

**STATUTES OF THE  
FÉDÉRATION INTERNATIONALE OF FIFA MATCH AGENTS  
(hereinafter "Statutes of the FIFMA\*")**

Adopted by the founding members during the General Assembly  
on December 13 April 2014

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\*This abbreviation corresponds to the label **F**édération **I**nternationale of **F**IFA **M**atch **A**gents (FIFMA)

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## I - DEFINITIONS

- 1) **FIFMA** : Fédération Internationale of FIFA Match Agents. The acronym is FIFMA.
- 2) **Executive Committee**: FIFA executive body composed by the President, the Vice-President and other members of the Executive Committee
- 3) **Fair play**: means acting according to ethical principles which, in particular, oppose the concept of sporting success at any price, promote integrity and equal opportunities for all competitors and emphasise respect of the personality and the worth of everyone involved in a sporting event.
- 4) **FIFA**: Fédération Internationale de Football Association with its headquarters in Zurich, Switzerland.
- 5) **Financial statements** : audited balance sheet and profit and loss account.
- 6) **General Assembly** : the supreme and legislative body of FIFMA.
- 7) **General Secretary and deputy General Secretary** : persons appointed by the Executive committee to manage and administrate FIFMA. They are not members of the Executive Committee.
- 8) **Member**: a FIFA licensed match agent who has been admitted as a member of FIFMA by a decision of the General Assembly.
- 9) **President**: president of FIFMA, elected at the General Assembly. He is a member of the Executive Committee.
- 10) **Bodies**: General Assembly, the Executive Committee, the Commissions, the Secretary General and his deputy, are considered as bodies within the meaning of FIFMA.
- 11) **UEFA**: “Union des Associations Européennes de Football” with its headquarters in Nyon, Switzerland.
- 12) **Ordinary national courts**: National jurisdiction which hear public and private legal disputes.
- 13) **CAS**: Court of Arbitration for Sport in Lausanne, Switzerland.

NB: References to natural persons include both genders. The singular case applies to the plural and vice versa.

## II - GENERAL PROVISIONS

### TITLE I : NAME - DURATION – HEADQUARTER - OBJECTIVES

#### Article 1 - Name - Duration – Headquarter

It is created between the adherents to the present Statutes and those which will adhere, a federation governed by the law of the 1<sup>st</sup> of July 1901 and its implementing decree of 16<sup>th</sup> August 1901, whose name is : FEDERATION INTERNATIONALE OF FIFA MATCH AGENTS with the acronym : "FIFMA".

The name and logo were registered at the “Registre de la Propriété” at Berne (Switzerland). In case of modification, it must be approved by the Executive Committee.

Its duration is unlimited.

Its headquarters is located in Paris (75013), 38 Rue Dunois. It may be transferred elsewhere by simple decision of the Executive Committee.

#### Article 2 - Objectives

The objectives of FIFMA are:

- 1) Promote friendly relations between its members;
- 2) Facilitate the tasks of FIFA licensed match agents and promote the FIFA match agent’s license throughout the territory of FIFA according to the principles of fair play, honesty and transparency;
- 3) Provide an exchange platform for its members through its website; social network and any other communication tools ;
- 4) To make respect and prevent any infringement of its statutes, regulations, directives and decisions;
- 5) To prevent all methods or practices which could jeopardise the reputation of its members within football organized under the authority of FIFA member associations;
- 6) Where deemed necessary, to draw up regulations and provisions and ensure their enforcement;
- 7) Assist its members in case of disputes with clubs or FIFA member associations throughout the territory of FIFA;
- 8) Protect the interests of its members and sue to defend their collective interests, whether moral or individual;
- 9) Organize regular exchanges and promote good relationships with FIFA and FIFA and their members as well as other bodies dealing with football (including football clubs);
- 10) Host seminars and workshops to improve the know-how and quality of FIFA licensed match agents.

And more generally, any means enabling the Federation to fulfill its statutory purpose

### **Article 3 - Neutrality and non-discrimination**

FIFMA is neutral in matters of politics and religion.

Discrimination of any kind against a country, private person or group of people on account of ethnic origin, gender, language, religion, politics or any other reason is strictly prohibited and punishable according to these Statutes.

### **Article 4 - Behaviour of the Executive Committee and the FIFMA Commissions**

The bodies and officials of FIFMA must observe its statutes, regulations, directives and decisions in their activities.

They further observe the principles of loyalty, integrity and sportsmanship in accordance with the rules of fair play.

## **III - MEMBERSHIP**

### **Article 5 - Composition - Admission of members - Membership and admission fees**

FIFA consists of active members, provisionally admitted members, supporters and honorary members.

