

# Comet Player Contract Entry

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## Intro

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Comet will now handle player contracts in a different way. This is now directly integrated into Comet and Clubs will be required to use this new process as the previous method is now defunct.

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## How To

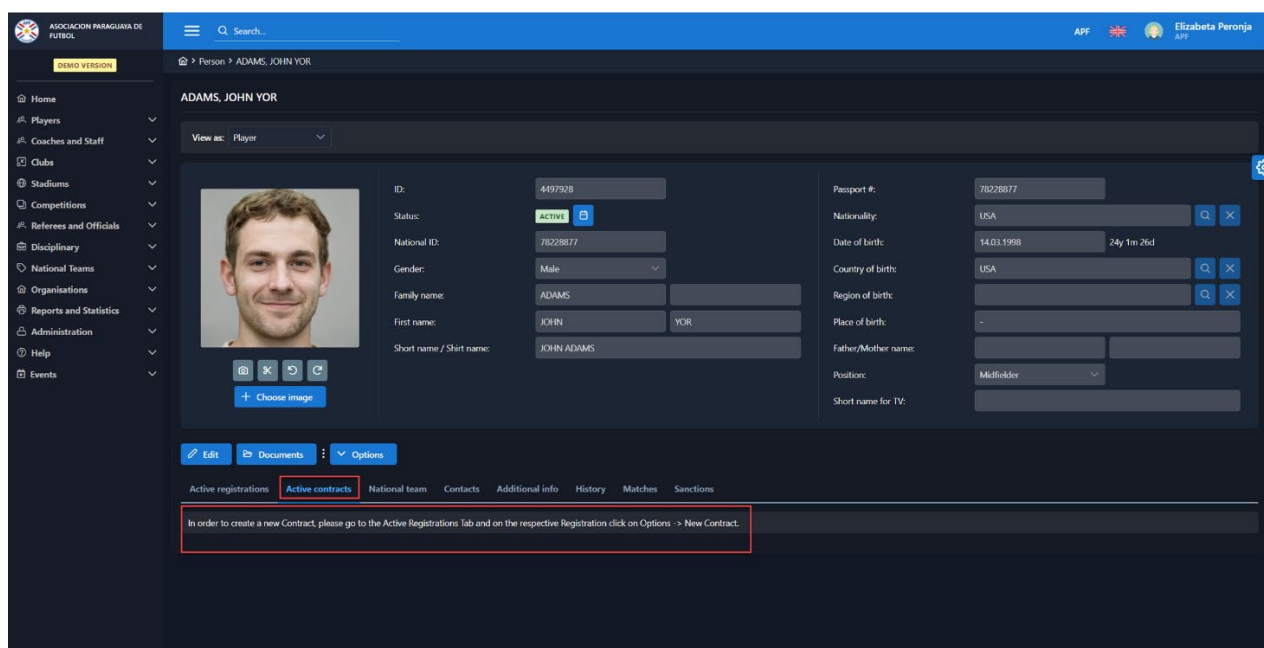
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In order to create a new Contract:

- Select the **Active Registrations Tab** on the person's profile
- On the bottom of the registration frame, click the **Options button** -> **New Contract**



A new contract can be entered only if the player has an active registration entry on his profile



ASOCIACION PARAGUAYA DE FUTBOL

DEMO VERSION

Person > ADAMS, JOHN YOR

ADAMS, JOHN YOR

View as: Player

ID: 4497928

Status: ACTIVE

National ID: 78228877

Gender: Male

Family name: ADAMS

First name: JOHN YOR

Short name / Shirt name: JOHN ADAMS

Passport #: 78228877

Nationality: USA

Date of birth: 14.03.1998 24y 1m 26d

Country of birth: USA

Region of birth:

Place of birth: -

Father/Mother names:

Position: Midfielder

Short name for TV:

