

**USA BASKETBALL**  
**LETTER OF CLEARANCE INSTRUCTIONS**  
(Revised: January 2008)

A Letter of Clearance must be obtained from the national member federation where a player last played or was licensed before he/she can play or be licensed by another member federation. This document certifies that the player concerned is free to play or be licensed by another member federation.

USA Basketball requires that all players who need to obtain a Letter of Clearance from USA Basketball complete this application process.

There are two (2) pages to the instructions and two (2) pages to the application. You must complete and submit both pages of the application.

**Fee Structure:**

\* Letter of Clearance - \$125.00 US

**Note:** This fee applies to ALL Letters of Clearance (also known as Player Transfers) that are processed and issued. Please go to [www.fiba.com](http://www.fiba.com) for a free download of the 2006 FIBA Internal Regulations.

\* One Day Processing Fee - \$100.00 (This fee is optional and in addition to Letter of Clearance Fee)

\* Two Day Processing Fee - \$50.00 (This fee is optional and in addition to Letter of Clearance Fee)

**Note:** The One Day and Two Day processing fees being offered by USA Basketball are subject to availability of USA Basketball personnel and applicable member basketball clubs. You must call to confirm acceptance of your request. The application and corresponding fees must be received in their entirety before 10:00 am MOUNTAIN TIME for One Day or Two Day processing. This service is only available during business hours on applicable work days, and is not offered on weekends or holidays.

**Method of Payment:**

USA Basketball only accepts credit cards, money orders or certified checks as methods of payment.

**Personal Information:**

The hard copy of your Letter of Clearance will be mailed to the US address that you provide in this section. Please fill in completely and legibly including a phone number or e-mail address where you can be contacted with any questions regarding your application.

**Player Agents:**

**You MUST complete this section of the application for processing of your application to begin**

Pursuant to the FIBA Internal Regulations, Section H.5, a player wanting to enter into a contract with a team in an International Federation must either:

- Be represented by a FIBA Licensed Agent
- Be represented by an agent that is licensed to practice law in the country of his permanent residence
- Represent themselves

**Playing History:**

In this section you need to list all teams or National Federations that you have 1) played for; 2) signed a contract with and/or; 3) a Letter of Clearance has been issued to or applied for, including the NBA/NBDL or WNBA through FIBA. List these in descending order beginning with the most current team (e.g. college, CBA, NBDL, NBA, WNBA, Globetrotters, foreign teams, mini camps, try outs). List all teams that this applies to whether you actually played for them or not.

**Country and team for which you are applying to play:**

Please list the National Federation and the name of the team you will be playing for here. The Letter of Clearance is issued directly to the National Federation.

**NBA Letter of Clearances**

A player who last played for the NBA, WNBA, NBDL, or has attended any NBA/WNBA sponsored camps and proposes to enter into or has signed a Player Contract with a NBA/WNBA/NBDL team, must have the eligibility department at FIBA (Phone: 41-22-545-0000) contact the NBA/WNBA/NBDL in writing, and request a written statement that the player is not subject to an existing and validly binding Player Contract with a team in the NBA/WNBA/NBDL. USA Basketball does not issue a Letter of Clearance in these cases, but rather the Letter of Clearance is issued by the NBA/WNBA/NBDL.

**Non-Affiliated Clubs**

Not all team clubs in the United States are members of USA Basketball, and are therefore not FIBA affiliated. In these cases, the Letters of Clearance will revert back to the previous FIBA affiliated team that the player last played for and/or was issued a Letter of Clearance for.

