



WKF

KARATE1 WORLD CUP



WKF KARATE1 WORLD CUP ORGANIZATION RULES

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WKF KARATE1 WORLD CUP ORGANIZATION RULES

PREAMBLE

The WKF Karate1 WORLD CUP (WWC) is the second highest league event in the world of Karate. Together with the WKF Karate1 Premier League (WPL) it is a series of world class Karate competitions recognized and supported by the World Karate Federation. Its aim is to bring together the best Karate competitors in the world in a series of open championships of unprecedented scale and quality. In addition to the World Championships, which are biennial events, the WWC and the WPL provide a platform for staging world Karate events on a regular basis and thus enhances interest of the public and the media, both nationally and worldwide. For Karate practitioners and enthusiasts around the world the WWC acts as a source of identification, motivation and inspiration. The hosting countries get the chance to present themselves to a wide audience, while giving their athletes the opportunity of competing at the highest level. And, last but not least, the top Karate athletes of the world obtain an additional platform to compete, improve their skills, attract sponsors and create income.

While maintaining the individual character of each event, all WWC events have to meet certain standards in order to achieve the above-mentioned goals. Therefore it is necessary to obey the following organization rules.

GENERAL OUTLINE

The WKF World Cup consists of a maximum of 12 events per year.

The number of competitors is open, but limited to holders of WKF ID cards (www.wkf.net). **Only members of national federations recognized by WKF are admitted to participate.** The WKF ID card can be purchased at the registration session or online at <http://www.karateworld.org/>.

The competition categories are identical to the individual categories of Senior World Championships, so only individual categories are part of the WWC.

The medalists in every individual category receive a prize money of minimum € 300,-- (1st place), € 200,-- (2nd place) and € 100,-- (3rd place). Competitors can earn ranking points in every WKF World Cup event according to the official WKF ranking system.

1 APPLICATION, SITE AND DATE

Applications for hosting a WKF World Cup event have to be addressed to the WKF President's and Secretariat office via the relevant national federation before the end of October of the year preceding the WKF World Cup season. WKF will decide about the application and inform the applicant of its decision by the end of November of the year preceding the WKF World Cup season, at the latest.

Based on the decisions of the EC, the WKF office will issue a final WKF World Cup calendar by December 15th of the year preceding the WPL season. However, a preliminary WWC calendar shall be issued as soon as decisions about hosts of WWC events have been taken.

A WKF Karate1 World Cup tournament should be hosted in a city with tourist appeal and sufficient infrastructure with an international airport close.

The Karate1 season is one calendar year.

No later than three months before the date of the scheduled event the host must send out a bulletin with all relevant information to all WKF member countries. Therefore the WKF provided Karate1 template must be used.

2 COMPETITION VENUE

2.1 Arena Dimensions

The competition arena must be large enough to accommodate at least four (4) matted areas.

Each competition area measures 8 x 8 meters, and is surrounded by a further 2 meters wide safety area. Therefore, it is necessary to allow 12 x 12 meters per area.

The mats must be of a WKF approved type.

2.2 Spectator Seating

The spectator seating capacity is at the discretion of the host NF. However, there should be seating for at least 1,000 spectators. Ample seating must be reserved for VIPs, referees, coaches and competitors.

2.3 Stadium Rooms

There must be adequately spaced, separate rooms for the following:

- WARM-UP PRACTICE (KUMITE & KATA) (see Appendix 6)
- WEIGHING (MALE & FEMALE) (see Appendix 7)
- PRESS & MEDIA (see Appendix 8)
- MEDICAL & DOPING TESTING (see Appendix 9)
- CHANGING ROOMS (see Appendix 10)
- V.I.P. LOUNGE (see Appendix 11)

2.4 Podium

A winner's podium must be provided and the host must make proper arrangements for the presentation of prizes.

2.5 Lighting conditions

The competition venue must provide appropriate lighting conditions to enable photographers to make high quality photos.

3 HEADQUARTERS HOTEL

The host must declare one local hotel as the headquarters hotel where the organizing committee can be reached permanently and where all the information concerning the event is accessible via a help desk. The headquarters hotel shall be of reasonable quality. The hotel chosen as headquarters, should have available a minimum of one hundred (100) rooms for the duration of the Championships.