Edit Documents Options

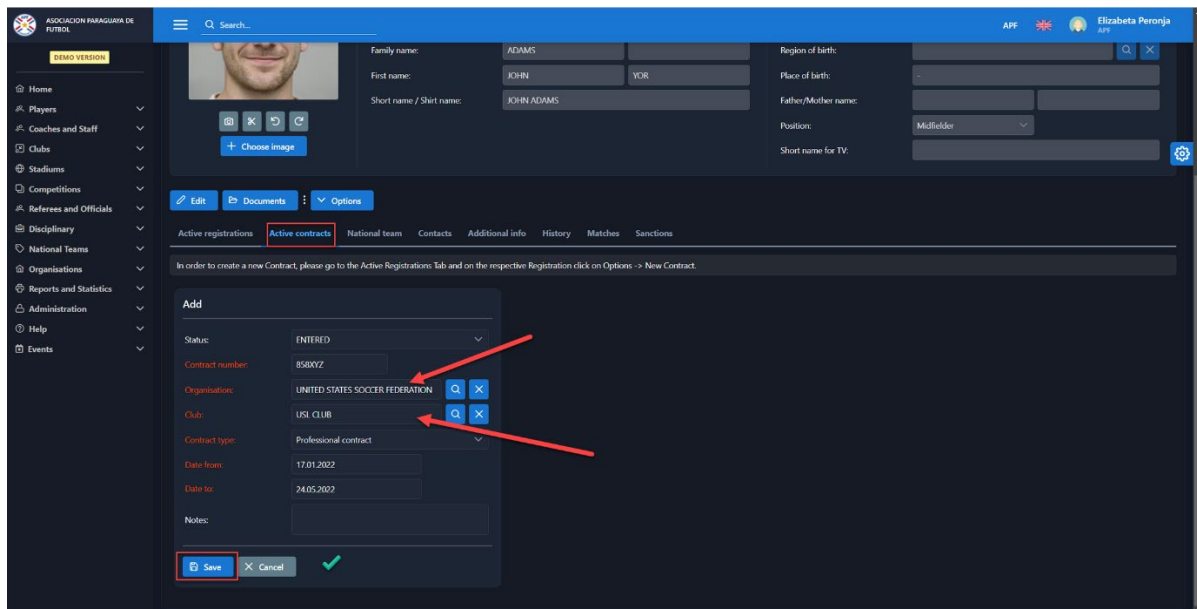
Active registrations **Active contracts** National team Contacts Additional info History Matches Sanctions

In order to create a new Contract, please go to the Active Registrations Tab and on the respective Registration click on Options -> New Contract.

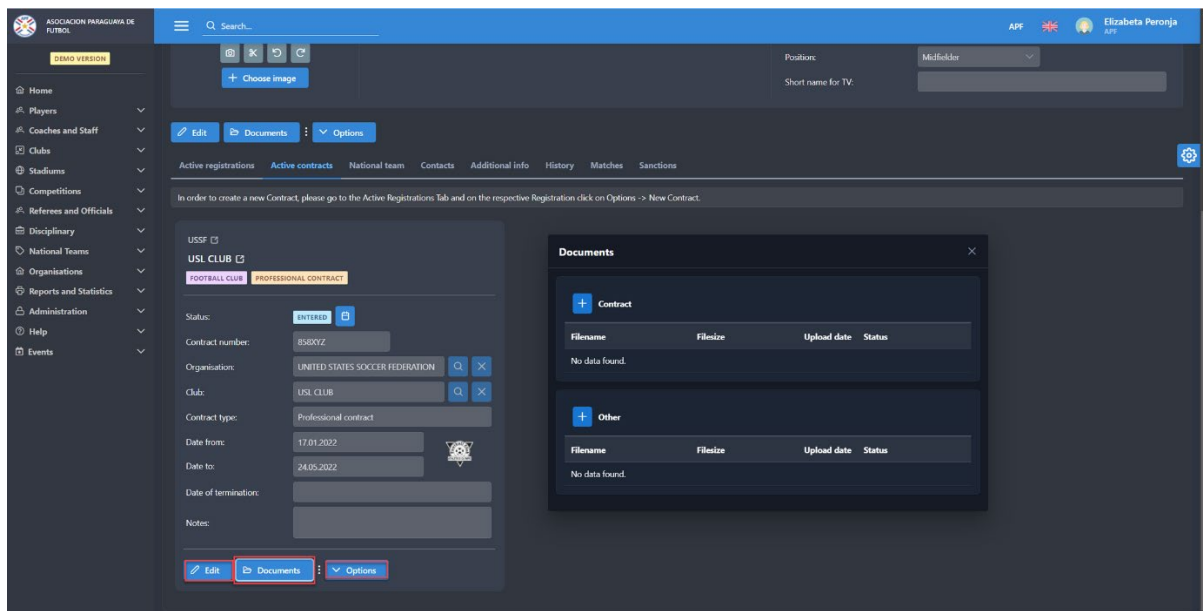
- This will redirect you to the Active Contracts tab/ the Window entry for New Contract
- Fill all required fields (marked in red)

