



FIFA Clearing House

20/21 maggio 2024 - Coverciano (FI)



20. Training compensation

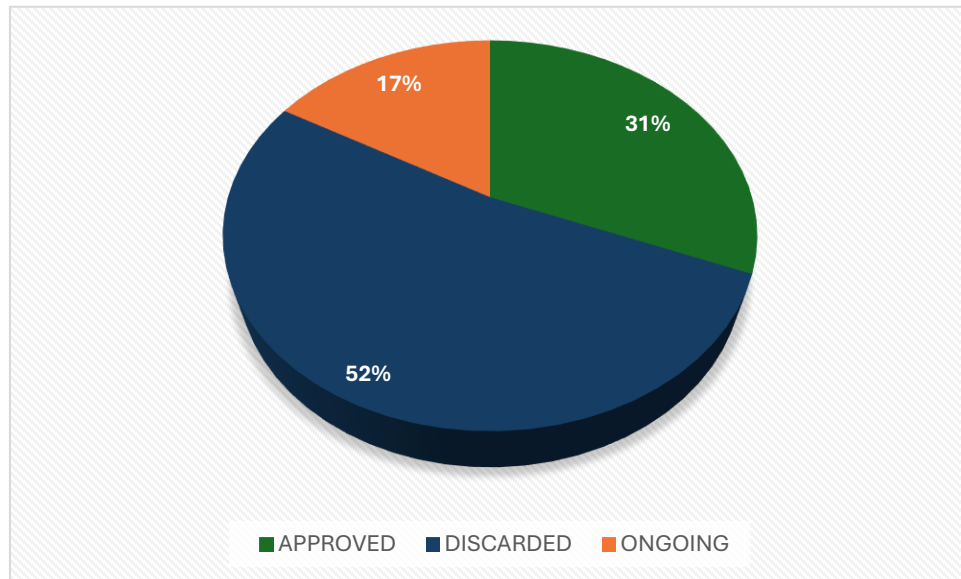
Training compensation shall be paid to a player's training club(s): (1) when a player is registered for the first time as a professional, and (2) each time a professional is transferred until the end of the calendar year of his 23rd birthday. The obligation to pay training compensation arises whether the transfer takes place during or at the end of the player's contract. The provisions concerning training compensation are set out in Annexe 4 of these regulations. The principles of training compensation shall not apply to women's football.

21. Solidarity mechanism

If a professional is transferred before the expiry of his contract, any club that has contributed to his education and training shall receive a proportion of the compensation paid to his former club (solidarity contribution). The provisions concerning solidarity contributions are set out in Annexe 5 of these regulations.

VOLUME DI ATTIVITA'

Dal 16/11/2022, con riferimento esclusivamente alle pratiche in cui è parte interessata la FIGC, sono stati generati 2450 EPP.



49 gg: tempo tra la creazione (5/3/2024) e l'approvazione (23/4/2024) dell'ultimo EPP creato e già approvato

293 gg: tempo dalla creazione (27/7/2023) dell' EPP creato meno recentemente e non ancora approvato

FIFA Clearing House process



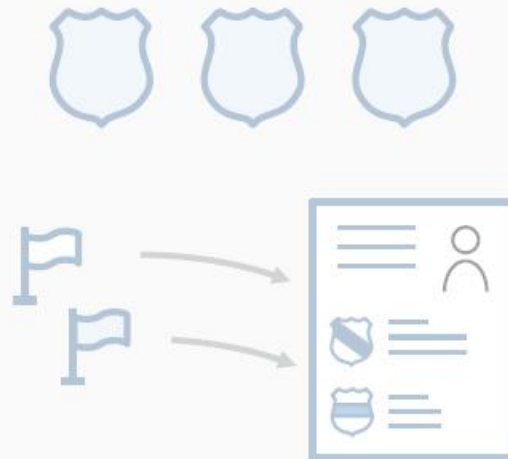
1- Training rewards triggers

Training rewards triggers (international and domestic transfers, as well as first professional registrations) are declared by MAs and processed by FIFA for identification of potential entitlement.



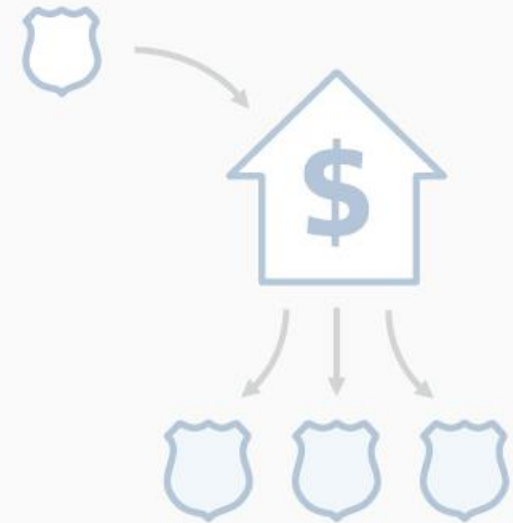
2- Electronic player passport (EPP)

When a training reward trigger is identified, an EPP is created with registration information from relevant MAs. A review process will ensure the EPP is complete.



3- Distribution of training rewards through FIFA Clearing House

The FIFA Clearing House entity will conduct a compliance assessment on all parties and, once accepted, it will process the payments from the new club to the training clubs.



Training rewards triggers

	Potential training rewards	Source of information
1 - First registration as a professional	Training compensation	Member associations' player registration systems
2 - International transfer	Solidarity contribution Training compensation	ITMS
3 - Domestic transfer	Solidarity contribution	Member associations' domestic transfer systems

