

Guide to CLA Transfer Policy

JANUARY 2008

Executive Summary Transfer Policy 2008

A new CLA Operations Manual was presented at the November 2007 CLA AGM. The CLA Board of Directors approved the manual (Motion 55-07). The membership then ratified the policy manual at the AGM (Motion 90-07).

The approval of the new Operations Manual has some effects on the transfer policy. The changes are as follows:

1. In conjunction with the renumbering of the whole Operations Manual, the Transfer Policy is now clause 18.4 of the new manual.
2. Clause 3.4.6 (iv) of the old policy which read “*The player moves from one MA/AMA to another where the primary purpose is not to play lacrosse*” is now Clause 18.4.6.4 which has been changed and reads as follows:

The player changes his residence from one MA’s or AMA’s jurisdiction to another prior to December 31 where the primary purpose or reason for the move is not to play lacrosse.

The rest of the wording of the clause remains unchanged.

3. In addition, the term “**Residence**” has been defined as - “*the place an individual permanently lives while not at school.*”

Other than the above noted change, the rest of the Transfer policy remains unchanged..

This document is intended as a ***guide only***. The CLA Transfer Policy in its entirety can be found in Appendix B. It applies to post-Bantam aged players (15 years old) and older.

The Transfer Policy governs movement of players between Member Associations/Association Member Associations (MA/AMA’s). The conditions contained in the Policy are not meant to restrict the movement of players between MA/AMA’s however; it recognizes that restrictions are necessary to help in the development of players within MA/AMA’s.

NEGOTIATION LIST

1. Negotiation Lists (defined as a list of players requiring negotiated releases to play in other MA/AMA’s) will be filed with the CLA office by the **last Friday of February** each calendar year. Negotiation Lists will only be accepted from MA/AMA’s. Players on Negotiation Lists will require negotiated releases.
 - Negotiation Lists must be submitted as an **Excel spreadsheet** in the following format:

Last Name	First Name	Protected By	Contact Info (e-mail or phone number of individual to contact to obtain a release)	MA/AMA	Level Sr. A/B/C or Jr. A/B	Holdout (Sr. A only)
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- If an MA/AMA does not submit a Negotiation List, players from that MA/AMA will be considered free agents and will be free to move to another MA/AMA provided they are in good standing within the MA/AMA.
2. Before the filing of Negotiation Lists, players are not permitted to try-out or participate in training camps, practices, intra-squad games or exhibition games without written permission from the team and/or league commissioner where the player was last registered.
 3. After the filing of the Negotiation Lists, written permission for a player to participate in training camps, practices, intra-squad games or exhibition games must be obtained from the team and/or league commissioner listed on the Negotiation List.

TRANSFER POLICY

Transfers will occur between the **first Wednesday of March and 11:59PM on July 1** of each calendar year. Any MA/AMA or team found playing a player without a completed transfer will face disciplinary action.

Transfer Policy – Summary of Events

PLAYERS begin the transfer process.

Section 1

- Section 1 of the Transfer Form (Appendix A) must be completed by the player. The form can be faxed to the CLA office at 613-260-2029 or completed on-line at www.lacrosse.ca/transfer.asp. Section 1 must be completed in its entirety or the Transfer Form will be returned to the player.

NOTE: Players under the age of 18, whose parent(s) or guardian(s) are not moving with them, must submit the form via fax with the parent/guardian signature showing consent.

- The CLA office will forward the Transfer Form within 48 hours to the MA/AMA who has the player's playing rights.

Section 2

- The MA/AMA will have **ten (10) business days** to complete Section 2 of the Form and send it back to the office. The date by which the Transfer Form must be returned to the CLA office will be listed on the Transfer Form.
- If the Form is not returned to the office by the deadline the player is free to move provided that player is in good standing with the current MA/AMA.
- Once Section 2 has been completed and returned by the MA/AMA the player is transferring from, **or** 10 days has passed, the office will then forward the Form to the MA/AMA the player wishes to transfer to.

Section 3

- The receiving MA/AMA will have **ten (10) business days** to complete Section 3 of the Form. The date by which the Transfer Form must be returned to the CLA office will be listed on the Transfer Form.
- If the Form is not returned to the CLA office within 10 days the transfer is not approved.
- The player's playing rights remain with the team protecting him.

