

Loans and Transfers

This is the initial process is to be used for ALL transfers and loans.

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Member Database More Filters

Search for In Surname Role Member Of The Website

Name	ID	Email	Telephone	View	Player Stats	Email	Match	Edit Roles	Select All
* = Unregistered User ⊞ = Match User									

As with a new registration the first few steps are the same from the Member Database

Login to your club site

Day to Day

Members

Member Database

Change ROLE to Member of the Website – see highlight

Select Add New Member With This Role and a screen appears which will allow you to search for the players existing record at their current club

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Add New Member Back

Please select your player's record from their previous club or county board team as this will help them maintain their statistics in one place.

Player's Surname *

Type Club Keyword *

Alternatively if this is their first time playing for a team linked to a Play-Cricket site you can create a new record for them

Enter the player's surname and in the "Keyword" box enter the first few letters of the players current club then click search

Add New Member

Please select your player's record from their previous club or county board team as this will help them maintain their statistics in one place.

Player's Surname:

Type: Keyword:

Alternatively if this is their first time playing for a team linked to a Play-Cricket site you can create a new record for them

A number of matches may appear, you will need to click on the "thumb icon" to select the appropriate club.

Add New Member

Select a Club

Keyword:

Club	County	Select
Newby Hall CC	Yorkshire	<input type="button" value="👍"/>

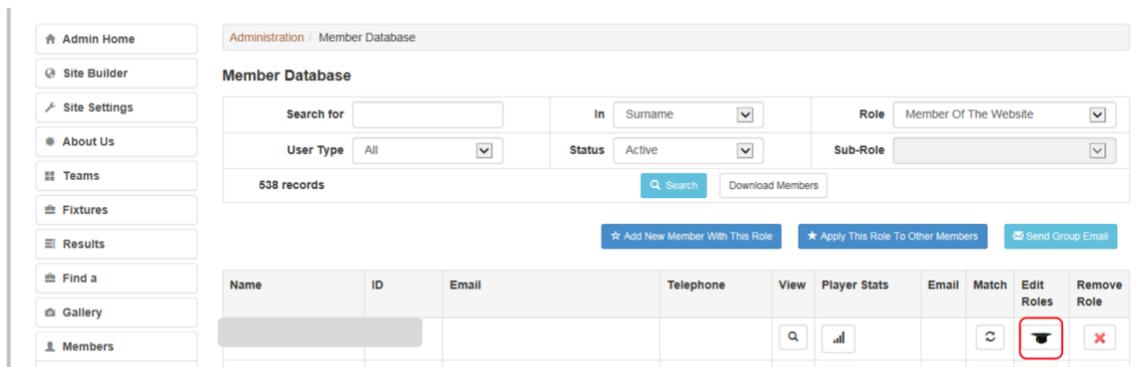
Add New Member

The following possible matches based on surname have been found in the site you selected. Please use the stats button to review the playing history of players and select the record belonging to the player who has joined your club

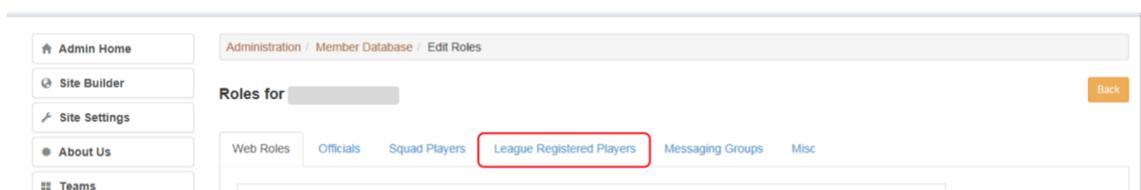
Name	Stats	Select
<input type="text" value=""/>	<input type="button" value="📊"/>	<input type="button" value="👍"/>

You can click the stats icon to confirm you have the correct player and by clicking select they player has now been added to your member database.

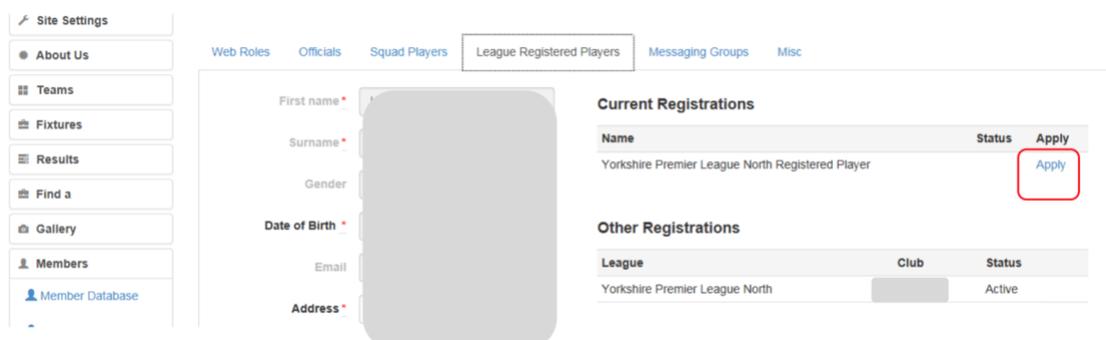
If the search fails to produce a player record refer to the next section "TRANSFERS NO RECORD" You will then be taken back to the Member Database which will now contain a player record that you can process.



Find the player using the Search options and then click on Edit Role

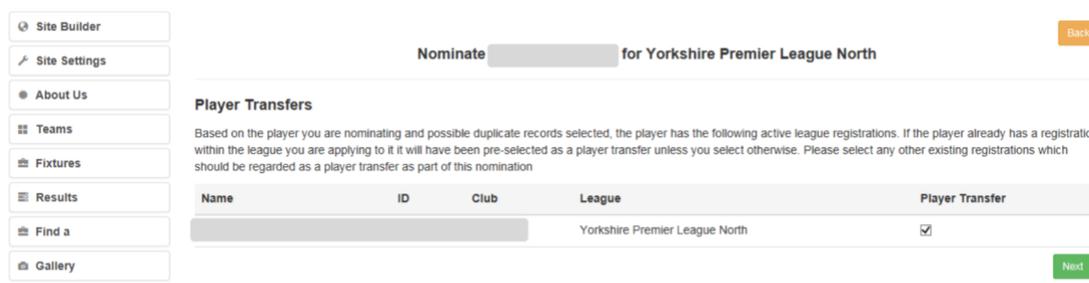


Select the League Registered Players tab



The players details should be complete if they are not you will need to complete them before being able to continue with the transfer. You will see under “Other Registrations” details of the club & league the player is transferring from. Click Apply.

There is no requirement to search for duplicate records so click NEXT on the next screen.



**** IMPORTANT ****

For LOAN PLAYERS un-tick the Players Transfer box by clicking on it (and see below)

If the above screen contains the correct information for the transfer click NEXT

The Standard Nomination screen that follows will contain a number of conditions that you will need to satisfy to ensure the registration meets the requirements of both the League and the bodies that the League is affiliated to. If you are unable to confirm all the conditions have been met you must not proceed with the transfer/loan. F

or Loan players add the following message in the “further information” box

Loan from < name of club holding player’s registration >

If you have completed all the appropriate responses click SAVE and the following message will appear confirming your application.