1 – Are **active members** of FIFMA, the individuals who hold an FIFA match agent license and who have been approved by the General Assembly. They pay the annual fee and the admission fee. The respective amounts of such fees are identical for all members without distinction. They are allowed to vote at the general assembly and they are eligible at the Executive Committee and the Commissions.

An active member may be especially distinguished by the General Assembly for his knowledge, his skills, his know-how or the value of his actions for FIFMA.

2 – Are **members provisionally admitted**, the applicants admitted as such by the Executive Committee, until the next General Assembly, which makes a final decision on the approval of candidate. Provisional members may attend as observers to the General Assembly which decides the case. The provisional members may ask to make a brief address before the Assembly takes its final decision.

The members provisionally admitted may exercise all statutory rights but are neither eligible nor voters to the various organs of the FIFMA. The admission fee is set with the filing of application. In case of non-admission by the General Assembly, this amount is refunded to the applicant within 30 days from the date of the end of the General Assembly at which the admission was refused.

3 – Are **supporter members**, the individuals whose application is approved by the Assembly General and who support the FIFMA. They pay the annual fee and the Admission fee for which the amounts approved by the General Assembly. They may be invited to General Assembly but are neither voters nor eligible to various organs of the FIFMA.

4 – Are Honorary members, the persons admitted by the General Assembly on the proposal of the Executive Committee and who have rendered or render to FIFMA, meritorious service. They are

exempted contribution and admission fee. They can be invited to the General Assembly but are neither voters nor eligible to various organs of the FIFMA.

The annual membership fee that is owed by the members is due on February 28<sup>th</sup> of each year.

#### **Article 6 - Procedure for joining FIFMA**

The following documents must be enclosed with the application form and sent to the General Secretary in English or French, including the required original documents requested :

- 1) A written proof that the applicant is a FIFA licensed match agent holder;
- 2) A declaration signed by the applicant that he will always comply with the statutes, regulations, directives and decisions of FIFMA and that he recognizes the CAS as the competent arbitration body for any dispute with FIFMA;
- 3) The application form duly completed including a Curriculum Vitae;
- 4) A written proof of payment of the FIFMA admission fee.

The General Secretary acknowledges receipt of the application and confirms if it is complete. The complete application is submitted to the Executive Committee for examination. The Executive Committee assesses the application, confirms that it complies with the requirements of the FIFMA Statutes and informs the applicant when the next General Assembly will take place in order to take a decision. The Executive Committee may ask the applicant to provide additional information.

The Executive Committee admits an applicant as a provisional member if he meets all the requirements. The General Assembly has sole authority to grant status of member. Its decision is discretionary and does not have to be motivated.

A new member acquires membership rights and duties as soon as his admission comes into effect. He will become then an active member.

#### **Article 7 - Loss of membership status**

The FIFA member status is lost by :

- 1) The death of the individual;
- 2) The resignation by written notification addressed to the General Secretary, with effect from the end of the current calendar year and notice period of 3 (three) months;
- 3) The temporary suspension of the FIFA match agent license of the member during all the period of such suspension;
- 4) The cancellation for permanent withdrawal of the FIFA match agent license by the competent bodies of FIFA. In this case, the Executive Committee shall automatically end the membership of the member concerned, on the date specified in the withdrawal decision;
- 5) The cancellation for non-payment of the annual fee after the first reminder unsuccessful,
- 6) The suspension for misconduct, on a decision of the Executive Committee, endorsed by the General Assembly
- 7) The expulsion for serious failure, or prolonged suspension by a decision of the General Assembly

The resigning members, suspended, excluded or delisted remain liable for their financial obligations to the FIFMA and its members.

#### **Article 8 - Suspension of a member**

The Executive Committee may suspend for the following reasons :

- 1) Serious breach of the statutes, regulations, directives and/or decisions of FIFMA;
- 2) Failure to meet his financial obligations towards FIFMA, other than the annual membership fee ;
- 3) Suspension of his FIFA match agent's licence;
- 4) Failure to fulfil communication duties with FIFMA.

A suspended member loses all his membership rights, except to be invited to the General Assemblies of FIFMA. The member remains bound by all his membership obligations but he is not voter or eligible to the FIFMA bodies.

Any suspension is effective until the next General Assembly or the recovery in its rights of licensed FIFA match agent. Except in case of a motivated decision of the Executive Committee which have the ability to lift the sanction at the express and argued request the member concerned.

Upon the request of the Executive Committee or the suspended member, the General Assembly can take one of the following decisions:

- 1) Lift the suspension; or
- 2) Extend the suspension until the next General Assembly, which will finally either lift the suspension or expel the member.

#### **Article 9 - Exclusion of a Member**

The General Assembly may expel a member for any of the following reasons :

- 1) Repeated breach of an obligation which resulted in a prolonged suspension.
- 2) Very serious breach of the statutes, regulations, directives and/or decisions of FIFMA or for any other serious reason.

