

UNITED STATES OF AMERICA TRADITIONAL KODOKAN JUDO (USA-TKJ)

Administration Manual For Regional Judo Organizations (RJO) & Other Member Groups



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The USA National Judo Organization of the World Judo Federation (WJF)

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Classes of Membership in USA Traditional Kodokan Judo

Group Membership

Regional USA-TKJ Organizations: Recognized Regional Judo Organizations of USA-TKJ. There is no annual RJO membership fee. A minimum of five (5) registered clubs and 50 registered members is required.

Club Members: Club members of the Regional Judo Organizations are club members of USA-TKJ governing a particular organization's membership. Club registration is \$45.00 per year.

Armed Forces Members: Armed Forces members are the U.S. Army, the U.S. Navy, the U.S. Air Force, the U.S. Marine Corps and the U.S. Coast Guard. They may report directly as RJO's to the Federation. There is no annual club membership fee.

Affiliated: United States USA-TKJ Organizations in foreign countries can be affiliated members. They shall receive all privileges and be subject to all rules and regulations of USA-TKJ as they apply to Regional USA-TKJ Organization membership. There is no annual club membership fee.

Business Members: Business members consist of companies and any organizations in the U.S. who have an interest in supporting the development and growth of amateur USA-TKJ in the country. They shall be admitted to business membership for a period of one year by payment of the appropriate fee to USA-TKJ. The current membership fee is \$150.00.

Dantai Members: Dantai Membership consists of judo organizations that make application for membership in the USA-TKJ that are either ineligible or not wanting Allied Membership. The Initial Registration fee is \$250.00 for this class of membership in the USA-TKJ. If there is no Regional USA-TKJ Organization for a given area, then club members may register directly with the USA-TKJ. Clubs so registered must meet the requirements of club members as outlined in the by-laws of the Regional USA-TKJ Organizations. The annual membership fee is \$50.00 plus the RJO membership fee. Administered territories pay \$50.00 annually to the National Office.

Allied Members: Any organization which, in USA-TKJ, conducts on a level of proficiency appropriate for the selection of amateur athletes to represent the United States in international competition, a national program or regular national competition, and ensures that such representation shall reflect the nature scope, quality and strength of the programs and competitions of such amateur sport organization in relation to all other such programs and competition in USA-TKJ in the United States may apply for and receive Allied Membership in the Federation. An allied membership agreement must be accepted by the Federation. The allied membership agreement contains all arrangements and is paid directly to the National Office. This is a non-voting membership class. Fees to be determined by the Board of Directors.

Individual Memberships

Athletes, Coach, and Officials Members: Are those individuals who register with Regional Judo Organizations or through state committees of USA-TKJ. For athletes, they are those individuals who are deemed eligible for competition. Individual members are admitted for periods of up to one year by submitting an approved application form and paying the appropriate registration fee to the Regional Judo Organizations. Approval of the RJO and issuance of a registration card verifies his acceptance. New applications are required annually. Athletes are required to maintain their eligibility outlined in the Constitution and By-Laws. Should an athlete fail to retain his eligibility, he shall at once surrender his registration card.

Athletes, Coaches, & Officials: The Annual Membership fee is **\$40.00 for Ages 13 years & older** and **\$30.00 for Ages 12 years & younger**. Note: Annual Memberships expire on the 31st of December each year.

Practicing Members: Practicing members are those amateur USA-TKJ members who belong to a club or Dantai member. They are members of USA-TKJ by virtue of their membership in a club or Dantai member of US USA-TKJ. They may not compete, officiate, or coach and are not considered athletic members, coaches, or officials, **unless** specifically registered as an athlete, coach, or official with USA-TKJ. They remain members as long as their club or organization remains a member.

Sustaining Members: Sustaining members are all other persons interested in the purpose and programs of USA-TKJ on either the regional or national level. There is a \$50.00 annual membership fee.

Associate Sustaining Members: Associate Sustaining Members are those individuals who are volunteers, parents, or otherwise interested in the purposes and program of USA-TKJ on either the local or national level. There is no annual membership fee.

Life Members: Life Members are admitted upon submission of the appropriate fee and application of the Life Membership Committee and the acceptance of the application. Membership shall be effective at the first annual meeting of USA-TKJ following acceptance by the Life Membership Committee.

Regular Life Members: Those who have contributed a minimum of \$400 into the life member fund.

Bronze Life Members: Those who have contributed a minimum of \$600 into the life member fund.

Silver Life Members: Those who have contributed a minimum of \$800 into the life member fund.

Gold Life Members: Those who have contributed a minimum of \$1000 into the life member fund.

Perpetual Members: Perpetual Members are those individuals who contribute \$1,500 or more into the Life Member Fund.

Costs of Membership

Individual Memberships

Individual Membership fee is \$40.00 for Ages 13 years & older, and \$30.00 for Ages 12 years & younger

School / Club Memberships

Annual Club Memberships is \$45

Sustaining Memberships

Cost is \$100.00

NOTE: This is not a one event membership. This is purely a supporting membership classification

Life Memberships

Life members are approved at the annual meeting following the completion of paying the life membership fee and approval of the life membership committee. Life Member costs are below and are based on cumulative payments into the Life Member fund:

\$400.00 Regular Life Membership

\$600.00 Bronze Life Membership

\$800.00 Silver Life Membership

\$1000.00 Gold Life Membership

\$1500.00 Perpetual Membership

Referees and Officials Certification

Must have current membership

License Renewal Fee is \$25.00 per certification

Certification Fee - \$50.00 for State Referee (Class C), \$75.00 for Regional Referee (Class B), \$100.00 for National Referee (Class A) and as determined by the WJF Certification Program for Continental, International and World Class Referee Certification.

Course Fees as announced Course fees will depend on the length of the course, cost, and other factors.

Coaching Certification

Must have current membership

Certification Fee is \$25.00

Course Fees as required. Course fees will depend on the length of the course, cost, and other factors.

Instructor / Examiner Certification

Associate Instructor / Examiner Certification: (1st thru 3rd Dan) is \$50.00

Senior Instructor / Examiner Certification: (4th thru 6th Dan) is \$75.00

Master Instructor / Examiner Certification: (7th thru 10th Dan) is \$100.00

Black Belt Rank Certification

As determined by the National Office.

Kyu Rank Certification

As determined by the National Office.

Method for Handling Athletic, Coach, Officials Memberships

In incorporated areas:

1. Local RJO provides Application and waivers
2. Application and waivers given to any person requesting membership
3. Membership application with membership fee and signed waiver given to RJO Registration Committee
4. Registration Committee approves or disproves application
5. Application with proper fee and waiver then sent to National Office, 3816 Bellingham Drive, Reno, NV 89511 after RJO deducts their portion of the membership fee.
6. National Office vouches that correct amount received and forwards application to data entry for issuance.
7. Computer Division enters data and prepares card for issue.
8. National Office mails card to RJO of residence. RJO issues card to individual.

In unincorporated areas:

1. Individual applications and liability waivers are requested from National Office or state chairman
2. Application, waiver and all fees are sent to the National Office
3. National Registration Committee determines if eligible
4. Application with proper fee and waiver then sent to National Office, 3816 Bellingham Drive, Reno, NV 89511 after RJO deducts their portion of the membership fee.
5. National office vouches that correct amount received and forwards application to data entry for issuance.
6. Computer Division enters data and prepares card for issue.
7. National Office mails card to RJO of residence. RJO issues card to individual.
8. If there is an appointed Director for this area:
 - a. The USA-TKJ President may permit him or her to take applications and make determination
 - b. All forms and money still goes to the USA-TKJ
 - c. The Administrator may request upon proper documentation expenses
 - d. Such expenses may not exceed the RJO's relative portion

A RJO can accept applications at a competition from individuals who live in another RJO. All money and applications must be returned to the athletes home RJO within two weeks for processing to the National Office and for review of the membership.

All registration applications must be fully completed and signed. They must include all data and be readable. Otherwise it is difficult to enter the data and produce a membership card with no mistakes. Registrations received which are not fully complete or illegible will be returned and not processed.

