

SCOTTISH BRASS BAND ASSOCIATION CONTEST RULES

Version effective from 1 May 2009

Definitions

1. In these Rules the expressions listed shall have the following meanings and where the context so requires the masculine shall include the feminine and the singular shall include the plural.
2. 'Association' means the Scottish Brass Band Association.
3. 'Committee' means the Executive Committee of the Scottish Brass Band Association.
4. 'Organisation' means any Band, Area Association or other Affiliated Group presenting contests in Scotland.
5. 'Contest' means Full Band, Solo, Duet, Trio, Quartet or other combinations of brass instruments.
6. 'Player' means a male or female competing member of a contesting band.

General

1. These rules govern all contests and organisations in Scotland.
2. These rules supersede all previous rules and shall operate with effect from 1 May 2009.
3. Alterations and additions to these rules may be made at any meeting of the Committee. The Secretary of the Association will issue written notification of all alterations and additions to these rules to all organisations at the earliest opportunity following the meeting of the Committee at which any alteration or addition to the rules is approved. The effective date for implementation of the amended rules will be set by the Committee having due regard for the need to intimate the amended rules to all organisations.
4. It is the responsibility of all organisations to ensure that their members are aware of all rules and the potential consequences of breach of the rules. Ignorance of the rules will not be regarded as an excuse or reason for breach of any rule.

Misconduct

1. If the officials in charge of any contest are satisfied that a band is willfully violating any rule they shall endeavour to prevent the band from playing.
2. Any band official, player, bandmaster or conductor interfering with, threatening or using abusive language towards an adjudicator, official or attendant or who by such misconduct brings the Association or his band into discredit will be liable to suspension, or fine not exceeding £250.00, or both.
3. If at any time the officials in charge of a contest are of the opinion that a player or conductor is unfit to take part in the contest they shall have the power to prevent the player or conductor from appearing on the contest platform.
4. Any charge of misconduct against any band official, player, bandmaster or conductor will be dealt with under the provisions of the sections of these rules headed "Disciplinary Rules" and "Appeals" and, subject to the maximum level of fine being £250.00 and not as stated therein, the terms of the said section of these rules, including all rights of appeal, will apply to any such charge of misconduct brought against an individual.

Disciplinary Rules

1. These rules apply to bands (and their players, officials, and employees) in relation to breaches of Registration, Contest or Misconduct rules, (including, for the avoidance of doubt, breaches of the rules of any contest in Scotland) and matters which are deemed by the Committee as having or being likely to bring the Association and/or any of its member bands and/or its Area Associations and/or other affiliated bodies into disrepute. All other disciplinary matters are between bands and their players.
2. Notification of alleged breach. An alleged breach of rules can be raised by any member band, Area Association, affiliated organisation, officer of the Association or Committee member. The alleged breach has to be notified in writing within 28 days of its occurrence to the Secretary of the Association.
3. Review of alleged breach. The notification of the alleged breach will be reviewed by a Disciplinary sub-committee as soon as practicable and not later than 28 days following receipt of notification of the alleged breach. The Disciplinary sub-committee will consist of 3 members appointed by and from the Executive Committee, not to include the President or Vice-President, and avoiding any conflict of interest. The Disciplinary sub-committee will initially decide if there is a possible case to answer. The Disciplinary sub-committee will consider the notification received but will not, at this stage, conduct any investigation into the facts and circumstances of the matter. If it is considered that there is a case to answer, the Disciplinary sub-committee will initiate the disciplinary process. If there is no case to answer, the Disciplinary sub-committee will record their decision and the reasons for it, and will report this in writing to the Committee. The Secretary of the Association will then advise the party who had submitted the notification of alleged breach and any other party who the Committee considers should be advised, of the outcome.
4. Notification of Instigation of the Disciplinary process. If it is considered that there is a case to answer, within 7 days of that decision being reached by the Disciplinary sub-committee, the Secretary of the Association (or another member of the Committee appointed to act in his place) shall forward to the subject of the alleged breach, and to such other parties as are identified by the Disciplinary sub-committee as having a potential interest in the matter, a copy of the notification of the alleged breach with notification that the disciplinary process has been initiated. The party who had submitted the notification of alleged breach will also be advised that the disciplinary process has been initiated.
5. The Disciplinary Hearing. The subject of the alleged breach, the party who had submitted the notification of the alleged breach and such other parties as are identified by the Disciplinary sub-committee as having a potential interest in the matter will be invited to attend a disciplinary hearing and/or to make a written submission for consideration at the disciplinary hearing. All parties invited to attend and/or make a submission to the disciplinary hearing will be given a minimum of 7 days notice of the hearing. Subject to the immediately foregoing provision, the disciplinary hearing will be arranged for the earliest convenient date and will generally be expected to take place within 28 days from the issue of the copy or copies of the notification of the alleged breach and notification that the disciplinary process has been initiated. The subject of the alleged breach and all other parties invited to attend the disciplinary hearing may be accompanied or have representation of up to 2 people. The subject of the alleged breach and all other parties invited to attend the disciplinary hearing may call witnesses in support of their case. Facts/statements and decision will be recorded by the Disciplinary sub-committee. The Association and all parties attending the disciplinary hearing will each bear their own costs of the hearing.

The subject of the alleged breach and all parties who have made a submission to the hearing either in person or in writing will be notified of the decision, as soon as possible after the hearing, and in writing within 7 days, together with the reasons for the decision. Until any appeal process is completed, the Committee will be notified only about the disciplinary breach and penalty. If there is no appeal, the Disciplinary sub-committee will make a written report to the Committee.