#### **Article 10 - Rights of the defense and contradictory compliance**

The Executive Committee and / or the General Assembly have the power to impose suspension or expulsion measures of members. The person concerned has been previously convened at least 15 days prior to the meeting by registered letter with acknowledgment of receipt stating the grievances against him so that he could provide, where appropriate, any explanation.

The suspension or exclusion of the member concerned must be approved by a majority of 2/3 (two thirds) of the members present who have the right to vote.

## **Article 11 - Rights of members**

Active members of FIFMA have the following rights:

- 1) To be convene and attend to General Assembly of FIFMA, in the form and conditions defined in the internal regulations Rules; speak and exercise the right of vote; propose points for inclusion in the agenda;
- 2) To propose candidates for the elections to the various bodies of FIFMA;
- 3) Submit his own candidacy for the election to the executive Committee, the commissions and the various bodies of FIFMA;
- 4) Receive from the General Secretary information about the actions and missions of FIFMA;
- 5) Participate in events organized by the FIFMA;
- 6) Exercise in general all rights under the Statutes and rules of FIFMA.

## **Article 12 - Obligations of the members**

Active members of FIFMA have the following obligations:

- 1) Comply with the Statutes, regulations, directives and decisions of the FIFMA;
- 2) Pay the annual membership fee and admission fee;
- 3) Keep it informed the General Secretary to of any change of coordinates;
- 4) keep informed the General Secretary in the event of unilateral renunciation of the FIFA match agent license of or in case of suspension, non-renewal or withdrawal of the said license;
- 5) Respect the principles of loyalty, integrity and sportsmanship in accordance with the rules of fair play;

The violation of any of these obligations may result in the temporary suspension or the final exclusion the FIFMA.

## **IV - ORGANISATION**

### **A - PRINCIPLES**

#### **Article 13 - FIFMA bodies**

The General Assemblies, the Executive Committee, the Commissions, the General Secretary and his deputy are considered as the bodies of the FIFMA. They are elected or appointed.

- 1) The General Assembly is FIFMA's supreme and legislative body.
- 2) The Executive Committee is the executive body.
- 3) Standing and ad hoc committees advise and assist the Executive Committee in fulfilling its tasks.
- 4) The General Secretary forms the administrative body.

To avoid a conflict of interest if a question on the agenda concerns one of the members of FIFMA, he must withdraw the time of voting. It may be invited to not to participate in the debate, if it is necessary.



The member elected at the Executive Committee cannot simultaneously occupy the General Secretary function.

#### **Article 14 - applications for one of the organs of FIFMA**

To apply for one of the organs of FIFMA the conditions are:

- 1) Be an active member of FIFMA,
- 2) Have his permanent residence in the territory of FIFMA,
- 3) Declare on honor not have been sentenced to a prison term of more than 1 month.

### **B - GENERAL ASSEMBLY**

#### **Article 15 - Definition and composition of the General Assembly**

Members meet in General Assembly, which is described as “extraordinary” when its decisions relate to an urgent issue and / or decisive or in case of dissolution, and “ordinary” in other cases.

The General Assembly consists of:

- 1) The active members, convened according to the procedure described in the internal rules. They have right to vote and are eligible for the bodies of the FIFMA. They have one voice.
- 2) The provisionally admitted members, invited as observers to the meeting which decides on their final application,
- 3) The supporter members, who have no voting rights,
- 4) The Honorary members, who have no voting rights.

The Executive Committee may invite external people, who have no voting rights.

Nobody can be represented by another member.

The active members who are suspended or exclude are neither voters nor eligible at the meeting which have to pronounce their suspension or exclusion. They cannot take part in the vote on them. Newly admitted active members have the right to vote for all the points remaining in the agenda.

The Ordinary General Assembly meets annually, preferably during the first quarter the calendar year upon written convocation by the Secretary-General to members on the day, hour and places indicated in the convocation.

The date, the place and the time are set by the Executive Committee which also sets the provisional agenda, the guest list, the content of the invitation of, the list of expenses covered by FIFMA and the documents to be sent to the members.

The invitations are sent at least 30 days before the meeting, by the General Secretary

The convocation contains :

- 1) the registration form to be returned to the Secretariat within the deadline;
- 2) the invitation letter;

- 3) the reminding that in the absence of a quorum, a new meeting will take place 24 hours later;
- 4) the draft agenda;
- 5) the minutes of the last General Assembly (as approved by 2 members appointed for this or for approval);
- 6) the FIFMA annual report;
- 7) financial statements, the auditors' report and the budget;
- 8) the motion for a resolution submitted by the Executive Committee and the motion for a resolution submitted by the members to the General Secretary;
- 9) any other relevant documents.

