



International  
Handball  
Federation

## *IV. Regulations for Transfer Between Federations*

Edition: 8 February 2016

## Table of contents

- I. Basic Principles (§ 1)
- II. International Transfer Certificate ( §1- § 6)
- III. Rules for Professional Players ( § 1)
- IV. Supplementary Rules for Professional Players ( § 1)
- V. Transfer Possibilities for Professional Players ( § 1)
- VI. Loaning of a Player ( § 1)
- VII. Protection of Minors ( §1)
- VIII. Transfer Procedure ( § 1- § 2)
- IX. Compensation ( § 1- § 2)
- X. Transfer Fee for Students ( § 1)
- XI. Education Compensation ( § 1)
- XII. Rules for Amateur Players ( § 1 - § 4)
- XIII. Administrative Handling of Transfers and Disputes ( § 1 - § 3)
- XIV. Validity( § 1)

## Attachments

- 1. Procedure for Transfers / IHF Regulations
- 2. Request for an International Transfer
- 3. International Transfer Certificate
- 4. Specimen Contract



## ARTICLE 1

---

### I. Basic Principles

#### § 1

1. All handball players are subject to the Regulations for Transfers between Federations of the International Handball Federation (IHF) as well as those of the Continental Confederation concerned.

2. Every National Federation shall organise its internal transfer procedures by issuing regulations.

A federation's internal transfer regulations shall, however, not contradict the IHF Regulations for Transfer between Federations and supplementary regulations issued by Continental Confederations.

3. Within the context of these Regulations, a transfer between federations is a player's transfer from one IHF member federation to another IHF member federation. All transfers between these member federations have to be confirmed by the IHF. All transfer movements are registered in the IHF Database.

4. Within the context of these Regulations, the term "player" shall apply to both female and male players.

5. All intercontinental transfers must be approved by the International Handball Federation. All continental transfers must be approved by the Continental Confederation concerned and the International Handball Federation.



## II. International Transfer Certificate

### § 1

1. Every player has the right, as a matter of principle, to international transfer between federations, provided that such a transfer does not violate any other provisions of these Regulations.
2. Any transfer between federations shall be valid only upon issuance of a completed and legally signed official International Transfer Certificate that has been confirmed by:
  - the IHF (in case of transfers between continents)
  - the IHF and the Continental Confederation concerned (in case of transfers within a continent).
3. The official International Transfer Certificate shall be used when release to another federation is granted.

### § 2

1. Any player who is or was eligible to play for another federation's club shall be granted eligibility to play for another federation's club only if the new federation is in possession of an International Transfer Certificate issued by the releasing federation concerned and confirmed by the IHF and the Continental Confederation concerned.
2. The validity of an International Transfer Certificate shall not be limited to a certain period of time. Any clauses to such effect in an International Transfer Certificate shall be deemed null and void. Exceptions shall be permitted only in the cases named in Article VI § 1.
3. For issuance of an International Transfer Certificate National Federations shall charge fees or duties only as laid down by:
  - the IHF (for transfers between continents)
  - the IHF and the Continental Confederation concerned (for transfers within a continent).

### § 3

1. The right to request the necessary International Transfer Certificate shall be reserved for the National Federation one of whose clubs a player wishes to join. The request shall be addressed to the National Federation being in possession of the transfer rights. On the same day, a copy of such request shall be sent:

- to the IHF (in case of a transfer between continents)
- to the IHF and to the Continental Confederation concerned (in case of a transfer within a continent).

2. In case doubts arise as to which National Federation is in possession of a player's transfer rights, the National Federations have the right to request clarification from the IHF or the Continental Confederation concerned.

3. The Transfer Certificate shall be issued not later than 15 days after receipt of the transfer request by the relevant releasing federation, provided that its issuance is not prevented by material reasons.

4. The releasing federation shall take into account any preexisting rights of any third federation. In such a case, a copy of the International Transfer Certificate shall also be provided to such third federation.

5. If, within a period of 15 days from the date of the request by the new receiving federation, the releasing federation which the player wishes to leave fails to issue an International Transfer Certificate or fails to give a material reason for its refusal, the new receiving federation may request from:

- the IHF (in case of a transfer between continents)
- the IHF and the Continental Confederation concerned (in case of a transfer within a continent)

issuance of an International Transfer Certificate on account of the expiry of the period stipulated.