Registrations received at the national office or by other RJO's are to be returned to the RJO of residency. RJO's are not supposed to register athletes from other RJOs and if you do you are to forward the registration within two weeks to the proper RJO.

All registrations forwarded to the Federation must be sent to the National Office. Do not mail any registration material anywhere else. This also goes for sanction and club memberships. Registrations are processed at the National Office. See special procedures for Life Members.

Method for Handling Life Members

Life Membership Applications:

Forward all Life Memberships to the National Office, Attn: Donna K. Cospers, Treasurer. Life Members receive only one Life Member card. Just put the Life Member Number where it asks the amount paid on the membership application and forward it to your RJO for processing in the normal manner.

Method for Handling Club Memberships

Incorporated areas

1. Local RJO provides Application
2. Membership application with national club fee and RJO club fee given to RJO
3. RJO approves or disproves application
4. Application with proper fee and waiver then sent to National Office, 3816 Bellingham Drive, Reno, NV after RJO deducts their portion of the membership fee.
6. National office vouches that correct amount received and forwards application to data entry for issuance.
7. Computer Division enters data and prepares club certificate for issue.
8. National Office mails back to RJO of residence. RJO issues club certificate.

If Unincorporated area

1. Club application is requested from National Office
2. Application and all fees are sent to the National Office
4. Application with proper fee and waiver then sent to National Office, 3816 Bellingham Drive, Reno, NV 89511.
5. National office vouches that correct amount received and forwards application to data entry for issuance.
6. Computer Division enters data and prepares club certificate for issue.
7. National Office mails certificate to club member.
8. If there is an appointed Director for this area:
 - a. The President may permit him to take applications
 - b. All money still goes to the National Office of the Federation
 - c. Director may request upon proper documentation expenses
 - d. Such expenses may not exceed the RJO's relative portion

Guidelines for Issuing Sanctions

In order to guarantee that sanctions and certificates of insurance can be received on time, the sanction application and application for a certificate of insurance, if required, should be forwarded to the National Office at least 30 days in advance addressed to the National Registration Chairman, National USA-TKJ Office, 3816 Bellingham Drive, Reno, NV 89511.

General Information

1. All sanctions are approved and issued from the National Office. The RJO may only request approval of the sanction.
2. No USA-TKJ event may be sanctioned by another organization for any purpose whatsoever unless previously approved by the Board of Directors. In the National and International Sports world, sanction means control. The USA-TKJ had to declare its independence from control by any other organization in order to be a member of the WJF. Therefore we cannot have any other organization sanction our events except the respective International Governing Bodies of which we are members. This applies to National, Regional, Regional, RJO, JO, local qualifiers and events, State Championships and Team Trials, etc. That is, any USA-TKJ event. It does not mean that we cannot sanction tournaments sanctioned by other organizations, they have to meet our requirements, but we cannot have our events sanctioned by other entities.
3. The USA-TKJ rules require that all competitors be registered athletic members before participating in a sanctioned event. Violations of this rule make the event holder liable for any injury or damages and the insurance will not offer defense or provide coverage.
4. It is extremely important that you have a signed liability waiver on each registered athlete, each official, each volunteer helper, photographer, newspaper reporter or anyone else that you permit on the floor at an event. Failure to obtain and keep such waivers can cause the holder of an event to be liable for paying part of any liability claim resulting from someone who participated in any way and who did not sign a waiver. Only the exact required waivers provided by the insurance company are acceptable according to our agreement with the insurance company.
5. To clarify the \$10 membership, this membership is a one-time only event membership available only to multi-sport games such as the State Games. It is not available for any other type of event. Further, the \$10 will not be considered at a later date as an offset to an athletic membership. It is merely a technique to recoup our costs and meet insurance requirements where we sanction jujitsu at a multi-sport games.
6. We strongly discourage a qualifier being held in conjunction with another event. It becomes impossible, unless it is clearly scheduled (the day before or after the other event), to determine what is what. It is not the intent of our rules to permit our qualifiers in conjunction with other events, but that they are separate events in and of themselves.

Incorporated Regional Judo Organizations

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1. Have the applicant for the sanction complete the appropriate sanction application. Make sure the correct and most current sanction application is used and that the either a Class A (insured) or a Class B (uninsured) sanction is indicated. Sanction applications with no *Class* indicated will be processed as Class B sanctions.
2. Collect the appropriate sanction fee and the deposit, if any, and indicate approval or disapproval. Forward the sanction application to the National Office with the national portion of the sanction fee. Final approval for the sanction must be given at the National Office.
3. At the same the time the sanction is sent, forward any request for a certificate of insurance. Use the form provided by the insurance company. (Note, any express or overnight or overnight charges to forward certificates of insurance will be paid by the RJO or the applicant.) This is for Class A sanctions only.
4. The National Office will check to see that all other sanctions have been closed off for this applicant. That is, that national entry fees from past sanctions have been paid! Note, if the sanction is on behalf of the RJO, then the RJO must have paid all past national entry fees and be current on all money due the federation.
5. If all national entry fees are paid, the National Office will then issue the formal sanction by stamping approval on the sanction application and returning it to the RJO. The RJO will then forward the sanction approval to the applicant.
6. A copy of sanction will be forwarded to treasurer to collect the per competitor national entry fee after the event is held.
7. A copy of the sanctions is also forwarded to the National Registration Chairman.

Unincorporated Regional Judo Organizations and Committees

1. Have the applicant for the sanction complete the appropriate sanction application. Make sure the correct and most current sanction application is used and that the either a Class A (insured) or a Class B (uninsured) sanction is indicated. Sanction applications with no Class indicated will be processed as Class B sanctions.
2. Collect the appropriate sanction fee and the deposit, if any, and forward the sanction application to the National Office with the entire sanction fee and any comments you may wish to make. (Some unincorporated areas may be permitted to deduct the RJO portion of the sanction fee if authorized to do so by the National Office.) Approval for the sanction must be given at the National Office.

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3. At the same the time the sanction is sent, forward any request for a certificate of insurance. Use the form provided by the insurance company. (Note, any express or overnight charges to forward

certificates of insurance will be paid by the local representative or the applicant.) This is for Class A sanctions only.

4. The National Office will check to see that all other sanctions have been closed off for this applicant. That is, that all required reporting has been met and that the national entry fees from prior sanctions have been paid.
5. If all national entry fees are paid, the National Office will then issue the formal sanction by stamping approval on the sanction application and returning it to the local USA-TKJ representative. The local representative will then forward the sanction approval to the applicant.
6. A copy of sanction will be forwarded to treasurer to collect any required sanction fees.
7. A copy of the sanctions is also forwarded to the National Registration Chairman.
8. If there is no local representative, a request for sanction can be obtained from the National Office. Complete and return the application directly to the National Office with the sanction fee.

Cost of Sanction

Sanction Fees

Sanction fee must be a minimum of \$100 (uninsured) per event and \$200 (insured) per event for all but international sanctions.

\$2/3 of the fee to the National, \$1/3 of the fee to the RJO

An RJO may charge a higher fee if it desires.

For international sanctions, check with the National Office.

National Entry Fees

A \$5.00 (\$10.00 if Financial Statement filed late.) National Entry Fee is paid to the National for each entry at a sanctioned event except for international sanctions. This may differ with an Allied Member. Check with the National Office.

An RJO may charge its own entry fee.

Requirements After Sanction

National Competitor Entry Fee:

This fee must be forwarded to the National Office Immediately following the Event
National Entry Fee is \$5.00 per competitor.

Financial Statement

Must be submitted within 30 days

Affidavits on any financial assistance or payment in kind or other valuable assistance
Required to be filed in 30 days.

Allied Members

Allied members follow the procedures for incorporated RJO's and requirements for International Sanctions as needed.

Requests for international sanctions must be handled separately from other sanctions. All requests for international sanctions must go through the National Office. No RJO has the authority to approve an international sanction. International sanctions are required whenever competition is held between citizens representing different countries.

