



The Faroe Islands Football Association

CLUB LICENSING REGULATIONS

edition 2023

for the 2023/24 season in the UEFA club competitions for men



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Preamble

The following regulations have been adopted on the basis of Article 63 in the Statutes of the Faroe Islands Football Association (FSF). The regulations are based on the *UEFA Club Licensing and Financial Sustainability Regulations (Edition 2022)*.

PART I. General provisions

Article 1. Scope of application

1. These regulations apply whenever expressly referred to by the FSF Statutes and Competition Regulations and other FSF regulations. The regulations apply to all clubs willing to enter the UEFA club competitions for men.
2. These regulations govern the rights, duties and responsibilities of all parties involved in the *FSF Club Licensing System (Part II)*, and define in particular:
 - a) the minimum requirements to be fulfilled by FSF in order to act as the licensor for its clubs, as well as the minimum procedures to be followed by the licensor in its assessment of the club licensing criteria (chapter 1);
 - b) the licence applicant and the licence required to enter the UEFA club competitions (UEFA licence) (chapter 2);
 - c) the minimum sporting, football social responsibility, infrastructure, personnel and administrative, legal and financial criteria to be fulfilled by a club in order to be granted the UEFA licence by FSF as part of the admission procedure to enter the UEFA club competitions (chapter 3).

Article 2. Objectives

1. The FSF Club Licensing System has the following objectives:
 - a) to further promote and continuously improve the standard of all aspects of football in the Faroe Islands and to give continued priority to the training and welfare of young players in every club;
 - b) to promote participation in football and contribute to the development of women's football;
 - c) to ensure that clubs have an adequate level of management and organisation;
 - d) to adapt clubs' sporting infrastructure to provide players, spectators and media representatives with suitable, well-equipped and safe facilities;



- e) to protect the integrity and smooth running of UEFA club competitions;
 - f) to safeguard each club's identity, history and legacy;
 - g) to encourage cooperation between the licensor and clubs and enable the development of benchmarking for clubs in financial, sporting, legal, football social responsibility, personnel, administrative and infrastructure-related criteria throughout the Faroe Islands;
 - h) to embrace social responsibility in football;
 - i) to promote a healthy relationship between clubs and supporters and increase accessibility in football.
2. Furthermore, these regulations aim to promote more discipline and rationality in club football finances and in particular:
- a) to improve the economic and financial sustainability of the clubs, increasing their transparency and credibility;
 - b) to place the necessary importance on the protection of creditors;
 - c) to promote better cost control;
 - d) to encourage clubs to operate on the basis of their own revenues;
 - e) to encourage responsible spending for the long-term benefit of football;
 - f) to protect the long-term viability and sustainability of Faroese club football.

Article 3. Definition of terms

1. For the purpose of these regulations, the following definitions apply:

Administration procedures

A voluntary or mandatory process that may be used as an alternative to the liquidation of an entity, often known as going into administration. The day-to-day management of the activities of an entity in administration may be operated by the administrator on behalf of the creditors.

Agent/intermediary

A natural or legal person who, for a fee or free of charge, represents players and/or clubs in negotiations with a view to concluding an employment contract or represents clubs in negotiations with a view to concluding a transfer agreement.

Agreed-upon procedures

Procedures that have been agreed to by the auditor and the engaging party and, if relevant, other parties.



Annual accounting reference date

The date on which the reporting period for the annual financial statements ends.

Associate

An entity, including an unincorporated entity such as a partnership, which neither is a subsidiary nor has an interest in a joint venture and over which the investor has significant influence.

Auditor

An independent audit firm acting in compliance with the International Code of Ethics for Professional Accountants (including International Independence Standards).

CFCB

UEFA Club Financial Control Body

Club licensing criteria

Requirements, divided into six categories (sporting, football social responsibility, infrastructure, personnel and administrative, legal and financial), to be fulfilled by a licence applicant for it to be granted a licence.

Club monitoring requirements

Requirements to be fulfilled by a licensee that has been admitted to the UEFA Champions League, the UEFA Europa League or the UEFA Europa Conference League.

Control

The power to conduct the activities of an entity and to direct its financial, operating or sporting policies which affect returns, by means of share ownership, voting power, constitutional documents (statutes), agreement, or otherwise.

Examples of control include a party:

- a. holding a majority of the shareholders' or members' voting rights;
- b. having the right to appoint or remove a majority of the members charged with the governance of an entity (e.g. any administrative, management or supervisory bodies of an entity);
- c. being a minority shareholder or a member of the entity and alone, pursuant to an agreement entered into with other shareholders or members of the entity or by any other means, being able to exercise control (including as defined under (a) or (b)).

Costs of a player's registration

Amounts paid or payable directly attributable to a player's registration, comprising:

- a. fixed transfer compensation;



- b. realised conditional transfer compensation for amounts which have become payable during the period;
- c. any other directly attributable amounts paid and/or payable to another party such as another football club, agent/intermediary, or national football association/league.

Depreciation

The systematic allocation of the depreciable amount of a tangible asset over its useful life, i.e. the period over which an asset is expected to be available for use by an entity.

Directly attributable

Directly attributable means, in relation to a particular activity, that:

- a. the expense would have been avoided if that particular activity had not been undertaken; and
- b. the expense is separately identifiable without apportionment.

Dividends

Distributions paid to holders of equity instruments.

Employee benefit expenses

All forms of consideration given by an entity in exchange for services rendered by employees or for the termination of employment, including in respect of directors, management and those charged with governance.

Event or condition of major economic importance

An event or condition that is considered material to the financial statements of the reporting entity/entities and would require a different (adverse) presentation of the results of the operations, financial position and net assets of the reporting entity/entities if it occurred during the preceding reporting period or interim period.

Government

Any form of government, including government agencies, government departments, government entities and similar bodies, whether local or national.

Group

A parent and all its subsidiaries. A parent is an entity that has one or more subsidiaries. A subsidiary is an entity, including an unincorporated entity such as a partnership, that is controlled by another entity (known as the parent).

Impairment of tangible assets

An impairment loss, being the amount by which the carrying amount of a tangible asset exceeds its recoverable amount, i.e. the higher of an asset's fair value less costs to sell and value in use.



International Financial Reporting Standards (IFRS)

Standards and Interpretations issued by the International Accounting Standards Board (IASB). They comprise:

- a. International Financial Reporting Standards;
- b. International Accounting Standards; and
- c. Interpretations originated by the International Financial Reporting Interpretations Committee (IFRIC) or the former Standing Interpretations Committee (SIC).

ISRS 4400

International Standard on Related Services 4400 (Revised), Agreed-Upon Procedures Engagements.

Joint control

The contractually agreed sharing of control over an economic activity, which exists only when the strategic financial and operating decisions relating to the activity require the unanimous consent of the parties sharing control (the venturers).

Joint venture

A contractual arrangement whereby two or more parties undertake an economic activity that is subject to joint control.

Key management personnel

Persons having authority over and responsibility for planning, directing and controlling the activities of an entity, directly or indirectly, including but not limited to any director (executive or otherwise) of the entity.

Licence

Certificate granted by the licensor confirming fulfilment of all minimum criteria by the licence applicant as part of the admission procedure for entering UEFA club competitions.

Licence season

UEFA season for which a licence applicant has applied for/been granted a licence. It starts the day following the deadline for submission of the list of licensing decisions by the licensor to UEFA and lasts until the same deadline the following year.

Licensee

Licence applicant that has been granted a licence by its licensor.

Licensor

The licensor is the Faroe Islands Football Association (FSF) or its affiliated league, if applicable, that operates the club licensing system, grants licences and undertakes certain tasks in respect of the club monitoring process.



List of licensing decisions

List submitted by the licensor to UEFA containing, among other things, information about the licence applicants that have undergone the licensing process and been granted or refused a licence by the national decision-making bodies in the format established and communicated by UEFA.

Material/Materiality

Omissions or misstatements of items or information are material if they could individually or collectively influence the decisions of users taken on the basis of the information submitted by the club. Materiality depends on the size and nature of the omission or misstatement judged in the surrounding circumstances or context. The size or nature of the item or information, or a combination of both, could be the determining factor.

Minimum criteria

Criteria to be fulfilled by a licence applicant in order to be granted a licence.

Monitoring documentation

The documentation to be submitted by a licensee as defined in respect of each of the club monitoring requirements.

National accounting practice

The accounting and reporting practices and disclosures required of entities in a particular country.

Net debt

The aggregate of the following balances:

- bank overdrafts, bank and other loans, accounts payable to group entities and other related parties less cash and cash equivalents;
- net player transfers balance, i.e. the net of accounts receivable from player transfers and accounts payable from player transfers; and
- accountspayabletosocial/taxauthorities(non-current).

Net result

The total of all items of income less expenses in a period, in profit or loss.

Parties involved

Any person or entity involved in the FSF club licensing system or club monitoring process, including the UEFA administration, the CFCB, the licensor, the licence applicant/licensee and any individual involved on their behalf.



Party

A natural or legal person, a legal entity or a government.

Player registration(s)

Player registration(s) has the meaning set out in the *FIFA Regulations on the Status and Transfer of Players*.

Profit/loss on disposal of tangible assets

The profit or loss calculated as the difference between the net disposal proceeds, if any, and the carrying value (as per the balance sheet) of the tangible asset at the date of disposal.

Protection from creditors

Procedures pursuant to laws or regulations whose objectives are to protect an entity from creditors, rescue insolvent entities and allow them to carry on running their business as a going concern. This process encompasses (voluntary) liquidation or administration procedures and other insolvency proceedings (that might result in a compromise with creditors or bankruptcy).

Related party

A related party is a person or entity or government that is related to the entity that is preparing its financial statements (the reporting entity). In considering each possible related party relationship, attention is directed to the substance of the relationship and not the merely legal form.

a. A person or a close member of that person's family is related to a reporting entity if that person:

- i. has control or joint control of the reporting entity;
- ii. has significant influence over the reporting entity; or
- iii. is a member of the key management personnel of the reporting entity or of a parent of the reporting entity.

b. An entity is related to a reporting entity if any of the following conditions applies:

- i. The entity and the reporting entity are members of the same group (which means that each parent, subsidiary and fellow subsidiary is related to the others).
- ii. The entity and the reporting entity are controlled, jointly controlled, or significantly influenced by the same party.
- iii. One entity is an associate or joint venture of the other entity (or an associate or joint venture of a member of a group of which the other entity is a member).
- iv. A party has significant influence over the other entity.
- v. Both entities are joint ventures of the same third party.
- vi. One entity is a joint venture of a third entity and the other entity is an associate of the third entity.



- vii. The entity is a post-employment benefit plan for the benefit of employees of either the reporting entity or an entity related to the reporting entity. If the reporting entity is itself such a plan, the sponsoring employers are also related to the reporting entity.
- viii. The entity is controlled or jointly controlled by a person identified in a).
- ix. A person identified in (a)(i) has significant influence over the entity or is a member of the key management personnel of the entity (or of a parent of the entity).
- x. The entity, or any member of a group of which it is a part, provides key management personnel services to the reporting entity or to the parent of the reporting entity.

Reporting entity/entities

A registered member or football company or group of entities or some other combination of entities which is included in the reporting perimeter and which must provide the licensor with information for both club licensing and club monitoring purposes.

Reporting period

A financial reporting period ending on the reporting's entity annual accounting reference date.

Significant change

An event that is considered material to the documentation previously submitted to the licensor and that would require a different presentation if it occurred prior to submission of the documentation.

Significant influence

The power to participate in the financial, operating or sporting policies of an entity, but not in control or joint control of that entity, by means of share ownership, voting power, constitutional documents (statutes), agreement, or otherwise.

Examples of significant influence include a party:

- a. holding, directly or indirectly, between 20% and 50% of the shareholders' or members' voting rights;
- b. having the ability to influence the appointment or removal of a majority of the members charged with the governance of an entity (e.g. any administrative, management or supervisory bodies of an entity);
- c. being a minority shareholder or a member of the entity and alone, pursuant to an agreement entered into with other shareholders or members of the entity or by any other means, being able to exercise any significant influence (including as defined under a) and b);
- d. providing in one reporting period either alone or in aggregate with parties under the same ultimate controlling party or government (excluding UEFA, a UEFA member association and an affiliated league) an amount equivalent to at least 30% of the entity's total revenue for the same period.

Stadium

The venue for a competition match including, but not limited to, all surrounding properties and facilities (for example offices, hospitality areas, press centre and accreditation centre).



Supplementary information

Financial information to be submitted to the licensor in addition to the financial statements if the minimum requirements for disclosure and accounting are not met. Supplementary information must be prepared on a basis of accounting, and accounting policies, consistent with the financial statements. Financial information must be extracted from sources consistent with those used for the preparation of the annual financial statements. Where appropriate, disclosures in the supplementary information must agree with, or be reconciled to, the relevant disclosures in the financial statements.

Tangible assets

Assets that have physical substance and are held for use in the production or supply of goods or services, for rental to others, or for administrative purposes on a continuing basis in the entity's activities.

Training facilities

The venue(s) at which a club's registered players undertake football training or youth development activities on a regular basis.

UEFA Club Licensing Quality Standard

Document that defines the minimum requirements with which licensors must comply to operate the club licensing system.

Ultimate controlling party

A natural or legal person who/which has, directly or indirectly, ultimate control of an entity.

2. In these regulations, the use of the masculine form refers equally to the feminine.

Article 4. UEFA Club Monitoring

Licensees qualified on sporting merit for the UEFA club competitions must comply with the monitoring requirements defined in part III of the *UEFA Club Licensing and Financial Sustainability Regulations (edition 2022)*.



PART II. FSF club licensing

Chapter 1. Licensor

Article 5. Responsibilities of the licensor

1. The Faroe Islands Football Association (FSF) is the licensor and it governs the FSF club licensing system.
2. In particular the licensor must:
 - a) establish an appropriate licensing administration as defined in Article 6;
 - b) establish two club licensing decision-making bodies as defined in Article 7;
 - c) set up a catalogue of sanctions as defined in Article 8;
 - d) define the core process in accordance with Article 10;
 - e) assess the documentation submitted by the licence applicants, consider whether this is appropriate and define the assessment procedures in accordance with Article 11;
 - f) ensure equal treatment of all licence applicants applying for the UEFA licence in accordance with the FSF Statutes, and guarantee them full confidentiality with regard to all information provided during the licensing process as defined in Article 12; and
 - g) determine to its comfortable satisfaction whether each criterion has been met and what further information, if any, is needed for a UEFA licence to be granted.

Article 6. The licensing administration

1. The licensor must appoint a licensing manager who is responsible for the licensing administration.
2. The tasks of the licensing administration include:
 - a) preparation, implementation and further development of the *FSF Club Licensing System*;
 - b) providing administrative support to the club licensing decision-making bodies;
 - c) assisting, advising and monitoring the licensees during the season;
 - d) informing UEFA of any event occurring after the licensing decision that constitutes a significant change to the information previously submitted to the licensor, including a change of legal form, legal group structure (including change of ownership) or identity;
 - e) serving as the contact point for and sharing expertise with the licensing departments of other UEFA member associations and with UEFA itself;
 - f) referring licence applicants or licensees to the *FSF Disciplinary Committee* for the failure to fulfil the criteria mentioned in Article 18 (2).
3. At least one member of the licensing administration or an external financial expert must have a financial background and a diploma in accountancy/auditing recognised by *Skráseting Føroya*, or must have several years' experience in the above matters (a "recognition of competence"). Furthermore, the licensing manager must, as deemed necessary, have access to the services of a competent person in infrastructure criteria,



the technical director of FSF with regards to sporting and administrative criteria, and a lawyer with regards to legal criteria.

4. The external financial adviser and the competent persons in infrastructure, sporting, administrative and legal criteria are required to:
 - a) evaluate the conformity of the licence applicants in respect of the criteria provided for by these regulations, based on the documentation submitted by the licence applicants or on the inspections ordered by the licensing manager;
 - b) prepare a report for the licensing manager on each licence applicant; and
 - c) prepare a report for the licensing manager on each appealing club.
5. The licensing manager defines and communicates the deadlines of the licensing procedure on an annual basis to the clubs (see the timetable in Annex VIII).