6. Any reason for refusal named by the releasing National Federation shall neither contradict the IHF Regulations for Transfer between Federations nor any additional provisions issued by the Continental Confederations.

7. In respect of transfer requests sent by fax or e-mail the 15-day period shall commence on the day the transfer request is transmitted by the new receiving National Federation.

8. A copy of the International Transfer Certificate confirmed by the releasing National Federation shall be provided to the National Federation that requested the Transfer Certificate. Another copy of the International Transfer Certificate shall be delivered to the IHF (in case of a transfer between continents) or to the Continental Confederation concerned (in case of a transfer within a continent).

9. Delivery of the confirmed International Transfer Certificate to the receiving federation, to the IHF and to the Continental Confederation concerned shall likewise be made within a period of 15 days from the date of the request.

10. The IHF may instruct a federation to issue an International Transfer Certificate, or it may take a substitute decision and issue an International Transfer Certificate itself. In the latter case, the validity of such decision may be limited to a certain period of time.

11. Only fully completed request forms will be accepted. The IHF will immediately send back incorrect request forms.

12. Only requests by fax or e-mail are accepted.

13. For practical reasons, intra-continental transfers (transfers between two federations belonging to the same Continental Confederation) will be treated by the Continental Confederation concerned under the present rules and with confirmation by the IHF.

All transfers are valid only after the confirmation of the IHF. The IHF is not entitled to administrative fees for confirmation of transfers at continental level. Such fees are to be levied by the Continental Confederation concerned.

#### § 4

The Transfer Certificate shall not be used as an instrument for imposing conditions and/or financial demands except in the cases regulated in § 6 of this Article.

#### § 5

1. When a player has been suspended in the releasing National Federation or when disciplinary proceedings are pending against him, the releasing National Federation may issue a Transfer Certificate provided that the date of release stated is not earlier than the first day after expiry of the suspension period. The acknowledgement of such a suspension requires the previous confirmation of the IHF, the Continental or National Federation concerned.

2. If the receiving National Federation has doubts as to the legality of a player's suspension, it may request clarification from the IHF or the Continental Confederation concerned.

## § 6

1. A National Federation may collect an administration fee set by the IHF or the Continental Confederation concerned for the issuance of an International Transfer Certificate for players possessing and retaining the status of an amateur player from the receiving club or federation.
2. A National Federation may collect from the receiving club or federation an administration fee set by the IHF or the Continental Confederation concerned for issuance of an International Transfer Certificate for players possessing or assuming the status of professional players.
3. A National Federation may collect from the receiving club an administration fee set by the IHF or the Continental Confederation concerned for issuance of an International Transfer Certificate for players possessing the status of a professional player and assuming the status of an amateur player.
4. The IHF (in case of transfers between continents) or the Continental Confederation concerned (in case of transfers within a continent) has the right to demand an administration fee from the receiving club or federation for the administrative handling of transfers of players in accordance with §§ 6.1., 6.2. and 6.3. of this Article.
5. The return of a player to his releasing federation after the end of a limited release (loan) shall be executed without charging any administration fees. In case a player returns to his federation before the end of the limited release (early return), the administration fees stipulated are due.
6. Prolongation of loans to the same receiving National Federation shall be processed by the IHF and the Continental Confederation concerned without charging any administration fees.



## ARTICLE 3

---

### III. Rules for Professional Players

#### § 1

1. Any player receiving compensation in excess of the costs named in Article 2 of the IHF Player Eligibility Code shall be in possession of a written contract with his club. Such contract shall be legally signed and define all of the contracting parties' rights and duties with legally binding effect.

2. Important constituents of any such contract as named in § 1.1. of this Article are the duration of the contract (beginning and end) as well as provisions relating to termination of the contract by either party.

3. Every National Federation shall send a central register of all professional players reported in the area it is in charge of to the IHF and the Continental Confederation concerned by 15 October of each year. Players concluding a contract during the season shall be reported to the IHF and the Continental Confederation concerned by the National Federation within 7 days.



## ARTICLE 4

---

### IV. Supplementary Rules for Professional Players

#### § 1

A National Federation may refuse issuance of an International Transfer Certificate if:

- the player wishing to leave the National Federation has failed to fulfil his obligations under his contract with his current/previous club
- a material reason relating to the transfer exists between the releasing club and the club of another federation with which the player intends to conclude or has concluded a contract.

Reasons to be recognised as material

- disagreement regarding the amount of transfer compensation to be paid by the receiving club to the releasing club
- existing and confirmed suspensions or pending disciplinary proceedings.

