



## Memorandum

**To:** State Referee Administrators  
State Youth Referee Administrators  
State Directors of Referee Instruction  
State Directors of Referee Assessment  
National Referee Instructors and Trainers  
National Assessors  
National Referees  
Referee Committee

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**Subject:** **Kicks From the Penalty Mark (Updated)**

**Date:** October 14, 2004

The purpose of this memorandum is to summarize the important elements of the kicks from the penalty mark procedure. It updates and expands prior memoranda on this subject.

- Only the players on the field at the end of the match or at the end of any extra time can participate. This includes any player temporarily off the field to correct equipment, for treatment of an injury, or to correct bleeding or blood on the uniform.
- The kicks from the penalty mark procedure officially begins immediately at the conclusion of the match or after any extra time.
- An injured goalkeeper may be substituted if the team has not used its maximum allowed substitutions permitted under the competition rules. Under no circumstances may a field player be substituted after any extra time is over.
- The team whose captain wins the coin toss decides which team will kick first.
- Players who are waiting to kick or who have already kicked are required to be in the area of the center circle. No other persons are permitted on the field.
- The referee selects the goal toward which kicks will be taken. However, the referee should consult with the competition authority to determine if any additional information should be taken into account in deciding this matter (e.g., television or other video recording needs).
- If the condition of the selected goal or of the field in front of this goal seriously deteriorates once kicks have begun, the referee may switch to the other goal. In this rare

circumstance, the referee should endeavor to make the change only after the teams have taken an equal number of kicks.

- If a team finishes the match and any extra time with fewer players than the opposing team (due to injury or misconduct), the captain of the opposing team must select and identify for the referee those players who will not participate in kicks from the penalty mark. In other words, the team must "Reduce to Equate" so that the kicks from the penalty mark procedure begins with teams having an equal number of players.
- The goalkeeper not defending against a kick from the penalty mark must be positioned at the intersection of the penalty area line and the goal line, behind the assistant referee, until it is his turn to defend.
- Only one player at a time (other than the goalkeepers) may leave the center circle and only for the purpose of taking a kick. The kick is taken, without unnecessary delay, only after the referee signals.
- Kicks will proceed in an initial group of five for each team, unless a point is reached when no further kicks could alter the outcome. If all five kicks for each team are taken with each team having an equal number of goals, kicks thereafter will proceed in pairs of one per team until one team scores and the other team does not.
- All kicks from the penalty mark are taken in pairs, alternating by each team. A player may not kick again until all team members have kicked. If a player is required to leave the field during kicks from the penalty mark (due to injury or misconduct), the opposing team will not remove players to equal the reduced number of opponents. In such a case, the team with fewer players may use all its eligible players before the other team and will therefore begin allowing its players to kick a second time before this occurs for the other team.
- During the taking of kicks from the penalty mark, player uniforms (e.g., the wearing of shinguards) must still meet the requirements of Law 4. The authority of the referee under Law 5 to deal with any misconduct or irresponsible behavior also continues.

A player is guilty of unsporting behavior at the taking of a kick from the penalty mark if, in the opinion of the referee:

- he delays unnecessarily after being signaled by the referee to proceed,
- he runs past the ball and then backs up to take the kick,
- he excessively changes direction during the run to the ball, or
- he makes any motion of the hand or arm which is clearly intended to misdirect the attention of the goalkeeper.

In such cases, the referee should suspend the procedure, caution the player involved, and then signal once again for the kick to be taken. If the kick has already been taken, the referee should order it retaken only if the ball enters the goal. The player must still be cautioned for his misconduct regardless of the outcome.