6. Powers of Disciplinary sub-committee. The Disciplinary sub-committee will have the power to amend the result of any contest organised by the Association or otherwise conducted in Scotland under its rules and to direct the organisers of any such contest to award the prizes in accordance with the amended result. It shall also have power to impose upon any band found to be in breach of these rules, or of the rules of the contest concerned or of the rules of the Scottish Brass Band Registry, a fine not exceeding £1,000 and/or a suspension from participation in contests in Scotland for such period as it deems appropriate and generally to impose any penalties within the range approved by from time to time. It shall also be entitled to impose any such penalties on a suspended basis for such period and subject to such conditions as it deems appropriate.

Appeals against Disciplinary Decisions

1. Appeals may be made against any decision of a Disciplinary sub committee under the Disciplinary Rules.
2. An Appeal must be lodged in writing with the Secretary of the Association and must be received by him within 14 days of written notification of the decision of the Disciplinary sub committee being issued. The appeal must state in full the grounds of the Appeal.
3. At all stages of the Appeals process, the original decision may either be upheld or set aside, or a different penalty substituted within the range approved by the Committee from time to time.
4. The appeal will be to the full Committee (under exclusion of the members of the Disciplinary sub committee which reached the decision which is the subject of the appeal and any members with a potential conflict of interest) chaired by the President, whom failing the Vice President, whom failing another office bearer. All parties who made a submission to the original hearing of the Disciplinary sub committee, either in person or in writing, will be notified of the appeal and the grounds of appeal which have been submitted. All such parties will be entitled to make further submissions, either in person or in writing, as part of the appeal process. The appeal will be heard either at the next scheduled meeting of the Committee or at a special meeting of the Committee specially convened for the purpose of hearing the appeal. All parties will be given at least 7 days prior notice of the appeal hearing. The appellant and all parties who have made a submission to the hearing either in person or in writing will be notified of the decision, as soon as possible after the hearing, and in writing within 7 days, together with the reasons for the decision. The Association, the appellant and all other parties making submissions as part of the appeal process will each bear their own costs.
5. In the event of the appellant being dissatisfied with the outcome of the appeal, the Committee will offer the appellant the opportunity of recourse to binding arbitration using the services of an external arbiter. The arbiter will be a party to be mutually agreed or, failing such agreement, a party appointed by the President of the Law Society of Scotland or his nominee on the application of either party. The costs of the arbitration process will be met as may be directed by the arbiter but subject to the general principle that all costs should be borne by the unsuccessful party.

Rules of the Scottish Brass Band Registry

1. All member bands and their players must comply with the rules and conditions of the Scottish Brass Band Registry, contained in Appendix IV, and, where appropriate, the rules and conditions relating to junior and training bands contained in Appendix I, which rules and conditions are deemed to form part of these rules.

Scottish Championship Contests

1. The committee shall arrange to hold a contest for each of the sections annually for the purposes of deciding the Champions in the respective sections and qualifiers for the National Brass Band Championships of Great Britain.
2. The Scottish Championships will be run in conjunction with the Rules of the Besson National Brass Band Championships of Great Britain ("the National Rules"), with the exception of the Grading Rules contained in the National Rules which will not apply in Scotland and subject to the directions of the Committee in any situation where the National Rules may conflict with these rules or where the National Rules may not specifically cover a matter which is dealt with in these rules.
3. It shall be the duty of the committee at their first meeting following these contests to classify all bands to the sections they consider them best suited for in accordance with the Grading Rules as detailed in Appendix II, which rules are deemed to form part of these rules. All changes in grading will take effect from the first day of November each year.

Adjudicators

1. The contest organisers shall appoint one or more suitable persons to act as adjudicators.
2. The contest organisers shall decide whether adjudication is to be open or closed and, where there is to be more than one adjudicator, whether adjudicators will mark individually or operate as a panel. The method to be adopted must be stated on the entry forms.
3. The number of adjudicators must be stated on the entry forms. For contests with set test pieces it will be the responsibility of the contest organisers to provide scores for the use of adjudicators. For contests with own choice pieces, it will be the responsibility of each band to provide a score for each piece to be played by that band for the use of each adjudicator (i.e. two scores for each piece where there are two adjudicators and three scores for each piece where there are three adjudicators).

Local and Other Contests

1. The executive committee shall ensure that member bands competing at any brass band contest must fully comply with the rules of the Association.
2. Any band taking part in a contest outside Scotland must inform the Registrar to assist in registration requirements.
3. With the exception of member bands, organisers of contests must be affiliated members of the Association. All such affiliated members wishing to organise a contest must lodge a copy of their constitution with the Secretary of the Association.

Rules and Procedures for Organisations wishing to arrange a Contest

For organisations wishing to arrange contests:-

1. Any organisation before arranging any contest must submit the proposed date, the venue and the schedule of the event to the committee for approval.
2. All contests must be held under the rules of the Association.
3. Four weeks before the date of the contest the organisers must inform the Registrar in writing of the list of bands participating at the contest.
4. Bands must be in current membership of the Association to take part in any contest.
5. The Registrar shall produce registration sheets 4 weeks before all contests for the contest organisers to utilise on the day of the contest
6. The organisers of any contest may request from the Committee the use of a team of officials to administer registration at the contest concerned. Subject to the availability of a sufficient number of suitably experienced persons, the Committee will provide a team of not less than 3 officials to administer registration at the contest concerned but on the basis that the organisers will (a) pay to the Association a fee of £50 (or such other sum as may be set annually by the Committee) for the use of the team of officials, (b) pay travelling expenses to the officials concerned at the rate at which the Association pays travelling expenses to Committee members for attendance at Committee meetings and (c) provide free of charge appropriate catering for all officials in attendance and forming part of the registration team. Alternatively, the organisers of any contest may themselves administer registration at the contest concerned, in which event the Committee will appoint one of its number as a representative and observer to attend the contest. The said representative and observer will have no responsibility for administering the registration process at the contest but will be available to offer guidance and advice on registration matters on the day of the contest. No fee will be charged by the Association for the attendance of the representative and observer but the organisers will (a) pay travelling expenses to the official concerned at the rate at which the Association pays travelling expenses to Committee members for attendance at Committee meetings and (b) provide free of charge appropriate catering for the official in attendance as representative and observer.
7. Rules 2, 3, 4, 5 & 6 above will not apply if and insofar as a waiver may be granted by the Committee for events which do not require normal registration procedures.