FIFA Clearing House process



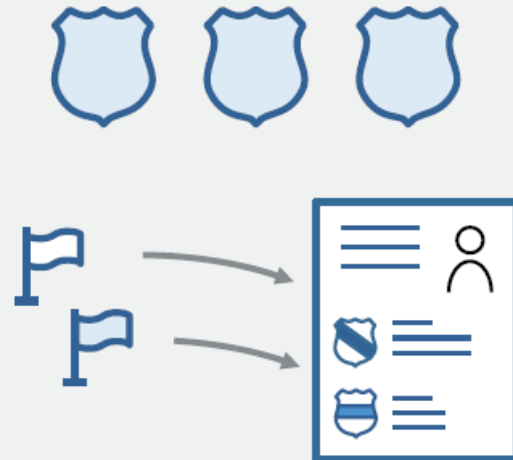
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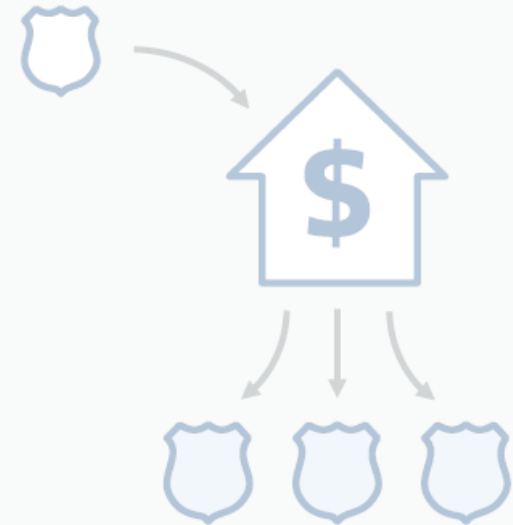
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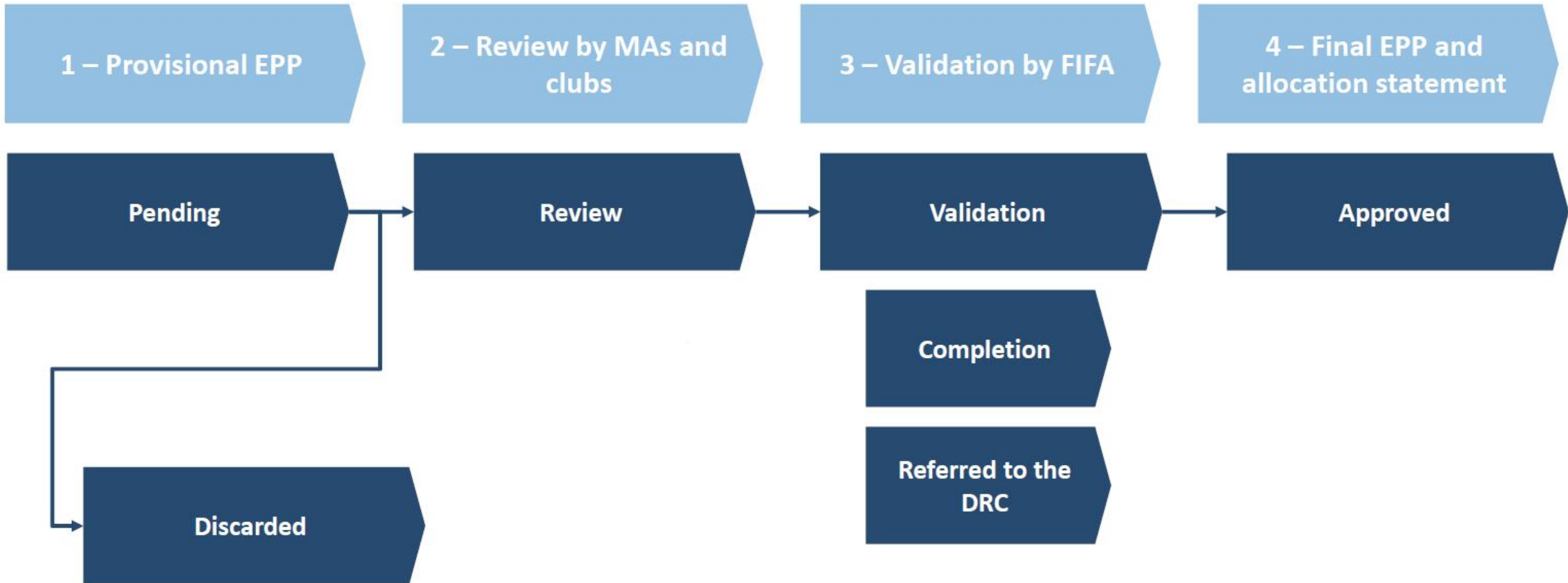


3- Distribution of training rewards through FIFA Clearing House

The FIFA Clearing House entity will conduct a compliance assessment on all parties and, once accepted, it will process the payments from the new club to the training clubs.



Status of an EPP in TMS



FIFA Clearing House process



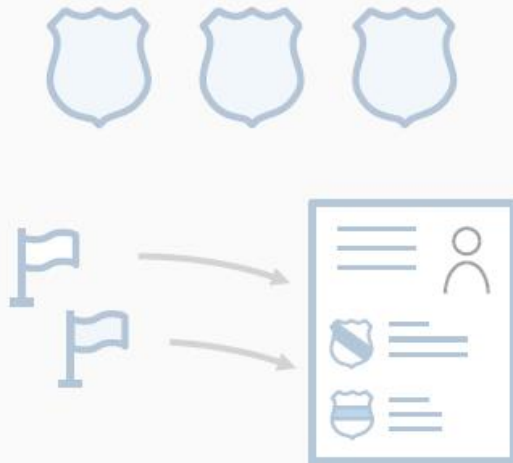
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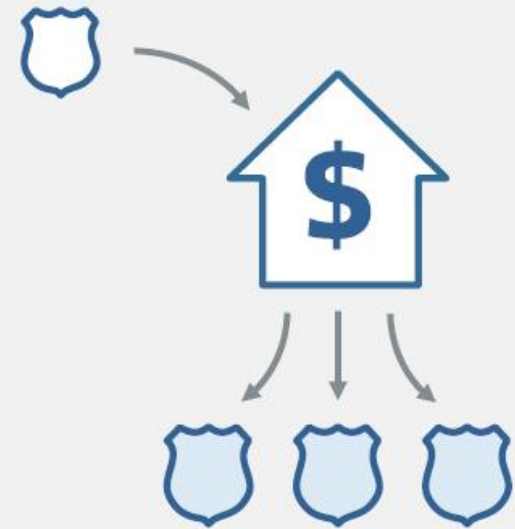
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3- Distribution of training rewards through FIFA Clearing House

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The FIFA Clearing House, a regulated payment institution

- ❖ The FIFA Clearing House ("FCH") has been established in the context of FIFA's first transfer reform package, with the objective to centralize, process and automate payments, as well as to bring transparency to the transfer system.
- ❖ The FIFA Clearing House (FCH) is a **payment institution licensed in France** and regulated by the French Prudential Supervision and Resolution Authority (Autorité de contrôle prudentiel et de résolution, 'ACPR').
- ❖ The [authorization from the ACPR](#) enables the FCH to **collect and process payments on behalf of clubs**, in accordance with European and international financial regulations.
- ❖ In order to perform transactions on behalf of clubs, the FCH must conduct **due diligence on its clients**, following international legislation and AML-CTF regulations in France.
- ❖ This regulatory requirement is fulfilled by **requesting and assessing information and documents** from its clients, such as information on corporate structure, legal representatives or beneficiaries.

La "FIFA Clearing House S.A.S." è un istituto di pagamento autorizzato in Francia, regolato dalla legislazione europea e francese.