If issuance of an International Transfer Certificate is refused, a written statement giving material reasons for the refusal shall be provided to the receiving federation and to the IHF

and the Continental Confederation concerned within 15 days from the date of the request (see Article 2 § 3).

In case of refusal of the transfer certificate, the IHF Transfer Department shall be obliged to take a decision within 7 days after the refusal.

- Professional players may be registered with a maximum of three clubs during one season. The number of clubs includes those clubs where the player was loaned in the course of one season. During this period, the player is only eligible to play for a maximum of three clubs.
- In accordance with these Regulations a season is defined as starting on 1 July every year, and finishing on 30 June of the consecutive year.
- In case a player moves between two clubs belonging to National Federations with overlapping seasons (i.e. start of season in summer/autumn as opposed to winter/spring) the provisions and the definition of a season in these Regulations apply.



## ARTICLE 5

---

### V. Transfer Possibilities for Professional Players

#### § 1

In principle, transfers of professional players may be carried out in three different ways:

*a. Loan out of an existing contract*

This can be done not more than two times in the course of the season, with transfer rights being retained by the releasing National Federation. The contract between the club and the player remains in force during the period of the loan. Such loan shall be subject to the player's consent.

*b. Transfer with the passing over of transfer rights*

Transfer with the passing over of transfer rights to the receiving National Federation out of an existing, valid contract. Such transfers shall be subject to the consent of the releasing club, of the player and of the receiving club.

*c. Transfer on expiry of a contract*

Transfer on expiry of a contract with the passing over of transfer rights to the receiving National Federation.



## ARTICLE 6

---

### VI. Loaning of a Player

#### § 1

1. Loaning of a player by a club to another club is deemed a transfer within the context of these Regulations. Therefore, an International Transfer Certificate has to be issued when a player leaves a National Federation to join the National Federation of the club to which he has been loaned.
2. After expiry of the loan period the player automatically returns to his original club which made the loan.
3. The terms of the loan of a professional player (duration of the loan, obligations associated therewith, etc.) shall be the object of a separate written agreement to be attached to the International Transfer Certificate as an annexe. A clause to this effect on the International Transfer Certificate is not allowed and therefore void.
4. There is nothing to prevent a further loan of a player already on loan unless otherwise provided by other clauses of these Regulations.
5. The duration of any loan shall not exceed the duration of the original contract remaining in effect between the player and his club.
6. In case of a loan the federation to which the player was loaned shall, at the end of the loan period, notify the IHF and the Continental Confederation concerned, within 14 days from the end of the loan period, of any suspension imposed on the player concerned.



## ARTICLE 7

---

### VII. Protection of Minors

#### § 1

International transfers of players under the age of 16 shall be permitted only under the following conditions:

- a. as a general rule, when the player's family moves to the country in which the new club is located for reasons that are not linked to handball
- b. international transfers of amateur players under the age of 16 shall be permitted (e.g. students, pupils).

For such transfers (§ 1. a and b of this Article), no fees shall be charged, neither by the releasing federation nor by the Continental Confederation nor the IHF.

The same principles apply to the first registration of players under the age of 16 who have a nationality other than that of the country in which they first apply for registration.



## ARTICLE 8

---

### VIII. Transfer Procedure

#### § 1

The detailed transfer procedure is stipulated in the attachment.

#### § 2

1. If a player concludes two or more contracts for the same period of time (except in case of a loan), the legally signed contract first proclaimed to the National Federation concerned shall be valid.
2. In such a case the IHF or the Continental Confederation concerned will institute disciplinary proceedings.
3. A professional player has the right to conclude a new contract with a new club for the time after expiry of the contract with his current club.
4. A player shall not change his club as long as his contract is valid. An early alteration and/or termination of a contract shall be subject to an agreement in writing by the contracting parties.



## ARTICLE 9

---

### IX. Compensation

#### § 1

When a professional player, who has a valid contract with his club, concludes a contract with a new club, his previous club has the right to claim transfer compensation.

#### § 2

A professional player, whose contract with his previous club has expired, may join another club as a professional player. In such cases, the club where he was previously playing has no right to claim transfer compensation. It is permitted for players to agree a pre-contract with another club for a free transfer if the players' contract with their existing club has six months or less remaining.

### § 3

1. If no agreement regarding the amount of the transfer compensation between the releasing club and the receiving club can be reached, the releasing federation/club may refuse the release of the player.

