

Online Transfer System

User Guide – Sanctions – US/New York/Canada

Contents

1. Process for the Club Secretary a Player is Sanctioning to	2
A. Obtain details from player	2
B. Access Player Transfer System	2
C. Ensure player receives online application	5
D. Review information and submit to Central Council	7
E. Application processed by Central Council	7
F. Notification of Decision on Application	8
Figure – Online Inter-County Sanction Process (For Club a Player wishes to sanction to in US/N York/Canada)	lew 9
2. Process for the Club Secretary (Ireland) a Player wishes to Sanction From	10
A. Notification of Online Sanction Application	10
B. Decision conveyed on Application	10
C. Notification of Decision on Application	12
Figure – Online Inter-County Sanction Process (For Club a Player wishes to Sanction from)	13
3. General Information	14
Getting Started – Logging in to the system	14



1. Process for the Club Secretary a Player is Sanctioning to

A. Obtain details from player

Club Secretary (in US/New York/Canada) requests the following information from prospective player:

- Personal e-mail address.
- Name of the Club and County player is a member of in Ireland, or Britain (Members of Clubs in Britain can only sanction to the US if the club of which they are a member is there First Club).

B. Access Player Transfer System

Club Secretary visits the Player Transfer System (PTS) at pts.gaa.ie and logs in with log-in details provided.

C bpts.servasport.com/openid/authenticate/1111/2233?openid.	ns=http%3A%2F%2Fspecs.openid.net%2Fauth%2F2.0&openid.claimed_id=http%3A%2F%2Fspec
G	
Membership ID	
Password	
Verify 🕤 Forgot your password?	

Figure 1 Player Transfer System Access - pts.gaa.ie

GAA Páirc an Chrócaigh Baile Átha Cliath 3 Guthán +353 1 865 8685 Faics +353 1 865 8600



Go to Sanctions Section

→ Click on 'Transfers' section on top of screen

GOOLPTS	Dashboard	Transfers	Sanctions	Historical Data	Chicago Celtics GFC +	1 4	\$ -
Sanctio	ns						
Initiate Sancti	on 📀						
Show 10 •	entries				Search:		

Figure 2 'Sanctions' section of PTS

Initiate an Application

→ Click on 'Initiate Sanction'

OneDrive for Business	× 👫 GAA Player	Transfer Sy	ster ×	-		100400000	10000	and in case of		Ľ		×
→ C 🔒 https://r	ots.gaa.ie/transfer	s/list										☆ =
GXX ^{PTS} D	ashboard Trans	sfers							Trun	nera 🗸 🛕	Q -	
Transfers												
Initiate Transfer												
Show 10 • en	tries								Search:			
Name	Email	\$	Old Club	.≜ ▼	New Club	\$	Status	.≜ ▼	Next Action		4	
No data available i	n table											
Showing 0 to 0 of 0	entries									Previou	s Next	

Figure 3 'Initiate Sanction' button

Input Player Details

On the initiate sanction page:

- → Select appropriate Sanction Type from
 - 1. USGAA
 - 2. USGAA J1
 - 3. Canada
 - 4. New York
- ➔ Input player's e-mail address
- → Select his Club in Ireland/Britain by
 - 1. Selecting the county first
 - 2. Searching for the club name by typing into the Previous Club



→ and

➔ Click 'Submit'

Good PTS Dast	board Transfers Sanctions Historical Data	Chicago Celtics GFC -	1 4	\$ -
Initiate Sar	iction			
Start a sanction pr	ocess by sending an email to the player for his details:			
Sanction Type	Select Sanction Type -			
Player Email	Player Email			
Previous County	Kildare -			
Previous Club	Search for Club member moving from Q			
All email communication	ns for this sanction will be sent to - mail.support@gaa.ie			
	Cancel 💿 Submit 🕤			

Figure 4 Input player's e-mail address and select Club leaving

GAA Páirc an Chrócaigh Baile Átha Cliath 3 Guthán +353 1 865 8685 Faics +353 1 865 8600



C. Ensure player receives online application

An e-mail is now sent to the player entitled 'Sanction Application'