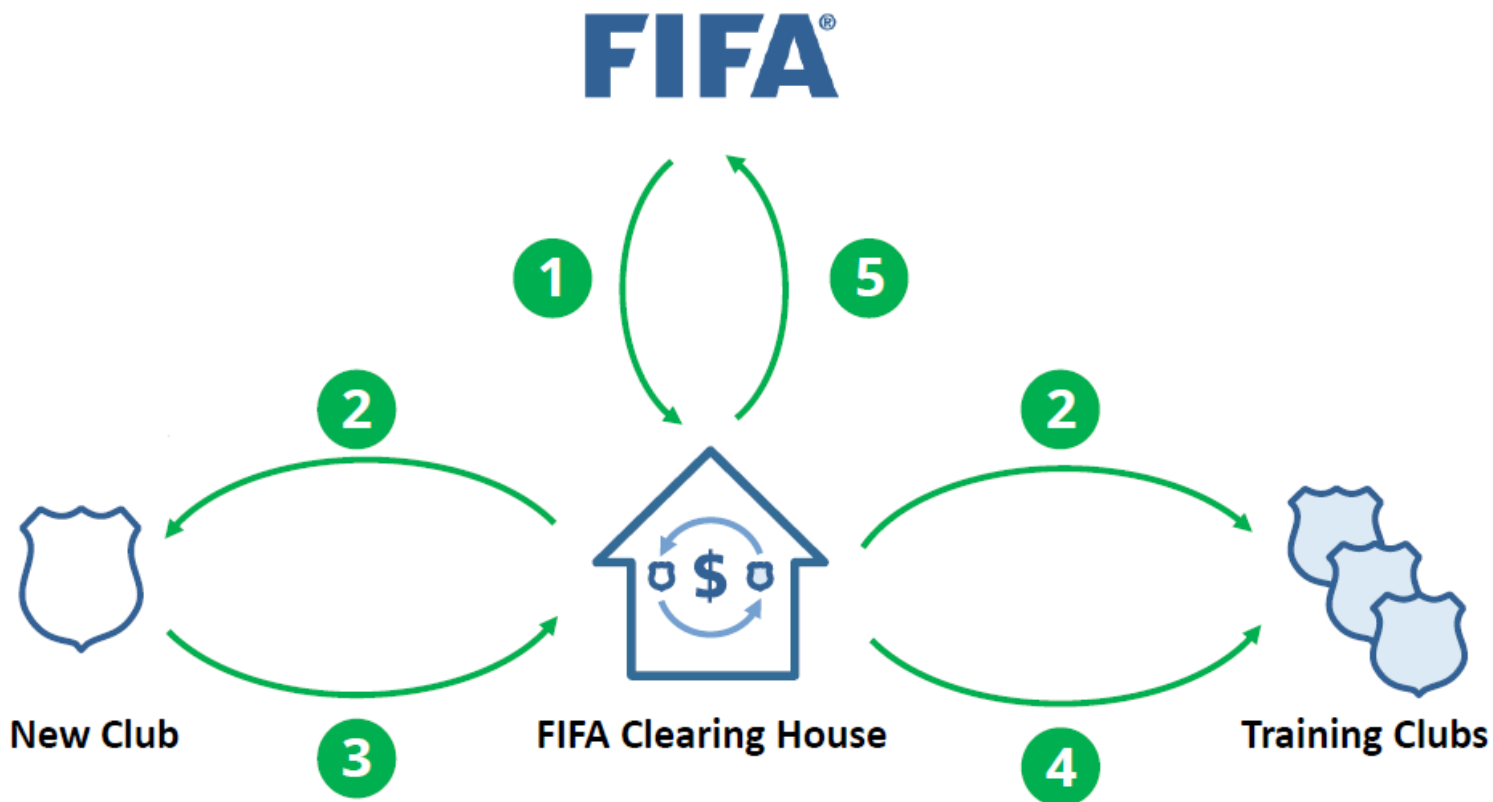
In considerazione di ciò assolve alla *due diligence* dei suoi clienti richiedendo e valutando la conformità delle loro informazioni e dei loro documenti ("*compliance assessment*").



Overview of interactions between FIFA and FCH

In a first instance, the FCH will only process payments related to training rewards, according to the [FIFA Clearing House regulations](#). The following graph represents the interactions between FIFA and FCH once the EPP process at FIFA level has been completed.

- 1) Communication of allocation statement to FCH by FIFA, with the information necessary to process payments.
- 2) Compliance assessment of all parties involved performed by FCH
- 3) New club sends payment to FCH
- 4) FCH distributed the funds to the relevant training clubs
- 5) Reporting to FIFA on general data and statistics, as well as infringements of the FIFA Clearing House regulations



Process 1: Allocation statement

Contact information


- ⚙️ **Clubs will be contacted via email.** The allocation statement includes all the information necessary to process the payments, including (if available on TMS) the contact information of the clubs.
- ⚙️ Depending on the **contact information available**, the FCH will contact:
 - ✓ the TMS manager (if the club is active in TMS)
 - ✓ the club contact (if the club is not active in TMS but club contact information is available)
 - ✓ the MA TMS manager (if the club is not active in TMS and no club contact information is available) to obtain club contact information
- ⚙️ Please add **"@fifaclearinghouse.org"** to the safe-sender list on your email platform to ensure that you receive all emails from the FCH and that they are not filtered into spam or junk folders.


FIFA ha recentemente introdotto la figura del C&P Manager, cioè la figura a cui viene demandata la gestione dei processi relativi alla Clearing House.

Il C&P Manager di default è il TMS Manager del club, ma è possibile indicare come C&P Manager un differente TMS User. In generale una Federazione può indicare il C&P Manager per i club affiliati; nel caso di club con il TMS Manager attivo, tale figura può indicare il C&P Manager per il proprio club.


TMS Manager	FCH C&P Manager	Status	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Active	View details Edit Remove FCH C&P ...
<input type="checkbox"/>	<input type="checkbox"/>	Active	View details Edit Set as FCH C&P M...
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Active	View details Edit

Allocation statement









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Process 2: Compliance Assessment

Background

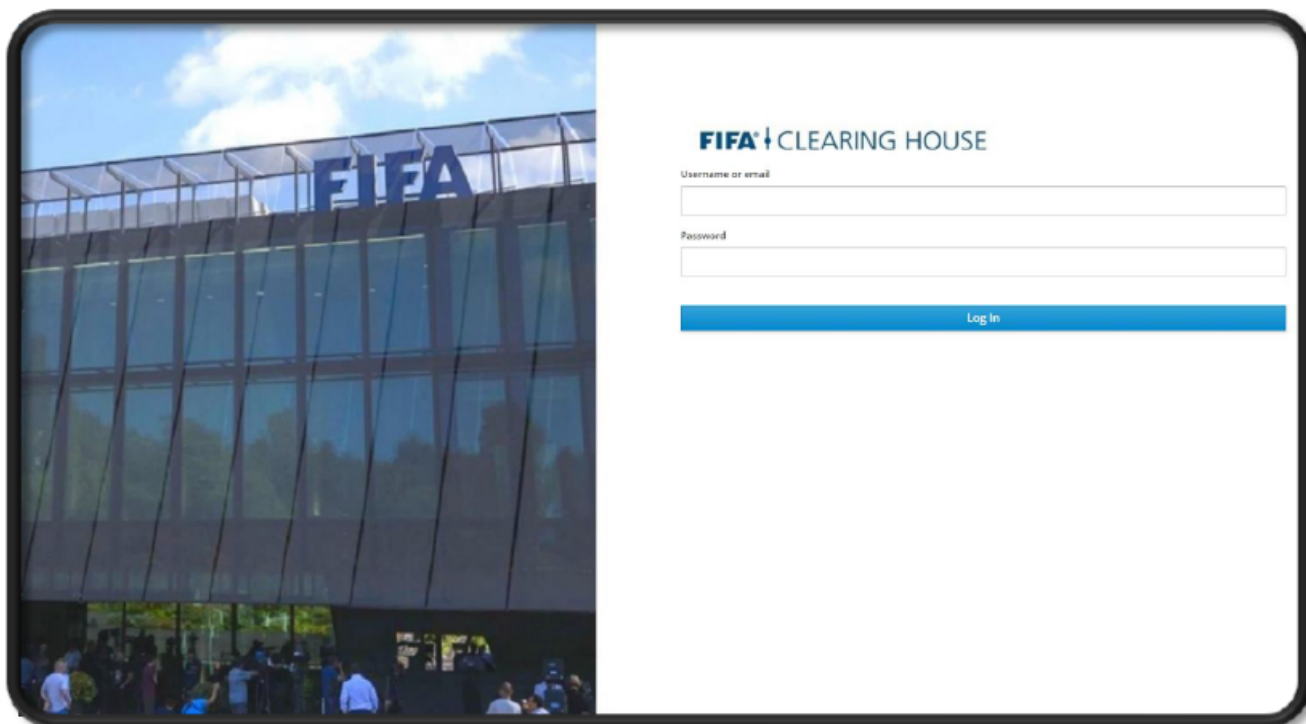
- ❖ As mentioned previously, the FCH is a licensed payment institution.
- ❖ Therefore, prior to performing transactions on behalf of clubs and following international legislation and AML-CTF regulations in France, the FCH **has to** conduct due diligence on its clients as part of the **onboarding process**.
- ❖ The Compliance Assessment will consider **the information provided by the clubs** (after accepting the Terms and Conditions or "T&Cs") in the FCH Onboarding Platform via the:
 - ✓ Club Information Form
 - ✓ Documentation Requests
- ❖ No money will be requested or paid until the relevant parties have passed the onboarding process.