Article 7. Decision-making bodies

1. The decision-making bodies are the *Club Licensing Committee* (for the first-instance body) and the *Club Licensing Appeal Committee* (for the appeals body) and they must be independent of each other.

Club Licensing Committee

2. The *Club Licensing Committee* will operate as the first instance body that decides on whether the UEFA licence should be granted to an applicant on the basis of the documents provided by the applicant in accordance with the provisions of these Club Licensing Regulations and on whether the UEFA licence should be withdrawn.
3. The *Club Licensing Committee* shall consist of a chairman, a vice-chairman and three other members. Of the members, at least one must be a qualified lawyer and one must be a qualified financial expert holding a qualification recognised by *Skráseting Føroya*.
4. The members are appointed by the *FSF Congress* for a term of 2 years and can be re-appointed.
5. The *FSF Executive Committee* can, if needed, appoint reserve members who may be called into the body if principal members are absent or recused because of a conflict of interest.
6. The *Club Licensing Committee* shall pass decisions only when at least three members are present (quorum). In case of a tie, the chair has the casting vote.

Club Licensing Appeal Committee

7. The *Club Licensing Appeals Committee* decides on appeals submitted in writing against decisions from the *Club Licensing Committee*, and makes a final decision (no further appeal may be lodged under the FSF Statutes) on whether the UEFA licence should be granted or withdrawn.
8. Under no circumstances is any club allowed to appeal against the granting of the UEFA licence to another club.



9. Appeals may only be lodged by:
 - a) the licence applicant, which received a refusal from the *Club Licensing Committee*;
 - b) the licensee, whose UEFA licence has been withdrawn by the *Club Licensing Committee*; or
 - c) the licensing manager on behalf of the licensor.
10. The *Club Licensing Appeal Committee* makes its decision based on the decision of the *Club Licensing Committee* and all the evidence provided by the appellant with its written request for appeal and from a possible subsequent hearing of the appellant, within the deadline determined in the appeal procedure.
11. The *Club Licensing Appeal Committee* shall consist of a chairman, a vice-chairman and three other members. Of the members, at least one must be a qualified lawyer and one must be a qualified financial expert holding a qualification recognised by *Skráseting Føroya*.
12. The members are appointed by the *FSF Congress* for a term of 2 years and can be re-appointed.
13. The *FSF Executive Committee* can if needed appoint reserve members who may be called into the body if principal members are absent or recused because of a conflict of interest.
14. The committee shall pass decisions only when at least three members are present (quorum). In case of a tie, the chair has the casting vote.

Requirements for the members of the decision-making bodies

15. Members of the decision-making bodies must:
 - a) act impartially in the discharge of their duties;
 - b) abstain if there is any doubt as to their independence from the licence applicant or if there is a conflict of interest; for example, their independence is not assured if they or someone close to them (spouse, children, parent or sibling) is a member, shareholder, business partner, sponsor or consultant of the licence applicant;
 - c) not act simultaneously as the licensing manager or member of the licensing administration;
 - d) not belong simultaneously to a judicial statutory body of the licensor;
 - e) not belong simultaneously to the executive body of FSF or its affiliated league;
 - f) not belong simultaneously to the personnel of an affiliated club;
 - g) include at least one qualified lawyer and one qualified financial expert holding a qualification recognised by the appropriate national professional body.

Procedural rules applicable to the decision-making bodies

16. The decision-making bodies must operate according to the procedural rules and time limits defined in the core process and timetable (see Article 10 and Annex VII-VIII).



Article 8. Catalogue of sanctions

1. To guarantee an appropriate assessment process, the licensor has set up the following catalogue of sanctions:
 - a. for the failure to fulfil the criteria referred to in Article 18 (2) the FSF Disciplinary Regulations will be used as legal basis for sanctions (the possible sanctions are listed in Article 53 of the FSF Statutes). It falls to the FSF Disciplinary Committee to impose these sanctions on the licence applicants/licensees.
 - b. for the violations of other licensing regulations (e.g. submission of falsified documents, non-respect of deadlines, sanctions against individuals, etc.), the FSF Disciplinary Regulations will be used as legal basis for sanctions (the possible sanctions are listed in Article 53 of the FSF Statutes). It falls to the FSF Disciplinary Committee to impose these sanctions on the licence applicants/licensees.
2. Where a criterion referred to in Article 18 (2) is not fulfilled, the licensing manager sends an official warning to the violating club, indicating a deadline within which the criterion must be fulfilled. Where, upon expiry of the deadline, the club has still not rectified the situation, the licensing manager refers the club to the *FSF Disciplinary Committee* which decides on possible sanction(s) against the violating club.

Article 9. Licensor's certification

The licensor must be certified against the UEFA Club Licensing Quality Standard on an annual basis by an independent body appointed by UEFA.

Article 10. Core process

1. FSF defines the core process in Annex VII for the verification of the club licensing criteria and thus manage the issuance of the UEFA licences.
2. The core process starts on the **1st of January 2023** and ends on submission of the list of licensing decisions to UEFA by the deadline communicated by UEFA.
3. The core process consists of the following minimum key steps:
 - a) Submission of the licensing documentation to the licence applicants;
 - b) Return of the licensing documentation to the licensor;
 - c) Assessment of the documentation by the licensing administration;
 - d) Submission of the written representation to the licensor;
 - e) Assessment and decision by the decision-making bodies;
 - f) Submission of each licensing decision to UEFA within seven days of each decision being final.
4. The deadlines for the above key process steps must be clearly defined and communicated to the clubs concerned before the start of the core process by the licensor.

The deadlines of the core process are listed in the timetable in Annex VIII.

Article 11. Assessment procedures

The licensor defines the assessment procedures, except those used to verify compliance with the defined criteria for which specific assessment processes must be followed as set out in Annex VI.

Article 12. Equal treatment and confidentiality

1. The licensor ensures equal treatment of all licence applicants during the core process.
2. The licensor guarantees the licence applicants full confidentiality with regard to all information submitted during the licensing process. Anyone involved in the licensing process, or appointed by the licensor must sign a confidentiality agreement before assuming their tasks.

Article 13. Exceptions policy

UEFA may grant an exception to the provisions set out in Part II within the limits set out in Annex I.

Chapter 2. Licence Applicant and UEFA Licence

Article 14. Definition of licence applicant and three-year rule

1. A licence applicant may only be a football club, i.e. a legal entity fully and solely responsible for a football team participating in national and international club competitions which either:
 - a) Is a registered member of FSF and/or its affiliated league (hereinafter: registered member); or
 - b) has a contractual relationship with a registered member (hereinafter: football company).
2. By the start of the license season, the membership and/or the contractual relationship (if any) must have lasted for at least three consecutive seasons. Furthermore, the licence applicant must have participated in the official competitions for at least three consecutive seasons (hereinafter: three-year rule).
3. Any change to the legal form, legal group structure (including a merger with another entity or transfer of football activities to another entity) or identity (including headquarters, name or colours) of a licence applicant/licensee must be notified to the licensor and UEFA before the start of the licensing process.



4. Any change to the legal form, legal group structure (including a merger with another entity or transfer of football activities to another entity) or identity (including headquarters, name or colours) of a licence applicant/licensee that took place within the three seasons preceding the start of the licence season to the detriment of the integrity of a competition; or to facilitate the licence applicant's qualification for a competition on sporting merit; or to facilitate the licence applicant receipt of a licence is deemed as an interruption of membership or contractual relationship (if any) within the meaning of this provision.
5. Exceptions to the three-year rule may be granted by the CFCB in accordance with Annex I.

Article 15. General responsibilities of the licence applicant

1. The licence applicant must provide the licensor with:
 - a) all necessary information and relevant documents to fully demonstrate that the licensing obligations are fulfilled; and
 - b) any other document relevant for decision-making by the licensor.
2. This includes information on the reporting entity/entities in respect of which sporting, football social responsibility, infrastructure, personnel and administrative, legal and financial information is required to be provided.
3. Any event that occurs after the submission of the licensing documentation to the licensor and represents a significant change to the information previously submitted must be promptly notified to the licensor in writing (including a change of the licence applicant's legal form, legal group structure including ownership, or identity).

Article 16. UEFA licence

1. Clubs which qualify for the UEFA club competitions on sporting merit must obtain a UEFA licence issued by the licensor in accordance with these regulations, except where Article 17 applies.
2. The UEFA licence expires without prior notice at the end of the season for which it was issued.

Reserve clubs

3. The two clubs in the top domestic Faroese Championship for men which are placed after the mentioned clubs in paragraph 1 will be given the opportunity to apply for the UEFA licence and then, provided that they fulfil the criteria for the UEFA licence, will obtain the status of reserve clubs.

If a club mentioned under paragraph 1 fails to obtain the UEFA licence, then the highest placed reserve club will enter in its place and replace this club in the UEFA club competitions and if the two clubs mentioned under paragraph 1 fail to obtain the UEFA Licence, then both reserve clubs will enter in their place and replace these clubs in the UEFA club competitions.



4. The UEFA licence cannot be transferred.
5. The UEFA licence may be withdrawn by the licensor's decision-making bodies if:
 - a) any of the conditions for the issuing of the UEFA licence are no longer satisfied; or
 - b) the licensee violates any of its obligations under the *FSF Club Licensing Regulations*.
6. As soon as a UEFA licence withdrawal is envisaged, the licensor must inform UEFA accordingly.

Article 17. Special permission

1. If a club qualifies for a UEFA club competition on sporting merit but has not undergone any licensing process at all or has undergone a licensing process which is lesser/not equivalent to the one applicable for top-division clubs to enter the UEFA club competitions, because it belongs to a division other than the top division, the licensor of the club concerned may – on behalf of such a club – request an extraordinary application of the club licensing system in accordance with Annex D of the *UEFA Club Licensing and Financial Sustainability Regulations (Edition 2022)*.
2. Based on such an extraordinary application, UEFA may grant special permission to the club to enter the corresponding UEFA club competition subject to the relevant UEFA club competition regulations. Such an extraordinary application applies only to the specific club and for the season in question.

Chapter 3. Club licensing criteria

Article 18. General

1. With the exception of those in paragraph 2 below, the criteria defined in this chapter must be fulfilled by clubs in order for them to be granted a licence to enter the UEFA Champions League, the UEFA Europa League or the UEFA Europa Conference League (the relevant competitions).
2. Failure to fulfil the criteria defined in Article 21, Article 25 to Article 32, Article 35, Article 42, Article 44 to Article 46, Article 52 and Article 54 to Article 58 and Paragraph 22.02 and Paragraph 24.02 does not lead to the refusal of a UEFA licence but to a sanction defined by the licensor according to its catalogue of sanctions (see Article 8).



Sporting criteria

Article 19. Youth development programme

1. The licence applicant must have a written youth development programme approved by the licensor.
2. The licensor must regularly verify the implementation of the approved youth development programme and evaluate its quality.
3. The programme must cover at least the following areas:
 - a) Youth development objectives and philosophy;
 - b) Youth sector organisation (organisational chart, bodies involved, relation to licence applicant, youth teams, etc.);
 - c) Personnel (technical, medical, administrative, etc.) and minimum qualifications required;
 - d) Infrastructure (training and match facilities, availability, etc.);
 - e) Financial resources (budget, contribution from licence applicant, players or local community, etc.);
 - f) Football education programme for various age groups (playing skills, technical, tactical and physical);
 - g) Educational initiatives (Laws of the Game, anti-doping, integrity, anti-racism);
 - h) Medical support for youth players (including maintaining medical records);
 - i) Review and feedback process to evaluate the results and achievements against the objectives;
 - j) Duration of the programme (at least three years but maximum seven).
4. The licence applicant must further ensure that:
 - a) every youth player involved in its youth development programme can follow mandatory school education in accordance with Faroese law; and
 - b) no youth player involved in its youth development programme is prevented from continuing their non-football education.

Article 20. Youth teams

1. The licence applicant must have the following youth teams within its legal entity, another legal entity included in the reporting perimeter or a club affiliated to its legal entity:



- a) At least four youth teams within the age range of 10 to 21;
 - b) At least one under-10 team or organised football activities for under-10s.
2. Each youth team, except for the under-10s, must take part in official competitions or programmes played at national, regional or local level and recognised by FSF.

Article 21. Women's football activities

1. The licence applicant must support women's football by implementing measures and activities aimed to further develop, professionalise and popularise women's football such as:
- a) entering a first and/or youth team in official competitions;
 - b) providing support to an affiliated women's football club; or
 - c) organising other women's football initiatives as defined by the licensor.

Article 22. Medical care of players

1. The licence applicant must establish and apply a policy to ensure that all players eligible to play for its first squad undergo a yearly medical examination in accordance with the relevant provisions of the *UEFA Medical Regulations*.
2. The licence applicant must establish and apply a policy to ensure that all youth players above the age of 12, which take part in a competition organised by UEFA, undergo a yearly medical examination in accordance with the relevant provisions of the *UEFA Medical Regulations*.

Article 23. Registration of players

All the licence applicant's players above the age of 10 must be registered with FSF in accordance with the relevant provisions of the *FSF Competition Regulations* and the *FIFA Regulations on the Status and Transfer of Players*.

Article 24. Written contract with professional players

1. Each of the licence applicant's professional players must have a written contract with the licence applicant in accordance with the relevant provisions of the *FSF Competition Regulations* and the *FIFA Regulations on the Status and Transfer of Players*.
2. The licence applicant must ensure that its professional player's contracts are in line with the relevant provisions of the *Agreement regarding the minimum requirements for standard players contracts in the professional football sector in the European Union and the rest of the UEFA territory*.

Article 25. Loan of professional players

The licence applicant must respect the provisions of the *FIFA Regulations on the Status and Transfer of Players* with regard to loans of professional players.

Article 26. Refereeing matters and Laws of the Game

The licence applicant must ensure that all members of its first squad (players, coaches and other technical staff) attend a session or an event on refereeing organised by or in collaboration with FSF during the 12 months prior to the licence season.

Football social responsibility criteria

Article 27. Football social responsibility strategy

The licence applicant must establish and implement a football social responsibility strategy in line with the *UEFA Football Sustainability Strategy 2030* and relevant UEFA guidelines, for at least the areas of equality and inclusion, anti-racism, child and youth protection and welfare, football for all abilities, and environmental protection.

Article 28. Equality and inclusion

The licence applicant must establish and implement a policy to ensure equal rights and opportunities for all people following and contributing to football activities organised by the licence applicant.

Article 29. Anti-racism

The licence applicant must establish and implement a policy to tackle racism and to guarantee that all the licence applicant's policies, programmes and practices are exercised without discrimination of any kind.

Article 30. Child and youth protection and welfare

The licence applicant must establish and implement a policy to protect, safeguard and ensure the welfare of youth players and ensure they are in a safe environment when participating in activities organised by the licence applicant.

Article 31. Football for all abilities

The licence applicant must establish and implement a policy to make following and contributing to football activities organised by the licence applicant accessible and enjoyable for everyone, irrespective of disability or disabling factors.



Article 32. Environmental protection

The licence applicant must establish and implement a policy to improve its environmental footprint and sustainability in relation to the organisation of events, infrastructure construction and management.

Infrastructure criteria

Article 33. Stadium for UEFA club competitions

1. The licence applicant must have a stadium available for UEFA club competitions which must be within the territory of the Faroe Islands and approved by FSF in accordance with the *UEFA Stadium infrastructure Regulations*.
2. If the licence applicant is not the owner of the stadium, it must provide a written contract with the owner(s) of the stadium(s) it will use.
3. It must be guaranteed that the stadium(s) can be used for the licence applicant's UEFA home matches during the licence season.
4. The stadium(s) must fulfil the minimum requirements defined in the *UEFA Stadium Infrastructure Regulations* and be classified at least as a UEFA category 2 stadium.

Article 34. Training facilities – Availability

1. The licence applicant must have training facilities available throughout the year.
2. If the licence applicant is not the owner of the training facilities, it must provide a written contract with the owner(s) of the training facilities.
3. It must be guaranteed that the training facilities can be used by all the licence applicant's teams during the licence season, taking into account its youth development programme.