The headquarters hotel shall be of a good standard and priced in realistic context with national rates.

The headquarters hotel is by priority for the accommodation of the following:

- WKF-SUPERVISOR
- WKF-DELEGATES (scoring and timing staff)
- REFEREES
- REGISTRATION

It may also be used for delegation members, provided that all officials mentioned above have been given priority bookings.

Besides the declaration and installation of the headquarters hotel the host is not responsible to provide accommodation to any delegation.

4 TRANSPORT

The host is not responsible for any transportation of athletes, referees or delegations (neither airport nor competition venue shuttles).

Transportation must be provided for the WKF-Supervisor and the WKF timing and scoring staff. This does not include the obligation to arrange transportation for (WWC) referees.

5 REGISTRATION

All competitors, referees, coaches and officials must register online using the online system provided by an approved software partner of WKF during the online registration period.

The online registration period starts at 1:00 a.m. on January 1st of the actual WKF Karate1 World Cup season until 11:59 p.m. of the **Sunday two weeks before the event (= 13 days before the event)**. Therefore, each participating authorized National federation has to create a user account. This user account and all entered data can be reused for all other World Cup or Premier League events.

The host will get an event manager account for his online events. With this account he can access all online data, provide information or easily get in contact with participants. In case of problems or questions, users can directly contact the software provider.

The URL for the online registration must be included prominently in all bulletins.

The provided software requires that all necessary registration data for competitors, coaches, referees and officials must be entered during online registration.

This includes the following data:

- Name of participating club / team or federation
- Country of participating club / team or federation
- Name
- Date of birth
- Weight (only for competitors)
- Sex
- Nationality
- WKF ID Card Number
- Photograph (size according to software specification)

Users are responsible for the quality of the entered registration data. Changes of online registration data by users are possible until the end of the online registration period. The online registration automatically closes at the end of the online registration period. If

changes are required during the official registration session because of incorrect, missing or new registration data, a fee of € 15, -- is charged for each change.

The official registration session will take place the day preceding the first day of the event from 10.00 a.m. to 8.00 p.m.

At registration, accreditation cards will be issued bearing the holder's main data, a photograph and information about registered categories. The accreditation card must be carried at all times during the event. For details of accreditation, see chapter 21.

Participants are only admitted with valid annual WKF ID card. Validity of WKF ID cards has to be verified during the registration session.

The registration documents and all paperwork connected with the event must be written at least in English.

The host must provide a sufficient number of persons to ensure a smooth operation of the registration session. These persons must be able to communicate in the English language and read English documents.

For details of technical registration requirements, see Appendix 1.

6 TECHNICAL MEETING AND COMMUNICATION

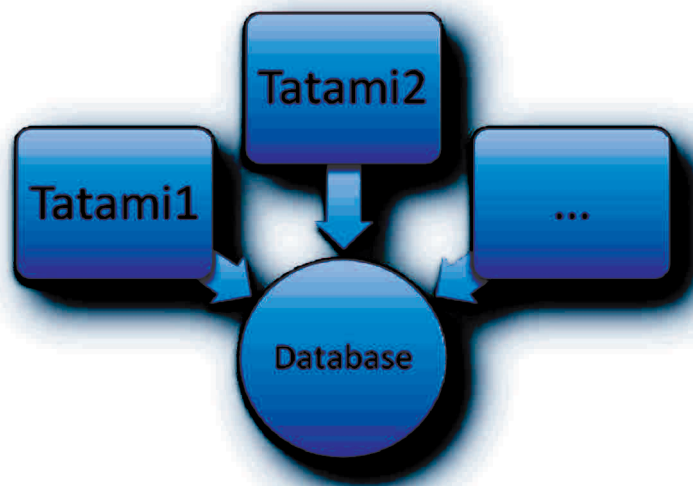
The organizing director of the event must stage a technical meeting with the WKF-Supervisor the day preceding the first day of the tournament. In this meeting the organizing director shall present a detailed plan of the upcoming event, including a specific timetable and precise information on every single topic of this World Cup manual.

The host must provide at least two (2) interpreters in English for the tournament.