La valutazione di conformità prenderà in considerazione le informazioni fornite dai club (dopo aver accettato i Termini e Condizioni "T&C") che, tramite la piattaforma di onboarding di FCH, compileranno il Modulo Informazioni Club ("C.I.F.") e caricheranno o trasmetteranno la documentazione richiesta.

NESSUN PAGAMENTO SARA' RICHiesto O EFFETTUATO FINO A QUANDO LE PARTI INTERESSATE NON AVRANNO SUPERATO IL PROCESSO DI ONBOARDING.



FCH Onboarding Platform



- ❏ The information and documentation from clubs required for the Onboarding process is submitted through the **FCH Onboarding Platform**.
- ❏ **Link to this platform will be sent via email.** An email is generated by the platform for every onboarding step from the following address: info@fifaclearinghouse.org
- ❏ **Please check your spam**, in case emails are automatically forwarded to it then add “@fifaclearinghouse.org” to the safe-sender list on your email platform.
- ❏ Lastly, a **unique temporary access password** is sent to you every time you wish to connect.

Il link di accesso alla piattaforma di FCH sarà inviato sulla mail del TMS Manager o, se indicato, del C&P Manager.

Ciò richiede un costante controllo della casella di posta elettronica comprensiva della cartella spam/posta indesiderata.

Ogni link ha una validità limitata e la sua durata (inderogabile) è indicata nella mail.

Overview of onboarding

A 5 steps process



The clubs will receive an email with a link to the **FCH Terms & Conditions**.



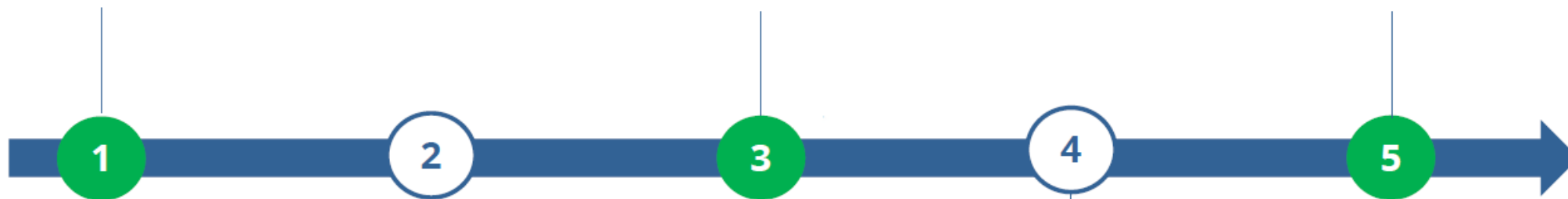
Initial request for **documentation** for club and individuals.



The clubs will receive an email with an **onboarding confirmation or failure**.



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Clubs will fill in the **Club Information Form**.



There may be **possible additional requests** for information and supporting material





Overview of onboarding

FCH Terms & Conditions



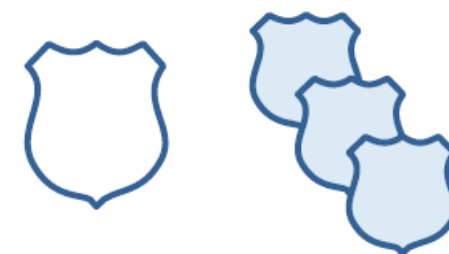
After receiving the Allocation Statement, the FCH will send an email to the clubs to **access and accept the FCH Terms & Conditions**. The T&Cs must be accepted to further process the club's onboarding.

Once the information is processed by the Onboarding team, another email is sent to the club to request **documentation and supporting material**. One email is issued per party (club, legal representative, beneficiary...) to submit the evidence.

The clubs will receive an email with a **confirmation of onboarding or failure to complete** the compliance assessment process. A confirmation implies the ability to provide the payment service to the club.



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1

2

3

4

5

FCH will send an email to the clubs with the link to access the FCH Onboarding Platform and **Club Information Form**. The clubs must include information such as its legal representatives, corporate structure or beneficiaries (among others) in the form.

There may be **possible additional requests for information or documentation**, if considered necessary by the FCH team.

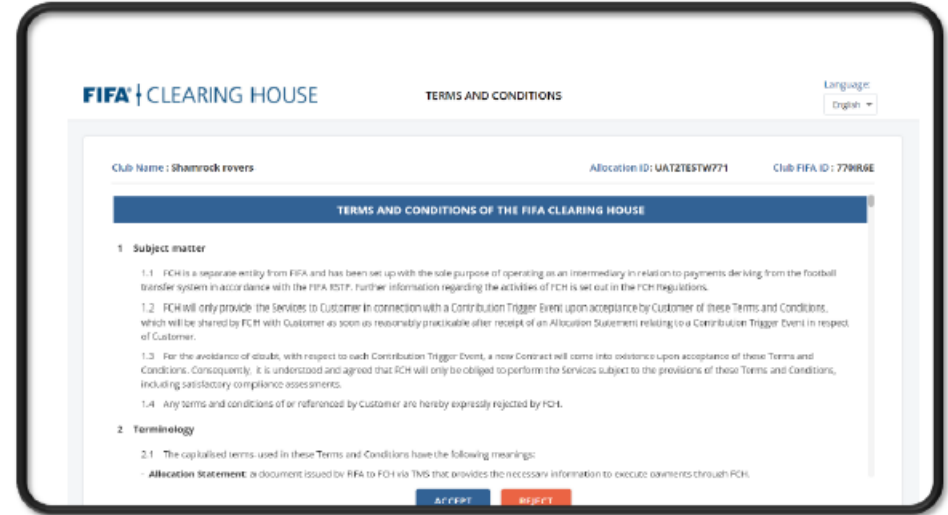


Step 1: Terms and Conditions

Acceptance or rejection



- Once the FCH has the club contact information, it will send the **Terms and Conditions** to the club in one of three languages: English, French or Spanish. The club has 7 days to accept or reject them.
- The Terms and Conditions are also available on the FCH website.
- Non-acceptance of the Terms and Conditions (due to expiry or rejection) will lead to escalation of the case to the FIFA Administration for non-compliance with the FIFA Clearing House Regulations.



L'accettazione dei Termini e Condizioni di FCH è propedeutica ai passaggi successivi della procedura di accreditamento



Step 2: Club Information Form



After receiving the Allocation Statement, the FCH will send an email to the clubs to access and accept the FCH Terms & Conditions. The T&Cs must be accepted to further process the club's onboarding.

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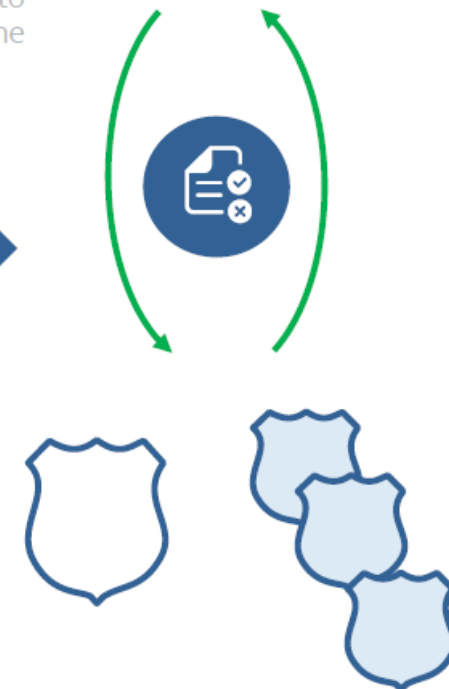


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There may be possible additional requests for information or documentation, if considered necessary by the FCH team.