Article 35. Training facilities – Minimum infrastructure

As a minimum, the infrastructure of training facilities must fulfil these requirements:

- a. Relevant outdoor and indoor facilities;
- b. dressing rooms;
- c. a medical room with first aid kit;
- d. AED defibrillator; and
- e. floodlighting.



Personnel and administrative criteria

Article 36. General manager

The licence applicant must have appointed a general manager who is responsible for running its operative matters.

Article 37. Finance officer

1. The licence applicant must have appointed a qualified finance officer who is responsible for its financial matters.
2. The finance officer must hold as a minimum one of the following qualifications:
 - a) Diploma of certified public accountant;
 - b) Diploma of qualified auditor;
 - c) Finance officer diploma issued by FSF or an organisation recognised by FSF.

Article 38. Media officer

1. The licence applicant must have appointed a qualified media officer who is responsible for media matters.
2. The media officer must hold as a minimum one of the following qualifications:
 - a) Diploma in journalism;
 - b) Media officer diploma issued by the licensor or an organisation recognised by the licensor;
 - c) Recognition of competence issued by the licensor, based on practical experience of at least three years in such matters.

Article 39. Medical doctor

1. The licence applicant must have appointed at least one doctor who is responsible for medical support during matches and training as well as for doping prevention.
2. The medical doctor's qualification must be recognised by the appropriate national health authorities.
3. The medical doctor must be duly registered with FSF or its affiliated league (if applicable).

Article 40. Physiotherapist

1. The licence applicant must have appointed at least one physiotherapist who is responsible for medical treatment and massages for the first squad during training and matches.
2. The physiotherapist's qualification must be recognised by the appropriate national health authorities.
3. The physiotherapist must be duly registered with FSF or its affiliated league (if applicable).

Article 41. Youth teams medic

The licence applicant must have appointed at least one doctor or physiotherapist recognised as such by the appropriate national health authorities who is responsible for the medical care of the youth teams.

Article 42. Match organisation officer

The licence applicant must have appointed a match organisation officer who is responsible for the overall organisation of the first squad home matches.

Article 43. Safety and security officer

1. The licence applicant must have appointed a qualified safety and security officer with the following responsibilities:
 - a) Developing, implementing and reviewing safety and security policy and procedures, including risk management and planning;
 - b) Being the main point of contact between the public authorities and the licence applicant on all safety and security matters;
 - c) Managing match-related safety and security operations.
2. The safety and security officer must be qualified in accordance with the relevant national legal framework and should be trained and experienced in matters of crowd control and safety and security at football venues.

Article 44. Football social responsibility officer

The licence applicant must have appointed a football social responsibility officer who is responsible for the implementation of football social responsibility policies and measures in accordance with the *UEFA Football Sustainability Strategy 2030* and relevant UEFA guidelines.



Article 45. Supporter liaison officer

1. The licence applicant must have appointed a supporter liaison officer to act as the key contact point for supporters.
2. The supporter liaison officer will regularly meet and collaborate with the relevant club personnel on all related matters.

Article 46. Disability access officer

1. The licence applicant must have appointed a disability access officer to support the provision of inclusive, accessible facilities and services.
2. The disability access officer will regularly meet and collaborate with the relevant club personnel on all related matters.

Article 47. Head coach of the first squad

1. The licence applicant must have appointed a qualified head coach who is confirmed as the head coach by FSF and who is responsible for the following matters of the first squad:
 - a) Players' selection;
 - b) Tactics and training;
 - c) Management of the players and technical staff in the dressing room and the technical area before, during and after matches; and
 - d) Duties regarding media matters (press conferences, interviews, etc.).
2. The head coach must hold one of the following minimum coaching qualifications, issued by a UEFA member association in accordance with the *UEFA Coaching Convention*:
 - a) Valid FSF A (UEFA A) coaching licence; or
 - b) Valid UEFA recognition of competence equivalent to the licence required under a) above.

Article 48. Assistant coach of the first squad

1. The licence applicant must have appointed a qualified coach who assists the head coach in all football matters of the first squad.
2. The assistant coach of the first squad must hold one of the following minimum coaching qualifications, issued by a UEFA member association in accordance with the *UEFA Coaching Convention*:
 - a) Valid FSF B (UEFA B) coaching licence; or
 - b) Valid UEFA recognition of competence equivalent to the licence required under a) above.



Article 49. Goalkeeper coach of the first squad

1. The licence applicant must have appointed a qualified goalkeeper coach who assists the head coach in goalkeeping matters of the first squad.
2. The goalkeeper coach must hold one of the following minimum coaching qualifications, issued by a UEFA member association in accordance with the *UEFA Coaching Convention*:
 - a) Highest available valid UEFA goalkeeper licence according to the licensor's membership status under the *UEFA Coaching Convention*;
 - b) Valid UEFA recognition of competence equivalent to the licence required under a) above.

Article 50. Head of the youth development programme

1. The licence applicant must have appointed a qualified head of the youth development programme who is responsible for running the daily business and the technical aspects of the youth sector.
2. The head of the youth development programme must hold one of the following minimum coaching qualifications, issued by a UEFA member association in accordance with the *UEFA Coaching Convention*:
 - a) Valid FSF B (UEFA B) coaching licence; or
 - b) Valid UEFA recognition of competence equivalent to the licence required under a) above.

Article 51. Youth coaches

1. For each mandatory youth team, the licence applicant must have appointed at least one qualified coach who is responsible for all football matters related to that team.
2. At least three youth team head coaches must each hold one of the following minimum coaching qualifications, issued by a UEFA member association in accordance with the *UEFA Coaching Convention*:
 - a) Valid FSF B (UEFA B or UEFA Youth B) coaching licence; or
 - b) Valid UEFA recognition of competence equivalent to the licence required under a) above.
3. The other youth coaches must as a minimum hold a FSF B1 coaching diploma or a valid coaching diploma which is equivalent to the FSF B1 coaching diploma.

Article 52. Goalkeeper coach of youth teams

1. The licence applicant must have appointed at least one qualified goalkeeper coach who assists the youth coaches in goalkeeping matters of the youth sector.
2. The goalkeeper coach must hold one of the following minimum coaching qualifications, issued by a UEFA member association:



- a) Second-highest available valid UEFA goalkeeper licence according to the licensor's membership status under the *UEFA Coaching Convention*;
- b) Valid FSF goalkeeper licence;
- c) Valid UEFA recognition of competence issued in accordance with the *UEFA Coaching Convention* and equivalent to the licence required under a) above.

Article 53. Common provisions applicable to FSF (UEFA) coaching qualifications

1. A holder of the required FSF (UEFA) coaching licence within the meaning of Article 47 to Article 52 is considered a coach who, in accordance with the implementation provisions of the *UEFA Coaching Convention*, has:
 - a) been issued a FSF (UEFA) coaching licence by FSF or another UEFA member association; or
 - b) at least started the required FSF (UEFA) coaching diploma course. Registration for the required diploma course is not sufficient to meet this criterion.
2. If the *UEFA Coaching Convention* membership status of FSF is upgraded (e.g. from A to Pro level), the following applies:
 - a) With regard to paragraph 1(a) above, the new highest or second highest available UEFA coaching licence (as applicable) will become mandatory for the licence applicant as soon as the licensor has run its second course at this higher level. After this transitional period, only a holder of the newly required FSF (UEFA) coaching diploma will be deemed in compliance with the criterion;
 - b) With regard to paragraph 1(b) above, only participation in an education course for the newly available highest or second-highest FSF (UEFA) coaching diploma (as applicable) will be deemed in compliance with the criterion.
3. In case of a partnership agreement under the *UEFA Coaching Convention*, the UEFA coaching qualifications offered by the UEFA member association with limited *UEFA Coaching Convention* membership status apply.
4. UEFA reserves the right to review the consequences of any downgrade in *UEFA Coaching Convention* membership status (e.g. from Pro to A level) as well as those of partnership agreements with the UEFA member association in question, and to take decisions on a case-by-case basis in this respect.
5. All qualified coaches must be duly registered with FSF or its affiliated league (if applicable).

Article 54. Written contracts

1. All administrative, technical, medical and security staff or service providers performing any of the functions referred to in Article 36 to Article 52 must have written contracts with the licence applicant (or another entity within the legal group structure of the licence applicant) in accordance with the national legal framework.
2. The licence applicant must ensure that each coach's contract is in line with the relevant provisions of the *FIFA Regulations on the Status and Transfer of Players*.



Article 55. Service providers

If a given function is entrusted to a service provider in accordance with the national legal framework, the licence applicant must sign a written contract with the service provider. It must contain the following information as a minimum:

- a) Defined tasks and responsibilities;
- b) Information on the person(s) responsible for the function, including their relevant qualifications.

Article 56. Occupation of functions

1. The mandatory functions defined in Article 36 to Article 52 represent the minimum organisational structure required of the licence applicant.
2. One person could occupy more than one function, provided the person has sufficient time, adequate competencies and the necessary qualifications for each function, and no conflict of interest.

Article 57. Organisational structure

1. The licence applicant must provide the licensor with an organisational chart clearly identifying the relevant personnel and their hierarchical and functional responsibilities in its organisational structure.
2. As a minimum, the organisational chart should provide information on the key personnel defined in Article 36 to Article 46 and Article 50.

Article 58. Duty of replacement during the season

1. If a function defined in Article 36 to Article 52 becomes vacant during the licence season, the licensee must ensure that, within a period of a maximum of 60 days, the function is taken over by someone who holds the required qualification.
2. In the event that a function becomes vacant due to illness or accident, the licensor may grant an extension to the 60-day period only if reasonably satisfied that the person concerned is still medically unfit to resume their duties.
3. The licensee must promptly notify FSF of any such replacement.

Legal criteria

Article 59. Declaration in respect of participation in UEFA club competitions

1. The licence applicant must submit a legally valid declaration confirming the following:
 - a) It recognises as legally binding the statutes, regulations, directives and decisions of FIFA, UEFA and FSF and, if any, the national league as well as the jurisdiction of the Court of Arbitration for Sport (CAS) in Lausanne as provided in the relevant articles of the UEFA Statutes;
 - b) At national level it will play in competitions recognised and endorsed by FSF (e.g. national championship, national cup);
 - c) At international level it will participate in competitions recognised by UEFA (to avoid any doubt, this provision does not relate to friendly matches);
 - d) It will promptly inform FSF about any significant change, event or condition of major economic importance;
 - e) It will abide by and observe the *FSF Club Licensing Regulations*;
 - f) It will abide by and observe the *UEFA Club Licensing and Financial Sustainability Regulations*;
 - g) Its reporting perimeter is defined in accordance with Article 65;
 - h) All revenues and costs related to each of the football activities listed in Paragraph 65.03 have been included in the reporting perimeter;
 - i) It will be accountable for any consequences of an entity included in the reporting perimeter not abiding by and observing items e) and f) above;
 - j) All relevant information related to any change of its legal form, legal group structure (including ownership) or identity from the three seasons preceding the start of the licence season have been reported to the licensor and UEFA;
 - k) All submitted documents are complete and correct;
 - l) It authorises the FSF club licensing administration and FSF club licensing bodies, the UEFA administration, and the UEFA Organs for the Administration of Justice to examine any relevant document and seek information from any relevant public authority or private body in accordance with Faroese law;
 - m) It acknowledges that UEFA reserves the right to execute compliance audits in accordance with Article 77.
2. This declaration must be executed by an authorised signatory of the licence applicant no more than three months prior to the deadline for its submission to FSF.

Article 60. Minimum legal information

1. The licence applicant must submit at least the following minimum legal information about the licence applicant and if different, the registered member:
 - a) Complete legal name;
 - b) Legal form;
 - c) Copy of current valid statutes (e.g. company act);
 - d) Extract from a public register (e.g. trade register);
 - e) List of authorised signatories;
 - f) Type of signature required (e.g. individual, collective).



2. The licence applicant must also provide the following contact information:
 - a) Address of its official headquarters;
 - b) Official contact details (such as phone/fax number and email addresses);
 - c) Address of its official public website;
 - d) Name and direct contact details of its main official contact person for club licensing matters.

Article 61. Written contract with a football company

1. If the licence applicant is a football company, as defined in Paragraph 14.01(b), it must provide a written contract of assignment with a registered member of FSF.
2. The contract must stipulate the following, as a minimum:
 - a) The football company must comply with the applicable statutes, regulations, directives and decisions of FIFA, UEFA and FSF and its affiliated league (if applicable);
 - b) The football company must not further assign its right to participate in a competition at national or international level;
 - c) The football company's right to participate in such a competition ceases to apply if the assigning club's membership of FSF ceases;
 - d) If the football company is put into bankruptcy or enters liquidation, this is deemed to be an interruption of membership or contractual relationship within the meaning of Article 14. For the sake of clarity, a licence already granted to the football company cannot be transferred from the football company to the registered member;
 - e) FSF must be reserved the right to approve the name under which the football company participates in national competitions;
 - f) The football company must, at the request of the competent national arbitration tribunal or the Court of Arbitration for Sport (CAS), provide views, information, and documents on matters regarding the football company's participation in national or international competitions.
3. The contract of assignment and any amendment to it must be approved by FSF or its affiliated league (if applicable).

Article 62. Legal group structure

1. The licence applicant must provide the licensor with a document that presents its legal group structure at the annual accounting reference date prior to the deadline for the submission of its licence application to the licensor.
2. This document must clearly identify and include information on:
 - a) the licence applicant and, if different, the registered member of FSF;
 - b) any subsidiary of the licence applicant and, if different, the registered member of FSF;
 - c) any associate entity of the licence applicant and, if different, the registered member of FSF;



- d) any party that has 10% or greater direct or indirect ownership of the licence applicant, or 10% or greater voting rights;
 - e) any direct or indirect controlling entity of the licence applicant;
 - f) any other football club, in respect of which any of the parties identified in a) to e), or any of their key management personnel, have any ownership interest or voting rights or membership or any other involvement or influence whatsoever in its management, administration or sporting performance; and
 - g) the key management personnel of the licence applicant and, if different, the registered member of FSF.
3. The reporting perimeter as defined in Article 65 must also be clearly identified in the document.
4. The following information must be provided in relation to each of the parties included in the legal group structure:
- a) Name and, if applicable, legal form;
 - b) Main activity; and
 - c) Percentage of ownership interest and, if different, percentage of voting rights. For any subsidiary of the licence applicant and, if different, the registered member, the following information must also be provided:
 - d) Share capital;
 - e) Total assets;
 - f) Total revenues; and
 - g) Total equity.
5. The licensor must be informed of any changes there may have been to the legal group structure during the period between the annual accounting reference date and the submission of this information to the licensor.
6. If deemed relevant, the licensor may request the licence applicant/licensee to provide other information in addition to that listed above.
7. The licence applicant must confirm that the information about the legal group structure is complete, accurate and in compliance with these regulations. This must be evidenced by way of a brief statement and signature by the executive body/authorised signatories of the licence applicant.

Article 63. Ultimate controlling party, ultimate beneficiary and party with significant influence

1. The licence applicant must provide the licensor with a document which contains information on:
- a) the ultimate controlling party of the licence applicant;
 - b) the ultimate beneficiary of the licence applicant, i.e. a natural person on whose behalf an entity or arrangement is owned or controlled or a transaction is conducted; and
 - c) any party with significant influence over the licence applicant.
2. The following information must be provided in relation to each of the parties identified in paragraph 1 above as at the date of submission of this information to the licensor:



- a) Name and, if applicable, legal form;
 - b) Main activity;
 - c) Percentage of ownership interest and, if different, percentage of voting rights in respect of the licence applicant;
 - d) If applicable, key management personnel; and
 - e) Any other football club in respect of which the party, or any of its key management personnel, has any ownership interest, voting rights or membership or any other involvement or influence whatsoever.
3. The licence applicant must confirm whether any change has occurred in relation to the information indicated in the paragraphs 1 and 2 above during the period covered by the annual financial statements up to the submission of the information to the licensor.
4. If a change has occurred as indicated in paragraph 3 above, it must be described in detail by the licence applicant in the information to the licensor. As a minimum the following information must be provided:
 - a) The date on which the change occurred;
 - b) A description of the purpose of and reasons for the change;
 - c) Implications for the licence applicant's financial, operating and sporting policies; and
 - d) A description of any impact on the licence applicant's equity or debt situation.
5. If deemed relevant, the licensor may request the licence applicant to provide additional information other than that listed above.
6. The licence applicant must confirm that the declaration on the ultimate controlling party, ultimate beneficiary and party with significant influence is complete, accurate and in compliance with these regulations. This must be evidenced by way of a brief statement and signature by the executive body/authorised signatories of both the licence applicant and the licence applicant's ultimate controlling party.