1. Sanction is required for all international competitions and only the USA-TKJ may sanction an international event.
2. The Sanction required for International purposes shall be granted any domestic organization conducting an international meet if the meet satisfies all proper requirements and protects the eligibility of the participants for future contest in international competition. The organization conducting the meet is considered to have the necessary ability to responsibly carry out the responsibilities required.
3. All requirements pertaining to the reporting of all financial obligations and moneys and the necessary affidavits required to maintain eligibility of USA-TKJ shall also apply to any sanctioned international events.
4. The local RJO or committee chairman can assist the applicant by providing the correct and most current international sanction application and in helping the applicant organize all data required to evaluate an international sanction. See the sanction application for the required information that must accompany the request for a sanction.
5. The application with a \$100 minimum and deposit sanction fee is then sent in to the National Office for evaluation. The RJO or committee chairperson may attach any comments felt appropriate to assist the National Office in evaluating the sanction request.
6. At the same the time the sanction is sent, forward any request for a certificate of insurance. Use the form provided by the insurance company. (Note: any express or overnight charges to forward a certificate of insurance will be paid by the RJO or by the applicant.) This applies to Class A sanctions only.
7. The National Office will check to see that all other sanctions have been closed off for this applicant and that all other financial responsibilities have been met. That is, that required reporting from past sanctions has been done and no money is due the federation. Note if the sanction is on behalf of an RJO, then the RJO must be current on all funds owed.

8. If all financial responsibilities are paid and all information is complete, the USA-TKJ will evaluate the sanction request. The National Office will then issue the formal approval or denial by stamping the sanction application and returning it to the requesting body with a copy to the appropriate party.
9. A copy of sanction will be forwarded to treasurer to collect the remaining sanction fee after the event is held. He will follow up to see that all appropriate financial reporting is made if the event is approved.
10. A copy of the sanction is also forwarded to the National Registration Chairman so that he can determine if international permits need to be issued to participating US athletes.
11. A copy of the application will be sent to any RJO or state chairman where the event is located if applicable.
12. Except where such international event is arranged for and conducted by the USA-TKJ and where all net proceeds go to the USA Traditional Kodokan Judo every organization to which a sanction is granted to conduct an international event (contests between two or more nations) for which an admission is charged and received, shall be required to pay as a sanction fee 5% (five percent) of the gross proceeds to the USA Traditional Kodokan Judo.

Guidelines for Sanctioning and Holding USA-TKJ Tournaments

1. If your club should decide to hold a USA-TKJ Tournament, you should contact your regional sport organization or state chairperson for a sanction application.¹
2. After you have completed the sanction application, you must get the approval and signature of the regional sport organization or state chairperson on the sanction application.
3. The RJO then requests approval or disapproval of the sanction and forwards the sanction request to the National Office for issuance. At this writing, the sanction fee is \$100.00 (uninsured) and \$200 (insured) and this fee is required to be paid in advance. Sanction fees may vary from RJO to RJO, but the minimum requirement is \$100.
4. If your tournament is a closed competition or limited to a few selected clubs, then these clubs should be notified. If this is an open tournament, then you should contact the regional USA-TKJ organization or state chairperson for a list of registered USA-TKJ clubs in your area. Other regional USA-TKJ organizations or state chairpersons can assist you in learning of other clubs in other areas that might be interest in competing at your tournament.
5. Since the USA-TKJ does allow unattached athletic members to compete-that is, athletes who are not members of a member club, you should also determine what other USA-TKJ groups or unattached athletes may be interested in competition and invite them to your competition. Your regional sport organization or state chairperson can probably give you a list of registered unattached athletes to contact.
6. The next step is to develop the entry form. The entry form must be approved by the regional sport organization or state chairman. On both the tournament flyer and entry form, the following information must appear:
 - a. Proposed modifications to the USA-TKJ/WJF Rules. These must have the approval of the regional sport organization or state chairperson. They can be in the manner of different divisions, the allowance of pads for adult competition, modification to uniform requirements, etc. Modifications not appearing on the entry form and tournament flyer should not be allowed. Rule changes for qualifying tournaments to the National Championships are strongly discouraged;
 - b. Advise that each athlete competing must be a registered eligible athletic member of US USA-TKJ;
 - c. Advise that junior athletes should be prepared to present proof of age should a question of age arise;
 - d. Notification that a national entry fee is being included for each competitor as part of the entry fee.

7. After you have prepared your entry form and tournament flyer and before printing it, you should meet once more and review with the regional sport organization or state chairperson your forms and any proposed rule changes for this tournament. It is also a good idea to review the USA-TKJ/WJF Rules and the methods and procedure for holding matches under these rules with the regional sport organization or state chairperson to insure nothing is overlooked in your preparation.
8. The next thing you should do is to contact the local referee certification representative for your area and enlist his help in insuring that enough qualified referees are available to hold the competition. You may desire to arrange a special clinic for your club and others on the rules which will be used at your tournament. This will help insure that a number of qualified referees, judges, timekeepers, charters, and scorekeepers are available to meet your needs. This is also of good educational value to the athletes who must compete under these rules.
9. Finally, your local regional sport organization or state chairperson should help you get enough athletic membership applications for the planned turnout at your competition. Make sure you understand exactly what the appropriate membership fee is, it can vary by area, and that each participant is a registered member of the federation. If your tournament involves other RJOs', you should contact them to get their membership forms as it will advise their fee requirements, if different, and facilitate the registration of their athletes.
10. You are now on your way to holding a USA-TKJ sanctioned competition. Having developed an understanding of what is required, all that is left is to put your knowledge into the effort required to insure your tournament's success.
11. After the tournament, you have 30 days to file the required financial statements, copy of the sanction, and the National Entry Fee to the USA-TKJ. A copy of the financial statement is also given to your regional sport organization or state chairperson. Any net profit/loss from the tournament must accrue to the club treasury for which the sanction is issued. If your club rules allow, you may be paid a fee for your work done on their behalf. The size of this fee is contracted between you and your club.
12. Mail sanction, financial statement, and National Entry Fee to Donna K. Cospers, National USA-TKJ Treasurer at 3816 Bellingham Drive, Reno, NV 89511. Again, this must be done within thirty (30) days or the National Entry Fee is raised to \$15.00 instead of \$10.00.

Qualifying Competitors to USA-TKJ Regional & National Championships

Duty: Each regional judo organization and state committee shall have the right and duty to qualify a team of athletes from within their boundaries as their representatives to the USA-TKJ Regional Championships. Qualifying tournaments for, or events leading to, the Regional and national championships must be held at least 30 days prior to the event being qualified for.

Method: Qualifications to the National Regional Championships must be determined by actual competition. Qualifications may only be determined by:

1. Holding an RJO district championships; or,
2. A special qualification tournament held for the purpose of determining qualifiers to the National Regional Championships; or,
3. A point system based on the results of a series of actual competitions; or,
4. A regional tournament as outlined below.
5. RJO's who apply for may receive permission for one or more qualifier in their territory.

Advertisement: Regardless of the method used in, each such qualifying event must publish, in a prominent place on the tournament advertisement and entry blank, that this is a qualifying tournament for the USA-TKJ Regional Championships.

Sanction: For each such tournament to be valid, the appropriate sanction for the event must be secured, and all competitors must be properly registered as athletes by the USA-TKJ.

Qualifiers: Each regional sport organization or state committee shall be able to qualify the appropriate number of athletes for each division at the USA-TKJ Regional Championships as determined each year. They shall be able to qualify a team for team competition if applicable. In regional Sport organizations where competition as described, is not practical, two or more regional Sport organizations may combine to hold of a Regional Qualification in order to qualify competitors for the USA-TKJ Regional Championships. A group of organizations participating in a "regional" shall be considered one RJO or state committee for the purpose of this rule. Large RJO's can petition and where need is recognized, additional qualifiers may be approved by the national office for that RJO.