CLA Office

- Once the CLA has determined that all Sections of the Transfer Form are complete, the transfer will receive final approval.
- The CLA office will invoice the transfer fee to the receiving MA/AMA.
- Confirmation of the completed or denied transfer will be emailed to all interested parties.

Appeals

If a transfer is denied, a player, team or MA/AMA may appeal by filing an appeal application with the applicable fee. The appeal application and fee must be received by the CLA office within 7 business days of notification of denial.

TAMPERING

A tampering charge must be filed within 7 days of discovering the occurrence.

Please note: This is a GUIDE ONLY. If there are any discrepancies between the policy and this guide, please refer to the policy as published in the CLA Operations Manual.

Critical Clauses of the Transfer Policy FOR PLAYERS

The Transfer Policy is included as Appendix B. The following clauses are being brought to the attention of players:

- 18.4.1 The CLA recognizes that all players wishing to play lacrosse in Canada have the privilege to do so provided certain conditions are met. This policy only applies to post-Bantam aged players and above.
- 18.4.2 Transfers will only be permitted between the first Wednesday of March and must be completed by 11:59PM July 1st of any given calendar year.
- 18.4.4 Once a player's transfer is complete, all rights associated with said player belong to the receiving MA / AMA with the following exception:
 - 18.4.4.1 The player can only play at the level at which he was traded/released for the remainder of the season (i.e.: no playing up) provided that the upper level of lacrosse is available in the jurisdiction he is transferring from. After which time, the player can move freely within the association subject to the member/associate member policies.
- 18.4.5 No MA/AMA or team personnel shall permit a player from another MA/AMA to play a league or playoff game within its jurisdiction unless the player has obtained a complete transfer in accordance with these rules. Any MA/AMA or team personnel that violates this rule is subject to a fine of \$5,000 and the suspension of the Player until dealt with by the CLA Discipline Committee. The General Manager and/or the Head Coach as determined by the CLA VP-Domestic Competition in consultation with the Box Sector Chair will also be suspended until dealt with by the CLA Discipline Committee. Each subsequent occurrence will result in an additional \$5,000 and will be forwarded to the CLA Discipline Committee for further discipline.
- 18.4.6 A participant may move from one MA/AMA's jurisdiction to another and be eligible to play under the following circumstances:
 - 18.4.6.1 The player is not on a negotiation list as defined in Section 17, Clause 3.4.7 and is a member in good standing within his current MA/AMA – i.e.: free agent. The player must have his/her previous Member Association/Associate member sign a transfer form indicating they are a member in good standing.
 - 18.4.6.2 An agreement to release the player has been reached between the team holding the rights to the individual as indicated on a negotiation list as defined in Section 17, Clause 3.4.7 and the team wishing to acquire those rights.
 - 18.4.6.3 A player who has signed a playing card for the current season must receive a release from the team to which he was signed.
 - 18.4.6.4 The player changes his residence from one MA's or AMA's jurisdiction to another prior to December 31 where the primary purpose or reason for the ~~move~~ is not to play lacrosse.
 - 18.4.6.4.1 Player may be required to provide confirmation of the purpose of the move. This proof may be requested anytime during the course of the season. This proof must be supplied within 7 days of request by the Transfer Review Committee. Should it be deemed that the move was not legitimate, the player will be suspended for the balance of the season and the incident will be referred to the CLA Discipline Committee.