Article. 64. Written representation prior to the licensing decision

1. The licence applicant must submit written representation to the licensor within the seven days prior to the start of the First Instance Body's decision-making process, as defined by the licensor in accordance with Article 10.
2. The licence applicant must confirm:
 - a) that all documents submitted to the licensor are complete, accurate and in compliance with these regulations;
 - b) whether or not any significant change or similar event has occurred in relation to its licensing application or any of the club licensing criteria;
 - c) whether or not any event or condition of major economic importance has occurred that may have an adverse impact on the licence applicant's financial position since the balance sheet date of the preceding audited annual financial statements and reviewed interim financial statements (if so, the management representations letter must include a description of the nature of the event or condition and an estimate of its financial effect, or a statement that such an estimate cannot be made);
 - d) whether or not the licence applicant and, if different, the registered member or any parent company of the licence applicant included in the reporting perimeter is seeking



or has received protection from its creditors pursuant to laws or regulations within the 12 months preceding the licence season.

3. Approval by the licence applicant's management must be evidenced by way of a signature on behalf of the executive body of the licence applicant.

Financial criteria

Article 65. Reporting entity/entities and reporting perimeter

1. The licence applicant determines and provides to the licensor the reporting perimeter, i.e. the entity or combination of entities in respect of which financial information (e.g. single entity, consolidated or combined financial statements) has to be provided in accordance with Annex IV B and assessed in accordance with Annex VI.
2. The reporting perimeter must include:
 - a) the licence applicant and, if different, the registered member of FSF;
 - b) any subsidiary of the licence applicant and, if different, the registered member of FSF;
 - c) any entity, irrespective of whether it is included in the legal group structure, which generates revenues and/or performs services and/or incurs costs in respect of any of the football activities defined in paragraph 3 (a) and (b) below;
 - d) any other entity included in the legal group structure which generates revenues and/or performs services and/or incurs costs in respect of any of the football activities defined in paragraph 3 (c) to (k) below.
3. Football activities include:
 - a) employing/recruiting employees (as defined in Article 71) including payment of all forms of consideration to employees arising from contractual or legal obligations;
 - b) acquiring/selling players' registrations (including loans);
 - c) ticketing;
 - d) sponsorship and advertising;
 - e) broadcasting;
 - f) merchandising and hospitality;
 - g) club operations (administration, matchday activities, travel, scouting, etc.);
 - h) use and management of stadium and training facilities;
 - i) women's football;
 - j) youth development; and
 - k) financing, including equity that results in obligations on the licence applicant, or debt directly or indirectly secured or pledged against the licence applicant's assets or revenues.
4. An entity may be excluded from the reporting perimeter only if the football activities it performs are already entirely reflected in the financial statements of one of the entities included in the reporting perimeter, and
 - a) its activities are entirely unrelated to the football activities defined in paragraph 3 above or the locations, assets or brand of the football club; or



- b) it is immaterial compared with all the entities that form the reporting perimeter and it does not perform any of the football activities defined in paragraph 3 (a) and (b) above.
- 5. The licence applicant must submit a declaration by an authorised signatory which confirms:
 - a) that all revenues and costs related to each of the football activities indicated in paragraph 3 have been included in the reporting perimeter, providing a detailed explanation if this is not the case; and
 - b) whether any entity included in the legal group structure has been excluded from the reporting perimeter, justifying any such exclusion with reference to paragraph 4.

Article 66. Annual financial statements

- 1. The licence applicant must prepare and submit, by the date communicated by the licensor, annual financial statements for the reporting period ending in the year preceding the deadline for submission of the application to the licensor and preceding the deadline for submission of the list of licensing decisions to UEFA.
- 2. Annual financial statements, including comparative amounts for the prior period, must be prepared in accordance with International Financial Reporting Standards or national accounting standards (as applicable) and must include:
 - a) a balance sheet as at the end of the reporting period;
 - b) a profit and loss account/income statement for the reporting period;
 - c) a cash flow statement for the reporting period;
 - d) a statement of changes in equity over the reporting period;
 - e) notes, comprising a summary of significant accounting policies and other explanatory notes; and
 - f) a financial review by management.
- 3. The annual financial statements must be audited by an independent auditor as defined in Annex II.
- 4. If the annual financial statements do not meet the minimum disclosure requirements set out in Annex III, then the licence applicant must also submit to the licensor:
 - a) supplementary information to meet the minimum disclosure requirements set out in Annex III; and
 - b) an assessment report provided by the same auditor that signs the annual financial statements by way of agreed-upon procedures prescribed by the licensor to confirm the completeness and accuracy of the supplementary information.
- 5. If the annual financial statements do not comply with the accounting requirements set out in Annex IV, then the licence applicant must also submit to the licensor:
 - a) restated financial statements that meet the accounting requirements set out in Annex IV, covering the same reporting period and including comparative amounts for the previous comparative reporting period;
 - b) a declaration by the licence applicant's management that the restated financial statements are complete, accurate, and in compliance with the regulations; and



- c) an assessment report provided by the same auditor that signs the annual financial statements by way of agreed-upon procedures prescribed by the licensor in respect of the completeness and accuracy of the restated financial statements.

Article 67. Publication of financial information

The licence applicant must publish on its website or on the website of FSF by the date (which cannot be later than the date of the submission of the list of licensing decision to UEFA) and in the form communicated by FSF:

- a) the audited annual financial information for the last reporting period assessed by the licensor; and
- b) the total amount paid in the latest reporting period to or for the benefit of agents/intermediaries.

Article 68. Interim financial statements

1. If the licence applicant's annual financial statements under Article 66 are for a reporting period ending more than six months before the deadline for submission of the list of licensing decisions to UEFA, then additional financial statements covering the interim period must be prepared and submitted.
2. The interim period starts the day immediately after the annual accounting reference date and ends on the 31 December preceding the deadline for submission of the list of licensing decisions to UEFA.
3. Exceptionally, if a licence applicant has an annual accounting reference date of 31 May, then it may prepare and submit interim financial statements for a six-month period ending 30 November.
4. The interim financial statements, including comparative amounts for the prior interim period, must be prepared in accordance with the same accounting policies as the annual financial statements with the exception of accounting policy changes made after the date of the previous annual financial statements that are to be reflected in the next annual financial statements.
5. The interim financial statements must include:
 - a) a balance sheet as at the end of the interim period;
 - b) a profit and loss account/income statement for the interim period;
 - c) a cash flow statement for the interim period;
 - d) a statement of changes in equity for the interim period; and
 - e) explanatory notes.
6. If the licence applicant did not have to prepare interim financial statements for the prior interim period, then the comparative figures may instead be from the annual financial statements for the immediately preceding reporting period.
7. Interim financial statements must be reviewed or audited by an independent auditor as defined in Annex II.



8. If the interim financial statements do not meet the minimum disclosure requirements as set out in Annex III, then the licence applicant must also submit to the licensor:
 - a) supplementary information to meet the minimum disclosure requirements set out in Annex III; and
 - b) an assessment report provided by the same auditor that signs the annual financial statements by way of agreed-upon procedures prescribed by the licensor in respect of the completeness and accuracy of the supplementary information.
9. If the interim financial statements do not comply with the accounting requirements set out in Annex IV, then the licence applicant must also submit to the licensor:
 - a) restated financial statements that meet the accounting requirements set out in Annex IV, covering the same period and including comparative amounts for the previous comparative period;
 - b) a declaration by the licence applicant's management that the restated financial statements are complete, accurate, and in compliance with the regulations; and
 - c) an assessment report provided by the same auditor that signs the annual financial statements by way of agreed-upon procedures prescribed by the licensor in respect of the completeness and accuracy of the restated financial statements.

Article 69. Net equity rule

1. The licence applicant must report in its annual financial statements or interim financial statements (whichever close as at the 31 December preceding the deadline for submission of the application to the licensor and preceding the deadline for submission of the list of licensing decisions to UEFA) a net equity position which:
 - a) is positive; or
 - b) has improved by 10% or more since the previous 31 December.
2. Net equity means the residual interest in the assets of the entity after deducting all its liabilities as set out in its annual financial statements or interim financial statements as applicable. If a licence applicant's assets exceed its liabilities, then the licence applicant has a net asset position, i.e. positive equity. If a licence applicant's liabilities exceed its assets, then the licence applicant has a net liability position, i.e. negative equity.
3. If a licence applicant does not comply with paragraph 1 above as at 31 December, the licence applicant can submit a new audited balance sheet by 31 March at the latest in order to demonstrate that one of the conditions in Paragraph in 69.01 (a) or (b) has since been fulfilled.
4. For the purpose of compliance with this criterion, equity can include subordinated loans that are, for at least the following 12 months, subordinated to all other liabilities and non-interest-bearing.
5. The licensor's assessment must be in accordance with Annex VI.
6. Exceptionally, a licence applicant can request an alternative assessment date if:



- a) it has an annual accounting reference date of 31 May, in which case it may prepare interim financial statements for a six-month period ending 30 November and use such interim financial statements for the purposes of the net equity rule; or
- b) it has an annual accounting reference date of 30 November, in which case its annual financial statements for the reporting period ending 30 November may be used for the purposes of the net equity rule.

In such exceptional cases a) or b), all references to 31 December in the net equity rule should be understood as 30 November.

Article 70. No overdue payables to football clubs

1. The licence applicant must prove that as at the 31 March preceding the licence season, it has no overdue payables (as defined in Annex V) to other football clubs as a result of obligations arising from transfers due to be paid by the 28 February preceding the licence season.
2. Payables are those amounts due to football clubs as a result of:
 - a) transfers of professional players (as defined in the FIFA Regulations on the Status and Transfer of Players), including any amount payable upon fulfilment of certain conditions;
 - b) players registered for the first time as professionals, including any amount payable upon fulfilment of certain conditions;
 - c) training compensation and solidarity contributions as defined in the *FIFA Regulations on the Status and Transfer of Players*; and
 - d) any joint and several liability decided by a competent authority for the termination of a contract by a player.
3. The licence applicant must prepare and submit to FSF a transfers table unless the transfer information has already been disclosed to the licensor under existing national transfer requirements (e.g. national clearing house system) and the licensor is able to extract and assess all the required information as described in paragraphs 4 and 5 below. A transfer table must be prepared even if there have been no transfers/loans during the relevant period.
4. The licence applicant must disclose:
 - a) all new player registrations (including loans) as a result of transfer agreements concluded in the 12-month period up to 28 February, irrespective of whether there is an amount outstanding as at 28 February;
 - b) all transfers for which a payable is outstanding as at 28 February (whether they relate to the release or registration of players and irrespective of when the transfers were undertaken); and
 - c) all transfers subject to any amounts disputed as at 28 February (as defined in Annex V).
5. The transfers table must contain the following information as a minimum (in respect of each player transfer):
 - a) Player's name and date of birth;
 - b) Date of the transfer agreement;
 - c) Name of the football club that is the creditor;



- d) Transfer (or loan) fee paid or payable (including training compensation and solidarity contribution) even if payment has not been requested by the creditor;
 - e) Other direct costs of the player's registration paid or payable;
 - f) Any other compensation paid or payable in the scope of a transfer agreement;
 - g) Amounts settled (as defined in Annex V) before 28 February and payment date(s);
 - h) Balance payable as at 28 February, including the due date(s) for each unpaid element;
 - i) Amounts overdue as at 28 February, including the due date(s) for each unpaid element and, if applicable, amounts settled between 28 February and 31 March together with the settlement dates as well as any remaining overdue payable as at 31 March (rolled forward from 28 February), together with explanatory comment;
 - j) Amounts deferred as at 28 February (as defined in Annex V), including the original and new due date(s) for each deferred element, and the date when a written agreement between the parties was concluded;
 - k) Amounts disputed as at 28 February (as defined in Annex V), including the case references and a brief description of the positions of all involved parties; and
 - l) Conditional amounts (contingent liabilities) not yet recognised in the balance sheet as at 28 February.
6. The licence applicant must reconcile its liabilities as per the transfers table to its underlying accounting records.
 7. The licence applicant must confirm that the transfers table is complete, accurate and in compliance with these regulations. This must be evidenced by way of a brief statement and signature by the executive body/authorised signatories of the licence applicant.

Article 71. No overdue payables in respect of employees

1. The licence applicant must prove that as at 31 March preceding the licence season, it has no overdue payables (as defined in Annex V) in respect of its employees as a result of contractual or legal obligations due to be paid by the 28 February preceding the license season.
2. Payables are all forms of consideration due in respect of employees as a result of contractual or legal obligations, including wages, salaries, image rights payments, bonuses and other benefits as specified in Annex K.1.2(c) in *UEFA Club Licensing and Financial Sustainability Regulations (Edition 2022)*.
3. The term "employees" includes the following persons:
 - a) All professional players according to the *FIFA Regulations on the Status and Transfer of Players*;
 - b) All administrative, technical, medical and security staff performing any of the functions referred to in Article 36 to Articles 52; and
 - c) Service providers performing any of the functions referred to in Article 36 to Article 52.
4. If any of the "employees" is employed by, contracted to, a consultant of or otherwise provides services to an entity within the legal group structure or the reporting perimeter other than the licence applicant, these payables must be also included in the scope of paragraph 1 above.



5. Amounts payable to persons who, for various reasons, are no longer employed or engaged by the licence applicant or an entity within the legal group structure of the licence applicant fall within the scope of this criterion and must be settled within the period stipulated in the contract or defined by law, regardless of how such payables are accounted for in the financial statements.
6. The licence applicant must prepare and submit to the licensor an employees table showing the following total balances in respect of the employees as at the 28 February preceding the licence season:
 - a) Total balance payable;
Total amount overdue as well as any remaining overdue amount as at 31 March (rolled forward from 28 February);
 - a. Total amount deferred (as defined in Annex V); and
 - b. Total amount disputed (as defined in Annex V).
7. The following information must be given, as a minimum, in respect of each overdue, deferred or disputed amount as at 28 February, together with an explanatory comment:
 - a) Name and position/function of the employee (irrespective of whether the person was employed or engaged during the year up to 28 February);
 - b) Start date and end date (if applicable);
 - c) Amounts overdue, including the due date(s) for each unpaid element and, if applicable, amounts settled between 28 February and 31 March together with the settlement dates as well as any remaining overdue payable as at 31 March (rolled forward from 28 February);
 - d) Amounts deferred, including the original and new due date(s) for each deferred element, and the date when a written agreement between the parties was concluded; and
 - e) Amounts disputed, including the case references and a brief description of the positions of all involved parties.
8. The licence applicant must reconcile its liabilities as per the employees table to its underlying accounting records.
9. The licence applicant must confirm that the employees table is complete, accurate and in compliance with these regulations. This must be evidenced by way of a brief statement and signature by the executive body/authorised signatories of the licence applicant.

Article 72. No overdue payables to social/tax authorities

1. The licence applicant must prove that as at the 31 March preceding the licence season, it has no overdue payables (as defined in Annex V) to social/tax authorities as a result of contractual or legal obligations in respect of all employed individuals due to be paid by the 28 February preceding the license season.
2. Payables are those amounts due to social/tax authorities as a result of contractual or legal obligations in respect of all employed individuals. Payables include, but are not limited to, personal income tax, pension fund payments, social security and similar payments.
3. The licence applicant must submit to the licensor a social/tax table as at the 28 February preceding the license season showing:



- a) total balance payable to the social/tax authorities;
total amount overdue as well as any remaining overdue amount as at 31 March (rolled forward from 28 February);
 - a. total amount deferred (as defined in Annex V);
 - b. total amount disputed (as defined in Annex V); and
 - c. total amount subject to a pending decision by the competent authority (as defined in Annex V).
4. The following information must be given, as a minimum, in respect of each overdue, deferred, disputed or pending amount as at 28 February, together with explanatory comment:
 - a) Name of the creditor;
 - b) Amounts overdue, including the due date(s) for each unpaid element and, if applicable, amounts settled between 28 February and 31 March together with the settlement dates as well as any remaining overdue payable as at 31 March (rolled forward from 28 February);
 - c) Amounts deferred, including the original and new due date(s) for each deferred element, and the date when a written agreement between the parties was concluded;
 - d) Amounts subject to a pending decision by the competent authority and a brief description of the licence applicant's request; and
 - e) Amounts disputed, including the case references and a brief description of the positions of all involved parties.
5. The licence applicant must reconcile its liabilities as per the social/tax table to its underlying accounting records.
6. The licence applicant must confirm that the social/tax table is complete, accurate and in compliance with these regulations. This must be evidenced by way of a brief statement and signature by the executive body/authorised signatories of the licence applicant.

