



# Player & Parent Guide Use of Football Agents



## Contents

<b>A</b>	Foreword
<b>B</b>	Introduction & General Principles
<b>C</b>	Responsibility of The Club
<b>D</b>	What you need to know (FAQ's)
<b>E</b>	Web links (FA Working with Intermediaries; EFL Youth Rules)
<b>F</b>	Appendix 1 (Definitions)
<b>G</b>	Appendix 2 (Applicable EFL Youth Rules regarding scouting of Players)
<b>H</b>	Appendix 3 (Applicable EFL Youth Rules regarding scouting of Players expanded)

### **A. Foreword**

This guide aims to provide a broad understanding of the existing Rules and Regulations surrounding the role of Football Agents. It will define the limitations and obligations based on the Players, Parents, Clubs, Football Agents and their Agencies, in approaches to and by all parties. Furthermore (and most importantly), it will provide reference to key documents that detail the prevailing Rules & Regulations in this aspect of Player Development & representation.

### **B. Introduction**

It is important that Players & Parents are aware of the stringencies around Football Agents who pursue a scouting role either on behalf of a Club (or club), under the aegis of an Agency or under personal (non-directed) self-appointment.

Such individuals need to comply with Club(s) policy(ies) regarding viewing games and/or training and approaches to Players and/or Parents. This applies whether on a 'casual' basis or with intent to approach directly or indirectly regarding the registered status of a Player/Players.

Any subsequent role of a Football Agent, once agreed with a Parent on behalf of a 'minor', aged under 18 years of age, apply in accordance with EFL & FA Rules (drawn down from FIFA), requires disclosure to ECFC as part of any agreement process.

### **C. Responsibility of the Club**

It is the responsibility of The Club/Academy to ensure players have a safe place to play and that any enticing prospect of speaking with and/or having a Football Agent or moving to a higher division Club/Academy is handled transparently, via clear and understandable channels of communication that respect and abide-by the regulatory framework.

Further, it is important that The Club adopts a 'joined-up' approach in dealing with actual, speculative or anecdotal reference to Scout and/or Football Agent activity around young players, where Safeguarding issues (in particular) need to be heightened.

The Club/Academy has a duty of care to ensure it is the conduit through which all potential matters of engaging with Scouts and/or Football Agents can take place under the tri-partite model of Club-Parent-Player/representative.

## **D. Responsibility of Football Agents, Associates & Scouts**

The Club/Academy have documented protocols in place for the visit of Football Agents, Associates & Scouts which must be adhered to at all times. These protocols are communicated on receipt of a request to attend Academy fixtures and can also be found on the Academy website (link found below in section F).

The protocols outline all expectations from the Football Club of visiting Football Agents, Associates & Scouts to ensure best practice.

There is an expectation for Football Agents & Associates to be officially registered with the FA (link to an up-to-date list found in section F) or they will not be permitted access to any Academy activity at ECFC. Equally, Scouts must be officially employed by a Club with ID available on request in order to be provided access to view Academy fixtures.

## **E. What you need to know (FAQ's)**

### **1 Who is eligible to become a Football Agent?**

- “Before carrying out any conduct or activity that falls within the scope of the FA Regulations, a Football Agent must first register with The Association to become an FA Registered Football Agent in accordance with the registration requirements as defined by The Association from time to time.” ...
- “Subject to the suspension or termination of a registration (including where so ordered by a Regulatory Commission or Appeal Board), an FA Registered Football Agent’s registration with The Association shall last indefinitely so long as the FA Registered Football Agent holds a valid licence from FIFA.” ....
- “The following natural or legal persons may not have an Interest in any affairs of a Football Agent or their Agency:
  - a) Players, Coaches and Clubs.
  - b) Any person who is ineligible to become a Football Agent under Article 5 of the FFAR.
  - c) Any person or entity that owns or holds, whether directly or indirectly, any rights relating to the registration of a player, in violation of article 18bis or article 18ter of the RSTP. “ ...