- 18.4.6.4.2 Any additional circumstances must be submitted to the Transfer Review Committee as defined in this for review and approval. The player must have his/her MA/AMA sign a transfer form indicating they are a member in good standing.
- 18.4.6.5 Players under the age of 18 must have a document signed by their parent or guardian granting permission for the player to move, if said player's parent/guardian is not also moving.
- 18.4.7.3 Only players who signed playing cards within a MA/AMA the season prior to the submission of the negotiated list can be protected.
- 18.4.7.4 A player who is on a negotiation list who does not sign a playing card for the current season within an MA/AMA and does not play summer lacrosse in any other jurisdiction, either inside the CLA or outside in leagues such as but not limited to the summer professional field league is free to move without negotiation the following year provided he is a member in good standing within the MA/AMA

Summary

1. Section 1 of the Transfer Form must be completed by the player. The Form can be faxed to the CLA office at 613-260-2029 or completed on-line at www.lacrosse.ca/transfer.asp.
2. Section 1 must be completed in its entirety or the Transfer Form will be returned to the player.
3. Players under the age of 18, whose parent(s) or guardian(s) are not moving with them, must submit the Form via fax with the parent/guardian signature giving consent.
4. The CLA office will forward the Transfer Form within 48 hours to the MA/AMA who has the player's playing rights.
5. Confirmation of the completed or denied transfer will be emailed to all interested parties.
6. A denied transfer may be appealed by filing an appeal application with the applicable fee. The appeal application and fee must be received by the CLA office within 7 business days of notification of denial.

Critical Clauses of the Transfer Policy FOR TEAMS

The Transfer Policy is included as Appendix B. The following clauses are being brought to the attention of teams:

- 18.4.1 The CLA recognizes that all players wishing to play lacrosse in Canada have the privilege to do so provided certain conditions are met. This policy only applies to post-Bantam aged players and above.
- 18.4.2 Transfers will only be permitted between the first Wednesday of March and must be completed by 11:59PM July 1st of any given calendar year.
- 18.4.4 Once a player's transfer is complete, all rights associated with said player belong to the receiving MA / AMA with the following exception:
 - 18.4.4.1 The player can only play at the level at which he was traded/released for the remainder of the season (i.e.: no playing up) provided that the upper level of lacrosse is available in the jurisdiction he is transferring from. After which time, the player can move freely within the association subject to the member/associate member policies.
- 18.4.5 No MA/AMA or team personnel shall permit a player from another MA/AMA to play a league or playoff game within its jurisdiction unless the player has obtained a complete transfer in accordance with these rules. Any MA/AMA or team personnel that violates this rule is subject to a fine of \$5,000 and the suspension of the Player until dealt with by the CLA Discipline Committee. The General Manager and/or the Head Coach as determined by the CLA VP-Domestic Competition in consultation with the Box Sector Chair will also be suspended until dealt with by the CLA Discipline Committee. Each subsequent occurrence will result in an additional \$5,000 and will be forwarded to the CLA Discipline Committee for further discipline.
- 18.4.6 A participant may move from one MA/AMA's jurisdiction to another and be eligible to play under the following circumstances:
 - 18.4.6.1 The player is not on a negotiation list as defined in Section 17, Clause 3.4.7 and is a member in good standing within his current MA/AMA – i.e.: free agent. The player must have his/her previous Member Association/Associate member sign a transfer form indicating they are a member in good standing.
 - 18.4.6.2 An agreement to release the player has been reached between the team holding the rights to the individual as indicated on a negotiation list as defined in Section 17, Clause 3.4.7 and the team wishing to acquire those rights.
 - 18.4.6.4 A player who has signed a playing card for the current season must receive a release from the team to which he was signed.
 - 18.4.6.4 The player changes his residence from one MA's or AMA's jurisdiction to another prior to December 31 where the primary purpose or reason for the ~~move~~move is not to play lacrosse.
 - 18.4.6.4.1 Player may be required to provide confirmation of the purpose of the move. This proof may be requested anytime during the course of the season. This proof must be supplied within 7 days of request by the Transfer Review Committee. Should it be deemed that the move was not legitimate, the player will be suspended for the balance of the season and the incident will be referred to the CLA Discipline Committee.