Regulation of Local Contests

1. Any band or organisation holding a contest must conduct it in accordance with the rules of the Association. Subject to rule 6 of the foregoing section, the organisers must arrange for an official representative of the Association to be present at the contest, whose duty it shall be to see that the rules are strictly adhered to.
2. The official Association representative shall submit a report to the Committee at its first meeting thereafter.
3. The expenses of the officials in attendance must be paid by the organisation holding the contest, all in accordance with rule 6 of the foregoing section.
4. These rules will not apply if and insofar as a waiver may be granted by the Committee for events which do not require normal registration procedures.

Entries

1. Bands must inform the appropriate contest secretary of their intention to take part in any contest by returning the entry form duly completed, not later than the closing date for entries as stated in the contest schedule and entry form.
2. Any band entered for a contest finding that through unforeseen circumstances it is unable to compete shall endeavour to notify the secretary of the contest no later than the morning of the day 7 days prior to that on which the contest is to be held.
3. No refund of entry fee will be given.

Qualification of players

1. No player shall be allowed to play for any Scottish band at a contest in Scotland that does not comply with the rules of the Scottish Brass Band Registry as contained in Appendix IV hereof.
2. All transfers and new registrations must be completed in accordance with the Rules of the Scottish Brass Band Registry as contained in Appendix IV hereof.
3. It shall be the duty of the registration officials on the day of the contest to check that the photograph upon each registration card is in order and to compare each player's signature on the registration card with the signature on the registration form and to report any irregularities to the contest controller.
4. Rules 1, 2 and 3 above will not apply if and insofar as a waiver may be granted by the Committee for events which do not require normal registration procedures.

Guest Players

1. The organisers of any contest will be entitled at their discretion to permit all bands taking part in their contest to make use of a number of guest players. The maximum number of guest players permitted in any contest will be set by the contest organisers but will not exceed 4 players. The number of guest players permitted in any contest will be stated on the entry form. The foregoing provisions will not apply to the Scottish Championships where no guest players will be permitted.
2. Where either one or two guest players are permitted, these may be from bands in any section. Where three guest players are permitted, two may be from bands in any section but the third must be from a band in the same section or a lower section (or, in the case of bands in the 4th Section, from a band in the same section or a band in the 3rd Section). Where four guest players are permitted, two may be from bands in any section but the other two must be from a band in the same section or a lower section (or, in the case of bands in the 4th Section, from a band in the same section or a band in the 3rd Section).
3. Players are not permitted to guest with the same band at contests in Scotland on more than two occasions in any contest year (1 November to 31 October next following). For the avoidance of doubt, players may guest on as many occasions as they wish providing this does not breach the rule outlined in the immediately foregoing sentence and providing this does not breach rule 8 hereof.
4. Subject to rule 5 below, all players giving assistance as guest players must be registered members of bands in full membership of the Association. Each guest player must present his registration card to the registration officials at the contest who will enter his or her name on the registration form.
5. A player registered as a member of a junior or training band in accordance with the provisions of Appendix I may be utilised as a guest player under these rules only with the senior band with which the junior or training band concerned is associated and

must produce his or her registration card to the registration officials at the contest who will enter his or her name on the registration form.

6. No band providing any guest player may apply any conditions additional to those contained in these rules.
7. All requests for the assistance of guest players must be prepared in duplicate and lodged with both the Secretary of the Contest in question and the Registrar, using the Guest Player Application Form in the style contained in Appendix V, not less than seven days prior to the date of the contest.
8. Any player assisting another band as a guest player in a contest may also play for the band with which he or she is registered in the same contest (if that band is competing in the contest in question). The player may not however appear as a guest player with more than one band in the same contest.
9. Any Guest player will not be permitted to win any solo or featured prize.

Number and position of players on platform

1. No band will be allowed to compete with more than twenty-five or less than sixteen brass players plus percussionists as required by the score. This rule will not apply if and insofar as a waiver may be granted by the Committee for events which do not require normal registration procedures.
2. Conductors will not play an instrument with the band they are conducting.

Instrumentation

1. Subject to Rule 2 below, at all contests promoted under Association rules, only recognised and accepted instruments of the brass band are eligible, namely: Soprano Cornet, Bb cornet, Flugel Horn, Tenor Horn, Baritone, Euphonium, Eb, EEb, Bb and BBb Basses and Slide Trombone (Eb trumpets, Bb trumpets and Valved Trombones are not permitted) An exception will be made at youth solo and quartet/quintet contests where competitors may not be registered players and other brass instruments can be used.
2. Bands are allowed to use non brass band instrumentation at entertainment contests with approval from the contest organisers.
3. Only recognised and accepted brass band instrumentation will be allowed to win any solo or featured prize.

Music

1. At the annual championship contests only authorised test pieces will be played. An approximate time will be issued with the contest instructions.
2. At all other contests the contest organisers will determine the format of the music to be played.

Solo, Quartet/Quintet and Small Ensemble Contests

1. The Rules for Solo, Quartet/Quintet and Small Ensemble Contests as contained in Appendix III hereof shall be deemed to form part of these rules.

Regulations for the Draw

1. Each competing band must send a representative to the draw for the order of play and all bands must play in the order drawn. Officials will draw for any band not represented at the draw. This rule will not apply where the contest is the subject of a pre-draw.
2. The band drawn to play first must commence at the advertised time and if it fails to do so will be prevented from competing that day. In such circumstances the band drawn next in order shall immediately take the place of number one. Notwithstanding the foregoing, in the event of any emergency or unusual circumstances, the organisers will be entitled to exercise discretion.
3. Any requirements for substitutes for sick players must be made intimated before the draw or, in the event of the contest being subject to a pre-draw, prior to the commencement of the contest.
4. In any situation where a material discrepancy in procedure arises during the course of the draw, unless all band representatives present at the draw agree unanimously that the draw should stand, the draw will be deemed void and a re-draw will take place. What does and does not constitute a material discrepancy in procedure will be determined at the sole discretion of the Contest Controller whose decision on this point will be final.