- → It would be prudent to check with the player to ensure that the e-mail did not go into junk or spam folders in his e-mail account
- → Player is prompted to submit transfer application via online application form

Sanction Application
no-reply@servasport.com
™.Gearoid Devitt <gearoid.devitt@gaa.le>;</gearoid.devitt@gaa.le>
A chara,
To apply for a sanction, please click on the following link and fill in the required information - Sanction Application.
Before submitting this information, please read the following information and familiarise yourself with the Rule 6.12 of the Official Guide regarding Sanctions – <u>Click Here</u>
Please note regarding Insurance for Sanctions.
Evidence of insurance provided must be sufficient for the sanction to be granted - players need to provide proof that covers them to play GAA as part of a team (not on an incidental basis). You may need to upgrade your insurance. Please click on the following link in relation to the insurance required.
http://www.gaa.ie/the-gaa/rules-regulations/overseas-sanctions
It is important you resolve this before you leave the country as it can be difficult to arrange insurance once overseas. A sanction shall not be granted until proof of sufficient insurance is not received.
The following overseas sanctions are available:
 USGAA Sanction – For players wishing to play in the U.S.A. (Excluding New York) – Proof of Insurance Required USGAA (J1) Sanction For players wishing to play in the U.S.A. while on a J1 visa (Excluding New York) – Proof of Insurance Required & Proof of J1 Visa Required. OR OR OR Ital and the County Banel for a Championchin Game in 2016 and have a valid 11 Vice or meet meet
 the eligibility requirements for a 17 Visa - Proof of Insurance & Proof of 17 Visa OR Biglibility of 17 Visa Required New York Board Sanction - For players wishing to play in the New York - Proof of Insurance Required Canadian Board Sanction - For players wishing to play in Canada – Proof of Insurance Required

Figure 5 E-mail received by player directing him to online application form





Player's Sanction Application

- → Information is filled in by the player and submitted
- → Players must upload insurance documents as part of application (And proof of J1 Visa if applying for a J1 Sanction).
 - The only currently acceptable insurances are those provided by Chubb (available via the link below on gaa.ie) and USIT(MAPFRE - which must include confirmation of an upgrade from the standard cover of "Hazardous Activities Grade 1": to include "Hazardous Activities: Grade 5").
 - 2. Please note Travel insurance must be purchased before the player leaves Ireland Further details below.
- → Players are reminded of the rules before the application is accepted

