



Alaska Football League Bylaws

Amended August 2010

Article I. NAME

The Name of this organization will be the “Alaska Football League” (heretofore to be known as “The “AFL”).

Article II. PURPOSE

The purpose of the AFL will be to promote and govern the highest possible level of adult amateur football among its league members for the benefit of its members and their respective communities.

Article III. ORGANIZATION

1. INITIAL OWNERSHIP GROUP

A. The initial Ownership Group (OG) will be made up of the Owner and Executive Director/Commissioner (heretofore known as Commissioner)

2. DEFINITIONS AND DUTIES FOR OWNERSHIP GROUP

A. The Commissioner will facilitate and preside over league meetings and enforce league rules. He/she will act in concert with the Head of Officials in establishing and enforcing rules governing game day play and expected and acceptable conduct during the normal course of game day activities. In the absence of the Owner, the Commissioner will assume the duties of the Owner.

B. The Owner will be responsible for approving schedule proposal, calling for official vote in all matters that require a vote be taken. The Owner is in charge of establishing a yearly budget, managing sponsorship sales, and for aiding in dealing with internal affairs issues i.e. team or player grievances and acting as contact point for media and public relations. In the absence of the Commissioner, the Director will assume the duties and authority of the Commissioner.

1. **PROFIT** - The AFL will be organized as a profit domestic business under the laws of the State of Alaska.

2. **BY-LAWS**- All league members will abide by the by-laws set forth heretofore. These by-laws will be recognized as the governing document of the AFL and will be held in force until either the dissolution of the AFL or such time as an individual article is amended or deleted by AFL ownership.



3. DISSOLUTION – In the event that dissolution becomes necessary, any league debts will be paid first and any remaining assets will be donated to a charitable entity at the sole discretion of the AFL ownership.

4. MEETINGS

A. Annual Meetings - AFL will hold no fewer than two (2) meetings per annum for official league business.

B. Agenda - The agenda for meetings will be determined by the Owner. AFL members' teams wishing to discuss a particular issue should request in writing to the Commissioner the opportunity to be placed on the agenda. All requests must be submitted (1) one week prior to the start of the meeting. Agenda's will be made available to member teams prior to meetings.

D. Location - Meeting locations will be determined at the sole discretion of the Owner.

E. Attendance - There must be a team representative present. In the event a representative is not in attendance, it is the responsibility of that team to obtain information regarding any decisions made at such meetings. If, however, a team does not attend a given meeting and has not cast a vote or voted by proxy, said team will be considered to have cast no vote and will be forced to honor the majority vote of the remaining members.

5. STAFF- The AFL staff may include; however, is not limited to;

A. Game-day Operations/Marketing Manager

B. Statistician

C. Play-by-play Announcer

D. Security Specialist

E. Photographer

F. Videographer

G. Trainer/Medical Aid

These positions will be made up of both paid and volunteer workers.



Article IV. MEMBERSHIP, FRANCHISE & FEES

1. LEAGUE STRUCTURE

A. Division - There may be conferences and/or divisions at the sole discretion of the OG depending on number of teams, geographic distances, or various other criteria as deemed necessary for such action.

B. Member Teams - Each member team will have 1(one) primary representative to make decisions on behalf of their respective team and 1(one) secondary representative who may hold a binding vote in the absence of said teams primary representative and 1(one) alternative representative who may attend league meetings in the absence of the primary or secondary representative who may cast a vote in the absence of both.

2. MINIMUM CRITERIA FOR AFL ADMISSION

A. Minimum Qualification - Teams must provide: (i) evidence of financial stability/sponsorship, (ii) evidence of operational stability, (iii) evidence of ability to be competitive, (iv) and; (v) be of the highest moral character and deemed an overall good fit for the image and structure of the AFL

i. Threshold - The threshold as to whether these basic requirements are met will be at the sole discretion of the OG.

3. NEW MEMBER TEAMS

A. Procedure for League Admission

i. Application - Those wishing to be considered for admission into the league must complete an application for admission.

ii. Presentation - The AFL will request that a formal presentation be made to existing members at a meeting by any applicant to the league.

iii. Majority Vote - A simple majority vote of the existing member team representatives must approve the applicant for league membership. Existing member team's representatives may cast their vote in person or by other means acceptable to the OG, including the use of email, telephone, or the league website/message board.

B. Acknowledgement: New member teams will be required to expressly be bound by the rules and regulations of the AFL including these by laws and will be required to complete an AFL membership application.



