



To all 55 licensors

For the attention of the Licensing Managers

Your reference	Your correspondence of	Our reference	Date
		NCLS/TRA/ROZ	24 June 2020

UEFA Club Monitoring – Deadlines applicable for the 2020/21 monitoring process

Dear Licensing Managers,

We refer to the UEFA Circular letter n°39/2020 and the related addendum to the *UEFA Club Licensing and Financial Fair Play Regulations – Edition 2018* ("CL&FFP Regulations") adopted by the UEFA Executive Committee on 18 June 2020.

In accordance with the CL&FFP Regulations, please find enclosed the deadlines for the submission of the monitoring information required as part of the 2020/21 monitoring process. We ask all licensors to promptly forward these relevant dates to all their affiliated clubs.

As in previous seasons, the requested information shall be submitted to the UEFA Administration by use of the CL/FFP IT application unless otherwise specified or requested during the monitoring process.

Please note that it is the responsibility of the licensors to set internal deadlines to their affiliated clubs in order to provide enough time to the licensors to perform the required assessment procedures before submitting the validated information to the UEFA Administration.

Should you have any questions or require further information, please do not hesitate to contact us.

We sincerely thank you for your cooperation.

Yours faithfully,

U E F A

Pablo Rodriguez
Head of Financial Monitoring & Compliance

Enclosure: - Deadlines for the 2020/21 monitoring process

cc (with enclosure): - European Club Association (ECA)

DEADLINES FOR THE 2020/21 MONITORING PROCESS

As per Article 54 (3) of the CL&FFP Regulations, please find below the applicable deadlines for the submission of the following club monitoring information to the UEFA Administration:

- **No Overdue Payables (enhanced) requirements** as at 31 July and 30 September 2020; and
- **Break-Even requirement** for the current monitoring period assessed in the 2020/21 season, i.e. only the two reporting periods ending in 2019 and 2018¹.

Dates	Club monitoring information to be submitted via the CL/FFP IT Application
12 August 2020 ²	<p>→ <u>Scope</u>: All clubs participating in the 2020/21 UEFA club competitions</p> <ul style="list-style-type: none"> • Club Information package containing the club's information and legal group structure for the reporting periods ending in 2019 and 2018 (periods T-1 & T-2); • Financial Information³ package for the current monitoring period including break-even information for the reporting periods ending in 2019 and 2018 (periods T-1 & T-2)⁴; and • Payable/receivable information package disclosing (i) outstanding amounts due to be paid up until 30 June 2020 towards other football clubs, employees and social/tax authorities, (ii) amounts settled between 30 June and 31 July 2020 and (iii) schedule of amounts payable/receivable as at 30 June 2020 to/from football clubs.
15 October 2020	<p>→ <u>Scope</u>: All clubs participating in the 2020/21 UEFA club competitions</p> <ul style="list-style-type: none"> • Payable/receivable information package disclosing (i) outstanding amounts due to be paid up until 30 September 2020 towards other football clubs, employees and social/tax authorities, and (ii) schedule of amounts payable/receivable as at 30 September 2020 to/from football clubs.
16 November 2020 for information	<p>→ <u>Scope</u>: Clubs participating in the 2020/21 UEFA club competitions,</p> <ul style="list-style-type: none"> - which are not exempt from the break-even requirement, and - with a reporting period T ending <u>on or before</u> 31 July 2020. <ul style="list-style-type: none"> • Club Information package containing the club's information and legal group structure for the reporting period ending in 2020 (period T); and • Financial Information package including the break-even information for the reporting period ending in 2020 (period T) based on audited annual financial statements.
31 March 2021 for information	<p>→ <u>Scope</u>: Clubs participating in the 2020/21 UEFA club competitions,</p> <ul style="list-style-type: none"> - which are not exempt from the break-even requirement, and - with a reporting period T ending <u>after</u> 31 July 2020 (no later than 31 Dec 2020). <ul style="list-style-type: none"> • Club Information package containing the club's information and legal group structure for the reporting period ending in 2020 (period T); and • Financial Information package including break-even information for the reporting period ending in 2020 (period T) based on audited annual financial statements.

¹ The reporting period ending in 2020 (period T) is not considered in the current monitoring period assessed in the 2020/21 season.

² The packages will be available as from mid-July 2020 for clubs with a UEFA licence and sportingly qualified for the 2020/21 UEFA competitions.

³ If clubs have already submitted break-even information for reporting periods 2019 and 2018 during the 2019/20 monitoring process, the data will be carried forward in the CL/FFP application. Clubs will only be required to validate the information previously submitted.

⁴ If applicable and upon request, past break-even information for the reporting periods ending in 2017 and 2016 (periods T-3 & T-4) should also be submitted.