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**Fédération Internationale du Sport Football de Table**  
**Federation of International Sports Table Football**



**World Cup Handbook**

[fistf.com](http://fistf.com)

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## Table of Contents

<b>Preface</b> .....	<b>1</b>
<b>Document Basis &amp; Explanation</b> .....	<b>1</b>
<b>Disclaimer of Liability</b> .....	<b>1</b>
<b>Section 1 Internal Regulations</b> .....	<b>3</b>
<b>1.1 FISTF World Cup</b> .....	<b>3</b>
1.1.1 FISTF Board of Directors.....	3
1.1.2 World Cup Local Organising Committee .....	3
<b>Section 2 Administrative Regulations</b> .....	<b>4</b>
<b>2.1 Selection of FISTF World Cup host</b> .....	<b>4</b>
2.1.1 Bidding process to host World Cup:.....	4
2.1.2 Number of teams/competitors: .....	4
2.1.3 Response.....	5
2.1.4 Other Considerations:.....	6
2.1.5 Decision on the location of the event. ....	6
<b>2.2 FISTF World Cup – organisation of competition</b> .....	<b>7</b>
2.2.1 Nomination and Selection of Players - Individual.....	7
2.2.2 Teams.....	8
2.2.3 Playing System .....	9
2.2.4 Administration .....	9
2.2.5 Points.....	10
2.2.6 Additional issues .....	10



## Preface

### Document Basis & Explanation

- The provisions of this World Cup Handbook apply to the Federation of International Sports Table Football (FISTF), its Member National Associations (MNAs), Provisional Member National Associations (MNA-Ps), registered players, registered clubs, and competition organisers in the conduct of the FISTF World Cup.
- In case of any conflict between the FISTF Statutes and any other section of this handbook, the provisions of the FISTF Statutes shall prevail.
- Unless otherwise specified in this handbook, the provisions of the FISTF Official Handbook and the FISTF Tournament Organisers Handbook will apply to the conduct of the FISTF World Cup. In case of any conflict between this handbook and the FISTF Official Handbook and/or the FISTF Tournament Organisers Handbook, the provisions of this handbook shall prevail.
- If any provision of this handbook or its applicability to any person or circumstance is held invalid, the invalidity shall not affect other provisions or applications of this handbook which can be given effect without the invalid provision or application, and to this end the provisions of this handbook shall be severable.
- In the event of any controversy, dispute or claim arising out of or relating to this handbook, or to the interpretation, breach, or enforcement thereof, the parties shall in good faith use best efforts to settle such controversy, dispute or claim by negotiation. If such negotiation should fail, such controversy, dispute or claim shall be submitted to the FISTF Board of Directors, which shall issue a final, binding, and conclusive ruling on all interested parties.
- The rights and obligations herein contained shall inure to the benefit of, and be binding upon, FISTF, MNAs, MNA-Ps, registered players and registered clubs and their respective executors, administrators, successors, and assigns.
- Any forbearance of FISTF, MNAs, MNA-Ps, registered players, or registered clubs to exercise any right or remedy to which they are entitled under this handbook shall not be construed as a waiver of, or preclude the exercise of, any right or remedy.
- As used in this handbook, words in the masculine gender shall mean and include corresponding neuter words or words in the feminine gender and vice-versa, words in the singular shall mean and include the plural and vice versa, and the word “may” gives sole discretion without any obligation to take any action.
- Any case not provided for in this handbook shall be referred to the FISTF Board of Directors, which shall issue a final, binding, and conclusive ruling on the case.

### Disclaimer of Liability

FISTF hereby disclaims any warranties, express or implied, including, without limitation, any implied warranty arising from course of performance, course of dealing or usage of trade, and also disclaims all other obligations and liabilities whatsoever whether in contract, warranty, product liability, tort (including without limitation, negligence, active, passive or imputed liability or strict liability), by statute or otherwise, related to the organisation and conduct of sports table football competitions, except as expressly assumed by FISTF in its statutes or in the present handbook.

