

For easy reference, please refer to the following table regarding the documents needed and relevant deadlines for player registration to be updates and submit to HKHA:

****Declaration Form - One-off submission by convenor before 27 October 2020**

| <u>During season start period</u> | Change status online | Form submission (send to HKHA) | Player's Photo (upload to system) | HKID Copy (upload to system) | Passport Details upload to system (with visa –if applicable) |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|------------------------------------------|--------------------------------------|---------------------------------|-----------------------------------------------------------------|
| <i>Current Player</i> who have been registered during 2011-20 seasons re-registers without any changes | √ | | √ | | |
| <i>Current Player</i> who have been registered during 2011-20 seasons re-registers with changes of shirt no. | √ | Form B | √ | | |
| <i>Current Visiting Player</i> who have been registered during 2011-20 seasons re-register without any changes (HKD300 to be debited at season end) | √ | Form B | √ | | √ upload |
| <i>Current visiting player</i> who changes his status to permanent player upon re-registration | √ | Form B | √ | √ upload | |
| <i>Player transfer</i> to other Club (Before season start) (1) Submit Form C (2) indicate HKHA player's former registered club name in the form (3) ID card copy or update passport copy (in case did not register during 10-20 season) | | Form C | With notification from HKHA | With notification from HKHA | With notification from HKHA |
| <i>Registered visiting player</i> who wants to change his status to permanent player during the league season (1) Submit Form C (HKD300 to be debited at season end) | | Form C | | √ upload | |

| | Change status online | Form submission (send to HKHA) | Player's Photo (upload to system) | HKID Copy (upload to system) | Passport Details upload to system (with visa –if applicable) |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|------------------------------------|-----------------------------------|------------------------------|--------------------------------------------------------------|
| <p>Registered Visiting Player who will change his shirt no.</p> <p>(1) <i>Player's old and new shirt# and details should be provided in the form</i></p> <p>(2) <i>cheque of HKD100 re. handling fee must be submitted upon application</i></p> | | Form B | | | |
| <p>Registered Player changes his shirt no.</p> <p>(1) <i>Players old and new shirt# and details should be provided by in the form</i></p> <p>(2) <i>Cheque of HKD100 re. handling fee must be submitted upon application</i></p> | | Form B | | | |
| <p>Registered Player transfer to other Club (after 5 November 2020)</p> <p>(1) Release letter from players' current club</p> <p>(2) Form C from the new club should be provided</p> <p>(3) <i>Cheque of HKD300 re. transfer fee must be submitted upon application</i></p> | | Form C | | | |
| <p>New player</p> <p>http://www.hockey.org.hk/MenRegistration.asp</p> | | Online Form with the link provided | √ upload | √ upload | |
| <p>New Visiting Player</p> <p>http://www.hockey.org.hk/MenRegistration.asp</p> <p>(1) Play min. 5 games</p> <p>(2) HKD300 to be debited at season end</p> <p>(3) NOC letter from the association of player's original country (For premier Division only)</p> | | Online Form with the link provided | √ upload | | √ upload |

Note: (1) If there are any outstanding documents, details or fees, the application will not be processed.

**(2)The forms, ID and passport copy as well as photos should be clear and in good resolution.
*** Player's photos requirement: passport size photo (shoulder shown) with minimum resolution of 300dpi under 250kb in size.*****

Should there be any inquiries, please feel free to contact us by email nicolechan@hockey.org.hk or by phone at 2782-4932.

The HKHAMS