

INTERNATIONAL TRANSFER REGULATIONS

Preface:

The IIHF has produced and distributed the International Transfer Regulations to all IIHF member national associations to direct and guide the membership in the administrative organisation and operation of our universally accepted and approved international player transfer program.

The principles for the international transfer of players are laid down in the IIHF Bylaws. The IIHF player transfer system uses an international transfer card (ITC) to operate this program. The goal of the program is to maintain the worldwide good order of the sport and to protect club teams and players alike. The IIHF player transfer program using ITC's is a service to member national associations and performs a key role in the IIHF player eligibility responsibilities for participation in IIHF Championships or Olympic Winter Games competitions.

The contents of the IIHF International Transfer Regulations have been updated following the Congress decisions of the 2004 IIHF Annual Congress held in Prague, Czech Republic. The contents of the 2004 IIHF International Transfer Regulations supersede any and all previous printings of these regulations.

Therefore, we are pleased to present this current issue to all IIHF member national associations, providing the membership with the procedures and instructions for the effective operation of our player transfer program. We trust that the contents contained within this document will provide the necessary details and tools for our member national associations, their teams and their players to operate and compete in a fair and business-like manner.

Regulations pertaining to the organisation of the technical components of an IIHF Championship, for sport, discipline, medical, doping control and the actual playing rules can be found in the respective rule and regulation documents of the IIHF. Please contact the IIHF Office directly for any clarification on any of the attached, or for questions on topics not covered in this publication.

Table of Contents

<u>REGULATION</u>	<u>PAGE</u>
The International Transfer Card (ITC)	3
The Transfer Procedure	3
Limited and Unlimited Transfers	4
Transfer of Players Under 18 Years of Age	5
Transfers with Non-Member Organisations	7
Try-Out Exhibition Games	7
Fax Approval Procedures	7
Fees	8
Distribution of Documents	8
Release of a Player for National Team Games	8
Professional Players Under Contract	10
<u>ATTACHMENT</u>	
Standard Release Contract	13
Letter of Approval	15

1. The International Transfer Card (ITC)

- 1.1. Players - men or women - who wish to move from one country to the member national association of another country to compete in a national competition under the jurisdiction of the member national association which leads to a national championship are required to apply for a transfer by means of the IIHF transfer card. Players under 18 years of age may be transferred by means of a letter of approval. (Refer to Chapter 4 of these regulations for these procedures)
- 1.2. A valid international transfer card (ITC) must be properly completed and signed by the player, by the old member national association, by the new member national association and confirmed by the IIHF. All information on the transfer card must be properly completed before it can be processed and approved by the IIHF.
- 1.3. The transfer becomes valid by the date of the IIHF confirmation. From that date the player is under the jurisdiction of the new member national association. The member associations concerned will receive a copy of the ITC confirmed by the IIHF. The player may start to play for his new club only when the new member association has received the approved ITC confirmation from the IIHF office.
- 1.4. In the case of a player playing without a valid ITC, the new member national association, the new club and the player shall be subject to disciplinary procedures of the IIHF.

2. The Transfer Procedure

- 2.1. The player transfer procedure must be prepared first by negotiation of the two clubs concerned. Following an agreement between the two clubs to transfer the player, the new club to which a player wishes to transfer, must begin the transfer process by acquiring and completing the ITC with the details and signatures of the player and the new member national association and must immediately inform the former club and send the ITC by way of the new member national association to the old member national association for their approval.
- 2.2. The old member national association shall immediately inform the former club and forward the signed ITC to the IIHF office, or submit the reasons for refusal of the transfer with all the relevant evidence to the IIHF office, at the latest 14 days after the receipt of the ITC. The old member national association may not refuse to sign the transfer card unless the player wishing to transfer has not fulfilled his contractual obligations to his former club, has not fulfilled financial commitments to his former club such as unpaid debts or has not returned the club's equipment, or other issues between the two clubs regarding the player transfer other than issues concerning compensation.

If the IIHF office does not receive any reply within the 14-day period or receives a refusal of the transfer without clear reasons, it will be regarded as an approval of the transfer.

