



MEMO 09-2023

DATE: Wednesday 8th February
 TO: NNSWF Premier Competitions Clubs
 FROM: Senior Officer – Premier Competitions
 SUBJECT: Club Submissions

For Information or Action	Action required	Action completed by	NNSWF Contact	Total Pages
Action	<i>As noted within table</i>	<i>As noted within table</i>	Ramsey Vane-Wood	1

Dear All,

Please find *below* key milestones for club submissions & links to applicable templates.

Submission	Task	Due Date	Template & Submission Method
Male Premier Team Staff	Complete & submit data required in template.	Wednesday 15 th February	Dropbox Templates Folder & Via email to Competitions
Female Premier Team Staff	Complete & submit data required in template.		
Playing Kit Colours	Submission of Playing Kit Colours for usage in Kit Allocations.		Via JotForm
Club Logo & 1 st Grade Major Sponsor Logo	Submission of both Club Logo & 1 st Grade Playing Strip Major Sponsor logo for usage in digital media assets.		Via email to Michael Ying Sing <i>EPS or AI format (or hi-res)</i>
Youth Development Plan	Annual submission of your clubs Youth Development Plan in line with licencing criteria requirements. Further detail will be circulated to clubs regarding the presentation of the YDP to the NNSWF Technical Dept.	Wednesday 22 nd February	Via email to Ryan Doidge
PYL Registration Fee & Budget Breakdown	Detailed summary of PYL registration fees including breakdown of components & Club Budget.		Via email to Competitions

Please also be reminded that all Players & Team Officials need to be registered via PlayFootball prior to participation in Competition Fixtures.

We appreciate the short turn around regarding these submissions; however, clubs should have this information readily available at this time of the season. If you have any difficulties meeting these deadlines, please advise [Ramsey Vane-Wood](#).