Throughout the tournament, the host must provide a service and information desk (in the headquarters hotel before the start of the tournament and in the sports venue during the tournament days) to deal with issues participating delegations might have. This must be a non-stop operation from 8.00 a.m. until 10.00 p.m.

7 SOFTWARE USAGE AND TRAININGS

To ensure a high quality level of all WKF Karate1 World Cup events, the approved software must be used for all processes of event management, like online registration, accreditation or during event execution. Therefore all competition areas have to use the software and are connected with one central database (the installation of hard- and software is done by the software provider). This allows the keeping of precise records of winners, points, Kata and results electronically and the computing of repechage and pool winner lists automatically.



Picture 1: Connecting competition areas using software



Picture 2: Competition area using software

Moreover, the software provides public views / screens for referees, coaches and visitors to easily monitor all activities.

| | |
|--|---|
| <p>Tatami 1</p> <p>Kumite Individual female Seniors -50</p> <p>Pacull Karen Malavé Karate Do SWEDEN</p> <p>BENMGHAR MERIEM MOROCCO NATIONAL FEDERATION MOROCCO</p> <p>0 : 2</p> | <p>Tatami 2</p> <p>Kumite Individual male Seniors -67</p> <p>Kříž Ondřej Karate Club Dragons Rosice, o.s. CZECH REPUBLIC</p> <p>RAMIREZ GUILLERMO COLOMBIA COLOMBIA</p> <p>2 : 3</p> |
| <p>Tatami 3</p> <p>Kata Individual female Sen</p> <p>Halamova Petra Czech Republic CZECH REPUBLIC</p> <p>Onor Maddalena Comitato Veneto Karate Libertas ITALY</p> | <p>Tatami 4</p> <p>Kata Team female Sen</p> <p>Ekonom Bratislava Ekonom Bratislava SLOVAKIA</p> <p>TSV Erding-Höhenkirchen TSV Erding GERMANY</p> |

Picture 3: Example of public activity view of four competition areas

Additionally, all activities during the event will be live on the Internet to allow online users to follow the event. Therefore a good Internet connection must be available to upload event information to the Internet during the event. For technical requirements of software usage on the competition area, see Appendix 4.

The host must provide at least two (2) software operators for each competition area. These operators must be able to communicate in the English language and read English documents, and should also be aware of the WKF competition rules.

The software provider also provides training for operators. This training session must be held not later than the day before start of the event. The duration of this session will be approximately 1 – 2 hours. The host must provide an adequate room for this training session. For technical requirements of software training, see Appendix 3.

8 RESPONSIBILITIES OF THE HOST COUNTRY DOCTORS

A minimum of one doctor per competition area is required for the duration of the Kumite events, plus adequately qualified first aid staff.

A standby ambulance for emergencies must be supplied and be available throughout the duration of the competition.

All the local doctors must be competent in at least one WKF official language (English or French).

9 REFEREEING

A minimum of 20 % of the referees on each Tatami must possess at least a WKF World Cup or continental federation license. If a host is unable to meet this requirement he must guarantee that top-level NF referees will participate at the competition and have the prior approval of the WKF supervisor. This case must be addressed in the original application documents.

10 THE DRAW

The draw will be done directly after the official registration via the software by the local software officer in the presence of the WKF-Supervisor or a person expressly appointed by the WKF Supervisor. Each completed master sheet must be signed by the WKF Supervisor or the appointed person.

The draw must use the random process provided by the software. This process is WKF approved and guarantees random placement and the best separation of competitors from the same countries.

Entries for the draw will be those taken from the online registration database.

After the draw is finished and signed by the WKF Supervisor, copies for each participating federation shall be handed out.

The two Grand Winners of each category (i.e. the two competitors with the highest total score at the end of the Karate1 season) must be seeded in the following Karate1 season. Competitors to be seeded must be marked manually in the database. During the generation of the draws the software will automatically ensure that seeded competitors will not meet before the finals.

11 PRIZES

The event prizes (medals, trophies and event prize money) are to be provided by the host.

In each individual category the first prize will be a gold medal, a trophy and at least € 300, --. The second prize will be a silver medal and at least € 200, --. The two third prizes will be bronze medals and at least € 100, --.

Therefore the total sum of prize money per event to be paid by the host is € 8.400, --.