This shall constitute a material reason for refusing the issuance of an International Transfer Certificate.

2. After a period of 12 months after expiry of the last contract between the player and a club the player automatically becomes an amateur player.

The transfer of such a player is subject to the clauses in these Regulations relating to amateur players.



## ARTICLE 10

---

### X. Transfer Fee for Students

#### § 1

1. The transfer administration fee shall not be payable in cases in which a player transfers to another country under an international students exchange programme (max. 12 months). In addition, individual exemptions may be granted to clubs in nations having development status.

2. An exemption in accordance with § 1.1. of this Article shall be available exclusively for players transferring to a club that plays at a level below the first or second league within the National Federation concerned. If, after such a transfer, a player is transferred within 24 months to a club playing in the first or second league, the IHF or the Continental Confederation concerned and the releasing federation shall have the right to charge the transfer administration fee retrospectively.



## XI. Education Compensation

### § 1

1. A releasing club is entitled to demand education compensation for players between the ages of 16 and 23 participating in club or national team competitions (criterion: being listed at least once in a match report in the respective season).
2. Education compensation shall not be demanded later than 12 months after the end of the last employment contract.
3. The maximum compensation per professional player and season is CHF 3,500.-- for club competitions.
  - 3.1. The club(s) with which the player was under contract (including players with a written educational agreement) before the transfer is/are entitled to demand compensation.
4. The maximum compensation per national team player and season is CHF 800.-- for national team competitions.
  - 4.1. The National Federation is entitled to claim compensation upon supplying proof that the player concerned was listed at least once in an official match report of a national team game in the respective season.
5. Unclear circumstances regarding education compensation shall not constitute material reasons for refusing the issuance of the International Transfer Certificate.
6. Education compensation can only be requested during the transfer procedure (at the latest when issuing the International Transfer Certificate). The correct announcement within due time is a precondition for any education compensation claim.
7. In the case of IHF involvement in resolving disputes over education compensation, an administration fee of up to CHF 1,500. -- shall be payable (to be paid by the club/federation at fault) – also for failure to arrange payment.
8. Failure to pay compensation for the cost of education within six weeks after issuance of the International Transfer Certificate and the call for payment shall carry, depending on the circumstances, a fine up to CHF 20,000.--, a transfer ban, and/or complete suspension from national and international competitions for the club. In implementing the penalty, the requirements of the current playing season may be taken into account if deemed appropriate.
9. Responsibility for implementation of sanctions at the national level shall rest with the National Federation concerned. If the National Federation does not ensure appropriate

implementation, the outstanding claims shall be debited to the National Federation's account.



## ARTICLE 12

---

### **XII. Rules for Amateur Players**

#### **§ 1**

1. Upon expiry of a contract, a professional player may become eligible to play as an amateur player.
2. A player gains the status of an amateur player after a period of 12 months following expiry of his last contract when it comes to fees.

#### **§ 2**

1. A player is an amateur player within the context of these Regulations as long as the conditions set out in Article 2 of the IHF Player Eligibility Code are met and as long as the conditions set out in Article 3 § 1 of these Regulations are not met.
2. Players possessing and/or receiving the status of an amateur player in the releasing federation and/or the receiving federation shall be transferred without any time limit.
3. In case of a transfer of an amateur player the releasing club may claim transfer compensation only in such cases in which the player concerned had the status of a professional player in the releasing club.
4. In case a player being transferred as an amateur player (amateur player within both the releasing and the receiving federation) signs a contract/an agreement within twelve months after the respective transfer, the club completing the corresponding agreement with the player is obliged to announce this completion to the National Federation concerned within 14 days. The announcement concerning the completion of the contract shall accordingly be forwarded to the IHF and the Continental Confederation concerned by the National Federation concerned.

In such cases, the transfer administration fees are due at the date of the completion of the contract. Any failures in announcing the completion of a contract in the said case shall be penalised in accordance with the IHF Regulations.

5. **Amateur players may be registered with a maximum of three clubs during one season. The definition of a season in Article 4 § 1 applies in the case of amateur players as well.**

#### **§ 3**

If a club with which a player was last active as a professional player is in doubt regarding the player's status in his new club, that club has the right to request clarification and initiation of the necessary action from the IHF and the Continental Confederation concerned.



