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## NMIFA RELEASE & TRANSFER POLICY AND PROCEDURES

**POLICY:** Players wishing to transfer from one Northern Mariana Islands Football Association (NMIFA) member club in good standing to another during the current year must complete the **NMIFA Release & Transfer Form**.

**PURPOSE:** This policy aims to promote club development, regulate player transfers, ensure fair play, and uphold the integrity of NMIFA competitions. The procedures outlined here ensure that players may be released from their current club commitment while remaining in good standing with NMIFA.

**SCOPE:** This policy applies to the following bona fide registered players of the NMIFA:

- Players in the U12 Competitive Divisions and higher in the Youth League.
- Players in the Adult Men's and Women's Leagues.

### 1. PROCEDURES

#### 1.1 Annual Registration

- Players are required to properly register with an NMIFA member club in good standing for each calendar year, which runs from January 1st to December 31st.

#### 1.2 Club Commitment

- Once registered and having played an official match for a club, players must remain with that club for the duration of the year unless a transfer is approved.
- Clubs may establish their own internal agreements with players, binding them to the club for one year.

#### 1.3 Valid Reasons for Transfer

- The only acceptable reason for transferring between clubs is **relocation on the island**, which allows players to practice with a team located in their new area.
- Transfers for any other reason will not be approved.

#### 1.4 Transfer Window

- The designated transfer window is **August 1st to 31st**. During this period, players may request transfers between NMIFA member clubs in good standing.

#### 1.5 Submission and Processing of Transfer Requests

- Players must complete and submit the NMIFA Release & Transfer Form, including the player's current NMIFA ID.
- If the player is under 18, the parent or guardian must sign the NMIFA Release & Transfer Form, acknowledging and approving the transfer request.
- A \$100 processing fee applies to both Youth League and Adult League players. The fee must be paid by the player (or the parent/guardian if the player is a minor) before processing can begin.
- All transfer requests must be submitted to the NMIFA office for review and approval by the Players' Status Committee.
- Upon submission, there is a processing period of up to 3 to 5 business days (or as deemed necessary by NMIFA) to process and approve the Release & Transfer Form. During this time, the player cannot participate in matches, be listed on a roster, or possess an NMIFA Player ID card.

### 1.6 Club Roster Maintenance

- Each NMIFA member club is limited to transferring a maximum of 2 players per year, regardless of age division. This applies across both the Youth and Adult Divisions.
  - Example 1: If a club transfers 1 player from the U12 Division and 1 player from the Adult Division, the club has reached its 2-player transfer limit for the year.
  - Example 2: If a club transfers 2 players from any Youth Division, it cannot transfer additional players from any Adult Division during that same calendar year.
- No transfers are permitted if a club's roster falls below the minimum number required by the respective competition.

### 1.7 Disciplinary Restrictions

- Players with outstanding disciplinary issues or unpaid fees are not permitted to transfer until all obligations are fulfilled.
- Pending suspensions will carry over to the player's next match in accordance with competition regulations.

## 2. **SANCTIONS FOR NON-COMPLIANCE**

In the event of violations of NMIFA policies and procedures, NMIFA reserves the right to impose appropriate disciplinary sanctions. The severity of the sanction will depend on the nature of the violation, with possible escalation to the NMIFA Disciplinary Committee for further action if necessary.

## 3. **MATTERS NOT PROVIDED FOR**

Any situations not explicitly covered in this policy, or cases of force majeure will be resolved by the NMIFA Players' Status Committee. Decisions made by the committee are final.

### NMIFA RELEASE & TRANSFER – POLICY AND PROCEDURES:

Effective Date: 10 SEPTEMBER 2024

Approved by: \_\_\_\_\_  
Alex Sablan  
Players' Status Committee  
Chairperson

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