required Risk Management Forms (per week fine) \$100.00
10. Late submission of team players rosters, plus \$25.00 per day after September 4th \$100.00
11. Violation of league roster rules by use of an ineligible player \$500.00
(plus forfeiture of games involved and suspension or probation of the violating organization determined by the Executive Board).
12. Risk Management Coaches Registration fee for each coach registered each year..... \$5.00
13. Failure of the winning team (or home team when a tie occurs) to call in a game score \$25.00
14. Failure of the "A" team Head Coach to submit an Official's Game Rating form..... \$25.00
(post marked no later than the Monday following each game).

Q. RULE PROPOSALS, CHANGE, ADOPTION PROCEDURE:

1. Proposal for any change to the AAYFL Rules must be made in writing and submitted to the league membership 30 days prior to the next league meeting.
 - a. Written proposals may be sent to the league office for immediate distribution to the league membership in the most cost efficient method.
 - b. The membership may provide written discussion via email or fax prior to the league meeting when the proposal will be placed on the agenda.
 1. Any change to the original written proposal must be amended at the meeting of the membership when it is officially presented.
2. New Rule adoptions are made by a majority vote of the membership.
3. Changes, in any form, of existing rules will be made by a two-thirds (2/3) majority vote of the membership.

R. STANDARD OPERATING PROCEDURE FOR COMPLAINTS, PROTEST, OR APPEAL:

1. Complaints or concerns received in the league office which are of an internal nature of a League Member, whether from parents or other outside sources, will be directed to the League Member contact person without any editorial or recommendation from the Commissioner.
 - a. Unresolved issues will be directed to the Deputy Commissioner responsible for the division the League Member is assigned.
 - b. The Deputy Commissioner will determine a final decision to the unresolved issue.
 - c. The opinion of any Executive Board member may be sought in determining a solution to unresolved issues.
 - d. The Deputy Commissioner will forward the final edict to the League Member contact person, the complainant, and copy the League Secretary and Commissioner to archive in the league records, in the event of any future legal issues.

2. Protests by a League Member concerning game issues will be submitted in writing to the league office, which will then be forwarded to the ranking Deputy Commissioner outside the division of the protester, without comment or opinion of the Commissioner.
 - a. The Deputy Commissioner will determine whether or not the protest should be heard or if another action is required.
 - b. In accordance to the rules governing a protest, the Deputy Commissioner will confirm that the required protest fee has been submitted with the protest or sent to the League Treasurer and that the protest has been made within the time frame called for in the rules.
 - c. The determination of the protest will be handled by the three (3) Deputy Commissioners outside the protesters division. The ranking Deputy Commissioner will write the ruling concerning the protest.
 - d. The ruling on the protest will be sent to the League member protesting, the League Member or person against who the protest was made, as well as the League Secretary and Commissioner, who will inform the League Membership of the ruling.
3. Appeals of any league office action (fines, late fees, suspensions, probation) against a League Member must be submitted in writing to the league office, which will then forward the appeal to the ranking Deputy Commissioner.
 - a. The Deputy Commissioner will determine if the appeal should be heard or if another action is required.
 - b. In accordance to the rules governing an appeal, the Deputy Commissioner will confirm that the required appeal fee has been submitted with the appeal or sent to the League Treasurer and that the appeal has been made within the time frame called for in the rules.
 - c. The determination of the appeal will be handled by the four (4) Deputy Commissioners. The ranking Deputy Commissioner will write the decision on the appeal.
 - d. In the event of a tie vote between the Deputy Commissioners, the Commissioner, Treasurer, or Secretary (which ever is not involved with the initial action being appealed) will cast the deciding vote on the issue.
 - e. The ruling on the appeal will be sent to the league Member making the appeal, as well as the League Secretary and Commissioner, who will inform the League Membership of the ruling.
4. If any event requires a ruling or opinion (i.e. protest, appeal, complaint), it is the responsibility of the ruling party(s) to make every attempt to do so within 48 hours from the time the event is handed over for a ruling or opinion.

S. APPEAL & PROTEST PROCEDURE:

Responsibilities for member(s) submitting appeal/protest:

1. The letter for appeal/protest and appropriate check shall be submitted to the AAYFL Office within 48 hours of the incident in question
2. All information regarding the appeal/protest shall solely come from the member's AAYFL official league representative, including but not limited to the following items:
 - a. Any relevant game film
 - b. Notes and/or comments from the member's coaching staff
3. If the action being appealed involves the suspension of a coach, the penalty may be delayed by one (1) week to allow the Appeals Committee to thoroughly investigate the situation and rule on the appeal.
 - a. If the suspension involves the final game of the season, no delay will be allowed.

Responsibilities for Appeals Committee:

1. Once the member has fulfilled all of the above requirements, and the AAYFL Office has obtained the appropriate amount of money for the appeal/protest, three (3) Deputy Commissioners outside the appellant / protesters division will handle the appeal/protest.
2. The League Commissioner will appoint one Deputy Commissioner to write the ruling.
 - a. Review all information provided by the appealing/protesting member, including but not limited to game film(s) and officials' reports (if applicable).
 - b. If necessary, contact BOTH head coaches/league representatives for a written incident report.
 - c. Review any and all prior problems with the team(s)/coach(es)/player(s) involved in the incident.
 - d. Review evaluations of officials (if applicable).
 - e. Review overall crew rating of officials working contest (if applicable).
 - f. Discuss incident with Crew Chief (if applicable).
 - g. Take any further appropriate action necessary to render decision (i.e. weigh player(s); further discussion with Head Coach(es))
 - h. Review all facts in evidence with other two (2) members of Appeals Committee and write final decision on appeal/protest. Deadline is the Friday PRIOR to the following game.