



**To all licensors**

*For the attention of the Licensing Managers*

Your reference	Your correspondence of	Our reference NCLS/ROZ	Date 10 June 2022
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**UEFA Club Monitoring – Deadlines applicable for the 2022/23 monitoring process**

Dear Licensing Managers,

In accordance with the *UEFA Club Licensing and Financial Sustainability Regulations – Edition 2022* (“CL&FS Regulations”), please find enclosed the deadlines for the submission of the monitoring information required as part of the 2022/23 monitoring process.

As in previous seasons, the requested information shall be submitted to the UEFA Administration via the CL/FS IT Solution 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.

The enclosed “Deadlines for the 2022/23 monitoring process” shall also be published on uefa.com.

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 2022/23 monitoring process
- cc (with enclosure): - European Club Association (ECA)  
- European Leagues (EL)

## DEADLINES FOR THE 2022/23 MONITORING PROCESS

As per Articles 75.03 and 78.03 of the CL&FS Regulations, please find below the applicable deadlines for the submission of the following information to the UEFA Administration:

- **Solvency requirements** (Overdue Payables) as at 15 July and 15 October 2022 as well as 15 January 2023;
- **Break-Even requirement** for the current monitoring period assessed in the 2022/23 season, i.e. the reporting periods ending in 2019, 2020, 2021 and 2022<sup>1</sup>. In line with the UEFA Executive Committee decision, the reporting periods ending in 2020 and 2021 are being considered as one single reporting period; and
- **Club Information**, which comprises the club's legal group structure and information on its ultimate controlling party, its ultimate beneficiary and any party with significant influence, for the reporting periods ending in 2019, 2020, 2021, and 2022<sup>2</sup>.

Deadlines	Club monitoring information to be submitted via the CL/FS IT Solution
<b>15 July 2022</b>	<p>→ <u>Scope</u>: All clubs admitted to the 2022/23 UEFA competitions</p> <ul style="list-style-type: none"> <li>• <b>Overdue Payables</b> package as at 15 July 2022 in respect of amounts due to be paid by 30 June 2022 to clubs, employees, social/tax authorities and UEFA;</li> <li>• <b>Club Information</b> package including club's information and legal group structure for the reporting periods ending in 2019, 2020 and 2021<sup>3</sup>;</li> <li>• <b>Financial Information</b><sup>4</sup> package including the break-even information for the reporting periods ending in 2019, 2020 and 2021.</li> </ul>
<b>18 October 2022</b>	<p>→ <u>Scope</u>: All clubs admitted to the 2022/23 UEFA competitions</p> <ul style="list-style-type: none"> <li>• <b>Overdue Payables</b> package as at 15 October 2022 in respect of amounts due to be paid by 30 September 2022 to clubs, employees, social/tax authorities and UEFA;</li> <li>• <b>Club Information</b> package including club's information and legal group structure for the reporting period ending in 2022.</li> </ul> <p>→ <u>Scope</u>: All clubs admitted to the 2022/23 UEFA competitions, unless a club is exempt from the break-even requirement<sup>5</sup></p> <ul style="list-style-type: none"> <li>• <b>Financial Information</b> package, including: <ul style="list-style-type: none"> <li>○ for clubs with a reporting period T ending <u>on or before</u> 31 July 2022, <u>final</u> break-even information for the reporting period ending in 2022 based on <u>audited</u> annual financial statements; or</li> <li>○ for clubs with a reporting period T ending <u>after</u> 31 July 2022, <u>preliminary</u> break-even information for the reporting period ending in 2022.</li> </ul> </li> </ul>

<sup>1</sup> If applicable, clubs could submit break-even information for the reporting periods ending in 2018 and 2017 (periods T-3 & T-4).

<sup>2</sup> Clubs must promptly inform the UEFA Administration of any changes to their Club Information occurring at any time during the 2022/23 monitoring process.

<sup>3</sup> If a club has already submitted its club information for the reporting periods ending in 2019, 2020 and 2021 in a previous licence season, then the data will be carried forward in the CL/FS IT Solution. Clubs will still be required to validate the information previously submitted.

<sup>4</sup> If a club has already submitted its break-even information for the reporting periods ending in 2019, 2020 and 2021 in a previous licence season, the data will be carried forward in the CL/FS IT Solution. Clubs will still be required to validate the information previously submitted.

<sup>5</sup> Pursuant to Article 62 (4) of the *UEFA Club Licensing and Financial Fair Play Regulations – Edition 2018*, the CFCB First Chamber decided, at its last meeting of May 2022, to request all licensees subject to the break-even requirement to submit information for the reporting period ending in 2022 (in line with the new procedure foreseen in the CL&FS Regulations).

The following deadlines are only applicable to some clubs based on the below criteria:

Deadlines	Club monitoring information to be submitted via the CL/FS IT Solution
<p style="text-align: center;"><b>17 January 2023</b></p> <p><i>(if applicable)</i></p>	<p>→ <u>Scope</u>: Clubs admitted to the 2022/23 UEFA competitions</p> <ul style="list-style-type: none"> <li>- which had overdue payables as at 15 July and/or 15 October 2022, or</li> <li>- which had deferred payables as at 15 October 2022; or</li> <li>- which have been requested by the CFCB.</li> </ul> <ul style="list-style-type: none"> <li>• <b>Overdue Payables</b> package as at 15 January 2023 in respect of amounts due to be paid by 31 December 2022 to clubs, employees, social/tax authorities and UEFA.</li> </ul>
<p style="text-align: center;"><b>15 March 2023</b></p> <p><i>(if applicable)</i></p>	<p>→ <u>Scope</u>: Clubs admitted to the 2022/23 UEFA competitions</p> <ul style="list-style-type: none"> <li>- which are not exempt from the break-even requirement, and</li> <li>- with a reporting period T ending <u>after</u> 31 July 2022.</li> </ul> <ul style="list-style-type: none"> <li>• <b>Club Information</b> package including the <u>updated</u> club's information and legal group structure for the reporting period ending in 2022.</li> <li>• <b>Financial Information</b> package including the <u>final</u> break-even information for the reporting period ending in 2022 based on audited annual financial statements.</li> </ul>