



Transfer Guidelines 2024 – approving a request

You also need to approve a player who is within your own club, but where the teams play within different leagues (ie played going to Girls League)

<https://www.rugby-league.com/support/leaguenet-support/accepting-player-transfers>

The first thing to do is to ensure that the correct people are set up to receive the emails once a transfer from your club is requested. If only one person (not recommended) then ensure that person is on top of them and has cover for holidays.

Once you receive the email you have 72 hours to go and approve the request. If you don't approve within this timescale then you will lose the opportunity to make any comment/list anything that the player owes. The request will be approved by the League after 72 hours.

The 72 hours are so that the responsible person can check with the team/treasurer etc to see if anything is owed to the club.

LeagueNet request

Only certain people at your club can do approve – there are training videos and notes online on how to get access and how to do this, see the link at the top of the page.

Change status to Approved

Approved by – put your name

Year represented – **leave alone**

Alert date – **leave alone**

Additional Information – enter everything you feel we need to know: -

1. If any money/property needs returning (if nothing, then put “nothing owed”)
2. A response to the transfer request if appropriate – i.e. if you think the reason for transferring is not accurate
3. If they are a scholarship player (we do cross reference, but this would make it easier for us).
4. Confirm if the team has folded (if that is the reason) and what teams you do have that the player would be eligible for.
5. The number of match bans the player still has to serve.

Select Development Fee – **leave alone**

Player Financial – **leave alone**

Player Suspended – **if you put ‘suspended’ you must put how many bans are still to serve.**

Once property/monies are returned you must email transfers@yjvarl.co.uk **immediately**.

If transfers chase you for a response on whether property has been returned you **MUST** reply within 24 hours, if not, we may determine you are deliberately obstructing the transfer and process it anyway.

Please ensure that auto-fill does not put your email address in ‘participant's email’ as this overwrites the player's record.

Please note that The RFL do not deal with YJARL transfers.

YORKSHIRE JUNIOR BOARD OF MANAGEMENT.

Donna Simons Tyrone Oliver Michelle Huntington Jacki Flanagan Charlie Bray