The possible points to put in the agenda at the request of the active members and accepted members temporarily, as well as their proposals and the requests, must be sent to the Secretariat at least 20 days before the meeting.

The proposals and the requests, drafted rather in English or in French, have to present a brief preamble and are formulated so as to bring it an affirmative or negative answer. If necessary, the additional documents can be joined. These proposals and requests are added by the Executive Committee to the temporary agenda, at the same time as its own proposals. Only points appearing in the definitive agenda are the object of debates.

In case of election to the Executive Committee or to one of the Commissions, an invitation letter will mention the procedure to be followed for every candidate, accompanied with a brief preamble and any useful additional documents, to send to the General Secretary at least 20 days before the meeting.

The decisions taken by the General Assembly come into effect immediately, except opposite decision taken by the General assembly.

#### **Article 16 - Verification of the Minutes of the General Assembly**

Within 30 days after the General Assembly, the General Secretary sends the minutes of the meeting to both members appointed by the aforementioned Assembly. Their mission is to verify the correct and complete conformity with the debates and the deliberations. The two auditor members must have a good knowledge of written English.

They have 30 days to send back their version possibly amended to the General Secretary who will send the minutes to the members and invites the participants to the General Assembly to send their possible request of modification within 14 days. If no modification request is made for the fixed deadline, the minutes are considered as approved.

If a modification request is made or if both auditor members appointed to verify the minutes do not approve the contents, the Executive Committee will analyze the demands and the comments, then will submit the report during the following session of the General Assembly for final approval.

## **Article 17 - Quorum at the General Assembly**

To deliberate validly, the General Assembly has to consist of 1/3 of the voting active members.

If this quorum is not reached, the General Assembly is convened again 24 hours later, in the same place and with the same agenda, without any need to send new convocations, the members having been perfectly informed by the convocation notice.

During the second meeting, the General Assembly deliberates validly whatever is the number of active members with right to vote present.

For the following decisions:

- 1) Modifications of the Statutes;
- 2) Dissolution of the FIFMA.

If the quorum is not reached during the 1<sup>st</sup> meeting, the Assembly is again convened with the same agenda, but in 30 days which follow. During this second meeting, the General Assembly deliberates validly whatever is the number of active members with right to vote present.

## **Article 18 - Votes and majorities at the General Assembly**

The mandates are not admitted, nor the postal votes, that is by mail way.

The Executive Committee fixes the rules and conditions which allow the vote of the resolutions, by electronic way, internet or by distance. These rules must guarantee the secret of the ballot if necessary, and the sincerity of the votes.

The deliberations of the General Assembly are taken by a simple majority of the votes cast present members (the largest number of vote), by hand or by secret ballot, according to decision of the President of the meeting. If one active member asks for it, the concerned deliberation can be voted by secret ballot.

The elections of the candidates for the FIFMA bodies are described in a specific article of the present Statutes.

## **Article 19 - Role of Scrutineers at the General Assembly**

Two Scrutineers, not candidates for any election at the meeting in question and who must be FIFMA members are designated for the following tasks :

- 1) assist the meeting President in the realization and the progress of the votes and of the elections;
- 2) confirm that the quorum and the number of required votes are reached so that a valid decision can be taken;
- 3) count the votes and/or the ballots;
- 4) watch the good progress of the election procedure;
- 5) control the validity of the votes and/or the ballots, and make any decision on the subject;

- 6) assist the General Secretary in the distribution of cards and ballots;
- 7) execute the other necessary tasks for the good progress of the voting procedures and the election.

**Article 20 - Fields of expertise of the Ordinary General Assembly**

The General Assembly has the following authority:

- 1) appointment of scrutineers;
- 2) appointment of two members to verify the minutes of the General Assembly;
- 3) approval of the minutes of the previous General Assembly, if disputed;
- 4) acknowledgement of the FIFMA annual report;
- 5) approval of the financial statements of the previous financial year, acknowledgement of the auditors' report and approval of the budget for the next financial year;
- 6) takes a decision on the requests and the proposals beforehand formulated by a member or the Executive Committee;
- 7) election of the President, the Vice-President and the other members of the Executive
- 8) fixing of the admission and membership fees and any other financial contributions;
- 9) admit the new active members and bestowal of the title of honorary member;
- 10) expulsion of a member as well as the prolongation or lifting of suspensions decided by the Executive Committee.
- 11) adoption or amendment of the FIFMA Statutes;
- 12) approve the emblem and the logo of the FIFMA;
- 13) appoint a chartered accountant and possibly a Statutory auditor and his deputy;
- 14) and in a general way, deliberate on all the questions which are submitted by the Executive Committee, after agreement on the final minutes as well as on the "various" said questions.

