



# PLAYERS ELIGIBILITY PROCESS

## GUIDELINES

A team representing an IKF Member in an official IKF ranking match or match series may only be comprised of players who are qualified to play for that recognised IKF Member in accordance with the requirements of article 3 of IKF Competition Regulations.

If according to the laws of the country to which the Member belongs, the player is a citizen of that country and has a valid ID/passport, then no further action is needed.

All players without a valid passport/ID of the Member country they want to represent must apply for eligibility to play.

### 1 ELIGIBILITY FORM

To formalize the eligibility request the eligibility application form must be filled in and sent to IKF within the timelines defined on article 3 of IKF Competition Regulations.

Any documents required to prove the status of any requirement made shall be sent together with the application and provided by the IKF Member concerned and at its expense.

The data must be sent to the Secretary-General - [joana.faria@ikf.org](mailto:joana.faria@ikf.org)

The eligibility application form can be downloaded in IKF website [www.ikf.org](http://www.ikf.org)

The Application form must be submitted in EXCEL format.

All the information provided in the form, together with the required documents, will be analysed and a decision will be made according to article 3 of IKF Competition Regulations.

Once a player has permission to play in an official IKF tournament and the player actually plays in that tournament, the player is not required to re-submit an application form for future tournaments.

### 2 ELIGIBILITY DATABASE

All eligibility requests will be registered with a file number and all the relevant information for the process is registered in a Database, together with the decision made about the request.

This Database will be accessible to the EXCO members, so that it is possible to check the list of players authorized to play in the competitions.

The Secretary General will inform the Competition Committee about the new eligible players before each competition.

### 3 ELIGIBILITY LETTER

To finalize the process, IKF will inform the applicant about the decision made regarding the eligibility to play through an official letter. The player must always present this letter in the pre-competition Team Managers meetings as proof of eligibility to play in each competition, together with the ID/passport.