MNAs by becoming FISTF members and accepting to organise sports table football competitions, expressly agree that FISTF is released from, and shall not be liable to, MNAs or competition organisers upon, any claim howsoever arising out of sports table football competitions, whether in contract, warranty, product liability or tort (including without limitation, negligence, active, passive or



imputed liability or strict liability), by statute or otherwise, and all direct, indirect, special, consequential and incidental damages of any nature whatsoever, except as expressly assumed by FISTF in its statutes or in the valid handbook, and MNAs and competition organisers assume all risk and liability whatsoever related to sports table football competition organised by them, that is not expressly assumed by FISTF.

Should a registered player, registered club, registered referee or any other third party assert a claim against or sue FISTF whether in contract, warranty, product liability or tort (including without limitation, negligence, active, passive or imputed liability or strict liability), either at law or in equity, for events related to a sports table football competition, the competition organiser of such competition shall be responsible for dealing with and settling, at their own expense, any such claim, action or proceeding. Should FISTF incur any expenses in dealing with such claim, action of proceeding, the competition organiser shall indemnify FISTF for all damages incurred to FISTF.

At the time of renewing their FISTF membership or of first becoming members of FISTF, MNAs have been expressly made aware of the provisions of this section “disclaimer of liabilities” and, by accepting membership, recognise that these provisions are fully understood and accepted.

At the time of applying for the organisation of a table football competition, competition organisers have been expressly made aware of the provisions of this section “disclaimer of liabilities” and, by accepting membership or the task of competition organiser, recognise that these provisions are fully understood and accepted.

In case of any conflict between this section “disclaimer of liabilities” and any other section of this handbook (excepting the FISTF statutes), the provisions of this section “disclaimer of liabilities” shall prevail.

This handbook shall become a ‘living’ document, which will be posted on the FISTF website ([fistf.com](http://fistf.com)). All changes will be made to it, becoming active at the time of publication, unless otherwise stated. A register of changes will be kept as an addendum.



## **Section 1 Internal Regulations**

### **1.1 FISTF World Cup**

#### **1.1.1 FISTF Board of Directors**

- (a) As the representatives of FISTF, the FISTF Board of Directors has the authority and the responsibility for drawing up a short list of venues for MNAs' consideration and decision and for appointing the Local Organising Committee (LOC) for the FISTF World Cup.
- (b) FISTF retains the right to determine the participation of players, national teams or other persons at the World Cup.

#### **1.1.2 World Cup Local Organising Committee**

- (a) Organisation and administration of the FISTF World Cup is the responsibility of the LOC.
- (b) The LOC will work with the FISTF Board of Directors in the planning of the event. All FISTF Departments must communicate with each other and with the FISTF Sports Director, Secretary General and the President in relation to their activities in support of the LOC.

## Section 2 Administrative Regulations

### 2.1 Selection of FISTF World Cup host

#### 2.1.1 Bidding process to host World Cup

- (a) The FISTF World Cup will be staged every two years, in even years (2024, 2026, 2028 etc). The World Cup will be held in September of the World Cup year, excluding the first weekend of September.
- (b) The FISTF Board will invite MNAs to submit bids to host the World Cup. This will normally be done 2 to 3 years before the World Cup in question.
- (c) All bids must be endorsed by the relevant MNA. If the ultimate host is a club within the territory of an MNA, the application must be signed by both the prospective host club and the MNA. If the bid is submitted by a commercial entity, then the application must be signed by the relevant MNA.
- (d) The bid must address as many of the items outlined in 2.1.3 as possible and explain why the bid should be considered by FISTF. The more comprehensive the bid, the greater the chances of it being accepted and short-listed by the FISTF Board for consideration by MNAs.
- (e) Bids should be accompanied by letters of support from any local sports authorities, government bodies, local councils or any other appropriate businesses supporting the event.
- (f) An initial outline budget for the event must be provided, including all expected costs and revenues.
- (g) It is FISTF's expectation that each event will be financially self-sufficient, but FISTF will provide additional funding to the winning bid.

#### 2.1.2 Number of teams/competitors

- (a) Individuals and Team events shall be conducted across Open, Veterans, Under-20, Under-16, Under-12 and Women categories.
- (b) The number of players in each Individual category is approximately:
  - (i) Open: 64
  - (ii) Veterans: 64
  - (iii) Under-20: 32
  - (iv) Under-16: 32
  - (v) Under-12: 32
  - (vi) Women: 32
- (c) FISTF retains the right to change the format for, and the number of teams and competitors at the World Cup post-2024, but will only do so in conjunction with the LOC.
- (d) FISTF will determine the number of teams in each category for the Teams event. This will depend on the number of individual and team entries.