**Article 21 - Modification brought to the Statutes(Statutes) of the FIFMA**

Any proposal of modification of the FIFMA Statutes must be written, motivated briefly by an active member or by the Executive Committee and transmitted to the General Secretary.

The proposals of modification are adopted by approval of the two thirds of the valid votes of the present active members.

**Article 22 - Agenda of the annual Ordinary General Assembly**

The annual Ordinary General Assembly agenda includes the following items in chronological order:

- 1) Welcome by the President;
- 2) Roll call;
- 3) Appointment of scrutineers;
- 4) Approval of the final agenda;
- 5) Appointment of two members to verify the minutes;
- 6) Approval of the minutes of the previous General Assembly (if applicable);
- 7) Endorsement of the lifting or prolongation of a suspension of a member (if applicable);
- 8) Endorsement of the expulsion of a member (if applicable);
- 9) Presentation by the President of the FIFMA annual report;
- 10) Presentation by a member of the Executive Committee of the financial statements of the past financial year;

- 11) Presentation by a member of the Executive Committee of the auditors' report;
- 12) Approval of the financial statements of the past financial year;
- 13) Presentation and approval of the budget of the next financial year, including the admission and membership fees;
- 14) Admission of new members (if applicable);
- 15) Adoption of proposed amendments to the FIFMA Statutes (if applicable);
- 16) Approval of proposals submitted by members and/or the Executive Committee;
- 17) Appointment of independent auditing company on the proposal of the Executive Committee (if applicable);
- 18) Election of the President, Vice-President and ordinary members of the Executive Committee (if applicable);
- 19) Various issues.

The agenda of an ordinary General Assembly may be amended if such motions are supported by two-thirds of the members present at the General Assembly.

### **Article 23 - Extraordinary General Assembly**

The Extraordinary General Assembly is convened by the Executive Committee. It fixes the agenda, the place, the date and the hour. The agenda cannot be modified the day of the meeting. Secretariat convenes the members, at least 30 days in advance by joining the agenda and any documents useful for the debates.

The Extraordinary General Assembly can be also convened at request of the fifth of the acting members who have the right of vote, sent to the General Secretary, who transmits it to the Executive committee. This request has to specify points and questions to be registered on the agenda and it must contain a brief preamble. The Executive Committee can add some points to this agenda.

If the meeting is not convened within 3 months by the reception of this request, the member's who have made this request can convene by themselves the aforementioned Assembly, in association with the General Secretary.

### **Article 24 - Conditions of eligibility of the candidates for the FIFMA bodies and the confirmation of candidacies**

To be eligible to the Executive Committee, every candidate has to fulfil the following requirements:

- 1) have been a FIFA licensed match agent during at least the previous 2 years and being always on the date of the request;
- 2) not have been suspended during this period;
- 3) not have been convicted of any offense punishable under the Penal Code by a term of imprisonment exceeding one month;
- 4) have its permanent residence on the territories of FIFA

The candidacy file must be sent to the General Secretary, at least 20 days before the elective Assembly, either by mail way with acknowledgement of receipt, or by electronic way, the answer of the General Secretary proving its electronic reception.

The candidacy file contains the following information:

- 1) Name and first name of the candidate active member;
- 2) Permanent residence address;
- 3) Declaration of faith for the function wished at the Executive Committee or to one of the Commissions:
- 4) Curriculum Vitae of a maximum 1 page including the training and the career;
- 5) Dates of validity of the UEFA match agent's license

In case of incomplete file, the General Secretary can ask for additional documents and for further information. The files are then transmitted to the Executive Committee for examination. It evaluate the candidates, confirms or not their eligibility and draws up the list of the eligible candidates for the next General Assembly.

The members convened to the elective Assembly receive, at the same time as the agenda, the official list of the candidates accompanied of their respective CV.

The members recently accepted can apply only during the next elective General Assembly which follows their admission.

The candidates have to confirm their candidacies, either orally or in writing to the General Secretary, before the opening of the elective Assembly, during the recording procedure planned for that purpose.

#### **Article 25 - Elections of the members of the FIFMA bodies**

The elections for the FIFMA bodies (Executive Committee and Commissions) are made by secret ballot, unless the General Assembly decides differently, in particular when the number of vacancies corresponds to the number of candidates to the election in question.

The election for the office of President is held first, followed by the election of the Vice- President and, finally, the joint election of the ordinary members of the Executive Committee on one single list.

The elections take place, if necessary, in as many ballots as vacant posts or unfilled. In the first ballot, a candidate must receive an absolute majority (50% + 1) of the valid votes in order to be elected.

If there still vacant positions after the first ballot, a second ballot and, if necessary, subsequent ballots take place in which a simple majority (i.e. most of the votes cast) is required for election to a vacant position.

