



CLA Player Transfer Guide

Section 18.4 CLA Operations Manual

Updated January 2015

CLA Inter-Member or Association Member Transfers

Section 18.4 – CLA Operations Manual

- ❖ The CLA recognizes that all players wishing to play lacrosse in Canada have the privilege to do so providing certain conditions are met. This policy only applies to post-Bantam (i.e. Midget and higher) aged players and above.
- ❖ These conditions are not meant to completely restrict the movement of players between Member Associations(MA) however the CLA recognizes that restrictions are necessary to help with the development of players within Members Associations. This policy strikes a balance between complete restriction and the free movement of players.
- ❖ This policy only governs movement of players between MA's. The CLA maintains no authority for player movement within an MA with the exception of rules related to the CLA Negotiation List.
- ❖ Players who do not sign a playing card for five years within an MA and does not play lacrosse in any other jurisdiction, either inside the CLA or outside, is free to move without a CLA Transfer. An email from the previous MA is required to verify that the player is a Member in good standing prior to the player participating in sanctioned events.

- ❖ **Transfers will only be permitted between the first Wednesday of March and must be completed by 3:00pm EDT two business days prior to July 1st of any given calendar year.**
- ❖ A transfer is not complete until the transfer process as outlined in Section 18.4 of the CLA Operations Manual has been completed.
- ❖ Once a player's transfer is complete, all rights associated with said player belong to the receiving MA with the following exception:
 - The player can only play at the level at which he was traded/released for the remainder of the season (ie. No playing up or down) unless the upper level of lacrosse is not available in the jurisdiction he is transferring from. After the season is completed, the player can move freely within the MA subject to the member/associate member's association's policies.
- ❖ No team shall permit a player from another MA to play a league or playoff game within its jurisdiction unless the player has obtained a complete transfer in accordance with these rules. Any alleged violation of this rule shall be referred to the CLA Discipline Committee and a proven violation is subject to a fine of \$5,000 to the team and the suspension of the player and the responsible team personnel. Pending the decision of the Discipline Committee, upon it being determined by the Director National Championships that the player played without a complete transfer, the player, the General Manager and/or the Head Coach shall be suspended.

- ❖ A participant may move from one MA's jurisdiction to another and be eligible to play under the following circumstances:
 - The player is not on a negotiation list as defined in Section 18.4.8 of the policy manual) and is a member in good standing within his current MA – ie: free agent. The player must have his/her current Member Association/Associate member sign a transfer form confirming that the player is in good standing.
 - An agreement to release the player has been reached between the team holding the rights to the individual as indicated on a negotiation list as defined in Section 18.4, of the Operation Manual, and the team wishing to acquire those rights.
 - A player who has signed a playing card for the current season or is on a negotiation list must receive a release from the team he was signed or that placed him on a negotiation list, as the case may be.
 - The player changes his residence from one MA's jurisdiction to another prior to December 31 where the primary purpose or reason for the move is not to play lacrosse or the player was previously transferred but continued to reside in the transferor MA while playing in the transferee MA and that continued residency was not for the primary purpose or reason of playing lacrosse.
 - Players may be required to provide confirmation of the purpose or reason for the move or the continued residency. This proof may be requested anytime during the course of the season. This proof must be supplied within 7 days of request by the Transfer Review Committee as defined in 18.4 of the CLA Operations Manual. Should it be deemed that the move or residency was not legitimate, the player will be suspended for the balance of the season and the incident will be referred to the CLA Discipline Committee.
 - The Transfer Review Committee has directed the transfer due to exceptional circumstances.

- **For Junior “A” lacrosse only (Effective 2015)**
 - When a player wishes to transfer from one MA to another MA, at any time during the year, said player may only play in the new MA after he/she has received a negotiated, signed, Inter-provincial transfer (signed off by all parties and MA) and all conditions written into his/her transfer have been met.
 - If Interprovincial transfer is refused it is non-appealable.
 - The limit on the number of Junior ‘A’ players any team may have on their 25 player negotiation list each year, that they received by an inter-provincial transfer, will be five (5).
 - Inter-provincial transfers must be obtained from the highest category team that the player belongs to in accordance to that team’s MA rules and regulations.
 - The only exception for a non-negotiated transfer is where a player’s family make a family relocation to another Junior ‘A’ MA.
 - When an Inter-provincial transferred player goes over-age his senior rights revert back to the MA that he was released from.
- Players under the age of 18 must have a document signed by their parent or guardian granting permission for the player to move, if said player’s parent/guardian is not also moving.
- A player who has applied for a transfer to a team and has been denied may not, unless that team and the MA owning the player’s rights have agreed to the transfer, apply for a transfer to the same team in the same year

Conditional Releases:

- ❖ Player transfers that contain conditions such as but not limited to one (1) year releases are considered to have been met or completed by September 30th of the final season that the condition applies to.
- ❖ As of October 1st, if the conditions are met and the player is in good standing within the MA who he was registered with for the season, his playing rights revert back to his previous MA.