### 2.1.3 Response

(a) The bidding MNA or club shall address the following items in its bid:

Item	
Identification of a venue. It is highly recommended that the venue be near a major international transport hub, with sufficient 2- and 3-star hotels nearby.	
The venue should be near significant public transport.	
Identification of the make and model of both pitch and goals. Explanation (with images) of table design and set up is also welcomed.	
Provision of signage, scoreboards and timing displays within the venue.	
Catering and toilet facilities for players and spectators.	
Facilities for players to have a dedicated area to store bags and equipment.	
Changing room facilities.	
First aid facilities and personnel.	
Arrangements with venue for security/access marshals for the event.	
Production of the official printed event program in liaison with FISTF, and also online version and dedicated website (with FISTF approval).	
Provision of flags for all participating nations.	
Tournament organisation (TO) space, which must be cordoned off from officials, players and spectators (for computer running tournament software).	
TO space to have equipment and connections, computer, printer and photocopying facilities, with adequate phone and dedicated internet.	
Dedicated, proven software to run the competition and be compatible with FISTF rules and regulations.	
Projectors or other devices to display the tournament draw and official timing of matches.	
Provision of appropriate microphone and audio for venue announcements.	
Suggestions for opening and closing ceremonies; also, for medal and trophy presentations.	
Arrangements for any on-site retail facilities. This will need to be coordinated with FISTF.	
Facilities required in relation to standard testing of playing equipment.	
Printed match sheets for all referees, or digital method of tracking all scores.	
Provision of yellow/orange/red cards for use by referees.	
Provision of referee bibs.	
Opening reception function arrangements.	
Final farewell function (optional).	
Provision of trophies, medals (in conjunction with FISTF).	

Development of a streaming service for at least 2 show tables during the event. Will streaming also incorporate commentary/interviews?	
Overall budget	

**2.1.4 Other Considerations**

- (a) The LOC should attempt to facilitate discounted accommodation for travelling players and officials.
- (b) A Disciplinary Commission Jury of Appeal will be appointed for the event, in cooperation between FISTF and the LOC. It will have authority to make instant decisions during the tournament.
- (c) The event logo must be agreed in consultation with FISTF.

**2.1.5 Decision on the location of the event**

- (a) The final decision on the location of the event shall be determined by the MNAs.
- (b) The FISTF Board shall present a final shortlist of applications for the final vote.
- (c) During preparation of the shortlist of applications, any member of the FISTF Board from any nominating MNA shall abstain from any Board decisions regarding the shortlist.
- (d) Final voting shall take place by internet protocol within 2 months of the closing of the deadline for applications.
- (e) Once a bid to host the event is accepted by FISTF, the successful MNA shall appoint a LOC comprised of individuals considered by the host MNA to possess the required skills and experience to cover the range of requirements relating to the event. The LOC will be required to liaise with FISTF on a regular basis on the progress of planning for the event and must have representatives dedicated to the following areas:
  - (i) Sport (including competition management software, referees);
  - (ii) Venue operation and fit out (flags, venue ‘dress’);
  - (iii) Media (including streaming of the event, publicity, and promotion);
  - (iv) Commercial aspects (in conjunction with FISTF);
  - (v) Accommodation and local transport features.
  - (vi) To present FISTF with the LOC’s regular written progress reports relating to the organisation of the event on request. All reports must include full financial updates at least every six months; and
  - (vii) To provide FISTF with a signed contract guaranteeing the venue for the event.
- (f) FISTF will appoint the Sports Director or another FISTF Director as the key coordinator between the LOC and the FISTF Board and retains the right to appoint a local representative to assist with on-the-ground liaison.



## 2.2 FISTF World Cup – organisation of competition

### General

Only MNAs and MNA-Ps that are fully compliant with FISTF's regulations regarding registration as an MNA or MNA-P, as outlined in the FISTF Statutes and Official Handbook, are authorised to participate in the World Cup. An MNA or MNA-P that is under suspension cannot submit entries.

