

ENGLISH TABLE TENNIS ASSOCIATION Limited

RULES 2011/12

The Memorandum of Association and Articles of Association of English Table Tennis Association Limited ("the Company" - see Rule 1) constitute the Rules of the Company (see Rule 9.1).

Company No. 4268058

English Table Tennis Association Limited

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ENGLISH TABLE TENNIS ASSOCIATION Limited

COMPANY NO. 4268058

MEMORANDUM OF ASSOCIATION AND ARTICLES OF ASSOCIATION

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A COMPANY LIMITED BY GUARANTEE AND NOT HAVING A SHARE CAPITAL

MEMORANDUM OF ASSOCIATION OF ENGLISH TABLE TENNIS ASSOCIATION Limited

- 1 The name of the company is "English Table Tennis Association Limited" (hereinafter called "the Company").
- 2 The Registered Office of the Company will be situated in England.
- 3 The Objects for which the Company is established are all or any of the following it being intended that the Objects or all or any one or more of the Objects specified in Sub-Paragraphs 3.1. to 3.28. inclusive of this paragraph shall unless the context shall otherwise require be in no way limited or restricted by any other paragraph or paragraphs or by the name of the Company and shall be capable of being pursued as an independent Object or as independent either alone or in conjunction with all or any one or more of the Objects specified in the same or in any other paragraph or paragraphs:
 - 3.1 To take over all or any of the assets or liabilities of the unincorporated Association known as the English Table Tennis Association incorporating or having substantially similar aims and objects as the Company and to effectuate and to carry into execution the powers obligations duties and general objects of the said unincorporated English Table Tennis Association.
 - 3.2 To lay down and secure the adoption of uniform Laws of Table Tennis in England and to act as the legislative authority.
 - 3.3 To decide all doubtful or disputed questions as to the Laws and all matters relating to the sport in England.
 - 3.4 To act as the sole controlling and governing body and generally to promote and encourage the playing, development and organisation of table tennis in England.
 - 3.5 To make, adopt, vary and publish Rules, Regulations and Standing Orders for the regulation of the said sport or otherwise, and to take all such steps as shall be deemed necessary or advisable for enforcing such Rules, Regulations and Standing Orders.
 - 3.6 To maintain, continue or provide for the affiliation of Local Leagues and clubs for promoting or playing table tennis and to take over and continue the Register of such Local Leagues and clubs as at present kept by the unincorporated English Table Tennis Association.
 - 3.7 To maintain, continue or provide for the registration of Affiliated Members and to take over and continue the Registers of such Affiliated Members as at present kept by the unincorporated English Table Tennis Association.
 - 3.8 To take over and continue, with such variations as from time to time may be decided whether by the Company or the National Council, all the Registers, Books, Accounts and other documents of the unincorporated English Table Tennis Association.
 - 3.9 To promote, provide for, regulate and manage in all or any of the required details or arrangements (including any arrangements for the benefit of Local leagues or Clubs) for table tennis competitions and matches, international or otherwise, in England or elsewhere. To do or provide for all or any such matters and things as may be considered necessary for or ancillary to the comfort, conduct, conveyance, convenience or benefit of players Affiliated Members and of the public or of any other persons concerned or engaged in such competitions or matches.
 - 3.10 To accept, take over or otherwise acquire all such Cups, Shields and other Prizes as may be approved by the National Council, and to provide for the proper custody, insurance, protection, exhibition, awarding, distribution or loan of or other dealing with all or any such Cups, Shields or Prizes as aforesaid
 - 3.11 To provide for representation at the General Meetings and on the Management Committees of Local Leagues and clubs by such means and in such manner as shall be determined from time to time by the Rules, Regulations or Standing Orders of the Company.
 - 3.12 To provide for, make and vary all Rules, Regulations and Standing Orders as to amateur and professional Affiliated Members as the Company or National Council shall from time to time determine.
 - 3.13 To provide by Rules, Regulations and Standing Orders or otherwise, for deciding and settling all differences that may arise between County Associations, Local Leagues, clubs or Affiliated Members or any persons who are members of or are employed or engaged by any such County Associations; Local Leagues or clubs or any other persons with reference to due compliance with the Laws of Table Tennis or the Rules, Regulations or Standing Orders of the Company or with reference to contracts or to any other matter or dispute or difference arising between such County Associations, Local Leagues, clubs or persons or any of them and whether the Company is concerned in such dispute or difference or not and to make such provisions for enforcing any award or decision as the Company or the National Council shall deem proper.
 - 3.14 To co-operate with or assist any County Association, Local League or club in any way which the Company or the National Council shall think proper and to enter into or adopt any agreement or arrangement with such County Association, Local League or club.
 - 3.15 To affiliate to and to co-operate with the International Table Tennis Federation in all matters relating to international or other competitions or otherwise relating to table tennis or the Rules or Regulations affecting the same.
 - 3.16 To support the International Table Tennis Federation by accepting the attachment of developing organisations located outside England in accordance with ITTF Rules
 - 3.17 To affiliate to and to co-operate with any person, Association, institution or other body which the National Council shall deem advisable.
 - 3.18 To adopt and carry out all such Rules and Regulations, Standing Orders, agreements and arrangements of the unincorporated English Table Tennis Association as are now in existence and to comply with or enforce due compliance with the same unless and until the same shall have been duly varied in accordance with the terms thereof or with the Regulations for the time being of the Company.
 - 3.19 To purchase or otherwise acquire any real or personal property or any interest in the same respectively which shall be considered for the benefit of the Company or calculated to promote or assist in the promotion of any of the objects of the Company.
 - 3.20 To improve, develop, manage, mortgage, let or sell any real or personal property of the Company and to turn the

same to profit and advantage in any way that the National Council may deem advisable.

- 3.21 To acquire, lay out, improve, hold, use or turn to account in any way premises for use as table tennis centres or other Athletic Grounds with all such buildings, erections and easements and with all necessary fittings and accessories as the National Council shall deem advisable.
- 3.22 To act as trustee for any County Association, Local League or club and as such trustee to hold any real or personal property upon such trusts and with and subject to such powers and provisions as shall be approved by the National Council.
- 3.23 To lend or invest any moneys of the Company or held by the Company upon any trust in such legal manner as shall be approved by the National Council.
- 3.24 To borrow moneys on such security as the National Council may determine and in particular on the security of Mortgages or Debenture Stock, charging all or any of the property of the Company.
- 3.25 To take over, set aside or provide for a Benevolent Fund and to grant or continue pensions, annuities, compensations or other awards or benefits in money or otherwise to employees or other persons disabled or superannuated or otherwise requiring assistance or to widows or orphans of or other persons dependent wholly or partially on any person who may have died or be disabled or be otherwise incapacitated from earning a living or who may be, in the opinion of the National Council, deserving of such assistance.
- 3.26 To subscribe out of the funds of the Company to any fund or institution, charitable or otherwise and in such manner as the National Council shall deem advisable.
- 3.27 To amalgamate or co-operate with any body having all or any of its objects similar to any of the objects of the Company.
- 3.28 To do all such things as are incidental or conducive to the attainment of the above objects or any of them.

PROVIDED THAT:

- 4.1 In case the Company shall take or hold any property which may be subject to any trusts, the Company shall deal with or invest the same only in such manner as allowed by law, having regard to such trusts.
- 4.2 The objects of the Company shall not extend to the regulation of relations between workers and employers or organisations of workers and organisations of employers
- 4.3 In case the Company shall take or hold any property subject to the jurisdiction of the Charity Commissioners for England and Wales, the Company shall not sell, mortgage, charge or lease the same without such authority, approval or consent as may be required by law and as regards any such property the National Council or Management Committee shall be chargeable for any such property that may come into their hands and shall be answerable and accountable for their own acts, receipts, neglect and defaults and for the due administration of such property the same manner and to the same extent as they would as such National Council or Management Committee have been if no incorporation had been effected and the incorporation of the Company shall not diminish or impair any control or authority exercisable by the Chancery Division or the Charity Commissioners over such National Council or Management Committee but they shall as regards any such property be subject jointly and separately to such control or authority as if the Company were not incorporated.
- 5 The income and property of the Company shall be applied solely towards the promotion of its objects as set forth in this Memorandum of Association and no portion thereof shall be paid or transferred, directly or indirectly by way of dividend, bonus or otherwise howsoever by way of profit, to members of the Company. Provided that nothing herein shall prevent any payment in good faith by the Company of
 - 5.1 reasonable and proper remuneration to any member, officer or servant of the Company for any services rendered to the Company.
 - 5.2 interest on money lent by any Company Member at a rate per annum not exceeding the minimum lending rate prescribed for the time being by any of the London clearing banks or 10 per cent whichever is the greater.
 - 5.3 reasonable and proper rent for premises demised or let by any Company Member
 - 5.4 fees, remuneration or other benefit in money or money's worth to a company of which a member of the National Council may be a member holding not more than 1/100th part of the capital of that company and
 - 5.5 out-of-pocket expenses to any member of its National Council.
- 6 The liability of the Members is limited.
- 7 Every Company Member undertakes if the Company should be wound up while he is a member or within one year after he ceases to be a member, to contribute to the assets of the Company for payment of the debts and liabilities of the Company contracted before he ceases to be a member and the costs, charges and expenses of winding-up and for the adjustment of the rights of the contributors among themselves, such amount as may be required not exceeding £10.
- 8 If upon the winding-up or dissolution of the Company there remains, after the satisfaction of all its debts and liabilities, any property whatsoever the same shall not be paid to or distributed among the members of the Company, but shall be given or transferred to some other institution or institutions having objects similar to the objects of the Company and which shall prohibit the distribution of its or their income and property to an extent at least as great as is imposed on the Company under or by virtue of paragraph 5 hereof such institution or institutions to be determined by the members of the Company at or before the time of dissolution and if and so far as effect cannot be given to such provision, then to some charitable object.

WE the several persons whose Names, Addresses and Descriptions are subscribed are desirous of being formed into a Company in pursuance of this Memorandum of Association.

Names, Addresses and Descriptions of Subscribers
Companies Act 2006

COMPANIES ACT 2006

ARTICLES OF ASSOCIATION

of

ENGLISH TABLE TENNIS ASSOCIATION Limited

(a company Limited by Guarantee and not having a Share Capital)

1- 8 Paragraphs 1 to 8 of the Memorandum of Association shall be incorporated herein as Paragraphs 1 to 8 of these Articles as if they were herein set out in full.