If, in the same ballot, two or more candidates receive the same number of valid votes for one or more vacant positions, a separate ballot with only those candidates takes place in which the candidate(s) who obtain a simple majority of votes valid is/are elected to fill the remaining vacant position(s).

Elections are executed in separate ballots until all vacant positions have been filled by candidates who receive the required quorum of valid votes as defined in these Statutes.

For the purposes of archiving and to protect the proofs, the General Secretary puts the ballot papers that have been collected and counted into envelopes intended for this purpose and seal them immediately with the signature of the scrutineers on the back. The General Secretary keeps these envelopes during the legal period before prescription.

## **Article 26 - Remuneration**

The members of the Executive Committee and the Commissions cannot receive any financial contributions for their functions.

Only the reimbursements of expenses are possible. It has to be approved by an express decision of the Executive Committee, ruling without the presence of the member concerned. The justifications which will be verified must be produced.

However, the remuneration for certain leaders can be authorized according to the current texts. The amount of the remunerations has to be deliberated by the Executive Committee and approved by the General Assembly.

## **C - EXECUTIVE COMMITTEE**

### **Article 27 - Composition of the Executive Committee**

The FIFMA is managed and administered by an Executive Committee composed by 6 to 11 members. Each member occupies a seat:

- 1) 2 seats occupied respectively by the President and the Vice-president.
- 2) 6 seats of right for each of 6 Confederations represented respectively by one active member belonging to this confederation.
- 3) 3 seats reserved for Confederations represented within the FIFMA by at least 10 active members belonging to the same Confederation.

The Executive committee cannot be composed by more than 5 members belonging to the same Confederation, the President and Vice-president are included in this calculation. These 5 seats are not attributed by right to 6 Confederations and are the object of a common vote during the elective General Assembly.

Two members with the same nationality can sit at the same time in the Executive Committee.

The term of the mandate of the Executive Committee members is 4 years, renewable. The interval separating two elective General assemblies is considered as one year.

In case of vacancy, for whatever talks whether it is, the Executive Committee can provide temporarily in the replacement of one or several prevented members by choosing by priority one or several candidates not elected during the previous elective Assembly or, failing that, by electing one or several candidates whom the candidacy was considered valid, according to the Statutes.

The mandate of one or several members so nominated as set above, come to an end when should have normally expired the mandate of one or several members replaced.

In case of vacancy of more than three seats at the Executive Committee, the General Secretary has to convene an extraordinary General Assembly for their replacement

## **Article 28 - Meetings and deliberations of the Executive Committee**

The Executive Committee meets at least twice a year on summons of the President or at the request of the majority of the Executive Committee members, within 20 days of the reception of their request.

The agenda is fixed by the President. At the latest 14 days before the meeting, the members can submit to the General Secretary, the points in the agenda.

At least 7 days before the meeting, the agenda and the document or the meeting are sent by the General Secretary at the Executive Committee members.

The General Secretary attends the sessions of the Executive committee in an advisory capacity.

The meetings of the Executive Committee are not opened to the public. Nevertheless, the President can invite third parties to attend it if he judges their necessary presence. The invited people can express an opinion after having been authorized by the President. They have no voting right.

The effective presence of at least 3 of the members is necessary for the validity of deliberations. Deliberations are taken by the simple majority of the present members either within the framework of remote deliberations, by conference call, or by internet or any other communication tools, except the postal vote. The Executive Committee reaches decisions by a simple majority of the members present. In the event of a tie, the President has the casting vote.

The deliberations of the Executive committee are noticed on minutes established on a special register numbered, without blank nor cross off, and signed by the President and by the General Secretary. The minute is sent with the aid of the General Secretary to the Executive Committee members within ten days after the meeting.

The decisions of the Executive committee come into effect immediately, except opposite decision of aforementioned Committee.

## **Article 29 - Powers of the Executive Committee**

The Executive Committee is vested with the broadest powers to act in the name of the FIFMA and make or authorize any acts or operations allowed at the FIFMA and which are not reserved for the General Assembly.

The Executive Committee can:

- 1) fixes the place and date of General Assemblies, convene the members to the ordinary and extraordinary General Assembly and supervise the organization;
- 2) approves the draft agenda of such General Assemblies, the list of guests and the necessary related documents (FIFMA annual report, financial statements, budget, admission and membership fees, etc.), which are prepared by the General Secretary with the support of the standing committees;
- 3) appoints replacement members of the Executive Committee if vacancies arise during a term of office;
- 4) appoints and dismisses chairmen, deputy chairmen and members of the standing committees;
- 5) may decide to set up ad hoc committees at any time if necessary;



- 6) appoints the General Secretary and the Deputy General Secretary
- 7) proposes the independent auditing company for appointment at the General Assembly (if applicable);
- 8) drafts amendments to the FIFMA Statutes;
- 9) ensures that the FIFMA Statutes and the internal rules are applied;
- 10) may decide to suspend a member of FIFMA until the next General Assembly after hearing his defense;
- 11) evaluate the candidacy and approve the candidates as provisionally members;
- 12) adopt any regulations which it deems necessary;
- 13) approves the place and address of the headquarters of FIFMA and
- 14) proposes the emblem and logo of FIFMA.