Substitutes for sick players

1. If a player is unable to compete due to personal illness or injury or other personal mitigating circumstances, the band representative may apply to the contest controller for a deputy player and support the application by providing the appropriate documentary evidence (e.g. a medical certificate). Any such application must be made at the draw immediately prior to the ballot-taking place or, in the event of the contest being subject to a pre-draw, prior to the commencement of the contest.
2. Providing that either a majority of the band delegates at the draw acknowledge that the application is genuine or, in the case of a contest with a pre-draw, the contest controller is satisfied that the application is genuine, the application for the deputy player will be accepted.
3. At a contest with a set test and where an application for a deputy player has been accepted in accordance with rule 2 above, the contest controller will instruct the band drawn to play immediately before the band making the application to supply the relevant deputy player complete with instrument (except in the case of a percussionist) and band part. If the band making the application is drawn number one, the band drawn last must supply the deputy player. Where the application for a deputy player relates to a percussionist and where, in the band which is to supply the deputy player, the percussion part concerned is being divided between two or more players, all such players shall be deemed to be the deputy player but they shall only play the parts which were to have been played by the player in respect of which the deputy has been requested. The secretary of the band supplying the deputy player, or the representative attending the ballot, shall be held responsible for ensuring that the deputy player fulfils this commitment. For the avoidance of any doubt, in any situation covered by this rule, the Guest Player Rules will not apply to the substitute player.
4. At a contest with own choice music and where an application for a deputy player has been accepted in accordance with rule 2 above, the band submitting the application may use the services of any player registered with another band. Any such substitute player will be treated as an additional guest player and, other than the fact that the band will be permitted one additional player over and above the maximum number of

guest players permitted for the contest in question under the Guest Player Rules and the 7 day time limit for applications under the said Guest Player Rules will not apply, the said Guest Player Rules will otherwise apply in full. For the avoidance of doubt, this will include (a) the necessity to complete and submit the application form in the style of Appendix V, (b) the rule preventing a player appearing as a guest for the same band on more than one occasion during the banding year and (c) the limitations on the section of the band from where the guest player may be obtained in any situation where more than two guest players (including the substitute player under these rules) are being used.

5. Only one application for a deputy player per band will be considered at each contest.
6. A player acting as deputy must not accept any payment for his or her services.
7. Any Substitute player will not be permitted to win any solo or featured prize.

Trophies and prize money

1. At the Annual Scottish Championship contest and at any other contests arranged by the Association, the prizes shall consist of the Association trophies allocated to each section together with cash prizes as stated in the contest schedule.
2. The trophies will be held by the winning bands for a term of one year or for such other period as may be determined by the Committee. Bands will be responsible for having any trophies won by them suitably engraved in such manner as may be directed by the Committee. Insurance will be arranged by the Association with the premiums being met from Association funds.
3. The accredited representative upon taking possession of any trophy must sign an official receipt certifying his acceptance and giving an assurance for the safe custody of the trophy.
4. Any band receiving a trophy shall return the same in good order and condition as required to the Secretary or such other member of the Committee as may have been appointed by the Committee to attend to this matter.
5. Bands are responsible for the Trophies left in their care and will be responsible for the cost of repairing any trophy damaged whilst in the possession of the band and of replacing any trophy which the band is unable to return as and when directed by the Committee.
6. At other contests, prizes and trophies shall be as stated in the contest schedule.

Rehearsal

1. No band shall be allowed to rehearse in the contest hall on the day of the contest.

General Rules

1. In the event of any situation arising not covered by the constitution, the contest rules and the rules of the Scottish Brass Band Registry, the committee shall have the power to deal with this and its decision shall be final and binding.
2. These rules and the copyright therein are the property of the Association. No organisation will be entitled to publish or reproduce these rules, in whole or in part, without the permission of the Committee.

Appendix I

Registration Rules applicable to Junior and Training Bands

1. In any situation where any member band is operating a junior or training band and that junior or training band has become a member band of SBBA under the special membership arrangements existing for such junior or training bands, players within the junior or training band may, if the band so desires, be registered as members of that junior or training band.
2. All normal Registration Rules as contained in Appendix IV and all normal Registry fees and charges will apply to any such registrations with the exception that where a player has been registered as a member of a junior or training band for a minimum period of 28 days, that player, upon application, can be transferred from the junior or training band to the senior band within the same band organisation and will be immediately available to take part in any contest as a member of the senior band from the date of the said transfer. This special arrangement will however only apply in a situation where a player has been a registered player in a junior or training band for a minimum period of 28 days and subsequently transfers to the senior band within the same band organisation as the junior or training band concerned.
3. In all situations where players are being transferred from the junior or training band to the senior band in accordance with rule 2 above, the normal transfer fee will be payable and there will be no requirement to pay the higher fee which applies to new registrations to take effect within the period of 28 days from receipt by the Registrar of the application.