9 INTERPRETATION and DEFINITIONS

- 9.1 The Memorandum of Association and these Articles of Association shall be referred to as the Rules of the Company and the word "Rule" herein shall be construed accordingly.
- 9.2 The following words and phrases shall throughout these Rules and any Regulations made thereunder have the meaning assigned to them by this rule:
- 9.2.1 the Act: the Companies Act 2006
- 9.2.2 Administrative Year: the period commencing the day after completion of an ETTA Annual General Meeting and ending on the day when the next ETTA Annual General Meeting is completed
- 9.2.3 Affiliated Club: a club in membership of a Local League
- 9.2.4 Affiliated Member: a Company Member, a Player Member, an Associate Member, a President, Vice-President or Honorary Life Member, a holder of an ETTA coaching, umpiring or tournament organising qualification, an officer or official of the ETTA or a member of an Affiliated Organisation.
- 9.2.5 Affiliated Organisation: a County Association, a Local League, a Directly Affiliated Club, a club affiliated through a Local League or any other organisation approved for affiliation by the National Council
- 9.2.6 Affiliation Fees: the fees due for affiliation
- 9.2.7 Associate Member: A Directly Affiliated Individual not eligible to play Competitive Table Tennis.
- 9.2.8 Cadet: a person under 15 years of age on 31st December during the current Administrative Year
- 9.2.9 Card Vote: a poll taken at a General Meeting
- 9.2.10 casual vacancy: any vacancy which exists at a time when the normal procedure prescribed by the Rules for filling it cannot operate
- 9.2.11 Company: English Table Tennis Association Limited (ETTA)
- 9.2.12 Competitive Table Tennis: table tennis in which the player competes in a tournament other than a closed tournament of his own club or represents a club, a League, a County Association or the ETTA or participates in trial matches organised by a club, a League, a County Association or the ETTA for the purpose of selecting representative teams.
- 9.2.13 County Association: an association set up under the provisions of Rule 42.3 and having jurisdiction over a County as defined by Rule 42.1
- 9.2.14 Department: an area of the Company's activities
- 9.2.15 Directly Affiliated Club: a club which pays an affiliation fee direct to the ETTA, whether or not also in membership of a Local League
- 9.2.16 Directly Affiliated Individual: an individual who pays an affiliation fee direct to the ETTA, whether or not also a member of a Directly Affiliated Club or of a club in membership of a Local League
- 9.2.17 Division: a unit of a league which contains a number of teams competing against each other
- 9.2.18 Election Year: the Administrative Year 1992/3 and every second Administrative Year thereafter
- 9.2.19 ETTA: the Company
- 9.2.20 General Secretary: the person designated by the National Council to fulfil the functions of General Secretary
- 9.2.21 Good Standing, Organisation in: an organisation which has been given official recognition by the ETTA by acceptance under Rule 14.1, being either an organisation which is not a table tennis organisation, but under whose auspices table tennis is played, or a table tennis organisation or competition which is not appropriate for affiliation.
- 9.2.22 Junior: a person under 18 years of age on 31st December during the current Administrative Year
- 9.2.23 Local League: any organisation or association which runs a competition between teams from clubs in a particular locality. Except where specifically excluded Local League includes Youth League
- 9.2.24 Motion: a formal proposition put to a meeting
- 9.2.25 Player Licence: a licence held by a player registered under the Player Licence Scheme
- 9.2.26 Player Licence Scheme: a scheme which will not include Local League competitions, knockout competitions (as covered by Appendix F), the County Championships or ETTA Approved and 1 Star Tournaments
- 9.2.27 Player Member: A Directly Affiliated Individual eligible to play Competitive Table Tennis.
- 9.2.28 Premier Club: a Directly Affiliated Club which has been accepted into the Premier Club Programme
- 9.2.29 Region: an administrative area defined by the National Council, comprising part or all of several counties
- 9.2.30 Registered Address: the address of a Member as recorded in the Register of Members
- 9.2.31 School Club: a club the membership of which is restricted to schoolchildren
- 9.2.32 Special Resolution: a resolution which shall be carried only if at least three-fourths of the votes cast in person or by proxy are in favour
- 9.2.33 Veteran: a person 40 years of age or over on 1st January during the current Administrative Year
- 9.2.34 Youth Club: a club which is certified by a Local Education Authority Youth Committee to be a youth club or accepted by the National Council as a youth club
- 9.2.35 Youth division: a division of a league participation in which division is restricted to persons under 21 years of age
- 9.2.36 Youth League: a Local League composed wholly of Youth divisions consisting entirely of Youth Clubs or of Youth Clubs and School Clubs
- 9.3 Where the context so permits the singular shall include the plural and vice versa and the masculine gender shall be taken to include the feminine

10 COMPANY MEMBERSHIP

- 10.1 The subscribers to the Memorandum of Association of the Company and such other persons as are admitted to membership in accordance with these Rules shall be Company Members.
- 10.2 For the purpose of registration the number of Company Members is unlimited.
- 10.3 No person shall be admitted a Company Member unless he is approved by the National Council.
- 10.4 Every person who wishes to become a Company Member shall deliver to the Company an application for membership in such form as the National Council require, signed by him.
- 10.5 There shall be 3 classes of Company Members: Individual Company Members, County Representative Company Members and League Representative Company Members.
- 10.5.1 No-one shall be a Company Member in more than one class.
- 10.5.2 No-one shall be a Representative Company Member for more than one Local League or County Association.
- 10.6 The Individual Company Members shall be the Officers and an Individual Member ceasing to be an Officer shall thereupon cease to be a Company Member.
- 10.7 The County Representative Company Members shall be the National Councillors appointed in accordance with the provisions of Rule 27 and a County Representative Company Member ceasing to be a National Councillor shall thereupon cease to be a Company Member.
- 10.8 The League Representative Company Members shall be the representatives nominated by written notice of the Local Leagues affiliated to the Company.
- 10.8.1 A League Representative Company Member shall cease to be a Company Member if his nomination is terminated by written notice to the Company from the Local League which he represents.
- 10.8.2 A notice required by Rule 10.8 or 10.8.1 must be authenticated under Rule 57.
- 10.9 The rights of a Company Member shall be personal and shall not be transferable and shall cease on the Company Member's death.
- 10.10 A Company Member may at any time withdraw from the Company by giving at least 7 days' notice in writing to the Company.

11 TERMINATION OF MEMBERSHIP OR AFFILIATION

- 11.1 If the National Council shall at a meeting of which due notice (including notice of the intention to propose such Resolution) has been given pass a Resolution supported by the affirmative votes of at least three-fourths of the members of the National Council present that any Company Member ought to cease to be such Company Member, that Company Member shall cease to be a Company Member forthwith or from such later time as the Resolution may prescribe.
- 11.2 A Resolution under Rule 11.1 shall not of itself prevent the ex-Company Member from being an Affiliated Member.
- 11.3 The affiliation of an Affiliated Member who has been convicted of, or cautioned for, an offence under the Sexual Offences Act 2003 shall automatically be terminated, but he may apply to the Management Committee for re-affiliation

12 AFFILIATION

- 12.1 There shall be affiliated to the Company
 - 12.1.1 County Associations, Local Leagues, Directly Affiliated Clubs, Affiliated Members;
 - 12.1.2 any other organisations approved for affiliation by the National Council which follow the prescribed procedure. .
- 12.2 Application for affiliation to the Company of a Local League, Club or other organisation for the first time or after a lapse shall be made on the current application form and signed by a responsible official of the organisation.
 - 12.2.1 The form shall be sent to the ETTA General Secretary, who shall forthwith send a copy to the appropriate County Association, if any, inviting it to send its observations to the ETTA within 28 days.
 - 12.2.2 After the expiration of this period of 28 days every application for affiliation shall be granted or refused by the Management Committee, which shall have the power to refuse without giving reasons.
 - 12.2.3 An applicant may appeal to the National Council against refusal by the Management Committee, refusal being deemed if the Management Committee has not granted the application within 56 days of its submission.
 - 12.2.4 Unless the National Council resolve that the full procedure laid down by Rules 12.2-12.2.2 shall apply in a particular case, renewal of affiliation shall be effected by sending the appropriate renewal form direct to the ETTA General Secretary and payment of any appropriate affiliation fees in due course.
- 12.3 A County Association shall remain affiliated until it has no Local Leagues affiliated to it.
- 12.4 Any other Affiliated Organisation shall remain affiliated until
 - 12.4.1 affiliation fees due for which it is responsible are unpaid on the 30th April in any Administrative Year or
 - 12.4.2 affiliation is terminated by the Affiliated Organisation or
 - 12.4.3 renewal of affiliation is refused by the National Council.
- 12.5 A person taking part in Competitive Table Tennis shall affiliate as a Player Member.
- 12.6 A person not taking part in Competitive Table Tennis may affiliate as an Associate Member and such affiliation shall be compulsory for all members of a Directly Affiliated Club or of an organisation affiliated under 12.1.2 who do not affiliate as Player Members.
- 12.7 A Local League shall maintain a register of all players taking part in its league competition and a Directly Affiliated Club or an organisation affiliated under 12.1.2 shall maintain a register of all its members.
- 12.8 A person shall not be registered for a Local League or a Directly Affiliated Club unless he pays the Player Member affiliation fee to that League or Club or can provide evidence that he has already paid that fee.
- 12.9 A person shall be deemed a Player Member or Associate Member from whichever is the earlier of the date at which his affiliation fee is received by the ETTA or the date at which his application for affiliation is accepted by a Local League, Directly Affiliated Club or other Affiliated Organisation, and he shall remain affiliated until 15th November in the following Administrative Year.
- 12.10 There shall be no affiliation fees other than for Player Membership or Associate Membership.
- 12.11 All Player Members and Associate Members shall pay affiliation fees in respect of each Administrative Year or part thereof for which they are affiliated; the fees for Player Members and Associate Members shall include the cost of

insurance against civil liability; 10% of the fee paid by a Premier Club shall be rebated to the County Association in whose area the club is located.

- 12.12 Not later than 31st January the National Council shall propose for approval by the AGM affiliation fees for the immediately following Administrative Year; if neither this proposal nor any amendment thereto is accepted, the fees for the immediately following Administrative Year shall be the same as in the current Administrative Year.
(For current fees see Annex 1)
- 12.13 Every Affiliated Member liable to pay fees shall pay them not later than 15th November each Administrative Year, except that upon affiliation for the first time or after a lapse, the fees shall be paid with the application.
- 12.14 A Player Member or Associate Member may pay his fee either direct to the ETTA or to the Local League, Directly Affiliated Club or other organisation for which he is registered, which shall then be responsible for forwarding the fee to the ETTA by the due date.
- 12.15 A Local League, Directly Affiliated Club or other organisation from which any Affiliation Fees in respect of Player Members or Associate Members are due to the ETTA but unpaid on 16th November shall be charged interest on the amount outstanding at 5% above NatWest Bank base rate calculated daily, subject to the interest being more than £5.
- 12.16 Every person or organisation liable to pay affiliation fees to the Company shall in addition pay to the Company such Value Added Tax as may be payable on such fees at the rate in force.

13 REGISTRATION FEES

- 13.1 Fees shall be due from
 - 13.1.1 Players registered as holding a Player Licence under the Player Licence Scheme
 - 13.1.2 Directly Affiliated Clubs registered in the PremierClub Scheme.
 - 13.1.3 Coaches licensed under the Coach Licence Scheme.
- 13.2 The schedule of fees shall be decided by the National Council and shall be published not later than 30th April in the previous Administrative year. (For current fees see Annex 1)
- 13.3 10% of the fees paid under the provisions of 13.1.1 and 13.1.2 shall be rebated to the appropriate County Associations.

14 GOOD STANDING

- 14.1 An organisation for which affiliation to the Company under Rule 12.1 is not appropriate may apply to be accepted into Good Standing.
- 14.2 Organisations accepted into Good Standing may be required to pay such fees as the National Council may determine.