## ARTICLE 13

---

### **XIII. Administrative Handling of Transfers and Disputes**

#### **§ 1**

Continental Confederations are entitled to include points ruling the definition, the rights and the duties of so-called player agents in their supplementary rules for transfer procedures.

#### **§ 2**

1. The IHF and the Continental Confederation concerned shall be responsible for the administrative handling of disputes arising between federations, clubs and players of the Continental Confederation.
2. The Continental Confederation has the right to issue supplementary regulations based on these IHF Regulations.
3. The Continental Confederation's disciplinary regulations shall have precedence.
4. The IHF Transfer Department shall be responsible for the administrative handling of transfers between continents and in the event of disputes arising between federations, clubs and players of different continents. The Continental Confederations concerned shall be informed by copy. An appeal against decisions of the IHF Transfer Department may be made to the IHF Arbitration Commission.



## ARTICLE 14

---

### **Validity**

#### **§ 1**

In the event that international treaties are existing or certain specifications are defined for the handling of transfers within the Continental Confederations concerned, the respective treaties or provisions shall apply.

---

## **Attachment 1**

### **PROCEDURE FOR TRANSFERS / IHF Regulations**

#### **1. Contents**

The Transfer Rules regulate the orderly handling of transfers (between federations) of handball players.

The IHF assumes responsibility for all transfers of professional players in accordance with the IHF "Player Eligibility Code" and the "IHF Regulations for Transfer between Federations", including the administrative processing of transfers, recording of transfers in the IHF Players Database, custody of transfer certificates, confirmation and/or issuance of transfer certificates and settlement of disputes arising from transfers between federations or issues associated with the release of players to national teams.

The IHF keeps all transfer certificates of amateur players on file and shall be responsible for the settlement of disputes arising in connection with transfers between federations.

#### **2. Principle**

The IHF Transfer Rules are based on the following regulations issued by the *INTERNATIONAL HANDBALL FEDERATION*

IHF Player Eligibility Code

IHF Regulations for Transfer between Federations

#### **3. Notes**

3.1. All transfers between two National Federations belonging to two different Continental Confederations shall be handled administratively by the IHF Head Office. All transfers between National Federations belonging to the same Continental Confederation shall be handled administratively by their respective Continental Confederation, and confirmed by the IHF.

Transfer fees in accordance with the IHF Regulations for the Transfer between Federations Article 2 § 2.3. and §§ 6.1., 6.2., 6.3. and 6.4. have been fixed as follows and shall be paid by the receiving federation or its club:

In case of transfers of:

- professional players to become professional players

- professional players to become amateur players
- amateur players to become professional players

the transfer fee to the releasing federation amounts to CHF 1,500.-- per transfer and the transfer fee to the IHF amounts to CHF 1,500.-- per transfer.

In case of transfers of:

- amateur players to become amateur players

the transfer fee to the releasing federation amounts to CHF 150.-- per transfer and the transfer fee to the IHF amounts to CHF 150.-- per transfer.

3.1.1. An **amateur player** shall be eligible to play for his new federation (receiving federation) upon his release by the previous federation (releasing federation). The following procedure applies:

1. Transfer request to be filled in completely (official form is obligatory).
2. Proof of payment of the transfer fee of CHF 150.-- to the releasing federation and to the IHF.
3. Transfer certificate (completely filled in) to be sent to the IHF as well as to the receiving federation (Note: no player eligibility for the player at this stage).
4. Review of the transfer papers and input into the IHF Players Database by the IHF.
5. Confirmation of transfer certificate by the IHF and dispatch to the releasing and receiving federations. (It is only upon receipt of a confirmed transfer certificate that the player is eligible to obtain the national playing license within the receiving federation.)

3.1.2. In the case of a transfer where an amateur player changes his status to a professional player within a period of 12 months (i.e. a previously amateur player in both the releasing and receiving federations – proof of payment of the CHF 150.-- transfer fee shall be furnished), the sum payable equals the difference between the fees payable under Article 2 §§ 6.2. and 6.4. of the IHF Transfer Regulations (CHF 1,500.– less CHF 150.-- = CHF 1,350.--).

3.1.3. A **professional player** shall be eligible to play for the new federation upon confirmation of his International Transfer Certificate by the IHF (with a copy to the receiving and the releasing federations). The following procedure applies:

1. Transfer request to be filled in completely (official form is obligatory).
2. Proof of payment of the transfer fee of **CHF 1,500.-- each** to the releasing federation and to the IHF or the corresponding Continental Confederation
3. Transfer certificate (completely filled in) to be sent to the IHF as well as to the receiving federation (Note: no player eligibility for the player at this stage).
4. Review of the transfer papers and input into the IHF Players Database by the IHF.