Appendix II

The Scottish Brass Band Association

Grading Rules

- (a) Grading will be carried out annually at the first Committee meeting following the Scottish Championships and will become effective from the following 1st November.
- (b) The Association Secretary will maintain the grading register and grading will be decided by the Committee based on the results of the most recent three Scottish Championships.
- (c) Bands changing grades will be notified in Minutes circulated to all bands.
- (d) Any band given exemption from competing in the Scottish Championships after having won the National Championships of Great Britain will be positioned equal first for that year.
- (e) The first two placed bands in the First, Second, Third and Fourth Section Championship Contests shall be promoted to the section immediately higher than their present section.
- (f) In the Championship, First, Second and Third Sections, the bands with the two poorest aggregate placings over the previous three years will be relegated. In calculating the aggregate placings from the most recent three Scottish Championships for the purpose of preparing the annual grading tables, a “weighted” system will be employed to place progressively greater emphasis on the results at the most recent Championships. The results achieved at the most recent Championships in the 3 year period will be doubled and the results achieved at the earliest Championships in the 3 year period will be halved when calculating each band’s place in the grading tables.
- (g) Any band entering or re-entering a section, on account of promotion or relegation, or as a new band, will on its first grading be given an average placing for the previous two years for that section. Totalling the placings awarded and dividing by the number of bands competing in that year (including bands failing to compete but awarded last place in accordance with rule (i) below) will calculate the average placing. The average placing will be corrected to the nearest half number.
- (h) When two or more bands receive equal points, each band will be given the same numerical placing. The next band will be placed the equivalent number of places below.
- (i) Any band failing to compete will be given one placing lower than the number of bands competing in that section.
- (j) Any band failing to compete for two consecutive years will be relegated. Any such relegation will be in addition to any action taken under Rule (f).
- (k) Any band failing to compete for three consecutive years will be removed from the grading register before compilation of the grading tables at the end of the third year. If such a band wishes to resume contesting it will be treated as a first time entry in the Fourth Section.
- (l) Any band, whether or not affected by promotion or relegation, which considers it has special reasons to be regarded must, within four weeks of receiving notification of its grading, submit an appeal to the Committee. If the appeal is upheld by the Committee it will have power to alter the grading which the band would otherwise receive under these rules. Without prejudice to the foregoing generality (i) any band in a position entitling it to promotion may elect to remain in its existing section although this will not apply in the event of the same band again being in a position entitling it to promotion in the immediately following year, (ii) any band not achieving an automatic promotion

place may request a review with other factors, including results in other contests and extenuating circumstances which may have affected the band's result in the Scottish Championships, being taken into account and (iii) any band in a position which would result in relegation may request a review with other factors, including results in other contests and extenuating circumstances which may have affected the band's result in the Scottish Championships, being taken into account although, if a band is spared relegation following such a review, that band cannot apply for a further review if it is again in a position which would result in relegation in the immediately following year. In the event of any band requesting a review under situation (ii) or situation (iii) above, the Committee will have power to order an assessment of the band concerned under the provisions of section (o) of these rules and that at the expense of the band concerned. In the event of the Committee agreeing to promote, not to promote or not to relegate a band as a result of a review at the request of the band, this will have no effect on the grading of any other band and no other band will be promoted or relegated in place of any band where the grading of that band has been adjusted under these provisions.

- (m) When bands draw in the grading table the result at the most recent Scottish Championship will determine which band is relegated. The band that was lowest placed will be relegated.
- (n) In the event of two or more bands amalgamating, the amalgamated band will adopt the position in the grading table and the record of previous placings retained for grading purposes of whichever of the two or more bands amalgamating held the highest position in the grading table at the date of the amalgamation.
- (o) In the event of a new band being formed, that band will, prior to taking part in any contest, be entitled to request the Committee to carry out an assessment of the band for the purposes of determining the most appropriate section within which the band should be placed for contesting purposes. The assessment will take such form as the Committee may deem appropriate in any particular case and the band will be responsible for settling all costs incurred in carrying out the assessment. In the event of it being determined as a result of such an assessment that the band should be placed in any section other than Fourth Section, rule (g) above will apply. In the event of any such newly formed band not requesting such an assessment prior to taking part in a contest for the first time, the band will be placed in the Fourth Section. For the avoidance of any doubt this rule will apply to newly formed bands only. This rule will not apply to existing member bands nor will it apply to any band formed as the result of an amalgamation of two or more existing member bands.

Appendix III

The Scottish Brass Band Association

Contest Rules for Solo, Quartet/Quintet and Small Ensemble Contests

Prospectus and Prizes

- The organisation proposing to hold a contest shall state clearly in its prospectus the prizes proposed to be presented to the winners.

Entry Forms and Fees

- All entries must be made on official entry forms and in the case of small ensembles the names of the players must be stated. Entry fees as stated in the prospectus must accompany the entry form.
- In contests for member bands, registration details must be entered and registration rules will apply insofar as applicable.

Scores

- The entrant shall supply a clear and legible score for the Adjudicator(s) and in the case of a soloist who uses the services of the Official Accompanist a clear and legible copy of the piano score for the use of that official.

Quartets/Quintets

- In contests for member bands, all members of the quartet or quintet must be registered players with the same band. No Guest players are permitted.

Small Ensembles

- Small ensembles will comprise up to 10 brass players plus one percussionist if desired by the entrants.
- In contests for member bands, all members of the small ensemble must be registered players with the same band. No Guest players are permitted.

Instrumentation

- There shall be no limitation on the instrumentation of a quartet, quintet or small ensemble except that, in band contests, only recognised and accepted brass band instruments may be used.
- An exception will be made at junior or youth solo and quartet/quintet contests where competitors may not be registered players and other brass instruments can be used.
- A player will not play in more than one quartet, quintet or small ensemble in a particular section of the contest.
- No player may play more than one instrument in a solo or quartet/quintet or small ensemble section of a contest.

Substitute Players

- If a player is unable to compete as part of a quartet or quintet or small ensemble due to personal illness or injury or other personal mitigating circumstances, a substitute player will be permitted on production of the appropriate documentary evidence (e.g. a medical certificate) but such substitute player must be from the same band or school.

Time Limits

- In contests where time limits are imposed it shall be the duty of the organisation to arrange for efficient timekeepers to be on duty and they shall be seen to be on duty.