15 SUSPENSION OF VOTING AND OTHER RIGHTS

- 15.1 A League Representative Company Member appointed by a Local League under suspension shall not be entitled to vote at a General Meeting nor to participate in any election of Officers.
- 15.2 A person who is an Affiliated Member by virtue of being a member of a County Association or Local League which is under suspension or of a Local League to which Rule 15.1 applies shall not be entitled to attend any General Meeting or take any part in the business of the Company.

16 ANNUAL GENERAL MEETING

- 16.1 The Annual General Meeting of the Company, hereinafter referred to as "AGM", shall be held during the period 24th June to 14th July inclusive.
- 16.2 Notice as provided by Rule 18.1 and describing the meeting as the AGM shall be given not later than 1st June.
- 16.3 The Agenda for the AGM shall include the following items -
 - 16.3.1 to adopt Standing Orders for the meeting
 - 16.3.2 to read the minutes of the previous AGM
 - 16.3.3 to consider any matters arising therefrom
 - 16.3.4 to read the minutes of any Extraordinary General Meeting held since the previous AGM
 - 16.3.5 to consider any matters arising therefrom
 - 16.3.6 to receive and consider the Annual Report of the Management Committee
 - 16.3.7 to receive and consider the report of the Treasurer, the report of the Auditors and the Statement of Accounts made up to 31st March or a subsequent date
 - 16.3.8 To set the affiliation fees for the immediately following Administrative Year
 - 16.3.9 to consider and determine any alterations to the Rules
 - 16.3.10. to consider any other Motions
 - 16.3.11 to elect the President and Vice-Presidents if appropriate
 - 16.3.12 to elect Honorary Life Members of the Company
 - 16.3.13 to appoint Auditors for the ensuing year
 - 16.3.14 to receive the report of the election of officers
 - 16.3.15 to receive the report of the election of National Councillors and Deputy National Councillors
 - 16.3.16 to consider any other competent business.
- 16.4 Motions for inclusion in the Agenda may be submitted only by the National Council or by a County Association or by a Local League.
 - 16.4.1 A Motion submitted by the National Council shall be signed by the General Secretary.
 - 16.4.2 A Motion submitted by a County Association or Local League must be authenticated under Rule 59.
 - 16.4.3 Motions must be sent to reach the General Secretary not later than the last day of April.

17 EXTRAORDINARY GENERAL MEETING

- 17.1 Any General Meeting other than an AGM shall be an Extraordinary General Meeting, hereinafter referred to as "EGM".
- 17.2 An EGM shall be called on a resolution of the National Council or of the Management Committee.
- 17.3 An EGM shall be called after receipt by the General Secretary of a requisition signed by Members together holding at least one-tenth of the total voting rights of all the Members having at the date of the deposit of the requisition a right to vote at General Meetings or by Members representing one-third of the Local Leagues, whichever is the fewer.
 - 17.3.1 The requisition must be signed by the requisitionists but may consist of several documents in like form each signed by one or more requisitionists.
 - 17.3.2 The requisition must state the business to be placed on the Agenda for the meeting.
 - 17.3.3 The requisition must be deposited at the registered office of the Company.
- 17.4 The meeting shall be called to take place not later than 56 days after deposit of the requisition.
- 17.5 If notice of the meeting shall not have been sent out by 21 days after deposit of the requisition the requisitionists or any of them representing more than one half of the total voting rights of all of them may themselves call a meeting, but any meeting so convened shall not be held after the expiration of 3 months after the date of such deposit.
- 17.6 Any reasonable expenses incurred by the requisitionists as a result of failure of the Company to call a meeting shall be repaid to the requisitionists by the Company.
- 17.7 Notice as provided by Rule 18.1 shall be given not later than 28 days before the date of the meeting.
- 17.8 The provisions of Rule 18 shall apply to an EGM.
- 17.9 An EGM shall transact only business which is contained in the Agenda sent out in accordance with Rule 18.1.
- 17.10 If there are not within the United Kingdom sufficient National Councillors to call an EGM, any Company Member may do so.

18 PROCEDURE FOR GENERAL MEETINGS

- 18.1 Notice specifying the place, date and time with the Agenda shall be given to
 - 18.1.1 all Members and the Auditors
 - 18.1.2 the President and Vice-Presidents and Honorary Life Members
 - 18.1.3 the Secretary of every Directly Affiliated Club and of every organisation affiliated under Rule 12.1.1 or 12.1.2.
- 18.2 The accidental omission to give notice of a meeting to, or the non-receipt of notice of a meeting by, any person entitled to receive notice shall not invalidate the proceedings at that meeting.
- 18.3 Attendance at a General Meeting shall be open to all Company Members, and to all Affiliated Members except as provided by Rule 15.2
- 18.4 No business shall be transacted unless a quorum of 10 Company Members entitled to vote is personally present.
- 18.5 If this quorum is not present by 30 minutes after the time appointed for the meeting, or if during a meeting such a quorum ceases to be present
 - 18.5.1 at an Extraordinary General Meeting requisitioned by Company Members under Rule 17.3 the meeting shall be dissolved;
 - 18.5.2 in any other case the meeting shall stand adjourned to the same day in the next week at such place and time as the Company Members present shall decide.
 - 18.5.3 At an adjourned General Meeting if the specified quorum is not present 30 minutes after the time appointed for the meeting, the Members present shall have power to transact business as if a quorum were present, except that no Special Resolution may be dealt with unless at least 3 days' notice of the adjourned meeting has been given to all Company Members.
- 18.6 The President, if present and willing, shall take the chair at a General Meeting; otherwise the chair shall be taken as provided by Standing Orders approved by the Company Members at the meeting.
- 18.7 Before transacting any business the meeting shall adopt Standing Orders which shall govern procedure at the meeting.
- 18.8 The chairman may with the consent of the meeting adjourn it to a specified date, time and place but no business shall be transacted at the adjourned meeting other than the business left unfinished at the meeting from which the adjournment took place.
- 18.9 A motion put to the vote of a meeting shall be decided on a show of hands unless before, or on the declaration of the result of, the show of hands a poll (hereinafter referred to as "a Card Vote") is duly demanded.
 - 18.9.1 On a show of hands every Company Member and proxy holder present in person shall have 1 vote.
 - 18.9.2 Unless a Card Vote is duly demanded a declaration by the chairman that a motion has been carried or carried by a particular majority, or lost or has failed to obtain a particular majority and an entry to that effect in the Minutes of the meeting shall be conclusive evidence of the fact without proof of the number or proportion of the votes recorded in favour of or against the motion.
- 18.10 A Card Vote may be demanded by the chairman or by at least 5 Company Members having the right to vote at the meeting or their proxies and shall be taken forthwith after being demanded.
- 18.11 The demand for a Card Vote shall not prevent the continuance of the meeting for the transaction of any business other than the question on which the poll has been demanded.
- 18.12 In the event of a tie
 - 18.12.1 except on financial questions the meeting shall proceed to next business
 - 18.12.2 on a financial question the chairman of the meeting shall have a casting vote.
- 18.13 A resolution other than a Special Resolution shall be decided by a simple majority.
- 18.14 Any person present at a General Meeting having a financial interest in a subject to be discussed must declare that interest. A person with a financial interest in a subject may be debarred from participation in the discussion of that subject if a simple majority of the Company Members present so resolve. Whether or not such a resolution is carried, he shall not be debarred from being present during the discussion nor, if he is a Company Member, from voting.

19 VOTING ENTITLEMENT

- 19.1 On a Card Vote the vote of a Company Member shall count as a number of vote units as follows
- 19.1.1 Individual Company Member: 1 vote unit.
- 19.1.2 League Representative Company Member: Except as provided in Rule 15.1, 1 vote unit for each Player Member registered by the Local League by which he is appointed.
- 19.1.3 County Representative Company Member: 1 vote unit for each vote unit held by the League Representative Company Members appointed by Local Leagues affiliated to the County Association by which he is appointed.

20 PROXIES

- 20.1 Any Company Member entitled to attend and vote at a General Meeting is entitled to appoint another person (who need not be a Member) as his proxy to attend and vote instead of him.
- 20.2 A proxy shall have the same right to speak as the Company Member appointing him.
- 20.3 The appointment of a proxy shall be in writing on a form prescribed by the National Council and shall be signed by the appointing Company Member.
- 20.4 The appointment of a proxy shall not be valid unless the form properly completed is deposited at the registered office of the Company or such other place as may be specified in the notice convening the meeting not later than 48 hours before the time for holding the meeting.

21 SERVICE OF NOTICES AND DOCUMENTS

- 21.1 A document may be served on the Company by leaving it at, or sending it by post to, the registered office of the Company.
- 21.2 The Company may give any notice to a Company Member either personally or by sending it by post in a prepaid envelope addressed to the Company Member at his registered address or by leaving it at that address.
- 21.3 Any communication to be sent by the Company to any person other than a Company Member or to any organisation shall be properly sent if addressed to such person or to the General Secretary of such organisation at his last known address.
- 21.4 An Affiliated Organisation shall on demand supply to the General Secretary or other Officer of the Company the last known address of any Affiliated Member who is a member of such organisation.

22 ALTERATION OF RULES

- 22.1 Except by unanimous decision of all the Company Members these Rules may be changed (whether by addition, alteration or deletion) only by Special Resolution of an AGM or of an Extraordinary General Meeting convened for the purpose.
- 22.2 Rule Change Propositions, and Amendments thereto, may be submitted only by the National Council or by a County Association or by a Local League.
- 22.2.1 A Proposition or Amendment submitted by the National Council must be signed by the General Secretary.
- 22.2.2 A Proposition or Amendment submitted by a County Association or Local League must be authenticated under Rule 57.
- 22.3 Propositions for such changes to be considered by the next AGM shall be submitted in writing to reach the General Secretary not later than the last day of February. The General Secretary shall send a written acknowledgement of each such proposition not later than 8 days after receiving it.
- 22.3.1 All propositions so received shall be circulated to all Company Members during March.
- 22.3.2 Amendments or alternative propositions dealing with the same subject matter shall be accepted for consideration by the AGM if submitted in writing and received by the General Secretary not later than the last day in April. The General Secretary shall send a written acknowledgement of each such amendment or alternative proposition not later than 8 days after receiving it.
- 22.4 Propositions for such changes to be considered by an Extraordinary General Meeting shall be submitted to the General Secretary in writing together with the requisition for that Extraordinary General Meeting. The General Secretary shall send a written acknowledgement of each such proposition not later than 8 days after receiving it.
- 22.5 Unless resolved otherwise by the meeting, any alteration to a Rule dealing with Affiliation Fees or other revenue shall take effect from the first day of the Administrative Year next but one after that in which was held the meeting at which it was passed.
- 22.6 Except as provided by Rule 22.5 any alteration to a Rule shall take effect on the first day of the Administrative Year following that in which was held the meeting at which it was passed, unless resolved otherwise by such meeting.
- 22.7 A resolution under Rule 22.5 or 22.6 shall be a Special Resolution.