#### 2.2.1 Nomination and Selection of Players - Individual

- (a) Each MNA may nominate up to 2 players in each category, the national champion in the referred category usually being one of them.
- (b) Each MNA-P may nominate only 1 player in each category.
- (c) Each MNA may also nominate up to 2 reserve players in each category.
- (d) Each MNA-P may also nominate only 1 reserve player in each category.
- (e) In addition to the nominations of MNAs and MNA-Ps under (a) to (d), each MNA may nominate up to 2 eligible players per category, drawn from the top of the FISTF World Ranking (WR) at the end of June of the World Cup year as follows:
  - (i) 8 **Open** category players (maximum 2 players per country);
  - (ii) 8 **Veteran** category players (maximum 2 players per country);
  - (iii) 8 **Under-20** category players (maximum 2 players per country);
  - (iv) 8 **Under-16** category players (maximum 2 players per country);
  - (v) 8 **Under-12** category players (maximum 2 players per country);
  - (vi) 8 **Women** players (maximum 2 players per country).
- (f) For clarification, the top eight ELIGIBLE players on the WR are selected. If a player at the top of the WR is not eligible (for example, because they are a third player from the same country, or are suspended), is not available or withdraws, or is not nominated by their MNA, then we proceed down the WR list until we have eight players that meet the criteria.
- (g) Then the MNAs select their players accordingly.
- (h) Consequently, each MNA can nominate up to 6 players in each category i.e. up to 2 players under (a), up to 2 reserve players under (c), and up to 2 players who qualify through FISTF World Ranking under (e).
- (i) MNA-P players cannot qualify through the FISTF World Ranking under (e). Therefore, each MNA-P can only nominate up to 2 players in each category i.e. 1 player each under (b) and (d).
- (j) If the required number of players is not reached in a category as defined at 2.1.2 (b) the priority for the selection of players is made according to the order of selection set out below:
  - (i) First reserve from an MNA that has no players selected by the World Ranking.
  - (ii) First reserve from an MNA that has 1 player selected by the World Ranking.
  - (iii) First reserve from a country that has 2 players selected by the World Ranking.

- (iv) Reserve from an MNAP.
- (v) Second reserve from an MNA that has no players selected by the World Ranking.
- (vi) Second reserve from a country that has 1 player selected by the World Ranking.
- (vii) Second reserve from a country that has 2 players selected by the World Ranking.
- (k) In order to determine the order of selection set out in (h) within each category, the player with the higher ranking under the FISTF World Ranking at the end of June of the World Cup year will have priority.
- (l) Each MNA and MNA-P must submit its nominations to FISTF for all events and categories by **July 14**.
- (m) Only players who are registered with their MNA or MNA-P, and not under FISTF sanction during their nominated event of the World Cup, may be nominated by their MNA or MNA-P for the World Cup. If a player under suspension at the time of the World Cup is nominated by their MNA, FISTF retains the right to remove them from participation in the World Cup and replace them in accordance with the order of selection in (h).

### 2.2.2 Teams

- (a) A national Team event will be held in all categories. This national team event is open to MNAs and MNA-Ps. Each MNA and MNA-P can only nominate one team per category.
- (b) For the title of 'World Champion' to be awarded, there must be a minimum of three teams competing in the category.
- (c) Teams eliminated in the group round of the Team event can be reformed into a second 'Plate' event to give them more competition during the tournament. This is at the discretion of the LOC and FISTF before the event.
- (d) Each MNA and MNA-P can nominate up to 8 players per team per category. **NB:** This does **not** give these players in each team an automatic right of inclusion in any of the Individual events at the World Cup.
- (e) Each MNA and MNA-P can nominate up to 6 people as officials and coaches to accompany their national squad to the World Cup. These will be the only people validated to be on the playing floor during competition.
- (f) Only a maximum of 6 players in a team can be listed on the Start List for each match.
- (g) If a team consists of more than 6 players, any players not listed on the Start List for a match cannot be included for whatever reason. They also must not be in the playing area during a match. Players who abuse this rule will receive a Yellow Card from the Head Referee.
- (h) Per section 9 of the FISTF Tournament Organisers Handbook, a team may consist of 3 players (at a minimum). A team of 3 players is responsible for finding a fourth referee in order to fulfil their refereeing responsibilities in full. It is not up to the LOC to do so. Such teams should make arrangements to fulfil their refereeing responsibilities before the start of their respective Team event and obtain approval from the Head Referee.

