



REGISTRATION FORM GUIDANCE NOTES

REGISTRATION SECRETARY
Mr Alan Watson
17 Victoria Drive
Camberley
Surrey
GU17 0PL
Telephone 01276 508807

1. Photographs should be **trimmed to fit within the black lines of the box**. This is vital to ensure the automatic scanning process crops the photograph. The photographs submitted must also fulfil the following criteria:-
 - recent (taken within the last two months);
 - 35 mm high x 28 mm wide (please trim your photographs to meet this condition);
 - printed on photo-quality paper (with no watermarks, embossing or printing on the photograph);
 - undamaged, for example, by creases from paper clips,
 - of the Player on her own (no hats or scarves or sunglasses)
 - a close-up of the Players head only facing forwards, looking straight towards the camera to include the Players full head without any head covering (unless it is worn for religious beliefs or medical reasons) and nothing covering the Players face.
 - Photographs must be glued (not stapled) within the box corresponding to the Players details i.e. Player 1 photograph matches Player 1 details etc.
2. Players details must be entered on the Form & the Player must sign to confirm her desire to play for your Team. **No person may sign on behalf of the Player.**
3. Proof of date of birth is required for each Player being registered, i.e. a **photocopy only** of Birth Certificate, Passport, Medical Card. Alternatively, last seasons Player Registration ID Card may be provided.
4. Club / Team Secretary must countersign the Form to confirm details are correct. Please enter your Club Name, Team Name & Age Group.
5. Once completed, fold the Form in half (photographs inwards) and post to the Registration Secretary complete with proof of dates of birth & Registration Fee of £5.00 per Player (£3.00 if received by 31st July 2007).
6. **All Registration Forms submitted not strictly complying with these Guidelines will be returned and will have to take their place in the queue for processing from the date of re-submission.**
7. Each Registration Form is designed for up to 10 Players. Individual Registration Forms are no longer valid. Registration Limits are:-

Mini-Soccer	-	14 Players
Under 13 to Under 16	-	20 Players
Under 17 to Ladies	-	25 Players
8. Players Registration ID Cards must be collected on the Collection Evening, details of which will be published via the SCWGL Website.

Finally, please understand that the registration process is time-consuming and it may not be possible to return any telephone calls. Please therefore leave a clear message detailing any query you may have and the query will be dealt with as quickly as possible. Alternatively, you may get a quicker response by emailing the Registration Secretary at this address:

registrationsecretary@scwgl.org.uk

Please glue
Face Only
photo of
Player 1
in this box

Please glue
Face Only
photo of
Player 2
in this box

Please glue
Face Only
photo of
Player 3
in this box

Please glue
Face Only
photo of
Player 4
in this box

Please glue
Face Only
photo of
Player 5
in this box

Please glue
Face Only
photo of
Player 6
in this box

Please glue
Face Only
photo of
Player 7
in this box

Please glue
Face Only
photo of
Player 8
in this box

Please glue
Face Only
photo of
Player 9
in this box

Please glue
Face Only
photo of
Player 10
in this box

Please trim all photographs to fit inside the black outline. Failure to do so will result in the Form being rejected.

CLUB _____ **TEAM** _____ **AGE GROUP** _____

PLAYER	First Name	Surname	Date of Birth	Players Signature
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

ONCE COMPLETED THIS FORM SHOULD BE FOLDED IN HALF AND RETURNED IN A BOARD BACKED A5 ENVELOPE TO THE REGISTRATION SECRETARY.

I hereby certify that I have checked the above details and they are correct. I enclose Birth Certificates or other approved proof of age for the Players listed. I accept that I am responsible for the accuracy of all registration details and compliance with League Rules and that the omission, incorrect or false completion of these details may render the registration ineligible within the meaning of the League Rules.

The Management Committee would draw all Players to note that by signing this Form they agree to comply with the League Rule that deals with Inter League Competitions which reads as follows "Any player registered with this League must be available for and must give priority to Inter-League and Representative Appointments of this League unless specifically indicated to the contrary at the time of registration." This Rule can only be waived with the WRITTEN agreement of the Management Committee.

SIGNATURE OF CLUB/TEAM SECRETARY _____ **DATE** ____/____/____