Consistent with the Olympic ideal, the host will only provide high quality gold, silver and bronze medals and trophies. The medals and trophies will inscribe the WKF- Karate1 World Cup emblem.

The prize money must be paid in cash directly to the medalists immediately after the prize awarding ceremony. Any expenses, which have to be withheld by the host due to mandatory national (tax) regulations, must be accepted by the prizewinners without substitution.

12 FOOD REQUIREMENTS

The host is not obliged to provide food for athletes. Any assistance provided in this respect is a courtesy.

The host is required to provide the working referees, the doctors, the WKF timing-scoring staff and the WKF-Supervisor with a free meal every four (4) working hours and a continuous supply of free hot and cold drinks during the competition.

13 FINANCIAL RESPONSIBILITIES AND MARKETING CONSIDERATIONS

Any host which has been successful in bidding and having been awarded the right to host a WKF World Cup event must pay a fixed fee of € 8.000, -- per hosted event.

After the adjudication of the event the above-mentioned fixed fee must be paid in advance by December 15th of the preceding year to the WKF treasury department, strictly net without deduction of any expenses or transfer fees.

In the case of nonpayment, WKF will be free to withdraw the rights of the event in question and award them to another host. The failing host will in any case remain liable before WKF for the payment of the whole fee. In the case of WKF withdrawing the rights or when a host relinquishes its rights to host an event, the WKF Executive Committee, taking into account all of the relevant circumstances, will decide on the period of ineligibility for hosting a WKF World Cup event as well as its responsibility regarding any appropriate mitigation measures.

The host also shall pay the above mentioned prize money directly to the medal winners.

The cost for the WKF Supervisor, including flight, accommodation, meals and transport plus a flat fee of € 140,-- per day for three days shall be paid by the host. This applies also to the software-staff (2 persons) concerning their flight, local transport, accommodation and meals, but not the above-mentioned flat fee.

The entry fees for WKF World Cup events are € 30,-- per individual category entry. The entry fees belong to the organizer. No other costs may be levied by the host on delegations, which shall be provided with free admission to the events.

WKF is exclusively permitted to choose WKF World Cup sponsors and to conclude specific contracts with them. This includes the general sponsorship for the whole tournament series. In this context all tournament organizers must respect any contractual obligations that may be imposed on WKF (e.g., size and layout of logo-placements, trademarks, merchandising partners etc.).

The hosts are permitted to choose local event sponsors including the right to place additional advertisement in and around the competition venue as long as they are not in conflict with Karate1 World Cup sponsorship contracts.

14 TICKETING

Ticketing rights belong to the organizers.

15 SERVICES PROVIDED BY SOFTWARE PARTNER

To guarantee a high quality standard of software supported event management, the software provider provides the following services to the host:

- Online registration and event management services provided by online WKF Karate1 website (i.e., online registration, advertisement and promotion, communication, etc.)
- Integration of host PayPal account into online system for online payment of entry fees by credit card
- Online system for offering any other expenses and items, like merchandising articles or transfer services
- Software licenses for all software products provided by the software provider such as:
 - Core system to manage registrations, draws, results and many other functions
 - Scoreboard software
 - System for time schedules
 - Generation of accreditation cards
 - Views to show event activities and progress
 - Live blog of all event activities live on Internet
- Online ranking system
- On-site training for local software operators by a certified software specialist
- Qualified on-site support by a certified software specialist during the whole event
- Providing of the required number of laptop computers for registration, accreditation, training and competition areas.
- Setting up of a local network to connect all competition areas.

For more information about the software partner, see Appendix 12.

16 IMAGE AND PUBLICITY

All the TV, video, web casting, photography, Internet, etc. rights shall be the exclusive property of WKF.

All the publicity rights (competition area, official tables, participants, etc.) shall be the property of the host. However, the host shall respect any contractual obligations that may be imposed on WKF (e.g. size and layout of logo-placements, trademarks, merchandising partners etc.) as stated under 13.

17 LIAISON

The operation of the Championships is the sole responsibility of the local host under the supervision of and direct subordination to the WKF Supervisor.

Four (4) months before the event the local host shall report to the WKF Supervisor. This report will at a minimum address of all those points, Article-by-Article, included in these rules and affecting the requirements of the event.

