



September 27th, 2018

TO ALL MEMBERS OF THE BFA
Circular no. 2018-11

THE 2018-19 DIVISION TWO & THREE LEAGUES

Dear All,

We are pleased to inform you of the following information pertaining to the **2019 Division Two and Three Leagues Season**.

Start Date

The competition for the Division Two and Three Leagues will commence on **the week of January 6th, 2019** and conclude in May 2019.

Club Licensing and Team Registration

Club licensing for these Divisions will commence on **October 1st, 2018** and will conclude on **October 26th, 2018**.

During this period the following is required to successfully complete the Club Licensing Process:-

1. Fill out and complete the four online forms on Concacaf Website
2. Appoint a General Manager
3. Appoint a Media Officer
4. Appoint a Finance Officer
5. Appoint a Marketing Officer (Posts outlined in 4, 5, 6 & 7 must now be filled by at least three persons.)
6. Submit Budget for upcoming season
7. Submit Legal Declaration by authorized signatory
8. Submit club Confidentiality Agreement
9. Submit club ownership structure and control mechanism
10. Submit club statutes or equivalent legal document
11. Permission from owner for use of training grounds
12. Team Registration (Annual Subs) before October 26th, 2018.

Clubs who do not meet the above criteria set out will not be allowed to participate in the 2019 season.



Player Registration & Insurance

A new ID card will be issued for registered officials and players participating in the 2019 competition. Information should be submitted as soon as possible after October 26th, 2018 to avoid any delays in receiving ID cards.

Forms are available for download on the BFA website www.barbadosfa.com. The registration fees per player which includes the mandatory player insurance is \$45.00. A minimum of five officials must also be registered per team at a rate of \$60.00 each. This fee also includes the mandatory insurance for officials.

Players and officials who were insured in 2017 are not required to resubmit insurance forms. Insurance application forms only applies to players and officials registering for the first time.

Transfer Window

The transfer window for all Divisions opened on August 2nd, 2018 and will close on October 24th, 2018.

All applications for international transfers must be communicated in writing to the BFA within the transfer period. Players who have legal status from the Barbados Immigration office are not considered as overseas players and as such do not require International Transfer Certificates. They can be registered as normal.

As indicated in Circular No. 2018-02 pertaining to the amount of foreign players, six players will be attached to the first team for the entire season. All others will play in the reserve league. These six players must be identified prior to them playing any games.

Thank you for taking note and should you have any questions, please do not hesitate to contact the BFA Secretariat at telephone number 538-BALL (2255) or via email at office@barbadosfa.com.

Respectfully yours

Edwyn Wood
General Secretary