Negotiation Lists:

- ❖ Each MA must file annually with the CLA Head Office, a list of its players requiring negotiated releases in the format as defined in Section 18.4 of the CLA Operations Manual. **The deadline for the submission of this list will be February 24th of each calendar year.** A draft Master List will be created and forwarded to all MAs for the MA viewing only by the first Wednesday of March. A final Master List will be released for public viewing once all duplications have been resolved in cooperation with the MAs.
- ❖ No player can appear on more than one negotiation list at a time, regardless of level.
- ❖ A player who is on a negotiation list who does not sign a playing card for the current season within an MA and does not play lacrosse in any other jurisdiction, either inside the CLA or outside, is free to move without negotiation the following year provided he is a member in good standing within the previous MA.
- ❖ For the purpose of the transfer policy, a refusal to sign a playing card is deemed not to be a valid reason for a suspension outside of the MA.

- ❖ For Senior A, a team's negotiation list shall not exceed thirty five(35) individuals.
- ❖ For Senior B, a team's negotiation list shall not exceed twenty five (25) individuals.
- ❖ For Senior C, a team's negotiation list shall not exceed twenty five (25) individuals.
- ❖ For Junior A, a team's negotiation list shall not exceed twenty five (25) individuals.
- ❖ For Junior B, a team's negotiation list shall not exceed twenty five (25) individuals.
- ❖ The MA's negotiation lists will be submitted electronically in Microsoft Excel, in table format with the following fields completed:
 - Last Name, First Name, Protected By, Contact Info (email of who to enquire about release of player), Member Association, Level (Sr. A/B/C or Jr.A/B)
- ❖ Failure of an MA to submit a negotiation list by the deadline will result in players being considered free agents able to move without negotiation provided that such players still must have their previous MA sign a transfer form confirming their good standing.

Limit on Imports in Junior

- ❖ No team shall have on its negotiation list or its 25 player roster more than five (5) players in total who have been acquired by an inter-member association or associated member transfer with the following exception. The limit **does not apply to the Junior B Division below the highest level of Junior B in the MA.**
 - Where a player moves to another MA's jurisdiction to play at a higher level or category which does not exist in the first MA, they will not count towards the total number of imports.
 - Where a player who has been transferred is an import in one playing season but, without signing a playing card in a subsequent season in the MA to which he was transferred, is transferred back to the original MA, that player will not be classified as an import in that original MA.
 - If a team wishes to have the status of a player reclassified from an import to non-import it may apply to the Transfer Review Committee by submitting an application to the Transfer Review Committee along with a cheque for \$250.00 for each player, to the CLA Head Office. The Committee will return the \$250.00 in the event of success.
 - The Committee will review and respond to all requests within seven (7) business days upon receipt in the CLA Office. The decision of the committee may be appealed following the CLA appeals policy as defined in the CLA Operations Manual.
- ❖ When a club has exercised their 5 import team limit on the negotiation list they may not drop one of these players to add a 6th player.
- ❖ Teams caught with more than 5 imports on their negotiation list or roster will face the following sanctions.
 - \$1,500 fine per game that the team played;
 - Suspension of all import player(s), head coach and or general manager until such time as they comply with the policy.
 - Further discipline as determined by the CLA Discipline Committee, such as, but not limited to:
 - Forfeiture of the right to participate in CLA National Championships.

