How to Register a Player on play-cricket.com

If the player is registered to and transferring from another member club in BDPCL:-
A transfer form signed by an Official of both clubs, must be forwarded to the General Manager, BDPCL, PO Box 2481, Walsall WS1 1GF before 10th April in the current season. There is no requirement to register the player on play-cricket.com - the General Manager of the League will complete the transfer via the League's database.

If the player is registered to and transferring from a club that is not a member of BDPCL:-
A transfer form signed by an Official of both clubs, must be forwarded to the General Manager, BDPCL, PO Box 2481, Walsall WS1 1GF before following the procedure set out below:-

If the player is not registered to another club (inside or outside BDPCL):-
Follow the procedure below:-

Step 1 Log on to your Club play-cricket.com site

Step 2 Select Site Administration from drop down menu underneath the name of your website Administrator

Step 3 Click on Members in left hand menu

Step 4 Select Member Database

Step 5 Click on blue tab "Add New Member With This Role"

Step 6 Complete details for Member of the Website Role

Step 7 Click on Save - Player is now a Member of the Website

Step 8 Return to Member Database

Step 9 Select Player and click on Mortar Board symbol to Edit Roles

Step 10 Select Tab entitled "League Registered Players"

Step 11 Complete all details on the registration form including Date of Birth, Address (including Post Code and County), Telephone Numbers, Player Category and Country of Birth

Step 12 If registering a Category 3 (Exempt) or Category 3 player, the date that the player last entered the UK must be entered. You must, also, submit the paperwork specified in the League Handbook and forward it to the General Manager at the above address.

Step 13 Click on Save

Step 14 Select the appropriate League from the right hand column and click apply

Step 15 Click button marked Standard if Player is NOT transferring from another Club or

Step 16 Click on button marked Player Transfer if the player is transferring from another Club

Step 17 Click on Save

At this stage, status will be defined as Pending and you await confirmation from the League that the player is registered or rejected. Until the registration is accepted, or rejected, the name of the player will appear in Pending Player Nominations in the menu down the left hand side of the page.

If the application for registration is rejected by the League, you will receive an e-mail from the General Manager stating the reason for rejection.

If the application for registration is accepted by the League, you will receive an e-mail from the General Manager stating that the application has been successful.

To Check if a Player is Registered by Your Club

Step 1 Log on to your Club play-cricket.com site

Step 2 Select Site Administration from drop down menu underneath the name of your website Administrator

Step 3 Click on Members in left hand menu

Step 4 Select Member Database

Step 5 Click on drop down menu in search box marked "Role"

Step 6 Select League Registered Players

Step 7 Click on drop down menu in search box marked "Sub-Role"

Step 8 Select appropriate League e.g. Birmingham and District Premier Cricket League Registered Player

Step 9 Click on blue tab "Search"

A full list of all your Club players registered with the League should be visible.