- 18.4.6.4.2 Any additional circumstances must be submitted to the Transfer Review Committee as defined in this for review and approval. The player must have his/her MA/AMA sign a transfer form indicating they are a member in good standing.
- 18.4.6.5 Players under the age of 18 must have a document signed by their parent or guardian granting permission for the player to move, if said player's parent/guardian is not also moving.
- 18.4.7.3 Only players who signed playing cards within a MA/AMA the season prior to the submission of the negotiated list can be protected.
- 18.4.7.4 A player who is on a negotiation list who does not sign a playing card for the current season within an MA/AMA and does not play summer lacrosse in any other jurisdiction, either inside the CLA or outside in leagues such as but not limited to the summer professional field league is free to move without negotiation the following year provided he is a member in good standing within the MA/AMA
- 18.4.7.6 For Senior A, a team's negotiation list shall not exceed twenty five (25) individuals plus 10 holdouts.
- 18.4.7.6.1 Holdouts are defined as players who are eligible to play within their respective MA/AMA, drafted players from within the MA/AMA who refuse to sign a playing card for the current season, injured players and a maximum of 2 graduating Juniors as defined as players in their last year of Junior eligibility who were transferred out of their respective MA/AMA after having signed a playing card in the previous season.
- 18.4.7.7 For Senior B, a team's, negotiation list shall not exceed twenty five (25) individuals.
- 18.4.7.8 For Senior C, a team's negotiation list is not to exceed twenty five (25) individuals.
- 18.4.7.9 For Junior A, a team's negotiation list is not to exceed twenty five (25) individuals.
- 18.4.7.10 For Junior B, a team's negotiation list is not to exceed twenty five (25) individuals.
- 18.4.8 Limit on Imports in Junior
- 18.4.8.1 No team shall have on its negotiation list or its 25 player roster more than five (5) players in total who have been acquired by an inter-member association/associated member transfer with the following exceptions:
- 18.4.8.1.1 where a player moves to another MA/AMA's jurisdiction to play at a higher level or category which does not exist in the first MA/AMA, they will not count towards the total number of imports.
- 18.4.8.1.2 where a player moves in accordance with Section 17, Clause 3.4.6 subparagraph (iv), they will not count towards the total number of imports
- 18.4.8.2 Teams caught with more than 5 imports on their negotiation list or roster will face the following sanctions:
- 18.4.8.2.1 \$1,500 fine per game that the team played;
- 18.4.8.2.2 Suspension of all import player(s), head coach and or general manager until such time as they comply with the policy.
- 18.4.8.2.3 Further discipline as determined by the CLA Discipline Committee such as but not limited to:
- 18.4.8.2.3.1 Forfeiture of the right to participate in Canadian Lacrosse Association National Championships

- 18.4.9 Tampering
- 18.4.9.1 Prior to the submissions of the negotiation lists, no team or agent of the team from any MA/AMA may communicate with or allow to tryout/participate in its training camp, practices, intra-squad games or exhibition game, a player from another MA/AMA without first having received written permission by either e-mail or fax from the team and/or league commissioner with which said player was last registered, prior to that player's participation..
- 18.4.9.2 After the submissions of the negotiation lists, no team or agent of the team from any MA/AMA may communicate with or allow to tryout/participate in its training camp, practices, intra-squad games or exhibition game, a player from another MA/AMA negotiation list without first having received written permission by either e-mail or fax from the team and/or league commissioner with which said player was last registered as per the negotiation list, prior to that player's participation.
- 18.4.9.3 Failure to comply with this policy will result in:
- 18.4.9.3.1 an automatic fine of Fifteen Hundred dollars (\$1,500.00) to the offending team, payable to the CLA within 30 days of notification by the CLA office. The CLA will then forward the fine to the offended team; and
- 18.4.9.3.2 further disciplinary action/sanctions as determined by the CLA Disciplinary Committee. These sanctions may include one or more of the following:
- 18.4.9.3.2.1 An additional fine;
- 18.4.9.3.2.2 A ten (10) game suspension to the head coach of the offending team;
- 18.4.9.3.2.3 A suspension for a period of up to one (1) year to the responsible team officials of the offending team
- 18.4.9.4 The charge of tampering must be filed by the offended team within 7 days of the offended team discovering the occurrence of the tampering to the CLA in accordance with the CLA Discipline procedure. The burden of proof with the team filing the tampering charge.
- 18.4.9.5 Any charge of tampering deemed to be frivolous by the CLA Discipline Committee will result in a penalty being assessed as per the discipline policy.