18 MISCELLANEOUS

In agreeing to host a WKF Karate1 World Cup event, the host also guarantees to supply the following:

- a) Sufficient registration staff (at least eight (8) persons) to help managing the registration session
- b) Software operators (two (2) per competition area, instructed as explained in chapter 7)
- c) Sufficient trained timekeepers / scorekeepers to manage all areas for the entire event.
- d) Sufficient liaison officers to convey match results promptly to the controllers.
- e) Sufficient experienced controllers to provide for the full charting of the match in the English language.
- f) Sufficient stewards and security personnel to prevent the entry of unauthorized persons and to provide an uncluttered arena.
- g) Sufficient secretarial staff and clerical officers to administer the registration and accreditation.
- h) Sufficient changing rooms and secure locker facilities for a minimum of 250 athletes, 100 of them female and separated from male.
- i) Warm-up facilities for competing athletes.
- j) Waiting and relaxation room for off-duty Referees.

A room with an adjoining toilet and communicating door shall be provided for drug testing. The host must arrange for the carrying out of doping controls in accordance with the National Anti-Doping Agency.

Only WKF approved and homologated protective equipment can be used at the WKF World Cup event.

19 INSURANCE

The host is responsible at its own cost for effective and appropriate insurance for the event according to local law. In this context WKF must be discharged from any form of liability for damages or harm resulting from the event. The host therefore must indemnify and hold WKF harmless for any and all claims, and this indemnification must be confirmed, whether by the host's National Federation, by a law office or by a licensed insurance agency in written form.

19.1 Liability insurance coverage

The host shall secure a general liability insurance policy for any claims arising out of the host's activities in its capacity as organizer of the event, towards participants in the championship and members of the public. If – according to local law – WKF may be liable for any damages or harm resulting from the event, appropriate liability insurance coverage also for WKF is compulsory.

If for this reason liability insurance is compulsory the insurance must cover bodily injury, property damage and consequential loss. If this cases are covered by a WKF general agreement and it is included in the WKF ID card then it isn't compulsory for the organizer.

If necessary the host must provide the WKF Supervisor, one month prior to the start of the event, with proof that the above-mentioned liability insurance policy is in effect for the respective event.

Where such policies are not available, the host shall inform the WKF Supervisor who will then, if necessary, arrange for such coverage and invoice the host.

In the case that, according to local law, WKF may be under no circumstances liable for any damages or harm resulting from the event, the host must provide the WKF Supervisor, one month prior to the start of the event, with an appropriate written confirmation of this legal status by the host's National Federation, a licensed insurance agency, or a law office.

19.2 Cancellation insurance coverage

The host should take into consideration possible losses in connection with its cost, expenses, guarantees and other irrecoverable monetary commitments, resulting from cancellation, abandonment, or postponement of the event.

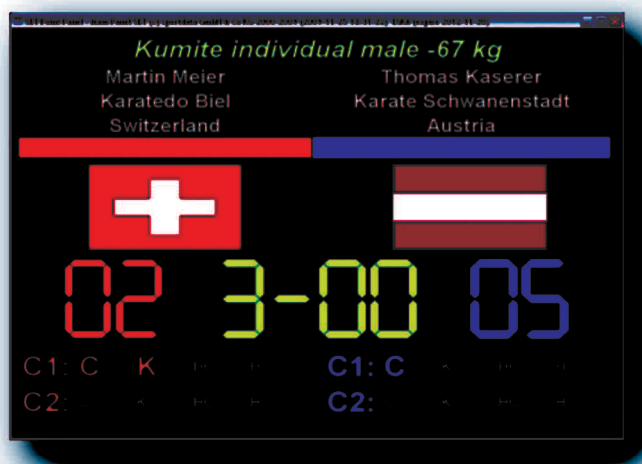
It is therefore recommended that the host take out adequate cancellation insurance coverage. The above-mentioned indemnification clause and compulsory insurance clause also applies to the cancellation insurance.

19.3 Insurance of delegations

The host shall inform the delegations participating in the event (via the bulletins) that they require proper liability, personal accidents and repatriation insurance coverage for all members of the delegation, including all athletes participating in the event.

