

## **FIFA REGULATIONS ON THE STATUS AND TRANSFER OF PLAYERS**

Players previously registered with one National Association may only register with a new National Association provided the following FIFA Regulations governing the Status and Transfer of Players have been observed.

### **REGISTRATION OF PLAYERS**

#### **ARTICLE 9 - INTERNATIONAL TRANSFER CERTIFICATES**

1. Players registered at one association may only be registered at a new association once the latter has received an International Transfer Certificate (hereinafter: ITC) from the former association. The ITC shall be issued free of charge without any conditions or time limit. Any provisions to the contrary shall be null and void. The association issuing the ITC shall lodge a copy with FIFA. The administrative procedures for issuing the ITC are contained in Annex 3 article 8, and Annexe 3a of the Regulations.
2. Associations are forbidden from requesting the issue of an ITC in order to allow a player to participate in trial matches.
3. The new association shall inform the association(s) of the club(s) that trained and educated the player between the ages of 12 and 23 (article 7 of the Regulations) in writing of the registration of the player as a professional after receipt of the ITC.
4. An ITC is not required for a player under the age of 10 years.

#### **ANNEX 3 -TRANSFER MATCHING SYSTEM**

##### **ARTICLE 1 – SCOPE**

1. The transfer matching system (TMS) is designed to ensure that football authorities have more details available to them on international player transfers. This will increase the transparency of individual transactions, which will in turn improve the credibility and standing of the entire transfer system.
2. TMS is designed to clearly distinguish between the different payments in relation to international player transfers. All such payments must be entered in the system as this is the only way to be transparent about tracking the money being moved around in relation to these transfers. At the same time, the system will require association to ensure that it is indeed a real player who is being transferred and not a fictitious player being used for illicit activities such as money laundering.
3. TMS helps safeguard the protection of minors. If a minor is being registered as a non-national for the first time or is involved in an international transfer, an approval must be given by a sub-committee appointed by the Players' Status Committee for that purpose (Article 19, Paragraph 4 of the Regulations). The request for approval by the association that wishes to register the minor on the basis of article 19 paragraphs 2 and 3 and the subsequent decision-making workflow must be conducted through TMS (Annexe 2 of the Regulations).
4. Within the scope of the present annexe (specifically, article 1 paragraph 5), TMS is the means by which ITCs are requested and delivered.

5. The use of TMS is a mandatory step for all international transfers of professional and amateur players (both male and female) within the scope of eleven-a-side football, and any registration of such a player without the use of TMS will be deemed invalid. In the following articles of the present annexe, the term “player” will refer to male and female players participating in eleven-a-side football. Within this Annexe, the term “international transfer” will exclusively refer to the transfer of such players between associations.
6. Every international transfer within the scope of eleven-a-side football must be entered in TMS. If the player will be registered as an amateur by the new association, the transfer instruction shall be entered in TMS by the club(s) holding a TMS account, or, in the case of a club not holding a TMS account, by the association concerned.

## **ARTICLE 2 – SYSTEM**

1. TMS provides associations and clubs with a web-based data information system designed to administer and monitor international transfers.
2. Depending on the type of instruction, a variety of information must be entered.
3. In case of an international transfer where no transfer agreement exists, the new club must submit specific information and upload certain documents relating to the transfer into TMS. The process is then moved to the associations for electronic ITC handling (section 8 below).
4. In case of an international transfer where a transfer agreement exists, both clubs involved must, independently of each other, submit information and, where applicable, upload certain documents relating to the transfer into TMS as soon as the agreement has been formed.
5. In the case referred to in the preceding paragraph of this article, the process is only moved to the associations for electronic ITC handling (section 8 below) once club-level agreement has been reached.

## **ARTICLE 3 – USERS**

1. All users shall act in good faith.
2. All users shall check TMS at regular intervals on a daily basis and pay particular attention to any enquiries or requests for statements.
3. Users are responsible for ensuring that they have all the necessary equipment to fulfil their obligations.

### **Article 3.1 – Clubs**

1. Clubs are responsible for entering and confirming transfer instructions in TMS and, where applicable, for ensuring that the required information matches. This also includes uploading the required documents.