23 OFFICERS

- 23.1 The Officers of the Company shall be
- 23.1.1 Chairman, Deputy Chairman, Treasurer and, unless a paid Secretary has been appointed, General Secretary, and
- 23.1.2 not fewer than 6 nor more than 8 Vice-Chairmen, except that there may be an additional Vice-Chairman 'without Departmental responsibility' but only if the Deputy Chairman has been elected as a Vice-Chairman.
- 23.3 All Officers shall be honorary.
- 23.4 A person holding a paid appointment with the Company or connected in any way with the manufacture, sale or endorsement of table tennis equipment or with consultation on such equipment may not be an Officer.
- 23.5 The Chairman, Deputy Chairman, General Secretary and Treasurer shall serve from the end of the AGM following their election until the end of the third AGM following their election.
- 23.6 Vice-Chairmen shall serve from the end of the AGM following their election until the end of the second AGM following their election.
- 23.7 Unless Rule 30.7 be applied, any casual vacancy in an office shall be filled, the procedure appropriate for that office (either Rule 24 or Rule 26) being followed as far as practicable. Where Rule 24 applies, nomination forms shall be sent out not later than 21 days after the vacancy occurs.

- 23.8 A person elected to fill a casual vacancy shall take office immediately the result of the election is determined and shall serve for the remainder of the term of office of the person giving rise to the vacancy.
- 23.9 During a vacancy in the office of Chairman the powers of the Chairman under these Rules shall be exercisable by the Deputy Chairman.
- 23.10 Notice of intention not to seek re-election to the office of Chairman, Deputy Chairman, Treasurer or General Secretary should be sent to reach the General Secretary not later than 15th December in an Election Year.
- 23.11 Should the National Council under the provisions of Rule 33 appoint a paid General Secretary, the honorary office of General Secretary shall be suspended whilst such appointment is in effect.
- 23.12 No person may hold more than one office at the same time save that the Deputy Chairman may concurrently hold office as a Vice-Chairman.

24 ELECTION OF CHAIRMAN, DEPUTY CHAIRMAN, TREASURER AND GENERAL SECRETARY

- 24.1 In an Election Year by a date to be decided by the National Council the General Secretary shall send a Nomination Paper to every Individual Company Member, to every County Representative Company Member and to every League Representative Company Member appointed by a Local League listed in the Electoral Register under Rule 25.
- 24.2 Each such Company Member shall be entitled to nominate one person for each Office to be filled by election.
- 24.3 A Member may not nominate the same person for more than one Office.
- 24.4 To be valid a nomination paper must be signed by the Company Member and be received by the Nominations Officer (being the General Secretary of the Company or such other person as may be designated for the purpose by the Management Committee) by a date decided by the National Council being not earlier than the 14th day after the issue of nomination papers.
- 24.5 No person will be effectively nominated for a particular Office unless he is named in at least 2 valid nomination papers, and has lodged with the General Secretary not later than the closing date for nominations a signed Consent to Nomination for that Office and has not withdrawn from nomination by a date prescribed by the National Council as the last day for withdrawal.
- 24.6 The nomination of any person who remains nominated for more than one Office after the last day for withdrawal shall be ineffective for all Offices.
- 24.7 If there be more than one effective nomination for any of these offices voting shall be by postal ballot conducted in such manner as the National Council shall from time to time decide, the procedure being set out in Appendix I to these Rules.
- 24.8 The period from the date of issue of Ballot Papers to the date by which they are required to be returned shall not be less than 14 days.
- 24.9 The vote of each Company Member shall count as the following number of vote units:
- 24.9.1 Individual Company Member: 1 unit
- 24.9.2 County Representative Company Member: 1 unit
- 24.9.3 League Representative Company Member appointed by Local League with 30 or fewer teams in membership: 2 units
- 24.9.4 League Representative Company Member appointed by Local League with 31-100 teams in membership: 4 units
- 24.9.5 League Representative Company Member appointed by Local League with 101 or more teams in membership: 6 units
- 24.9.6 For the purpose of this Rule a Local League shall be deemed to have in membership the number of teams shown in the Electoral Register.
- 24.10 No League Representative Company Member appointed by a Local League may vote if that Local League is not on the Electoral Register.
- 24.11 Scrutineers shall be appointed by the National Council to determine any questions as to the validity of nomination and voting papers, and ascertain the result of any postal vote held under the provisions of this Rule.
- 24.12 The results of the elections shall be circulated as in Rule 24.1 by a date to be decided by the National Council.

25 ELECTORAL REGISTER

- 25.1 The General Secretary shall not later than 26th November send to every Company Member a list, to be referred to as the Electoral Register, of
- 25.1.1 the Offices listed in Rule 25.1,
- 25.1.2 all County Associations having a National Councillor and
- 25.1.3 all Local Leagues not under suspension.
- 25.2 Opposite each Office, County Association and Local League shall be shown the name of the Office holder, the National Councillor or the League Representative Company Member appointed by the Local League as appropriate and the number of vote units attributable to each. In addition, opposite the name of each Local League shall be shown the number of teams in membership.
- 25.3 Any challenge to the accuracy of the Electoral Register must be made in writing and received by the General Secretary not later than 6th December or within 7 days of notification of any addition, transfer or deletion.
- 25.4 The Electoral Register shall be divided into sections, one for each County Association.
- 25.5 The name of any Local League suspended by the Company shall be removed from the Electoral Register forthwith, but shall be restored as soon as the suspension ends.
- 25.6 The name of any Local League which ceases to be affiliated shall be removed from the Electoral Register forthwith.
- 25.7 Between the end of a season and 31st December following the General Secretary shall add to the Electoral Register the name of any newly affiliated Local League.
- 25.8 No Local League shall without the authority of the National Council be transferred from one County section to another in, nor except as provided by Rule 25.7 added to, nor except as provided by Rules 25.5 and 25.6 removed from, the Electoral Register.

26 ELECTION OF VICE-CHAIRMEN

- 26.1 Vice-Chairmen other than the Vice-Chairman (Finance) shall be elected by the National Council at its April meeting to serve for the following Administrative Year.
- 26.2 Nominations for these Vice-Chairmen may be made by any person who will be an Officer during the term of office of these Vice-Chairmen or who is a member of National Council; no person will be effectively nominated for a particular office unless he is nominated by the Chairman or Chairman-elect or by 2 members of the National Council.
- 26.3 The person (Chairman or Chairman-elect) who will be Chairman during the term of office of the Vice-Chairman being elected must make a nomination for each Vice-Chairman who will be in charge of a Department.
- 26.4 Notice of the Chairman's intended nominations must be sent to each member of the National Council at the same time as the Nomination Form.
- 26.5 Each member of the National Council may nominate as many persons as there are Departments to manage but may not nominate the same person for more than one Department.
- 26.6 Each nomination shall state the Department which the nominee is nominated to manage.
- 26.7 The closing date for nominations shall be not earlier than 7 days after the results of the Chairman, Deputy Chairman and Treasurer are decided.
- 26.8 Anyone nominating the Deputy Chairman to serve also as a Vice-Chairman may submit an additional nomination for a Vice-Chairman without Departmental responsibility.
- 26.9 A person who is nominated to more than one Vice-Chairmanship shall decide for which Department he will accept nomination and shall withdraw his candidature for the others.
- 26.10 An employee of the Company may not be a Vice-Chairman.
- 26.11 Each National Councillor shall be informed in writing of the nominations not later than 10 days before the date of the meeting at which the elections are to take place.
- 26.12 There shall be a separate ballot for each post.
- 26.12.1 To be elected a candidate must receive at least 50% of the votes cast.
- 26.12.2 If in a ballot no candidate receives 50% of the total votes cast, the candidate receiving fewest votes shall be eliminated and there shall be a further ballot for the remaining candidates.
- 26.12.3 If 2 candidates each receive 50% of the total votes cast the chairman of the meeting shall have a casting vote.
- 26.12.4 If there is only one candidate for any post, for that candidate to be elected there must be a confirmatory motion for which at least 50% of the votes cast are in favour.

27 NATIONAL COUNCIL

- 27.1 Subject to the control of the Company in General Meeting the Company shall be governed by a National Council, consisting of the Officers and 1 person appointed by each County Association.
- 27.2 No National Councillor or Deputy National Councillor may represent more than one County Association.
- 27.3 An Officer may not represent a County Association as its National Councillor or Deputy National Councillor.
- 27.4 A person holding a paid appointment with the Company may not represent a County Association as its National Councillor or Deputy National Councillor.
- 27.5 Every National Councillor and Deputy National Councillor shall retire annually at the end of the AGM but shall be eligible for re-election.
- 27.6 If a National Council seat becomes vacant, or a new seat is created, it shall be filled by election in the manner laid down by Rule 28 so far as applicable.
- 27.7 The quorum necessary for the transaction of business by the National Council shall be 15 members with the right to vote.
- 27.8 If the number of National Councillors including Officers is less than this quorum the remaining National Councillors shall have power to call an Extraordinary General Meeting
- 27.9 Except as herein otherwise provided, every question at a meeting of the National Council shall be determined by a majority of the votes of the members present and voting, every member having 1 vote, and in the case of an equality of votes the chairman of the meeting shall have a second or casting vote.
- 27.10 Unless also an Officer or representing a County Association the President shall not be entitled to vote.
- 27.11 The National Council may delegate any of its duties and powers to the Management Committee or any other committee.
- 27.12 The administration of the Rules and Regulations of the Company shall be vested in the National Council who shall, subject to Rule 27.11,
 - 27.12.1 decide questions of laws and other matters relating to the sport but cannot alter the Rules of the Company;
 - 27.12.2 decide matters relating to international and representative matches, teams, conferences, etc. as affecting the Company;
 - 27.12.3 authorise Open Tournaments, Invitation Tournaments or general competitions.
- 27.13 The National Council shall have the power to make Regulations to cover international contacts, regulation dress and badges and such other matters not specifically dealt with in these Rules as the National Council shall think fit.
- 27.14 All Regulations made by the National Council or by any body to which the National Council shall have delegated the power, whether under Rule 27.13 or under specific provisions elsewhere in these Rules, shall be published as Appendices to these Rules.
- 27.15 A Regulation shall come into force with effect from such day as the body making it shall specify but not earlier than the day following the meeting at which it was first made or approved.
- 27.16 The National Council shall hold a meeting within 30 days after the AGM.
- 27.17 At its first meeting after the AGM the National Council shall -
 - 27.17.1 agree its Standing Orders for the coming period of office;
 - 27.17.2 appoint the Chairman and members of the Disciplinary Committee under Rule 46.2;
- 27.18 The National Council shall hold a meeting during the month of April.
- 27.19 The National Council shall hold at least 3 meetings in every Administrative Year.
- 27.20 A resolution in writing signed by all the members of the National Council shall be as valid and effectual as if it had

been passed at a meeting of the National Council duly called and constituted and may consist of several documents in the like form each signed by one or more members.

- 27.21 Every Officer and other National Councillor shall be entitled to reimbursement of travelling accommodation and other expenses properly incurred by him in the performance of his duties.
- 27.22 At any meeting of the National Council, the Management Committee or a sub-committee approved by the Management Committee, any person present who has a financial interest in a subject under discussion, or who has a close relative (e.g. partner, child, parent, sibling) with such an interest, shall forthwith declare that interest and withdraw from the meeting. He must not return during that discussion unless unanimously invited by the remaining members present.
- 27.23 Rule 27.22 does not apply when the National Council discusses the reimbursement of expenses incurred in attending National Council or Committee meetings.