General Detai	is .		
	Economic		Deserved Northan
Alore		Umbit Rea	Palapat Nation
		-	
Sumame"	Sumame	Insurance	
Sicinte		Documents"	One first has been been been and
Inah	Irish Forename	Dolciméld	OR
Forename			Click to choose files to upload
Ainm			
Inah	Irish Sumame		
Sumame			Files to be uploaded in .pdf, .jpg, .png formal only.
Sibinne			Please ensure you have included proof of
Error C	cearcid devill@caa is		to play GAA as part of a learn for the duration of
Riomhphost			your inlended participation on your trip and proof of
			the SEVIS # of your J1 Vise* (FOR NACE J1
Mobile"	Mable No.		Applications only)
Sophusiste			 Please note the total size of files must not
-			enceed 3MB.
DOR.	Date of Birth (dd/mm/yyyy)		 Applications which do not have sufficient
			processed.
Membership	Membership Number (if known)		processed.
Membership #	Membership Number (if known)		insurance of the incontresion will not be processed.
Membership S Uimhir Seireischt	Membership Number (if known)		insurances of view incontractor will not be processed.
Memberahip # Ulmhir Zeinelochi	Membership Number (if known)		maunence of vise institutean we not be
Memberahip # Ulmhir Belite/bch/ Current Addre	Membership Number (If known) ss (In Ireland) Seoladh (In Éirinn)	Current Playin	g Status/Grading for Club in Ireland Statas
Memberahip s Llimhir Beihelocht Current Addres	Membership Number (if known) ss (In Ineland) Seoladh (In Èirinn) Address 1	Current Playin Imearthaigradi	g Status/Grading for Club in Ireland Stådas do club in Éirinn
Membership S Uimhir Beirefocht Current Addres Address 1* Seoledh 1	Membership Number (if known) ss (In Ireland) Seoladh (In Èirinn) Address 1	Current Playin Imearthalgradi	g Status/Grading for Club in Ireland Stådas i do club in Èirinn
Membership # Umhir Beihetocht Current Addre Address 1* Seoledh 1	Membership Number (if known) ss (In Ireland) Seoladh (In Èirinn) Address 1	Current Playin Imearthaigradi Football (frapple	g Status/Grading for Club in Ireland Stådas do club in Eirinn
Membership B Umhir Beiheboht Current Addre Address 1* Seclech 1 Seclech 2	Membership Number (If known) es (In Ineland) Seoladh (In Èirinn) Address 1 Address 2	Current Playin Imearthaigradi Football (if applie Not Applicable	g Status/Grading for Club in Ireland Stådas do club in Eirinn stiv)
Membership 2 Umhir 2eihefoch Current Addres Address 1* Secledh 1 Address 2 Secledh 2	Membership Number (if known) ss (in Ineland) Seoladh (in Èirinn) Address 1 Address 2	Current Playin Imearthalgradi Football (frapple II Not Applicable Creder Gree	g Status/Grading for Club in Ireland Stådas do club in Eirinn able) Salect Grade
Membership 2 Umhr Zeihelboh Current Addre Address 1* Secledh 1 Address 2 Secledh 2 Iown*	Membership Number (if knoem) ss (in Ireland) Seoladh (in Èirinn) Address 1 Address 2 Town	Current Playin Imearthalgradi Football (frapple Not Applicable Grade Grad	Insurance of visa instrination will not be processed.
Membership 5 Umhir Zeitrefocht Current Address Address 1* Seoladh 1 Address 2 Seoladh 2 Iown* Zeite	Membership Number (if known) ss (In Ireland) Seoladh (In Èirinn) Address 1 Address 2 Iown	Current Playin Imearthaigradi Footbell (if apple Not Applicable Great Hurting (if apple)	Insurance of visa instrination will not be processed.
Membership 2 Umhir 2einstoch Current Addres Address 1* Secledh 1 Address 2 Secledh 2 Secledh 2 Secledh 2 Secledh 2 County*	Membership Number (if known) es (in Ineland) Seoladh (in Èirinn) Address 1 Address 2 Town County	Current Playin Imearthalgradi Pootball (if appli Not Applicable Grade Grade Hurling (if applicable	addition of visa information will not be processed. g Status/Grading for Club in Ineland Stådas i do club in Etrinn addition Select Grades
Membership 2 Umhir Beiheloni Current Addre Address 1* Secledh 1 Address 2 Secledh 2 Secledh 2 Secledh 2 Secledh 2 County*	Membership Number (If known) ss (In Ireland) Saoladh (In Èirinn) Address 1 Address 2 Town County	Current Playin Imearthalgradi Football (if applic II Not Applicable Great Great Hurting (if applicable Unad Unad Creat	Insurance of visa intermedia will not be processed.
Membership 2 Umhi 2 elirebott Current Addres Address 1* Secledh 1 Address 2 Secledh 2 Iown* 2 Elie Courty* Contre	Membership Number (if known) as (In Ireland) Seoladh (In Èirinn) Address 1 Address 2 Town County Poskoole	Current Playin Imearthaigrad Foxtball (if applin B Not Applicable Grader Grad of Hurling (if applie Crader Grad Not Applicable Grader Grad	Select Grade Select Grade