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Step 2: Club Information Form



- ⚡ Please use the link in the email received after accepting the T&Cs to access the Club Information Form. Also, a new temporary password will be provided (i.e., you cannot use the one provided for acceptance of the T&Cs). **The link in the email is only valid for 7 days**
- ⚡ Following login, you are redirected to FCH's Club Information Form:
 - Fields marked with an * are mandatory
 - Although not all fields are mandatory, we request you to provide as many details as possible
- ⚡ The Club Information Form contains 4 sections, when all sections are completed, you can submit the form. In any case it will be possible to save and continue later.



Step 2: Club Information Form

Consists of 4 parts

- ⚽ Admin (club contact person for onboarding process)
- ⚽ Club Information (legal information)
- ⚽ Legal representatives + beneficial ownership
- ⚽ Source of funds & wealth

Le informazioni richieste sono:

- Dati di contatto della persona che curerà il processo di onboarding
- Informazioni relative al Club (Denominazione legale, numero di iscrizione al Registro delle Imprese, coordinate bancarie, etc.)
- Rappresentanti Legali e Titolari Effettivi
- Ricavi





Step 2: Club Information Form

Part 1 – Admin



Please add the details of the person inserting all the information in the Club Information Form.

FIFA CLEARING HOUSE CLUB INFORMATION FORM Language: English

ADMIN	ADMIN		
CLUB INFORMATION	Contact Email *	Contact Name *	Contact Name - Position
LEGAL REPRESENTATIVES & BENEFICIAL OWNERSHIP			
SOURCE OF FUNDS & WEALTH	Phone Code * ▼	Contact Phone number *	

SAVE **SAVE AND SUBMIT** **CANCEL**

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Step 2: Club Information Form

Part 2.1 – Club Information



FIFA | CLEARING HOUSE CLUB INFORMATION FORM Language: English

ADMIN

CLUB INFORMATION

LEGAL REPRESENTATIVES & BENEFICIAL OWNERSHIP

SOURCE OF FUNDS & WEALTH

Full legal name of the Club *

Commercial Name

Has the club used any previous names or trading names w/in the last 3 years?

Yes No

Previous Club Name

Legal form of the club

Name of the government/region/municipality

Official registration number *

If the club is a state-owned or related company

Country of Registration *

- ⚽ 'Full legal name' of the entity in which the activities of the first professional team are incorporated.
- ⚽ The registration number should be the one mentioned in the trade register of the country of the club. If your club is not registered in a trade (commercial) register, please mention the number provided in the registration documents of the governing official authority.



Step 2: Club Information Form

Part 2.2 – Club Information



BANK DETAILS

<input type="text" value="Bank Name*"/>	<input type="text" value="IBAN code or Account Number*"/>	<input type="text" value="SWIFT Code*"/>
<input type="text" value="Country*"/>		

⚠ Make sure to share with us the bank details of the bank account that is in the name of the club and is used amongst others for transfer purposes.



Step 2: Club Information Form

Part 3.1 – Legal representatives + beneficial ownership



The screenshot shows the 'LEGAL REPRESENTATIVES & BENEFICIAL OWNERSHIP' section of the FIFA Clearing House Club Information Form. The form is titled 'CLUB INFORMATION FORM' and has a language dropdown set to 'English'. On the left, there is a navigation menu with options: ADMIN, CLUB INFORMATION, LEGAL REPRESENTATIVES & BENEFICIAL OWNERSHIP (selected), and SOURCE OF FUNDS & WEALTH. The main content area is divided into three sections: 'EXISTING RELATED PARTIES / SHAREHOLDERS', 'DETAILS OF YOUR LEGAL REPRESENTATIVES', and a disclaimer. The 'EXISTING RELATED PARTIES / SHAREHOLDERS' section contains a table with columns: Name, Alias or International Name, Date Of Birth, Place of Birth, Country of Birth, Country of Residence, Country of Citizenship, Total Ownership, and Action. The table is currently empty. The 'DETAILS OF YOUR LEGAL REPRESENTATIVES' section contains several input fields: Title / Position, First Name, Last Name, Alias or International name (if applicable), Date of Birth, Place of Birth, Country of Birth, Country of Residence, and Citizenship. Below these fields is a disclaimer: 'We kindly ask you to provide the details of your main legal representatives duly empowered and/or exercising control over the club. At least the President/Chairman or CEO shall be declared. If other legal representatives exercise control over the structure, you can add as many legal representatives as required. Clubs registered in the form of an association shall declare at least two legal representatives (e.g. this could be the President/CEO and the CFO/Treasurer or other representatives duly empowered). PCH will ask you to disclose supporting material with reference to the individual declared in this section.' At the bottom of this section, there is a toggle switch for 'No' (selected) and 'Yes'.

The legal representative depends on the legal form of the entity.

In general, these are **the person(s) legally appointed to represent the Club, or the person(s) duly empowered to make decisions in the entity.**

For a limited liability company, it is usually the President or CEO or the most important stakeholders in the management board depending on your governance body.

For associations, it refers to the main decision makers (usually chairman of the board and treasurer), in this case the club will be asked to disclose two legal representatives.



Step 2: Club Information Form

Part 3.2 – Legal representatives + beneficial ownership



The screenshot shows the 'FIFA CLEARING HOUSE CLUB INFORMATION FORM' interface. The left sidebar contains navigation options: ADMIN, CLUB INFORMATION, LEGAL REPRESENTATIVES & BENEFICIAL OWNERSHIP (highlighted), and SOURCE OF FUNDS & WEALTH. The main content area is titled 'LEGAL REPRESENTATIVES & BENEFICIAL OWNERSHIP' and contains the following text and questions:

Do you have any individual shareholders owning directly or indirectly 10% or more of the club? (this question aims to identify the Ultimate Beneficial Owner in accordance with the French Financial Regulation). If no direct or indirect individual shareholders can be identified, the FIFA Clearing House may request additional information or documentation to proceed with the analysis of your ownership structure.

No Yes

Are any of the shareholders listed above acting as nominee shareholders?

Yes No

Can the Club issue share capital in bearer form?

Yes No

- ❖ 'Individual shareholders', in this section, are the beneficiaries or the **Ultimate Beneficial Owner** ("UBOs").
- ❖ The beneficiaries are the **natural** persons that receive benefits from your entity and/or hold the ultimate decision-making power in your entity. Under European legislation, it refers to the natural person who ultimately owns or controls (directly or indirectly) at least 10% of the shares OR voting rights of a legal entity (the club in question). In case your club does not have any, but the parent company of the club has one or more, please include these individual shareholders.



Step 2: Club Information Form

Part 4 – Source of funds & wealth



- ⚽ Please make sure to use your last audited financial statement to fill out this section.
- If "Save and Submit" button is not displayed in blue, it means that one or several mandatory fields still need to be filled in.
- ⚽ Once all sections are completed, please click "save & submit" at the bottom of the page.

