

## **HOW IT WORKS – REQUESTING A FIFA INTERNATIONAL TRANSFER CERTIFICATE DURING THE 2009-2010 SEASON**

1. FIFA Regulations governing the Status and Transfer of Players require National Associations to issue an International Registration Transfer Certificate for any player over the age of 12 who is moving from one National Association to another including UK borders. It is absolutely essential to make exhaustive checks on the player and not to accept his/her word that they have permission. Breaches are dealt with under the provisions of FA Rule E. 1 (b) and E. 1 (d).

**A CLEARANCE WILL NOT NORMALLY BE ISSUED FOR A PLAYER UNDER THE AGE OF 18 UNLESS HIS FAMILY IS MOVING FOR NON-FOOTBALL REASONS. YOUR ATTENTION IS DRAWN TO THE PROVISIONS OF FIFA ARTICLE 19 (SEE FOOTNOTE). WITHIN THE EU/EEA A PLAYER CAN MOVE COUNTRIES OVER THE AGE OF 16 SUBJECT TO RESPECTIVE EMPLOYMENT LAWS IN OPERATION.**

2. **THE ASSOCIATION WHICH A PLAYER IS LEAVING WILL ISSUE THE INTERNATIONAL REGISTRATION TRANSFER CERTIFICATE TO THE NATIONAL ASSOCIATION TO WHICH THE PLAYER IS MOVING. FOR CLUBS IN THE FA PREMIER LEAGUE, THE FOOTBALL LEAGUE AND THE FOOTBALL CONFERENCE (NATIONAL DIVISION) THIS IS NOW ONLY ALLOWED WITHIN 2 TRANSFER WINDOWS IN A YEAR – FROM 9<sup>TH</sup> JUNE UP TO THE 31<sup>ST</sup> AUGUST (UNLESS NOTIFIED) AND FOR 28 DAYS IN JANUARY 5<sup>TH</sup> TO 31<sup>ST</sup> JANUARY INCLUSIVE (UNLESS NOTIFIED).**
3. The receiving Association shall make a request for an International Registration Transfer Certificate to the issuing Association. In order to identify a player correctly the request should include the player's full name, date and place of birth and the name of the Club for which he was last registered together with written confirmation that the Club wishes to register the player.
4. An Association, having received a request from another Association, is obliged to issue an International Registration Transfer Certificate providing the player is not under written contract to a Club (as a non-amateur player), is not suspended from football for disciplinary reasons (unless up to a maximum of four matches), and has fulfilled all obligations to the former Club.
5. Clubs and/or players seeking International Clearance should make a request in writing to the Registrations Department of The Football Association. The request may be faxed direct to the Department on **0844 980 0663**. E-mails can be sent to: [registrations@thefa.com](mailto:registrations@thefa.com). Clubs and players may be required to complete a questionnaire. There are two versions of the application form – one for the United States and one for all other National Associations.
6. The Football Association will ask the National Association concerned via fax for an International Transfer Certificate. This will be done by post in the event of a fax facility not being available.
7. When an International Registration Transfer Certificate has been issued to this Association the Club and/or player will be notified by fax, telephone, e-mail or letter by the Registrations Department. Until notification has been received the player may **NOT** be registered or play for a Club in England at any level.
8. **SUCH A PLAYER MAY NOT PLAY IN A COMPETITIVE FIXTURE AT ANY LEVEL IN ENGLAND UNTIL AN INTERNATIONAL TRANSFER CERTIFICATE HAS BEEN RECEIVED AND REGISTRATION HAS BEEN ACCEPTED BY A LEAGUE AND/OR THIS ASSOCIATION. LETTERS FROM NATIONAL ASSOCIATIONS AND CLUBS ARE NOT SUFFICIENT TO ENABLE A PLAYER TO PLAY COMPETITIVE FOOTBALL.**
9. Players may train or play in 'behind closed doors' friendly matches without International Clearance. However, in these circumstances, the Club should have the permission of the

player's former Club and confirmation that the player is not under suspension. For friendly matches played in public the written permission of the other National Association is required.