### **2 What Registration conditions apply to becoming an FA Registered Football Agent?**

- “To register with The Association, a Football Agent must complete in full and submit to The Association the relevant registration documentation, in the form prescribed by The Association from time to time. “ ...
- “Upon satisfactory completion and receipt of the registration documentation, The Association shall issue written confirmation of registration to the FA Registered Football Agent and shall publish such FA Registered Football Agent’s name in such manner as The Association considers appropriate” ...
- “An FA Registered Football Agent’s registration with The Association shall constitute an enforceable undertaking by the FA Registered Football Agent to act in accordance with the Rules and regulations of The Association (including these Regulations). “ ...
- “An FA Registered Football Agent must procure that their Agency complies with any

requirement of The Association pursuant to its Rules and regulations (including these Regulations). “... ”

- “If the FA Registered Football Agent is issued with a Digital ID, the FA Registered Football Agent must present the Digital ID to a Player (or the Player’s legal guardian if that Player is a Minor), Coach or Club upon request. “... ”
- “If an FA Registered Football Agent fails to satisfy the eligibility requirements contained in Article 5 of the FFAR or The Association’s registration requirements, the FA Registered Football Agent’s registration shall be immediately suspended. “... ”
- “An FA Registered Football Agent may only perform Football Agent Services for a Player, Coach or Club after having entered into a Representation Agreement with that Player, Coach or Club. 4.2 Only an FA Registered Football Agent may make an Approach to a Player, Coach or Club or enter into a Representation Agreement with a Player, Coach or Club for the provision of Football Agent Services. “... ”
- “A Representation Agreement concluded between a Player or Coach and an FA Registered Football Agent may not exceed two years. This term may be extended by a new Representation Agreement only. Any automatic renewal provision, or any other provision that purports to extend any term of the Representation Agreement beyond the maximum period is not permitted and shall be null and void. Guidance A Representation Agreement concluded between an Engaging Club or Releasing Club and an FA Registered Football Agent is not subject to a maximum duration. “... ”
- “An FA Registered Football Agent may only enter into one Representation Agreement with the same Player or Coach at any one time. “... ”

### **3 What are the requirements relating to Minors (Player not yet reaching 18yrs).**

- “An Approach to a Minor or their legal guardian in relation to any Football Agent Services or Other Services shall not be made before 1 January in the academic year in which the Minor reaches the age of 16. Subject to the foregoing, such an Approach to a Minor may only be made once prior written consent has been obtained from the Minor’s legal guardian”... ”
- “An FA Registered Football Agent may not enter into any agreement with a Minor (whether a Representation Agreement or an agreement other than a Representation Agreement, including but not limited to agreements relating to Other Services) before 1 January in the academic year in which the Minor reaches the age of 16. Subject to the foregoing, such an agreement with a Minor may only be made once prior written consent has been obtained from the Minor’s legal guardian. “... ”
- “Subject to Regulations 5.1 and 5.2, an FA Registered Football Agent that wishes to:  
a) make an Approach to, or represent, a Minor in relation to any Football Agent Services;  
b) represent a Club in a Transaction involving a Minor; or  
c) enter into any agreement with a Minor (whether a Representation Agreement or an agreement other than a Representation Agreement),  
shall first fulfil FIFA’s requirements to work with Minors as set out by FIFA from time to time and obtain from The Association additional authorisation to deal with Minors

in accordance with this Regulation 5. “...

- “In order to obtain additional authorisation from The Association to deal with Minors, a Football Agent must first:
  - a) fulfil FIFA’s requirements to work with Minors as set out by FIFA from time to time;
  - b) hold a valid registration with The Association and a valid FIFA Football Agent’s licence; and
  - c) satisfy The Association of their suitability on terms that shall be stipulated by The Association from time to time, which shall include, but not be limited to, checks by The Association in relation to an FA Registered Football Agent’s criminal record, in the United Kingdom and/or overseas (including presentation by the Football Agent, and approval by The Association, of a valid and current FA Registered Football Agent DBS check (or equivalent)). “...
- “Additional authorisation to deal with Minors shall be valid for three years, subject to the FA Registered Football Agent continuing to satisfy the requirements set out in Regulation 5.4 after additional authorisation has been obtained. If an FA Registered Football Agent with such additional authorisation fails to satisfy these requirements at any time, the additional authorisation shall be immediately suspended. “...

