



CLUBS INFORMATION PACK

2018-2019 SEASON

INTRODUCTION

Inside Running Recruitment is a Rugby Agency specialising in the global placement and transfer of talented Rugby players and coaches. We work for Clubs to recruit players of a high standard.

Inside Running was established in 2003 to eliminate the many risks plaguing the Rugby recruitment industry. Our aim is to provide a professional and comprehensive service to all Clubs and players.

We make this goal a reality by having Recruitment Agents located in all major rugby markets around the world. In addition to this we deal with a number of trusted sources within other markets on a case by case basis.

KEY SERVICE AREAS

Inside Running Recruitment provides three key service areas to its client Clubs around the world.

1. FOREIGN PLAYER RECRUITMENT

We are widely recognised as the market leader in this area. Managed from our New Zealand office, we source players from within our major markets for placement with Clubs anywhere in the world who will add value to both team and Club.

2. LOCAL PLAYER RECRUITMENT

We provide local player recruitment services to Clubs through our representatives in major rugby markets. This is an area of real growth and opportunity for our business and our client Clubs.

3. CLUB CONSULTANCY

We provide a consultancy service to our Clubs. This includes advice on player recruitment and retention strategies, player development and sponsorship planning.

4. PLAYER DEPARTURE PREPARATION

Our dedicated Recruitment Administrator will support all players throughout the process in preparation for departure. Assistance with visas, booking airfares, IRB clearances and any other general enquires is provided. This ensures the player feels confident about their new placement and are ready to hit the ground running on arrival at your Club.

We also provide an "after arrival" follow up with both the Club and player. This regular communication with Clubs ensures that the player is meeting Club expectations and if there are any disputes/ problems these can be resolved quickly.

WHAT MAKES US DIFFERENT FROM OTHER AGENTS?

1. A COMPREHENSIVE SERVICE

Our Club services include:

- Regular updates of new available players for Clubs to view. Our player list can also be viewed online and is updated daily.
- Assurance over a player's ability and statistics through our reference-check process.
- Assistance with drafting contracts.
- Player departure preparation.
- Open Communication. We have a company-wide policy that all communication must be responded to within two working days.
- After Arrival follow up and management. Once the Player arrives, we will maintain contact with you, to ensure that everything is running smoothly.

2. WE FOCUS ON 'THE RIGHT FIT'

We understand the comparable level of rugby around the world. We understand the ability of our players and the level of our Clubs and we take into consideration their objectives behind recruiting players.

3. FEES

Unlike many of our competitors, our fees are payable upon player arrival, not in advance. Our fees are competitive and reflect our service.

4. OUR GUARANTEE

We give Clubs a six-week period to assess a player after his arrival. Should the Player not be up to first team standard, our fees are either refunded or credited to the Club. The Club must notify us of this during the six-week probationary period.

If a player is denied entry by Immigration authorities upon arrival or fails to board the flight for any reason, Inside Running is liable for the costs of flights paid by the Club.

OUR EXPECTATIONS OF CLUBS

- To only contact players that appear on our player list through Inside Running. We trust that Clubs won't seek to contact players directly and will initiate all interest/contact via Inside Running.
- Reference Checks. Inside Running completes comprehensive reference checks on all players, however we expect Clubs to also take the opportunity to check a players references to ensure that the player meets their requirements.
- Regular communication after the arrival of the player. It is critical that the Club provides regular feedback to Inside Running after the arrival of the player to ensure that we can assist to resolve any issues if present.
- Prompt payment of our recruitment fees. We expect our recruitment fees to be paid within 10 days after the arrival of the player.



OUR FEES

Fees are based on the level of the Club and the country where the Club is based.

These are summarised below:

