# Appendix D – Notification of Automatic Suspension

**Notification of Suspension**

*Insert Date as [Day, Date Month Year]*

To: *Insert Member details and Membership number.*

*By E Mail - Hand Delivered*

Of: *Team name.*

Dear *Insert name*,

We refer to the incident on *insert date* in a Netball game between *team name and team name at the venue and event, court number at the time recorded*.

As a Member within a competition operated by an organisation Affiliated with Netball NSW, insert Affiliate name, you are subject to the Netball NSW Disciplinary Policy. A copy of all related documentation can be viewed at the Netball NSW website [Policies - Netball NSW](https://nsw.netball.com.au/policies).

**Suspension**

You were ordered off for the remainder of the Match by an umpire and an Incident Report has subsequently been provided identifying an offence in the range of a level 1 or 2 per Appendix A of the Netball NSW Disciplinary Policy.

The Hearing Officer has considered this report and has determined that a one (1) / two (2) Week Suspension is appropriate without the matter being heard by a Disciplinary Tribunal in accordance with Clause 5.2.2 of the Disciplinary Policy.

*Express how this suspension is to apply in accordance with clause 5.2.4 (i.e. in weeks or for a specified date range)*

**Right to Appeal**

Please refer to Clause 9 of the Disciplinary Policy for procedures relating to appeal.

Please find attached the Notice of Appeal which must be completed if you wish to make an application to appeal. Please note that pursuant to Clause 5.2.5 of the Disciplinary Policy, a person who has incurred an automatic 1 or 2 Week Suspension under Clause 5.2.2 is not entitled to participate in any Netball Activity during the suspension period, even where that person is awaiting an Appeal hearing.

Yours sincerely,

Insert name

Hearing Officer

*Netball NSW Authority (adjust to be the Affiliate name)*

P: *insert phone number*

E: *insert email*