

# HARROW YOUTH FOOTBALL LEAGUE

(FA CHARTER STANDARD LEAGUE)

## PLAYER REGISTRATION SYSTEM / PROCESS UPGRADED FOR SEASON 2017/2018

Following lengthy and due consideration, review of the market and our current systems, and discussions with our suppliers, the player registration process for season 2017/2018 is in the process of being updated/upgraded.

*Full details will be sent to all clubs in due course, but in summary:*

1. All player registrations will be effected 'on-line' via the League's current systems (duly upgraded). There will no longer be any hand-completed registration cards/counterfoils.
2. For each team, clubs will input (on-line) each player's details (full name/date of birth) and then attach a current photo and evidence of date of birth.
3. Once completed and submitted (and after some background validation checks have been made by the system) then the system will automatically allocate a valid player registration number.
4. After further checks, the League will send to clubs a player laminate (as in previous seasons).
5. As an interim measure, clubs will be able to (and must) print off details of players registered for each team (from pre-populated reports which will include the players' photos) and have these available at all matches until the laminates are received.
6. Clubs will be able to register players each week up until the Saturday evening (prior to the Sunday match).
7. Transfer of players between clubs/teams and player de-registrations will all be actioned directly via and by the League; with the key being that no action can be take until the laminate in issue is returned to (and received by) the League.

**All of the above should be ready for release by mid-July (immediately after the deadline for clubs entering teams to the League next season – namely 7th July 2017).**

*We will send further details to clubs in due course with full details, along a 'User Guide' as to how to register players, etc.*

*There will also be an on-line 'Support' function available should clubs have any queries/issues.*

HYFL Management Committee  
June 2017

(hyfl139ab)