| COUNTRY | TIER 1 | TIER 2 | TIER 3 | TIER 4 |
|---|--|------------------------------------|--------------------------------------|------------------------------------|
| NEW ZEALAND | Premier Club/ Heartland Union 750 + GST NZD | | | |
| AUSTRALIA | Sydney Premiership 1000 AUD | All other Clubs 750 AUD | | |
| ENGLAND | National 1 800 GBP | National 2 750 GBP | National 3 600 GBP | Level 6 or below 550 GBP |
| SCOTLAND | Premier 1 750 GBP | National 1,2,3 600 GBP | Regional leagues 550 GBP | |
| WALES | Premiership 750 GBP | National 1 600 GBP | National 2 & below 550 GBP | |
| IRELAND | AIL 1 1000 Euro | AIL 1b, 2a, 2b 850 Euro | AIL 3 & below 680 Euro | |
| FRANCE | Fed 1 1000 Euro | Fed 2 850 Euro | Fed 3 & below 680 Euro | |
| ITALY | Serie A 1000 Euro | Serie B 850 Euro | Serie C 680 Euro | |
| SPAIN / PORTUGAL | Divison de Honor 850 Euro | All other Clubs 680 Euro | | |
| THE NETHERLANDS / BELGIUM / GERMANY / OTHER EUROPEAN CLUBS | All Clubs 680 Euro | | | |
| CANADA / USA | All Clubs 600 USD | | | |
| JAPAN / HONG KONG | All Clubs 1000 NZD | | | |
| OTHER COUNTRIES | All Clubs 750 NZD | | | |

Please Note: Professional Clubs will be referred to Inside Running Elite Management.

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| NOTE 1: | Late payments attract a 15% penalty |
| NOTE 2: | Coaching placements attract a 10% of contract value fee |
| NOTE 3: | Second year renewal fees are 50% of year one fee. |
| NOTE 4: | All fees are subject to GST, VAT and other sales taxes in the given country based on the taxation regulations in that market |



TERMS OF TRADE

PAYMENT OF FEES

- Recruitment fees are due and payable within 10 days of player arrival
- Invoices will be issued by email on the player arrival date.
- Recruitment fees are due and payable in the event that the Club gives authority to Inside Running to arrange for the player to sign a contract, but then withdraws from the contractual arrangement.
- Payments that are 30 days overdue will accrue a 15% penalty.
- Payments that are 60 days overdue will be passed on to our debt collection agency. The Club accepts liability for debt collection costs over and above the amount of our fees.

SECOND YEAR RENEWAL FEES

- A second year renewal fee of 50% of the year one fee applies to all placements (excluding professional placements)
- Second year renewal fees apply in all instances that a Club re-signs a player for an additional year, regardless of whether Inside Running is used to negotiate the contract extension.

INSIDE RUNNING GUARANTEE

- We offer a six-week probation/guarantee period. We offer a refund or credit of our recruitment fee in the following situations:
 - The player proves not to be first team standard by the conclusion of the six-week period;
 - The player arrives with an injury that was not disclosed to the Club, which will materially affect the players ability to carry out his playing obligations; or
 - The player leaves the Club within the first six- week period without following the agreed disputes resolution.
- The Club must notify Inside Running within the six- week probation period if any of our Guarantee Terms outlined above are applicable.
- We do not offer any cover for injury. In the event that the player is injured playing or training for the contract Club and cannot complete his playing obligations our recruitment fees still apply.

LIABILITY

Inside Running is not liable for any costs incurred by the Club in the way of flights (except if below circumstances), accommodation or any other costs associated with the recruitment of a player after a players arrival. These costs are at the risk of the Club.

FLIGHTS

- Inside Running is liable for the costs of flights paid by the Club in the event that:
 - The Club uses Inside Running to arrange the flights through their Travel Agent/ preferred airlines; and
 - The player is denied entry by Immigration, when visa requirements were the responsibility of the Player or Inside Running;
 - The player fails to board the flight for any reason.
- Inside Running will then seek reimbursement from the player.



WHERE TO FROM HERE?

Once you have made the decision to use the services of Inside Running, the process is simple:

- Register your Club on our website (you may have already completed this step) **www.insiderunning.com**. Your details are added into our database automatically, which is shared between our agents and /or associates and enables us to cast the net wide in order to meet your player recruitment requirements.
- Register a vacancy with your local agent. An Inside Running representative will be in contact with you to assess your player recruitment requirements. The more information you can provide in terms of your requirements, the package that you can offer, etc... the higher the chance of us being able to recruit the ideal candidate.
- You will also receive regular updates of available players if you elect to receive this service.
- We will present a short-list of suitable candidates
- Upon identifying a suitable player, the Club then makes a conditional offer.
- Provided the player accepts the offer, we then assist the Club to draft a contract between themselves and the player.
- Player departure preparations process.
- After arrival follow-up with both the Club and player.
- Communication between Club and player to resolve any disputes if needed.

CONTACT DETAILS

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|---------------------------------------|----------------|-------------------------|----------------------|
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