

IMPORTANT CIRCULAR

27th September, 2022

Hony. Secretary

All Affiliated Units of WBBA

Sub: Registration of Players through On Line Portal of WBBA.

Dear All,

The registration of players will start from **1st October, 2022** as per norms.

Please note that following procedures need to be followed strictly while submitting requests for registration of players of Districts concerned:

1. No WHITENER/ White Ink should be used in the AFFIDAVIT and in the "Registration Documents". If there is any error, fresh Document should be filled up and resubmitted.
2. The **AFFIDAVIT** and the **BIRTH CERTIFICATE** should be attested by the SAME COMPETENT Authority/ Notary Public and it should be on the SAME DATE. Please check the Registration documents and affidavit as much as possible before uploading the same.
3. The Registration period is from **01st October to 30th November** every year without fine, but it has been observed that to avoid fine, many Districts submit most of the documents without proper checking around 28th to 30th November. Many errors get detected after submission and those are getting resubmitted in December.

We recommend all documents for new registration be submitted within **24th November 2022**. There will be time from 24th to 27th November for re-submitting, in case of any mistake or Error.

On scrutiny during 27th November to 30th November 2022 if everything are found as per norms, WBBA will approve the same but if still errors are found and resubmission is required, re-submission is done by Affiliated Units to WBBA after **1st December 2022 onwards, Late Fine will be applicable strictly.**

It is needless to mention that transfer from One District to another District is from **1st October to 30th November.**

4. As per norms, maximum two (2) times shall be allowed for the re-submission/s for any New Registration.

5. Registration period from 01st December to 31st December is kept open with fine. In this case also, all submissions may be done by 24th day of December so that if any error is detected, same can be rectified at your end and re-submitted within **31st December 2022**.

If any error/s are found after 28th December, 2022 that particular New Registration submission/s will not be considered for the current year's registration.

6. It has been observed that in few cases, the particular player's name with date of birth and necessary documents has been submitted by the concerned district for the 1st time for registration approval, but later the same concerned District has submitted again the Same particular Player's registration as fresh registration with some alterations in name & date of birth and documents. In all such cases, the registration of that particular submission will be cancelled for the current year.
7. The documents to be uploaded in the portal through pdf or jpeg file. In case of pdf file, there should be one single file to be uploaded with all clearly visible scan documents as required. PDF File size should not exceed 1MB. In case of JPEG file format, multiple pages can be uploaded but the file size should not exceed 100KB.
8. JPEG -100 KB, Colour recent Photograph required for the New Registration only. It should be recent Photograph with white background and clearly visible.
9. Medical papers should be completed as per norms and standard. Medical form/format may be downloaded from the WBBA website as per requirement.
10. Registration fee/s should be deposited in WBBA Account along with the submission/s of New and Renewal registrations on or before the date of submission as per actual basis/ or number of applications.

For any clarification, please feel free to contact us, but let the registration process is smooth.

Please also note that under no circumstances, registration request will be entertained after **31st December, 2022**. We are giving this circular in our website also as per practice for awareness of players and guardians also as its their responsibility also to contact respective Affiliated Units in time for registration.

Thanking you,

Sekhar C Biswas
Hony General Secretary
West Bengal Badminton Association