

Norfolk County FA

Completing match day registrations on WGS



Can I complete match day registrations for the 2020/21 season?

Yes match day registrations can be completed for the 2020/21 season and you can choose one of the two options below to complete this.

Option one:

You can complete the registration process (as outlined in the 'Completing the registration process via WGS' guide) on WGS any time up until kick off.

Please note the registration must be at the pending stage and you must be sure that the individual isn't suspended or playing for another team within the league before the individual plays. If you are in any doubt you must wait until the registration is approved by us at County HQ before they play.

You must also obtain consent from the individual either online or offline (for further information regarding this please refer to the 'Requesting Consent' guide) prior to completing the registration process on WGS.

Option two:

Ask the individual or parent / guardian in youth football to complete either the 'Norfolk County FA Adult Offline Consent Form 2020-21' or the 'Norfolk County FA Youth Offline Consent Form 2020-21' as appropriate at the match which are available on our website - <http://www.norfolkfa.com/leagues-and-clubs/players-and-people/player-registration>. A club official and opposition official at the match must also countersign this form.

This form must then be securely retained by the club in case you are requested to produce this during the season – please don't send these forms to us at County HQ.

You will then need to complete and submit the registration on WGS so it is at the pending stage by midnight on the day the match was played. This is so the registration can be correctly backdated on the following Monday to enable you to then complete the relevant match card on fulltime.