



PLAYER TRANSFER PROCESS CLUB TO CLUB

Please find below the step-by-step Player Transfer Process for any players that are registered with your club prior to the season starting and request a transfer to another club:

1. Player must notify their existing club in writing of their intention to transfer clubs;
2. Existing club to approve or decline the transfer via email to the player and the new club; (a valid reason for declining could be that it leaves a team with 6 or less players this is at discretion of the existing club)
3. Existing club to decide if they wish to refund their portion of the players registration fee and confirm how this will be processed;
4. Existing club to un-allocate the player from the team in PlayHQ
5. New club to email MDBA (comps@morningtonbasketball.com.au) confirming the transfer of the player and request a discount code from MDBA, which will then allow them to register in their new club team and discount the MDBA fee that has already been paid at the existing club;
6. MDBA to email new club the discount code for the new club to pass on to the player with the link to register;
7. Do not get players to register twice.