4. EXISTING TEAMS

A. Annual Review: Existing member teams may be subject to an annual review by the OG. Member teams should be prepared to provide any information requested by the Commissioner to assist in evaluating the existing member's compliance with league rules and regulations.

B. Removal from AFL: Should the League determine League members that an existing team is not in compliance with AFL rules and regulations or for any other reason the existing team may be removed from the AFL or be given a specific amount of time to rectify the situation to the satisfaction of the OG.

C. Fines: All league fines are nonrefundable and will be considered owing as regular fees and subject to any penalties associated with unpaid fees.

6. TEAM FEES

A. Non Refundable: All league fees and fines paid to AFL are non-refundable.

B. Team Fees: New members and existing members of the AFL will pay an annual league fee of \$2500.00

i. Raising or lowering league fees may vary based estimated annual budget prepared by the Director at the beginning of each year.

C. Payment Method: All league fees must be made payable to Alaska Football League by money order, check, or cash.

D. Payment Date: All league fees must be paid in full by a date elected by the OG

E. Failure to pay fees: Failure to pay fees or fines may result in expulsion from AFL. Expulsion from AFL due to failure to pay fees is at the sole discretion of the OG. While any fines or fees are outstanding, a team will receive an automatic forfeit score regardless if the game is played or not.

Article V. GRIEVANCES

1. REPORTING - All AFL grievances must be submitted within forty-eight (48) hours after the incident in question by telephone or email to AFL Commissioner. A written copy of the grievance must be filed with the Commissioner within one (1) week from the time of the alleged infraction. The Commissioner will notify all members.

2. HEARING - The Commissioner may elect to conduct hearings in person or by conference call.



3. **DECISION** - Any decision rendered on a grievance will be released and announced to AFL membership via letter, email, or league website.
4. **APPEAL** - Any member team can appeal any grievance to the OG within seven (7) days of a decision. Requests for appeal will be acknowledged via telephone or in person.
6. **DISPUTES BETWEEN MEMBER TEAMS** - It will be the duty of the Commissioner to resolve grievances between teams and to rule on any disciplinary action to be administered as per the current Bylaws.
7. **GRIEVANCES CONCERNING OFFICIALS** – All grievances concerning officials need to be reported to the Commissioner who will forward the grievance to the head of officials.

Article VIII. SCHEDULING

1. **PREPARATION** - The preparation of the AFL schedule will be the responsibility of the Owner and will be posted within 30 days of finalizing league membership or within 7 days of final revision and ratification of said schedule.
 - A. **Scheduling Accommodations** - The League will make every reasonable effort to accommodate needed requests for schedule limitations up to final posting. However, if a request cannot be met due to late submission, or said request would cause undue hardship on a member team, the league will not be held responsible for any forfeit, loss of monies, or other penalty that may occur.
 - B. **Regular Season** - The League will make every attempt to utilize a maximum game schedule.
2. **PLAYOFF SEEDING** - Playoff seeding and format will be as follows:
 - A. The team with the best remaining AFL league record will be the host team for all playoff games, including the championship game.
 - B. **Tie Breakers** - For determination of playoff qualification, playoff seeding, and any other rankings, the following tie breaker tier will be utilized:
 - i. Best overall league record
 - ii. Head to Head
 - iii. Total points scored
 - iv. Total points allowed
 - v. Coin Toss



3. POSTPONEMENTS AND FORFEITS - AFL will not be legally or financially responsible for any postponements, forfeits of AFL regular season games/pre or post-season games that are scheduled by teams or AFL.

Article IX. FORFEITS

1. DEFINITION - A forfeited game is defined as a game not played or not completed due to one or more of the following reasons.

A. A team ceases to exist for any reason without leaving the league time or the ability to re-create a schedule without causing undue difficulties for the league or its member teams; or

B. A team fails to show up for a regularly scheduled AFL game;

C. A team shows up late for a regular scheduled game and fails to show up within the given grace period of fifteen (15) minutes of kickoff.

D. Any team owing fees for any reason to the AFL regardless of the outcome of the contest as it was scored on the field

2. CREDIT FOR FORFEITED GAMES - An AFL team that receives a forfeit from a league scheduled game will be awarded a victory and Fourteen (14) points on their overall AFL standing.