## **D - PRESIDENT**

### **Article 30 - The President and the Vice-President**

The President is in charge of executing the decisions of the Executive committee and of assuring the smooth running of the FIFMA which he represents in justice and in all the acts of the civil life. In case of representation in justice, he can be replaced only by a representative acting by virtue of a special mandate.

The President has in particular the following responsibilities, besides those already defined in the presents Statutes:

- 1) implementing, through the General Secretary, the decisions passed by the General Assembly and the Executive Committee;
- 2) ensuring the effective functioning of the bodies of FIFMA in order to achieve the objectives set out in these Statutes;
- 3) monitoring the work of the General Secretary and his Deputy;
- 4) build and maintain relations between FIFMA and its members and also between FIFMA and the, the football associations member of FIFA, political bodies and any other organizations.

If the President is unable to attend an Executive Committee Assembly, the Vice-President shall replace him. If he is also unable to attend, the oldest in age of the ordinary member will chair the meeting.

The Vice-president assists the President in the exercise of his/her duties. In case of hindrance of The President, he is replaced by the Vice-president up to the next General Assembly, during which a new President will be elected for the end of the mandate remaining.

### **Article 31 - Representation and signature**

The President can grant partial and temporary delegations of his powers and his signature to the General Secretary and to the Vice-president. These delegations are made by written, signed by both parties, after the Executive committee was informed about it.

## **E - STANDING COMMITTEES AND AD HOC COMMITTEES**

### **Article 32 - Standing committees**

The Executive Committee upon proposal of the President appoints the standing committees for a term of office of four years, starting with their appointment and ending with the elective General Assembly held in the fourth year.

Each chairman represents his committee and chairs the Assemblies. Each chairman fixes the dates of Assemblies of his committee in collaboration with the General Secretary, ensures that all tasks are carried out and reports back to the Executive Committee.

The standing committees of FIFMA are:

- 1) Audit Committee;
- 2) Events Committee.

### **Article 33 - Audit Committee**

The Audit Committee consists of its Chairman, a deputy chairman and one member of the Executive Committee, all of whom have experience in financial matters.

Its role is to check the accounts according to the recognized accounting principles and to prepare the financial statement for the General Assembly.

The Executive Committee may define further tasks to the Audit Committee with regard to the financial matters of FIFMA.

### **Article 34 - Events Committee**

The Events Committee consists of its Chairman, a deputy chairman and one member of the Executive Committee.

The Events Committee prepares and organize events for the members of FIFMA, in order to improve the quality of its members.

The Executive Committee may define further tasks to the Events Committee.

### **Article 35 - ad hoc Committee**

The Executive Committee may, if necessary, create ad hoc committees for special duties and/or a limited period of time. The Executive Committee appoints the chairman, deputy chairman and ordinary members who will be part of these ad hoc committees.

The duties and function of any such ad hoc committees are defined in writing by the Executive Committee, to whom the ad hoc committee reports directly.

## **F - GENERAL SECRETARY**

### **Article 36 - The General Secretary and the Deputy General Secretary**

The General Secretary is the administrative body of FIFMA and carries out all the administrative work of FIFMA. He receives delegation of power and signature of the President for the common functioning of the FIFMA and the functioning of its bank and mail accounts.

The General Secretary and Deputy General Secretary are appointed by the Executive Committee.

The missions of the General Secretary are :

- 1) implementing decisions passed by the General Assembly and Executive Committee;
- 2) organising and attending General Assemblies, Assemblies of the Executive Committee and of standing and ad hoc committees;
- 3) supporting the FIFMA statutory bodies in executing their tasks;
- 4) having written minutes of Assemblies of the General Assembly, Executive Committee and standing and ad hoc committees. retain and archive them in English and French ;
- 5) properly managing and keeping the accounts of FIFMA;
- 6) FIFMA correspondence and archiving;
- 7) administrative relations with FIFMA members, committees and FIFA;
- 8) organizing the general secretariat if such an administrative body has been established by decision of the Executive Committee.

If the General Secretary is unable to exercise his duties, the Deputy General Secretary replaces him. If the deputy is also not able to execute these duties, the Executive Committee may appoint an interim replacement.

### **Article 37 - The Website**

The Deputy General Secretary is responsible for the administrative management of the FIFMA website.

The lists of the members of the FIFMA, the distribution of the roles within the FIFMA bodies as well as the dates of the events organized by the FIFMA or for which it is partner.