#### **4. Who can I go to for confidential & impartial advice?**

- The best start-point is either the Academy Age Group Coach or Cell Lead Coach, who will be able to guide you initially; followed-up by the Academy Director and/or Academy Head of Coaching.
- Any approach that you are aware-of that does not comply with Rules & Regulations should be reported to any of the above named.
- Any referral from any of the above will be conveyed to The Academy Director and/or CEO, should there be a need for specific clarification.
- The Professional Footballer’s Association (PFA) is also a very good source of reliable and unbiased advice regarding selection and/or use of Intermediaries/Agencies **(recommended)**.

**NOTE: All comments in “parenthesis” are taken from full and actual wording from Rules & Regulations as supplied & referenced below.**

\* Full Rules Ref: The FA handbook ‘The FA Football Agent Regulations.’

## **F Web links**

### **F.1 Regulations and Guidance in relation to The FA Football Agent Regulations:**

#### **[The FA Football Agent Regulations](#)**

##### **\*Includes:**

- 'The FA Football Agent Regulations 2024-25'
- 'The FA Football Agent Regulations Guidance 2024-25'
- 'FA Registered Football Agent – criminal record check process'

### **F.2 FA Registered Football Agent List:**

#### **[Find an FA Registered Football Agent \(thefa.com\)](#)**

\*Regularly updated by the FA and includes those authorised to represent minors.

### **F.3 EFL Youth Rules:**

#### **[Youth Development Parents and Carers Handbook 2024-25\\_ebook.pdf \(exetercityfc.co.uk\)](#)**

\*Section 2 – PARTICIPATION (What is a Football Agent?), Pages 68-74, Ref: Rules 245-319 inclusive.

ALL COMMENTS AND REFERENCES CORRECT AS AT THE DATE OF PUBLICATION (Ref: Season 2024/25).

### **F.4 ECFC Academy website:**

#### **[The Exeter City Academy | Exeter City F.C. \(exetercityfc.co.uk\)](#)**

\*Includes ECFC policy on 'Use of Agents & Associates'.

## APPENDIX 1

### Definitions

<b>Football Agent</b>	A natural person licensed by FIFA to perform Football Agent Services.
<b>FA Registered Football Agent</b>	A Football Agent who has registered with The Association in accordance with Regulation 2.
<b>Intermediary activity</b>	Acting in any way and at any time, either directly or indirectly, for or on behalf of a Player or a Club in relation to any matter relating to a Transaction.
<b>National Association</b>	The FA in England or equivalents in other countries.
<b>FFAR</b>	The FIFA Football Agent Regulations.
<b>Minor</b>	A Player who has not yet reached the age of 18 years.
<b>Player</b>	Any football player who plays the game of football in any country and is recognised as such by The FA.
<b>Parent</b>	Parent, guardian or carer for the purposes of this content
<b>Scout</b>	A registered & appointed official of a Club/club with a specified role of Player recruitment.
<b>The Club</b>	Exeter City FC & its Academy.
<b>Club</b>	A football Club operating in the 4x top tiers of professional football.
<b>club</b>	A football club operating outside of the 4x top tiers of football.
<b>Rules &amp; Regulations</b>	The Laws and guidelines relating to Governace.
<b>Representation agreement</b>	A written agreement for the purpose of establishing a legal relationship to provide Football Agent Services.
<b>Standard representation agreement</b>	A Representation Agreement in the form prescribed by The Football Association from time to time.
<b>Training Compensation</b>	Any payment made pursuant to the requirements of the FIFA Regulations on the Status and Transfer of Players in relation to Training Compensation as defined by PL, EFL, Rules & Regulations, or any successor thereof.

## APPENDIX 2

EFL Youth Rules 2024/25, with particular reference to:

### ***Scouts/Football Agents representing Clubs or associated thereto.***

The Rules on scouting (and potential approaches) of young players applies to Football Agents who may be attached to a Club or an Agency, as well as 'Club based' scouts, directly reporting into a Club's recruitment department.

Hence, the Rules contained in the Annex (below) need to be clearly understood by Players (and in the case of minors); the Parents, to prevent infringement of the Academy and relevant overarching Football Rules.

The role of Football Agents, once agreed with a Parent on behalf of a 'minor', then apply in accordance with EFL & FA Rules.