2. Clubs are responsible for ensuring that they have the necessary training and know-how in order to fulfil their obligations. In this regard, clubs shall appoint TMS managers who are trained to operate TMS, and shall be responsible for the training of a replacement TMS manager if required, so that clubs are at all times in a position to fulfil their obligations in TMS. The relevant TMS department and the relevant hotline may assist them in this respect with all technical-related issues, if need be. Furthermore, article 5.3 of this annexe applies in connection with this matter.

### **Article 3.2 – Associations**

1. Associations are responsible for maintaining their season and registration details, if applicable for male and female players separately, as well as those of their clubs (including, in particular, the categorisation of clubs in connection with training compensation). In addition, they are responsible for conducting the electronic ITC process (section 8 below) and, where applicable, for confirming players deregistering from their association.
2. Associations are responsible for ensuring that they have the necessary training and know-how in order to fulfil their obligations. In this regard, each association shall appoint a TMS manager and, at least, one additional user who are trained to operate TMS. Associations shall be responsible for the training of a replacement TMS manager if required, so that associations are at all times in a position to fulfil their obligations in TMS. The relevant TMS department and the relevant hotline may assist them in this respect with all technical-related issues, if need be.

### **Article 3.3 – FIFA general secretariat**

The various component departments within the FIFA general secretariat are responsible for:

- a) Entering relevant sporting sanctions and managing possible objections to regulation infringements;
- b) Entering relevant disciplinary sanctions;
- c) Entering association suspensions.

### **Article 3.4 – Confidentiality and access**

1. Associations and clubs will keep all data obtained based on the access to TMS strictly confidential and take all reasonable measures and apply the highest degree of care in order to guarantee at all times complete confidentiality. Furthermore, associations and clubs will use the confidential information exclusively for the purpose of accomplishing player transactions in which they are directly involved.
2. Associations and clubs will ensure that only authorised users have access to TMS. Furthermore, associations and clubs will select, instruct and control the authorised users with the highest possible care.

## **ARTICLE 4 – OBLIGATIONS OF CLUBS**

1. In view of the communication with parties as established in art. 9bis of the Rules Governing the Procedures of the Players' Status Committee and the Dispute Resolution Chamber, clubs

must ensure that their contact details, i.e. address, telephone and e-mail address, are valid and kept up to date at all times.

2. Clubs must use TMS for international transfers of players.
3. Clubs and, if applicable, associations (Annexe 3, article 1 paragraph 6 of the Regulations) must provide the following compulsory data when creating instructions, as applicable:
  - Instruction type (Engage player or Release player);
  - Indication of whether the transfer is on a permanent basis or on loan
  - Indication of whether there is a transfer agreement with the former club
  - Indication of whether the transfer relates to an exchange of players
  - If related to an earlier loan instruction, indication of whether:
    - it is a return from loan; or
    - it is a loan extension; or
    - the loan is being converted into a permanent transfer
  - Player's name, nationality(ies) and date of birth
  - Player's former club
  - Player's former association
  - Date of the transfer agreement
  - Start and end dates of the loan agreement
  - Club intermediary's name and commission
  - Start and end dates of player's contract with former club
  - Reason for termination of player's contract with former club
  - Start and end dates of player's contract with new club
  - Player's fixed remuneration as provided for in player's contract with new club
  - Player intermediary's name
  - Indication of whether the transfer is being made against any of the following payments:
    - Fixed transfer fee, including details of instalments, if any
    - Any fee paid in execution of a clause in the player's contract with his/her former club providing for compensation for termination of the relevant contract
    - Conditional transfer fee, including details of conditions
    - Sell-on fees
    - Solidarity contribution
    - Training compensation
  - Payment currency
  - Amount(s), payment date(s) and recipient(s) for each of the above listed types of payments
  - Own banking details (name of bank or bank code; account number or IBAN; bank address; account holder)
  - Declaration on third-party payments and influence
  - Declaration on third-party ownership of players' economic rights;
  - Player's status (amateur or professional) at the former club;
  - Player's status (amateur or professional) at the new club.