- 2.3. If the transfer is refused by the old member national association the IIHF office will immediately inform the new member national association with a copy of the objections as submitted by the old member national association. The new member national association is responsible to inform the new club and the player about the refusal.
- 2.4. The player is entitled to appeal to the IIHF against the refusal of his transfer. In the appeal the player must provide the reasons for his transfer with all relevant evidence and address the objections submitted by the old member national association. The IIHF office will immediately inform the old member national association about the appeal and provide a copy of the appeal to the old member national association.
- 2.5. If within seven days the IIHF office does not receive any objections against the reasons for refusal of the transfer from the player, it will be regarded as withdrawal of the transfer application.
If within seven days the IIHF office does not receive any objections against the player's appeal from the old member national association, it will be regarded as consent with the transfer.
- 2.6. If objections are received from either party, the case will be investigated and decided within seven days by the IIHF General Secretary. His decision may be appealed to the IIHF Council within seven days by either party.
- 2.7. A player cannot transfer during the period when he is under suspension by the IIHF or by his member national association when such suspension is recognised by the IIHF.

3. Limited and Unlimited Transfers

- 3.1. International transfers may be marked limited or unlimited. A limited transfer restricts the player's playing rights to a specific club and for a specific duration.
- 3.2. The duration of a limited transfer shall be decided by the old member national association and may be for any specified period of time.
If no exact duration is specified on the ITC, the transfer will automatically terminate on June 30th of the current season, returning the player to his old member national association on that date.
- 3.3. If a player who has obtained a limited transfer wishes to play for another club within the new member national association, he must obtain written approval from the old member national association. A copy of such

written approval must be filed with the IIHF before the player may begin to play with the new club.

- 3.4. If a player wishes to return to his old member national association before his limited transfer automatically expires, a new unlimited ITC must be processed following these regulations.
- 3.5. If the term of a limited transfer is to be extended, a new ITC must be processed following these regulations.
- 3.6. If a player wishes to transfer to a new member national association during the duration of his limited transfer, a new ITC will be required.

Note: The new ITC shall be approved by the national association in which the player is currently playing. The duration of the limited transfer cannot be changed. Written approval is required from the old national association, which originally approved the limited transfer.

- 3.7. If the ITC when received by the IIHF office is not marked limited or unlimited as to duration, it will be regarded as a limited transfer and will expire on June 30th of the current season.
- 3.8. If a new member national association has a complaint against a player who has played in that national association during his limited transfer, then the complaint must be lodged in writing with the player's old member national association and the IIHF within 15 days of the expiration of the player's limited transfer.
- 3.9. If the international transfer card is specified and signed as unlimited, the player becomes a full member of the new member national association and any future international transfers may be approved only by his new member national association.
- 3.10. If a player who has obtained a limited transfer and wishes to change the transfer to an unlimited transfer during the period of the limited transfer may do so by having the new member national association make a written appeal to the IIHF requesting this change. The appeal to the IIHF must include the reasons for the change in the transfer. A copy of the appeal must be sent to the old member national association by the new member national association for their reaction.

4. Transfer of Players Under 18 Years of Age

- 4.1. A player under 18 years of age may be permitted to transfer from one member national association to another by a letter of approval from his old member national association. This letter of approval may be marked limited or unlimited.

- 4.2. A copy of the limited letter of approval must be filed by the old member national association with the IIHF office. A copy of the unlimited letter of approval must be filed by the new member national association with the IIHF office.
- 4.3. If a player does not receive such approval from his old member national association, Chapter 2, Transfer Procedures, of these regulations will apply.
- 4.4. A player who was under 18 years of age and obtained an unlimited transfer from one member national association to another by letter of approval only, then upon reaching his 18th birthday the letter of approval substitutes as an unlimited ITC.
- 4.5. A player who was under 18 years of age and obtained a limited transfer from one member national association to another by letter of approval, then upon reaching his 18th birthday or any time he wishes to play senior ice hockey, he must apply for an ITC from his old member national association following the procedures in these regulations.
- 4.6. Children under ten years of age, who left their country with their families, will be allowed to play ice hockey in the new country without transfer approval by the previous member national association. When the player registers with the new member national association, the new member national association shall immediately inform the old member national association with the player's personal data, the name of his previous club and the name of the new club by way of a registered letter.
- 4.7 Player Eligibility Application Assistance:

Player eligibility requests by national associations for players who have moved from one country into their country under the age of 18 years and who cannot be tracked through the International Transfer System may apply for eligibility to the IIHF with original documents, translated into English where necessary, and including original signatures, dates and stamps.