Membership 2 Umhir 2einetoch Current Addre Address 1* Secledh 2 Secledh 2 Secledh 2 Secledh 2 Iown* Zerie County* Contee Postcode Postcode	Membership Number (if known) ss (In Ireland) Seoladh (In Èirinn) Address 1 Address 2 Town County Postcode	Current Playin Imearthaigradi Footbell (if apple Nat Applicable Grader Horting (if apple Phot Applicable Crader Grader Grader	Insurance of ves information will not be processed. g Status/Grading for Club in Ireland Stådas i do club in Eirinn able) Safect Grade
Membership g Umitin Beiretbort Current Address 1* Seclisch 1 Address 2 Seclisch 2 Seclisch 2 Seclisch 2 Seclisch 2 Conte Postchode Postchode	Membership Number (if known) es (in Ineland) Seoladh (in Èirinn) Address 1 Address 2 Town County Poskoole	Current Playin Imearthalgradi Football (if appli Not Applicable Grade Huring (if applic Not Applicable Grade Not Applicable Grade Grade	Insurance of ves information will not be processed.
Membership 2 Umnir Beirebort Current Addres Address 1* Secledh 2 Secledh 3 Secledh 3 Secledh 3 Secledh 3 Secledh 4 Secledh 3 Secledh 4 Secledh 4 S	Membership Number (f knoen) ss (In Ireland) Seoladh (In Eirinn) Address 1 Address 2 Town County Postcode County	Current Playin Imearthaigradi Football (fapple I Nat Applicable Grader Huring (fispple Grader Grader Grader Grader	Salved Grade S
Membership 2 Umhi 2 einebott Current Addre Address 1* Secledh 1 Address 2 Secledh 2 Iown* Zerie Contre Pastoode Pastoode Country Tir	Membership Number (if known) es (In Ireland) Seoladh (In Èirinn) Address 1 Address 2 Town County Postcode County	Current Playin Imearthaigrad Football (if applie Not Applicable Greder Greder Hurting (if applie I Not Applicable Greder Greder	Insurance of ves information will not be processed.
Membership 2 Umhir 2einetoot Current Addre Address 1* Secledh 7 Secledh 7 Secledh 7 Secledh 7 Secledh 7 County* Contee Postcode Postcode Country Th Sanction from	Membership Number (f known) ss (In Ireland) Seoladh (In Èirinn) Address 1 Address 2 Town County Postcode County County	Current Playin Imearthaigradi Footbell (if apple Bot Applicable Grader Footbell Nat Applicable Grader Grader Grader Grader Grader	adaithe go
Membership s Umiti Belirebort Current Address Address 1* Seclech 1 Address 2 Seclech 2 Seclech 2 Seclech 2 Seclech 2 County* Cotte Pestonde Pestonde County* Th Sanction from	Membership Number (f known) ess (In Ineland) Seoladh (In Èirinn) Address 1 Address 2 Town County Poskode County [Ceadaithe 6	Current Playin Imearthaigradi Football (if applie Onder Gried Not Applicable Creder Creder Creder Sanction to C	addithe go
Membership 2 Umnit 2 elinebott Current Addres Address 1° Secledh 1 Address 2 Secledh 2 Iown° 2 elie County° Conte Pastonde Pastonde Country Th Sanction from Country	Membership Number (f knoem) ess (In Ireland) Seoladh (In Eirinn) Address 1 Address 2 Town County Poskcode County County County County County Lacts	Current Playin Imearthalgrad Football (fraphi B Not Applicable Grader Huring (fraphic Not Applicable Grader Grader Grader Sanction to C County	addaithe go Central (CE)
Membership 2 Umbir 2 elinebott Current Addre Address 1* Secledh 1 Address 2 Secledh 2 Iown* Zerie County* Contre Pestonde County The Sanction from	Membership Number (f knoem) ess (In Ireland) Seoladh (In Èirinn) Address 1 Address 2 Town County Postcode County I Ceadaithe ó Laobi	Current Playin Imearthaigrad Football (if applic B Not Applicable Grief Hurting (if applic Not Applicable Grief Sanction to C County Colise	aduation of ves information will not be processed.
Membership g Umitin Beireitbort Current Address 1* Secliech 1 Address 2 Secliech 2 Secliech 2 Secliech 2 Secliech 2 Secliech 2 Contex Postchod Country The Sanction from Country Contex Country Contex Country	Membership Number (f known) ss (In Ireland) Seoladh (In Èirinn) Address 1 Address 2 Town County Postcode County	Current Playin Imearthaigradi Football (if apple Bat Applicable Grader Bat Applicable Grader Grader Grader Grader Grader Grader Grader Grader Grader Grader Grader Grader Grader Grader Grader Grader Grader Grader	adaithe go Cantral (CE) Chicago Caffice GPC