Limit to Substitutions: Properly qualified athletes shall be the organization's athletic representatives at the USA-TKJ Regional Championships. A new group will be chosen each year. Once the results of the qualifications are received by The USA-TKJ or its designated representative, no substitution of athletes from among these qualifiers may be made. Prior to submission to The USA-TKJ of the qualifying results, a properly qualified athlete may be permitted to disqualify himself as an organization representative to the USA-TKJ Regional Championships and the next properly qualified and ordered athlete shall be allowed to take his place.

Time Deadline: The list of qualifiers must be received within the time guidelines adopted for the current year's USA-TKJ Regional Championships.

Seeding: Seeding of any athlete refers only to his/her being properly qualified and allowed to compete in the appropriate Championships. In the event of seeding, any such athlete shall only compete as a member of his/her regional sport organization or state chairman. The USA-TKJ, at its option, may approve the seeding of the latest U.S. Team into the USA-TKJ Regional Championships without those individuals qualifying as outlined above. This must be agreed upon at each year's annual meeting. The USA-TKJ may, at its option, approve the seeding of the first place winners at either the National Regional Championships or the National Championships without their qualifying as indicated above. This must be agreed upon at each year's annual meeting.

Financial: All financial statements, copies of sanction, and the \$5.00 or \$10.00 (whichever is appropriate) per competitor National Entry Fee must be received by the National Office prior to the opening ceremonies of the USA-TKJ Regional Championships. Failure to do so may disqualify any athletes from that qualifying competition to participate in or to receive any awards at the USA-TKJ Regional Championships.

Qualifications of Competitors to the National Championships: The qualifiers for entry into the USA-TKJ National Championships may only be chosen through the USA-TKJ Regional Championships or the National Championships may be ‘open’ events. Those numbers qualifying from each Regional shall be set by a predetermined formula based on the placing at the USA-TKJ Regional Championships. Such formula to be decided upon each year at the annual meeting of the USA-TKJ based on entries into the respective Regional championships.

The Executive Committee of the National Board of Directors shall be empowered to enforce any of the above rules and regulations and to interpret and rule on any situation not specifically covered under these rules and regulations. Amendments may only be made by a 2/3rd's vote of USA-TKJ.

Notification Requirement: At least 30 days prior to the qualifier, the regional sport organizations must notify all clubs currently registered or registered the previous year of the date of the qualifier for the Regional championships. This must be done at least 30 days prior to the qualifier.

Ombudsman Action: The ombudsman committee may at its discretion permit athletes to enter a Regional or national championships not otherwise qualified if the athlete has an acceptable reason for not being able to attend the appropriate qualifying championships. Further, ombudsman action can be used to approve qualifiers where it is the opinion that the competitors thusly qualified will be unable to qualify for the Regional championships.

Eligibility Requirements and Disqualification

Article IV--Registration as an Eligible USA-TKJ Athlete

Section 1.

Definition: Any USA-TKJ meeting the eligibility requirements may register with the USA-TKJ as a USA-TKJ athlete.

- A. Definition of eligibility. The USA-TKJ shall not adopt eligibility criteria relating to amateur status which are more restrictive than those of the World Judo Federation.
- B. Registration will annually expiring on December 31.
- C. Application forms must be fully completed and signed by each applicant or their legal guardian and must be endorsed by the official of the club the athlete wishes to represent.
- D. Each application must be submitted to the regional sport organization for approval and must be accompanied by the appropriate yearly membership fee.
- E. Upon approval of the application, a membership card will be issued identifying the name, number, affiliation, date of birth, and expiration date of the registration.
- F. Separate permits will be issued to each USA-TKJ participating in international events.

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- G. Once registered, an eligible USA-TKJ will be considered bound by the USA-TKJ rules on eligibility until December 31st of each year.

- H. A USA-TKJ member who has voluntarily resigned cannot re-apply for registration for a period of 12 (twelve) months unless waived under conditions acceptable to the regional sport organization.

Section 2.

Changes in Registration: The following general rules apply to all registered USA-TKJ:

- A. Registration cannot be changed without the approval of the regional sport organization.
- B. A USA-TKJ member can become registered in a regional sport organization not his own only if that organization is geographically nearer to the athlete's place of residence than any active club in his/her organization and the USA-TKJ has obtained approval from both regional sport organizations involved.
- C. A USA-TKJ member can compete as an unattached athlete - meaning not a member of a club or organization which is a member of a regional sport organization.

Section 3.

Educational Institutions: Bona-fide students of an educational institution are eligible to register in the regional sport organization in which the educational institution is located.

Section 4.

Other Sport: Amateur USA-TKJ may compete in other sports.

Section 5.

Competitions in Other Associations: USA-TKJ registered in one regional sport organization may compete in events in other regional sport organizations, except for their annual championships or national qualifying tournament, provided the event is advertised as open to other such competitors.

Section 6.

Transfer: A USA-TKJ member may transfer his registration to another regional sport organization providing he established permanent residence or is a student of a bona fide educational institution and provided that he pays any required fee for transfer of the registration.

Section 7.

Club Transfer: A USA-TKJ member may transfer his registration to another club or organization providing he has the approval of the new club or organization and the regional sport organization.

Article V--Disqualification as an Eligible USA-TKJ

Section 1.

Eligibility: A competitor is eligible to compete in competitions unless he has competitive USA-TKJ as his sole occupation or business on which he is financially dependent on living, or he identifies himself as a professional, or is a member of any professional team, or has signed a contract as a professional athlete or professional coach in any sport.

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Section 2.

Membership Requirement: Any USA-TKJ member eligible to compete must be an athlete member of USA Traditional Kodokan Judo (USA-TKJ).

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Section 3.

Financial or Material Advantage: Any financial advantage or acceptance of material advantages for preparation or participation in sports which a karate competitor receives or gains based on athlete fame and/or competitive results must be approved, administered, and controlled by the USA-TKJ. Such financial advantage must be declined by the USA-TKJ and placed in a trust fund and shall not be available to the USA-TKJ before the end of his competitive career except for approved expenses. A complete report of all expenses and reimbursements must be maintained by the USA-TKJ and made available to the USA-TKJ upon request and presented to the federation annually. This also applies to fund-raising in excess of expenses required for an event and to money or expenses or things in kind provided for by a tournament promoter, host, sponsor, or other source.

Section 4.

Athletic Fame: No USA-TKJ member can allow their person, name, picture, or sport performances to be used for advertising, except where WJF or the USA-TKJ have entered into a contract for sponsorship or equipment. All payments must be made to the WJF or the USA-TKJ concerned, and not to the athlete.

Section 5.

Advertising Material: No USA-TKJ member can carry advertising material on their person or clothing other than trademarks on technical equipment or clothing as permitted by the WJF.

Section 6.

Banned Substances: Any use by an athlete of a substance currently listed by the official international anti-doping agency which is banned shall be considered "doping", and cause for punitive action.

- A. For reference, USA-TKJ will rely upon the most recent official banned list and the IOC definition of "doping", and will utilize an expert committee to clarify any questionable item.
- B. Evidence of use of a banned substance shall be from analysis of the athlete's urine by gas chromatography/mass spectrometry, quantitative levels of the drug where appropriate, and other available evidence.
- C. The current list of banned substances will be maintained at the National Office under the direct supervision of the USA-TKJ Sports Medicine Director.

Section 7.

Hearing: In every case involving a USA-TKJ competitor charged with violation of this article, or in every case in which an opinion is sought on whether the facts of a particular case would violate the section, the hearing shall be held or the opinion given by the National Board of Review, or by a special ad hoc committee appointed by the President, and not by an RJO or RJO Board of Review.

Section 8.

Suspension or Expulsion: A USA-TKJ member shall cease to be eligible to compete in events conducted by USA-TKJ or its RJO, or by any WJF Federation, while under suspension or if expelled by USA-TKJ for violations of this article.

Section 9.

Club Prize Money: A club or organization may be awarded cash prizes, or other prizes of monetary value, in any exhibition or competition. Such prizes shall be used solely for furthering the purposes of amateur karate.

Section 10.

Reinstatement: A USA-TKJ member declared ineligible, for any reason, may be reinstated pursuant to provisions elsewhere.

Article VI-Professional Contest

Section 1.

