

THE FA FOOTBALL AGENTS REGULATIONS
SUMMARY OF DOCUMENTS

Agent Declaration Forms

Document number	Document	Regulation	Completion by
AG1 – NR	Agent Declaration – NIL RETURN	F.1 / H.10	Clubs & Players
<p>Complete this form for any transaction where an Agent has NOT been involved on behalf of any of the parties. An AG1 or an AG1-NR <u>must</u> be completed for <u>every</u> deal.</p>			
AG1 (and annexes) AG1 / RC AG1 / FC AG1 / P	Agent Declaration (and annexes) Payment by Registering Club Payment by Former Club Payment by Player	F.1 / H.10	All parties Registering Club & Agent Former Club & Agent Player & Agent
<p>Complete this form (including the applicable annexes AG1/RC (agent working for registering club), AG1/FC (agent working for former club) and/or AG1/P (agent working for the player)) for any transaction where an Agent has been involved on behalf of any of the parties.</p> <p>If an Agent has been used by any party, AG1 must be completed. The relevant annex must also be completed by each party that has used an Agent.</p>			

Annual Submissions

Document number	Document	Regulation	Completion by
AG2 / C	Annual Fee Summary (Clubs)	G.14	Agents
<p>Each year by 30 September, Agents must complete this form to disclose the amounts they earned from English Clubs in the previous 12 month period to 30 June. This form must be completed by every Authorised Agent in respect of the English Clubs that he represents, or has represented, during that previous 12 month period.</p>			
AG2 / P	Annual Fee Summary (Player)	G.13	Agents
<p>Each year by 30 September, every Authorised Agent must complete this form to disclose the amounts they earned from each Player that they represented in the previous 12 month period to 30 June.</p>			
AG8	Annual Declaration	App II Para 3.9	Agents
<p>TO BE COMPLETED - This form is distributed to Agents each year in accordance with the Regulations to capture additional information in relation to Agents and their businesses. This form will be available for the Annual Declaration to be distributed in December 2008.</p>			

Conflicts of Interest

Document number	Document	Regulation	Completion by
AG3	Conflict of Interest	C.4	All parties
<p>This form must be completed by all parties involved in a transaction where there may be a conflict of interest or a potential conflict of interest. For additional guidance on conflicts of interest, please refer to the Guidance Notes to the Regulations, or contact the Financial Regulation Department at The FA.</p>			
AG4 / A	Disclosure of interest in Club	K.6	Agents
<p>This form must be completed by an Authorised Agent where that Authorised Agent holds an interest in a Club that is prohibited under Regulation H.8 (for example, a shareholding of more than 5%).</p>			
AG4 / C	Disclosure of interest in Agency	K.5	Clubs, Club Officials, Managers, Players
<p>This form must be completed by a Club, Club Official, Manager or Player where that person holds an interest in an agency that is prohibited under Regulation I.4 (Players) or J.5 (Clubs) (for example, where that person has a shareholding of more than 5%).</p>			

Registration Forms for Agents, Lawyers & Close Relations

Document number	Document	Regulation	Completion by
AG10	Application form	App II Para 1.1	Applicants
<p>TO BE COMPLETED – This form must be filled out by all applicants who wish to go through the application process to obtain a licence from The FA to act as a Licensed Agent. This form will be available for the application window commencing in April 2008.</p>			
AG5 / L	Lawyer	App III	Lawyers
<p>This form must be completed by any practising Lawyer who wishes to conduct Agency Activity for any Club or Player who is registered with The FA or for any Player who is registering with The FA as a result of a transaction. This form must be completed and submitted prior to, or at the time of, the first transaction in which the individual conducts Agency Activity under the Sept 2007 FA Agents Regulations.</p>			
AG5 / OA	Overseas Agent Registration	App III	Overseas Agents
<p>This form must be completed by all Overseas Agents who hold a licence issued by a National Association other than The FA, who wish to conduct Agency Activity for any Club or Player who is registered with The FA or any Player who is registering with The FA as a result of a transaction. This form must be completed and submitted prior to, or at the time of, the first transaction in which the individual conducts Agency Activity under the Sept 2007 FA Agents Regulations.</p>			
AG5 / CR	Close Relation Registration	App III	Close Relations
<p>This form must be completed by all Close Relations who wish to conduct Agency Activity for any Player who is registered with The FA or any Player who is registering with The FA as a result of a transaction. The form must be completed and submitted prior to, or at the time of, the first transaction in which the individual conducts Agency Activity under the Sept 2007 FA Agents Regulations.</p>			
AG6	Close Relation Form (Free RCR)	B.3	Registered Close Relations
<p>This form must be completed by all Registered Close Relations (having completed the relevant Registration form AG5 / CR) each time they are involved in a transaction involving a Player to whom they are closely related.</p>			

Bank Details

Document number	Document	Regulation	Completion by
AG7	Bank details form - Agents	G.11	Agents
<p>Agents should complete this form to provide The FA with approved bank account details so that The FA can process payments to the appropriate account in accordance with FA Rules. Payments made by Clubs to Authorised Agents in relation to Agency Activity must be made via The FA for onward transmission to Agents. This form should be updated whenever an agent or agency changes their banking details.</p>			

Club Signatories

Document number	Document	Regulation	Completion by
AG9	Signatory Form – Clubs		Clubs
<p>In order to ensure that disclosure documents are signed by authorised personnel, Clubs should use this form to provide details to The FA of all signatories that are authorised to act in relation to transfer transactions and who are authorised to complete the related documentation.</p>			