4. Clubs are also obliged to upload at least the mandatory documents to support the information that has been entered in TMS (Annexe 3, article 8.2 paragraph 1 of the Regulations) and provide confirmation of the relevant instruction.
5. Equally, where matching exceptions arise, clubs are required to resolve them with the participation of the other club concerned.
6. The procedure in relation to the ITC request (Annexe 3, article 8.2 paragraph 1 of the Regulations) can only be initiated once the club(s) have complied with their obligations in line with the preceding paragraphs of this article.
7. Clubs must declare in TMS any payments made. This also applies to payments made by the player's new club to the player's former club on the basis of contractual clauses contained in the player's contract with his/her former club and despite no transfer agreement having been concluded. When declaring the execution of a payment, the club making the payment must upload evidence of the money transfer into TMS.

## **ARTICLE 5 – OBLIGATIONS OF THE ASSOCIATIONS**

Associations must use TMS in connection with international transfers of players.

### **Article 5.1 – Master data**

1. The start and end dates of both registration periods and of the season, if applicable for male and female players separately, as well as of possible registration periods for competitions in which only amateurs participate (article 6 par. 4 of these regulations), shall be entered in TMS at least 12 months before they come into force. Under exceptional circumstances, associations may amend or modify their registration period dates up until they commence. Once the registration period has begun, no alteration of dates will be possible. The registration periods shall always comply with the terms of article 6 paragraph 2.
2. Associations shall ensure that club address, telephone, e-mail address and training category (Annexe 4, article 4 of the Regulations) information is valid and kept up to date at all times.
3. Associations shall ensure that all affiliated clubs and every player currently registered with the association have a FIFA ID.

### **Article 5.2 – Transfer-related information**

1. When entering transfer instructions, clubs shall specify the player involved (Annexe 3, article 4 paragraph 2 of the Regulations). TMS contains the details of many players who have participated in FIFA tournaments. If the details of the player involved are not already in TMS, the clubs shall enter them as a part of the transfer instruction. The procedure in relation to the ITC request (Annexe 3, article 8.2 paragraph 1 of the Regulations) may only be initiated once these player details have been verified, corrected if required and confirmed by the player's former association. The former association shall reject the player if the details of

his/her identity cannot be fully confirmed against its own registration records. The verification of player details shall be done without delay.

2. The procedure in relation to the ITC request (Annexe 3, article 8.2 paragraph 2 of the Regulations) shall be carried out by the new association at the appropriate time.
3. The procedure in relation to the response to the ITC request and the player deregistration (Annexe 3, article 8.2 paragraphs 3 and 4 of the Regulations) shall be carried out by the former association at the appropriate time.
4. In case of ITC receipt, the new association is required to enter and confirm the player registration date (Annexe 3, article 8.2 paragraph 1 of the Regulations).
5. In case of rejection of the ITC request (Annexe 3, article 8.2 paragraph 7 of the Regulations), the new association is required to either accept or dispute the rejection, as the case may be.
6. In case of provisional registration (Annexe 3, article 8.2 paragraph 6 of the Regulations) or in case of authorisation for provisional registration by the single judge after the new association has disputed the rejection (article 23 paragraph 3 of the Regulations), the new association is required to enter and confirm the registration information.

### **Article 5.3 – Club Training**

To ensure that all affiliated clubs are able to fulfil their obligations in relation to this annex, ongoing training is the responsibility of the relevant association.

### **ARTICLE 6 – ROLE OF FIFA GENERAL SECRETARIAT**

1. Upon request from the association concerned through TMS, the relevant department will deal with any validation exceptions and, if need be, refer the matter to the competent decision-making body, i.e. the Players' Status Committee, its single judge, or the DRC or a DRC judge, as the case may be, for a decision, except for the so-called "player confirmation", which needs to be dealt with by the association concerned (Annexe 3, article 5.2 paragraph 1 of the Regulations).
2. The association(s) concerned shall be legally notified of the relevant department's assessment or the competent decision-making body's decision via TMS. Notification will be deemed complete once the assessment or the decision has been uploaded into TMS. Such notification of assessments or decisions shall be legally binding.
3. Upon request, the relevant department will deal with any validation warnings and, if need be, refer the matter to the competent decision-making body for a decision.
4. Within the scope of proceedings pertaining to the application of these regulations, FIFA may use any documentation or evidence generated by or contained in TMS or obtained by the

relevant TMS department on the basis of their investigation powers (Annexe 3, article 7 paragraph 3 of the Regulations) in order to properly assess the issue at stake.