It is important that The Club adopts a 'joined-up' approach in dealing with actual, speculative or anecdotal reference to Scout and/or Football Agent activity around young players, where Safeguarding issues (in particular) need to be heightened.

It is Club policy that any such approaches (direct or indirect) are brought to the attention of the Club/Academy staff.

Key applications around the Rules are, as follows\*:

- Qualifications.  
**Ref: Rule 245-246**
- Attendance at Matches.  
**Ref: Rule 247-249**
- Disciplinary Actions.  
**Ref: Rule 249A, 249B**
- Registrations & Permissions.  
**Ref: Rules 250-254**
- Approaches by and to Clubs & Inducements.  
**Ref: Rule 315-319**

**\* For Rule details of the above: see Appendix 3**



## APPENDIX 3

### 1. Qualifications.

#### Ref: Rule 245-246

“ 245. Each Club which operates an Academy shall ensure that each of its Scouts, whose duties include the identification of Academy Players whose registration the Club may wish to secure, in addition to complying with the provisions of this section of these Rules:

245.1 is in possession of such qualification as the League may require from time to time;

245.2 understands and complies in full with these Rules and the Code of Conduct for Scouts; and

245.3 undertakes Continued Professional Development each year. “ ...

“245A. The League shall register a Scout and shall notify the applicant Club to that effect upon being satisfied that:

245A.1 the Scout holds the qualification required by Rule 245.1;

245A.2 the Scout is not currently registered as the Scout of another Club. “ ...

“245B. At the start of each season each Club shall issue a Scout Identification Card to each of its registered Scouts. “ ...

“245C. Except during the period of five days referred to in Rule 246, no Club shall employ a Scout who is not registered with the League pursuant to Rule 245A unless it has made an application to register them which has yet to be determined. “ ...

“245D. Upon a Club which operates an Academy ceasing to employ or engage a registered Scout, it shall within five days thereof:

241D.1 give notice to that effect to the League who shall thereupon remove their name from the register; and

241D.2 return their Scout Identification Card to the League. “ ...

“245E. Scouts shall conduct themselves in accordance with the Code of Conduct for Scouts set out in Appendix A. “ ...

“245F. Each Club which operates an Academy shall take all reasonable endeavours to ensure that its Scouts comply in all respects with Rule 245E and the Code of Conduct for Scouts. “ ...

“246. Each Club shall ensure that, where the relevant Scout’s duties include those referred to in Rule 245, in addition to complying with the Scout registration requirements of these Rules, it provides evidence to the League within five days of employing or engaging the Scout that the Scout holds the qualification required by Rule 245.1, and the League shall register the Scout where it is satisfied that the registration requirements of this section of these Rules have been complied with and the Scout holds the qualification required by Rule 245.1. “ ...

### 2. Attendance at Matches.

#### Ref: Rule 247-249

“247. Each Club which operates an Academy shall permit the Scouts of other Clubs to attend matches played in the Games Programmes provided that:

247.1 the Club which has employed or engaged the Scout notifies both Clubs involved in the match of the Scout's proposed attendance by no later than 12 noon on the last Normal Working Day before the published date of the match; and

247.2 the Scout is able to produce on demand to the home Club their Scout Identification Card. "...

"248. Each Scout shall inform the home Club of their arrival at a match. "...

"249. Each Club which operates an Academy shall prepare and produce a document setting out the process of how Scouts employed by that Club should approach Academy Players (and other players) and the process thereafter. Such process should comply in full with these Rules and the Code of Conduct for Scouts and should build upon the training that the Scout received while obtaining the relevant scouting qualification referred to in Rule 245.1. "...

### **3. Disciplinary Actions.**

**Ref: Rule 249A, 249B**

"249A Any breach by a Scout of Rule 245E shall amount to a breach of these Rules and the League shall be entitled to take disciplinary action against the Scout and/or their Club for such breach in accordance with Section 8 of the League's Regulations. In addition to the sanctions available under Section 8, an additional sanction of the removal of a Scout's registration shall also be available at the conclusion of the disciplinary proceedings, should a breach be held to exist. "...

"249B Any breach by a Club of Rule 245C or Rule 245F shall amount to a breach of these Rules and the League shall be entitled to take disciplinary action against the Club for such breach in accordance with Section 8 of the League's Regulations. In addition to the sanctions available under Section 8, an additional sanction of the removal of a Scout's registration shall also be available at the conclusion of the disciplinary proceedings, should a breach be held to exist. "...