The screenshot shows the 'CLUB INFORMATION FORM' interface for 'FIFA CLEARING HOUSE'. The 'SOURCE OF FUNDS & WEALTH' section is active. It includes a sidebar with navigation options: ADMIN, CLUB INFORMATION, LEGAL REPRESENTATIVES & BENEFICIAL OWNERSHIP, and SOURCE OF FUNDS & WEALTH. The main form area contains the following fields and questions:

- What is your last revenue? (text input) Currency (dropdown menu)
- Can you confirm if your club's revenue come from the following sources?
 - Match day ticket sales (input) % Sponsor contracts (input) % Broadcasting contracts (input) %
 - Subsidies (input) % Marketing contract (input) % Other (input) %
- What is the latest club net result? (text input) Currency (dropdown menu)
- In addition to your revenues, does the club get additional sources of funding?
 - Yes No
- If one or more sources of funding apply to your situation please provide a brief description of the financing received (including amount, currency, the name of your investors, donors and the nature of the financing) (text area)

At the bottom of the form, there are three buttons: SAVE (blue), SAVE AND SUBMIT (grey), and CANCEL (red). The copyright notice at the bottom reads: Copyright ©1994 - 2022 FIFA Clearing House. All rights reserved.



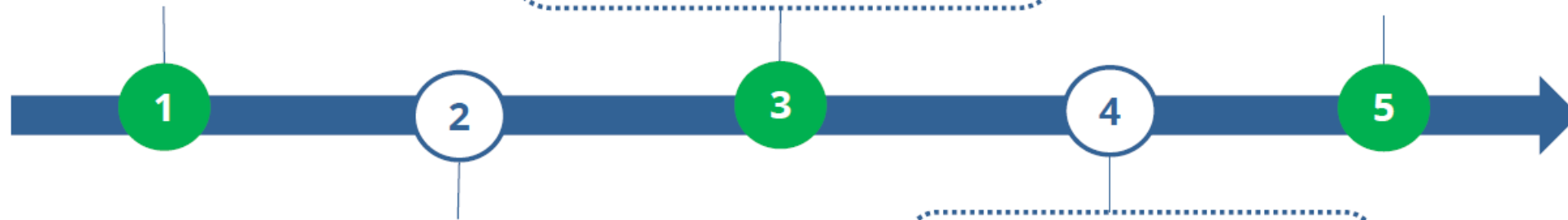
Step 3 and 4: Collection of documents



After receiving the Allocation Statement, the FCH will send an email to the clubs to access and accept the FCH Terms & Conditions. The T&Cs must be accepted to further process the club's onboarding.

Once the information is processed by the Onboarding team, another email is sent to the club to request **documentation and supporting material**. One email is issued per party (club, legal representative, beneficiary...) to submit the evidence.

The clubs will receive an email with a confirmation of onboarding or failure to complete the compliance assessment process. A confirmation implies the ability to provide the payment service to the club.



FCH will send an email to the clubs with the link to access the FCH Onboarding Platform and Club Information Form. The clubs must include information such as its legal representatives, corporate structure or beneficiaries (among others) in the form.

There may be **possible additional requests for information or documentation**, if considered necessary by the FCH team.



FIFA Clearing House





Step 3: Collection of documents

- ❖ FCH is required to obtain documents for the following parties:
 1. The club as a legal entity
 2. The legal representatives as an individual or individuals
 3. The individual shareholders (beneficiaries or the UBOs)
- ❖ Therefore, your club has received another mail for every party with a link to FCH's Onboarding Platform to obtain these documents. We share with you the requested documents, so you can prepare to collect these from your side.
- ❖ Please use the link in this email to access FCH's Onboarding Platform. Also, a new login code will be provided (i.e., you cannot use the one provided for acceptance of the T&Cs nor the one provided for the Club Information Form or for the collection of documents for any other party). **The link in the email is only valid for 7 days**





Step 3: Collection of documents

Important things to bear in mind

- ❖ You will only be able to submit your file when all documents will be attached.
- ❖ If the documents are not originally issued in one of the three official FIFA languages (English, French and Spanish) an official translation of these documents will be required.
- ❖ The translation (if any) will have to be merged to the original document as one single document.
- ❖ One single file cannot exceed 20 MB.
- ❖ To attach a document, you can either click on the boxes or drag a file into them.

Se i documenti richiesti non sono prodotti in una delle lingue ufficiali FIFA (inglese, francese o spagnolo), a questi dovrà essere allegata la relativa traduzione.





Step 3: Collection of documents

List of documents to submit for the Club as a legal entity



Mandatory information

- ❁ **Trade register certificate or certificate of incorporation** or any official documents issued by the governing authorities evidencing the registration of the entity. This copy shall be less than 3 months old **(1)**
- ❁ **Article of association or Memorandum of article or equivalent (1)**
- ❁ **Bank statement** (latest bank statement)
- ❁ **Audited latest Financial Statements** (latest fiscal year) **(1)**
- ❁ **Organizational charts** (signed by the legal representatives) **(1)**

(1): For those documents, in addition to the original copy please provide a translation in one of the three FIFA official languages (English, Spanish and French) if not originally issued in those languages

Additional information, if necessary

- ❁ For associations recognised as being a public utility, a copy of the decree recognising the public utility
- ❁ Proof of listing for public companies
- ❁ Certificate of incumbency or register of directors
- ❁ Extract of UBO register



Step 3: Collection of documents

List of documents to submit for the legal representative(s)



Mandatory information

- ❁ Copy of Valid Passport or ID (which must include a picture). This document shall be certified (through a reliable and acceptable third party: notary, lawyer, national post office, official passport chips certificate, ...). The document shall contain a clear picture of the individual.

Additional information, if necessary

- ❁ Proof of residency in the form of a copy of original internet/landline/utility bill or copy of original local government correspondence. This document should be less than 3 months.
- ❁ Signed appointment resolution
- ❁ Signed power of attorney



Step 3: Collection of documents

List of required document to submit for the individual shareholders



Mandatory information

- ❖ **Copy of Valid Passport or ID (which must include a picture). This document shall be certified (through a reliable and acceptable third party: notary, lawyer, national post office, official passport chips certificate, ...). The document shall contain a clear picture of the individual.**

Additional information, if necessary

- ❖ Proof of residency in the form of a copy of original internet/landline/utility bill or copy of original local government correspondence . This document should be less than 3 months.
- ❖ Possibility for extra documents if necessary, according to the legislation. Those documents would focus on the source of wealth of the individual. The documents would vary in the light of the reason why the FCH would need extra information and support the information given by the club. The following (non-exhaustive) list of specific documents could be asked: evidence concerning the source of revenue (payslips, proof of dividends, possible investments, tax statements, agreements concerning the payment or selling of shares, bank transaction, etc), more information about any holding or trusts or equivalent (document proving the establishment, an overview of the trustees, tax number, etc)



Step 3: Collection of documents

Guidelines on documents requirements



A Certified ID, Passport or proof of residency will mean the following:

The "certification" is the operation by which an authority authenticates the conformity to the original of the copy of a document. In order to perform the Compliance Assessment, the FCH will/may ask for a certified ID, Passport or proof of residency.

For countries where an institution certifying IDs and passports exist, please apply for this procedure. For countries where there is no such institution, your document will have to be certified by a public servant/agent or official. You can ask the following if they offer this service:

- ✓ **Solicitor or Notary**
- ✓ **An official from the Embassy or French Consulate**
- ✓ **Councilor**
- ✓ **An official of the town hall**
- ✓ **Registered general practitioner**
- ✓ **Chartered accountant**

The person you ask should not be:

- related to the person
- living at the same address
- related to the person

In this case the person certifying the document should state the following: "Certified to be a true copy of the original seen by me," then sign and date underneath. The person certifying your copy may also need to include their printed name, occupation, and contact information.



