



## BEFC Friendly Cup 2015

Saturday October 3rd

Dear Captains,

Thank you for your involvement in the BEFC Friendly Cup.

The following contains important information about this years event to help everything run smoothly. Please read it and be responsible for informing your team and guests of the relevant details.

For reference here is a link to the event on the BEFC website:

<http://britishembassyfootballclub.jp/events/club-event/befc-friendly-cup-2015>

Here is an access link for the British Embassy in Hanzomon

<http://britishembassyfootballclub.jp/location/british-embassy-tokyo>

### Schedule

#### **14:00 Entering the Embassy**

- Please have your team gather outside the Embassy gates before 14:00.
- Due to the number of players and the limited size of the changing rooms please ask your players to arrive already wearing their football kit.
- Groups will be escorted into the Embassy one by one.  
Once escorted on, each team has a designated area and table where they can gather, leave bags put on futsal shoes etc.
- Please collect the BBQ fee for your group and put it in an envelope ready to give this to a BEFC Representative on arrival.
- The BBQ is All you can Eat and All you can drink style , so you will not need any drink tickets for group members coming to the BBQ later.
- Teams can then gather at the pitch to warm up before the tournament begins.

### 14:30 Introduction and Competition Photo

- Everyone should be gathered at the Futsal court where there will be a brief introduction and a group photo.

### 15:00 - 18:00 The Competition

The competition starts begins. Quick rules overview and then match schedule.

#### FC Rules

- It's a round robin tournament where each team plays each team once. Each match is 7 minutes (no half time).
- 3 points for a win, 1 for a draw, 0 for a loss
- The league position is decided by Most pts, then Goal Difference, then head to head, then penalties - sudden death
- Finals are 10 minutes.
- There are no referees. If a situation is unclear, it is decided by the players and if needed the team captains.
- Futsal is light contact.
- Normal futsal rules for corners and kick ins.

#### Match Schedule

***There is a 2 minute changeover time between matches.***

***Please make sure your team is ready for their match in advance.***

15:00	Adecco vs	Keidanren
15:09	NSK	vs BEFC UK
15:18	Spain	vs BEFC Int.
15:27	Adecco	vs BEFC UK
15:36	NSK	vs BEFC Int.
15:45	Keidanren	vs Spain
15:54	Adecco	vs NSK
16:03	BEFC UK	vs Spain
16:12	Keidanren	vs BEFC Int.
16:21	Adecco	vs Spain
16:30	BEFC UK	vs BEFC Int.
16:39	Keidanren	vs NSK
16:48	Adecco	vs BEFC Int.
16:57	Keidanren	vs BEFC UK
17:06	NSK	vs Spain

#### ***Finals***

17:30	5th	vs	6th
17:45	3rd	vs	4th
18:00	1st	vs	2nd

This concludes the Matches.

### **18:30 Competition Exit and BBQ Social Entry**

With the competition over, people who are not attending the BBQ will leave the Embassy.  
Non BBQ guests should gather by the Team Tables and be escorted to the Main Gate by an Embassy official.

Guests arriving just for the BBQ can be escorted onto the Embassy, as the other group leaves.  
BBQ only guests should wait by the Embassy gates at 18:30.

People who are attending the Competition and BBQ social will be taken to the Garden area where the BBQ will take place.

### **19:00 BBQ and Cup Presentation**

The BBQ will take place in the garden of House Number 2.  
The BBQ is all you can eat, and all you can drink, until we run out.  
Around 20:00 there will be a presentation of the Friendly Cup to the winning team and the Tournament Most Valuable Player Award.

### **Final Important Information**

Please make your group understand the following.

- The Embassy is 100% Non Smoking. It is not permitted to smoke on the Embassy grounds.
- When on the Embassy people are not allowed to walk around freely.  
Please keep your group near the designated Team Tables, Changing rooms and Futsal Court.
- All non-Embassy MUST be escorted on and off the Embassy grounds.  
This means anyone late may not be able to enter.  
This means anyone who needs to leave before the tournament ends must make a special arrangement to be escorted.
- The Embassy has a small swimming pool which can be used provided there is an Embassy person with you. Use of the pool is at your own risk.
- Please at all times respect other residents and users of the Embassy compound and we look forward to a successful Friendly Cup 2015.