



BALLARAT CRICKET ASSOCIATION APPLYING FOR A 1 MATCH/SEASON PERMIT



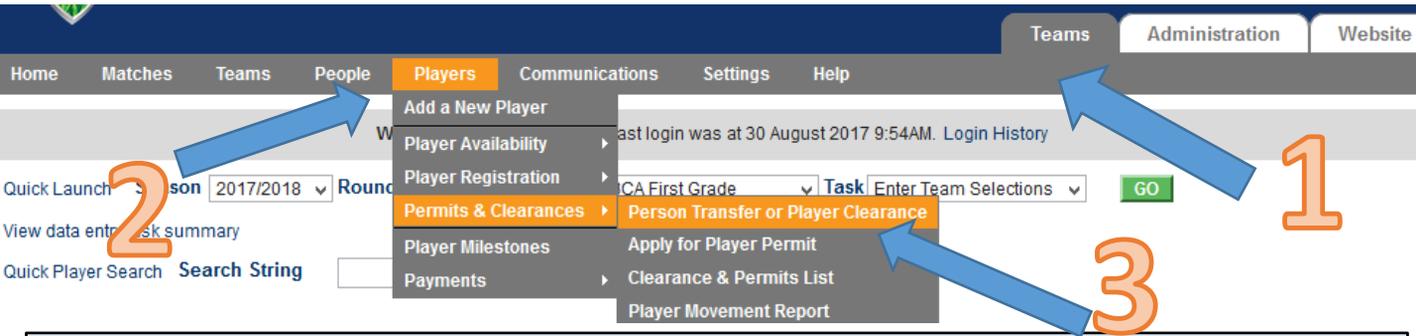
A Permit is required for players wishing to seek permission to play with a Club other than that they are currently registered to for 1 match or a whole season.

The Club that the Player wishes to play for on permit must apply online through the MyCricket system. The first step in the process is for the 'To' Club to complete a 'Person Transfer' and give the player an active role within the organisation. A Permit can then be applied for.

The following pages will guide you through both the Player Transfer & Player Permit processes.

When a transfer is made the Club making the transfer must wait 3 days before they can access the player's details to ensure they are correct for registration purposes. If they are not, that player may not be permitted to play.

PERSON TRANSFER PROCESS



Step 1 – Select the 'Teams' tab

Step 2 – Hover over and bring down the 'Players' menu

Step 3 – Hover over the Permits & Clearances menu then click on 'Person Transfer or Player Clearance'

Transfer or clear a player



Transfer

An informal person/player movement process, where a person's role remains active at the previous entity.

TRANSFER PERSON

TRANSFER PROCESS

- Club (destination Club) searches for and transfers an existing Person
- No approval process required
- Person's role remains active at past club
- Note: Person's contact details will not be accessible by the new club for 72 hours



Clearance

A formal player movement process, where relevant clubs and associations need to approve/deny the clearance request.

CLEAR PLAYER

CLEARANCE PROCESS

- The player's current club ("from" club) is requested to grant or deny the request
- The relevant association is requested to grant or deny the clearance request
- Once a clearance is granted the player is immediately assigned a role at the destination club

Step 4 – Select 'Transfer Person'

Transfer a Person

Search Transfer Done

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Step 5 – Enter the player’s name or MyCricket ID & click search

Search

By Name By ID

FIRST NAME: Danyel MIDDLE NAME (OPTIONAL): LAST NAME: Attard

SEARCH

Transfer a Person

Search Transfer Done

Step 6 – Click on ‘Apply For Transfer’ ensuring you select the most recent or relevant organisation.

Search Results

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SEARCH AGAIN?

ID	NAME	YOB	ORGANISATION	LOCATION	LAST PLAYED	
0359604	Attard, Danyel	1976	VRI Delacombe Cricket Club	Delacombe (VIC)	05 Mar 2016	APPLY FOR TRANSFER

The following warning will come up if the person you are transferring has an active role within the organisation you are transferring the person from, and for a Permit purpose this is to be ignored.

Transfer a Person

Player Clearance may be required

This player has another active role at another club within Country Central Highlands. Please ensure you are complying with your Association's Transfer & Clearance Laws before transferring this player.

Search Transfer Done



Step 7 – Select the entity you want to transfer the person into (there should only be one choice)

Step 8 – Select the ‘Player’ role.

Step 9 – Select the ‘Sub Role’ role best suited.

Step 10 – Include as much detail as possible as to why the transfer is being entered. This will be sent to the Club the person is being transferred from.

Transfer Details

TRANSFERRING TO

Ballarat Cricket Association

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ROLE

PLAYER

8

SUB ROLE(S)

SENIOR JUNIOR VETERAN T20BLAST

9

REASON FOR TRANSFER

TRANSFER

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While you won't be able to view/edit the person's details for 72 hours, you will be able to complete the Permit process outlined overleaf.

Transfer a Person

Search Transfer Done



Transfer successful!

The record has been added to Ballarat Cricket Association list.

MYCRICKET ID

NAME

YEAR OF BIRTH

359604

Danyel Attard

1976

PLAYER PERMIT PROCESS

Home Matches Teams People **Players** Communications Settings Help

Quick Launch Season 2017/2018 Round

View data entered in summary

Quick Player Search Search String

Task Enter Team Selections GO

Permits & Clearances

Apply for Player Permit

Step 1 – Select the ‘Teams’ tab

Step 2 – Hover over and bring down the ‘Players’ menu

Step 3 – Hover over the Permits & Clearances menu then click on ‘Apply for Player Permit’

Home Matches Teams People **Players** Communications Settings Help

Apply for a Permit

Parent Organisation (responsible for granting the application)

Please select

Ballarat Cricket Association

Country Central Highlands

MyCricket

TERMS & CONDITIONS PRIVACY HELP

Step 4 – Select the Ballarat Cricket Association

Home Matches Teams People **Players** Communications Settings Help

Apply for a Permit

Parent Organisation (responsible for granting the application)

Search Criteria

The search uses ‘fuzzy’ logic to match similar names, but please enter as much of the name as possible.

Search By: Name ID

SEARCH

SEARCH RESULTS

ID	NAME	YEAR OF BIRTH	ORGANISATION	LOCATION	LAST PLAYED	PERMIT
0360570	Wakeling, Greg	1982	Ballarat/Redan Cricket Club	Alfredton (VIC)	21 Jan 2017	Permit

Alternate lastname (eg maiden name) shown in brackets []

Step 5 – Enter the player’s name or MyCricket ID & click search

Step 6 – Check that the Club associated with the player’s record is correct, then click on ‘Permit’.

Permit for: Wakeling, Greg

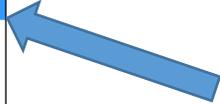
Permit to: Ballarat/Redan Cricket Club

Parent Organisation * Ballarat Cricket Association v

Permit Type * Please select v

- Please select
- Temporary
- Professional
- Non-resident
- Curator
- Higher Grade
- Dispensation
- Consent
- Other

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Date of Birth *****

Email *****

Address1 *****

Address2

Suburb/Town ALFREDTON

Postcode 3350

State/County VIC

Home Phone

Work Phone

Mobile Phone *****

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Important Information about Permits

- Please check with your Parent Organisation in regards to the requirements that need to be fulfilled for the permit application.
- Emails will be sent to the relevant club and association alerting them that a permit has been submitted for this player.

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Submit

Step 7 – Select ‘Temporary’ Permit Type

Step 8 – Enter the detailed reasons for requesting the Permit and include the Club the player is coming from with contact details of person who has approved it.

Step 9 – Click Submit and you’re done.