Summary

1. Before the filing of Negotiation Lists, players are not permitted to try-out or participate in training camps, practices, intra-squad games or exhibition games without written permission from the team and/or league commissioner where the player was last registered.
2. After the filing of the Negotiation Lists, written permission for a player to participate in training camps, practices, intra-squad games or exhibition games must be obtained from the team and/or league commissioner listed on the Negotiation List.
3. If a transfer is denied, a player, team or MA/AMA may appeal by filing an appeal application with the applicable fee. The appeal application and fee must be received by the CLA office within 7 business days of notification of denial.

Critical Clauses of the Transfer Policy FOR MA/AMA's

The Transfer Policy is included as Appendix B. All clauses in the transfer policy are important to MA/AMA's. The most critical timeline is for the submission of the Negotiation Lists in the format requested. Lists **WILL NOT** be accepted after the last Friday of February each calendar year and will only be accepted in the format as listed in the policy.

18.4.7 Negotiation Lists

18.4.7.1 Each MA/AMA must file annually with the CLA office, a list of its players requiring negotiated releases in the format as defined in Section 17, Clause 3.4.7.11. The deadline for the submission of this list will be the last Friday of February of a calendar year. A Master List will be created and forwarded to all MA/AMA's by the appropriate deadline.

18.4.7.2 No player can appear on more than one negotiation list at a time, regardless of level.

18.4.7.3 Only players who signed playing cards within a MA/AMA the season prior to the submission of the negotiated list can be protected.

18.4.7.4 A player who is on a negotiation list who does not sign a playing card for the current season within an MA/AMA and does not play summer lacrosse in any other jurisdiction, either inside the CLA or outside in leagues such as but not limited to the summer professional field league is free to move without negotiation the following year provided he is a member in good standing within the MA/AMA

18.4.7.5 For the purpose of the transfer policy, a refusal to sign a playing card is deemed not to be a valid reason for a suspension outside of the Member Association/Associated Member Association.

Clauses 18.4.7.6 – 18.4.7.10 provide specific details on the negotiation list by level.

18.4.7.11 The MA/AMA's negotiation lists will be submitted electronically in Microsoft Excel, in table format with the following fields completed:

Last Name	First Name	Protected By	Contact Info (e-mail of who to enquire about release of player)	Member Assoc.	Level (Sr. A/B/C or Jr. A/B)	Holdout (Sr. A only)
Schmo	John	Kingston Havoc	generalmanager@kingstonhavoc.com	OLA	Jr. A	

18.4.7.12 Failure of a MA/AMA to submit a negotiation list by the deadline will result in players being considered free agents able to move without negotiation. Said player(s) must have his/her previous MA/AMA sign a transfer form indicating they are a member in good standing.

SUMMARY

- Negotiation Lists will be filed with the CLA office by the **last Friday of February** each calendar year. Negotiation Lists will only be accepted from MA/AMA's. Players on Negotiation Lists will require negotiated releases.

APPENDIX A

PLAYER TRANSFER FORM

SECTION 1 – TO BE COMPLETED BY PLAYER WISHING TO BE TRANSFERRED

(Please Print)

DATE RECEIVED IN THE CLA OFFICE: _____

First Name _____

Last Name _____

Age _____

Address

City: _____

Prov: _____

Postal Code _____

E-mail: _____

Member Association last registered with: _____

Team Name: _____

Member Association Transferring to: _____

Team Name: (if known) _____

Player Signature _____

Parent/Guardian Signature (if required) _____

SECTION 2 – TO BE COMPLETED BY MEMBER ASSOCIATION PLAYER IS TRANSFERRING FROM

(Please Print)

RETURN TO THE CLA OFFICE BY : _____

Step 1: Is the player on a negotiation list? Yes _____ No _____
(Circle one)

Step 2: Is the in good standing/not suspended? Yes _____ No _____
(Circle one)

If you answered NO in step 2, please indicate reason(s): _____

Step 3: If player is on a negotiation list, please indicate any terms/conditions require to obtain a release:
(if more space is required, please attach additional sheets)

1. _____

2. _____

3. _____

Please print the name of person with Signing authority for MA _____

Signature _____

Date _____

SECTION 3 – TO BE COMPLETED BY RECEIVING MEMBER ASSOCIATION

(By signing this section indicates that you will be bound by the conditions attached to the transfer)