5. Confirmation of the transfer certificate by the IHF and dispatch to the releasing and receiving federations. (It is only upon receipt of a confirmed transfer certificate that the player is eligible to obtain the national player license within the receiving federation.)

3.2. At the end of a limited transfer period, the transfer rights go back to the loaning federation. No International Transfer Certificate will be issued. No transfer fee is due on such transfers.

3.2.1. In the event of a player being suspended or disciplinary proceedings being pending, the federation to which the player was released on loan shall inform the IHF as well as the federation that released the player of this fact within a period of 3 days from the date of the end of the limited release.

3.2.2. In the event of a player being re-transferred to the country to which he had been transferred in the period before, the transfer fee shall be payable only if the player is not being transferred to the same club as in the period before.

Only a transfer to the same club as in the previous period shall be referred to as "prolongation of a transfer".

3.3. An appeal against the handling of a case or decisions taken by the body of first instance (administrative procedure) shall be considered and settled by the IHF Arbitration Commission as the body of second and final instance against payment of an administration fee amounting to CHF 1,500.-- and a refund of the costs incurred.

#### **4. Transfer Procedure**

4.1. Agreement between the player and his new club (in the case of a professional player, by conclusion of a contract) followed by a request of the club to its National Federation to grant player eligibility to play at the national level and to effect registration.

4.2. The request of the receiving federation regarding the issuance of an International Transfer Certificate to the releasing federation shall be submitted in writing. At the same time, a copy of the transfer request shall be provided to the IHF.

4.3. In the event of disputes over transfers, the International Handball Federation will consider a transfer request by a professional player valid only (start of the 15-day period) if, upon request by the IHF, proof of the first contact initiated by the prospective receiving club (letter + proof of transmission) is submitted to the IHF Head Office.

4.4. Response to a request concerning an international transfer within 15 days by the releasing federation (with copy to the IHF) after receipt of the transfer request and/or issuance of the International Transfer Certificate by the releasing federation within 15 days after receipt of the transfer request and delivery of the confirmed International Transfer Certificate to the IHF and the receiving federation

4.4.1. *Amateur and professional players*: Delivery of the confirmed International Transfer Certificate by the releasing federation to the IHF and to the receiving federation – compare with 3.1.1. and 3.1.3.

4.5. Administrative processing of the International Transfer Certificate by the IHF

4.5.1. *Amateur players* (amateur player to become amateur player)

Confirmation of transfer certificate by the IHF upon receipt of the transfer fees or delivery of a receipted copy of credit transfer instructions and transmission of copies of the International Transfer Certificate to the releasing and the receiving federations, recording of the transfer in the IHF Players Database and filing of the certificate by the IHF.

4.5.2. *Professional players* (professional player to become professional player, professional player to become amateur player, amateur player to become professional player)

Confirmation of transfer certificate by the IHF upon receipt of the transfer fees or delivery of a receipted copy of credit transfer instructions and transmission of copies of the International Transfer Certificate to the releasing and the receiving federations, recording of the transfer in the IHF Players Database and filing of the certificate by the IHF.

4.6. In the case of an international transfer taking place within a period of 12 months after the preceding one, with the player returning to the federation that originally released him but joining another club than the one by which he was originally released, the national transfer regulations of this federation shall apply. Such international transfers shall be dealt with as direct transfers between the club that originally released the player and the new receiving club in the same country.

## 5. Disputes

5.1. Any disputes arising in transfer matters or in connection with the release of players to national teams shall be considered and settled by the IHF Transfer Department as the body of first instance (administrative procedure).

Appeals against the handling of a case or decisions taken by the body of first instance (administrative procedure) shall be considered and settled by the IHF Arbitration Commission as the body of second and final instance against payment of an administration fee of CHF 1,500.-- and a refund of the costs incurred.



# Request form for an international transfer

Season .....



