



Established 1988 and incorporating girls and youth football

Burton Junior Football League Registrations

BJFL General Secretary
16 Arnold Close
Castle Gresley
DE11 9HF

Dear Club Secretary

This is your Season's REGISTRATION INSTRUCTION DOCUMENT for the Burton Junior Football Leagues.

Once again NO TEAM will be registered if they do not follow these simple instructions:-

1. Forms can be downloaded from the registration section of the BJFL website
<http://www.bjfl.uk.net/Clubs&Teams.html>
2. You will need Adobe Reader to view and complete these forms, this can be found at
<http://get.adobe.com/uk/reader/>
3. Complete the forms as requested (see #Sample Form) to help you do this, see also the #instructions document.
4. If you have any new Managers, a new Secretary or CWO then please also complete either BJFLSEC, BJFLMAN or BJFLCWO.
5. If any of your existing Managers, Secretary or CWO details have changed then please also complete the above forms.
6. All required forms MUST be submitted together and as soon as possible (Email ONLY).
7. After receipt of your registration documents Clubs will be invoiced. **Please do not submit ANY payment until an invoice has been received. Clubs will have 7 days to submit payment after the invoice date.**
8. Ensure the Registration Document is completed in full. If you do not yet have your County Affiliation Number this can be forwarded as soon as you receive it. The format of this will be M(2 letters)(5 digits)
9. New Clubs please make sure that you include the £50.00 refundable deposit. Please note only one deposit per Club is required. If you have paid this deposit previously and have not had it returned please do not pay it again.
10. Registration fees are: **£25 for Mini Soccer (U7-U12), £40 for Youth Teams from Under 13 upwards.** Please make Cheques made payable to The Burton Junior Football League.
11. Completed forms will be sent back to Club Secretaries as proof of receipt along with a receipt for payment.
12. Any **NEW Clubs** registering with the BJFL for the first time ensure that these forms are returned to the General Secretary **no later than 23rd June.**
13. No registrations will be accepted **after the 30th June.**

If there are any questions/problems relating to the new forms then please contact me ASAP. I would suggest that you have a 'dry run' with the forms so as you are familiar with the format and functionality.

**** Please note: ALL Clubs MUST be Charter Standard otherwise the application will NOT be considered.**

Yours in Sport

Mark Jones

*Mark Jones
General Secretary BJFL
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