28 ELECTION OF NATIONAL COUNCILLORS

- 28.1 Between 1st May and 15th June each year the managing committee of each County Association shall elect the National Councillor to represent the County for the following Administrative Year, after considering all nominations submitted to them by members of that Association.
- 28.2 A County Association may elect also a Deputy National Councillor, who shall be entitled to attend and vote at a National Council Meeting in the absence of the National Councillor.
- 28.3 A County Association shall send the results of the election(s) on a form prescribed by the National Council, which shall be authenticated in accordance with Rule 57, to reach the General Secretary or such other person as may be designated for the purpose by the Management Committee, not later than 20th June.

29 DEPARTMENTS

- 29.1 The activities of the Company shall be divided among not more than 10 Departments, one of which shall be 'Finance'; any change in the areas of responsibility of each Department shall be decided by the National Council.
- 29.2 The Finance Department shall be managed by the Treasurer who shall be entitled to the style 'Vice-Chairman (Finance)'.
- 29.3 Each of the Departments other than Finance shall be managed by a Vice-Chairman.

30 MANAGEMENT COMMITTEE

- 30.1 There shall be a Management Committee to manage the affairs of the Company in accordance with the policy and directions of the National Council.
- 30.2 The committee shall consist of the Officers.
- 30.3 Any casual vacancy occurring in the Committee shall be filled in the manner laid down by Rule 24 or 26 as far as applicable.
- 30.4 The quorum for the transaction of business at a Management Committee meeting shall be 4 members present, including at least one from the Chairman, Deputy Chairman and Treasurer.
- 30.5 Except as herein otherwise provided, every question at a meeting of the Committee shall be determined by a majority of votes of members present and voting, every member having 1 vote; if there is an equality of votes the chairman of the meeting shall have a second or casting vote. The President shall not be entitled to vote unless he is a member under the provisions of Rule 30.2.
- 30.6 The Standing Orders for the Management Committee shall be as approved by the National Council.
- 30.7 Notwithstanding the provisions of Rule 23.7, when a casual vacancy occurs amongst the officers the Management Committee may decide to leave that vacancy unfilled until the end of the term of office of that Officer. In reaching such a decision the Management Committee shall take into account the functions of the position vacant, the period remaining before the end of the term of office and the activities foreseen during that period.
- 30.8 Unless directed otherwise by the National Council the Management Committee may delegate any of its duties and powers to another committee or to an individual.

31 SUB-COMMITTEES

- 31.1 Each Vice-Chairman in charge of a department shall have power to appoint sub-committees as he may consider necessary, provided that
- 31.1.1 the Terms of Reference, chairman and members of each sub-committee are approved and recorded by the Management Committee;
- 31.1.2 no sub-committee shall be appointed to serve for a period extending more than 1 month after the date of the next AGM without prior approval of the National Council.

32 OFFICIALS

- 32.1 The National Council shall have power to appoint additional honorary officials for up to 1 year and to invite such persons to attend meetings of the National Council, but, unless they already be members of the National Council, without right to speak (unless invited to do so) and without vote.

33 PAID APPOINTMENTS

- 33.1 The National Council shall have power to create and fill any paid appointment which in its opinion is necessary.
- 33.2 The National Council shall approve any contract necessary in connection with such paid appointments and shall authorise Officers to sign it on behalf of the Company. The contract shall thereupon be binding upon the Company.

34 INDEMNITY

- 34.1 Every Officer and other member of the National Council, and every official or servant of the Company (whether honorary or otherwise) shall be indemnified out of the assets of the Company against all losses and liabilities which any such person may incur or sustain in the bona fide execution of his duties on behalf of the Company or in relation thereto except in so far as this provision may be avoided by the provisions of the Act or any statutory modification or re-enactment thereof for the time being in force.

35 FINANCE

- 35.1 The financial year of the Company shall end on 31st March.
- 35.2 An audited statement of accounts up to and including this date shall be published annually.
- 35.3 Except as provided by Rules 35.4, 35.5, 35.6 and 35.7, the funds of the Company shall be lodged at a bank, and all cheques, drafts, etc., drawn on the account shall be signed by 2 of 5 authorised signatories, the Chairman, the General Secretary, the Treasurer and 2 other persons designated by name by resolution of the National Council. Any 2 of these signatures shall suffice except that no person may sign a cheque in respect of any payment to himself or to a member of his family and that no more than one signature may be that of an employee of the Company.
- 35.4 Funds not immediately required may be invested subject to the place of investment or type of securities purchased having previously been approved by the National Council.
- 35.5 Any funds provided to individuals against contingent expenses on behalf of the Company shall be provided in the form of imprest accounts and shall be authorised by the Management Committee for specific purposes and subject to limits to be reviewed annually.
- 35.6 The Management Committee may authorise a separate bank account to be conducted by a Regional Committee provided that all cheques, etc. drawn on such an account shall require the signatures of 2 signatories out of 4 designated by the Management Committee, 2 of such signatories being Officers and the other 2 being members of the Regional Committee.
- 35.7 Subject to the approval of the Management Committee, separate bank accounts may be opened for particular purposes provided all cheques, drafts etc., drawn on such an account shall require 2 signatories, one being an Officer of the Company and the second being specifically approved by the Management Committee.
- 35.8 Subject to the following conditions, the Management Committee may authorise loans to employees of the Company:
- 35.8.1 The total amount on loan to any employee shall not exceed 25% of his annual salary.
- 35.8.2 The Management Committee shall decide whether interest shall be payable, and if so, at what rate.
- 35.8.3 Loans granted and repayments made, total loans outstanding at year end and any sum written off as irrecoverable shall all be shown in the annual accounts.
- 35.9 The Treasurer shall be authorised to borrow in the name of and on behalf of the Company sums up to a maximum of 50% of the previous Administrative Year's Affiliation Fees. Any borrowing more than this limit shall require specific National Council approval.

36 AUDITORS

- 36.1 Auditors shall be appointed by the AGM and shall take office from the day following that meeting.
- 36.2 For any motion relating to the appointment or removal of an auditor other than the re-appointment of a retiring auditor special notice under the provisions of the Act must be given and the other requirements of the Act complied with.
- 36.3 As provided by the Act the Auditors are entitled to receive all notices of, and other communication relating to, and to attend any General Meeting and be heard on any part of the business of the meeting which concerns them as auditors.

37 SEAL

- 37.1 The seal shall be used only by the authority of the National Council or of a committee authorised by the National Council.
- 37.2 The National Council may determine who shall sign any document to which the seal is affixed and unless otherwise so determined it shall be signed by an Officer and countersigned by a member of the National Council.
- 37.3 Immediately after the sealing of any document an entry of such sealing shall be made in a Minute Book or other book of record of the Company, with particulars of the document sealed and a reference to the Minute authorising such sealing and such entry shall be signed by one of the members who attested the sealing.

38 DIRECTORS AND COMPANY SECRETARY

- 38.1 The Chairman, Deputy Chairman, Treasurer and General Secretary (if the post be not suspended in the manner mentioned in Rule 23.11) of the Company shall be directors of the Company.
- 38.2 There shall be no directors other than those appointed under Rule 38.1.
- 38.3 As provided by the Act the Company may by ordinary resolution remove any director before the expiration of his period of office; special notice under the provisions of the Act must be given of any such motion.
- 38.4 A director shall vacate his office if
- 38.4.1 he becomes bankrupt or insolvent or compounds with his creditors;
- 38.4.2 he becomes of unsound mind;
- 38.4.3 he becomes prohibited from being a director of a company by order made under the Company Directors Disqualification Act 1986;
- 38.4.4 he is suspended under Rule 45.3.1.
- 38.5 A director who ceases to be a director by operation of the provisions of either Rule 38.3 or Rule 38.4 shall forthwith vacate the Office or appointment by virtue of which he was a director of the Company.
- 38.6 Should the National Council under the provisions of Rule 33 appoint a paid Chief Executive, the Chief Executive shall be the Secretary of the Company for the purpose of the Act; otherwise the General Secretary shall be the secretary of the Company for the purpose of the Act.

39 PRESIDENT AND VICE-PRESIDENTS

- 39.1 The Company shall have a President and Vice-Presidents who shall be elected by the AGM.
- 39.1.1 The President or a Vice-President shall be elected for a term of 3 years, but shall be eligible for re-election at the end of such term.

- 39.1.2 Nominations for President and Vice-Presidents shall be submitted only by the National Council.
- 39.1.3 The President and Vice-Presidents shall hold office from the day following the AGM at which they are elected.
- 39.1.4 The President shall have the right to attend all General Meetings of the Company and meetings of the National Council and of the Management Committee.
- 39.2 The Company may elect an Honorary Life Vice-President, but only past Presidents of the Company shall be eligible.
- 39.2.1 The distinction shall be conferred only at an AGM.
- 39.2.2 Candidates shall be nominated only by the National Council.
- 39.2.3 The distinction shall carry with it the right to attend all General Meetings of the Company.

40 HONORARY LIFE MEMBERS

- 40.1 The distinction of Honorary Life Member may be conferred for special or long service in connection with the sport nationally.
- 40.1.1 The distinction shall be conferred only at an AGM.
- 40.1.2 Candidates shall be nominated only by the National Council.
- 40.1.3 The distinction shall carry with it the right to attend all General Meetings of the Company and the status of Directly Affiliated Individual but not of a Company Member.

41 DIRECTORY AND HANDBOOK

- 41.1 A copy of the Company's current Directory, and of the current Handbook when published, shall be supplied free of charge to every Affiliated Organisation.

