



To all 55 licensors

For the attention of the Licensing Managers

Your reference	Your correspondence of	Our reference	Date
		NCLS/ROZ	17 May 2021

UEFA Club Monitoring – Deadlines applicable for the 2021/22 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* adopted by the UEFA Executive Committee on 18 June 2020.

In accordance with the *UEFA Club Licensing and Financial Fair Play Regulations – Edition 2018* ("CL&FFP Regulations"), please find enclosed the deadlines for the submission of the monitoring information required as part of the 2021/22 monitoring process. As in previous seasons, the requested information shall be submitted to the UEFA Administration via the CL/FFP IT application unless otherwise specified or requested during the monitoring process.

We ask all licensors to promptly forward these relevant dates to all their affiliated clubs. Please note that it is the licensors' responsibility 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 2021/22 monitoring process
cc (with enclosure): European Club Association (ECA) and European Leagues (EL)

DEADLINES FOR THE 2021/22 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 30 June and 30 September 2021; and
- **Break-Even requirement** for the current monitoring period assessed in the 2021/22 season, i.e. the reporting periods ending in 2018 (T-2), 2019 (T-1), 2020 and 2021. In line with UEFA Executive Committee decision, the reporting periods ending in 2020 and 2021 are being considered as one single reporting period (T).

Dates	Club monitoring information to be submitted via the CL/FFP IT Application
<p style="text-align: center;">15 July 2021</p>	<p>→ <u>Scope</u>: All clubs admitted to the 2021/22 UEFA 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 2020, 2019 and 2018; • Overdue Payables package covering (overdue) payables information as at 30 June 2021, including transfers, employees and social/tax payables information; • Financial Information¹ package, including the break-even information for the reporting periods ending in 2020, 2019 and 2018².
<p style="text-align: center;">15 October 2021 <i>(if applicable)</i></p>	<p>→ <u>Scope</u>: Clubs admitted to the 2021/22 UEFA competitions,</p> <ul style="list-style-type: none"> - which had overdue payables as at 30 June 2021, or - which have been requested by the CFCB. <ul style="list-style-type: none"> • Overdue Payables package covering (overdue) payables information as at 30 September 2021, including transfers, employees and social/tax payables information. <p>→ <u>Scope</u>: Clubs admitted to the 2021/22 UEFA 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 2021. <ul style="list-style-type: none"> • Club Information package containing the club's information and legal group structure for the reporting period ending in 2021; and • Financial Information package including the break-even information for the reporting period ending in 2021 based on audited annual financial statements.
<p style="text-align: center;">15 March 2022 <i>(if applicable)</i></p>	<p>→ <u>Scope</u>: Clubs admitted to the 2021/22 UEFA 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 2021. <ul style="list-style-type: none"> • Club Information package containing the club's information and legal group structure for the reporting period ending in 2021; and • Financial Information package including the break-even information for the reporting period ending in 2021 based on audited annual financial statements.

¹ If clubs have already submitted their break-even information for the reporting periods ending in 2019 and 2018 during the 2020/21 monitoring process, the data will be carried forward in the CL/FFP application. Clubs will be required to validate the information previously submitted.

² If applicable, past break-even information for the reporting periods ending in 2017 and 2016 (periods T-3 & T-4) could also be submitted.