- (i) The head referee for each team match and the captains of both teams should be at the tables and ready to start the draw as soon as the match sheet is available. The time limit for filling out the match sheet for the Team event is 5 minutes for each team. If this deadline is not met, one of the match referees will select any remaining names for a team randomly at his discretion and finalise the draw.

### 2.2.3 Playing System

#### *Individual*

- (a) In Individual Open and Veteran categories (i.e., where the number of players in each category is approximately 64 as set out in 2.1.2(b), the preference is for 16 groups, with 8 or 4 groups in the other Individual categories (i.e., where the number of players in each category is approximately 32).
- (b) Depending on final entries, the groups can consist of 3, 4 or 5 players or teams, or even 6 if required. For groups consisting of 5 or fewer players or teams, only the first two players or teams in a group will qualify for the next round. For groups consisting of 6 players or teams, the final decision on the number of players or teams qualifying for the next round will be decided by the FISTF Sports Director in conjunction with the LOC, and announced once all entries are finalised.

#### *Teams*

- (c) For the Team events, the preference is for groups of 4 or 5.
- (d) If there are only 3 to 6 teams in the event, all teams will play as a single group.
  - (i) For 5 or 6 teams in a single group, after the group phase, the first two teams will play off in a final.
  - (ii) For 3 or 4 teams in a single group, the group table decides the champion.
- (e) If there are 7 or more teams in the event, they shall be split across groups. Qualification follows the FISTF Tournament Organisers Handbook rules.
- (f) Direct elimination will apply from the next round following the group stage.
- (g) A team with 3 players cannot win a team match on goal difference.

### 2.2.4 Administration

- (a) MNAs or MNA-Ps that withdraw any of their teams from the World Cup after already having registered and confirmed by FISTF will be penalised. If any absent team does not attend the event that they had been registered for at the World Cup, and the MNA or MNA-P fails to present a reasonable justification to the LOC or FISTF at least 2 weeks before the event, they shall be penalised as follows:
  - (i) Withdrawal of a team after the registration deadline and confirmed by FISTF: 30 Euros
  - (ii) Withdrawal of a team in the last 7 days before the start of the World Cup: 50 Euros
  - (iii) Withdrawal of a team in the last 48 hours before the start of the World Cup: 100 Euros and suspension for the next World Cup.
- (b) MNAs or MNA-Ps that withdraw or substitute one or more of their players from their World Cup team after already having registered and confirmed by FISTF will be penalised. If any absent player does not attend the event that he/she had been registered for at the World Cup, and the MNA or MNA-P fails to present a reasonable justification to the LOC or FISTF they shall be penalised as follows:

- (i) Withdrawal or substitution of a player in the last 7 days before the start of the World Cup: 10 Euros.
- (ii) After the start of the World Cup: 50 Euros, withdrawal of 100 world ranking points from the player and suspension for the next World Cup.
- (c) FISTF and the LOC are responsible for the provision of trophies and/or medals for the categories of the World Cup. This is directly the responsibility of the FISTF Sports Director.

**2.2.5 Points**

World Ranking points calculation:

World Ranking points earned from participating in the World Cup are adjusted by an adjustment factor depending on the number of participants in the category as indicated in the table below.

Please note the World Cup calculation differs from the normal adjustments for World Ranking points.

NATION TEAM - OPEN - VETERAN	NATION TEAM U20- U16 - U12 - LADIES
More than 16 = <b>120%</b>	More than 10 = <b>120%</b>
12 - 16 = <b>100%</b>	7 - 10 = <b>100%</b>
8 - 11 = <b>90%</b>	5 - 6 = <b>75%</b>
4 - 7 = <b>75%</b>	3 - 4 = <b>50%</b>
3 = <b>60%</b>	2 = <b>50%</b>
Less than 3 = <b>0</b>	Less than 2 = <b>0</b>

Nation Events	Decreasing formula		
NB months less than	25	49	73
Adjustment factor	100%	50%	0%

**2.2.6 Additional issues**

- (a) If a player withdraws after the allocation of groups, the LOC and FISTF Sports Director should try to ensure if possible that there is only one player from the same country in the group. For example, if there is more than one withdrawal, every effort should be made to allocate replacement players from countries not already represented in the group. However, late withdrawals should NOT lead to the redrawing of other groups.