



# CAPITAL DISTRICT MINOR FOOTBALL ASSOCIATION

Transfer Policy & Procedure  
2024

## CDMFA TRANSFER REQUEST

Player/Guardian must generate the Transfer Request. Forms may be submitted directly to [president@cdmfa.ca](mailto:president@cdmfa.ca). If it has not already been submitted to the player's home/zone club, it will be forwarded to them for review before CDMFA Executive Committee will process it.

Requests for Spring Programs: January 1 – February 28      Requests for Fall Programs: April 1 – May 30

Player Name		
Age	Birthdate	Player Ramp ID #
Parent/Guardian Name		
Home Address		
Current Home/Zoned Club		
President		
Head Coach		
Requesting Transfer to:		
Note: the receiving club is not required to accept the transfer, as they may have a full roster/waiting lists.		

Reason for Requesting Transfer: (please attach additional pages as needed and include Proof of Residency documents as described in the Transfer Policy Item 2.2)

I confirm that I am the parent/guardian of the player named above. The information provided with this Transfer Request is true and accurate to the best of my knowledge. If additional information is required, I can be contacted at:

Phone / Cell phone

Email address

Signature.

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# CAPITAL DISTRICT MINOR FOOTBALL ASSOCIATION

TO BE COMPLETED BY CLUB & CDMFA Executive

Date Submitted to CDMFA				Date Submitted to Club	
	Approve	Deny			
Home Club			Name	Title	Date
Receiving Club			Name	Title	Date

Reason for Denying Transfer
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TO BE COMPLETED BY CDMFA

CDMFA Review			
Reviewer #1		Reviewer #2	
What course of action is required?			
Club Level Mediation			
Referral to Discipline Committee			
Approve and Archive			

Filed Complete	Name	Title	Date
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