The player would need to have participated for a minimum of two years within the new national association without having played in any other country during this time period.

The following documents must be submitted with the application:

- An affidavit from both parents declaring residency for the period in question
- Signature and stamp on a affidavit from the new national association confirming participation by this player and specifying the exact dates
- Stamped and signed residency papers from the municipality for the period in question

- School records for the period in question
- Approved game sheets for the period in question

Plus two of the following three items must be submitted with the application:

- School principal signature on original school letterhead confirming attendance in their school for the period in question
- Family Doctor's signature on original medical office letterhead confirming residency for the period in question
- Lawyer signature on original lawyer office letterhead confirming residency for the period in question

Application must be made to the IIHF General Secretary at least four weeks before the competition. At the same time, a copy of the player eligibility application must also be sent by the new member national association to the former member national association.

5. Transfers with Non-Member Organisations

- 5.1. Player transfers with non-member organisations having a transfer agreement with the IIHF will be executed following the conditions specified in the agreement.
- 5.2. Any player who leaves his national association to play in a non-member organisation will be at all times regarded as belonging to his original member national association.
- 5.3. Any player of a non-member organisation, without an IIHF transfer agreement, and who wishes to join an IIHF member national association must apply for an ITC from the member national association of the country of his previous non-member organisation.

6. Try-Out Exhibition Games

- 6.1. Written permission may be granted from a player's old member national association permitting that player to participate in exhibition games during a specified time period not to exceed 15 days from the first game that he plays. During this time period the player is under the jurisdiction of the member national association in which he is playing and is subject to the disciplinary procedure of the IIHF.

7. Fax Approval Procedures

- 7.1. In order to expedite the player transfer procedure; the new member national association may request approval for a transfer by fax. A photocopy of the completely filled in and signed ITC must be faxed by the

new member national association to the old member national association for approval. Should everything be in order, the old member national association must then immediately sign and fax the photocopied card to the IIHF for processing. The IIHF will issue a 30-day temporary fax approval to the new national association allowing the player to play immediately. The new national association shall immediately send with their fax the original ITC to the old national association for their signature. The old national association must then immediately forward the original, completely signed ITC to the IIHF office for final processing and approval. This process must be completed within 30 days of the date of the fax by which the IIHF has confirmed the temporary fax approval. After 30 days the temporary fax approval will be terminated.

8. Fees

- 8.1. The IIHF Council will establish the IIHF fee for ITC and for fax approvals. The IIHF administration costs incurred by each fax approval will be charged by the IIHF office in each individual case.
- 8.2. A transfer service fee reflects the costs connected with the execution of the transfer procedures. The old member national association shall not charge more than a CHF 500.-- service fee for the complete transfer procedure.

9. Distribution of Documents

- 9.1. Distribution of all documents in the IIHF transfer procedure must be executed by registered mail or by fax. The receiving member national association must confirm the receipt of any faxed document.
- 9.2. A faxed document must be immediately followed by the sending of the original document.

10. Release of a Player for National Team Games

- 10.1. Any club that has registered a player who is eligible under IIHF By-laws to play for the national team of a member national association must, in the event that he is selected for one of its representative teams, release him to the member national association for which team he is eligible to play, irrespective of age and in accordance with the IIHF International Transfer Regulations, which in this respect includes all players whether transferred or not.
- 10.2. This provision is binding for the following matches:
 - a) a total of nine national team matches per league season and for not more than four occasions.

b) in addition, any match in world championship, continental championship, Olympic competition and qualifications to such events; maximum 18 days for a senior event and 12 days for a junior event.