5. Sporting sanctions of relevance for TMS will be entered in TMS by the competent department.
6. Disciplinary sanctions of relevance for TMS will be entered in TMS by the competent department.
7. Association sanctions of relevance for TMS will be entered in TMS by the competent department.

#### **ARTICLE 7 – ROLE OF FIFA**

1. FIFA is responsible for ensuring the availability of and access to the system. FIFA and the relevant TMS department is additionally responsible for managing user access and defining criteria to be an authorised user.
2. To ensure that all associations are able to fulfil their obligations in relation to this annexe, ongoing training and support of member associations is the responsibility of the relevant TMS department.
3. To ensure that the clubs and associations are fulfilling their obligations in respect to this annexe, the relevant TMS department shall investigate matters in relation to international transfers. All parties are obliged to collaborate to establish the facts. In particular, they shall comply, upon reasonable notice, with requests for any documents, information or any other material of any nature held by the parties. In addition, the parties shall comply with the procurement and provision of documents, information or any other material of any nature not held by the parties but which the parties are entitled to obtain. Non-compliance with these requests from the relevant TMS department may lead to sanctions imposed by the FIFA Disciplinary Committee.

#### **ARTICLE 8 - ADMINISTRATIVE PROCEDURE GOVERNING THE TRANSFER OF PLAYERS BETWEEN ASSOCIATIONS**

##### **Article 8.1 - Principles**

1. Any player who is registered with a club that is affiliated to one association may only be registered with a club affiliated to a different association after an ITC has been delivered by the former association and the new association has confirmed receipt of the ITC. The ITC procedure must be conducted exclusively via TMS. Any form of ITC other than the one created by TMS shall not be recognised.
2. At the very latest, the ITC must be requested by the new association in TMS on the last day of the relevant registration period of the new association.
3. The former association must upload a copy of the player passport (article 7 of the Regulations) when creating an ITC in favour of the new association.

4. The former association must upload a copy of any relevant documentation pertaining to disciplinary sanctions imposed on a player and, if applicable, their extension to have worldwide effect (article 12 of the Regulations) when creating an ITC in favour of the new association.

#### **Article 8.2 - Creating an ITC for a player**

1. All data allowing the new association to request an ITC shall be entered into TMS, confirmed and matched by the club wishing to register a player during one of the registration periods established by that association (Annexe 3, article 4 para. 4 of the Regulations). When entering the relevant data, depending on the selected instruction type, the new club shall upload at least the following documents into TMS:-
  - a copy of the contract between the new club and the professional player, if applicable;
  - a copy of the transfer or loan agreement concluded between the new club and the former club, if applicable;
  - copy of proof of the player's identity, nationality(ies) and birth date, such as passport or identity card;
  - proof of player's last contract end date and reason for termination.
  - Proof signed by the player and his/her former club that there is no third-party ownership of the player's economic rights.

Where third-party ownership of a players' economic rights has been declared (Annexe 3, article 4, paragraph 2), the former club shall upload a copy of the relevant agreement with the third party.

Documents must be uploaded in the format required by the relevant FIFA department.

If explicitly requested, a document not available in one of the four official languages of FIFA (English, French, German and Spanish), or a specifically defined excerpt of it, must be uploaded in TMS together with its respective translation in one of the four official languages. Failure to do so may result in the document in question being disregarded.

2. Upon notification in the system that the transfer instruction is awaiting an ITC request, the new association shall immediately request the former association through TMS to deliver an ITC for the player ("ITC request").
3. In the case of an international transfer of a player who had professional status at his former club, upon receipt of the ITC request, the former association shall immediately request the former club and the professional player to confirm whether the professional player's contract has expired, whether early termination was mutually agreed or whether there is a contractual dispute.
4. Within seven days of the date of the ITC request, the former association shall, by using the appropriate selection in TMS, either:-
  - (a) Deliver the ITC in favour of the new association and enter the deregistration date of the player; or
  - (b) Reject the ITC request and indicate in TMS the reason for the rejection, which may be either that the contract between the former club and the professional player has not

expired or that there has been no mutual agreement regarding its early termination. At the same time, the former association shall upload a duly signed statement in one of the four official languages of FIFA (English, French, German and Spanish) in TMS supporting its argumentation for the rejection of the ITC. The latter possibility applies to the international transfer of players who had professional status at their former clubs only.