- In solo contests the duration of time taken for playing shall be taken from the first note until the last note played by the soloist. It shall be for the soloist to ensure that his piano score is sufficiently well marked to show any cut(s) he proposes to make since no protest that the official accompanist has lengthened the link passages will be entertained in the event of the time limit being exceeded.
- The decision of the official timekeepers as to the duration of playing time shall be final.

Contests for School Pupils / Youth

- In a contest for Juniors or Youths for which school pupils and junior players are eligible to compete the school shall have the first claim on the services of a player who has dual membership but must intimate its claim in writing to the band secretary not less than six weeks before the date of the contest.

Competitors

- All players competing in Senior Sections must be registered players with bands in membership of the Association.
- All players competing in Junior or Youth Sections must be either:-
 Players registered in accordance with the rules of the Association as members of a member band or members of a junior or training band operated by a member band. In any situation where the members of any such junior or training band have not been registered in accordance with the provisions of Appendix I, certification must be by an official of the junior or training band (if that band is a member band) or by an official of the senior member band to which the junior or training band is attached (if the junior or training band is not a member band in its own right).
 In the event of an entry being from a school or other organisation recognised by the Association, certification must be by an official of that organisation.

Age Groups

- The age of the player as at 1 January immediately preceding the date of the finals (for the national contests, including all area qualifying events for the national contests) or immediately preceding the date of the contest (in the case of all other contests) will determine what age groups players participate in.

Local Rules

- Any organisation proposing to hold a Solo, Quartet/Quintet or Small Ensemble contest that wishes to implement any additional rule(s) to the aforementioned Rules may do so only after having the additional rule(s) approved by the Committee.

Appendix IV

Rules of the Scottish Brass Band Registry

Requirement to have Players Registered

Except as aftermentioned, no player may take part in any contest as a member of a band in membership of the Association unless he is registered with the Scottish Brass Band Registry as a member of that band. Except as aftermentioned, no player may take part in any contest as a guest player or substitute player with a band in membership of the Association unless he is registered with the Scottish Brass Band Registry as a member of another Scottish band, or registered with the British Brass Band Registry as a member of an English band or registered with the British Brass Band Registry Wales as a member of a Welsh band. The foregoing requirements will not apply to the participation of a player in any contest which is the subject of a waiver granted by the Committee as the contest does not require normal registration procedures.

A player may only be registered as a member of one band in the United Kingdom at any one time. In the event of any player registering with a band and it later being discovered that the player in question had previously registered with another band and that the previous registration had not been terminated by either cancellation or transfer, the later registration will be deemed to be null and void until such time as the earlier registration is terminated by either cancellation or transfer. It is the responsibility of both the player who is the subject of an application for a new registration and the band submitting that application to ensure that the player in question is not registered with another band in the United Kingdom at the time of the application. The Registrar and the Association accept no responsibility in respect of any new registration which is issued and where it is later discovered that the player in question is or was the subject of a current registration with another band in the United Kingdom.

Registration of Unregistered Players

1. New Registrations must be made on the Official Registration Cards.
2. The details on each card must have the full name and address of the player inserted in block capitals or typewritten leaving the space for the Registration Number unmarked, and be signed by the player with his usual signature.
3. Each card must be accompanied by two identical passport size photographs, each photograph endorsed on the back in block capitals with the player's name and address and be signed by the player with his usual signature. One photograph will be attached to the Player's Contest Registration Card and will be embossed with the Registry Seal. The Registry retains the second photograph.
4. A Registration fee of £10.00 (or such other sum as may be set by the Committee from time to time) will be payable by the band submitting the application. Notwithstanding the foregoing, in any case where a band requires a new registration to be effective less than 28 days from the date of receipt by the Registrar of the card and the photographs, the Registration fee will be £40.00 (or such other sum as may be set by the Committee from time to time) and that fee will be payable by the band submitting the application.
5. Where the standard Registration fee of £10.00 (or such other sum as may be set by the Committee from time to time) is payable, the Registrar will effect the registration from the date occurring 28 days after he receives the card and the photographs. Where the higher Registration fee of £40.00 (or such other sum as may be set by the Committee from time to time) is payable, the Registrar will effect the registration from the date occurring three days after he receives the card and the photographs. In any case where a band is operating on an account basis with the Registry and is therefore not submitting the fee with the application, the Registry will assume that any application submitted is to be effective 28 days from receipt unless the band advises otherwise. For the avoidance of any doubt, in calculating the aforementioned periods

of 3 and 28 days after receipt of documentation by the Registrar, the date of receipt will not be counted (i.e. for documentation received by the Registrar on the first day of a month, three days after receipt will mean the fourth day of the month in question). The national rules will not apply to bands in membership of the Association insofar as inconsistent with these provisions.

6. Upon effecting the registration, the Registrar will issue to the band secretary the player's Registration Card, which will show the player's Registration Number. It will be the duty of the band secretary to ensure that the player signs the card upon receipt from the Registrar. The Registrar will enter on the card the effective date of registration. Players will be entitled to take part in any contest providing the effective date of registration is on or before the date of the contest.
7. Notwithstanding the terms of the national rules, where a player has previously been registered with another band, an application for a new registration for that player will not be effected by the Registrar until a period of 28 days has elapsed from the date of cancellation of the previous registration.
8. When presenting any application for a new registration, it is the responsibility of the band making the application to ensure that the player who is the subject of the application is not currently registered with any other band, including bands whose player registrations are dealt with by the British Brass Band Registry and the British Brass Band Registry Wales.