3. FORFEIT PENALTY -

A. Any member team forfeiting a AFL scheduled game may be fined by the OG and/or expelled by the Commissioner

B. A member team will be considered not in good standing if it forfeits two (2) consecutive games or if, in the judgment of the OG, it has acted in willful violation of AFL bylaws or rules

C. A member team forfeiting two (2) AFL games in any regular scheduled season will be placed on one (1) year probation. If member teams are already on probation, AFL may expel the member teams or extend the probationary period through the next full season.

D. A member team expelled from the AFL for forfeiting games cannot reapply for admission into the AFL under the same ownership or team name. A member team expelled by AFL for forfeiting games cannot circumvent this Article and apply for AFL membership by changing team name under the same ownership.



Article IX. VENUE

1. Stadium – Outdoor stadium is mandatory for scheduled AFL Gridiron Division games and must have adequate playing field: standard size, adequately marked (at least lines every 5 yards), and should have a working scoreboard or alternative method of keeping score.

2. GAME LOCATION AND TIME – Currently all AFL games will be scheduled for Thursday and Sunday, starting no earlier than 4:00 PM and no later than 7:00 PM. Late arriving teams will be given a Fifteenth (15) minute grace period during which the game can start late (Unless in an emergency and agreed upon by both teams). Any changes in game time must be mutually agreed upon by the teams and must be submitted to the Commissioner by Tuesday at 1:00 PM on the week of the game. In some instances a weeknight game may be scheduled in order to accommodate the number of teams. This Week night game will be scheduled to begin not earlier than 7:00 PM. The Commissioner reserves the right to reschedule games at his or her sole discretion. It is the desire of this league that all scheduled games be consistent unless circumstances make the playing of a game impossible.

3. DAMAGE TO FACILITIES - Any damage to the facilities will be the team's sole expense and may result in expulsion from the AFL. Any damages should be reported to facilities Manager. A copy of the report must be mailed into the Commissioner's Office.

A. Damage Restitution: Payment arrangements must be agreed upon by both teams and AFL.

4. INSURANCE – The league will provide general liability insurance required by most organizations in order to rent venue.

Article X. RULES OF PLAY

1. GOVERNING RULES - AFL will play by the current NCAA rules, except as modified by the AFL. Rules modifications will be proposed, and voted on, by the voting member teams. Rules modifications may be repealed if they create an undue hardship on game officials, unintended consequences during the course of games, or if they are deemed unnecessary or unfair.

2. PRE-GAME AND GAME DAY ARRIVAL - Each team should be on the field and ready to play within fifteen (15) minutes prior to kick-off. If the game is not played on the date scheduled, the Commissioner must be notified immediately and the disposition of the game will be determined by the Commissioner.

3. GAME BALL - Only NCAA or NFL size footballs are to be used in the AFL. Footballs maybe of real leather or composite leather construction.



4. TEAM UNIFORMS

A. Definition - All teams will make every reasonable effort to dress their team in matching uniforms consisting of; helmet, shoulder pads, jersey, football pants, and turf shoes

B. Colors - When possible the home team will wear dark jersey and the visiting team will wear light unless the two teams can mutually agree by Monday prior to the game as to which uniform tops they will be wearing.

C. Uniforms - Uniform must be in useable condition with normal wear and tear. Jersey numbers must be intact and properly affixed to the front and back of uniforms.

D. Numbers - No duplicate numbers may be used by the same team in any AFL games. It is recommended that teams follow the football numbering system per position; however players will not be kept from playing a certain position because of their number.

E. Ineligibility – Any player that does not meet the rules of the Team Uniforms listed above will be ineligible to play.

F. Tinted Visors – Any player that wishes to or is required to by a doctor’s written prescription must sign a tinted visor liability waiver form before their participation in any refereed game.

Article XI. PLAYERS

1. OFF-SEASON TRANACTIONS - After the AFL has officially completed its season, all players are declared free agents and are permitted to change from one team to another without consent, but cannot sign a contract until after November 1st.

A. Players must be 18 years of age prior to signing a player contract. Verification of age must be provided to the League upon request.

2. AFL LIABILITY WAIVER - Each coach, player, or staff person of a member team must complete AFL a liability waiver prior to beginning practice, games, or any AFL activity. No individual will be eligible for any AFL event until the AFL provided liability waiver is signed.

3. TEAM CONTRACTS - No player can switch member teams after signing a team contract without written release from said team. Any player signing with two (2) member teams in the same season will be disqualified for the remainder of the season. Any member team utilizing a player that has signed with two member teams will forfeit the game, and maybe fined or expelled from AFL.

A. Solicitation or Recruitment - Member teams are not permitted to contact or solicit players once a player has signed with another AFL member team.