RETURN TO THE CLA OFFICE BY: _____

Please print the name of person with Signing authority for MA _____

Signature _____

Date _____

APPENDIX B

18.4. Inter-Member or Associate Member Transfers

- 18.4.1. The CLA recognizes that all players wishing to play lacrosse in Canada have the privilege to do so provided certain conditions are met. This policy only applies to post-Bantam (i.e. midget and higher) aged players and above.
 - 18.4.1.1. These conditions are not meant to completely restrict the movement of players between Member Association/Associate Member Associations (MA/AMA) however the CLA recognizes that restrictions are necessary to help with the development of players within Members/Associate Members Associations. This policy strikes a balance between complete restriction and the free movement of players.
 - 18.4.1.2. This policy only governs movement of players between MA/AMA's. The CLA maintains no authority for player movement within an MA/AMA with the exception of rules related to the CLA negotiation list.
- 18.4.2. Transfers will only be permitted between the first Wednesday of March and must be completed by 11:59PM July 1st of any given calendar year.
- 18.4.3. A transfer is not complete until the transfer process as outlined in this Section has been completed.
- 18.4.4. Once a player's transfer is complete, all rights associated with said player belong to the receiving MA or AMA with the following exception:
 - 18.4.4.1. The player can only play at the level at which he was traded/released for the remainder of the season (i.e.: no playing up) provided that the upper level of lacrosse is available in the jurisdiction he is transferring from. After the season is completed, the player can move freely within the MA/AMA subject to the member/associate member association's policies.
- 18.4.5. No MA/AMA or team personnel shall permit a player from another MA/AMA to play a league or playoff game within its jurisdiction unless the player has obtained a complete transfer in accordance with these rules. Any MA/AMA or team personnel that violates this rule is subject to a fine of \$5,000 and the suspension of the player until dealt with by the CLA Discipline Committee. The General Manager and/or the Head Coach as determined by the CLA VP-Domestic Competition in consultation with the Box Sector Chairperson will also be suspended until dealt with by the CLA Discipline Committee. Each subsequent occurrence will result in an additional \$5,000 and will be forwarded to the CLA Discipline Committee for further discipline.

18.4.6. A participant may move from one MA/AMA's jurisdiction to another and be eligible to play under the following circumstances:

18.4.6.1. The player is not on a negotiation list as defined in this Section and is a member in good standing within his current MA/AMA – i.e.: free agent. The player must have his/her previous Member Association/Associate member sign a transfer form confirming that the player is in good standing.

18.4.6.2. An agreement to release the player has been reached between the team holding the rights to the individual as indicated on a negotiation list as defined in this Section and the team wishing to acquire those rights.

18.4.6.3. A player who has signed a playing card for the current season must receive a release from the team to which he was signed.

18.4.6.4. The player changes his residence from one MA's or AMA's jurisdiction to another prior to December 31 where the primary purpose or reason for the move is not to play lacrosse.

18.4.6.4.1. Players may be required to provide confirmation of the purpose or reason for the move. This proof may be requested anytime during the course of the season. This proof must be supplied within 7 days of request by the Transfer Review Committee as defined in this Section. Should it be deemed that the move was not legitimate, the player will be suspended for the balance of the season and the incident will be referred to CLA Discipline Committee.

18.4.6.4.2. Any additional circumstances must be submitted to the Transfer Review Committee as defined in this Section for review and approval. The player must have his or her MA or AMA sign a transfer form indicating they are a member in good standing.

18.4.6.5. Players under the age of 18 must have a document signed by their parent or guardian granting permission for the player to move, if said player's parent/guardian is not also moving.

18.4.7. Negotiation Lists

18.4.7.1. Each MA or AMA must file annually with the CLA Head office, a list of its players requiring negotiated releases in the format as defined in this Section. The deadline for the submission of this list will be the last Friday of February of a calendar year. A Master List will be

created and forwarded to all MAs or AMAs by the appropriate deadline.