Registration of Players by Transfer

1. Where a Transfer is involved, no white registration card is required. When a player decides to transfer to another band he shall submit his resignation to his present band in writing and shall return all band property in his possession (instrument, music, uniform, etc). If all is in order, the secretary of his band, or a member of the committee acting on the Secretary's behalf will issue an Official Transfer Form, duly completed and signed, releasing the player from his band along with the player's Registration Card.
2. A band secretary, or any other accredited official of a band, cannot sign a transfer form concerning his own release from the band and contravention of this rule will render the transfer void when it is received by the registrar.
3. The player will submit the Official Transfer Form and his registration card to the secretary of the new band of his choice. The secretary of the new band will then complete the Transfer Form accepting the player, obtain the player's signature and submit the Transfer Form and the player's Registration Card to the Registrar. A fee of £5.00 (or such other sum as may be set by the Committee from time to time) will be payable by the band accepting the player.
4. Upon receipt of the documents the Registrar will amend his records and the player's Registration Card, entering thereon the effective date from which the player will be eligible to play at a contest with his new band, this date being 28 days from the date of receipt of the duly completed Transfer Form and the registration card.

Restrictions affecting New Registrations and Transfers

1. No player may be registered with or transferred to a band with which the player was previously registered within a period of 6 months from the date when the player previously ceased to be registered with the band in question unless:-
 - (a) exceptional circumstances apply and the agreement of the Committee is obtained following a written application from the player setting out the circumstances of the request or
 - (b) the rules relating to a cancelled registration (card held by the Registry) apply.
2. A maximum of two new registrations (where any such registration follows the cancellation of the player's registration with a different band within the immediately preceding period of 12 months) and/or transfers per player will be permitted within any 12 month period unless exceptional circumstances apply and the agreement of the Committee is obtained following a written application from the player setting out the circumstances of the request. For the avoidance of any doubt, in calculating the number of registrations and/or transfers effected by any player for the purposes of this rule, (a) the new registration of a player who has not been registered with any band in the immediately preceding period of 12 months and (b) the re-registration of a player under the rules relating to a cancelled registration (card held by the Registry) will not be taken into account.
3. For the avoidance of any doubt, these rules will apply where the player is seeking to register under the rules for registration of unregistered players and where the player is seeking to register under the rules for registration of players by transfer.

Special Transfer Arrangements for Students Studying Away from Home

1. Any player who is a student in full time education and who is studying away from home may seek a special dispensation affecting transfers for a period of 12 months. Any application must be made in writing to the Registrar for consideration by the Committee (or any sub committee appointed by the Committee to deal with such applications) which shall grant or refuse the application entirely at its discretion and following due consideration of the application. The decision of the Committee shall be final and shall not be subject to any form of review or appeal.
2. Any dispensation granted may be renewed for further periods of 12 month on further application.
3. In submitting any application, the player shall require to nominate two bands being firstly, a band in the vicinity of the player's home and being the band which the player is registered with at the time of the initial application and a band in the vicinity of the educational establishment being attended by the player. During the 12 month period of any dispensation, the player will be permitted to transfer between the 2 nominated bands on as many occasions as may be desired, unaffected by the rules in the section of this Appendix headed "Restrictions affecting New Registrations and Transfers" (the 6 month time limit on rejoining a previous band and the maximum limit of 2 new registrations or transfers within any 12 month period). Transfer fees payable on the occasion of each such transfer will always be at the lower rate.
4. During the 12 month period of any dispensation the player will not be permitted to transfer to or register with any band other than the 2 nominated bands.

Method of transfer to another Registry (England or Wales)

1. The band secretary will complete the release section of the Official Transfer Form and submit the same, accompanied by the player's Registration Card to the Scottish Registrar, who will process the cancellation from the Scottish Registry and then forward the documents to the appropriate Registry.

Cancelled Registration (card held by the Registry)

1. In any situation where a band has cancelled a player's registration and returned the Player's registration card to the Registry for filing and where the band now wishes to re-register the player, this will be treated as a new registration. Notwithstanding the foregoing, in any situation where the registration card is still held by the Registry, photographs need not be submitted unless specifically requested by the Registrar and the restriction on re-registering with a band within a period of 6 months of ceasing to be registered with the band in question (as contained in Restrictions affecting New Registrations and Transfers, rule 1) will not apply. Registration cards are generally held on file by the Registrar for a maximum period of 2 years however the period of retention of cards on file is entirely at the discretion of the Registrar.
2. Should however the player have registered with another band in the interval, rule 1 of this section will not apply and the situation will be governed by the rules on either Registration of Unregistered Players or Registration of Players by Transfer as the case may be and also the rules on Restrictions affecting New Registrations and Transfers.

Number of Registered Players

1. The maximum number of players (including percussionists) who may be registered with a band is Thirty five (35) and the Registry will ignore applications for registration, received from any band, which would cause this number to be exceeded. This limit on the number of registered players with any band will apply notwithstanding any different limit applied by any other Registry.
2. When a player ceases to be a member of a band (other than by transfer to another band or another registry), his Registration Card should be returned to the Registrar. As long as a band retains a Registration Card the person named is still a registered member of the band and will count in the maximum number of players who may be registered under the band's name.

Lost Bandsman's Registration Card

1. Where a player's Registration Card has been lost for any reason, the band secretary will notify the Registrar, quoting the registration number, and enclosing an Official Registration Card, (as for a new registration), with one passport size photograph.
2. The Registrar will check the information against his file copy and, if in order, will issue a duplicate player's Registration Card.
3. If the original card is subsequently found, it must be returned to the registry for cancellation.

Change of Name

1. In the event of any change of name by a player (e.g. by a woman on marriage) it is necessary to change the player's registration card to reflect the change of name. This will be effected by the submission of an Official Registration Card, (as for a new registration), with two passport size photographs and the old registration card for cancellation. No fee will be charged for this service.

Registration Numbers

1. Registration numbers must be quoted in all correspondence with either the Registry or the Secretary of the Association relating to a registered player.

Registration Forms

1. All registration forms can be obtained from the Registrar or (insofar as provided) may be downloaded from the Association's website.

Change of Band Secretary

1. When a change of band secretary takes place, it is the duty of the band committee to ensure that the registration cards of all players registered with the band are checked and placed in the custody of the new secretary.
2. The committee must also ensure that both the Association Secretary and the Registrar are notified of the name, full address (including post-code) and telephone number of the new secretary.