Article 73. No overdue payables in respect of UEFA and the licensor

1. The licence applicant must prove that as at the 31 March preceding the licence season, it has no overdue payables (as defined in Annex V) in respect of UEFA, additional entities designated by UEFA or the licensor as a result of obligations due to be paid by the 28 February preceding the licence season.
2. Payables in respect of UEFA include, but are not limited to, financial contributions imposed by the CFCB.
3. By the deadline and in the form communicated by the licensor, the licence applicant must prepare and submit a declaration confirming total payables to UEFA, additional entities designated by UEFA and the licensor and the absence or existence of overdue payables.



Article 74. Future financial information

1. The licence applicant must prepare and submit future financial information to demonstrate to the licensor its ability to continue as a going concern until the end of the licence season if the auditor's report in respect of the annual financial statements or interim financial statements submitted in accordance with Article 66 and Article 68 includes, regarding the going concern, an emphasis of matter, a key audit matter or a qualified opinion/conclusion.
2. Future financial information must cover the period commencing immediately after the later of the annual accounting reference date of the annual financial statements or, if applicable, the balance sheet date of the interim financial statements, and it must cover at least the entire licence season.
3. Future financial information consists of:
 - a) a budgeted balance sheet, with comparative figures for the immediately preceding reporting period and interim period (if applicable);
 - b) a budgeted profit and loss account/income statement, with comparative figures for the immediately preceding reporting period and interim period (if applicable);
 - c) a budgeted cash flow statement, with comparative figures for the immediately preceding reporting period and interim period (if applicable);
 - d) explanatory notes, including a brief description of each of the significant assumptions (with reference to the relevant aspects of historic financial and other information) that have been used to prepare the future financial information, as well as of the key risks that may affect the future financial results.
4. Future financial information must be prepared, as a minimum, on a quarterly basis.
5. Future financial information must be prepared in a way that is consistent with the audited annual financial statements and follows the same accounting policies as those applied for the preparation of the annual financial statements except for accounting policy changes made after the date of the most recent annual financial statements that are to be reflected in the next annual financial statements, in which case details of must be disclosed.
6. Future financial information must meet the minimum disclosure requirements as set out in Annex III and the accounting principles as set out in Annex IV. Additional line items or notes must be included if they provide clarification or if their omission would make the future financial information incomplete and/or inaccurate.
7. Future financial information with the assumptions upon which they are based must be approved by the licence applicant's management. This must be evidenced by way of a declaration by the licence applicant's management that the future financial information submitted is complete, accurate and in compliance with the regulations.

PART III. Final provisions

Article 75. Language of correspondence

All correspondence between UEFA and FSF and/or the licensees must be in English and UEFA may ask FSF and/or licensees for a certified translation of documents at their expense.

Article 76. Annexes

All Annexes to the present regulations form an integral part thereof.

Article 77. Compliance audits

1. UEFA and/or its nominated bodies/agencies reserve the right to, at any time, to conduct compliance audits of the licensor and of the licence applicant/licensee.
2. Compliance audits aim to ensure that the licensor and the licence applicant/licensee have fulfilled their obligations as defined in these regulations and that the UEFA Licence was correctly awarded at the time of the licensor's final decision.
3. For the purpose of the compliance audits, in the event of any discrepancy in the interpretation of these regulations between the English version and a Faroese version, if applicable, of these regulations, the English version prevails.

Article 78. Disciplinary procedures

1. The club licensing decision-making bodies have the competence to decide on whether the licence applicant / licensee has fulfilled the **mandatory** criteria in Chapter 3 (as defined in Article 18 (1)) in order to be granted a UEFA license or whether the UEFA license should be withdrawn. The decisions of the club licensing decision-making bodies cannot be appealed to the FSF Disciplinary Committee.
2. The FSF Disciplinary Committee has the competence to decide on and to impose sanctions against the license applicant / licensee for any failure to fulfil other criteria in these regulations (as defined in Article 18 (2)), including violations of other licensing regulations (e.g. submission of falsified documents, non-respect of deadlines, sanctions against individuals, etc.). The FSF Disciplinary Regulations forms the legal basis for such decisions.

Article 79. Implementing provisions

FSF shall take the decisions and adopt, in the form of directives, circular letters or any other relevant documents, the detailed provisions necessary for implementing these regulations.



Article 80. Adoption, abrogation, amendments and entry into force

1. These regulations were adopted by the FSF Executive Committee on **5 December 2022** and with further minor corrections (in accordance with UEFA corrections) reflected therein as approved at its meeting on 27 February 2023.
2. These regulations replace the *FSF Club Licensing Regulations, edition 2022*, adopted by the FSF Executive Committee on 27 October 2021.
3. These regulations cannot be amended during the licensing process, unless duly approved by UEFA.
4. These regulations in its corrected form approved on 27 February 2023 come into force immediately after their adoption by the FSF Executive Committee.



Annex I: Exceptions policy

A. Principle

1. The UEFA administration or the CFCB may, in accordance with Article 13, grant exceptions on the following matters:
 - a) Non-applicability of a minimum requirement concerning the decision-making bodies or process defined in Article 7 due to national law or for any other reason;
 - b) Non-applicability of a minimum requirement concerning the core process defined in Article 10 due to national law or for any other reason;
 - c) Non-applicability of a minimum assessment procedure defined in Article 11 due to national law or for any other reason;
 - d) Non-applicability of the three-year rule defined in Article 14;
 - e) Non-applicability of a certain criterion defined in part II, Chapter 3: and the relevant annexes due to national law or for any other reason;
 - f) Extension of the introduction period for the implementation of a criterion or a category of criterion defined in part II, Chapter 3.
2. Exceptions related to paragraphs a), b), c), e) and f) are granted to FSF and apply to all clubs that are registered with FSF and apply for a licence to enter UEFA club competitions.
3. Exceptions related to item d) are granted to the individual club that applies for a UEFA license.

B. Process

1. The UEFA administration or the CFCB acts as the decision-making body on exception requests. UEFA decides on all exceptions related to Annex I.1.1(a), (b), (c), (e) and (f), and the CFCB decides on exception requests related to Annex I.1.1(d).
2. An exception request must be in writing, clear and well founded.
3. Exception requests related to Annex I.1.1(a), (b), (c), (e) and (f) must be submitted by the licensor by the deadline and in the form communicated by UEFA.
4. Exception requests related to Annex I.1.1(d) must be submitted by the licensor on behalf of the licence applicant by the deadline and in the form communicated by UEFA. It is the responsibility of the licence applicant/licensee to ensure that the request is complete and accurate.
5. The UEFA administration and the CFCB use the necessary discretion to grant exceptions within the limits of these regulations.
6. The status and situation of football and of the licence applicant within the territory of FSF will be taken into account when considering an exception. This encompasses, for example:
 - a) size of the territory, population, geography, economic background;



- b) size of the UEFA member association (number of clubs, number of registered players and teams, size and quality of the administration of the association, etc.);
 - c) level of football (professional, semi-professional or amateur clubs);
 - d) status of football as a sport within the territory and its market potential (average attendance, TV market, sponsorship, revenue potential, etc.);
 - e) UEFA coefficient (association and its clubs) and FIFA ranking;
 - f) stadium ownership situation (club, city/community, etc.) within the association;
 - g) support (financial and other) from the national, regional and local authorities, including the national sports ministry;
 - h) protection of creditors;
 - i) club's legal group structure and reporting perimeter;
 - j) club's identity.
7. A decision related to Annex I.1.1(a), (b), (c), (e) and (f) will be communicated to the licensor in writing, stating the reasoning. The licensor must then communicate it to all licence applicants concerned.
8. A decision related to Annex I.1.1(d) will be communicated to the licensor and the requesting club in writing, stating the reasoning.
9. Appeals can be lodged against final decisions made by the UEFA administration or the CFCB in writing before the Court of Arbitration for Sport (CAS) in accordance with the relevant provisions laid down in the UEFA Statutes.



Annex II: Determination of the auditor and auditor's assessment procedures

A. Principle

1. The auditor must be independent and in compliance with the International Federation of Accountants (IFAC) Code of Ethics for Professional Accountants (see Articles 66 and 68 and Annex IV).
2. The auditor must be a member of Felagið Føroyskir Grannskoðarar or be authorized by national law to carry out audit work.

B. Assessment procedures

1. The auditor must audit the annual financial statements. The auditor's report must:
 - a) include a statement confirming that the audit was conducted in accordance with the International Standards on Auditing or relevant national auditing standards or practices where these comply with, as a minimum, the requirements of the International Standards on Auditing; and
 - b) be submitted to the licensor together with the annual financial statements to form a basis for the licensing decision.
2. The auditor must, as a minimum, review the interim financial statements. The auditor's report must:
 - a) include a statement confirming that the review was conducted in accordance with either the International Standard on Review Engagements (ISRE) 2410, 'Review of Interim Financial Information Performed by the Independent Auditor of the Entity', or relevant national standards or practices for such reviews where these comply with, as a minimum, the requirements of ISRE 2410; and
 - b) be submitted to the licensor together with the interim financial statements to form a basis for the licensing decision.
3. The auditor must assess supplementary information and/or restated financial statements, if any. The auditor's report of factual findings must:
 - a) describe the procedures prescribed by the licensor and the findings in respect of each;
 - b) include a statement confirming that the assessment was conducted by way of agreed-upon procedures according to ISRS 4400 or relevant national standards or practices where these comply with, as a minimum, the requirements of ISRS 4400; and
 - c) be submitted to the licensor together with the supplementary information to form a basis for the licensing decision.
4. Financial information other than that defined in paragraphs 1 to 3 above may be assessed by an auditor. In this case, the auditor's report must:



- a) include a statement confirming that the assessment was conducted either:
 - i. by way of agreed-upon procedures according to ISRS 4400 or relevant national standards or practices where these comply with, as a minimum, the requirements of ISRS 4400; or
 - ii. for the assessment of future financial information (if applicable), according to the International Standards for Assurance Engagements (ISAE) 3400 or relevant national standards or practices where these comply with, as a minimum, the requirements of ISAE 3400; and
- b) be submitted to the licensor together with the relevant documentation to form a basis for the licensing decision.

Annex III: Disclosure requirements for the financial statements

A. Principles

1. Notwithstanding the requirements of national accounting practice (in faroese: Ársroknskaparlógin), the financial criteria of these regulations require licence applicants/licensees to present a specific minimum level of financial information to the licensor as set out in Article 66, Article 68 and Article 74.
2. Each component of the financial statements must be identified clearly. The following information must be displayed prominently, and repeated where necessary within the financial statements, for a proper understanding of the information presented:
 - a) The name (and legal form), domicile and business address of the reporting entity/entities and any change in that information since the previous annual accounting reference date;
 - b) Whether the financial information covers the individual licence applicant/licensee, a group of entities or some other combination of entities, and a description of the structure and composition of any such group or combination;
 - c) The annual accounting reference date and the period covered by the financial information (for both current and comparative information); and
 - d) The presentation currency.
3. If the annual financial statements and/or interim financial statements are not in compliance with the disclosure requirements set out in Annex III, then the licence applicant must also submit to the licensor:
 - a) supplementary information to meet the disclosure requirements set out in Annex III;
 - b) an assessment report provided by the same auditor that signs the annual financial statements and/or interim financial statements by way of agreed-upon procedures prescribed by the licensor in respect of the completeness and accuracy of the restated financial statements.

B. Balance sheet

1. The minimum disclosure requirements for balance sheet items are stated below.

Assets

- i. Cash and cash equivalents
- ii. Accounts receivable from player transfers (current and non-current)
- iii. Accounts receivable from group entities and other related parties (current and non-current)
- iv. Other current accounts receivable
- v. Tax assets (current and non-current)
- vi. Inventories



- vii. Other assets (current and non-current)
- viii. Tangible assets
- ix. Intangible assets – player registrations
- x. Intangible assets – other
- xi. Investments

Liabilities

- xii. Bank overdrafts
- xiii. Bank and other loans (current and non-current)
- xiv. Accounts payable to group entities and other related parties (current and non-current)
- xv. Accounts payable relating to player transfers (current and non-current)
- xvi. Accounts payable to employees (current and non-current)
- xvii. Accounts payable to social/tax authorities (current and non-current)
- xviii. Accruals and deferred income (current and non-current)
- xix. Other tax liabilities (current and non-current)
- xx. Other current accounts payable
- xxi. Provisions (short-term and long-term)
- xxii. Other liabilities (current and non-current)

Net assets/liabilities

- xxiii. Net assets/liabilities

Equity

- xxiv. Share/fund capital
- xxv. Revaluation reserve
- xxvi. other reserves
- xxvii. Retained earnings

2. Management may consider that line items (i) to (xxvii) are best presented on the face of the balance sheet or in the notes.

C. Profit and loss account

1. The minimum disclosure requirements for the profit and loss account are stated below.

Revenue

- i. Gate receipts
- ii. Sponsorship and advertising
- iii. Broadcasting rights
- iv. Commercial activities
- v. UEFA solidarity and prize money
- vi. Grants/subsidies from national football body or government
- vii. Other operating income
- viii. Total revenue (sum of items i to vii)



Expenses

- ix. Costs of sales/materials
- x. Employee benefit expenses (players and other employees)
- xi. Depreciation and impairment of tangible assets
- xii. Amortisation and impairment of other intangible assets (excluding player registrations)
- xiii. Other operating expenses
- xiv. Total operating expenses (sum of items ix to xiii)

Player registrations

- xv. Amortisation of player registrations and impairment of player registrations
- xvi. Profit/loss on disposal of player registrations
- xvii. Other transfer income/expenses
- xviii. Total net result of accounting for player registrations (sum of items xv and xvii)

Non-operating items

- xix. Profit/loss on disposal of tangible or intangible assets
 - xx. Finance income and expense
 - xxi. Other non-operating income/expense
 - xxii. Tax income/expense
 - xxiii. Net result (sum of items viii, xiv, xviii and xix to xxii)
2. Management may consider that line items (i) to (xxiii) are best presented on the face of the profit and loss account or in the notes.

D. Cash flow statement

1. The cash flow statement must report cash flows for the financial period, classified separately as stated below.

Cash flow from operating activities

Operating activities are the principal revenue-producing activities of the reporting entity and other activities that are not investing or financing activities. Therefore, they generally result from the transactions and other events that enter into the determination of net result. The minimum disclosure requirements are stated below:

- i. Net cash inflow/outflow from operating activities

Cash flows from investing activities

Investing activities are the acquisition and disposal of long-term assets (including player registrations) and other investments not included in cash equivalents. The reporting entity must separately report each major class of gross cash receipts and gross cash payments arising from investing activities. The minimum disclosure requirements are stated below:

- i. Cash inflow/outflows from acquisition/disposal of player registrations
- ii. Cash inflow/outflows from acquisition/disposal of tangible or intangible assets
- iii. Other cash inflow/outflows from investing activities



Cash flows from financing activities

Financing activities are activities that result in changes in the size and composition of the contributed equity share capital and borrowings of the reporting entity. The entity must separately report each major class of gross cash receipts and gross cash payments arising from financing activities. The minimum disclosure requirements are stated below:

- i. Cash inflow/outflows from borrowings – shareholders and related party
- ii. Cash inflow/outflows from borrowings – financial institutions
- iii. Cash inflow from increase of capital/equity
- iv. Cash outflows from dividends paid to owners/shareholders
- v. Other cash inflow/outflows from financing activities

Other cash flows

Cash flows from interest and dividends received and paid must each be disclosed separately. Each must be disclosed in a consistent manner from period to period as either operating, investing or financing activities.