42 COUNTY ADMINISTRATION

- 42.1 For the purposes of this Rule the word 'County' shall mean a County area shown as such on the Company's Official Map.
- 42.1.1 A boundary on the Official Map may be altered, including the creation or abolition of a County, but only by a resolution of the National Council.
- 42.1.2 Before taking any decision relating to a boundary on the Official Map the National Council shall take account of the views of any County Association whose boundary is under consideration for alteration, and any Local League operating in the area affected by the proposed boundary change, and other Local Leagues affiliated to the County Associations to which affected Local Leagues are affiliated.
- 42.2 There shall be no County of London.
- 42.2.1 There shall be a County of Middlesex consisting of the City of London and the London Boroughs of Barnet, Brent, Camden, Ealing, Enfield, Hackney, Hammersmith & Fulham, Haringey, Harrow, Hillingdon, Hounslow, Islington, Kensington & Chelsea and Tower Hamlets and the City of Westminster.
- 42.2.2 The London Boroughs of Bexley, Bromley, Greenwich and Lewisham shall be part of Kent.
- 42.2.3 The London Boroughs of Barking & Dagenham, Havering, Newham, Redbridge and Waltham Forest shall be part of Essex.
- 42.2.4 The London Boroughs of Croydon, Kingston-upon-Thames, Lambeth, Merton, Richmond-upon-Thames, Southwark, Sutton and Wandsworth shall be part of Surrey.
- 42.3 Where a majority of Local Leagues in any County agree a County Association shall be set up for that County.
- 42.4 Every Local League must affiliate to a County Association unless exempted by the National Council under Rule 42.10.
- 42.5 A Local League shall affiliate to one County Association only, and shall not transfer or be required to transfer its affiliation from one County Association to another at any time, except as provided by Rule 42.11 or 42.11.1.
- 42.6 A Local League affiliating after a lapse of less than one complete Administrative Year shall affiliate to the County Association to which it was affiliated immediately before the lapse.
- 42.7 A Local League affiliating for the first time or after a lapse of one complete Administrative Year or longer shall affiliate
 - 42.7.1 if all its clubs are situated in the area of one County Association, to that Association, unless it is permitted to affiliate to another Association under the provisions of Rule 42.10.
 - 42.7.2 if it has clubs situated in the areas of two or more County Associations and more of those clubs are situated in the area of one County Association than in that of any other, to that Association, unless it is permitted to affiliate to another of such Associations under the provisions of Rule 42.8 or 42.9 or is exempted from affiliating to any County Association under the provisions of Rule 42.10.
 - 42.7.3 if it has clubs situated in the areas of two or more County Associations but there is no County Association in whose area more of those clubs are situated than in that of any other, to such one of those County Associations as the National Council shall decide, unless it is exempted from affiliating to any County Association under the provisions of Rule 42.10.
 - 42.7.4 if none of its clubs is situated in the area of any County Association, to such County Association as the National Council shall decide, unless it is exempted from affiliating to any County Association under the provisions of Rule 42.10.
- 42.8 A Local League to which Rule 42.7.1 or 42.7.2 applies may nevertheless, if the County Association to which it would have been required to affiliate under Rule 42.7.1 or 42.7.2 agrees and the National Council gives permission, affiliate to some other County Association and shall except as provided by Rule 42.11 continue to affiliate to that Association.
- 42.9 A Local League to which Rule 42.7.2 applies may nevertheless, if the National Council gives permission, affiliate to some other County Association in whose area some of its clubs are situated and shall except as provided by Rule 42.11 continue to affiliate to that Association.
- 42.10 A Local League to which Rule 42.7.2 or 42.7.3 or 42.7.4 applies may be exempted by the National Council from affiliating to any County Association either indefinitely or for a specified number of Administrative Years.
- 42.11 The affiliation of a Local League may not be transferred from the County Association to which it is currently

affiliated to another County Association unless the conditions set out in Rule 42.11.1 or 42.11.2 apply and the procedure laid down by Rules 42.11.3 and 42.11.4 has been followed.

- 42.11.1 If there has been a change of distribution of the clubs of a Local League among the areas of two or more County Associations (including a Local League now having clubs in the area of two or more County Associations when previously that Local League's clubs were all in the area of one County Association) as the result of either changes in the composition of that Local League or changes in the boundaries of one or more County Associations, either that Local League or any County Association in whose area it has clubs may apply to the National Council to approve a transfer of affiliation of the Local League to a County Association other than the one to which it is currently affiliated.
- 42.11.2 If a Local League to which, if it were affiliating for the first time or after a lapse, Rule 42.7.1. or 42.7.2 would be applicable is affiliated to a County Association other than that to which it would affiliate under whichever of those Rules was applicable, it may apply to the National Council to approve transfer of its affiliation to the County Association to which it would affiliate under the provisions of whichever of those Rules was applicable.
- 42.11.3 An application for transfer made under Rule 42.11.1 or 42.11.2 may be granted only if the applicant Local League or County Association has applied in writing to the General Secretary not later than 1st December in the Administrative Year before the Administrative Year for which the transfer is to have effect.
- 42.11.4 Every application made as provided by Rule 42.11.3 shall be decided by the National Council not later than 30th April before the Administrative Year for which the transfer is to have effect and in accordance with Rule 42.3.7.
- 42.11.5 In taking any decision under the provisions of Rules 42.7.3, 42.7.4, 42.8, 42.9, 42.10, 42.11.1 or 42.11.2, the National Council shall take into consideration the views of the Local League, the County Association (if any) to which it is currently affiliated, the County Association to which it wishes to become affiliated and any County Association in whose area the Local League has clubs.
- 42.12 Membership of or affiliation to a County Association shall be compulsory for all Local Leagues, Directly Affiliated Clubs and Directly Affiliated Individuals in the County, except as provided under Rule 42.10.
- 42.12.1 No person or body may affiliate to a County Association unless affiliated to the ETTA but a club or individual may affiliate direct to the County Association without affiliating direct to the ETTA provided that it or he is affiliated to the ETTA through a Local League or Directly Affiliated Club.
- 42.13 All organisations in the County in Good Standing with the ETTA shall be accepted into Good Standing by the County Association.
- 42.13.1 A County Association shall accept into Good Standing every County or regional organisation covering the area of jurisdiction of that County Association which is part of or affiliated to a Association which is in Good Standing with the ETTA.
- 42.13.2 No organisation may be taken into Good Standing by a County Association unless it is in Good Standing with the ETTA or comes within the provisions of Rule 42.13.1.
- 42.14 Not later than August 15th in each Administrative Year every County Association must send to the ETTA written notification of the names and addresses of its Chairman, Vice-Chairman, General Secretary and Treasurer.
- 42.15 During November each Administrative Year every County Association must send to the ETTA
- 42.15.1 a list of all Local Leagues affiliated to the County Association at the date of the list and
- 42.15.2 a list of Local Leagues which were so affiliated the previous Administrative Year but have not renewed their affiliation by the date of the list.
- 42.16 A County Association must include in its rules such matters as National Council shall decide, as specified in Appendix J to these Rules.
- 42.17 The rules and regulations of each County Association and any amendments thereto shall not be valid unless approved by the National Council. Such approval shall be retrospective to the date of the meeting which passed them provided that application for approval is made within 21 days after the meeting, and in any other case to the date on which application for approval was made.
- 42.18 A County Association shall have autonomy in organising and administering the sport in the County but shall have no power to alter the laws of the sport or the Rules and Regulations of the Company or to over-ride the decisions of the National Council.
- 42.19 A County Association shall have power to organise Open and Invitation Tournaments (subject to the authorisation of the National Council), Closed Tournaments, County Leagues, Inter-League matches and Inter-County and other representative matches. Any such event may extend beyond the boundaries or membership of a single County provided that either it is taken into Good Standing under Rule 14.1 or it is run by a single County Association and has the consent of all the other County Associations concerned.
- 42.20 For a breach of a County Association's rules or regulations that Association shall have power to impose one or more of the following penalties on any Local League, club, player or official within its jurisdiction.
- 42.20.1 that he be suspended either indefinitely or for a stated period. Such suspension shall operate throughout the jurisdiction of the County Association but not beyond it, the suspended person or body being deprived of the privileges of membership of or affiliation to the County Association and any Local League or Directly Affiliated Club affiliated to the County Association, but not of the privileges of membership of or affiliation to the ETTA enjoyed outside the jurisdiction of that County Association.
- 42.20.2 that he be fined;
- 42.20.3 that he be censured;
- 42.20.4 that he give an Undertaking in such terms as the County Association may decide.
- 42.21 Any such penalty shall be subject to a right of appeal to the Board of Appeal.
- 42.22 A National Councillor shall notify the ETTA General Secretary if at any time the County Association which he represents has neither a General Secretary nor an acting General Secretary.

43 FORBIDDEN OR CONTROLLED ACTIVITIES

- 43.1 An Affiliated Member or Organisation must not
- 43.1.1 play Competitive Table Tennis or in exhibition with or against any player or organisation not affiliated to the ETTA or to another Association affiliated to the ITTF, or under any auspices not affiliated to or in Good Standing with the

ETTA, unless permission is given by the National Council or the General Secretary of the appropriate County Association or such play is provided for in a specific concession to an organisation in Good Standing.

- 43.1.2 take part in any table tennis function or activity with a suspended Affiliated Member or Organisation;
- 43.2 An Affiliated Member must not
 - 43.2.1 put into an ETTA official form or into a form approved by the ETTA and containing reference to this rule any information which he believes to be incorrect or which he has no reason to believe to be correct;
 - 43.2.2 engage in betting on players or matches;
 - 43.2.3 engage in doping, as specified in Appendix P;
 - 43.2.4 without good and sufficient cause absent himself from the hearing of any allegation or appeal after having been requested with reasonable notice to attend or, in connection with such an allegation or appeal, refuse to answer any question if directed to answer by the chairman of the adjudicating panel.
 - 43.2.5 deliberately do or cause to be done anything harmful to the ETTA or likely to bring the sport of table tennis into disrepute.
- 43.3 An Affiliated Member, having accepted selection by the ETTA to attend any international match or other event must, unless he has good and sufficient cause not to, attend it and comply with the requirements of the National Council or of any of its sub-committees for playing it.
- 43.4 An Affiliated Member who has accepted an invitation from the ETTA to be a member of a team or squad or to participate in organised training or trials
 - 43.4.1 shall be deemed to have given an undertaking to the ETTA to comply with instructions given by officials appointed by the ETTA;
 - 43.4.2 must not make adverse comment in public or to the media without permission from the authorised official until after the completion of the whole event or events.
- 43.5 An Affiliated Member must not, except in a competition licensed under Rule 43.5.4, receive any remuneration or reward for playing Competitive Table Tennis other than the reimbursement of expenses actually incurred for necessary return fare, hotel accommodation and meals.
 - 43.5.1 An Affiliated Member or Affiliated Organisation must not make a payment which causes an Affiliated Member to be in breach of Rule 43.5.
 - 43.5.2 A player or team competing as ETTA Affiliated Members in an event under the jurisdiction of another Association shall observe the provisions of Rule 43.5 in addition to relevant rules of the host Association.
 - 43.5.3 The restrictions imposed by Rules 43.6 to 43.6.2 shall not however apply to Affiliated Members in respect of competitive play under contract within the jurisdiction of another Association provided that the contract has been authorised under Rule 43.7.1.
 - 43.5.4 The National Council shall have power to license a specified competition to operate on the basis of players being paid, subject to such conditions as the National Council may deem appropriate.
- 43.6 An Affiliated Member must not, without the permission of the National Council, enter into a contract for capitalising his skill at table tennis which could prevent his being available to represent England in an international competition if selected.

44 PLAYING EQUIPMENT

- 44.1 For all Competitive Table Tennis
 - 44.1.1 the ball shall be of a brand and grade currently approved by the ITTF;
 - 44.1.2 the racket covering shall be of a brand and type currently authorised by the ITTF.
- 44.2 The list of ITTF approved balls which is in force on 1st July shall be circulated to all Affiliated Organisations and Organisations in Good Standing not later than 8th July and shall be valid until the following 30th June.
- 44.3 The list of authorised racket coverings valid from 1st January to 30th June shall be circulated to all Affiliated Organisations and Organisations in Good Standing not later than the preceding 15th November; the list valid from 1st July to 31st December shall be circulated not later than the preceding 15th May.