## **V - FINANCE**

### **Article 38 - Liabilities of FIFMA and fiscal year**

Only the assets of FIFMA are liable for the debts of FIFMA. FIFMA members are not liable in this respect.

The financial year of FIFMA starts on January 1<sup>st</sup> and end on December 31<sup>st</sup>.

The revenue and expenses of FIFMA are managed so that the year-end accounts balance. FIFMA's major activities in the future will be financed through the creation of reserves.

### **Article 39 - Annual Resources**

The revenue of FIFMA arises specifically from:

- 1) annual membership fees and admission fees paid by the members who are indebted there and whose amount is decided every year by the General Assembly;
- 2) The incomes of partnership and communication, events of the FIFMA, including the bonus of participation;
- 3) The contributions of the donors;
- 4) Income of the properties it possesses;
- 5) subsidies from the State, regions, departments, municipalities, public institutions, European institutions;
- 6) And any resources not forbidden by the law and the regulations.

### **Article 40 - Expenses**

FIFMA bears:

- 1) the running costs of FIFMA and its bodies;
- 2) remuneration of the General Secretary and Deputy General Secretary;
- 3) expenses stipulated in the budget;
- 4) other expenses approved by the General Assembly and expenses that the Executive Committee is entitled to incur within the scope of its authority;
- 5) all other expenses in keeping with the objectives pursued by FIFMA.

## **VI - FINAL PROVISIONS**

### **Article 41 - Official and decisive Version**

The official languages of the FIFMA are English and French. All the documents and the official texts must be drafted in these two languages. However, for the meetings of General assemblies, the Executive committee can plan a simultaneous translation in German and/or other languages by qualified interpreters.

In the event of any discrepancy in interpretation between the English and French wording of the FIFMA statutes, the internal rules and any other document or rules issued by FIFMA and its bodies, the French version is authoritative.

### **Article 42 - Applicable right – Court of Arbitration for Sport (CAS) - Legal**

The present Statutes are governed by the French law.

However, the members of the FIFMA recognize and accept the jurisdiction of the CAS and agree to submit any dispute ensuing from the application of the Statutes, the regulations, the directives and the decisions of the FIFMA in the CAS. Any definitive and enforceable decision of the FIFMA can be the object of an appeal with the CAS to Lausanne, in Switzerland.

The CAS names a single arbitrator, unless agreed otherwise between the parties. This arbitrator has to live in a permanent way on the territory of FIFA.

The procedure in front of the CAS follows the measures of the Code of the arbitration regarding sport of the CAS.

In case of failure of the arbitration procedure, only the French Courts are competent.

#### **Article 43 - Internal rules**

The FIFMA can have an internal rules prepared by the Executive Committee. It is intended to complete the Statutes on specific points connected to the internal functioning of the FIFMA.

#### **Article 44 - Dissolution – liquidation**

The dissolution of the FIFMA can be proposed only by a request of at least half the active members who have the right to vote. If the proposal is approved by the Executive Committee, it is submitted to an Extraordinary General Assembly specially summoned for that purpose. This Assembly deliberates in the conditions of quorum planned in the article 17 of the present statutes and with the majority of 2/3 of the valid votes by the voting active members.

The Executive Committee is in charge of liquidating the properties of the FIFMA. The General Assembly attributes the net asset according to the article 6 of the law of July 1st, 1901.

#### **Article 45 - Adoption and coming into force**

The present Statutes were adopted by the constitutive General Assembly of the FIFMA on April 13th, 2014 in Geneva. They come into effect on April 13th, 2014

Signatures

*Sidi M. Ariouss*

*24 FIFA licensed match agents who were present or duly represented to the constitutive General Assembly of the FIFMA in Geneva on April 13th, 2014 are considered as being the founder members of this Association. It is the following people (in order alphabetical of the family names):*

*Airouss, Sidi M. (BEL), Anachar, Abderrahim (SUI), Avramidis, Filippos (GRE), De Jong, Frederik (ENG), Gallego, Armando (ESP), Gomes, José Luis (GER), Gregoriou, George (CYP), Lagendijk, Ger (NED), Losenicky, Premysl (FRA), Mabou, Alain (FRA), Maragkos, Fotios (GRE), Marotta, Gaetano (SUI), Montmartin, Paul (FRA), Naletilic, Predrag (CRO), Ocariz Gaubeca, Iñigo (ESP), Oudt, Frank (NED), Reinartz, Karlheinz (GER), Rossi, Franco (ITA), Subiat, Nestor (FRA), Tree, James (ENG), Vieta, Sergio (ESP), Vöge, Wolfgang (SUI), Wey, Richard (SUI) et Zeaf, Abdelouadoud (SUI).*