💡 Note that the name of the association and the name of the club are automatically prefilled based on the player's registration, and this should never change.

- Hit the **Save** button 





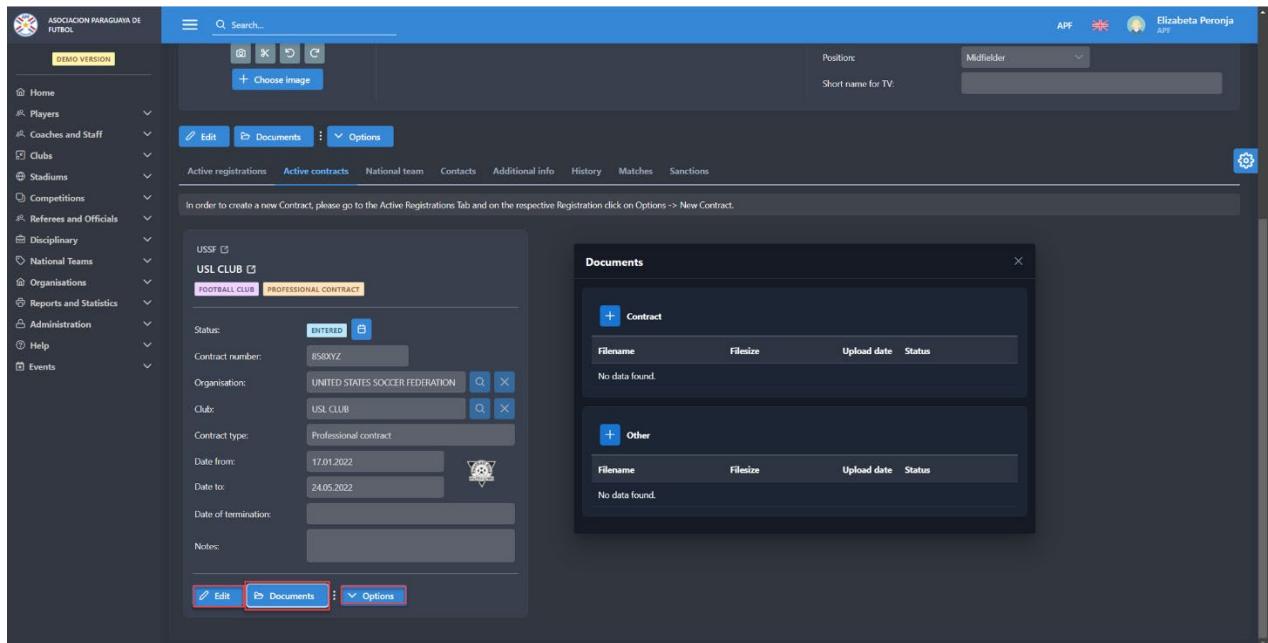
- This will set the contract to the initial status of the contract workflow (e.g. status ENTERED).



✔ The contract is now available on the Active contracts tab:

-  Select the **Edit** button to make any changes

-  Click the **Documents button** to upload copy of the Contract or other documents
-  Click the **Options button** for other actions such as adding a Loan contract or an Annex to the original contract, or adding details about the Compensations, etc.



The player contract is now submitted and will be confirmed by the Gibraltar FA in due course.