5. Once the ITC has been delivered, the new association shall confirm receipt and complete the relevant player registration information in TMS.
6. If the new association does not receive a response to the ITC request within seven days of the ITC request being made, it shall immediately register the professional player with the new club on a provisional basis (“provisional registration”). The new association shall complete the relevant player registration information in TMS (Annexe 3, article 5.2 para. 6 of the Regulations).
7. The former association shall not deliver an ITC for a professional player if a contractual dispute on grounds of the circumstances stipulated in Annexe 3, article 8.2 para. 4b) has arisen between the former club and the professional player. In such a case, upon request of the new association, FIFA may take provisional measures in exceptional circumstances. In this respect, it will take into account the arguments presented by the former association to justify the rejection of the ITC request (Annexe 3, article 8.2 paragraphs 3 and 4 of the Regulations). If the competent body authorises the provisional registration (article 23 para. 4 of the Regulations), the new association shall complete the relevant player registration information in TMS (Annexe 3, article 5.2 para. 6). Furthermore, the professional player, the former club and/or the new club are entitled to lodge a claim with FIFA in accordance with article 22 of the Regulations. The decision on the provisional registration of the player shall be without prejudice to the merits of such possible contractual dispute.
8. A player is not eligible to play in official matches for his/her new club until the new association has either:
  - a. Entered and confirmed the player registration date in TMS upon receipt of the ITC for the player (Annexe 3, article 5.2 paragraph 4); or
  - b. Completed the player registration information in TMS upon receiving no response to the ITC request for the player within seven days of the ITC request being made or upon authorisation of FIFA to provisionally register the Player (Annexe 3, article 5.2 paragraph 6).

### **Article 8.3 - Loan of professional players**

1. The rules set out above also apply to the loan of a professional player from a club affiliated to one association to a club affiliated to another association, as well as to his/her return from loan to his/her original club, if applicable.
2. When applying for the registration of a professional player on a loan basis, the new club shall upload a copy of the pertinent loan agreement concluded with the former club, and possibly also signed by the player, into TMS (Annexe 3, article 8.2 para. 1 of the Regulations). The terms of the loan agreement shall be represented in TMS.
3. Loan extensions and permanent transfers resulting from loans shall also be entered in TMS at the appropriate time.

### **ARTICLE 9 - SANCTIONS**

### **Article 9.1 - General Provisions**

1. Sanctions may be imposed on any association or club that violates any of the provisions of the present annexe.
2. Sanctions may also be imposed on any association or club found to have entered untrue or false data into the system or for having misused TMS for illegitimate purposes.
3. Associations and clubs are liable for the actions and information entered by their TMS managers.

### **Article 9.2 - Competence**

1. The FIFA Disciplinary Committee is responsible for imposing sanctions in accordance with the FIFA Disciplinary Code.
2. Sanction proceedings may be initiated by FIFA, either on its own initiative or at the request of any party concerned.
3. The relevant FIFA department may also initiate sanction proceedings on its own initiative for non-compliance with the obligations under its jurisdiction (specifically with respect to the defined Administrative Sanction Procedure (FIFA Circulars 1478 and 1609)) and when authorised to do so by the FIFA Disciplinary Committee for explicitly specified violations.

### **Article 9.3 - Sanctions on associations**

In particular, the following sanctions may be imposed on associations for violation of the present annexe in accordance with the FIFA Disciplinary Code:-

- a reprimand or a warning;
- a fine;
- exclusion from a competition;
- return of awards.

These sanctions may be imposed separately or in combination.

### **Article 9.4 - Sanctions on clubs**

In particular, the following sanctions may be imposed on clubs for violation of the present annexe in accordance with the FIFA Disciplinary Code:-

- a reprimand or a warning;
- a fine;
- annulment of the result of a match;
- defeat by forfeit;
- exclusion from a competition;
- a deduction of points;
- demotion to a lower division;
- a transfer ban;
- return of awards.

These sanctions may be imposed separately or in combination.

## **Article 10 – Time Limits**

With respect to proceedings and investigations conducted by the relevant TMS department, electronic notifications through TMS or by electronic mail to the address provided in TMS by the parties are considered as valid means of communication and will be deemed sufficient to establish time limits.

