



## Deferral Procedures

All correspondence and communication regarding deferrals must come from Club Office Bearers. It is to go to the Office ([admin@haw.net.au](mailto:admin@haw.net.au)) and Competitions Director ([competitions@haw.net.au](mailto:competitions@haw.net.au)).

Division 1 men and women are to play their scheduled matches as set down in the fixtures. The only acceptable reason for deferral for Division 1 is Representative commitment. The procedure below must be followed and the Board of Management must be notified.

Deferrals requested of the HAW Board will be automatically granted to a Club (including Division 1 games) if five (5) of their players are affected by HAW Representative commitments.

Except in exceptional circumstances, all requests for deferral will be submitted 7 days prior to the scheduled game.

If the Coach or Manager of a Team does not have enough players to play a game and wish to request a deferral they are to:

1. Contact their Club Secretary, to tell them of the situation. . If the deferral is requested because of Representative commitments, affected players will be based on 50% participation and must have played in that team in the two (2) weeks prior to the request being made. (Therefore must have played for half the games in the season so far and played at least once (1) in the past two (2) weeks for their club team).
2. The Club Secretary will contact the Club Secretary for their Opposition and explain the situation. They will either contact the relevant Coach or give your Club their contact details for you to speak to the Opposition Coach.
3. If the Opposition Coach agrees to a deferral then you need to have a discussion regarding a suitable date and time to play the deferred game. This date and time should be earlier than the game enabling the game to be played prior to its scheduled date, but if this cannot be achieved then it must be within three (3) weeks. No deferred match can be rescheduled within the last three (3) weeks of the home and away rounds. The game must be coordinated through the Director of Competitions to ensure that a ground is available.
4. If the Opposition Team have agreed to a deferral, contact your Club Secretary, who will prepare the using the Deferral form (at [www.haw.net.au/Information/Forms](http://www.haw.net.au/Information/Forms)) giving details of the conversation had with the opposition team and the proposed date for the game to be played. The opposition team has the right to choose within reason, where and when the game is rescheduled to be played.
5. The form is then to be emailed to the HAW Office; Director of Competitions; Director of Umpires and the opposing Club.
6. If the teams cannot agree to a rescheduled time, within seven (7) days, the Director of Competitions will have the right to make the final decision
7. If an opposing team denies a deferral, your Club can appeal to HAW.