45 ETTA DISCIPLINARY CODE

- 45.1 The Rules and Regulations specified in Annex 2 to these Rules shall constitute the ETTA Disciplinary Code.
- 45.2 Breach of any Rule or Regulation contained in the ETTA Disciplinary Code shall be deemed to be a breach of this rule.
- 45.3 An Affiliated Member, former Affiliated Member or Affiliated Organisation found to be in breach of the ETTA Disciplinary Code shall be liable to one or more of the following penalties:
 - 45.3.1 to be suspended from the privileges of affiliation either indefinitely or for a stated period; suspension may be limited to a specified area of jurisdiction or geographical or other defined area or to a specified type of activity
 - 45.3.2 to be fined
 - 45.3.3 to be censured
 - 45.3.4 to give an Undertaking in such terms as the Disciplinary Committee may decide.
- 45.4 For doping offences, penalties shall be as specified in Appendix P to Rules.
- 45.5 If an Affiliated Member who has given an Undertaking under Rule 45.3.4 breaks such Undertaking within a period of 2 years after giving it, such breach shall be deemed a breach of the ETTA Disciplinary Code and upon such breach the offender shall additionally be liable to an alternative penalty in respect of the original breach.
- 45.6 An Affiliated Member, former Affiliated Member or Affiliated Organisation found to have aided or abetted another Affiliated Member or Affiliated Organisation in committing a breach of the ETTA Disciplinary Code shall be liable to one or more of the penalties specified in Rule 45.3.
- 45.7 Nothing in these Rules shall prevent the imposition by the appropriate Committee or official of fines prescribed by Regulations made by or with the authority of the National Council to regulate a competition.
- 45.8 To institute proceedings for breach of the ETTA Disciplinary Code a formal allegation must be made in writing by an Affiliated Member to the General Secretary specifying the Rule alleged to have been broken and in the case of Rule 45.2 the Regulation also, the name of the Affiliated Member, former Affiliated Member or Affiliated Organisation alleged to be in breach and the approximate date of the alleged breach.
- 45.9 Any Affiliated Member, former Affiliated Member or Affiliated Organisation charged with a breach of the ETTA

Disciplinary Code shall be furnished with details in writing of such charge.

- 45.10 Such Affiliated Member, former Affiliated Member or Affiliated Organisation shall have the right to a personal Hearing or to make written representations.

46 DISCIPLINARY COMMITTEE

- 46.1 Punishment for breaches of the Disciplinary Code other than doping offences shall be determined by the Disciplinary Committee.
- 46.2 The National Council shall appoint 6 persons to constitute the Disciplinary Committee, designating one of these members as Chairman.
- 46.3 Unless they resign, members shall serve until the end of the Administrative Year in which they are appointed and thereafter until successors are appointed; casual vacancies shall be filled by the National Council.
- 46.4 Any member of the Disciplinary Committee having an interest in a matter to be discussed must declare that interest as soon as he is aware of it and must not be present in his capacity as a member during the transaction of that business.
- 46.5 The Disciplinary Committee shall deal with charges other than those relating to doping offences in accordance with the procedure set out in Appendix E to these Rules.
- 46.6 Doping offences shall be dealt with by the UK National Anti-Doping Panel, in accordance with the provisions of Appendix P to these Rules.
- 46.7 The Disciplinary Committee Chairman shall have power
- 46.7.1 to impose suspension covering the period from the alleged breach of the ETTA Disciplinary Code until the procedure under Appendix E shall have been carried through.
- 46.7.2 on the advice of the ETTA Child Protection Officer, to suspend from the privileges of affiliation an Affiliated Member who is under investigation by the statutory authorities in relation to an alleged offence under the Sexual Offences Act 2003, from the time of notification until the legal outcome is known.

47 APPEALS

- 47.1 Except as provided by Rules 47.4 and 47.5
- 47.1.1 any Affiliated Member or affiliated club aggrieved by a decision or action of a Local League, or a Committee, Officer or official of such league, or by neglect or refusal to do something which such organisation or person is under a duty to do may appeal against any such decision, action, neglect or refusal to the County Association to which such Local League is affiliated, or if there be no such County Association, to the National Council.
- 47.1.2 any Affiliated Member, affiliated club or Local League aggrieved by a decision or action of a County Association or a Committee, Officer or official of such Association or by neglect or refusal to do something which such organisation or person is under a duty to do may, subject to Rule 47.5, appeal against any such decision, action, neglect or refusal to the ETTA Board of Appeal.
- 47.1.3 any Affiliated Member or Organisation aggrieved by a decision or action of the ETTA, or the National Council, or a Committee, Officer or official of the ETTA, or by neglect or refusal to do something which such organisation or person is under a duty to do may appeal against any such decision, action, neglect or refusal to the ETTA Board of Appeal.
- 47.2 Any appeal under this Rule against a decision of the chairman at a General Meeting or a meeting of the National Council or the Management Committee or a sub-committee may not be made until after the closure of the meeting.
- 47.3 Provided the decision appealed was reached in accordance with the principles of natural justice and is not in conflict with ETTA or County rules or regulations, an appeal under Rule 47.1.1 to a County Association against a Local League decision must be dismissed if it is found that the decision
- 47.3.1 has been taken under a clear provision of a rule or regulation of that local league, or
- 47.3.2 was reached in accordance with any provisions of the Local League as to procedure.
- 47.4 There shall be no right of appeal in respect of:
- 47.4.1 the conduct of a competition conducted under the International Table Tennis Federation's Regulations for International Competitions except as specified in those regulations;
- 47.4.2 selection or non-selection by the ETTA, or inclusion in or exclusion or removal from any team or squad, training, coaching or trials whether as a player or otherwise
- 47.4.3 the decision of an Appeal by the ETTA Board of Appeal
- 47.4.4 any action taken by the Chairman of the Disciplinary Committee under Rule 46.7.
- 47.5 Except as provided in Rule 47.6, there shall be no right of appeal to the ETTA Board of Appeal in respect of
- 47.5.1 the conduct of a domestic competition managed by a committee or sub-committee or officials of the ETTA, except as may be specified in the Regulations governing that competition and published in or with the entry form for that competition
- 47.5.2 the decision by a County Association or the National Council of an appeal under Rule 47.1.1.
- 47.5.3 selection or non-selection by a County Association, or inclusion in or exclusion or removal from any team or squad, training or coaching or trials whether as a player or otherwise by a County Association.
- 47.6 Notwithstanding the provisions of Rule 47.5, an appeal may be made to the ETTA Board of Appeal
- 47.6.1 in respect of refusal or neglect to exercise jurisdiction which there is a duty to exercise, or
- 47.6.2 where jurisdiction has been improperly exercised, or
- 47.6.3 where action was taken beyond the limits of appropriate jurisdiction or
- 47.6.4 where, in the case of an appeal which had been made under Rule 47.1.1, the County Association (or if appropriate the National Council) had disregarded Rule 47.3.
- 47.7 The rights of appeal given by Rule 47.1 to an Affiliated Member or Affiliated Organisation shall be extended to enable a person or organisation refused affiliation to appeal against such refusal (provided that no other right of appeal is given by ETTA Rules), and to enable a person or organisation expelled from membership or whose affiliation is terminated to appeal against such expulsion.
- 47.8 In every case the person or body against whom the appeal is made shall endeavour to secure that if the appeal is upheld the situation can as far as possible be restored as if the decision or action appealed had never been taken or done.

- 47.9 Any appeal under Rule 47.1 must be made in writing to the General Secretary of the County Association or ETTA as appropriate and must be received not later than 21 days after the appellant's being made aware of the decision or action appealed against.
- 47.10 Details of the procedure for lodging and adjudicating an appeal to the ETTA Board of Appeal are given in Appendix O to these Rules. *(For current fees see Annex 1)*

48 LEGAL PROCEEDINGS

- 48.1 The Rules of the Company being sufficient to enable the National Council, as the governing body of table tennis in England, or the Board of Appeal to deal with all cases of dispute, legal proceedings shall be taken only as a last resort, after the full procedure laid down by these Rules and any Regulations made thereunder shall have been followed through.

49 BOARD OF APPEAL

- 49.1 There shall be a Board of Appeal consisting of not fewer than 8 nor more than 25 persons appointed by the National Council, but not being members of the National Council.
- 49.2 The National Council shall designate one of these persons as Chairman of the Board.
- 49.3 Each member of the Board shall be appointed to serve for an individually-specified period not exceeding 3 years and 5 weeks, and shall be eligible for re-appointment.
- 49.4 If at the time a Board member's term of service is due to expire he is a member of a panel dealing with an Appeal, his term of service shall be extended until disposal of that Appeal.
- 49.5 The National Council shall appoint a Clerk to the Board of Appeal and may appoint up to 3 persons, whether or not members of the Board, as Deputy Clerks.
- 49.6 The procedure for matters dealt with by the Board of Appeal shall be governed by Regulations made by the Board and included in Appendix O to these Rules.

50 PUBLICATION OF REPORTS OF PROCEEDINGS, ETC.

- 50.1 The Company shall be entitled to publish in the public press, or in any other manner it shall think fit, reports of its proceedings, acts and resolutions, whether the same shall or shall not reflect upon the character or conduct of any Affiliated Member or Affiliated Organisation, and every such Affiliated Member or Affiliated Organisation shall be deemed to have assented to such publication.

51 AGE LIMITS

- 51.1 In all competitions run by or approved by any Affiliated Organisation the terms 'Cadet', 'Junior' and 'Veteran' shall have the meanings assigned to them by Rule 9.2.

52 TOURNAMENTS

- 52.1 The National Council shall have power to make Regulations defining categories of tournaments, and governing the conduct and organisation of such tournaments as may be specified, and such Regulations shall be included in Appendix B to these Rules.
- 52.2 Every tournament shall come within one of the categories defined by the National Council in Appendix B, and the National Council shall have power to decide in which category any particular tournament shall be placed.
- 52.3 A Closed Tournament, which is a tournament entry to which is restricted to members of a single club, Local League or County Association, or of some other specified class or group of players approved by National Council, may be run without permission being obtained from the ETTA.
- 52.4 An Affiliated Organisation promoting an Open Tournament must obtain from every Affiliated Member competing an Undertaking signed by that Affiliated Member (or, if a Junior, by a parent or guardian of that Affiliated Member)
- 52.4.1 to observe the regulations of the tournament
- 52.4.2 to abide by the decisions of the Referee
- 52.4.3 to abide by the decisions of the Organising Committee
- 52.4.4 to fulfil the schedule of play arranged for him unless prevented by circumstances beyond his control and accepted as such by the Referee.

53 ENGLISH CHAMPIONSHIPS

- 53.1 Once in each Administrative Year there may be held English Open Championships, English Junior Open Championships, English National Championships, and English Junior National Championships.
- 53.2 These Championships shall be conducted in accordance with Regulations made by the National Council and contained in Appendix N to these Rules. Such Regulations shall define the working title for each Championships, which may if desired include the name or other identification of a sponsor.

54 COUNTY CHAMPIONSHIPS

- 54.1 The Company shall each season run a competition on a league basis for teams representing County Associations which shall be known as 'the County Table Tennis Championships' or such other name including the words 'County Table Tennis Championships' as the National Council may approve.
- 54.2 The Championships shall be administered by a sub-committee (to be known as 'The County Championships Committee'), in accordance with Regulations made by the Council and contained in Appendix K to these Rules.
- 54.3 The Regulations the numbers of which are listed in Schedule A to Appendix K, and that Schedule itself, may be altered by National Council only in pursuance of a request contained in a resolution of the Annual County Championships Conference.

