



INTERNATIONAL  
TAEKWON-DO  
FEDERATION



## ***Application Procedure for National Association or Allied Association***

*You will find below the procedure to follow to apply for recognition as a National Association or Allied Association, or recognised Club/School.*

*Please make sure that your letter of application includes all the requested information to allow a proper review of your application.*

### ***1<sup>st</sup> Steps to be followed:***

*Please send to the ITFADM HQ the following documents*

- 1. Legal Document of the existing Association and/or Federation*
- 2. Copy of tax number of the existing Association and/or Federation (in case)*
- 3. Association and/or Federation History.*
- 4. Legal registration of the Association in an instance of the Administration of your country (if possible Ministry of Sports)*
- 5. List of actual Instructors and degree they hold.*
- 6. List of Black Belt students and degree number*
- 7. Approximately Number of students*
- 8. Reasons why you are interested in joining ITF*
- 9. To which organization have you been member up to now?*
- 10. Letter to ITF of your request, signed by President and Secretary General of the NA or AA.*
- 11. Curriculum of the President of the Association (full fill attachment)*



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## **2<sup>nd</sup> Step to be followed:**

- 1. Request the replacement of all Black belt holders sending a copy of their Black Belts certificates issued after 2002.*
- 2. Pay the replacement fee of all your black belt holders(only certificates issued after 2002).*
- 3. In order to know the technical level should invite one master designated by Board of Directors (and one assistant Instructor) to conduct a seminar to you and your members. The cost of the traveling and the seminar will be paid by ITF, with the only obligation on your part of providing hotel accommodation and food for the Master and his assistant.( This point can be omitted, only in case that you or your Black Belts participate in one of our Masters Seminar in another country).*
- 4. The Secretary General will teach you how to proceed for the future about your relations with ITF.*
- 5. You will receive from the Secretary General the Certificates of the replacements.*



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