- 18.4.7.2. No player can appear on more than one negotiation list at a time, regardless of level.
- 18.4.7.3. Only players who signed playing cards within a MA or AMA the season prior to the submission of the negotiated list can be protected by a team within the same MA or AMA.
- 18.4.7.4. A player who is on a negotiation list who does not sign a playing card for the current season within an MA or AMA and does not play summer lacrosse in any other jurisdiction, either inside the CLA or outside in leagues, such as, but not limited to, the summer professional field league, is free to move without negotiation the following year provided he is a member in good standing within the previous MA or AMA.
- 18.4.7.5. For the purpose of the transfer policy, a refusal to sign a playing card is deemed not to be a valid reason for a suspension outside of the MA or AMA.
- 18.4.7.6. For Senior A, a team's negotiation list shall not exceed twenty five (25) individuals plus 10 holdouts.
 - 18.4.7.6.1. Holdouts are defined as players who are eligible to play within their respective MA or AMA, drafted players from within the MA or AMA who refuse to sign a playing card for the current season, injured players and a maximum of 2 graduating Juniors as defined as players in their last year of Junior eligibility who were transferred out of their respective MA or AMA after having signed a playing card in the previous season.
- 18.4.7.7. For Senior B, a team's, negotiation list shall not exceed twenty five (25) individuals.
- 18.4.7.8. For Senior C, a team's negotiation list is not to exceed twenty five (25) individuals.
- 18.4.7.9. For Junior A, a team's negotiation list is not to exceed twenty five (25) individuals.
- 18.4.7.10. For Junior B, a team's negotiation list is not to exceed twenty five (25) individuals.

18.4.7.11. The MA's or AMA's negotiation lists will be submitted electronically in Microsoft Excel, in table format with the following fields completed:

18.4.7.11.1. Last Name, First Name, Protected By, Contact Info (e-mail of who to enquire about release of player), Member Assoc., Level (Sr. A/B/C or Jr. A/B and Holdout (Sr. A only)

18.4.7.12. Failure of a MA or AMA to submit a negotiation list by the deadline will result in players being considered free agents able to move without negotiation. Said player(s) must have his/her previous MA/AMA sign a transfer form confirming their good standing.

18.4.8. Limit on Imports in Junior

18.4.8.1. No team shall have on its negotiation list or its 25 player roster more than five (5) players in total who have been acquired by an inter-member association or associated member transfer with the following exceptions:

18.4.8.1.1. where a player moves to another MA's or AMA's jurisdiction to play at a higher level or category which does not exist in the first MA or AMA, they will not count towards the total number of imports.

18.4.8.1.2. where a player moves in accordance with Section 19.4.6.4 or is granted a release under clause 19.4.11, they will not count towards the total number of imports

18.4.8.2. Teams caught with more than 5 imports on their negotiation list or roster will face the following sanctions:

18.4.8.2.1. \$1,500 fine per game that the team played;

18.4.8.2.2. suspension of all import player(s), head coach and or general manager until such time as they comply with the policy.

18.4.8.2.3. Further discipline as determined by the CLA Discipline Committee, such as, but not limited to:

18.4.8.2.3.1. Forfeiture of the right to participate in CLA National Championships

18.4.9. Tampering

18.4.9.1. Prior to the submissions of the negotiation lists, no team or agent of the team from any MA or AMA may communicate with or allow to tryout or participate in its training camp, practices, intra-squad games or exhibition game, a player from another MA or AMA without first having received written permission by either e-mail or fax from the team or league commissioner with which said player was last registered, prior to that player's participation..

18.4.9.2. After the submissions of the negotiation lists, no team or agent of the team from any MA or AMA may communicate with or allow to tryout/participate in its training camp, practices, intra-squad games or exhibition game, a player from another MA or AMA negotiation list without first having received written permission by either e-mail or fax from the team or league commissioner with which said player was last registered as per the negotiation list, prior to that player's participation.