### **4. Registrations & Permissions.**

**Ref: Rules 250-254**

"250. Upon receiving an application by a Club to register an Academy Player, the League shall immediately provide to the Academy

Player's Parent(s) a copy of these Rules and the Parent's Handbook. "...

"251. Subject to Rule 252, the League will undertake the registration (which shall be backdated to the date of application) of the Academy Player if:

251.1 seven days have elapsed from the date the League receives the application referred to above; and

251.2 during that time, the League has not been contacted by the Academy Player or his Parent to inform the League that he no longer wishes to be registered as an Academy Player for that Club.

and in such circumstances, the Academy Player may be coached by and play for the Club during the period of seven days referred

to in Rule 251.1. The provisions of Rules 315 and 318 shall apply during the period referred to in Rule 251.1 "...

"252. Without prejudice to its powers of inquiry under Section 8 of the Regulations, prior to undertaking any registration of an Academy Player, the League may, in its absolute discretion, request:

252.1 any Official of the Club seeking to register the Academy Player, any Official of a Club with which the Academy Player has previously been registered, the Academy Player himself and/or his Parent(s) to appear before it to answer questions; and  
252.2 such Persons or any Club (or club) to produce documents, in each case, to ensure that there has been no breach of Rules 315 to 318. "...

"253. Where a request is made by the League in accordance with Rule 252, the League may, in its absolute discretion, stay the registration of the Academy Player until it is satisfied that there has been no breach of Rules 315 to 318 (and, in such circumstances, the Academy Player may not be coached by or play for the Club seeking to register him until the League notifies the Academy Player and the Club that the registration has been undertaken). "...

"254. Subject to Rules 289 to 291 and 304, if the Academy Player directly or indirectly contacts another Club, and such contact results in the Academy Player becoming registered with that other Club without the consent of the Club with whom he is registered, the other Club shall be presumed to have breached Rule 315. "...

## **5. Approaches to and by to Clubs & Inducements.**

### **Ref: Rule 315-319**

"315. A Club shall not (without the prior written consent of either the Club (or club) at which the Academy Player is registered or with whom the player has entered into a pre-registration agreement), either directly or indirectly, make any approach to or communicate with:

315.1 an Academy Player registered with another Club (or club); or

315.2 a player with whom another Club (or club) has entered into a pre-registration agreement which remains current. "...

"316. A public statement made by an Official of or Intermediary for a Club expressing interest in an Academy Player whose registration is held by another Club (or club) or a player with whom another Club (or club) has entered into a pre-registration agreement which remains current shall be deemed for the purpose of Rule 315 to be an indirect approach in breach of that Rule. "...

"317. Except as permitted by Rules 289, 290, 291 and 304 an Academy Player whose registration is held by a Club shall not, either directly or indirectly, make any approach to another Club (or club). "...

"318. Except that a Club may, not earlier than 1 November next following the commencement of his Under 16 year, offer an Academy Player a contract as a Contract Player upon his attaining the age of 17 years and subject to Rules 268 and 299:

318.1 no Club shall induce or attempt to induce a player to become registered as an Academy Player by that Club by offering him, or any person connected with him, either directly or indirectly, a benefit or payment of any description whether in cash or in kind;

318.2 no Club shall likewise induce or attempt to induce an Academy Player to enter into a Scholarship Agreement and in particular no Club shall pay or offer to pay to an Academy Player upon his entering into a Scholarship Agreement remuneration in excess of the remuneration referred to in Rule 307.1; and

318.3 no Academy Player shall, either directly or indirectly, accept any such inducement. "...

"319. Clubs should ensure that Academy Players and their parent(s) are made aware that:

319.1 Pursuant to Rule 284, no application to register an Academy Player in the Under 9 age group may be signed by the Academy Player before the third Saturday in May immediately preceding his Under 9 year; and

319.2 any document(s) presented to and/or signed by the Academy Player and their parent(s) prior to this date shall not in any way bind the Academy Player to register at the Club“ ...

***\*Rule extracts correct as of August 2024, as applicable to the 2024/25 season.***