



# WBSC International Athlete Transfer Request Form

This form should be used the receiving club/team/organisation to gather the information required for Softball Australia to request an International Transfer Certificate to be issued by the WBSC and should be used for athlete transfer requirements from 1 January 2025. The validity of an International Transfer Certificate is limited to the transfer for which it was requested.

Please note that an ITC will only be issued to an athlete who are 18 years old or older.

## ATHLETE DETAILS

Athlete's Full Legal Name:			
Athlete's Full Legal Surname:			
Athlete's Biological Gender:	Male	Female	
Athlete's Gender Identity:	Male	Female	X
Athlete's Date of Birth (dd/mm/yyyy):			
Athlete's Place of Birth (Country):			
Athlete's Nationality (Country):			
Athlete's Discipline:	Softball		
*Athlete's Status:	Signed	Unsigned	

## TRANSFER DETAILS

*Type of Transfer:	Continental	Intercontinental	
Dates of Transfer:	Start Date:	End Date:	
Federation of Origin:			
Team/Club of Origin (Registered Trade Name):			
Destination Federation:			
Destination Team/Club (Registered Trade Name):			
Has the fee been played by the Destination Club to the WBSC?	Yes	No	If no, please make payment before submitting form.

In addition to this form, the below documents must accompany the application:

Copy of Athlete's Passport

Copy of Athlete's Consent Letter

Destination Team/Club Request Letter

Origin Team/Club Consent Letter

Approval from the NF (certifying that there is no ongoing sanctions or disciplinary proceedings for this Athlete and/or no ongoing economic disputes)

Proof of Payment



## Supplementary Information

WBSC has advised that complete applications will take up to 7 business days to process once submitted to them. Please return this form and the applicable documentation to [info@softball.org.au](mailto:info@softball.org.au) for submission at least 14 days prior to the commencement of the required permit.

### Athlete Status Definition

**Signed** (Athlete with a valid and effective contract/ agreement with a Club, deposited with or declared to the relevant NF. In the contract/agreement, its duration and the transfer terms must be clearly stated.)

**Unsigned** (Athlete without a valid and effective contract/agreement with any Club. The unsigned Athlete is free to transfer to a New Club without the consent of the former Club provided that it aligns with the national legislation of the former Club)

### Payment of Administrative Fee

The payment of a fee is a necessary and indispensable to ensure a better and faster management and implementation of the Athlete transfer monitoring and regulation system through the issuance of the ITC.

The administrative fee has been fixed as follows and shall be paid by the New Club.

The administrative fee will have a value of:

- 300 USD when the ITC is issued by the WBSC, and
- 200 USD when the ITC is issued by the CA

This fee must be paid each time an Athlete has to make a transfer between countries or between continents thus requiring a new ITC

The receipt certifying that the payment has been made in the last piece of paperwork required to complete the transfer by securing the issuance by the WBSC of the ITC.

For International Transfers, the WBSC bank information can be found here:

Bank Detail Information

Bank name: UBS SWITZERLAND AG Swift UBSWCHZH80A

Beneficiary Name: World Baseball Softball Confederation (WBSC)

Beneficiary Address: Avenue General-Guisan 45, 1009 Pully, Switzerland

- For payments in CHF  
IBAN: CH27 0024 3243 1534 6701 A  
Account Number: 243-153467.01A
- For payments in EUR  
IBAN: CH38 0024 3243 1534 6760 N  
Account Number: 243-153467.60N
- For payments in USD  
IBAN: CH75 0024 3243 1534 6761 X  
Account Number: 243-153467.61X

Intermediary bank information for USD Payment:

UBS AG STAMFORD BRANCH

677 Washington Blvd

Stamford, CT 06912

United States

Routing: 026007993

Swift: UBSWUS33

### For Payment with Credit Cards

IMPORTANT:

- WBSC would like to inform you that their bank institution is charging them additional fees for international transactions, and therefore we would have to ask you for an additional amount of 3% to cover these additional fees.
- This payment method only works if your institution has the "3D Secure" verification system available
- Members are required to pay all bank charges associated with the transfer. Net amount transferred in Currency (USD or EUR) must correspond to the total amount of the invoice.

For payment in USD:

1. Click on the below link which will take you to the WBSC Payment platform. You will need to complete the amount you are paying (Transfer fee + 3%) in USD  
[Direct Link](#)
2. Put your e-mail address to receive the payment confirmation
3. Choose your payment method (check on your account the ones available in your country)
4. Forward the payment confirmation to [finance@wbsc.org](mailto:finance@wbsc.org) (and include with this application of submission)