18.4.9.3. Failure to comply with this policy will result in:

18.4.9.3.1. an automatic fine of one thousand five hundred dollars (\$1,500.00) to the offending team, payable to the CLA within 30 days of notification by the CLA office. The CLA will then forward the fine to the offended team; and

18.4.9.3.2. further disciplinary action or sanctions as determined by the CLA Disciplinary Committee. These sanctions may include one or more of the following:

18.4.9.3.2.1. An additional fine;

18.4.9.3.2.2. A ten (10) game suspension to the head coach of the offending team;

18.4.9.3.2.3. A suspension for a period of up to one (1) year to the responsible team officials of the offending team

18.4.9.4. The charge of tampering must be filed by the offended team within 7 days of the offended team discovering the occurrence of the tampering to the CLA in accordance with the CLA Discipline procedure. The burden of proof is with the team filing the tampering charge.

18.4.9.5. Any charge of tampering deemed to be frivolous by the CLA Discipline Committee will result in a penalty being assessed as per the discipline policy.

18.4.10. Transfer Review Committee

18.4.10.1. Will review and resolve all disputes as directed by the transfer policy. The Transfer Review Committee will not be used for hearing any discipline related issues. However, the committee may forward on its findings to the CLA for further action if the committee deems it appropriate.

18.4.10.2. Will consist of the following individuals:

18.4.10.2.1. Box Sector Chair (Chair of the committee);

18.4.10.2.2. CLA VP Domestic Competition;

18.4.10.2.3. CLA Past President;

18.4.10.2.4. Should any of the CLA members not be able to sit on the committee, replacements will be appointed by the CLA President.

18.4.10.3. All interested parties are entitled to notice of the meeting and may participate in said meeting. The presidents of each MA or AMA involved are entitled to be represented.

18.4.10.4. All submissions to the committee must be accompanied with a cheque of Five Hundred dollars (\$500). Should the Transfer Review Committee rule in favour of the applicant, Two Hundred and Fifty dollars (\$250) of the amount will be returned.

18.4.10.5. The committee will review and respond to the all requests within seven (7) business days upon receipt at the CLA Head Office.

18.4.10.6. The decision of the committee may be appealed following the CLA Appeals policy as defined in this Manual.

18.4.11. Right of Appeal of a Denied Transfer

18.4.11.1. Should a team or player believe there are exceptional circumstances regarding the denial of a transfer, they can apply to the Transfer Review Committee, as defined in this Section, stating the exceptional circumstances. Grounds for permitting the transfer under the exceptional circumstance clause include but are not limited to the following:

18.4.11.1.1. Player wants to play at a higher level of lacrosse than what is available within their current MA/AMA;

18.4.11.1.2. Health reasons;

18.4.11.1.3. Compassionate reasons

18.4.11.2. The Transfer Review Committee will not determine matters of compensation unless a transfer is granted under the Right of Appeal of a Denied Transfer in this Section and the determination of compensation is warranted.

18.4.11.3. All applications and fees must be received by the CLA Head Office within seven (7) business days of the occurrence of denial.

18.4.12. Transfer Process

18.4.12.1. Player fills out transfer form on-line at www.lacrosse.ca/transfers.asp and MUST submit it to the CLA Head Office to start the process.

18.4.12.2. Upon receipt of the transfer, the CLA Head Office will forward via e-mail the information to the MA's or AMA's office who currently owns his playing rights. This will be done within 24 hours for transfers submitted from Sunday to Thursday. Transfers received Friday and Saturday may take 48 hours to begin.

18.4.12.3. The MA or AMA owning his rights will complete Section 2 of the transfer form and submit it back to the CLA Head Office. The MA or AMA must submit the form to the CLA Head Office within 10 business days of receipt. If not submitted, it will be assumed that there are no issues and the player is free to move to the other MA or AMA.

18.4.12.4. Upon receipt of the form or the 10 business days have expired, the Office will send the form to the MA or AMA the player wishes to transfer to within 24 hours to complete section 3.

18.4.12.5. The receiving MA or AMA will have 10 business days to complete the form and return it to the office. If the form is not returned, it will be assumed that the transfer is not accepted and the player will remain the property of the team he is protected by.

18.4.12.6. The CLA Head Office will review the transfer form and confirm that the proper process has been completed and the CLA General Manager will sign off on the transfer.

18.4.12.7. The receiving MA or AMA will be informed by e-mail of the completed transfer and be invoiced the transfer fee.