Cash flows arising from taxes on income must be disclosed separately and classified as cash flows from operating activities unless they can be appropriately and specifically identified as financing or investing activities.

2. The components of cash and cash equivalents must be disclosed and a reconciliation of the amounts in the cash flow statement presented, with the equivalent items reported in the balance sheet.

E. Notes to the financial statements

1. Notes to the annual financial statements must be presented in a systematic manner. Each item on the face of the balance sheet, profit and loss account and cash flow statement must be cross-referenced to any related information in the notes. The minimum requirements for disclosure in notes are as follows:

a) *Accounting policies*

The basis of preparation of the financial statements and a summary of the significant accounting policies used.

b) *Tangible assets*

Each class of tangible asset must be disclosed separately, e.g. property, stadium and equipment, and right-of-use assets.

The following information must be disclosed for each class of tangible asset:

- i) The gross carrying amount and the accumulated depreciation (aggregated with accumulated impairment losses) at the beginning and end of the period; and
- ii) A reconciliation of the carrying amount at the beginning and the end of the period, showing additions, disposals, increases or decreases during the period resulting from revaluations, any impairment losses recognised in the profit and loss account during the period, any impairment losses reversed in the profit and loss account during the period, and depreciation.

The depreciation methods and useful lives (or depreciation rates) used must be disclosed in the accounting policy notes.

c) *Intangible assets*



Each class of intangible asset must be disclosed separately e.g. player registrations, goodwill, and other intangible assets.

The following information must be disclosed for each class of intangible asset:

- i) The gross carrying amount and the accumulated amortisation (aggregated with accumulated impairment losses) at the beginning and end of the period; and
- ii) A reconciliation of the carrying amount at the beginning and the end of the period, showing additions, disposals, any decreases during the period resulting from impairment losses recognised in the profit and loss account during the period, and amortisation.

See Annex IV for further information on accounting requirements for player registrations.

d) *Pledged revenues and assets*

The reporting entity must disclose:

- i) The existence and amounts of restrictions on title, and property, plant and equipment (such as the stadium and training facilities) pledged as security for liabilities or contingent liabilities;
- ii) The existence and carrying amounts of intangible assets whose title is restricted and the carrying amount of intangible assets (such as player registrations) pledged as security for liabilities or contingent liabilities; and
- iii) The existence and carrying amount of financial assets and/or amount of future income (such as receivables and future income in respect of disposal of a player's registration, competition distributions/prize money, season ticket and other gate receipts, broadcasting rights and sponsorship arrangements) pledged as security for liabilities or contingent liabilities.

e) *Investments*

Investments must include investments in subsidiaries, jointly controlled entities and associates. In respect of investments in subsidiaries, jointly controlled entities and associates, the following information must be disclosed as a minimum for each investment:

- i) Name;
- ii) Country of incorporation or residence;
- iii) Type of business/operations of the entity;
- iv) Proportion of ownership interest;
- v) If different, proportion of voting power held; and
- vi) Description of the method used to account for the investments.

f) *Bank overdrafts and loans*

For each class of financial liability the following must be disclosed:

- i) Information about the extent and nature of the financial instruments, including amounts and duration and any significant terms and conditions that may affect the amount, timing and certainty of future cash flows; and



ii) The accounting policies and methods adopted, including the criteria for recognition and the basis of measurement applied.

g) *Provisions*

Provisions must be disclosed in separate classes. In determining which provisions may be aggregated to form a class, it is necessary to consider whether the nature of the items is sufficiently similar to be combined in a statement of a single amount.

For each class of provision, the carrying amount at the beginning and end of the period, the amount utilised and any amount released, or credited, in the period must be disclosed.

h) *Issued capital and reserves*

Share capital, revaluation reserves, other reserves and retained earnings must be disclosed separately.

i) *Share/fund capital*

In relation to share capital issued during the reporting period, the following must be disclosed:

- Number and type of shares issued;
- Share premium (if applicable) arising on the shares issued;
- Total amount raised as a result of the issuing of shares;
- Reason for the issuing of new shares.

ii) *Revaluation reserves*

Where items of property, stadium, equipment and/or intangible assets are stated at revalued amounts, the revaluation surplus, indicating the change for the reporting period and any restrictions on the distribution of the balance to shareholders, must be disclosed.

iii) *Other reserves*

Any other form of reserves that is not contained in revaluation reserves, including any changes for the reporting period and any restrictions on the distribution of the balance to shareholders, must be disclosed.

iv) *Retained earnings*

The balance of retained earnings, i.e. accumulated profit or loss at the beginning of the reporting period and at the balance sheet date, and changes during the reporting period must be disclosed.

i) *Controlling party and ultimate controlling party*

When the reporting entity is controlled by another party, the related party relationship and the name of that party must be disclosed and, if different, that of the ultimate controlling party. This information must be disclosed irrespective of whether any transactions have taken place between the reporting entity and the controlling party or parties.

j) *Related-party transactions*

A related-party transaction means a transfer of resources, services or obligations between related parties, regardless of whether a price has been charged. A related-party transaction may or may not have taken place at fair value.



If there have been one or more related party transactions during the reporting period, the reporting entity must disclose the nature of the related party relationship, as well as information about the transaction(s) and outstanding balances, including commitments, necessary for an understanding of the potential effect of the relationship on the financial statements. Items of a similar nature may be disclosed in aggregate except when separate disclosure is necessary to understand the effects of related-party transactions on the financial statements of the reporting entity.

As a minimum, disclosures for each related party must include:

- i) the amount and the nature of the transaction(s);
- ii) the amount of outstanding balances, including commitments, and:
 - their terms and conditions, including whether they are secured, and the nature of the consideration to be provided in settlement; and
 - details of any guarantees given or received;
- iii) provisions for doubtful debts related to the amount of outstanding balances; and
- iv) the expense recognised during the period in respect of bad or doubtful debts due from related parties.

The disclosures required must be made separately for each of the following categories:

- The parent;
- Entities with joint control or significant influence over the reporting entity;
- Subsidiaries;
- Associates;
- Joint ventures in which the reporting entity is a venturer;
- The entity or its parent's key management personnel; and
- Other related parties.

Confirmation that related-party transactions were made on terms equivalent to those that prevail in arm's length transactions must be given if such terms can be substantiated.

k) *Contingent liabilities*

Unless the possibility of any outflow in settlement is remote, for each class of contingent liability the reporting must disclose a brief description of the nature of the contingent liability at an annual accounting reference date and, where practicable:

- i) an estimate of its financial effect;
- ii) an indication of the uncertainties relating to the amount or timing of any outflow; and
- iii) the possibility of any reimbursement.

l) *Events after the balance sheet date*

Material non-adjusting events after the balance sheet date must be disclosed including the nature of the event and an estimate of its financial effect, or a statement that such an estimate cannot be made. Examples of such events are:



- i) fixed-term borrowing approaching maturity without realistic prospects of renewal or repayment;
- ii) substantial operating losses;
- iii) discovery of material fraud or errors that show the financial statements are incorrect;
- iv) management determining that it intends to liquidate the entity or to cease trading, or that it has no realistic alternative but to so do;
- v) player transactions where the amounts paid or received are material;
- vi) transactions relating to property, e.g. in relation to the club's stadium.

m) *Other disclosures*

i) Agent/intermediary fees

The total amount incurred in the reporting period in respect of or for the benefit of agents/intermediaries must be disclosed.

ii) Tax expense

The components of tax expense must be disclosed separately. That is, the aggregate amount included in the determination of net profit or loss for the reporting period in respect of current and/or deferred tax.

iii) Miscellaneous

Any additional information or disclosure that is not presented on the face of the balance sheet, profit and loss account or cash flow statement, but is relevant to an understanding of any of those statements and/or is required to meet the minimum financial information requirements, must be disclosed.

2. Notes to the interim financial statements consist, as a minimum, of:

- a) a statement that the same accounting policies and methods of computation are followed in the interim financial statements as in the most recent annual financial statements or, if those policies or methods have been changed, a description of the nature and effect of the change;
- b) notes equivalent to those in the annual financial statements as defined in Annex III E(1); and
- c) disclosure of any events or transactions that are material to an understanding of the interim period.

F. Player identification table

- 1. All licence applicants/licensees must prepare and submit to the licensor a player identification table.
- 2. The player identification table must be provided to the auditor, who must reconcile the aggregate figures in the player identification table to the relevant figures in the balance sheet and profit and loss account in the annual financial statements and interim financial



statements. However, the player identification table does not need to be disclosed within the annual financial statements or interim financial statements.

3. The minimum information to be included in the player identification table in respect of each relevant player is as follows:
 - a) Name and date of birth;
 - b) Start date of original player contract and end date of current contract;
 - c) Costs of the player's registration;
 - d) Accumulated amortisation brought forward and as at the end of the period;
 - e) Amortisation of the player's registration in the period;
 - f) Impairment of the player's registration in the period;
 - g) Disposals of the player's registration (cost and accumulated amortisation);
 - h) Net book value (carrying amount);
 - i) Profit/loss on disposal of the player's registration; and
 - j) Sell-on rights (or similar), i.e. description and (if possible) quantification of any sell-on rights to a football club that formerly held the player's registration, excluding training compensation and/or solidarity contributions.
4. Relevant players, about whom details are required in the player identification table, are:
 - a) All players whose registration is held by the licence applicant/licensee at any time during the period and in respect of whom some direct acquisition cost has been incurred (at some point in time in the reporting period or prior periods); and
 - b) all players in respect of whom some income/profit (or loss) has been recognised (at some point in time in the reporting period).
5. For licence applicants/licensees who have restated player accounting figures to meet the accounting requirements of these regulations, these aggregate figures from the player identification table must agree with/be reconciled to the restated financial statements.

G. Financial review by management

1. The annual financial statements must include a financial review or commentary by management (sometimes referred to as a directors' report) that describes and explains the main features of the reporting entity's financial performance and financial position and the principal risks and uncertainties it faces.
2. The annual financial statements must also include the names of persons who were members of the reporting entity's executive body or board of directors and its supervisory bodies at any time during the year.



Annex IV: Accounting requirements for the preparation of financial statements

A. Principles

1. Financial statements as defined in Article 66 and Article 68 must be based on the accounting standards required by local legislation for incorporated companies – either the applicable financial reporting framework of the Faroe Islands, the International Financial Reporting Standards or the International Financial Reporting Standard for Small and Medium-sized Entities – regardless of the legal structure of the licence applicant.
2. Financial statements must be prepared on the assumption that the licence applicant is a going concern, meaning it will continue in operation for the foreseeable future. It is assumed that the licence applicant has no intention or need to go into liquidation, cease trading or seek protection from creditors pursuant to laws or regulations.
3. The financial reporting framework, suitable as a basis for the preparation of financial statements, must contain certain underlying principles including:
 - a) fair presentation;
 - b) consistency of presentation;
 - c) accrual basis for accounting;
 - d) separate presentation of each material class of items;
 - e) no offsetting of assets and liabilities or income and expenses.
4. Notwithstanding that each licence applicant has to prepare annual financial statements and interim financial statements under its own national accounting practice for incorporated companies, the International Financial Reporting Standards or the International Financial Reporting Standard for Small and Medium-sized Entities, these regulations include specific accounting requirements to be complied with as set out in Annex IV, B to F.
5. If the annual financial statements and/or interim financial statements are not in compliance with the accounting requirements set out in Annex IV, then the licence applicant must also submit to the licensor:
 - a) restated financial statements to meet the accounting requirements set out in Annex IV, covering the same period and including comparative amounts for the previous comparative period;
 - b) a declaration by the licence applicant's management that the restated financial statements are complete, accurate and in compliance with the regulations; and
 - c) an assessment report provided by the same auditor that signs the annual financial statements and/or interim financial statements by way of agreed-upon procedures prescribed by the licensor in respect of the completeness and accuracy of the restated financial statements.
6. Restated financial statements must include:
 - a) a restated balance sheet as at the end of the period;



- b) a restated profit and loss account/income statement for the period;
- c) a restated statement of changes in equity for the period; and
- d) notes, comprising a summary of significant accounting policies, other explanatory notes, and a note (or notes) reconciling the balance sheet and profit and loss account/income statement between the restated financial statements and the relevant annual financial statements or interim financial statements.

B. Consolidation/combination requirements

1. The financial information of all entities included in the reporting perimeter (as defined in Article 65) must be either consolidated or combined as if they were a single company.
2. Consolidated financial statements are the financial statements of a group in which the assets, liabilities, equity, income, expenses and cash flows of the parent and its subsidiaries are presented as those of a single company.
3. Combined financial statements are those that include information about two or more commonly controlled entities without information about the controlling entity.

C. Accounting requirements for the permanent transfer of a player's registration

1. The acquisition of a player's registration must be recognised in the financial statements when all significant conditions for the transfer to take place have been satisfied, i.e. it is effectively unconditional, which means that there must be a legally binding agreement between the two clubs and between the acquiring club and the player.
2. The disposal of a player's registration must be recognised in the licence applicant's financial statements when all significant conditions for the transfer to take place have been satisfied, i.e. it is effectively unconditional and the risks and rewards have been transferred to the new club.
3. Licence applicants that capitalise the costs of a player's registration as an intangible asset must apply certain minimum accounting requirements as described in Annex IV C(4), Annex IV C(5) and Annex IV C(6) of this part Annex IV C. A licence applicant can expense the costs of a player's registration rather than capitalise them as an intangible asset if this is permitted under national accounting practice.
4. The minimum accounting requirements for licence applicants that capitalise the costs of a player's registration as an intangible asset are as follows:
 - a) Only the directly attributable costs of a player's registration can be capitalised as an intangible asset. For accounting purposes, the carrying value of an individual player must not be revalued upwards, even though a license applicant's management may believe market value is higher than carrying value. In addition, whilst it is acknowledged that a licence applicant may be able to generate some value from the use and/or transfer of locally trained players, for accounting purposes costs relating to a license applicant's own youth sector must not be included in the balance sheet – as only the costs of a player's registration are to be capitalised. All forms of



consideration to and/or benefit of players (such as sign-on fees) must be treated as employee benefits expenses and not costs of a player's registration. Finance costs arising in respect of borrowings are treated as finance costs and are not costs of a player's registration even if the borrowings were obtained to help finance the acquisition of player registrations.

- b) Amortisation of costs of a player's registration must begin when the player's registration is acquired. Amortisation ceases when the asset is fully amortised or derecognised (i.e. the registration is considered as being permanently transferred to another club), whichever comes first.
- c) In respect of each individual player's registration, the depreciable amount must be allocated on a systematic basis over its useful life. This is achieved by the systematic allocation of the cost of the asset as an expense from the date the player's registration is acquired and over the period of the player's contract. If the period of a player's contract with the club is extended, then the intangible asset carrying value of the player's registration plus any additional directly attributable contract negotiation costs (e.g. agent/intermediary fees) are to be amortised over the extended period of the player's contract or over the remaining period of the original contract.
- d) All capitalised player values must be reviewed for impairment each year by the license applicant's management. If the recoverable amount for an individual player is lower than the carrying amount on the balance sheet, the carrying amount must be adjusted to the recoverable amount and the adjustment charged to the profit and loss account as an impairment cost. It is recommended that each licensor requires each of its licence applicants to apply consistent accounting policies in respect of player registration costs.

In exceptional circumstances when it becomes clear by the annual accounting reference date that:

- i. a player will not be able to play again with the club, for example if he suffers a career-threatening injury or is permanently unable to play professional football, then the net book value of the player's registration on the balance sheet must be fully impaired in that reporting period. The following events do not represent a cause for recognising impairment loss:
 - A player suffers an injury in a reporting period and is temporarily unable to play professional football with the club, or
 - A player suffers a decline in fitness or ability and is not selected for participation in first team matches.

In this regard, future wages of a player suffering from a career-threatening injury or permanently unable to play professional football must continue to be recognised as employee benefits expenses throughout the duration of the player's contract.