4. **PLAYER FEES, FINES, AND EQUIPMENT** - Each member team will be responsible for collection of all league fees, team fines, and equipment.

5. **PLAYER LEAGUE SUSPENSIONS** - Each player will be responsible for serving league suspensions in the event suspension is imposed on a player. Players will be listed on the league website as NO PLAY until said suspension is served.

6. **NON-PAYMENT OF PLAYERS** - There will be no payment for any type whatsoever for player participation in any AFL game. Teams found in violation of this will be subject to fines or immediate suspension or expulsion.

7. **TEAM ROSTERS**

A. **Rosters** - Players can be signed by any AFL member team up to but not after the final game of the season. Rosters must be posted on the AFL Website by 6:00 PM on the Wednesday before game time for each AFL scheduled week. Only the players listed on the website are eligible to play in that weekend's game.

B. **Final Rosters** - All teams must post their final roster on the league website. A final roster received by the Commissioner after the final game of the season. Failure to adhere to this ruling may result in a team being limited to a dedicated 25 player limit throughout the remainder of the season.

C. **Roster Limits** - AFL game day rosters require a minimum of Sixteen (16) players and will be capped at twenty-five (25) active players and two (2) reserves.

D. **Roster Modifications** - Each team is allowed to modify their roster an unlimited number of times until the final game of the season, after with final rosters are due.

E. **Injury Reserve** – A player can be given an IR status and become an inactive play that is no longer counted on the active roster. Once a player is placed on IR, they can no longer participate as player during a team's practice or game for the rest of the season.

8. **PLAYER EJECTIONS** - Any player ejected by an official must leave the grounds immediately.

A. Any AFL player ejected from a league game will be ineligible to participate in the next game. (In the event of forfeit or non-game, the ejected player will be ineligible until after a physical game has been played)

B. Any AFL player ejected from two (2) league games in one (1) season will be ineligible for two (2) games starting after the 2nd ejection. If there are not 2 games remaining, said player shall be declared ineligible for the remainder of the season.



C. Any AFL player ejected from a post season game is ineligible for remainder of the post season as well as the first game of league play the following year regardless of what AFL team player may sign with.

Article XII. COACHES / OWNERS / STAFF

1. All AFL Coaches must be approved by the AFL OG.
2. No coach may switch teams within the AFL once the first league game is played.
3. An AFL sponsor is not permitted to play on said sponsored team.
4. AFL Staff members work at the pleasure of the OG and may be terminated for cause at any time.

Article XIII. OFFICIALS

1. REGISTRATION CARD - All officials must carry their official registration card to all AFL games
2. HEAD OF OFFICIALS - The head official is responsible to report all major incidents such as but not limited to player ejections.
3. NUMBER OF OFFICIALS

A. A minimum of four (4) officials shall be scheduled for all AFL regular season and playoff games to be paid \$25 per official divided evenly between member teams

4. SCHEDULING OF REFEREES - Securing of the adequate number of officials for each AFL game is the responsibility of the Head of Officials.

ARTICLE XIV – BY-LAW AMENDMENTS

Changes can be made to these by-laws if a majority of The Member teams agree to the change and is voted upon as described in these by-laws. All changes must be voted upon at a League Meeting and all changes must be sent out to all members by e-mail 7 days prior to the league meeting. A copy of the current by-laws and AFL Rule Modifications are required to be publicly posted on The League's website.

Addendum I – Team Conduct

1. TEAM CONDUCT - All teams and any individuals representing a team shall conduct themselves in a professional manner at all times. This includes all league sanctioned events, as well as those events that said team may participate in of their own accord in which it is understood they have an affiliation with the AFL. Such activities include but are not limited to: league scheduled games, league meetings, non league pre-season games, fund raising events, post season games and or tournaments, and general conduct.



2. PENALTIES - If an individual or team as a whole is witnessed or is reported to have been in violation of the AFL conduct policy a formal investigation may be conducted by the Commissioner's office. All OG members and member teams will be notified immediately that there is an ongoing investigation. This investigation may include any fact finding activities deemed necessary to compile evidence to confirm said violation or to clear alleged offender of guilt. Upon conclusion of this investigation the office of the Commissioner will report findings to OG. If there is supporting evidence of said conduct violation(s), formal action may be taken up to and including probation, monetary sanctions, or expulsion from the AFL. If there is insufficient supporting evidence of wrongdoing, a statement will be issued from the Commissioner's office explaining the investigation has been concluded and no violations were found.