**‘EA’ Water Polo International Transfers**

European Aquatics (EA) requires all member Governing Bodies to ensure that the EA International Player Transfer Certificate programme is adhered to by all players when moving to and from clubs in different Nations.

In order to register as a member of a club with Scottish Swimming (SS), an International Transfer Certificate (ITC) must be submitted to the Membership Team at the point of registration. NB. A player may not be registered with two Federations simultaneously but must transfer from one to another and back again if they wish to play across multiple Federations.

In summary if someone is coming from a European country (a member of that federation) to study or live in the UK and play Water Polo then they should apply for a transfer. The process is mandatory and a failure to follow procedure could lead to disciplinary proceedings against the athlete and/or the club.

**There is a different procedure to obtain an ITC for non-contracted players and contracted players;**

**1. Non contracted players**

• Aquatics GB will deal with the transfer on behalf of the club [TR 3.1]

• Obtaining an ITC [TR 3.2]:

* Aquatics GB shall request an ITC from the releasing National Federation.
* The releasing National Federation shall return a completed ‘ITC Form No. 1’ to Aquatics GB.
* Aquatics GB shall submit a completed ITC Form No. 1 to the EA Office.
* EA will issue an invoice for the €150 EA transfer fee to Aquatics GB - The payment of €150 (payable by the receiving club or transferring player) will be made directly to EA.
* EA will issue an authorised ITC to Aquatics GB.
* Aquatics GB will keep a record of all ITCs received.

NB. If the releasing National Federation does not respond to a request for an ITC after a 10 day period, Aquatics GB may request a ‘provisional ITC’ to the EA Office.

**2. Contracted Players**

• Aquatics GB will deal with the transfer on behalf of the club [TR 3.1]

• Obtaining an ITC [TR 3.2]:

* Aquatics GB shall request an ITC from the releasing National Federation.
* The releasing National Federation shall submit a completed ‘ITC Form No. 1’ to the EA Office for authorisation.
* EA will forward a copy of the ITC Form No. 1 to the National Federations concerned & issue an invoice to Aquatics GB for the €750 EA transfer fee.
* The receiving club shall make a payment of €750 directly to the EA (payable by the receiving club or transferring player), according to invoice.
* EA will issue an authorised ITC to Aquatics GB.
* Aquatics GB will keep a record of all ITCs received.

NB. If the releasing National Federation does not respond to a request for an ITC after a 10 day period, Aquatics GB may request a ‘provisional ITC’ directly to the EA Office.

* Aquatics GB will forward a copy of the authorised ITC to the receiving club. • The receiving club will submit the authorised ITC to the relevant Home Country Membership Team as part of the member registration process.
* The Home Country Membership Team will record the receipt of the ITC against the player registration.

Any disputes relating to the EA Transfer Regulations will be dealt with by Aquatics GB on behalf of the club and should be submitted to the EA Office in line with the dispute procedure and will be decided by the EA Panel [TR 6]

**Transfer window’s and fees:-**

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| **The window for transfers:-** | 1st – 30th January |
|  | 1st June – 30th September |

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| **Players Transfer Fee:-** | Contract | €750 | (Non-contract players are likely to be the focus in Scotland) |
|  | Non-Contract | €150 |

**The Process:-**

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| International Transfer Form (ITC) needs to be completed as above and emailed with a copy of your passport to (SS) [info@scottishswimming.com](mailto:info@scottishswimming.com) |
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| Details are checked by (SS) and the form is emailed to GB Aquatics ([Byron.vaughan@aquaticsgb.com](mailto:Byron.vaughan@aquaticsgb.com)), the process is finalised by GB Aquatics rather than (SS) |
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| GB Aquatics will submit the completed form to the EA Office |
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| EA will issue an invoice for the €150 or €750 transfer fee, this will be made directly to EA by the club or transferring player |
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| GB Aquatics will forward a copy of the authorised ITC to the club/player |
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| The club/player will forward a copy to the (SS) Membership Team [info@scottishswimming.com](mailto:info@scottishswimming.com) and we will update the player’s membership record |

**Key Links:**

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| **Aquatic GB Transfer Process:** | [International Transfers | WP | Aquatics GB (britishswimming.org)](https://www.britishswimming.org/browse-sport/water-polo/international-transfers/) |
| **Transfer Form:** | [Water Polo International Transfer Form](https://www.scottishswimming.com/our-sports/water-polo/water-polo-travel-guidelines) |
| **EA Regulations:** | [WATER\_POLO\_TRANSFER\_REGULATIONS.pdf (aquaticsgb.com)](https://www.aquaticsgb.com/media/documents/WATER_POLO_TRANSFER_REGULATIONS.pdf) |
| **EA Transfer Regulations:** | [European\_Aquatics\_Transfer\_Procedure.pdf (aquaticsgb.com)](https://www.aquaticsgb.com/media/documents/Aquatics_GB_European_Aquatics_Transfer_Procedure.pdf) |