The period of release shall allow for training time. The extent of this training time shall be as follows:

- a) for an international match - 48 hours.
- b) for an IIHF Championship Qualification Tournament - 72 hours
- c) for an Olympic Winter Games Qualification Tournament - 72 hours
- d) for an IIHF Championship - 7 days
- e) for an Olympic Winter Games Tournament - 7 days

The club and national association concerned may agree to extend or to reduce the period of release. In any event, a player is obliged to arrive at the match venue at least 48 hours before start of the match.

- 10.3. Any club which releases a player shall not be entitled to any financial compensation including insurance, except the compensation agreed upon in the case of an extended period of release.
- 10.4. The national association summoning a player shall bear the travel costs actually incurred by the player as a result of this summons.
- 10.5. The club with which the summoned player is registered shall be responsible for his insurance coverage against sickness and accident during the entire period of his release including insurance for injury sustained in the international matches for which he is released.
- 10.6. Any player registered with a club is obliged to respond affirmatively when called upon by the selecting national association to play for one of its representative teams.
- 10.7. A member national association wishing to summon one of its players must do so in writing at least 21 days before the date of the event for which the player is required, and shall use their best endeavours to advise clubs when players may be summoned over the course of the season.
- 10.8. A member national association which requests the assistance of the IIHF to obtain the release of a player may do so only under the following two conditions:
 - a) the member national association with which the player is registered must have been asked to intervene but without success
 - b) the case must have been submitted to the IIHF at least 14 days before the date of the match for which the player has been summoned.
- 10.9. A player who is unable to comply with a summons from the selecting national association owing to injury or sickness shall, if the association so

requires, agree to undergo a medical examination by a doctor of that national association's choice.

- 10.10. A player who has been summoned by his selecting national association for one of its representative teams, shall not be entitled to play for the club with which he is registered during the period for which he has been released or should have been released.
- 10.11 If a club refuses to release a player or neglects to do so despite the provisions as specified above, the following sanctions shall be applied:
- a) a fine
 - b) a caution, censure or suspension of the club concerned.
- 10.12 Any violation by a club of the restriction on playing under article 10.10. shall be subject to the following sanctions:
- a) all or part of the sanctions mentioned under article 10.11.
 - b) the member national association to which the club belongs shall declare the match or matches, in which the player took part, forfeit by the club concerned.
- 10.13. If the player is transferred again to another club, the above obligations shall remain valid for the player, his new following club and the following receiving new member national association.
- 10.14 If upon conclusion of a transfer a special agreement was approved and signed concerning the release of the player for matches of his national representative team (article 10.2.), the said agreement shall be attached by the old member national association to the international transfer card.

11. Additional Rules for Professional Players Under Contract Transferring Between Member National Associations

- 11.1. A professional player under contract is a player who has concluded a written contract with an ice hockey club or national association according to which he is paid for taking part in matches or training sessions or both.
- 11.2. A professional player under contract may not transfer from his club and from his member national association as long as he is bound by his contract, provided the contract is not in opposition to the Statutes, By-laws and Regulations of the IIHF and to the laws of the country of his member national association.
- 11.3. Contracts concluded between clubs and players must be of specific duration. During the period of an existing contract a player shall not be approached by an official of any other club, or by a person in connection with any other club, in membership with another member national

association or league with the goal of inducing the player to breach his current contract and to join a new club.

- 11.4. A club wishing to contract the services of a player who is at present under contract with another club shall be obliged, before commencing any negotiations with that player, to inform his current club in writing of its interest.
- 11.5. Upon termination of his contract a player may prolong his previous contract, or shall be free to conclude a contract with a new club.
- 11.6. If a valid contract covers its possible cancellation, the player may conclude a new contract only when he has regained his freedom and fulfilled all the obligations of his former contract.
- 11.7. The transfer of a player during the term of his contract will not be subject to any restrictive regulations, provided that an agreement is reached between all three parties concerned - the former club, the player and the new club.
- 11.8. A player may be transferred (i) during the term of his contract or (ii) after his contract has terminated, for a limited period of time provided that an agreement is reached between all three parties concerned - the releasing club, the player and the receiving club.
During the period of such limited transfer the player will be under the jurisdiction of the new member national association.
After termination of the limited transfer the player shall continue his contractual obligations to (i) his old club or (ii) will sign a new contract.
- 11.9. The new club with which a free player concluded a contract must immediately inform the former club and submit the transfer card signed by the player and the new member national association to the old member national association.
- 11.10. The player transfer procedure outlined in Chapter 2 of these regulations will apply. Special aspects for the transfer of professional players under contract shall be taken into consideration, e.g. objections that the player has not fulfilled his contractual obligations with his former club, that he has not fulfilled his economic commitments to his former club such as unpaid debts or has not returned equipment owned by the club or a dispute between the two clubs regarding the transfer in principle.