Annual Retention Fee

1. Not later than 31 October each year, each band with players registered as members shall require to pay an Annual Retention Fee of £50.00 (or such other sum as may be set by the Committee from time to time) to retain those players registered as members of the band as at 1 November in each year as registered members of the band until 31 October in the year next following (or until any transfer or cancellation during that period of 12 months).
2. Failure to pay the Annual Retention Fee by 31 October in any year will result in all players previously registered with the band not being regarded as registered members of the band until such time as the Annual Retention Fee has been paid.
3. For the avoidance of any doubt, there will be no requirement to submit registration cards to the Registry in connection with the settlement of the Annual Retention Fee.

Communications with the Registry

1. All return postage will be paid by the Registry.
2. All persons dispatching mail to the Registry should use normal first or second class mail. Bands are advised that the use of Registered Post, Recorded Delivery mail or other such special services will generally result in the Registrar having to uplift items from the Sorting Office and this could lead to a delay in the items being received by the Registrar.
3. All communications with the Registry should be by post. No personal callers to the home of the Registrar are permitted unless a specific appointment has been agreed with the Registrar in advance.
4. No telephone calls to the Registrar may be made after 10.00 pm on any evening.

Accounts and Settlement of Registry Fees

1. Bands will have the option to settle fees due to the Registry on a case by case basis as individual fees become payable or on an account basis.
2. Where any band elects to operate on an account basis, the band must advise the Registry and lodge a deposit of £100.00 (or such other sum as may be set by the Committee from time to time). Each band which elects to operate on an account basis will receive a statement every six months (or at such intervals as may be set by the Committee from time to time) detailing all of the band's Registry transactions in the period covered by the statement and bringing out the balance (if any) required to cover all Registry fees arising in the said period and to reinstate the band's account to a balance held by the Registry of £100.00 (or such other sum as may be set by the Committee from time to time). Any such balance due must be settled by the band within 21 days of the issue of the statement by the Registry.
3. Failure to settle the balance due within the said 21 day period will result in all Registry transactions for the band in question, including all applications for registrations and transfers, being suspended until the balance due has been settled. In the event of any band failing to settle the balance due within the said 21 day period on two consecutive occasions, the Registry will be permitted (but not obliged) to remove the entitlement of the band concerned to operate on an account basis and the band will not have account facilities reinstated until such time as the agreement of the Committee is obtained, following an application by the band for reinstatement of the account facilities. In agreeing to reinstate account facilities in any such situation, the Committee will be entitled to require the lodgement by the band of a higher level of

- deposit than would otherwise normally apply.
4. For the avoidance of any doubt, the Annual Retention Fee may not be paid using the account facilities and must be settled as a separate payment. Bands will not be entitled to offset any credit balance which they may have in their account with the Registry against the Annual Retention Fee.
 5. Where any band elects not to operate on an account basis with the Registry or where any band has had the option to operate on an account basis removed by the Registry, the appropriate fee due to the Registry for each and every transaction must accompany the application in question, failing which the transaction will not be processed by the Registry until such time as the appropriate payment has been received.
 6. All Cheques and Postal Orders are to be made payable to "The Scottish Brass Band Association".

Presentation of Registration Cards at Contests

1. Registration cards for all players intending to perform in a contest require to be produced at the registration point and, if directed by the contest organisers, on entering the contest platform.
2. Subject to the provisions of the national rules for contests governed by those rules, if a band does not have a player's registration card for a particular player for presentation by that player at the registration point, it will be assumed that the player is not a registered member of the band and the player will not be allowed to contest.

Registry Fees

Fees payable in respect of services provided by the Registry, as at 1 May 2009, are as follows:-

Annual Retention Fee	£50
New Registration	£10 – registration effective 28 days after receipt of all items required.
New Registration (within 28 days)	£40 – registration effective 3 days after receipt of all items required. Note – in any case where a band is operating on an account basis and is therefore not submitting the fee with the application, the Registry will assume that any application submitted is to be effective 28 days from receipt unless the band advises otherwise.
Transfer	£5
Change of band name	£20
Duplicate card	£10
Replacement photo	No charge
Change of Player's Name	No charge

Fees are subject to review and alteration by the Committee from time to time. Any alterations will be notified to bands in minutes of meetings of the Committee.

Appendix V Form of Application for Assistance of Players for One Day

PLEASE NOTE – IN ALL SITUATIONS RELATING TO GUEST PLAYERS, THIS FORM REQUIRES TO BE LODGED IN DUPLICATE NOT LESS THAN 7 DAYS PRIOR TO THE DATE OF THE CONTEST. ONE COPY MUST BE SENT TO THE SECRETARY OF THE CONTEST. THE OTHER COPY MUST BE SENT TO THE REGISTRAR. IN ALL SITUATIONS RELATING TO SUBSTITUTE PLAYERS, THIS FORM REQUIRES TO BE LODGED IN DUPLICATE ON OR PRIOR TO THE DATE OF THE CONTEST. ONE COPY MUST BE LODGED WITH THE SECRETARY OF THE CONTEST. THE OTHER COPY MUST BE LODGED WITH OR SENT TO THE REGISTRAR.

Name of Contest

Date of Contest

To the Contest Secretary/Registrar

The Band hereby applies for permission to have the assistance of the undernoted player(s) at the above contest in accordance with the rules for Guest Players and/or the rules for Substitute Players contained in the Contest Rules of the Scottish Brass Band Association.

Signed Band Secretary

Date

Player's Name

Registration Number

Name of Assisting Band

Section of Assisting Band

Player's Name

Registration Number

Name of Assisting Band

Section of Assisting Band

Player's Name

Registration Number

Name of Assisting Band

Section of Assisting Band

Player's Name

Registration Number

Name of Assisting Band

Section of Assisting Band