Professional vs. Amateur: No official sanction competition may be held between an amateur USA-TKJ and a professional.

Section 2.

Professional Contests at non-professional events: No professional contest or exhibition shall be allowed at any competition, exhibition, or other event held or sanctioned by the USA-TKJ, except when requested by the regional sport organization where the events are to take place, and only after approval by the USA-TKJ and provided such competition is considered to be in the best interests of USA-TKJ or for the benefit of the USA-TKJ or a recognized charity or acceptable non-profit USA-TKJ organization.

Article VII-Prizes

Section 1.

Prizes: No prizes shall be given any individual, club, committee, or regional sport organization or competed for or accepted by any registered amateur USA-TKJ except: suitably inscribed wreaths, diplomas, banners, badges, medals, timepieces and mantel ornaments or suitable inscribed Articles of jewelry, silverware, table or toilet service or other prizes individually approved by the USA-TKJ subject to the below limitations.

The said prizes shall not exceed the guidelines of the USA-TKJ Board of Directors. Suitable team and individual prizes may be awarded for team competition in a single specialty.

Section 2.

Championship Die Medal: The USA-TKJ shall approve any official championship die medal for use at National Championships.

Section 3.

Approval for Nationals: All prizes for award at the National Championships must be approved by the USA-TKJ.

Coach Certification

The main reason for having certified coaches is to provide an educational program at the grass roots level and to train coaches in standard sports coaching methods. A coaching certification does not mean that you are a coach of the USA-TKJ Team or that the certification will lead to such an appointment. Certifications are used to fulfill criteria for selection as a coach and certification is required in order to be permitted to coach at any Federation sanctioned event. Most importantly, coach certifications are evidence of your commitment to the highest standards of martial arts excellence to provide the best for your students. Proper coaching methods initiated at the grass roots level will carry forward and help increase the US status in the international competitive arena.

Coach Certification

Coach certification is awarded to anyone who meets the requirements as outlined below. Class A or B level certification is available for those who assist at the National Championships and meet the other requirements. Class C is available to those who meet certain educational requirements.

1. General

Complete and file appropriate application.

Have current USA-TKJ membership and be current on any certification fees.

Class A or B certification requires working as a coach during one USA-TKJ National Championships.

2. Judo Rank, Training and Age

Class A - minimum rank of 3rd Dan and age 21 or over

Class B - minimum rank of 1st Dan and age 18 or over

Class C - two years of USA-TKJ training and age 16 or over

3. Educational Requirements

American Coaching Effectiveness Program Sports Science Course - Required for Class A, B, or C

This requirement may be completed by attending a coaches clinic or by completing a correspondence course or by completing an equivalent approved coaching course.

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Current CPR certification - required for Class A

Current Multi-media Red Cross First Aid course, or ACEP Sport First Aid Course, or other approved course required for Class A

4. Written Tests

Referee Written Test.

Must be able to pass the equivalent written test as a RJO or local referee for Class A or B

Coaches Written Test.

A coaches candidate must be able to pass the USA-TKJ coaches exam on rules and regulations for Class A.

5. Personal Qualifications

Correct attitude, ability to cooperate with others, showing respect and ability to motivate competitors, acceptable personality traits and must be of strong moral character.

6. Certifications available

Class A, B, or C level coaches certification

7. Certifications Fees

Certification fee is \$25 for each level of certification attained.

Note: USA-TKJ member clubs are with one certified USA-TKJ Coach per each 50 active members are entitled to receive certification as a USA-TKJ approved training center.

1.	Alabama	AL
2.	Alaska	AK
3.	Arizona	AZ
4.	Arkansas	AR
5.	California (North)	CN
6.	California (Central)	CC
7.	California (South)	CS
8.	Colorado	CO
9.	Connecticut	CE
10.	Delaware	DE
11.	District of Columbia	DC
12.	Florida	FL
13.	Georgia	GA
14.	Great Lakes	GL
15.	Guam	GM
16.	Hawaii	HI
17.	Idaho	ID
18.	Illinois	IL
19.	Indiana	IN
20.	Iowa	IA
21.	Kansas	KS
22.	Kentucky	KY
23.	Louisiana	LA
24.	Maine	ME
25.	Maryland	MD
26.	Massachusetts	MA
27.	Michigan	MI
28.	Minnesota	MN
29.	Mississippi	MS
30.	Missouri	MO
31.	Montana	MT
32.	Nebraska	NE
33.	Nevada	NV
34.	New Hampshire	NH
35.	New Jersey	NJ
36.	New Mexico	NM
37.	New York	NY
38.	Niagara	NI
39.	North Carolina	NC
40.	North Dakota	ND
41.	Ohio	OL
42.	Ohio	OH
43.	Oklahoma	OK
44.	Oregon	OR
45.	Pennsylvania	PE
46.	Pennsylvania	PW
47.	Puerto Rico	PR
48.	Rhode Island	RI
49.	South Carolina	SC
50.	South Dakota	SD
51.	Tennessee	TN
52.	Texas	TX
53.	US Virgin Islands	VI
54.	Utah	UT
55.	Vermont	NE
56.	Virginia	VA
57.	Washington	WA
58.	West Virginia	WV
59.	Wisconsin	WI
60.	Wyoming	WY

USA TRADITIONAL KODOKAN JUDO

The USA National Governing Body for Judo with the World Judo Federation

National Office: 3816 Bellingham Drive - Reno, Nevada 89511 USA

Website: www.usatkj.org, Email: natlhq@usatkj.org

MEMBERSHIP, RANK CERTIFICATION, PROMOTION OR SEMINAR REGISTRATION FORM

Note: This form is to be used by all persons who wish to become USA-TKJ members, to be rank certified, promoted in Judo by the USA-TKJ, or to register for any USA-TKJ seminar. Please complete all blanks and print very clearly to prevent errors. Applications may be mailed to the above address or faxed to the above number.

SECTION ONE – PERSONAL INFORMATION

Name: _____ SSN: _____ Date: _____
 Address: _____
 _____ (Street and Number) _____ (City and State) _____ (Zip Code)
 Birth Date: _____ Age: _____ Present Rank: _____ Gender (circle one): Male / Female
 Work Phone: _____ Home Phone: _____
 Fax: _____ E-Mail: _____
 Club Name: _____
 Training Since: _____ Sensei's Name: _____
 Club Address: _____

SECTION TWO – JUDO HISTORY (circle one)

Must be completed for all Certifications and Promotions

Date You Started:	Day	Month	Year	Promoted by:	Instructor	Organization
Date 10th Kyu:						
Date 9th Kyu:						
Date 8th Kyu:						
Date 7th Kyu:						
Date 6th Kyu:						
Date 5th Kyu:						
Date 4th Kyu:						
Date 3rd Kyu:						
Date 2th Kyu:						
Date 1st Kyu:						
Date 1st Dan:						
Date 2nd Dan:						
Date 3rd Dan:						
Date 4th Dan:						
Date 5th Dan:						
Date 6th Dan:						
Date 7th Dan:						
Date 8th Dan:						
Date 9th Dan:						
Date 10th Dan:						

SECTION THREE – MEMBERSHIP, CERTIFICATION AND PROMOTION FEES ENCLOSED

USJF Rank Promotion and Certification: **\$25.00** for **ALL Kyu Ranks**. **Yudansha Ranks:** Shodan - \$150, Nidan - \$175, Sandan - \$200, Yondan - \$225, Godan - \$250, Rokudan - \$275, Shichidan - \$300, Hachidan - \$325, Kudan - \$350, Judan - \$375. For Discounted Organization Fees (Affiliates & Partners) reference Individual Membership & Rank Certification Fees, see the "Membership" section on our Website.

NOTE: Photocopy of current rank certificate from a Recognized Judo Organization, your Judo "Bio", a copy of your system's curriculum/rank requirements, and your photo must be submitted with this form for USA-TKJ rank certification.