20 SCORE BOARDS AND COUNTDOWN CLOCKS

Each of the match areas must be furnished with scoreboard and a countdown clock. For technical competition area equipment see Appendix 4.



Picture 4: Software scoreboard



Picture 5: Scoreboard control panel

21 ACCREDITATION CARDS

The software, including an official layout template for accreditation cards, does generation of Accreditation Cards for competitors, coaches, referees and officials. This layout must be used for all WKF World Cup events.

Accreditation cards shall be printed and handed out to each participating club / federation at registration.

Accreditation cards must be worn at all times during the event.

Only competitors and coaches with accreditation cards are allowed to enter the competition area.

Only competitors authenticated by accreditation cards are allowed to participate.

APPENDICES

APPENDIX 1 – EQUIPMENT FOR REGISTRATION

A detailed description of the needed equipment is available in the enclosed document [“Karate1_Technical_Requirements.pdf”](#), section [“Equipment for registration”](#).

APPENDIX 2 – EQUIPMENT FOR ACCREDITATION

A detailed description of the needed equipment is available in the enclosed document [“Karate1_Technical_Requirements.pdf”](#), section [“Equipment for accreditation”](#).

APPENDIX 3 – SOFTWARE TRAINING EQUIPMENT

A detailed description of the needed equipment is available in the enclosed document [“Karate1_Technical_Requirements.pdf”](#), section [“Software training equipment”](#).



Picture 6: Example of prepared equipment for software training

APPENDIX 4 – COMPETITION AREA EQUIPMENT

Each match area must have the following minimum equipment:

- Two (2) large tables and 8 chairs
- Adequate writing material
- 1 small table, 1 chair, 1 buzzer, and 1 red flag or indicator, for use by the Arbitrator
- 5 blue and 5 red flags for judges
- At least one spare pair of red and blue flags.

A detailed description of the additional needed technical equipment is available in the enclosed document “[Karate1_Technical_Requirements.pdf](#)”, section “[Equipment for the competition area](#)” and “[Option technical equipment for competition area](#)”.



Picture 7: Example of LCD monitor showing software scoreboard

APPENDIX 5 – OTHER EQUIPMENT

There should be one (1) extra table and two (3) chairs for the WKF Supervisor and the software-officers, next to the Organizing Committee tables. Power supply for six (10) connections must be provided, together with the following items:

- One (1) A4 photocopy machine (photocopy machine from registration can be used).
- One (1) A4 laser printer (laser printer from registration can be used).
- One (1) high speed Internet access with username and password to synchronize live event data with Internet

APPENDIX 6 – WARM-UP FACILITIES

A room with enough free floor space for a minimum of one competition area for competitors to practice inside the Stadium must be provided. There must be a communication system between this room and the competition area.

APPENDIX 7 – WEIGHING

A large room with a separated smaller area and ample entrance and exit must be provided. The larger space will be used for disrobing and the smaller area for the actual weighing.

Two (2) accurate scales will be required. Weighing of women will be performed separately from men.

APPENDIX 8 – PRESS & MEDIA

A large, quiet room with three (3) works stations providing high-speed-WLAN-Internet access and one (1) USB-connectible printer shall be provided.

APPENDIX 9 – MEDICAL

This room must have washing facilities and a clean water supply. The host must ensure that this room is fully equipped according to the WKF Rules.

APPENDIX 10 – CHANGING ROOMS

There should be large changing rooms with showers, separated for male and female.

APPENDIX 11 – VIP LOUNGE

It must be a lounge-type room of comfortable and spacious proportions, with snacks and refreshment facilities.

APPENDIX 12 – REGARDING THE WKF APPROVED SOFTWARE PARTNER

The WKF approved software partner for karate1 is Sportdata. SET (sport event technology) software from sportdata was developed in cooperation with WKF since 2009; SET is officially approved and supported by WKF.

APPENDIX 13 - APPLICATION FOR THE ORGANIZATION OF WKF WORLD CUP EVENTS

As stated under 1., hosts wishing to organize a WKF Karate1 World Cup event need to send a letter of application via their national federation to the WKF Secretariat office. This letter has to contain all relevant information concerning the tournament (date, city, sports venue, head quarters hotel) and the express written acceptance of the WKF Karate1 World Cup Organization Rules.