Step 3: Collection of documents

Important things to bear in mind

Organizational charts:

Clubs shall provide FCH with two Organizational Charts;

Company organizational chart:

The company organizational chart is a **visual representation of the structure of your group companies**. This chart is valuable in that it **shows the ownership relationships between legal entities in the corporate family**. It provides information on the links and networks that exist between your company, subsidiaries, parental company and any other group of companies. It also outlines information on the reporting structures that exist. Please provide us such an overview **WITH** the amount of shares owned by any parental company and individual shareholder.

Management organizational chart:

The management organizational chart is a **visual representation of the management structure of a company**. It is a picture of managers and staff within a single company and illustrates the reporting relationships among individuals. Please provide us this overview of the club. In case there would be any kind of advisory board or assembly with people not functioning in the day-to-day functioning of the company but for example appoints the CEO, please give us an overview of this structure.





Step 3 and 4: Collection of documents



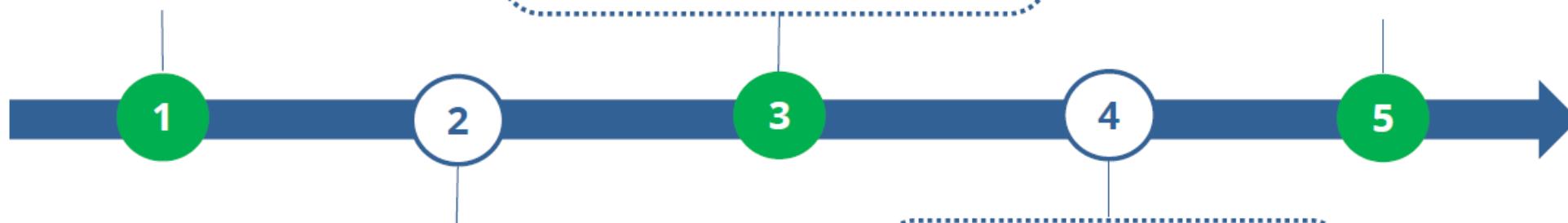
After receiving the allocation statement, the FCH will send an email to the clubs to access and accept the FCH Terms & Conditions. The T&Cs must be accepted to further process the club's onboarding.

Once the information is processed by the Onboarding team, another email is sent to the club to request **documentation and supporting material**. One email is issued per party (club, legal representative, beneficiary...) to submit the evidence.

The clubs will receive an email with a confirmation of onboarding or failure to complete the compliance assessment process. A confirmation implies the ability to provide the payment service to the club.



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FCH will send an email to the clubs with the link to access the FCH Onboarding Platform and Club Information Form. The clubs must include information such as its legal representatives, corporate structure or beneficiaries (among others) in the form.

There may be **possible additional requests for information or documentation**, if considered necessary by the FCH team.





Step 4: Possible additional information

- ❖ FCH will send out a new mail, if necessary (for every party), to collect additional information. This will only be the case if FCH deems this information necessary to onboard the client.
- ❖ If so, your club has received another mail with a link to FCH's Onboarding Platform to obtain these documents.
- ❖ Please use the link in this email to access FCH's Onboarding Platform. Also, a new login code will be provided (i.e., you cannot use the one provided for acceptance of the T&Cs nor the one provided for the Club Information Form or for the collection of documents for any other party). **The link in the email is only valid for 7 days**





Step 4: Possible additional information

Important things to bear in mind

- ⚽ You will only be able to submit your file when all documents will be attached
- ⚽ If the documents are not originally issued in one of the three official FIFA languages (English, French and Spanish), an official translation of these documents will be required.
- ⚽ The translation (if any) will have to be merged to the original document as one single document.
- ⚽ One single file cannot exceed 20 MB.
- ⚽ To attach a document, you can either click on the boxes or drag a file into them.

Se i documenti richiesti non sono prodotti in una delle lingue ufficiali FIFA (inglese, francese o spagnolo), a questi dovrà essere allegata la relativa traduzione.





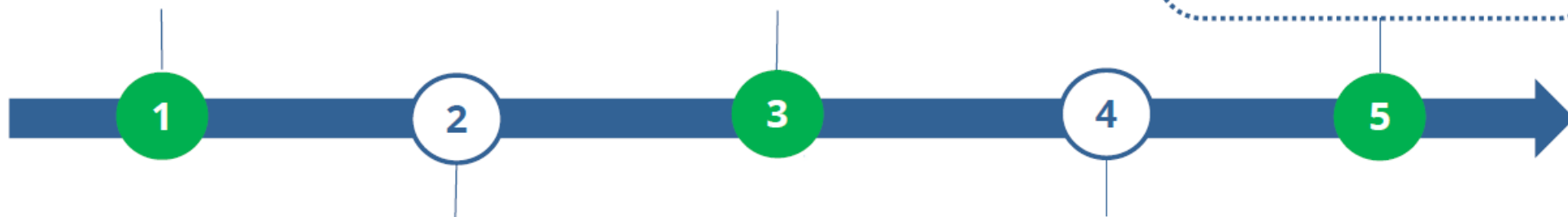
Step 5: Approvement or rejection



After receiving the Allocation Statement, the FCH will send an email to the clubs to access and accept the FCH Terms & Conditions. The T&Cs must be accepted to further process the club's onboarding.

Once the information is processed by the Onboarding team, another email is sent to the club to request documentation and supporting material. One email is issued per party (club, legal representative, beneficiary...) to submit the evidence.

The clubs will receive an email with a **confirmation of onboarding or failure** to complete the compliance assessment process. A confirmation implies the ability to provide the payment service to the club.

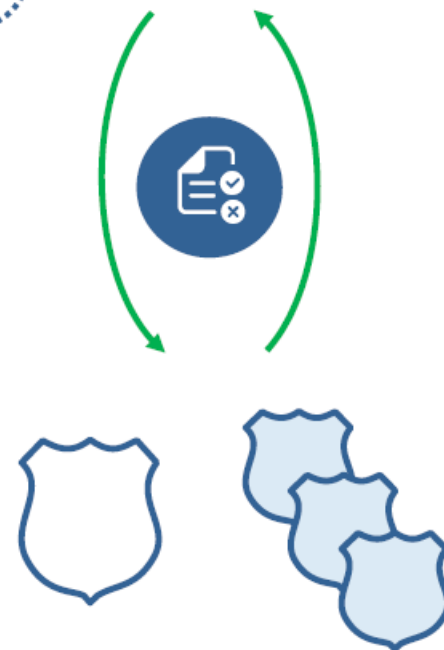


FCH will send an email to the clubs with the link to access the FCH Onboarding Platform and Club Information Form. The clubs must include information such as its legal representatives, corporate structure or beneficiaries (among others) in the form.

There may be possible additional requests for information or documentation, if considered necessary by the FCH team.



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Step 5: Decisions and next steps

Onboarding decision

- ❁ Finally, after the FCH has evaluated the information and documentation provided by the club, the Compliance Assessment will come to an end. The FCH will take a decision on **whether the club passes or fails the Compliance Assessment** and subsequently, whether to provide their services to the club or not. Clubs will receive this decision via email.
- ❁ If the **club passes the Compliance Assessment**, they will be able to use the services of the FCH and receive or send funds. The next steps are described in the following slides.
- ❁ If the **club fails the Compliance Assessment**, the case will be escalated to the FIFA Administration for non-compliance with the FIFA Clearing House Regulations. The next steps are described in the regulations and more information can be found on legal.fifa.com.
- ❁ Please note that all Allocation Statements are treated individually, a compliance failure on one Allocation Statement does not impact another Allocation Statement.

