To the members of FIFA

Circular no. 1128

Zurich, 28 December 2007
GS/mav-eb

FIFA Club Licensing Regulations

Dear Sir or Madam,

We are pleased to inform you that the above-mentioned regulations, the principles of which were accepted by the 57th FIFA Congress in Zurich in May 2007, were approved at the FIFA Executive Committee meeting on 29 October 2007. We would like to comment on them as follows:

The FIFA Club Licensing Regulations are the basic working document for the club licensing system, through which the different members of the football family aim to promote common principles in the world of football such as sporting values, transparency in the finances, ownership and control of clubs and the credibility and integrity of club competitions.

The club licensing system will ensure that clubs participating in international club competitions fulfil minimum standard requirements. For this purpose, first the confederations will establish confederation club licensing regulations, then the member associations will transpose the confederation regulations into national club licensing regulations which will serve as regulations for their affiliated clubs. The clubs, or “licence applicants”, will undergo an application procedure conducted by the respective member association, or “licensor”. The confederations and FIFA will play a supervisory role in the implementation of the club licensing system.

The first part of the FIFA Club Licensing Regulations concerns the licensor, whereas the second part deals with licence applicants.

The licensor controls the licensing system, elects the licensing bodies and conducts the admission process. There are two bodies which decide on licence applications. The “first-instance” body decides whether a licence should be granted to an applicant. If the application is refused by this first body or the licensor does not agree with its decision, a second body called the “appeals” body makes a final and binding decision. In the assessment process called “core process”, a number of formal requirements must be met such as deadlines for submission of the licensing documentation, the verification of the criteria by suitably qualified staff, the eligibility, independence and confidentiality of the decision-making bodies and the submission of the list of the licensed clubs to the confederation.
The licence is a prerequisite for entering confederation competitions as well as national club competitions (should the member association so desire). The applicants must fulfil a minimum of requirements which are divided into five categories:

- sporting criteria (approval of youth development programme by the licensor, youth teams)
- infrastructure criteria (certification of a stadium, training facilities)
- personnel and administrative criteria (club secretariat, general manager, finance officer, security officer, doctor and physiotherapist, head coach of first-team squad, head of youth development programme, youth coaches, safety and security organisation, stewarding)
- legal criteria (legally valid declaration, statutes and extract of register, ownership and control of clubs) and
- financial criteria (annual financial statements, no payables overdue).

Each set of criteria is split into three different grades ("A", "B" and "C").

a) **"A" criteria – "MANDATORY":** If the licence applicant does not fulfil any "A" criteria, then it cannot be granted a licence to enter confederation/national club competitions;

b) **"B" criteria – "MANDATORY":** If the licence applicant does not fulfil any "B" criteria, then it is sanctioned as specified by the licensor but may still receive a licence to enter confederation/national club competitions;

c) **"C" criteria – "BEST PRACTICE":** "C" criteria are best-practice recommendations. Non-fulfilment of any "C" criteria does not lead to any sanction or to the refusal of the licence. Certain "C" criteria may become mandatory criteria at a later stage.

The confederations shall establish confederation club licensing regulations by the 2009-10 season at the latest.

The member associations shall then transform the confederation club licensing regulations into national club licensing regulations and implement the club licensing system at national level by the 2010-11 season at the latest.

The FIFA Club Licensing Regulations come into force on 1 January 2008.

We are pleased to enclose a copy of the above-mentioned publications. We request you to take note of their contents.

We would be pleased to provide any further information you may require.
Yours faithfully,

FEDERATION INTERNATIONALE
DE FOOTBALL ASSOCIATION

Jérôme Valcke
General Secretary

cc: FIFA Executive Committee
FIFA Legal Committee
Confederations
FIFPro

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