- ii. the management of the club is committed to permanently transfer the registration of a player and the transfer occurs just after the annual accounting reference date, then the net book value of the player's registration on the balance sheet can be impaired if the disposal proceeds for the permanent transfer of the player's registration to the new club is lower than his net book value. The accounting principle must be disclosed in the financial statements and applied consistently from one reporting period to another.
- e) The profit/(loss) on the disposal of a player's registration to another club to be



recognised in the profit and loss account is the difference between the net disposal proceeds and the residual carrying value of the player's registration in the balance sheet as at the date of the transfer.

5. Profit/loss on disposal of a player's registration must be calculated net of any amounts paid and/or payable that are directly attributable to the disposal of the player's registration, comprising:
 - a) realised conditional transfer compensation for amounts which have become payable on the disposal of the player's registration (e.g. sell-on fee payable to another club);
 - b) any other directly attributable amounts paid and/or payable to another party such as another football club, agent/intermediary, or national football association/league.
6. The licence applicant must apply the following adjustments in respect of the permanent transfer of a player's registration between clubs that are related parties:
 - a) The club that has transferred in the player's registration must calculate the cost of acquiring the player's registration – for the calculation of an amortisation charge for the reporting period (for clubs using the capitalisation and amortisation method of accounting for player registrations) or for the costs of the player's registration (for clubs using the income and expense method of accounting for player registrations) – using the greater of the following amounts:
 - i. The actual transaction cost of acquiring the player's registration;
 - ii. The historical costs of the player's registration in the financial statements of the club that has transferred out the player.
If the calculated amortisation charge is greater than the recorded amortisation charge or the calculated costs of the player's registration are greater than the recorded costs of the player's registration, then an appropriate adjustment must be made so that the difference is recognised in the restated financial statements.
 - b) The club that has transferred out the player's registration must calculate the disposal proceeds of the player's registration – for the calculation of the profit on disposal of the player's registration (for clubs using the capitalisation and amortisation method of accounting for player registrations) or for the income from the player's registration (for clubs using the income and expense method of accounting for player registrations) – using the lower of the following amounts:
 - i. The actual transaction proceeds on disposal;
 - ii. The net book value in respect of the costs of the player's registration in its financial statements.

If the calculated profit on disposal is lower than the recorded profit on disposal or the calculated income from the player's registration is lower than the recorded income from the player's registration, then an appropriate adjustment must be made so that the difference is recognised in the restated financial statements.

7. The above accounting requirements apply by analogy to any other personnel, e.g. head coach, and release income/costs or similar paid to another club.



D. Accounting requirements for the temporary transfer of a player's registration

1. The minimum accounting requirements for licence applicants that have transactions in respect of the temporary transfer of a player's registration (loan) are as follows:
2. Loan fees received/paid must be reported as player transfer income/expense.
3. Loan of a player from the lender club to the new club with no obligation/option to buy:
 - a) The loan fees received/receivable by the lender club, if any, must be recognised as income over the period of the loan arrangement. The lender club will continue to recognise the original costs of a player's registration as an intangible asset on its balance sheet and to systematically allocate the cost of the asset as an amortisation expense over the period of the player's contract.
 - b) The loan fees paid/payable by the new club, if any, must be recognised as an expense over the period of the loan arrangement. If the player's salary is taken over by the new club, it must be recognised as an employee benefit expense over the player's loan term.
4. Loan of a player from the lender club to the new club with an unconditional obligation to buy:
 - a) The loan must be reflected by the lender club as a permanent transfer and the player's registration rights must be derecognised from its intangible assets. The proceeds from the loan and from the future permanent transfer must be recognised from the inception of the loan agreement.
 - b) The directly attributable costs of the loan and the future permanent transfer for the new club must be recognised by the new club in accordance with the accounting requirements for permanent acquisition of a player's registration.
5. Loan of a player from the lender club to the new club with an option to buy
 - a) The transaction must be recorded as a loan by the lender club until the option is exercised by the new club. When the option is exercised, any remaining proceeds of the loan and proceeds of the future permanent transfer must be recognised in accordance with the accounting requirements for the permanent disposal of a player's registration.
 - b) When the option is exercised by the new club, any remaining costs of the loan and the costs of the future permanent transfer must be recognised by the new club in accordance with the accounting requirements for the permanent acquisition of a player's registration.
6. Loan of a player from the lender club to the new club with a conditional obligation to buy:
 - a) If a condition is considered to be virtually certain, then the player's registration must be recognised by both clubs as a permanent transfer from the inception of the loan agreement.
 - b) If the fulfilment of a condition cannot be assessed with sufficient certainty to trigger the permanent transfer from the inception of the loan, then the player's registration must be recognised first as a loan and then as a permanent transfer once the condition is met.
7. The license applicant must apply the following adjustments in respect of the temporary

transfer of a player's registration between clubs that are related parties:

- a) The club that has temporarily transferred in the player's registration must calculate an expense amount in respect of the player for the reporting period using the greater of the following amounts:
 - i. The actual transaction cost in the reporting period;
 - ii. The aggregate amount of the amortisation charge in respect of the player's registration and the employee benefit expenses in respect of the player for the period of the loan as recorded in the financial statements of the club that has temporarily transferred out the player.
If the calculated expense is greater than the recorded expense, then an appropriate adjustment must be made so that the difference is recognised in the restated financial statements.
- b) The club that has temporarily transferred out the player's registration must calculate an income amount in respect of the player for the reporting period using the lower of the following amounts:
 - i. The actual transaction income in the reporting period;
 - ii. The aggregate amount of the amortisation charge in respect of the player's registration and the employee benefit expenses in respect of the player for the period of the loan as recorded in the financial statements of the club that has temporarily transferred out the player.
If the calculated income amount is lower than the recorded income, then an appropriate adjustment must be made so that the difference is recognised in the restated financial statements.

E. Accounting requirements for specific expense items

1. Incentive/bonus expenses for employees

- a) All forms of consideration given by an entity in exchange for services rendered by an employee, including any bonuses and incentives such as performance-related consideration, contract signing fees, and loyalty incentives, must be reported as employee benefit expenses.
- b) Bonus and/or incentive payments that are payable in full by the club to a person with no further condition or service obligation (i.e. the club has no choice but to make the payments) must be recognised as employee benefit expenses when triggered.
- c) Bonus and/or incentive payments that are dependent on a certain future condition being satisfied by the player and/or the club, such as a player's participation in matches and/or the club's competition performance, must be recognised as employee benefit expenses at the point in time when the condition has been satisfied or its fulfilment becomes highly probable.
- d) Incentive and/or bonus to players when entering and/or extending an employment agreement with any condition or service obligation must be recognised on a systematic basis over the relevant period.

2. Termination benefits to employees

A club must recognise in full the expense of termination benefits to an employee when the club can no longer withdraw the offer of those benefits.

F. Accounting requirements for specific revenue items



1. Season tickets and similar revenues

Revenue in respect of season ticket sales or similar match-related sales must be recognised on a proportionate basis at the point in time when the relevant matches take place during the period.

2. Broadcasting rights and/or prize money revenues

- a) Revenue in respect of broadcasting rights and/or other consideration for participation in a competition which are fixed considerations must be recognised on a proportionate basis at the point in time when the relevant matches take place during the period.
- b) Revenue in respect of broadcasting rights and/or consideration for participation in a competition which are variable considerations that depend on certain conditions being satisfied by the club (such as competition performance bonuses) must be recognised at the point in time when the performance obligations are satisfied.

3. Sponsorship and advertising revenues

- a) Revenue in respect of sponsorship rights and advertising which are fixed considerations must be recognised on a proportionate basis over the period covered by the sponsorship rights and/or advertising arrangements.
- b) Revenue in respect of sponsorship rights and advertising which are variable considerations that depend on certain conditions being satisfied by the club (such as competition performance bonuses) must be recognised at the point in time when the performance obligations are satisfied.
- c) Any non-cash consideration as part of a sponsorship and/or advertising arrangement must be measured at fair value.

4. Donations and grants/subsidies

- a) A donation is an unconditional gift of consideration that must be recognised as other operating income when received.
- b) Grants/subsidies must not be recognised in the accounts of the club until there is reasonable assurance that the club will comply with the conditions to receive the grant/subsidy and the grant/subsidy will be received. Then, a grant/subsidy must be recognised in profit and loss on a systematic basis over the reporting periods in which the club recognises as expenses the related costs for which the grants/subsidies were intended to compensate. Therefore, grants/subsidies in respect of specific expenses are recognised in profit and loss in the same reporting period(s) as the relevant expenses. Similarly, grants/subsidies related to depreciable assets are recognised in profit and loss over the reporting periods and in the proportions in which depreciation expenses on those assets are recognised. A grant/subsidy that becomes receivable as compensation for expenses or losses already incurred or for the purpose of giving immediate financial support with no future related costs must be recognised in profit or loss in the period in which it becomes receivable.



Annex V: Notion of overdue payables

Principles

1. Payables are considered as overdue if they are not paid according to the contractual or legal terms.
2. Payables are not considered as overdue, within the meaning of these regulations, if the licence applicant/licensee (i.e. debtor club) is able to prove by the applicable deadline, i.e. 31 March in respect of Articles 70 to 73, that:
 - a) the relevant amount has been settled, i.e. either paid in full or offset against the creditor's obligations towards the debtor; or
 - b) the deadline for payment of the relevant amount has been deferred (referred to as "amounts deferred" in these regulations), i.e. an agreement has been concluded in writing with the creditor to extend the deadline for payment (a creditor not requesting payment of an amount does not constitute an extension of the deadline); or
 - c) the relevant amount is subject to a legal claim or open proceedings (referred to as "amounts disputed" in these regulations), meaning:
 - i. the debtor has brought a legal claim which has been deemed admissible by the competent authority under faroese law or has opened proceedings with the faroese or international football authorities or relevant arbitration tribunal contesting liability in relation to the overdue payable; knowing that if the decision-making bodies (FSF or CFCB) consider that such claim has been brought or such proceedings have been opened for the sole purpose of avoiding the applicable deadlines set out in these regulations (i.e. in order to buy time), the amount will still be considered as an overdue payable; or
 - ii. the debtor has contested to the competent authority under faroese law, the faroese or international football authorities or the relevant arbitration tribunal, a claim which has been brought or proceedings which have been opened against it by a creditor in respect of overdue payables and is able to demonstrate to the comfortable satisfaction of the relevant decision-making bodies (FSF or CFCB) that it has established reasons for contesting the claim or proceedings which have been opened; knowing that if the decision-making bodies (FSF or CFCB) consider the reasons for contesting the claim or proceedings as manifestly unfounded the amount will still be considered as an overdue payable; or
 - d) the settlement of the relevant amount is pending (referred to as "amounts pending" in these regulations), meaning:
 - i. the debtor has requested a competent authority, in writing and in accordance with the applicable law, to extend the deadline for payment of payables to social/tax authorities (as defined by Article 72), and the competent authority has confirmed in writing that this request has been deemed admissible and still pending by 31 March (in respect of Article 72); or
 - ii. the debtor is able to demonstrate to the comfortable satisfaction of the relevant decision-making bodies (FSF or CFCB) that it has taken all reasonable measures to



identify and pay the creditor (s) in respect of training compensation and solidarity contributions (as defined in the *FIFA Regulations on the Status and Transfer of Players*).



Annex VI: Licensor's assessment procedures

A. Principle

1. The licensor defines the assessment procedures, ensuring equal treatment of all clubs applying for a licence. It assesses the documentation submitted by the clubs, considers whether this is appropriate and determines to its comfortable satisfaction whether each criterion has been met and what further information, if any, is needed for each licence to be granted.
2. The assessment processes to check compliance with the defined provisions set out in Article 11 and Article 74 comprise specific assessment steps that must be followed by the licensor as set out below.

B. Assessment of the auditor's report on the financial statements

1. In respect of the annual financial statements and interim financial statements, the licensor must perform the following minimum assessment procedures:
 - a) Assess whether the reporting perimeter is appropriate for club licensing purposes;
 - b) Assess the information submitted to form a basis for the licensing decision;
 - c) Read and consider the annual financial statements and interim financial statements and the auditor's report thereon;
 - d) Address the consequences of any modifications to the auditor's report (compared to the normal form of unqualified report) and/or deficiencies compared to the minimum disclosure and accounting requirements according to paragraph 2 below.
2. Having assessed the reporting perimeter and read the auditor's report on the annual financial statements and interim financial statements, the licensor must assess these according to the items below:
 - a) If the reporting perimeter does not meet the requirements of Article 65, the UEFA licence must be refused.
 - b) If the auditor's report has an unqualified opinion, without any modification, this provides a satisfactory basis for granting the UEFA licence.
 - c) If the auditor's report has a disclaimer of opinion or an adverse opinion, the UEFA licence must be refused, unless a subsequent audit opinion without disclaimer of opinion or adverse opinion is provided (in relation to another set of financial statements for the same financial year that meet the minimum requirements) and the licensor is satisfied with the subsequent audit opinion;
 - d) If the auditor's report has, in respect of going concern, an emphasis of matter, a key audit matter or a qualified 'except for' opinion, the UEFA licence must be refused, unless either:
 - i. a subsequent audit opinion without going concern, an emphasis of matter, a key audit matters or qualification is provided, in relation to the same financial year; or



- ii. additional documentary evidence demonstrating the licence applicant's ability to continue as a going concern until at least the end of the licence season has been provided to, and assessed by, the licensor to its satisfaction. The additional documentary evidence must include, but is not necessarily limited to, the information described in Article 74.
 - e) If the auditor's report has, in respect of a matter other than going concern, an emphasis of matter, a key audit matter or a qualified 'except for' opinion, then the licensor must consider the implications of the modification for club licensing purposes. The UEFA licence may be refused unless additional documentary evidence is provided and assessed to the satisfaction of the licensor. The additional evidence that may be requested by the licensor will be dependent on the reason for the modification to the audit report.
 - f) If the auditor's report makes a reference to any situation defined in Article 64, the UEFA licence must be refused.
3. If the licence applicant provides supplementary information and/or restated financial statements, the licensor must additionally assess the auditor's report on the agreed-upon procedures in respect of the supplementary information and/or restated financial statements. The UEFA licence may be refused if the auditor's report is not to the satisfaction of the licensor and/or includes reference to errors and/or exceptions found.
 4. The licensor must check that the licence applicant has published the financial information in accordance with Article 67.

C. Assessment of licensing documentation for the net equity rule

1. In respect of the net equity rule, the licensor must perform the following minimum assessment procedures:
 - a) Determine the net equity position as at the 31 December preceding the deadline for submission of the application to the licensor based on the annual financial statements or interim financial statements;
 - b) Assess, if applicable, whether the subordinated loans meet the required conditions;
 - c) If the net equity position as at the 31 December preceding the deadline for submission of the application to the licensor is negative, assess whether it has improved by at least 10% compared with the net equity position that enabled the licence applicant to satisfy the net equity rule in the previous year;
 - d) If the equity rule is not fulfilled as at the 31 December preceding the deadline for submission of the application to the licensor, assess if the licence applicant has submitted by 31 March at the latest a new audited balance sheet, including any contributions made since 31 December, demonstrating that the net equity position has improved by at least 10% compared with the net equity position that enabled the licence applicant to satisfy the net equity rule in the previous year.

D. Assessment of licensing documentation for no overdue payables

1. In respect of the "no overdue payables" criteria to football clubs, employees and social/tax authorities, the licensor may decide:



- a) to assess itself the information submitted by the licence applicant, in which case it must perform the assessment as set out in paragraph 2 below; or
 - b) to have independent auditors carry out the assessment procedures in accordance with ISRS 4400, in which case the licensor must assess the information submitted by the license applicant (in particular the payables tables and corresponding supporting documents) and review the auditor's report. The licensor may carry out any additional assessment it believes necessary, including by extending the sample or requesting additional documentary evidence from the licence applicant.
2. Notwithstanding whether the assessment is carried out by the licensor or an independent auditor in respect of the "no overdue payables" criteria to football clubs, employees and social/tax authorities, the following minimum procedures must be performed and described in the licensor's or auditor's report:
- a) Obtain the payables tables as at 31 March submitted by the licence applicant in respect of obligations due to be paid by 28 February (i.e. the transfers table, the employee table, the social/tax table and corresponding supporting documents);
 - b) Perform the necessary steps (including determination of the sample size) to assess the completeness and accuracy of the reported balances and issue a conclusion with regard to each of the procedures performed;
 - c) Check the completeness of any overdue balance reported by the licence applicant as at 28 February;
 - d) Check the settlement of any overdue payables between 28 February and 31 March; and
 - e) Identify any overdue balance as at 31 March.
3. In respect of the "no overdue payables" criterion in respect of UEFA and the licensor, the licensor must perform, as a minimum, the following assessment procedures:
- a) Review any information received from UEFA with regard to pending overdue amounts owed by the licensor's affiliated clubs and check the settlement of any overdue balance between 28 February and 31 March; and
 - b) Carry out any additional assessment and request any additional documentary evidence from the licence applicant it believes necessary.