Figure 6 Online Sanction Application Team

Application is submitted and sent back to the Club Secretary for approval.

GAA Páirc an Chrócaigh Baile Átha Cliath 3 Guthán +353 1 865 8685 Faics +353 1 865 8600



D. Review information and submit to Central Council

Club Secretary receives a notification via e-mail (See Figure 6) that the player has applied for a sanction application by completing the details. At this stage, the Secretary may:

- ➔ Log in to PTS.
- → Review the details submitted by the player following the link by e-mail.

Transfer Sanction Review

After logging into to PTS, the Secretary will see a notification showing that the player has submitted his details.

→ Click 'Go to' which will take you to the 'Sanction Application Review' page.

Two options are available for the Club Secretary:

- → Click 'Accept' If satisfied that the details are correct (This will send the application to Central Council for processing).
- Click 'Seek Amendment' If the Club feels that the details are incorrect, the Secretary should click 'Seek Amendment' which will send an e-mail back to the player suggesting the amendments / attached and/or Correct insurance type.

Once 'Accepted', no further action is required by the Club.

GOOL PTS Dat	shboard Transfers Sanctions Historical Data		Chicago Celtics GFC + 🔺 🚺 🔹 🛊 -
USGAA S	anction Application Review		
Check the details of the progress to the next s	ne player below. You can request changes to these details which will ema tage.	I the player asking him to update his details again. If everythi	ing is correct, you can accept the details and the sanction will
General Detail	S		
Forename Surname Irish Forename		Passport # Insurance Documents	t34234 (≛ Download <mark>)</mark> df
Irish Surname Email Mobile D.O.B Membership #	123456789		
Current Addres	ss (In Ireland)	Current Championship Stat	tus In Ireland
Address 1 Address 2 Town County Postcode Country	asdsas sdsad sdsad sas	Football N/A Hurling Grade INTERMED	DIATE
			Seek Amendment 🛛 Accept 🤗



E. Application processed by Central Council

- The Administrators of the PTS on behalf of Central Council will be notified when the transfer has been submitted.
- If all of the details appear to be in order, Central Council will forward he application to all parties for consideration.





• If an application is incomplete, Central Council will advise the player and club as to why the application has not been processed, if further information is required OR if a new application is required for the person.

F. Notification of Decision on Application

• The decision on a sanction application will be conveyed via e-mail to both County Secretaries and both Club Secretaries when the sanction has been approved.



Figure – Online Inter-County Sanction Process (For Club a Player wishes to sanction to in US/New York/Canada)





2. Process for the Club Secretary (Ireland) a Player wishes to Sanction From

A. Notification of Online Sanction Application

Once an application has been submitted by the player and the Club a player wishes to sanction to, Central/ Council will forward it to all other parties i.e. County Secretary (Sanctioning to), Club Secretary (in Ireland), County Secretary (in Ireland)

E-mail received by Club

• E-mail sent to the Club's official GAA e-mail account containing a link to the player's application

Online Sanction for Approval
no-reply@servasport.com
Wed 18/04/2018 14:31
A chara, A Sanction has been submitted for your consideration. Please <u>click here</u> to view the application.
This application will not be granted until you have approved it.
Important - Do not forward this e-mail to any individual as the sanction can be approved by anyone with the link. If you wish to share details of the sanction with a relevant party, please print a copy. As Secretary, you have the responsibility for making the decision on behalf of your Club or County. The relevant Clubs and Counties have been notified separately by the GAA. Le meas,
Gearóid Mac Daibhéid Páirc an Chrócaigh

Figure 8 E-mail to club and county inviting approval

B. Decision conveyed on Application

The Club Secretary now has two options to convey the Club's decision on the application; he/she can:

- Option 1) Click on 'Click here' in the e-mail to view details of the application
- Option 2) Log in to the Player Transfer System (PTS) [pts.gaa.ie] using his/her Membership Number and Password

Overview of Option 1 – Follow the link in the e-mail

- → Click on the 'Click here' link in the e-mail
 - This will display the information relating to the transfer application.
 - Upon viewing the information, the Club Secretary can either choose to 'Accept' or 'Reject' the application.
- → Accept If the application is accepted then Central Council will be notified and the application will be granted if there are no Objections from any other parties within the period allowed.