**Signature:**

Once the last paragraph has been read and understood by the player requesting the Letter of Clearance he/she needs to sign and date the application. **Applications not signed by the player will not be processed**

**Fines/Penalties**

**ANY PLAYER FOUND TO BE PLAYING FOR AN INTERNATIONAL FEDERATION WITHOUT FOLLOWING THE PROPER FIBA AND/OR USA BASKETBALL GUIDELINES SHALL BE SUBJECT TO A FINE OF \$500.00 US AND/OR A SUSPENSION FROM PLAYING FOR ANY FIBA AFFILIATED CLUBS.**

# USA BASKETBALL LETTER OF CLEARANCE APPLICATION

*Please read the attached instructions carefully to insure timely processing of the Letter of Clearance*

**The application contains two pages. Complete and submit both pages to avoid delays in processing  
PLEASE TYPE OR PRINT LEGIBLY**

<ul style="list-style-type: none"> <li>• <b>Mail completed application and fees to:</b> USA Basketball Attn: Shannon Thayer 5465 Mark Dabling Blvd. Colorado Springs, Colorado 80918-3842 Telephone: 719/590-4800</li>   <li>• <b>Fax completed application and signed credit card form to:</b> <i>Facsimile: 719/590-4811</i></li>   <li>• <b>Please allow a maximum of seven (7) calendar days for processing. The player applying for the Letter of Clearance must sign the application. Complete applications will be processed promptly. <u>The name of the country the player will be playing in is required to process the application.</u> Processing will not begin until the application is complete and all fees are paid IN FULL.</b></li>   <li>• <b>Should you choose to pay by credit card please fill out the credit card record form and fax or mail it back with your application. The form needs to be filled out completely including the cardholder's signature to authorize the payment. A 3% transaction fee will be assessed for all credit card payments. We accept Visa, MasterCard, American Express and Discover.</b></li> </ul>	<p><b>OFFICE USE ONLY:</b></p> <p>Date: _____</p> <p>App. Fee: _____</p> <p>Other Fee: _____</p> <p>Country: _____</p> <p>Approved: _____</p> <p>LOC No. _____</p>
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Name: \_\_\_\_\_

Phone/cell/e-mail address: \_\_\_\_\_

USA Mailing Address: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_      Place of Birth \_\_\_\_\_  
Day                      Month                      Year                      City                      State                      Country

Citizenship: \_\_\_\_\_      Sex: M \_\_\_ F \_\_\_      Ht: \_\_\_\_\_      Wt: \_\_\_\_\_

College attended: \_\_\_\_\_      Date of completion: \_\_\_\_\_  
Month                      Year

Please indicate if you are represented by a FIBA licensed agent, a licensed attorney, non licensed agent, or represent yourself in the corresponding space below: **You must complete this part for processing of the application to begin.**

**I am represented by a FIBA licensed agent:**

Agent Name and Nationality \_\_\_\_\_

FIBA License Number \_\_\_\_\_

Agent Address/Contact Phone \_\_\_\_\_

**I am represented by an agent who is licensed to practice law in the country of his permanent address:**

Agent name and Nationality \_\_\_\_\_

Country where he is licensed \_\_\_\_\_

Agent Address/Contact phone \_\_\_\_\_

**I am represented by an agent who is neither FIBA licensed nor a licensed attorney in the country of his permanent address:**

Agent Name/Address/Contact phone \_\_\_\_\_

**I represent myself:** \_\_\_\_\_

**In this section you need to list all teams or National Federations that you have 1) played for; 2) signed a contract with and/or; 3) a Letter of Clearance has been issued to or applied for, including the NBA/NBDL or WNBA through FIBA. List these in descending order beginning with the most current team (e.g. college, CBA, NBDL, NBA, WNBA, Globetrotters, foreign teams, mini camps, try outs). List all teams that this applies to whether you actually played for them or not.**

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From (Month/Year) To (Month/Year) Association (e.g. college, CBA, NBDL, NBA, WNBA, Globetrotters, foreign team) Country Team Name

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From (Month/Year) To (Month/Year) Association (e.g. college, CBA, NBDL, NBA, WNBA, Globetrotters, foreign team) Country Team Name

**Name of the Country and foreign team for which you will play:** \_\_\_\_\_

By applying for this Letter of Clearance and affixing my signature below, I hereby attest that I have fulfilled *all* contractual obligations stipulated in *any and all contracts* between myself and any team, club or national federation. I have read and fully understand ALL material within this application and have answered all questions truthfully and honestly.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_