## **ANNEX 3A**

### **ADMINISTRATIVE PROCEDURE GOVERNING THE TRANSFER OF PLAYERS BETWEEN ASSOCIATIONS OUTSIDE TMS**

#### **Article 1 - Scope**

The present annexe governs the procedure for the international transfer of all futsal players

#### **Article 2 - Principles**

1. Any player who is registered with a club that is affiliated to one association shall not be eligible to play for a club affiliated to a different association unless an ITC has been issued by the former association and received by the new association in accordance with the provisions of this annexe. Special forms provided by FIFA for this purpose or forms with similar wording shall be used.
2. At the very latest, the ITC must be requested on the last day of the registration period of the new association.
3. The association issuing the ITC shall also attach a copy of the player passport to it.

#### **Article 3 - Issue of an ITC for a professional**

1. All applications to register a professional must be submitted by the new club to the new association during one of the registration periods established by that association. All applications shall be accompanied by a copy of the contract between the new club and the professional. Equally, a copy of the transfer agreement concluded between the new club and the former club shall be provided to the new association, if applicable. A professional is not eligible to play in official matches for his new club until an ITC has been issued by the former association and received by the new association.
2. Upon receipt of the application, the new association shall immediately request the former association to issue an ITC for the professional ("ITC request"). An association that receives an unsolicited ITC from another association is not entitled to register the professional concerned with one of its clubs.
3. Upon receipt of the ITC request, the former association shall immediately request the former club and the professional to confirm whether the professional's contract has expired, whether early termination was mutually agreed or whether a contractual dispute exists.
4. Within seven days of receiving the ITC request, the former association shall either:-
  - (a) issue the ITC to the new association; or
  - (b) inform the new association that the ITC cannot be issued because the contract between the former club and the professional has not expired or that there has been no mutual agreement regarding its early termination.

5. If the new association does not receive a response to the ITC request within 30 days of the ITC request being made, it shall immediately register the professional with the new club on a provisional basis ("provisional registration"). A provisional registration shall become permanent one year after the ITC request. The Players' Status Committee may withdraw a provisional registration, if, during this one-year period, the former association presents valid reasons explaining why it did not respond to the ITC request.
6. The former association shall not issue an ITC if a contractual dispute has arisen between the former club and the professional. In such a case, the professional, the former club and/or the new club are entitled to lodge a claim with FIFA in accordance with article 22 of the Regulations. FIFA shall then decide on the issue of the ITC and on sporting sanctions within 60 days. In any case, the decision on sporting sanctions shall be taken before the issue of the ITC. The issue of the ITC shall be without prejudice to compensation for breach of contract. FIFA may take provisional measures in exceptional circumstances.
7. The new association may grant a player temporary eligibility to play until the end of the season that is underway on the basis of an ITC sent by fax. If the original ITC is not received by that time, the player's eligibility to play shall be considered definitive.
8. The foregoing rules and procedures also apply to professionals who, upon moving to their new club, acquire amateur status.

#### **Article 4 - Issue of an ITC for an amateur**

1. All applications to register an amateur player must be submitted by the new club to the new association during one of the registration periods established by that association.
2. Upon receipt of the application, the new association shall immediately request the former association to issue an ITC for the player ("ITC request").
3. The former association shall, within seven days of receiving the ITC request, issue the ITC to the new association.
4. If the new association does not receive a response to the ITC request within 30 days, it shall immediately register the amateur with the new club on a provisional basis ("provisional registration"). A provisional registration shall become permanent one year after the ITC request. The FIFA 'Players' Status Committee' may withdraw a provisional registration, if, during this one-year period, the former association presents valid reasons explaining why it did not respond to the ITC request.
5. The foregoing rules and procedures also apply for amateurs who, upon moving to their new club, acquire professional status.

#### **Article 5 - Loan of a players**

1. The rules set out above also apply to the loan of a professional from a club affiliated to one association to a club affiliated to another association.
2. The terms of the loan agreement shall be enclosed with the ITC request.

3. Upon expiry of the loan period, the ITC shall be returned, upon request, to the association of the club that released the player on loan.

