

## MEMO 11 - 24

**To:** Queensland Clubs  
**From:** Football Queensland  
**Subject:** Update on International Transfer Certificates (ITCs)  
**Date:** March 21, 2024

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Dear Clubs,

As you may be aware, Football Queensland is continuing to process a significant quantity of International Transfer Certificates (ITCs) for the 2024 season and is working hard to get players out on the pitch as quickly as possible.

The FIFA Regulations on the Status and Transfer of Players require all players to obtain an ITC where the immediately preceding registration was with a national association other than the national association in which the player is registering.

As outlined in Football Australia's Guide to International Transfer Certificate (ITC) and Minor Applications, the completion of the ITC process can take up to 30 days from the date Football Australia has submitted the player's request to the opposite National Association, however delays are to be expected during peak times. This timeline does not include Football Queensland's processing window which can take up to seven business days after receipt of the required documentation.

Clubs are advised that Football Queensland participants currently awaiting approval of an ITC **must not de-register**. The de-registration of players will only create an additional administrative burden, slowing down the process of completion for remaining ITCs.

Football Queensland will contact clubs to confirm the approval of an ITC once the player has been cleared to play. Clubs are asked to please refrain from contacting Football Queensland with questions regarding the progress of an ITC until this time to allow the focus to remain on the processing of ITC applications.

We appreciate your ongoing patience as we work through the volume of ITCs and ask you to please pass this information on to relevant players within your club.

End.