Il fallimento della procedura di Compliance Assessment può portare a sanzioni come una reprimenda, una multa o, in casi di ripetuti fallimenti, provvedimenti più gravosi come il blocco del mercato.



Overview of payment process

Processing payments through the FCH Onboarding Platform



After the relevant parties have passed the compliance assessment, the New Club will receive a **Payment Notification** from the FCH via email, with the amounts to be paid, as well as in which currency and to what account.



Information on the case, such as processing of the full payment and other anonymous statistics, will be sent to the FIFA administration for **reporting** purposes.



Once the FCH receives the amount from the New Club in the indicated currency, it will distribute it to the Training Clubs and will send a **Distribution Statement** indicating the amount they should receive.



Payments processed!

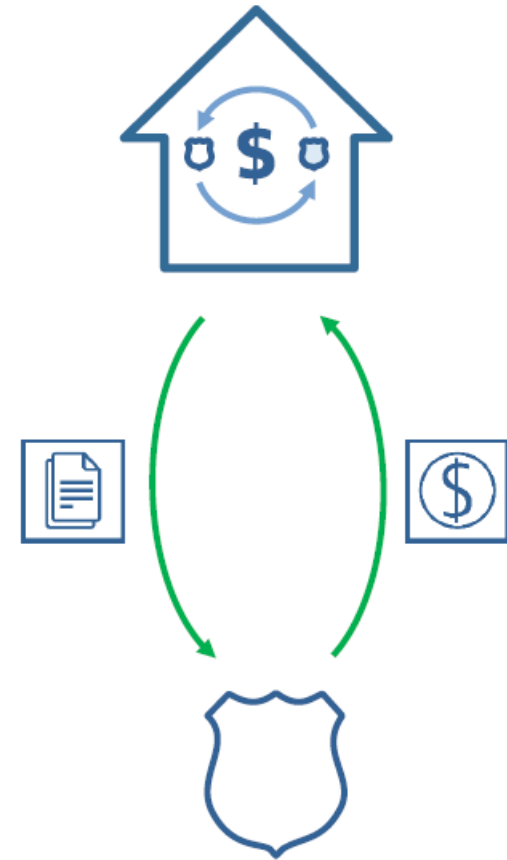


Step 6: Payment Notification Payment In



- ❖ The **Payment Notification** will include the amount to be paid, the currency in which it has to be paid and the bank account to which it must be paid.
- ❖ The New Club must make the **payment to the FCH within 30 days** of the payment notification being issued.
- ❖ Payments received more than 30 days after the issuance of the payment notification are subject to a **late payment levy** of 2.5% of the total balance, payable to the Training Club.
- ❖ Payments to the FCH must always be made via bank transfer from an account **in the name of the club**. Payments from third parties will be rejected.
- ❖ If full payment, including any late payment levy (where applicable), has not been received 37 days after issuance of the initial payment notification, the club will be reported to FIFA for non-compliance with the FIFA Clearing House Regulations.

Non c'è bisogno di fornire prova documentale dell'avvenuto pagamento.

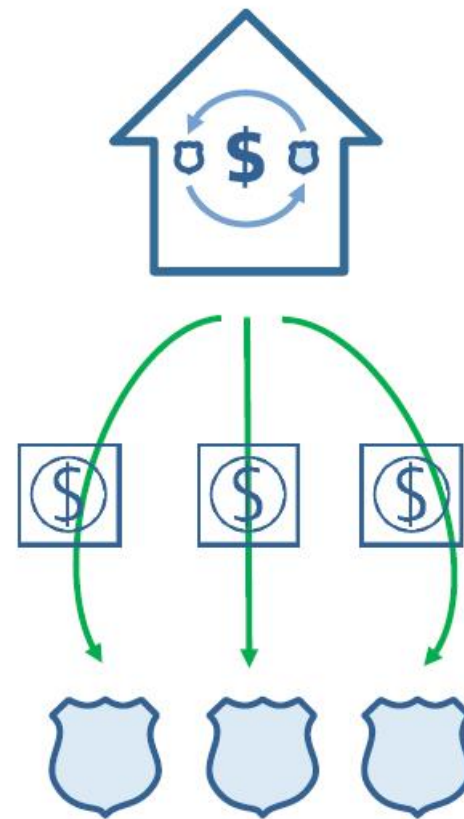




Step 7: Distribution Statement Payment out



- ⚡ Once the payment has been received from the New Club, it should be paid to the Training Clubs within 5 business days.
- ⚡ Additionally, a **Distribution Statement** will be sent to the Training Clubs, including details of the trigger event, amount and currency of the payment, among others.



OPEN POINTS

- Verificare con FIFA la possibilità di modificare le certificazioni di pagamento dei trasferimenti in ambito domestico (da mensile ad annuale) effettuate dalle Leghe per il tramite del Portale Servizi FIGC.

Tema ancora oggetto di approfondimento

- Verificare con FIFA, ai fini della corretta stesura dei bilanci dei club e di una puntuale programmazione finanziaria, se FCH può inviare ai club formatori creditori somme derivanti dai c.d. meccanismi di solidarietà FIFA una comunicazione circa i contenuti dei contratti che indirettamente li riguardano, quantomeno per quanto concerne gli importi dei trasferimenti e le relative scadenze di pagamento. Rispetto a quanto attualmente previsto, a condizione che il nuovo club e i club formatori superino la “valutazione di conformità” e venga prodotto l’EPP, sarebbe preferibile che la FCH predisponesse un *allocation statement* con un annesso *distribution statement* complessivo, che evidenzi la rateizzazione delle scadenze di incasso per ogni singolo club formatore che dovrà ricevere dei premi di formazione dai predetti trasferimenti.

FIFA rigetta la richiesta per motivi di privacy e perché gli importi relativi ad un trasferimento possono sempre essere soggetti a modifiche

- Verificare con FIFA se è stata superata la necessità di ricaricare ad ogni *trigger* i documenti, tra cui i bilanci dei periodi precedenti, se già inseriti.

FIFA ha esteso da 3 a 6 mesi la validità dei documenti. Non è necessario ricaricare un documento ancora valido.

- Verificare con FIFA se è possibile la condivisione e la certificazione di un database dei diversi IBAN su cui le società effettuano i pagamenti dei contributi di solidarietà/Training Compensation alla FCH (per rispondere alle richieste da parte delle banche sulle norme antiriciclaggio).

FIFA ha rigettato la richiesta.

- Chiarire con FIFA quando vanno regolati i pagamenti delle eccedenze (es. *no record found* e saldo prezzo quando la solidarietà è inferiore al 5%).

FIFA non ha specificato le tempistiche ma si è raccomandata che tutti i club depositino in TMS la prova di pagamento delle eccedenze in Other perché altrimenti tale pagamento farebbe scaturire un ulteriore contributo.

Contact details

- ❖ For any information on the Terms and Conditions, please contact info@fifaclearinghouse.org
- ❖ For any information on the Club Information Form or definitions, please contact info@fifaclearinghouse.org
- ❖ For any information on the documentation required and requirements, please contact info@fifaclearinghouse.org
- ❖ For any information related to the payments please contact payment.info@fifaclearinghouse.org

Per qualsiasi informazione riguardante FIFA Clearing House: fch@figc.it

