

Incident Report check list

- 1. In the first instance all incidents MUST be reported to either your team coach or a senior official of your club - Chairperson/Welfare Officer or club Secretary. These should then contact the opposing club or decide on what course of action they wish to pursue.**
- 2. When completing the form please be specific with comments made etc**
- 3. Please refrain from comments surrounding referees decisions , refereeing decisions are something we are unable to deal with and such complaints would need to be directed to the local County FA.**
- 4. Please note we will pass on reports that have followed the above procedure to the relevant department and you will be updated at to it's progress.**



EAST MANCHESTER JUNIOR FOOTBALL LEAGUE

INCIDENT/ COMPLAINT REPORT FORM

Club Name: _____

Age Group & Division: _____

Opponents: _____

Date and time of incident: _____

Club Secretary & e-mail: _____

PROVIDE SUMMARY OF INCIDENT

Alleged offence:

Additional Information:

Requested outcome:

Was this reported to your Club Secretary/welfare Officer if so please state which.

Witness Details: Name address , contact details

Signed: _____ Date: _____

Name of person completing form (Block Capitals): _____

Club: _____

Position within this Club (if a parent please advise):

E-mail address: _____

Contact Telephone Number : _____