55 APPROVED LAWS OF TABLE TENNIS

- 55.1 Except as provided by 55.6
- 55.1.1 all Competitive Table Tennis under the jurisdiction of the ETTA must be played under the ETTA Approved Laws of Table Tennis ('Approved Laws');
- 55.1.2 an Affiliated Member must when playing Competitive Table Tennis play under the Approved Laws;
- 55.1.3 An Affiliated Organisation must provide for all Competitive Table Tennis under its jurisdiction to be played under the Approved Laws.
- 55.2 Except as provided by Rules 55.4 and 55.5 the Approved Laws shall be those determined by the International Table Tennis Federation (hereinafter referred to as "the ITTF Laws").
- 55.3 A change in the ITTF Laws shall be incorporated in the Approved Laws from the date on which it comes into operation for international competition, or from such later date as may be necessary to satisfy the minimum notice requirement under Rule 55.7.2 unless either
- 55.3.1 a General Meeting shall have resolved otherwise under Rule 55.4.1 or 55.4.2; or
- 55.3.2 the National Council shall have decided upon a deferment under Rule 55.5.
- 55.4 A General Meeting may, by Special Resolution, decide
- 55.4.1 that the Approved Laws shall diverge from the ITTF Laws, or
- 55.4.2 that adoption of a change in the ITTF Laws shall be deferred for a specified period.
- 55.5 The National Council shall have power to defer adoption of an ITTF Law change for a period ending not later than the day of the next AGM or, if the resolution to defer adoption is passed between the last day of April and the AGM in that Administrative Year, for a period ending not later than the day of the next but one AGM. Any longer deferment or renewal of a deferment shall require a decision of a General Meeting under Rule 55.4.2.
- 55.6 Either a General meeting or the National Council shall have power to authorise specific divergence from the Approved Laws in respect of either a particular event, such as a handicap tournament, or a specified class of event, such as open tournaments or national competitions.
Note: National Council resolution dated 9th July 1994 under Rule (1994/5) 42.7.1, to remain in force until further resolution, states: "Any County Association, Local League or club may, without specific permission, organise and conduct an additional competition or competitions solely among its own members and players on a knock-out basis, wherein the normal provisions of the Approved Laws are varied in one or more of the following ways:
1 *by reducing or increasing the number of points required to win a game, either for all players or differentially under a system of handicaps;*
2 *by restricting the type of racket covering or by otherwise diverging from the normal requirements as to equipment."*
- 55.7 All those entitled to receive notice of ETTA General Meetings shall be given notice of
- 55.7.1 any ITTF decision to change ITTF Laws;
- 55.7.2 any consequent change in the Approved Laws and the date of its coming into effect, which shall in no case be earlier than 60 days after the giving of notice;
- 55.7.3 any National Council decision under Rule 55.5.2 to defer adoption of an ITTF law change; and
- 55.7.4 any decision of a General Meeting under Rule 55.4.1 that the Approved Laws shall diverge from the ITTF Laws.
- 55.8 Any body entitled under Rule 22.2 may propose to a General Meeting that the Approved Laws shall diverge from the ITTF Laws in a way specified, or that the application of an ITTF Law change be deferred for a period specified. Propositions for consideration by an AGM must be received by the General Secretary not later than the last day of April; propositions for consideration by an Extraordinary General Meeting shall follow the procedure set out in Rule 17.3.

56 DATABASE

- 56.1 The ETTA shall maintain a database of Affiliated Members as defined in Rule 9.2.4.
- 56.2 All Affiliated Members and Organisations shall provide the information required by the National Council for this database.
- 56.3 All information shall be provided to the General Secretary not later than 15th November each Administrative Year.
- 56.4 Any changes or additions after this date shall be provided to the General Secretary not later than 30th April each Administrative Year.

57 FORMAL AUTHENTICATION OF DOCUMENTS

- 57.1 A document required to be authenticated under this Rule must be signed by the organisation's General Secretary and by a second person who must be its Chairman, Vice-Chairman or Treasurer.

58 MATTERS NOT COVERED BY RULES

- 58.1 In the event of any question or matter arising which is not provided for in the Rules, such question or matter shall be dealt with by the National Council, whose decision shall be final.

ANNEX 1 - FEES 2011/12

INDIVIDUAL MEMBERSHIP

Player Member (Senior)	£6.00
Player Member (Junior)	£3.00
Associate Member	£3.00

Notes: 1 Individual Affiliation Fees include the insurance element which was formerly shown separately
2 Claims against Leagues for Civil Liability are covered by the Group Policy

ANNUAL PLAYER LICENCE (excluding Player Membership Fee)

Senior	£20.00
Junior	£10.00
Cadet	£10.00

SINGLE COMPETITION LICENCE (excluding Player Membership Fee)

Senior	£7.00
Junior	£3.50
Cadet	£3.50

PREMIER CLUB AFFILIATION

Registration:	£11.00
Premier Clubmark	£26.00
Participation Level	£44.00
Advanced Level	£57.00
Excellence Level:	£72.00

COACH LICENCE £TBD

APPEAL FEE (see Appendix O)

Individual	£18.00
Organisation	£36.00

ANNEX 2 - OBLIGATIONS OF AFFILIATED MEMBERS AND ORGANISATIONS

Note: The wording of the text in this Annex is intended only to give an indication of the subject matter of each rule or regulation, and reference must be made to the text of the rule or regulation for its full effect.

Each of the following Rules and Regulations creates an offence for all Affiliated Members unless words in brackets at the beginning of the text show that it applies only to an Affiliated Member of a particular sort - eg "18.14 (Company Members at General Meeting)" indicates that this rule applies only to Company Members.

An Affiliated Member MUST

(Rule)

- 18.14 (Company Members at General Meeting) declare any financial interest in subject to be discussed at GM
- 27.22 (Members at National Council etc meeting) declare any financial interest in subject under discussion at meeting, and withdraw from meeting
- 35.3 NOT sign ETTA cheque in favour of self or member of family
- 42.22 (National Councillor) inform ETTA if County Association ceases to have General Secretary
- 43.1.1 NOT play Competitive Table Tennis with unaffiliated players without permission
- 43.1.1 NOT play under auspices neither affiliated nor in Good Standing without permission
- 43.1.2 NOT play against nor take part in activity or function with suspended Affiliated Member or Organisation
- 43.2.1 NOT put false information in official ETTA or ETTA approved form
- 43.2.2 NOT bet on players or matches
- 43.2.3 NOT engage in doping
- 43.2.4 NOT stay away from Hearing of allegation or appeal, after being asked to attend
- 43.2.4 NOT refuse to answer any question relating to allegation or appeal if directed by panel chairman to answer
- 43.2.5 NOT deliberately do or cause to be done anything harmful to the ETTA or to the sport of table tennis
- 43.3 attend international match etc after having accepted selection
- 43.3 obey officials appointed by ETTA after having accepted membership of team or squad
- 43.4.1 comply with terms of Undertaking given to ETTA
- 43.4.1 comply with arrangements for playing match etc after having accepted selection
- 43.4.2 NOT make adverse comment without permission after accepting invitation for match, squad etc
- 43.5 NOT be paid for playing Competitive Table Tennis except in specified competitions
- 43.5.1 NOT pay another Affiliated Member for playing Competitive Table Tennis except in specified competitions
- 43.6 NOT without permission enter into contract for capitalising on skill at table tennis which would make him unavailable to represent England if selected

- 45.5 NOT within 2 years after giving it break an Undertaking given to Disciplinary Committee
- 45.6 NOT encourage another Affiliated Member or Organisation to break the ETTA Disciplinary Code
- 47.4.3 abide by the decision of the panel of the Appeals Board
- 52.4 comply with Undertaking given to organisers of Open Tournament
- 55.1.2 NOT play Competitive Table Tennis other than under ETTA Approved Laws

(Regulation)

- D1.1 NOT without permission play, participate in exhibition or coach outside England
- D3 NOT without permission receive expenses or other remuneration for playing, participating in exhibition or coaching outside England
- D4 NOT play in country where no Association affiliated to the ITTF, except with ITTF permission obtained through ETTA
- Q3 (Member liable to disclose interest under Register of Business Interests Regulations) have entry in the Register and make declaration verifying information
- R1 ensure that racket does not contain harmful volatile compounds
- R2 submit racket for testing if required to do so

Each of the following Rules and Regulations creates an offences for all levels of Affiliated Organisation, County Associations, Local Leagues and clubs, unless words in brackets at the beginning of the text show that it applies only to the organisations indicated - eg 45.15 (County Association)" indicates that this rule applies only to County Associations.

An Affiliated Organisation MUST

(Rule)

- 12.15 (Local League) pay interest on Affiliation Fees not forwarded by due date
- 21.4 provide ETTA with last known address of member
- 28.3 (County Association) notify ETTA of National Councillor and Deputy National Councillor elected
- 43.4 (Local League) affiliate to County Association
- 43.14 (County Association) notify ETTA of details of Officers
- 43.15 (County Association) notify ETTA of affiliated Local Leagues
- 43.17 (County Association) put specified matters in rules
- 43.2.5 NOT deliberately do or cause to be done anything harmful to the ETTA or the sport of table tennis
- 43.4.1 comply with terms of Undertaking given to ETTA
- 43.5.1 NOT pay Affiliated Member for competitive play
- 44.1.1 NOT allow play with ball not approved by ITTF
- 44.1.2 NOT allow play with racket whose covering not currently authorised by ITTF
- 45.6 NOT encourage an Affiliated Member or another Affiliated Organisation to break the ETTA Disciplinary Code
- 52.4 obtain Undertaking from players entering Open Tournament
- 55.1.3 provide for all competitive play under its jurisdiction to be under ETTA Approved Laws

(Regulation)

- C1.1 ensure that players comply with applicable dress regulations

ANNEX 3 - LIST OF APPENDICES

The following Appendices to the Rules contain regulations made by or on behalf of the National Council (A-N and P-R) or the Board of Appeal (O). Copies of Appendices are available on application to the ETTA Office.

	Subject	Document No	Date	Responsible Committee
A	Player Licence	6076/7/CJC	24.04.10	Membership
B	Tournaments	4867/106/SW	24.04.10	Tournaments
C	Dress	5260/60/RHS	26.01.04	NURC and VC(Coaching/Performance)
D	International Contacts	2857/60/AW	04.09.92	Management
E	Disciplinary Procedure	6274/5/CJC	26.07.08	Disciplinary
F	Inter-League/Club KO Competitions	6097/104/DMK	25.09.07	English Leagues Cup Competition
G	Grand Prix Tournaments	6561/852/HJW	05.10.09	Grand Prix
H	Coaching	6722/2/CJC	24.07.10	Coaching
I	Elections	5096/23/AJHW	20.02.03	Rules
J	County Association Model Rules	5798/16/MA	15.03.06	Rules
K	County Championships	6930/102/CJC	30.07.11	County Championships
L	British League	6931/107/CJC	30.07.11	British League
M	Good Standing	1740/32/AWS	01.01.86	Management
N	English Championships	6278/103/HJW	26.07.08	English Championships
O	Board of Appeal	6505/4/JF	04.01.10	Board of Appeal
P	Anti-Doping	6067/739/CJC	17.10.09	Rules
Q	Business Interests	5421/7/RHS	04.08.04	Rules
R	Racket Testing	6274/107/HJW	17.01.09	Management