12. It is the prime objective of the IIHF to develop ice hockey throughout the world. This development is dependant on the motivation for and financial status of clubs to invest in training young players. The IIHF recognises that without compensation being paid for players trained by a club who move to a new club before the old club has recovered its investment, development of the sport will be severely curtailed. The IIHF is working with its advisors and intends to replace the current system for compensation for players moving out of contract and replace it with a new system with worldwide applicability.

STANDARD RELEASE CONTRACT

Concluded between:

The _____ (old Member National Association)
The _____ (new club)
The _____ (player, hereinafter referred to as "the player")

In connection with the transfer granted to the player by the _____ (old Member National Association) the following is taken as agreed and will be a constituent part of the IIHF International Transfer Card (ITC):

1. The _____ (new club) hereby undertakes to place the player at the disposal of _____ (old Member National Association) without compensation for matches of its following national representative team: _____
 - a) A total of _____ national team matches per league season
 - b) IIHF World Senior Championships - _____ days,
 - c) IIHF World or Continental Junior Championships - _____ days
 - d) Olympic Winter Games Tournaments - _____ days.
 - e) IIHF Championship Qualifications or Olympic Qualifications - _____ daysThe preparatory period for international matches is _____ hours and for IIHF Championships it is _____ days.
2. The player shall undertake to comply with every invitation, which he receives to represent his national team, which is covered by this release contract, and the _____ (new club) shall in return guarantee this release.
3. If the player is unable to comply with the invitation from the _____ (old Member National Association) on account of injury or illness, he shall, at the request of this _____ (old Member National Association), be obliged to undergo a medical examination. The _____ (old Member National Association) shall select the medical examiner.
4. If the release is refused by _____ (new club), the _____ (old Member National Association) may lodge a complaint against the guilty club with the IIHF Disciplinary Committee.
The _____ (old Member National Association) has the same right of complaint against the player who refuses to comply with its invitation.
5. In any event the player shall not be entitled to play for his club during the period of his release and referred to under points 3 and 4 above.

6. The club shall undertake to transfer the player to another club only on condition that the latter assumes the obligation laid down in the release contract and likewise undertakes for its part to ensure that said obligations are assumed in the event of a further transfer.
The following receiving National Association and club shall agree to the conditions of this release contract by signing it. At the same time it shall be obliged to carry out every measure within its power to ensure that the terms of this contract are implemented in full against any guilty party.

(Old Member National Association Signature & Date)

(New Member National Association Signature & Date)

(Player Signature & Date)

(New Club Signature & Date)

Note:

The above release contract is based on the article 10.2 of the IIHF International Transfer Regulations and may serve as a sample if there are agreed conditions for the release of a player, which differ from the said article.

IIHF INTERNATIONAL TRANSFER

Letter of Approval

The _____ (Member National Association) hereby requests the transfer of this player, currently under 18 years of age, using a Letter of Approval as specified in Chapter 4 of the IIHF International Transfer Regulations. The details of this player are as follows:

Player Name *: _____

Player First Name *: _____

Citizenship: _____ Sex: _____

Place and Country of Birth: _____

Date of Birth: _____ (DD) _____ (MM) _____ (YY)

Old Federation: _____ Last Club: _____

New Federation: _____ New Club: _____

Transfer: (Check ✓ one only) Limited until _____

Unlimited

Old Member National Association Signature Date Stamp

New Member National Association Signature Date Stamp

IIHF Confirmation Date Stamp

* As written in player passport
Attachments: 1) Residency Papers
2) Copy of Passport