## **Play Cricket - Player Transfer Processes**

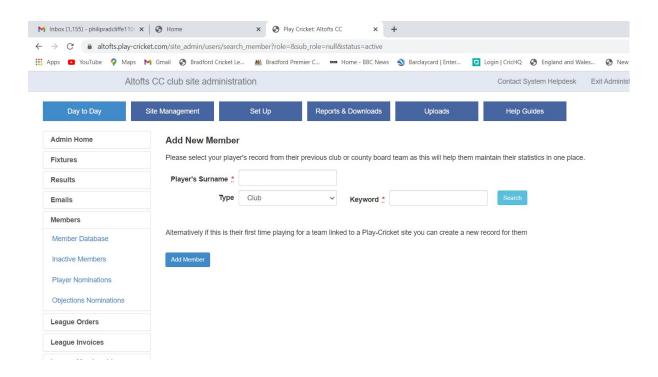
Please pass this on to your club's Play Cricket Main Administrators

As all clubs should now be aware of how to navigate around the Play Cricket system, there is now no need to have a signed transfer form, providing the transfer is carried out correctly within the play cricket system

## **Procedures as follows**

The club signing the player should instigate the transfer by requesting the players record from the player's current club

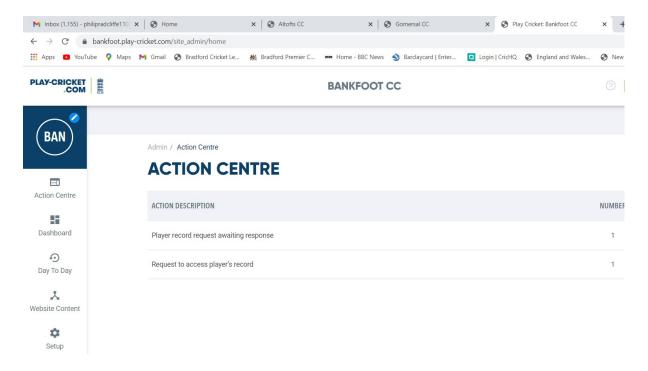
- 1 To do this you need to be in Site Administration
- 2 Select the Day to Day tab
- 3 Select Members
- 4 Select Member database
- 5 Click on the Add New Member button. You should then see the following screen



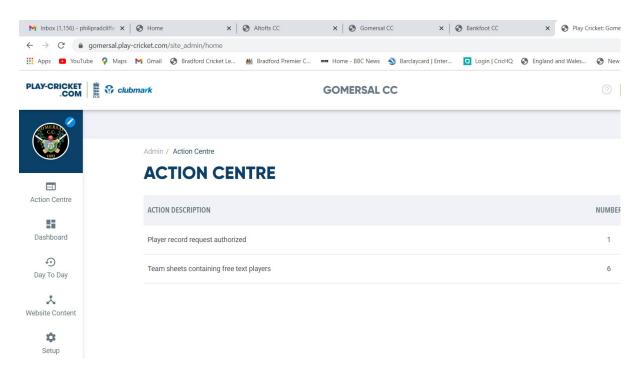
- 6 Insert the player's surname in Surname field and his current club in Keyword field before clicking search.
- 7 This will bring back a screen with club options and select the arrow of the correct club.
- 8 The next screen will bring back players' names. Select on the arrow of the player you are requesting.
- 9 This will show at the top of the screen that a request has been sent to the current Club.

## Stage Two

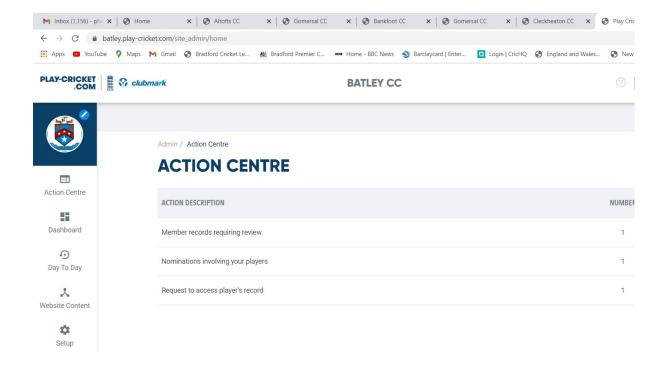
You will now need to wait until the current club authorises your request. It will show on the player's current club's Action Centre page as below as Request to Access Player Record and on your club's Action Centre Page as Player record request awaiting response



- 1 On the Request to access players record line click on the view button. You will be given a choice of Accept or Reject. Select as appropriate.
- 2 Once the current club as accepted it will show on the receiving clubs Action Centre as below



- 3 Click on the view tab, then select roles. You than then continue to proceed as if you were entering a new member as a League Registerd Player.
- 4 Once you have entered the nomination as a league registered player, the record will not be authorised until the releasing club has authorised it on their Action Centre Page using the Nominations involving your players as shown below, or has already deleted the player as a League Registered player at their club. A transfer can only be refused if a player owes money or has outstanding disciplinary issues.



Only in the event of a transferring player having not been registered on Play Cricket previously will a player transfer form be required.

If anyone has any queries on the above you should contact Philip Radcliffe by email <a href="mailto:registrations@bradfordcl.com">registrations@bradfordcl.com</a>