## **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 five 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.
  - (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 (Annexe 4, article 4 of the Regulations).
    - 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 host 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.
  - (c) The player lives no further than 50km from a national border and the club with 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 headquarters shall be 100km. In such cases, the player must continue to live at home and the two associations concerned must give their explicit consent.
  - (d) The player flees his country of origin for humanitarian reasons, specifically related to his life or freedom being threatened on account of race, religion, nationality, belonging to a particular social group, or political opinion, without his parents and is therefore at least temporarily permitted to reside in the country of arrival.
  - (e) The player is a student and moves without his parents to another country temporarily for academic reasons in order to undertake an exchange programme. The duration of the player's registration for the new club until he turns 18 or until the end of the academic or school programme cannot exceed one year. The player's new club may only be a purely amateur club without a professional team or without a legal, financial or de facto link to a professional club.

3. The provisions of this article shall also apply to any player who has never previously been registered with a club, is not a national of the country in which he wishes to be registered for the first time and has not lived continuously for at least the last five years in said country.
4. The following general procedural principles apply:
  - a. Every international transfer according to paragraph 2 and every first registration according to paragraph 3, as well as every first registration of a foreign minor player who has lived continuously for at least the last five years in the country in which he wishes to be registered, is subject to the approval of the subcommittee appointed by the Players' Status Committee for that purpose if the concerned minor player is at least 10 years old. The application for approval shall be submitted by the association that wishes to register the player as per the request of its affiliated club. The former association shall be given the opportunity to submit its position. The sub-committee's approval shall be obtained prior to any request from an association for an ITC and/or a first registration.
  - b. If the minor player concerned is under the age of 10, it is the responsibility of the association that intends to register the player – as per the request of its affiliated club – to verify and ensure that the circumstances of the player fall, beyond all doubt, under one of the exceptions provided for in paragraph 2 above or the five-year rule (paragraphs 3 and 4a). Such verification shall be made prior to any registration.
  - c. Under special circumstances, a member association may submit a written request through the transfer matching system (TMS) to the sub-committee, seeking a decision granting it a limited minor exemption ("LME"). The LME, if granted, relieves the member association, under specific terms and conditions and solely for amateur minor players who are to be registered with purely amateur clubs, from the obligation to make a formal application for approval through TMS to the sub-committee in accordance with paragraph 4 a) above and Annexe 2 of these regulations. In such a case, prior to any request for an ITC and/or a first registration, the association concerned is required to verify and ensure that the circumstances of the player fall, beyond all doubt, under one of the applicable exceptions provided for in paragraph 2 above or the five-year rule (paragraphs 3 and 4 a)).
  - d. The Disciplinary Committee, in accordance with the FIFA Disciplinary Code, will impose sanctions for any violation of this provision. In addition, sanctions may also be imposed on the former association for issuing, when applicable, an ITC without the prior approval of the sub-committee, as well as on the clubs that were involved in the transfer of a minor.
5. The procedures for applying to the sub-committee for a first registration and an international transfer of a minor are contained in Annexe 2 of the Regulations.

## **ANNEXE 2 – PROCEDURE GOVERNING APPLICATIONS FOR FIRST REGISTRATION AND INTERNATIONAL TRANSFER OF MINORS (ARTICLE 19 PARAGRAPH 4 OF THE REGULATIONS)**

### **ARTICLE 1 – PRINCIPLES**

1. All applications for a first registration of a minor according to article 19 paragraph 3, or an international transfer involving a minor according to article 19 paragraph 2, must be submitted and managed through TMS.
2. Unless otherwise specified in the provisions below, the Rules Governing the Procedures of the Players' Status Committee and the Dispute Resolution Chamber shall be applied in the application procedure, subject to slight deviations that may result from the computer-based process.

#### **ARTICLE 2 – RESPONSIBILITY OF MEMBER ASSOCIATIONS**

1. All member associations shall check the “Minors” tab in TMS at regular intervals of at least every three days and pay particular attention to any enquiries or requests for statements.
2. Member associations will be fully responsible for any procedural disadvantages that may arise due to a failure to respect paragraph 1 above.

#### **ARTICLE 3- COMPOSITION OF SUB-COMMITTEE**

1. The sub-committee appointed by the Players' Status Committee shall be composed of the chairman and deputy chairman of the Players' Status Committee and nine members.
2. In view of the urgent nature of the relevant applications, as a general rule, all members of the sub-committee pass decisions as single judges. However, the sub-committee may also pass decisions with three or more members.