E. Assessment of the written representation prior to the licensing decision

1. In respect of the written representation, the licensor must read and consider the impact of any significant change that has occurred in relation to the club licensing criteria.
2. The licensor must also read and consider the information in respect of any event or condition of major economic importance, in combination with the financial statements, future financial information and any additional documentary evidence provided by the licence applicant. The licensor may decide to have this assessment carried out by an auditor.
3. The licensor must assess the club's ability to continue as a going concern until at least



the end of the licence season. The UEFA licence must be refused if, based on the financial information that the licensor has assessed, in the licensor's judgement, the licence applicant may not be able to continue as a going concern until at least the end of the licence season.

4. If the licence applicant (or the registered member which has a contractual relationship with the licence applicant within the meaning of Article 14) or any parent company of the licence applicant included in the reporting perimeter is/was seeking protection or has received protection from its creditors pursuant to laws or regulations within the 12 months preceding the licence season or is receiving protection at the time of the assessment then the UEFA licence must be refused. For the avoidance of doubt the UEFA licence must also be refused even if the concerned entity is no longer receiving protection from its creditors at the moment the licensing decision is taken.

F. Assessment of future financial information

1. In respect of future financial information, the licensor must assess whether or not the license applicant exhibits the condition as defined in Article 74. If the license applicant is required to submit future financial information, the licensor may decide:
 - a) to assess the information submitted by the licence applicant, in which case the licensor must perform the assessment according to paragraph 2 below; or
 - b) to have independent auditors carry out the assessment procedures in accordance with ISRS 4400, in which case the licensor must review the auditor's report to ensure they performed the assessment procedures as described in paragraph 2 below.
2. The assessment of future financial information must include, as a minimum, the following procedures:
 - a) Check whether the future financial information is arithmetically accurate;
 - b) Determine, through discussion with the license applicant's management and review of the future financial information, whether the future financial information has been prepared using the disclosed assumptions and risks;
 - c) Check that the opening balances contained within the future financial information are consistent with the balance sheet shown in the immediately preceding audited annual financial statements or reviewed interim financial statements (if such interim statements have been submitted);
 - d) Check that the future financial information has been formally approved by the executive body of the licence applicant by way of a declaration by the licence applicant's management that the documents submitted are complete, accurate and in compliance with these regulations;
 - e) If applicable, examine corresponding supporting documents, including agreements with sponsors, banking facilities, share capital increase, bank guarantees and minutes of board meetings.
3. The licensor must assess the liquidity of the licence applicant, i.e. the availability of cash after taking account of financial commitments and its ability to continue as a going concern until at least the end of the licence season. The UEFA licence must be refused if, based on the financial information that the licensor has assessed, in the licensor's



judgement, the licence applicant may not be able to meet its financial commitments as they fall due and continue as a going concern until at least the end of the licence season.

G. Assessment of monitoring documentation for the solvency requirements

1. In respect of the monitoring documentation for the “no overdue payables” requirements (towards football clubs, employees and social/tax authorities), the licensor must perform, as a minimum, the following assessment procedures:
 - a) Read the licensee’s completed payables information and make enquiries to the licensee if there is any information with regard to amounts payable to other clubs, employees and social/tax authorities that may be incomplete and/or inaccurate based on the licensor’s existing knowledge of the licensee from club licensing and/or other reasonable sources;
 - b) Confirm that all requested supporting documents have been attached to the licensee’s submission.
2. The licensor must confirm to the CFCB and/or the UEFA administration the results of the above assessment procedures.

H. Assessment of monitoring documentation for the stability requirements

1. In respect of the monitoring documentation for the stability requirements, the licensor must assess whether or not the financial information submitted by the licensee corresponds to the information in respect of the same reporting entity/entities submitted for club licensing purposes.
2. In addition, the licensor’s assessment must include, as a minimum, the following procedures:
 - a) Check that the amounts in the monitoring documentation for the stability requirements and that the key balances identified by UEFA are consistent with the amounts contained in the annual financial statements and underlying accounting records;
 - b) Check that the monitoring documentation for the stability requirements has been formally approved by the executive body of the licensee by way of a declaration by the licensee’s management that the documents submitted are complete, accurate and in compliance with these regulations.
3. The licensor must confirm to the CFCB and/or UEFA administration the results of the above assessment procedures.

I. Assessment of monitoring documentation for the cost control requirements

1. In respect of the monitoring documentation for the cost control requirements, the licensor must assess whether or not the financial information submitted by the licensee corresponds to the information in respect of the same reporting entity/entities submitted for club licensing purposes.
2. In addition, the licensor’s assessment must include, as a minimum, the following procedures:



- a) Check that the amounts in the monitoring documentation for the cost control requirements and those identified by UEFA are consistent with the amounts contained in the annual financial statements and/or interim financial statements, and/or in the supplementary information if applicable, and in the underlying accounting records;
 - b) Check that the monitoring documentation for the cost control requirements has been formally approved by the executive body of the licensee by way of a declaration by the licensee's management that the documents submitted are complete, accurate and in compliance with these regulations.
3. The licensor must confirm to the CFCB and/or the UEFA administration the results of the above assessment procedures.



Annex VII: Core process

This Annex defines the assessment process (hereafter: core process) of the FSF Club Licensing System and the procedural rules which apply to the decision-making process.

The core process describes the minimum requirements that the licensor has to follow to verify the club licensing criteria described in chapter 3 of these regulations and thus control the issuance of the UEFA Licence to a licence applicant.

The core process is described below and is aimed at:

- a) helping FSF in establishing an appropriate and efficient licensing process according to its needs and organisation;
- b) agreeing on the main requirements that the licensor has to comply with to issue the UEFA Licence;
- c) ensuring that the decision on the granting of the UEFA Licence is made by an independent body (the Club Licensing Committee or the Club Licensing Appeals Committee);
- d) ensuring that the club licensing decision-making bodies receive adequate support from the licensing administration;
- e) ensuring that licence applicants understand and respect the process and deadlines that must be followed to be issued the UEFA Licence.

The club licensing decision-making bodies must operate according to the following procedural rules, which apply to the decision-making process:

a) Deadlines

Deadlines are those defined in the core process outlined in Annex VIII and must be respected.

b) Safeguards of the principle of equal treatment

Fundamental procedural rights shall be guaranteed to any party during the licensing process, particularly the right to equal treatment and the right to a fair hearing, which includes, but is not limited to, the right to speak, the right to consult the case file and the right to have a reasoned decision.

c) Representation

Licence applicants shall have the right to representation (legal or otherwise) before the Club Licensing decision-making bodies.

d) The right to be heard

Taking into account (c) above, all licence applicants shall have the right to be heard by the club licensing decision-making bodies. The identities of the people acting on behalf of the licence applicant shall be verified and these people shall be instructed to tell the truth and shall be informed that they shall be sanctioned by the competent FSF body, should they present false information or represent a false or misleading position (whether positively or by omission).

e) Official language

The official language with regard to applications for the UEFA Licence is Faroese.

f) Time limit to appeal and time limit for requests

The time limit to appeal is 7 (seven) days after the date of the Club Licensing Committee meeting at which the decision appealed against was taken unless for any reason it was not



made known to the appellant at this time in which case it must be within 7 (seven) days after the date on which the decision was notified in writing to the licence applicant/licensee.

Time limits are triggered when notified, as above, and shall begin on the day following notification. Saturdays, Sundays and public holidays shall be included in the calculation.

g) Form of appeal

The appeal must be submitted in writing.

The statement of the appeal must mention:

- The decision appealed against;
- The grounds for the appeal (facts and/or law);
- New evidence, and
- The pleadings (including applicable procedural complaints).

h) Submission of appeal

The submission of the appeal must be made by Posta special delivery letter. Such letters must be addressed to the General Secretary of the Faroe Islands Football Association, Gundadalur, postbox 3028, FO-110 Tórshavn.

Such letter must be dispatched (confirmation of which should be retained by the appellant should evidence be needed) in accordance with (f) above.

i) Cost of appeal

An appeal deposit fee of **DKK 5.000** must be submitted in accordance with (f) and (h) above and made payable to the Faroe Islands Football Association, returnable to the appellant (i.e. the licence applicant which received the refusal from the Club Licensing Committee or the licensee whose UEFA Licence has been withdrawn by the Club Licensing Committee) should the appeal be upheld.

j) Effects of an appeal

An appeal submitted in compliance with (f-i) above shall have no delaying effect.

k) Evidence

Any evidence or facts, which are to be used by the appellant to support its case must be referred to in the statement of appeal and where appropriate, supporting documentation must be provided and lodged in accordance with (f) above.

l) Burden of proof

The licence applicant/licensee and the appellant have the burden of proof.

m) Hearings / Deliberations

Any evidence, facts, documents, contentions or allegations must be made in advance of a hearing and must also be presented in the presence of the competent club licensing decision-making body.

After all parties are satisfied with their presentations the competent club licensing decision-making body shall deliberate in general immediately after the hearing.

n) Decision

The club licensing decision-making bodies shall issue their decisions in writing.

Their decisions must mention:

- i. the name of the chairman and, in principle, also of the members present;



- ii. the name of the licence applicant/licensee to which the decision applies;
- iii. the decision taken;
- iv. a clear statement of the grounds for the licence refusal and sanctions (if applicable);
- v. the appeal procedure (if applicable); and
- vi. the date, place and signature of the chairman.

Steps in the core process

1. The licensing manager produces and distributes licensing documents, including a copy of these regulations and required application form(s).
2. The licence applicant completes and returns the application form(s) with the necessary supporting documentation.
3. The licensing manager checks that the documents returned by the licence applicant are complete for review and that they are returned within the stipulated deadlines.

Decision – Two alternatives: step (A) or step 4

A.

If the applicant does not return the completed application form(s) with the necessary supporting documentation, by the stipulated deadline, then the licensing manager informs the licence applicant of the missing application form(s) and/or documentation and the applicant is sanctioned with a fine of **DKK 10.000** payable to FSF. The licence applicant then receives an extension from the licensing manager to submit the missing information **within 10 days** from the time the applicant has been informed by the licensing manager. If the licence applicant does not meet this extended deadline, i.e. does not submit the information it has been asked to provide by the licensing manager within the extended deadline, then the licence applicant is sanctioned with a fine(s) payable to FSF in accordance to the following catalogue of sanctions:

- I. A fine of **DKK 25.000**, if the audited annual financial statements (Article 66) have not been submitted by the extended deadline (duly signed by the club and auditor); and/or
- II. A fine of **DKK 10.000**, if the declaration from the independent auditor on overdue payables regarding Articles 70, 71, 72 and 73 has not been submitted by the extended deadline (duly signed by the auditor); and/or
- III. A fine of **DKK 5.000** (per criteria), for every other non-submission by the extended deadline of requested documentation regarding all other criteria the applicant has to fulfil in order to obtain the UEFA Licence.

The applicant is entitled to appeal against any issued fine by the FSF, provided that an appeal has been sent to the FSF Disciplinary Committee within **7 days**, from the time the applicant has been informed by the licensing manager.

The FSF Disciplinary Committee will decide on the appeal in accordance to the FSF Disciplinary Regulations.

When the licence applicant has either submitted the requested information by the licensing manager or the issued extended deadline to the licence applicant has passed, the core process continues to step 4.



4. The licensing manager sorts the information received, records it and forwards it to the appointed advisors with responsibilities for that particular area for review (e.g. legal documents will be forwarded to the legal advisor, financial information to the financial advisor, etc.).
5. The nominated advisors receive the licence applicant's documents from the licensing manager, review the documents, check the fulfilment of the criteria and then submit a report back to the licensing manager on whether the licence applicant fulfils all criteria or not.
6. The licensing manager verifies that the reports of the experts are complete and reviews the reports and the opinion of the advisors.

Decision – Two alternatives: step (B) or step 7

B.

If the nominated advisor reports identify areas that require improvement, further information or clarification from the licence applicant, the licensing manager refers this information back to the licence applicant. The licence applicant then has the opportunity to submit updated information to clarify or confirm a position established by its original submissions.

7. The licensing manager assesses the licence applicant on the basis of the reports of the advisors.
8. The licensing manager prepares the report for consideration of the Club Licensing Committee. This report will contain aspects of the advisor reports and other areas including a recommendation on the UEFA Licence to be granted or refused.
9. The licensing manager receives the **written representation (Article 64)** from the licence applicant stating whether or not any events or conditions of major economic importance have occurred; this is to be included in his report to the Club Licensing Committee.
10. The Club Licensing Committee receives the report of the licensing manager 7 days in advance of the deadline for the licensing decision, reviews it, asks the licensing manager for further explanations and/or new documents from the applicant, if necessary, and makes the decision whether to grant the UEFA Licence or not. The Club Licensing Committee may request a hearing with the licence applicant; this happens in particular in the case of the existence of a major economic event.

11. Decision of the Club Licensing Committee.

Decision – Two alternatives: step (C) or step 12.

C.

After careful review of the licence applicant's documents, of the report of the licensing manager and the outcome of a possible hearing with the applicant, the Club Licensing Committee refuses to grant the UEFA Licence. The refusal details the areas of non-compliance and the licence applicant is given the possibility of lodging an appeal before the Club Licensing Appeal Committee.

D.

The licence applicant lodges an appeal in accordance with appeal procedures.



The Club Licensing Appeal Committee is notified and the meeting date is set.

E.

The licensing manager produces a report and delivers it to the Club Licensing Appeal Committee. The report details areas of concern and the reasons for the refusal.

F.

The Club Licensing Appeal Committee meets and considers the appeal.

G.

Decision of the Club Licensing Appeal Committee.

Decision – Two alternatives: step H or step 12.

H.

After careful review of the licence applicant's documents, of the report of the licensing manager and the outcome of a possible hearing with the club, the Club Licensing Appeal Committee refuses to grant the UEFA Licence.

12. After careful review of the licence applicant's documents, of the report of the licensing manager and the outcome of a possible hearing with the applicant, the decision-making body issues the UEFA Licence. The issuance of the UEFA Licence is subject to the condition that the licence applicant fulfils all criteria defined in chapter 3 of these regulations which are required to obtain the UEFA Licence. The issued UEFA Licence may or may not detail areas for future attention of the licence applicant.

13. The licensing manager receives the decision of the club licensing decision-making bodies. On the basis of the decisions made by the club licensing decision-making bodies, he prepares the list of licensing decisions. The list of licensing decisions is sent to UEFA by **31 May 2023** at the latest.

14. After it has been issued the UEFA Licence, up until the end of the licence season, the licensee must promptly notify the licensor in writing of any subsequent event that it is aware of which may have an adverse impact upon the licensee's ability to continue as a going concern until the end of the licence season.

Fulfilment of step 14 shall be assessed by the licensor on an ongoing basis.



Annex VIII: Timetable and deadlines for the core process

By:

1 January 2023	Licensing documents prepared and issued to the concerned licence applicants.
1 April 2023	Submission deadline for receipt of completed application documents from licence applicants.
1 April – 20 April 2023	Review period for the licensing administration regarding documents related to the club licensing criteria in chapter 3.
27 April 2023	The licensing manager obtains the written representation from the licence applicants and sends his report on the licence applicants to the Club Licensing Committee.
4 May 2023	Club Licensing Committee decision.
5 May 2023	Notification of licensing decisions to applicants.
12 May 2023	Club Licensing Appeals Committee meeting (if required and subject to availability of members).
31 May 2023	Notification of licensing decisions to UEFA.