

## MEMO 03 - 25

**To:** NPL Queensland, FQPL 1 and FQPL 2 Clubs  
**From:** Football Queensland  
**Subject:** Reminder of Squadi Team Sheet Requirements  
**Date:** January 31, 2025

---

Dear Clubs

As competitive fixtures begin to kick off this weekend, clubs are reminded that they must adhere to the integrity requirements relating to the use of electronic team sheets in Squadi, results reporting and match data recording as prescribed by FQ through Squadi and outlined in the [2025 Advanced Leagues Rules of Competition](#).

Clubs must list all players and team officials taking part in a competition fixture on the Squadi Team Sheet, with correct jersey numbers assigned and ID photos loaded.

All NPL/FQPL 1 – 2 Men and Women First Team Squadi Team Sheets must be submitted by **no later than 2:00pm Friday** prior to the scheduled weekend fixture, or 2:00pm on the day prior to a midweek fixture.

Please note the Squadi Team Sheet will lock 15 minutes prior to the scheduled kick-off time for the fixture.

For further information on Squadi Team Sheet requirements, please refer to FQ's [2025 Advanced Leagues Rules of Competition](#).

End.