Annual Membership Fee: Please circle one: Initial Membership | Renewal
 (Annual Membership expire on December 31st of each year)
Adult (age 13 & older): \$40.00 / Year - **Youth** (age 12 & younger): \$30.00 / Year \$ _____

Life Membership Fee: (\$400.00) Note: Discounted On-Line Registration \$ _____

Rank Certification of: _____ in _____ \$ _____

Promotion to: _____ (Present Rank) Registration in _____ (Traditional Kodokan Judo) \$ _____

Application for Sanction

(New rank)	(Traditional Kodokan Judo)	
USA-TKJ Associate Certified Instructor/ Examiner (\$50.00) 1st - 3rd Dan *		\$ _____
USA-TKJ Senior Certified Instructor/ Examiner (\$75.00) 4th - 6th Dan *		\$ _____
USA-TKJ Master Certified Instructor/ Examiner (\$100.00) 7th - 8th Dan *		\$ _____
USA-TKJ Grand Master Certified Instructor/ Examiner (\$100.00) 9th – 10th Dan *		\$ _____

**Must hold current rank in USA Traditional Kodokan Judo to receive Instructor / Examiner certification*

Total Fees Enclosed: \$ _____

Section Four Continued on Next Page

SECTION FOUR – APPROVAL OF TEACHER OR EXAMINER

I certify that I have examined this USA-TKJ member for promotion to the Judo rank indicated and that they have demonstrated the required techniques, knowledge and qualifications for the rank indicated above:

Signature of Teacher or Examiner: _____

Printed Name, Club Name, and Mailing Address of Teacher: _____

Date Recommended: _____

SECTION FIVE – WHERE YOU DESIRE CERTIFICATES TO BE SENT

Please send certificates to: Individual Member: _____ Sensei: _____

SECTION SIX – PAYMENT INFORMATION

Please make checks or money orders payable to the USA-TKJ

Payment in the amount of \$ _____ is enclosed. My Signature: _____

SECTION SEVEN – WAIVER OF LIABILITY

In consideration of being allowed to participate in any way in the USA Traditional Kodokan Judo athletics/sports program, and related events and activities, the undersigned:

Agree that the parent(s) or legal guardian(s) will instruct the minor participant that prior to participating, he or she should inspect the facilities and equipment to be used, and if the participant believes anything is unsafe, he or she will immediately advise his or her coach or supervisor of such condition(s) and refuse to participate.

Acknowledge and fully understand that each participant will be engaging in activities that involve risk of serious injury, including permanent disability and death, and severe social and economic losses which might result not only from their own actions, inactions or negligence but the actions, inactions or negligence of others, the rules of play, or the condition of the premises or of any equipment used. Further, that there may be other risks not known to us or not reasonably foreseeable at this time.

Assume all the foregoing risks and accept personal responsibility for the damages following such injury, permanent disability or death.

Release, waive, discharge and covenant not to sue the USA Traditional Kodokan Judo, its officers, its affiliated clubs, Regional Judo Organizations, their respective administrators, directors, agents, coaches, and other employees of the organization, other participants, sponsoring agencies, sponsors, advertisers, and, if applicable, owners and lessees of premises used to conduct the event, all of which are hereinafter referred to as 'releasees' from any and all liability to each of the undersigned, his or her heirs and next of kin for any and all claims, demands, losses or damages on account of injury including death or damage to property, caused or alleged to be caused in whole or in part by the negligence of the releasee or otherwise.

The undersigned have read the above waiver and release, understand that they have given up substantial rights by signing it and sign it voluntarily.

Parent or Guardian Signature _____ (Relationship) _____ Date _____

Parent or Guardian Signature _____ (Relationship) _____ Date _____

Printed Name of Participant _____ Signature _____ Date _____

Please make as many copies as you need. The USA-TKJ does not ship bulk forms!

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SECTION EIGHT – MAILING INSTRUCTIONS

Please mail this form to the appropriate address below.

National Headquarters: (regarding Individual, Club or other Group Memberships, Training Seminars, Rank Validation / Certification, and other matters)

SECTION NINE – NATIONAL OFFICE ONLY

Date Processed _____ Total Amount Paid _____ Membership Number _____

USA TRADITIONAL KODOKAN JUDO

The USA National Governing Body for Judo with the World Judo Federation

National Office: 3816 Bellingham Drive - Reno, Nevada 89511 USA

Website: www.usatkj.org, Email: natlhq@usatkj.org

SCHOOL MEMBERSHIP APPLICATION

Note: This form is to be used by all schools that wish to become USA-TKJ affiliates. Please forward your club application in at once to avoid problems in processing your members individual applications. Please complete all blanks and print very clearly to prevent errors. Applications may be mailed to the above address or faxed to the above fax number.

Note: All registered schools must have at least 5 current individual USA-TKJ Members

SCHOOL INFORMATION

Club Name: _____ Date: _____
Club Address: _____
(Street and Number) (City and State) (Zip Code) (Country)
Fax: _____ E-Mail Address: _____
Phone: _____ Website URL: _____
Sensei's Name: _____
Martial Art Style: _____
Number of Black Belts _____ Number of Students _____
Total Number of Students _____

Please attach a copy of the club or organization's constitution and/or by-laws if available. Provide a List of Names & Dan Grades of all Black Belts in a separate attachment.

If accepted as a member school, we agree to abide by the Constitution, Rules and Regulations, and By-Laws of the USA Traditional Kodokan Judo (USA-TKJ) and to respect and abide by all policies of the USA-TKJ. I have enclosed the required School Membership fees of (Circle One):

One Year: \$45.00, Two Years: \$80.00, Three Years: \$110.00, Four Years: \$130.00, Five Years: \$160.00.

Signed _____ Title _____ Date _____

SCHOOL CONTACT

When our organization is accepted as a member, our Official Club Representative will be:

Name _____ Phone (____) _____ - _____
Address _____
City _____ State _____ Zip _____

PAYMENT INFORMATION

Please make Checks or Money Orders payable to the **USA-TKJ**.

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USA TRADITIONAL KODOKAN JUDO

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Business Membership Application

Yes, I want to support the USA-TKJ. Enclosed is my \$____.____ donation to the USA-TKJ.

Business or Organization _____

Contact _____

Address: _____

City: _____ State: ____ Zip: _____

Phone (_____) _____ - _____

If accepted as a Business Member, we agree that the USA-TKJ is the National Governing Body for Judo in the United States with the World Judo Federation (WJF).

We further agree to support and abide by the Constitution, Rules and Regulations, and By-Laws of the USA-TKJ, and to respect and abide by all policies of the USA-TKJ.

Signed: _____ Title _____ Date _____

For Regional USA-TKJ Organization Use:

Approved _____ Not Approved _____ Date accepted _____

Expiration of Membership: _____ Fee Paid \$ _____

Amount remitted USA-TKJ with application \$ _____

RJO Signature: _____

USA TRADITIONAL KODOKAN JUDO

The USA National Governing Body for Judo with the World Judo Federation

National Office: 3816 Bellingham Drive - Reno, Nevada 89511 USA

Website: www.usatkj.org, Email: natlhq@usatkj.org

Application for Event Sanction

Applicant: _____ Phone: _____

Contact Person: _____

Address: _____

City: _____ State: _____ Zip: _____

Name of the Event: _____

Estimated Number of Athletes _____ Estimated Number of Coaches and officials _____

Estimated Number of other participants _____ (volunteers and so forth)

The applicant hereby applies to the **USA Traditional Kodokan Judo (USA-TKJ)** for permission to hold a Class A insured ___ or Class B ___ uninsured (check one) sanctioned event at:

Name of Facility: _____

Address: _____

City: _____ State: _____ Zip: _____

on _____, 19__ to _____ 19__ and by signature set forth below, agrees to abide by the requirements, terms, and conditions of the sanction.

In consideration of the sanction being given and of the sanction fee paid it is agreed as set forth below:

1. It is understood and agreed that USA-TKJ and its regional sport organization, shall be held harmless from any and all damages arising out of, or during the conduct of said event including any and all financial liabilities. The applicant named above agrees to pay on behalf of the federation any deductible of any liability insurance covering the event. The existence of such insurance shall not relieve the applicant receiving the sanction of the hold harmless feature of this sanction agreement.