Limit on Imports in Senior B

- ❖ No Sr. B team shall have on its 25 player roster more than two (2) players in total who have been acquired by an inter-member association transfer and who have, in either of the previous two seasons, played Senior A and are 35 or under with the following exceptions:
 - Where a player who has been transferred in one playing season but, without signing a playing card in a subsequent season in the MA to which he was transferred, is transferred back to the original MA;
 - The status of a player is reclassified from an import to non-import by the Transfer Review Committee. An application may be made to the Transfer Review Committee by submitting it, along with a cheque for \$250.00 for each player, to the CLA Head Office. The committee will review and respond to all requests within seven (7) business days upon receipt in the CLA Office. The Committee will return the \$250.00 in the event of success. The decision of the committee may be appealed following the CLA appeals policy as defined in this manual.
- ❖ Breach of this policy will result in the following sanctions:
 - \$1,500 fine per game that the team played;
 - Suspension of all import player(s), head coach and or general manager until such time as they comply with the policy.
 - Further discipline as determined by the CLA Discipline Committee.

Tampering

- ❖ Prior to the submissions of the negotiation lists, no team or agent of the team from any MA may communicate with or allow to tryout or participate in its training camp, practises, intra-squad games or exhibition game, a player from another MA without first having received written permission by either email or fax from the team or league commissioner with which said player was last registered, prior to that player's participation. The exception to this is in the case where the player initiates the communication, in which case the team or agent of the team must advise the player that no further communications may be had unless the written permission has been obtained and the team or agent of the team may contact the team or league commissioner to request written permission.
- ❖ After the submission of the negotiation lists, no team or agent of the team from any MA may communicate with or allow to tryout/participate in its training camp, practises, intra-squad games or exhibition game, a player from another MA negotiation list without first having received written permission by email or fax from the team or league commissioner with which said player was last registered as per the negotiation list, prior to that player's participation. The exception to this is in the case where the player initiates the communication, in which case the team or agent of the team must advise the player that no further communications may be had unless the written permission has been obtained and the team or agent of the team may contact the team or league commissioner to request written permission.
- ❖ Failure to comply with this policy will result in:
 - An automatic fine of one thousand five hundred dollars (\$1500.00) to the offending team, payable to the CLA within 30 days of notification by the CLA Office. The CLA will then forward the fine to the offended team; and
 - Further disciplinary action or sanctions as determined by the CLA Disciplinary Committee. These sanctions may include one or more of the following:
 - An additional fine;
 - A ten (10) game suspension to the head coach of the offending team;
 - A suspension for a period of up to one (1) year to the responsible team officials of the offending team

- ❖ The charge of tampering must be filed by the offended team within 7 days of the offended team discovering the occurrence of the tampering to the CLA in accordance with the CLA Disciplinary procedure. The burden of proof is with the team filing the tampering charge.
- ❖ Any charge of tampering deemed to be frivolous by the CLA Disciplinary Committee will result in a penalty being assessed as per the discipline policy.

Transfer Review Committee

- ❖ Will review and resolve all disputes as directed by the transfer policy. The Transfer Review Committee has the authority to make rulings in the event of disputes about which provincial negotiation list a player should be on. The Transfer Review Committee will not be used for hearing any discipline related issues. However, the committee may forward on its findings to the CLA for further action if the committee deems it appropriate.
- ❖ Will consist of the following individuals:
 - Box Sector Chair (Chair of the Committee)
 - CLA Director National Championships
 - CLA Past President
 - Should any of the CLA members not be able to sit on the committee, replacements will be appointed by the CLA President.
- ❖ All interested parties are entitled to notice of the meeting and may participate in said meeting. The Presidents of each MA involved are entitled to be represented.
- ❖ All submissions to the committee must be accompanied with a cheque of Five Hundred dollars (\$500) or, in the case of “exceptional circumstances” application, Two Hundred and Fifty (\$250). Should the Transfer Review Committee rule in favour of the applicant, a refund of Five Hundred dollars (\$500) will be made to the applicant and Two Hundred and Fifty dollars (\$250) will be billed to the MA who originally denied the transfer and, in the case of success on an “exceptional circumstances” application, the \$250 may be returned.

- ❖ The committee will review and respond to all requests within seven (7) business days upon receipt at the CLA Head Office.
- ❖ The decision of the committee may be appealed following the CLA Appeals policy as defined in the CLA Operations Manual.

Right of Appeal of a Denied Transfer

- ❖ **Except in Junior A**, should a team or player believe there are exceptional circumstances regarding the denial of a transfer, they can apply to the Transfer Review Committee, as defined in the CLA Operations Manual, stating the exceptional circumstances. Grounds for permitting the transfer under the exceptional circumstance clause include but are not limited to the following:
 - Players wants to play at a higher level of lacrosse that what is available within their current MA or is on a negotiation list of a team but wants to move to a team in another MA with is at a higher level;
 - Health reasons;
 - Compassionate reasons
- ❖ The Transfer Review Committee will not determine matters of compensation unless a transfer is granted under the Right of Appeal of a Denied Transfer in this Section and the determination of compensation is warranted.
- ❖ All applications and fees must be received by the CLA Head Office within seven (7) business days of the occurrence of denial.