10. Should The Football Association not receive an International Registration Transfer Certificate, or a reply stating a reason why this is not being issued within 30 days of the request, then a provisional clearance can be issued.
11. FIFA Regulations governing the Status and Transfer of Players are published in The Football Association Handbook.
12. **EVEN IF THE INTERNATIONAL REGISTRATION TRANSFER CERTIFICATE IS RECEIVED PLAYERS WHO DO NOT HOLD A UK OR EU PASSPORT, OR DO NOT HAVE HOME OFFICE AUTHORITY TO LIVE AND WORK IN THE UK, CANNOT TAKE PART IN ANY MATCH AT ANY LEVEL AT WHICH SPECTATORS PAY FOR ADMISSION. THIS IS A HOME OFFICE RULING.**

The definition of amateur is now contained in the Home Office Visitor guidance which is on their website - Immigration Directorate Instructions Chapter 2.

<http://www.bia.homeoffice.gov.uk/sitecontent/documents/policyandlaw/IDIs/idischapter2/>

Section 2.8 is the relevant part that might help you. One off charity events are clearly OK for amateur players admitted as visitors. Whilst the 'in front of a fee-paying crowd' aspect is not recorded the Home Office see this as one (though by no means the only) illustration of when a club is professional in that they operate for profit gained by charging for events.

13. It must be appreciated that delays do occur when requesting International Clearance from other National Associations. When a request is made to ourselves by a Club or player this is faxed as soon as possible, usually the same day, to the other National Association concerned. We are then in their hands as to how quickly, or slowly, a reply is made. This Association gets as exasperated as Clubs and Players when delays occur, especially as we strive to conclude cases as quickly as possible.

**IT IS STRONGLY ADVISED THAT OTHER NATIONAL ASSOCIATIONS ARE NOT CONTACTED DIRECTLY AS, IN OUR EXPERIENCE, THIS ONLY DELAYS THE REQUEST BEING DEALT WITH. ANY REPEAT APPLICATIONS SHOULD COME THROUGH THIS ASSOCIATION.**

#### **HOW TO CONTACT THE REGISTRATIONS TEAM**

Telephone 0844 980 8200 and input the following extension numbers:

STEVE ROOKE	Registrations Manager	4966
DAWN KELEHER	Assistant Manager	4630
LUCY HAMSHERE	Registrations Officer	4631
RACHEL FOSTER	Registrations Officer (PBS)	4629
CHRISTOPHER HALL	Registrations Administrator	4852

E-mail: [registrations@thefa.com](mailto:registrations@thefa.com)

POSTAL ADDRESS: Registrations Department, The FA Limited, Wembley Stadium, PO BOX 1966, London, SW1P 9EQ.

## **FIFA REGULATIONS FOR INTERNATIONAL TRANSFERS INVOLVING MINORS**

### **Article 19 Protection of Minors**

1. International transfers of players are only permitted if the player is over the age of 18.
2. The following three exceptions to this rule apply:
  - a) The player's parents move to the country in which the New Club is located for reasons not linked to football; or
  - b) The transfer takes place within the territory of the European Union (EU) or European Economic Area (EEA) and the player is aged between 16 and 18. In this case, the New Club must fulfil the following minimum obligations:
    - i. It shall provide the player with an adequate football education and/or training in line with the highest national standards.
    - ii. It shall guarantee the player an academic and/or school and/or vocational education and/or training, in addition to his football education and/or training, which will allow the player to pursue a career other than football should he cease playing professional football.
    - iii. It shall make all necessary arrangements to ensure that the player is looked after in the best possible way (optimum living standards with a guest family or in club accommodation, appointment of a mentor at the club etc.).
    - iv. It shall, on registration of such a player, provide the relevant Association with proof that it is complying with the aforementioned obligations; or
  - c) The player lives no further than 50km from a national border, and the club for which the player wishes to be registered in the neighbouring Association is also within 50km of that border. The maximum distance between the player's domicile and the club's quarters shall be 100km. In such cases, the player must continue to live at home and the two Associations concerned must give their explicit consent.