2. For Class A sanctions an athlete's entry will not be accepted nor will the athlete be allowed to compete unless the athlete is a properly registered competing member of USA-TKJ. All announcements, entry forms, fliers, etc., will state this fact. Measures must be taken to protect the eligibility of athletes who participate in this event. For Class B sanctions, all who participate in this event shall be recognized as participating members of USA-TKJ. For Class A and B sanctions, anyone who participates in any other way other than those just mentioned will be provided sustaining membership in the USA-TKJ.

3. For Class A sanctions the official membership number of each competitor will accompany the entry blank.

4. This sanction and its benefits may not be transferred to another.

5. Failure to comply with the conditions of this sanction will cause immediate withdrawal of said sanction.

6. The applicant applying for the sanction agrees to become familiar with, and to comply with, the appropriate rules and regulations of USA-TKJ, and to conduct the event with qualified officials. The applicant must conduct the event abiding by and enforcing all rules and regulations of USA-TKJ and the regional sport organization and further agrees to follow the technical rules of USA-TKJ.

7. Provisions will be made for proper medical supervision during the activity. Safety precautions will be taken to protect the personal welfare of the competitors and spectators.

8. Neither the USA-TKJ nor the regional sport organization shall be liable for any financial aspects of the event. The applicant requesting the sanction shall be liable for all expenses pertaining to the sanctioned event.

9. For a class A sanction, the applicant agrees to file a financial statement and the \$1.00 National Entry Fee (\$2.00 if late) with the Federation within 30 days of the event. Failure to do so is understood to be grounds for denial of further sanctions.

I accept for my club and myself all the terms of this sanction.

Signed: _____ Title: _____ Date: _____

The required sanction fee of \$200.00 for a class A (insured) or \$100.00 a class B (uninsured) sanction must accompany this application.

For Regional USA-TKJ Organization: _____

Approval Requested: _____ Yes _____ No:

Date: _____ RJO Signature: _____

Sanction Fee forwarded to **USA-TKJ** \$ _____.

USA TRADITIONAL KODOKAN JUDO

The USA National Governing Body for Judo with the World Judo Federation
National Office: 3816 Bellingham Drive - Reno, Nevada 89511 USA
Website: www.usatkj.org, Email: natlhq@usatkj.org

Application for International Sanction

Applicant: _____ Phone: _____

Contact Person: _____

Address: _____

City: _____ State: _____ Zip: _____

The applicant hereby applies to The USA-TKJ (USA-TKJ) for permission to hold an international sanctioned Class A ____ or Class B ____ event at:

Name of Facility: _____

Address: _____

City: _____ State: _____ Zip: _____

On _____, 19__ to _____ 19__ and by signature set forth below, agrees to abide by the requirements terms, and conditions of the sanction.

In consideration of the sanction being given and of the sanction fee paid it is agreed as set forth below:

1. In granting this sanction, it is understood and agreed that the USA Traditional Kodokan Judo (USA-TKJ) shall be free from any liabilities or claims for damages arising by reason of injuries to anyone during the conduct of the event hereby sanctioned. It is further understood and agreed that USA-TKJ, and any regional sport organization, shall be held harmless from any and all damages arising out of, or during the conduct of, said event including any and all financial liabilities. The applicant named above agrees to pay on behalf of the USA-TKJ the deductible of any insurance covering the event. The existence of such insurance whether for the benefit of the USA-TKJ or the applicant shall not relieve the applicant of the terms of the hold harmless feature in favor of the USA-TKJ pertaining to this event.

2. Neither the USA-TKJ nor any regional sport organization shall be responsible for any financial aspects of the event. The applicant requesting the sanction shall be liable for all expenses pertaining to the sanctioned event.

3. No US athlete's entry will be accepted nor will any US athlete be allowed to compete unless the athlete is a properly registered member of the USA-TKJ and has applied for and received an international permit from the USA-TKJ. Measures must be taken by the applicant to protect the eligibility of US athletes who participate in this event and to protect their eligibility to compete in further athlete competition.

4. No foreign country can be invited unless said country is a member in good standing in the World Judo Federation (WJF). All invitations to foreign countries must be issued through the USA-TKJ.

5. The applicant applying for the sanction agrees to become familiar with, and to comply with, the appropriate rules and regulations of USA-TKJ and the World Judo Federation (WJF), and to conduct the event with qualified international officials. The applicant must conduct the event abiding by and

enforcing all rules and regulations of the USA-TKJ and the Continental Judo Organization and World Judo Federation (WJF) further agrees to follow the technical rules of the USA-TKJ and the WJF.

6. Provisions will be made for proper medical supervision during the event. Safety precautions will be taken to protect the personal welfare of the competitors and spectators.

7. The applicant attests that he has submitted with this request for sanction audited or notarized financial reports of similar events, if any, conducted by the applicant.

8. The applicant agrees to file a financial statement and to forward 5% of the gross proceeds to the USA-TKJ within 30 days of the event. Failure to do so is understood to be grounds for denial of further sanctions. Further the applicant shall within thirty (10) days after holding of the sanctioned event, file with the USA-TKJ an itemized statement listing the following items:

- a. The name of each competitor and/or his representative to whom any payment of money or things of value was made.
- b. The name and country affiliation of each competitor to whom any payment was made.
- c. The amount of money paid for each competitor's transportation, meals and lodging.
- d. The number of days the competitor's was paid for meals and lodging.
- e. The signature of each competitor or his representative attesting to the amount of payment indicated as being correct.

9. The USA-TKJ may require from any other officer or person acting for the applicant a similar affidavit, and this affidavit shall be filed within ten (10) days after written request.

10. The USA-TKJ may at any time require the applicant to furnish within fifteen (15) days after written request, all receipts and vouchers relating to any item or items pertaining to the sanctioned event.

11. In the event of failure or refusal to file with the USA-TKJ any statement or affidavit required, no sanction to hold an athletic event of any kind shall thereafter be issued to the applicant until such time as such statement or affidavit is filed.

12. Entry blanks, all advertising and any programs must bear conspicuously the statement: "Held under the sanction of the USA Traditional Kodokan Judo.

13. The applicant shall send to the USA-TKJ, before the date of the event, a copy of the entry blank, and must state the value of the prizes to be given for each event.

14. The word "Olympic", or any derivative thereof may not be used in any advertisement or notice in any manner in connection with said event.

15. This sanction and the benefits conferred therein may not be transferred to another.

16. Failure to comply with the conditions of this sanction will cause immediate withdrawal of said sanction.

I accept for my club and myself all the terms of this international sanction.

Signed: _____ Title: _____ Date: _____

A minimum and deposit sanction fee of \$100 must accompany this Application.

For Regional USA-TKJ Organization Use:

Regional USA-TKJ Organization: _____

Approval Requested: _____ Yes, _____ No (if no, attach reasoning)

Date: _____ Representative Signature: _____

Minimum and Deposit Sanction Fee forwarded to USA-TKJ \$100.00.

For National Use: Approved: Yes No _____

USA TRADITIONAL KODOKAN JUDO

The USA National Governing Body for Judo with the World Judo Federation
National Office: 3816 Bellingham Drive - Reno, Nevada 89511 USA
Website: www.usatkj.org, Email: natlhq@usatkj.org

Certificate of Insurance Request

RJO _____

Name of Event _____

Applicant: _____ Phone: _____

Attention: _____

Address: _____

City: _____ State: _____ Zip: _____

Please forward certificate of insurance to:

Facility: _____ Phone: _____

Contact Person: _____

Address: _____

City: _____ State: _____ Zip: _____

Is additional insured required? Yes ___ No ___.

Reason additional insured is required: _____

Facility: _____ Phone: _____

Contact Person: _____

Address: _____

City: _____ State: _____ Zip: _____

Is additional insured required? Yes ___ No ___.