Copy of this request to IHF obligatory

<b>Receiving Federation</b> _____	<b>The receiving federation requests a(n)</b> <input type="checkbox"/> unlimited release	<b>DATE OF BIRTH</b> <b>Player</b> _____
<b>Releasing Federation</b> _____	<input type="checkbox"/> loan until _____ <input type="checkbox"/> loan agreement attached	_____
		day / month / year

<b>Player's first name</b> _____	<b>Player's surname</b> _____	
<input type="checkbox"/> male <input type="checkbox"/> female	<b>Nationality</b> _____	<b>Passport ID number</b> _____

<b>Name of receiving club</b> _____	<b>Competition level of new club in .....</b> <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5
<b>Player's status in the new club</b> <input type="checkbox"/> professional player <input type="checkbox"/> amateur player <input type="checkbox"/> player with education agreement <input type="checkbox"/> student (student certificate must be attached)	<b>Additional remarks</b> _____
<b>beginning of contract</b> _____	<b>Player's license for new club requested to be valid from:</b> _____
<b>end of contract</b> _____	_____

<b>Name of releasing club</b> _____	<b>Compensation for Education:</b> <i>Professional player / national team</i>																					
<b>Player's status in the releasing club</b> <input type="checkbox"/> professional player <input type="checkbox"/> amateur player <input type="checkbox"/> player with education agreement <input type="checkbox"/> student	<b>Information from the player:</b>																					
<b>beginning of contract</b> _____ →	<b>end of contract</b> _____																					
<b>Last match with releasing club:</b> _____	<table border="0"> <tr><td>2009/10</td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr> <tr><td>2010/11</td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr> <tr><td>2011/12</td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr> <tr><td>2012/13</td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr> <tr><td>2013/14</td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr> <tr><td>2014/15</td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr> <tr><td>2015/16</td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr> </table>	2009/10	<input type="checkbox"/>	<input type="checkbox"/>	2010/11	<input type="checkbox"/>	<input type="checkbox"/>	2011/12	<input type="checkbox"/>	<input type="checkbox"/>	2012/13	<input type="checkbox"/>	<input type="checkbox"/>	2013/14	<input type="checkbox"/>	<input type="checkbox"/>	2014/15	<input type="checkbox"/>	<input type="checkbox"/>	2015/16	<input type="checkbox"/>	<input type="checkbox"/>
2009/10	<input type="checkbox"/>	<input type="checkbox"/>																				
2010/11	<input type="checkbox"/>	<input type="checkbox"/>																				
2011/12	<input type="checkbox"/>	<input type="checkbox"/>																				
2012/13	<input type="checkbox"/>	<input type="checkbox"/>																				
2013/14	<input type="checkbox"/>	<input type="checkbox"/>																				
2014/15	<input type="checkbox"/>	<input type="checkbox"/>																				
2015/16	<input type="checkbox"/>	<input type="checkbox"/>																				
	Other seasons: _____																					

Signature and stamp of the receiving federation

Date of the request



# INTERNATIONAL TRANSFER CERTIFICATE



**Intercontinental Transfer**

**Continental Transfer**

Issued by the National Federation of \_\_\_\_\_

to the National Federation of \_\_\_\_\_

*We hereby confirm that, in accordance with the IHF Regulations for Transfer between Federations / Continental Transfer Regulations,*

the Player male  female

First Name \_\_\_\_\_

Family Name + (Family at time of birth) \_\_\_\_\_

Date of birth: \_\_\_\_\_  
day / month / year

Nationality: \_\_\_\_\_

Passport Number: \_\_\_\_\_

**(Information by the releasing federation)**

has the status of a **Professional**

**Amateur player**

**Player with education agreement**

**Student**

at the Club \_\_\_\_\_ in the Federation \_\_\_\_\_

Expiry date of the contract with the releasing club \_\_\_\_\_

**(Information out of the receiving federation)**

The player will become a **Professional**

**Amateur player**

**Player with education agreement**

**Student**

Date of the beginning of the contract \_\_\_\_\_

Expiry date of the contract \_\_\_\_\_

at the Club \_\_\_\_\_ Federation \_\_\_\_\_

**Compensation for education**

not payable

payable

but no agreement reached

written agreement, but not paid until the moment of release

written agreement and paid

Attachments referring to Article 6 § 1 (loaning of a player) of IHF Transfer Regulations and Article 7 of the Eligibility Code (national team) as well as referring to the compensation for education of a player yes  no

**Loan, limited until** \_\_\_\_\_

*a loan is only possible, if the player concerned has a valid contract with the releasing club  
(see Article 6 § 1 of IHF Transfer Regulations)*

**Unlimited Release**

Place and Date of the release by the releasing federation \_\_\_\_\_

Signature and Stamp by the releasing federation \_\_\_\_\_

**IHF - Intercontinental Transfers**

*to be filled in by*

**Continental Transfer - Continental Confederation**

The player has the eligibility to play for the National Federation of \_\_\_\_\_ from \_\_\_\_\_

The release is unlimited

The Loan is limited until \_\_\_\_\_

This is the  loan of the player.