#### **ARTICLE 4 – CONDUCT DURING PROCEEDINGS**

1. All parties involved in proceedings shall act in good faith.
2. All parties involved in proceedings are obliged to tell the truth to the sub- committee. Sanctions may be imposed on any association or club found to have provided untrue or false data to the sub-committee or for having misused the TMS application procedure for illegitimate purposes. Any violations, such as forged documents for example, will be sanctioned by the FIFA Disciplinary Committee in accordance with the FIFA Disciplinary Code.
3. The sub-committee may use all means at its disposal to ensure that these principles of conduct are observed.
4. The relevant TMS department shall investigate matters in relation to the obligations of parties under the present annexe. All parties are obliged to collaborate to establish the facts. In particular, they shall comply, upon reasonable notice, with requests for any documents, information or any other material of any nature held by the parties. In addition, the parties shall comply with the procurement and provision of documents, information or

any other material of any nature not held by the parties but which the parties are entitled to obtain. Non-compliance with these requests from the relevant TMS department may lead to sanctions imposed by the FIFA Disciplinary Committee.

#### **ARTICLE 5 – INITIATION OF PROCEEDINGS, SUBMISSION OF DOCUMENTS**

1. The application for an approval of a first registration (article 19 paragraph 3 of the Regulations) or an international transfer (article 19 paragraph 2 of the Regulations) shall be entered in TMS by the association concerned. Applications under the aforementioned provisions submitted by any other means will not be considered.
2. Depending on the details of the case in question, the association that submits an application shall also mandatorily enter specific documents from the following list in TMS:
  - Proof of identity and nationality – player
  - Proof of identity and nationality – player’s parents
  - Proof of birth date (birth certificate) – player
  - Employment contract – player
  - Employment contract – player’s parents/other documents corroborating the reason invoked
  - Work permit – player
  - Work permit – player’s parents
  - Proof of residence – player
  - Proof of residence of player’s parents
  - Documentation of academic education
  - Documentation of football education
  - Documentation of accommodation/care
  
  - Parental authorisation
  
  - Proof of distance: 50km rule
  - Proof of consent of counterpart association
  - Request for approval of first registration/international transfer
3. If an obligatory document is not submitted, or if a translation or an official confirmation is not submitted in accordance with article 7 below, the applicant will be notified accordingly in TMS. An application will only be processed if all obligatory documents have been submitted, or if all necessary translations and official confirmations have been correctly submitted in accordance with article 7 below.
4. The applicant may also submit any other documents it deems necessary together with the application. The sub-committee may request further documents from the applicant at any time.

## **ARTICLE 6 – STATEMENT, NON-SUBMISSION OF STATEMENT**

1. In the case of a request for approval of an international transfer, the former association will be given access to all non-confidential documents in TMS and invited to submit a statement within seven days through TMS.
2. The former association may also submit any documents it deems relevant through TMS.
3. If a statement is not submitted, the sub-committee will decide on the basis of the documents available.

## **ARTICLE 7 – LANGUAGE OF DOCUMENTS**

If a document is not available in one of the four official languages of FIFA, the association shall also submit either a translation of the document in one of the four official languages of FIFA, or an official confirmation of the association concerned that summarises the pertinent facts of each document in one of the four official languages of FIFA. Failure to do so may, subject to article 5 paragraph 3 above, result in the sub-committee disregarding the document in question.

## **ARTICLE 8 – DEADLINES**

1. Deadlines shall be set legally through TMS.
2. All submissions must be entered in TMS by the deadline in the time zone of the association concerned.

## **ARTICLE 9 – NOTIFICATION OF DECISIONS, LEGAL REMEDY**

1. The association(s) concerned shall be legally notified of the sub-committee's decision via TMS. Notification will be deemed complete once the decision has been uploaded into TMS. Such notification of decisions shall be legally binding.
2. The association(s) concerned will be notified of the findings of the decision. At the same time, the association(s) shall be informed that they have ten days from notification in which to request, in writing via TMS, the grounds of the decision, and that failure to do so will result in the decision becoming final and binding. If an association requests the grounds of the decision, the motivated decision will be notified to the association(s) in full, written form via TMS. The time limit to lodge an appeal begins upon such notification of the motivated decision.