Reason additional insured is required: _____

Forward to

National Office:
USA Traditional Kodokan Judo
3816 Bellingham Drive
Reno, NV 89511 USA

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Tournament Financial Statement

Income From Entries

Admissions & Concessions

Division

s

Female

_____ lbs / kg = \$ _____
 _____ lbs / kg \$ _____ = \$ _____
 _____ lbs / \$ = \$ _____
 kg
 _____ lbs / kg \$ = \$ _____
 _____ lbs / kg \$ = \$ _____
 _____ lbs / kg \$ = \$ _____

_____ Adults at \$ _____ = \$ _____ Adults
 _____ Children at \$ _____ = \$ _____ Children
 Total Admissions \$ _____
 Food \$ _____
 Equipment \$ \$ _____

Male

_____ lbs / kg \$ _____
 _____ lbs / kg \$ _____
 _____ lbs / kg \$ _____
 _____ lbs / kg \$ _____
 _____ lbs / kg \$ _____

Kata

Women \$ _____
 Men \$ _____
 Mixed \$ _____ = \$ _____
 \$ _____

Other \$ _____

Total Entries

Total Admissions & Concessions

Total Income.....\$ _____

Expenses

<i>Rents</i>	\$ _____	<i>Competitor Travel</i>	\$ _____
<i>Medals & Awards</i>	\$ _____	<i>Publicity</i>	\$ _____
<i>Sanction Fees</i>	\$ _____	<i>Entertainment</i>	\$ _____
<i>National Entry Fees</i>	\$ _____	<i>Promoter</i>	\$ _____
<i>RJO Entry Fees</i>	\$ _____	<i>Mail</i>	\$ _____
<i>Medical</i>	\$ _____	<i>Help</i>	\$ _____
<i>Officials</i>	\$ _____	<i>Other Expenses (list)</i>	\$ _____

Total Expenses \$ _____

Total Profit (Income-Expenses) \$ _____

Profit Distribution

	<i>List Names</i>	<i>List Amounts</i>
<i>Club</i>	_____	\$ _____
<i>RJO</i>	_____	\$ _____
<i>Other (List)</i>	_____	\$ _____

Signature _____

Date _____

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Dantai Membership Application

Organization

Contact

Name

Name

Address

Address

City

Stat Zip

City

Stat Zip

Phone

Phone

Organizational Information

Type

Sole Proprietorship _____ Partnership _____ Corporation _____
Not-for-Profit Corporation _____ Unincorporated Not-For-Profit Corporation _____

If Incorporation, what state are you incorporated in? _____

Arts or Styles Serviced

Single Style or Art _____ Any or All _____ Specific Only _____

Please List Art(s) and/or Style(s):

Organizational Membership Data

President or Other Chief Officer: _____

List all other officers and titles:

Name/Title

Name/Title

Total Number of Black Belts: # _____

Total Number of Other Judoka: # _____

Total Number of Non-USA-TKJ members: # _____

Total Number of Members (*Total of the above*): # _____

I hereby make application for the above organization as an Dantai membership in the USA Traditional Kodokan Judo. I affirm that I am the official representative of the above organization and that the above organization recognizes without qualification that the USA-TKJ is the sole National Governing Body for USA-TKJ in the United States.

President or Chief Officer

Secretary

Date: _____

Please make as many copies as you need. The USA-TKJ does not ship bulk forms!

USA Member. Panamerican Judo Union (PJU), World Judo Federation (WJF),
Martial Arts International Federation (MAIF)
Serving American Judo Since 1971

USA TRADITIONAL KODOKAN JUDO

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National Office: 3816 Bellingham Drive - Reno, Nevada 89511 USA

Website: www.usatkj.org, Email: natlhq@usatkj.org

Dr. Ernest G. McPeck, General Secretary:

Sample Press Release

NEW MEMBER:

Your membership is news! Retype on your own stationery, filling in the blanks in the first paragraph. Send to daily and weekly newspapers, and to other local publications. Your membership is news!

FOR IMMEDIATE RELEASE

RENO, NEVADA, (DATE) -- (Club Name) _____, under the instruction of (Instructor Name) _____, in (Town) _____ has been accepted as a member of the USA Traditional Kodokan Judo (USA-TKJ), the USA National Organization of the World Judo Federation (WJF).

Membership was conferred on (Club Name) _____ by Bruce R. Bethers, President and National Chairman of the USA-TKJ, which is nationally based in the City of Reno, Nevada.

The USA-TKJ with its many member clubs across the United States practicing USA-TKJ, make the USA-TKJ an important force in the American & World Judo Community.

The USA-TKJ establishes national goals for amateur sport of Judo, represents the United States of America at official World Judo competitions of the World Judo Federation (WJF), and exercises exclusive jurisdiction over all aspects of Judo with the WJF. In addition, the USA-TKJ provides technical information on training, coaching, safety, and international standards to its members assisting the USA-TKJ member clubs in providing the finest possible judo training for their members.

Across the USA, the USA Traditional Kodokan Judo, referred to as USA-TKJ is a leader in providing safe and fair competition in USA-TKJ. Their affiliates, like (Club Name) _____ help the USA-TKJ play a major role in amateur sport USA-TKJ. The USA-TKJ program of activity includes the regulation and award of Local, Regional, and National competition for all ages of USA-TKJ practitioners as well as the sponsoring training camps and seminars under the leaders of USA-TKJ in the United States. The USA-TKJ spearheads the movement to provide safe and fairly run USA-TKJ competition. As a National Organization for Judo, USA-TKJ insists on exact standards of competition, rules, fairness, and sports' safety which are not found in many USA-TKJ competitions.

A prime goal of USA-TKJ has been the raising of the standard of judo competition to a par equal to other organized sport programs in the country.

USA-TKJ is a member of the Pan American Judo Union (PJU), the World Judo Federation (WJF), and the Martial Arts Federation (MAIF). The USA-TKJ is represented by regional judo organizations across the country which are made up of USA-TKJ schools/clubs and organizations interested in promoting and participating in amateur sport of judo.

Contact the *USA Traditional Kodokan Judo*, 3816 Bellingham Drive, Reno, Nevada, Email: natlhq@usatkj.org for additional information.

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Application for Coaches Certification

Personal

Name _____ Date _____ Class A ___ B ___ C ___

Address _____ Phone _____

City _____ State _____ Zip _____

Date of Birth _____ Sex ___ SS# _____ USA-TKJ Membership# _____

USA-TKJ Rank _____ Style _____ Club _____

Education:

High School Diploma: ___ B.A. ___ B.S. ___ M.A. ___ M.S. ___ Ph.D. ___ Other: _____

Technical College: _____ Professional Designation: _____ Date: ___/___/___

Kodokan Judo Resume:

Age at Inception of Judo Training: _____ Date Judo Training Began: ___/___/___

Present Judo Instructor: _____ Club: _____

Current Judo Rank: _____ Date Received: ___/___/___ Style: _____

Organizational Membership: _____

Judo History (Attach copy of current rank certificate as documentation)

<u>Rank:</u>	<u>Date Received</u>	<u>Instructor</u>	<u>Style/Organization</u>
1st Dan	___/___/___	_____	_____
2nd Dan	___/___/___	_____	_____
_____	_____	_____	_____

3rd Dan ___ / ___ / ___ _____
4th Dan ___ / ___ / ___ _____

5th Dan ___ / ___ / ___ _____

6th Dan ___ / ___ / ___ _____

7th Dan ___ / ___ / ___ _____

8th Dan ___ / ___ / ___ _____

Requirements completed: (Attach verification of successful course completions for Class requested)

ACEP or Equivalent _____ Date: ___ / ___ / ___ Place _____
CPR _____ Date: ___ / ___ / ___ Place: _____
First Aid _____ Date: ___ / ___ / ___ Place _____
National Championships _____ Date: ___ / ___ / ___ Place _____

Please List Three References:

Name: _____ Address: _____
Name: _____ Address: _____
Name: _____ Address: _____

Signature: _____

Under pain of discipline from this organization and return of any certification issued, I solemnly swear that the above is true and accurate and that I have not over-exaggerated or misled in any way the facts so stated on this application.

Signature: _____ Date: _____