Date/Signature/Stamp \_\_\_\_\_

**Specimen Contract**

The following contract is concluded between

a) the club, [redacted], represented by [redacted] hereafter referred to as Club and

b) the player [redacted], born [redacted], in [redacted]

presently residing in [redacted]

§1 Player undertakes to play handball for Club as an eligible player. Player shall observe Bylaws and Regulations of the national federation.

§2 The duration of the contract shall be from [redacted] to [redacted]

It shall be considered terminated:

- a) at the end of its duration
- b) upon conclusion of a written termination agreement
- c) by termination without notice for good cause. Club being in arrears with its contractual obligations pursuant to §4 for more than one month shall constitute good cause on the part of Player. Player's absence, pursuant to §3a of this contract, at an event, upon issuance of a previous written warning and without excusal, shall constitute good cause on the part of Club.

§3 Player undertakes to employ all his energy and skills on behalf of Club, and to do all in his power to maintain and increase such energy and skills, and to desist from practices detrimental to his performance or Club's prestige. Accordingly, Player shall

- a) participate in all club matches, training courses, training events, players meetings and other events in preparation for games and competitions, and at these events wear only items of clothing from Club's official outfitters (see §5c)
- b) present himself at Club's appointed physician for medical treatment in the case of an injury or illness
- c) undergo sports medicine and sports therapy treatments as prescribed by Club appointed physician
- d) participate in and contribute to all of Club's events in the service of Club's public relations
- e) behave in a manner that will not impair Club's image in particular and handball's in general and make no statements on Club's internal affairs
- f) demonstrate fair play towards anyone involved in games and training.

§4 In consideration of Player's undertakings, he shall receive:

- |   |                               |               |
|---|-------------------------------|---------------|
| a) a monthly expense allowance of [redacted]  | c) rent subsidy [redacted]    | e) [redacted] |
| b) performance-related cost refund [redacted] | d) travel expenses [redacted] | f) [redacted] |

All of Player's allowances are gross amounts. Club and Player shall pay taxes and social charges directly, including where monetary advantages are concerned.

§5 In addition to the allowances pursuant to §4, Club undertakes

- a) to guarantee regular games and training managed by qualified experts
- b) to provide sufficient care in respect of sports medicine and sports therapy
- c) to provide sufficient sports clothing for games and training
- d) to make Player available for national team matches **as per the provisions of Article 7 of the IHF Player Eligibility Code.**

Attachment 4

- §6 Player is entitled to [redacted] working days without games or training. Working days are defined as days other than Sundays and official holidays. Player shall take his annual vacation before the preparation period for the coming season. Player's vacation shall not coincide with games involving points, cups or official friendly matches. Exceptions shall be for urgent personal or professional reasons only and require Club's agreement. The contractual expense allowance shall continue to be paid during the period in which no games take place. Performance-related payments and travel refunds made by Club during the duration of this contract shall in no way affect the amount of compensation during the time in which no games are played.
- §7 Club shall inform its national federation within [redacted] days, in writing, of the signing of this contract.
- §8 Amendments, additions, or the termination of this contract shall be in writing. The fact that individual clauses of this contract may be invalid shall not in any way prejudice the validity of this contract as a whole. Should a contractual stipulation be invalid, the parties to the contract shall generate a new, valid clause which is as close in meaning as possible to the one it replaces. Verbal agreements and agreements with third parties relating to Player's undertakings pursuant to §1 of this contract, shall be invalid.
- §9 In case of any disputes, the International Handball Federation or its judicial bodies are the bodies of first instance. Once all internal remedies of the International Handball Federation are exhausted, an appeal against the decision of the IHF can be lodged with the Court of Arbitration for Sport in Lausanne whose decision will be final.
- §10 This contract is signed in five copies (two copies for each of the signatories and one copy to be deposited with the International Handball Federation).
- §11 The International Handball Federation will issue the ITC once the contract is deposited with the International Handball Federation.

Place / Date

[redacted]

Club (signature and stamp)

[redacted]

Player (signature)

[redacted]