→ Reject – If the Club decides to 'Reject' the application, the Secretary must provide a short reason. An Administrator on behalf of Central Council/Provincial will then liaise with the Club on the process for Objecting to the application in accordance with the General Rules of the Association.

Option 2 – Access the Player Transfer System

Club Secretary visits the Player Transfer System at **pts.gaa.ie** and logs in with his/her GAA Membership Number and Password.

← → C D pts.servasport.com/openid/authenticate/1111/2233?openid.ns=http:	%3A%2F%2Fspecs.openid.net%2Fauth%2F2.0&oper	nid.claimed_id=http%3A%2F%2Fspecsរ ನನ] ≡
G	0	
Membership ID		
Password		
Verify 🕑 Forgot your password?	$\langle -$	

Decision using Transfer System

- ➔ Go to the 'Sanctions' section
 - Under 'Next Actions', the following options are available:
 - Select 'Review Player Details This will allow you to determine if the Club in your jurisdiction has approved the transfer.
 - Select 'Approve' This will notify Central Council that the County has no Objection to the sanction.
 - Select 'Reject' The Secretary will provide a brief reason as to why the County wishes to reject the sanction. An Administrator in Croke Park will liaise with the County in this instance.



GXX PTS Dashboa	rd Transfers Sanctions	Historical Data							Red Hughs +	A 22	¢-
Sanction App	olication							Back			
Type Player Irish Name <u>DOB</u> Email Mobile # <u>Mem</u> ID Insurance Documents	USGAA No name given 123456789 No id given Cardiac_Screening_Gf	La Gr La Gr Nood naire.pdf	ast Championship Footbal rade ast Championship Hurling rade	II Game N/A Game Intermediate		Currrent Address (In Ireland) asdsas sosad sos sos Ireland		Passport#	134234		
STEP 1 STEP 1.1 Member Application Su STEP 1.2 Approved by Club Join (Chicago Cettics GFC) STEP 1.3 Sent to GAA for Proces	Done ⊘ bemitted Approved ⊘ ng Sent 🅑	Ð	STEP 2 GAA Sanction Forwarded View Details	Approved 📀	€	STEP 3 STEP 3.1 Leaving Club (Red Hughs) View Details Approve Q Repid Q STEP 3.2 Pending ? Leaving County (Donegal) View Details STEP 3.3 Pending ? Moving to County (Central (CE))	•	STEP 4 GAA Decision on Sanction View Details	Pending		
						View Details					

Figure 9 – Review Application screen for clubs

Notification to Club of Transfer Application

The County Secretary a player wishes to sanction from will be notified in a separate e-mail from Central Council that an Online Inter-County Sanction has been submitted for the County's approval. The County Secretary should not forward the e-mail from the Player Transfer System as the link in the e-mail is only for the County Secretary. If the County Secretary wishes, he/she can print or save a PDF version of the application and send it to the Club for consideration.

C. Notification of Decision on Application

- Once the application has been approved by all relevant parties the sanction will be granted.
- The decision on the sanction application will be conveyed via e-mail to both County Secretaries and both Club Secretaries and the player.



Figure – Online Inter-County Sanction Process (For Club a Player wishes to Sanction from)







3. General Information

Getting Started – Logging in to the system

Perform Login

To log into the system perform the following steps:

- → Enter your 7 digit GAA Membership Number
- → Enter your password in the Password textbox (Passwords are case sensitive)
- → Click the 'Verify' button

Finding Membership Number

E-mail your County Secretary with your request.

Please contact the Servasport Support team if there are any issues performing the password reset by click 'Contact Support'

Contact Support

Servasport support details:

- Email: support@servasport.com
- Phone: Ireland: 048 90 313 845

Six Counties and Britain: 028 90 313 845

International: +44 2890 313 845

- Player, Club and Games Administration
- Email: darerca.osullivan@gaa.ie
- Phone: +353 (0) 1 8658698