



JPL PLAYER TRANSFER POLICY

Clubs wishing to transfer a player **MUST** contact the JPL club the player is currently registered for.

The new club **MUST** complete the GotSport Form to request the transfer of the player on GotSport. Please see link and/or QR code below:



<https://system.gotsport.com/forms/829459T73>

FOLLOW THE STEPS ON THE FORM AS FOLLOWS:

Please note The Form uses the references of 'SENDING CLUB' (Club where the player is currently held) & 'RECEIVING CLUB' (New club requesting the transfer and where the player is moving).

- **SELECT RECEIVING ORGANISATION - PLEASE SELECT THE NEW CLUB THE PLAYER IS MOVING TO**
- **SELECT SENDING ORGANISATION - PLEASE SELECT THE CLUB THE PLAYER CURRENTLY PLAYS FOR**
- **SELECT USER/PLAYER - PLEASE PROVIDE THE PLAYER'S FULL NAME AND CLICK CONTINUE**
 - **SELECT ROLE - PLEASE SELECT 'PLAYER' AND CLICK CONTINUE**
 - **FINALLY CLICK CONTINUE**

The sending club (existing club) and JPL staff will receive notification of the transfer. This gives the 7 day Notice of Approach to the club. The sending club can choose to waive the Notice of Approach within this time if they wish by clicking 'Approve'. If the sending club does not click 'Approve' the receiving club must wait the 7 days before the player can be approved.

The receiving club **MUST** also register the player on the FA Club Portal. This can be done by searching for the player's name/FAN/DOB. The player will need to be assigned to the correct team. Please note a player can only play for one team in the same age group.

The receiving club will be invoiced for the £10 transfer fee after the 7 day Notice period or on the approval of the sending club.

Once the £10 transfer fee has been paid the JPL will approve the transfer and the player will be moved from the sending club to the receiving club on both GotSport and the FA Club Portal.

If a player is not correctly registered for a team or the transfer fee has not been paid, the player is classed as ineligible and must not play in any fixtures.