



Transferring a player via current club

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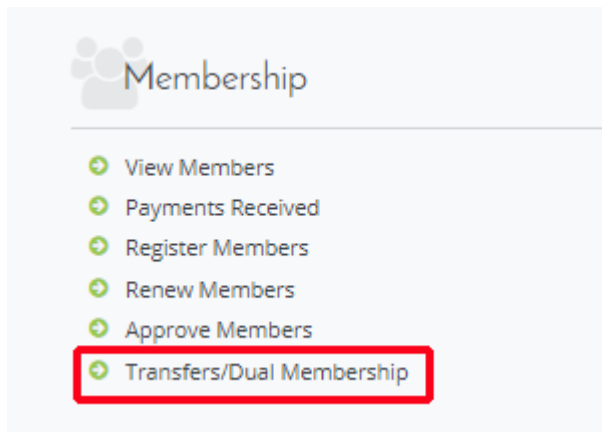


START TRANSFER (Previous club)

Your club admin has the ability to transfer their members to a different club within the Swiss Rugby Union

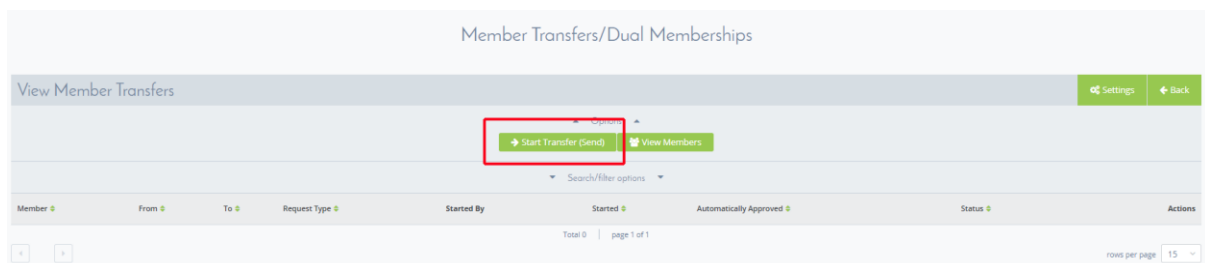
Step 1

Log into your FSR club admin account at fsr.sportsmanager.ie
Select the “Transfers/Dual Membership” link in Membership Setup.



Step 2

You will see the status of any previous transfers that your club has processed here, to start a transfer of one of your players please select “Start Transfer (send)”



Step 3

You may need to click on options and use the search facility to find your members from the 2020-21 season that you want to transfer out – once you have found the member you want to approve - click on the transfer icon (double arrow) to the right of the member under the action button to start the transfer process.

Send Player to Another Club Back

Options

View Members View Transfers

Search/Filter options

| Member ID | First Name | Last Name | DOB | Active | Official | Teamsheets | Registration Date | Start Date | Expiry | Season | Type | Actions |
|-----------|------------|-----------|----------|--------|----------|------------|-------------------|------------|------------------|-----------|---------|---------|
| 203239 | John | Lee | 19/09/19 | Yes | Yes | 1 | 05/09/2019 16:56 | 01/07/2019 | 31/07/2020 23:59 | 2019-2020 | Primary | |
| 203239 | John | Lee | 19/09/19 | Yes | Yes | 1 | 18/09/2019 14:43 | 01/08/2019 | 31/07/2020 23:59 | 2019-2020 | Primary | |
| 203239 | John | Lee | 19/09/19 | Yes | Yes | 1 | 08/09/2019 12:06 | 01/08/2019 | 31/07/2020 23:59 | 2019-2020 | Primary | |
| 203239 | John | Lee | 19/09/19 | Yes | Yes | 1 | 09/09/2019 20:26 | 01/08/2019 | 31/07/2020 23:59 | 2019-2020 | Primary | |
| 203239 | John | Lee | 19/09/19 | Yes | Yes | 1 | 10/09/2019 16:08 | 01/08/2019 | 31/07/2020 23:59 | 2019-2020 | Primary | |
| 203239 | John | Lee | 19/09/19 | Yes | Yes | 1 | 19/09/2019 16:59 | 01/08/2019 | 31/07/2020 23:59 | 2019-2020 | Primary | |
| 203239 | John | Lee | 19/09/19 | Yes | Yes | 1 | 10/09/2019 18:37 | 01/08/2019 | 31/07/2020 23:59 | 2019-2020 | Primary | |
| 203239 | John | Lee | 19/09/19 | Yes | Yes | 1 | 11/09/2019 14:32 | 01/08/2019 | 31/07/2020 23:59 | 2019-2020 | Primary | |

Step 4

Member Transfers

Member

Member Name

Transfer Reason

From Club

To Club

Request Transfer

The members name and licence number will be carried through, please enter a transfer reason, and select the club the member is transferring to.

Please note only Swiss Rugby clubs will display in this transfer system.

Once you start this transfer you will no longer be able to work with this player while he is in transfer started status.

If you go to Transfer/Dual Membership, you can see the status of the members transfer by clicking on the view details.

The old club will keep the member history up until the point that his transfer to the new club is confirmed after that point any new member information once the player is transferred will update in the members new club.

Transfer Request

| | |
|--------------------------|---|
| Member | John lee |
| Member ID | 203239 |
| From | NSRV- Nord-, Ost-, Zentralschweiz & Ticino - Winterthur |
| Current Categories | Fan |
| To | ACGR - Geneve - Avusy |
| Started By | Swiss Rugby Winterthur |
| Created | 15/06/2020 23:44 |
| Automatically Approve on | 20/06/2020 23:44 |
| Status | Created |
| Reason | Moving for work |

| Approvals | | |
|--|---------|------|
| Name | Status | Date |
| Winterthur | Created | |
| NSRV- Nord-, Ost-, Zentralschweiz & Ticino | Created | |
| Swiss Rugby | Created | |

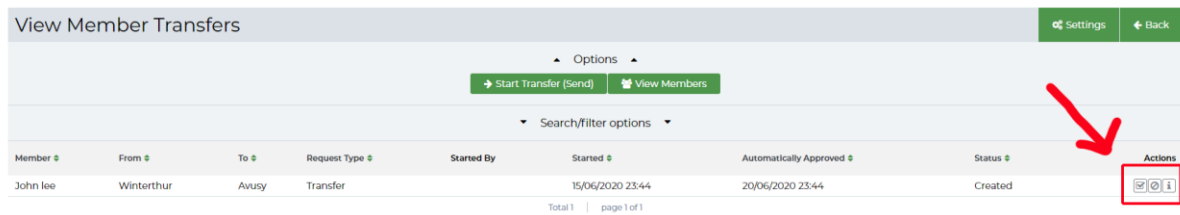
APPROVAL BY THE NEW CLUB




Step 1

If you go to Transfer/Dual Membership, you will see the transfer awaiting approval. The three icons underneath the action column are in order.

Approve transfer/ Reject transfer / View Transfer details

Member Transfers/Dual Memberships



| Member | From | To | Request Type | Started By | Started | Automatically Approved | Status | Actions |
|----------|------------|-------|--------------|------------|------------------|------------------------|---------|---|
| John lee | Winterthur | Avusy | Transfer | | 15/06/2020 23:44 | 20/06/2020 23:44 | Created |    |

Step 2

Click on Approve transfer

Step 3

Go again to Transfer/Dual Membership and click on the arrow on the right side to register the member for a new license.



Step 4

Go again to Transfer/Dual Membership and click on the credit card icon to pay the fee.



You can choose between credit card (right side) or discount code (left side). Afterwards you have to complete the payment by login with your user account.