PLAYER TRANSFER PROCESS

Player fills out SECTION 1 of the Player Transfer Form on-line at www.lacrosse.ca/transfers.asp and MUST submit it to the CLA Head Office to start the process

Upon receipt of the transfer, the CLA Head Office will forward via email the information to the MA's Office – PROVINCIAL OFFICE – who currently owns his playing rights. **In the case of Junior A, the MA shall forward the information to the Team holding his playing rights.** The receiving MA will also be copied on this email. This will be done within 24 hours for transfers submitted from Sunday to Thursday. Transfers received Friday and Saturday may take 48 hours to begin

The MA, **and, in the case of Jr. A, the team** owning his rights will complete SECTION 2 of the transfer form and submit it back to the CLA Head Office. The MA must submit the form to the CLA Head Office within 10 business days of receipt. If not submitted, it will be assumed that there are no issues and the player is free to move to the other MA.

Upon receipt of the form or the 10 business days have expired, the CLA Head Office will send the form to the MA the player wishes to transfer too within 24 hours to complete SECTION 3.

The receiving MA will have 10 business days to complete SECTION 3 and return it to the CLA Head Office. Any conditions that affect the status of the player in regard to which MA holds his rights subsequent to the transfer must be clearly set out on the face of the transfer form and , if those terms or conditions are not set out on the face of the form, the terms and conditions are unenforceable. If the form is not returned, it will be assumed that the transfer is not accepted and the player will remain the property of the team he is protected by.

If the receiving MA accepts the transfer, the transfer is complete when the receiving MA communicates their acceptance to the CLA Office. The receiving MA shall file the completed transfer within 2 business days of acceptance and the CLA Head Office will then invoice the receiving MA for the transfer fee.

SCENARIOS THAT DO **NOT** FOLLOW THE TRANSFER POLICY

SCENARIO 1

- ❖ Can a player play in a "new" MA if his transfer has not been approved by the CLA?
- ❖ Example: Player Smith has initiated his transfer. He has obtained his release from his former team; his releasing MA, however, has not finalized the verification of his status and has not signed his transfer; there are six days left in the transfer process. But the team he is going to, in the other MA, badly needs him as a goaltender that night. Can they play him that night with the understanding that "the paper work is on its way"?

SCENARIO 2

- ❖ Can team managers of different MAs agree on a transfer if the transfer has not gone through the CLA process?
- ❖ Example: Player Smith has asked for a release from his former team in order to play with his new team in another MA. The manager of the releasing team has contacted the manager of the new team and they have agreed, in good faith, on a financial compensation for the transfer of player Smith. They have signed the financial documents pertaining to the compensation. Player Smith, however, has not presented the CLA with his transfer request. Can the new team now play player Smith under the understanding that both managers have agreed on the transfer and on the compensations and that the paper work will follow?

SCENARIO 3

- ❖ Can a team play a player if they feel the compensation asked for is exaggerated?
- ❖ Example: Player Smith has asked for his release and has started his transfer process with the CLA. His intent is to return to his original MA. The releasing team has contacted the new team and is asking for 5000\$ compensation. The new team assesses the situation and feels that the compensation asked for is incredible and irrational. After all player Smith is "returning" to his original MA. Can the new team play player Smith because the compensation asked for is irrational and intends to appeal the amount?

SCENARIO 4

- ❖ Can a Senior team from one MA play, on a one game release, a junior player, residing in the same city as the Senior team, but signed to another MA?
- ❖ Example: Player Smith lives in Kahnawake and plays for the Kahnawake Junior Hunters of the OLA; can he be brought up to play senior lacrosse for Kahnawake of the QSL (Québec Federation)

SCENARIO 5

- ❖ Can an MA play a player if the releasing MA has not signed the transfer documents?
- ❖ Example: Player Smith has sent his transfer requests to the CLA; the paper work is under way. The MA from whom the player is being transferred is holding their annual meeting that day and the signing officer is absent from his desk that day. Can the receiving MA play the player, that day, even if the transfer papers are not signed, but would have been if the signing officer had been at his desk that day?