



## INFORMATION REGARDING WNF PASSPORTS AND LICENCES

➤ **Please read the underneath stated informations carefully.**

➤ Registration time limit: **01.03.2020**

N°	GENERAL INFORMATIONS								
1	The cost of a single <b>licence</b> sticker is <b>EUR 15</b> – the WNF <b>passport is free</b> of charge. Replacement of an expired passport is free.								
2	The passport is <b>valid for 8 years</b> from the date issued. The dates of issue and expiry are stamped in the passport.								
3	<b>Passports</b> that are not used – for example if the member has retired before receiving the passport – <b>cannot be transferred</b> to another member. By all circumstances the member is the owner of the licence number (= WNF member number) issued, as long as the period of validity of the passport.								
4	In case a member has <b>lost the passport</b> , or in case destroyed by accident, a <b>new passport</b> must be issued. The member will get a <b>new licence number</b> (= WNF member number). Replacement of lost passport and/or licence sticker is charged EUR 15.								
5	<p><b>Enrolment</b> of registered and existing WNF members – which applies to clubs, federations, associations, unions, and individuals affiliated to the organization - <b>must be forwarded once every year</b>. This also applies for independent members.</p> <p><u>Licence fee 2020:</u></p> <table> <tbody> <tr> <td>Federation, union, association</td> <td>EUR 250</td> </tr> <tr> <td>Club/dojo</td> <td>EUR 100</td> </tr> <tr> <td>Individual</td> <td>EUR 15</td> </tr> <tr> <td>Enfant &lt;= 14 year</td> <td>EUR 5</td> </tr> </tbody> </table>	Federation, union, association	EUR 250	Club/dojo	EUR 100	Individual	EUR 15	Enfant <= 14 year	EUR 5
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6	<p>Members of a board appointed by the organization must hold a membership of the WNF. To be considered for membership:</p> <p><b>Clubs must have at least 3 individual members</b> (a president, a secretary and a treasurer).</p> <p><b>Federations and associations must have at least 2 clubs</b> affiliated to be considered for membership.</p>								

7	<p>Only members of the Worldwide Nanbudo Federation presenting a valid WNF-passport <b>and</b> a valid licence have access to seminars conducted by Nanbu Doshu Soke.</p> <p>Participants must verify their membership at registration to the seminar and it is the organizers responsibility to supervise these directions.</p> <p>People without membership in the WNF can apply for permission to participate, however, the application must be confirmed and approved by Nanbu Doshu Soke.</p> <p>More information regarding seminars is available at <a href="http://www.worldnanbudo.com">www.worldnanbudo.com</a></p>
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<b>N°</b>	<b>LICENCING INFORMATIONS</b>								
8	<p><b>Only application forms of 2020</b> (latest version provided on the website) are accepted.</p>								
9	<p>The application form 2020 is expected <b>to be sent to the WNF general secretary office (<a href="mailto:info@worldnanbudo.com">info@worldnanbudo.com</a>) latest on 01.03.2020</b></p> <p>The same time limit also applies for the payment of the licence fee, which must be transferred to the WNF account:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 5px;"><b>Account</b></td> <td style="padding: 5px;">Worldwide Nanbudo Federation 0272-581923-71</td> </tr> <tr> <td style="padding: 5px;"><b>Bank address</b></td> <td style="padding: 5px;">CREDIT SUISSE CH-1211 Genève 70</td> </tr> <tr> <td style="padding: 5px;"><b>IBAN</b></td> <td style="padding: 5px;">CH21 0483 5058 1923 7100 0</td> </tr> <tr> <td style="padding: 5px;"><b>BIC/SWIFT</b></td> <td style="padding: 5px;">CRESCHZZ80A</td> </tr> </table> <p><b>NB:</b> Please make a note of the number of individual licences and club/fed/ass/union licences, as well as the name of the club/fed/ass/union on the note to the account owner.</p> <p>The payment must be verified by a copy of the receipt/transfer document sent to the WNF general secretary office by e-mail.</p>	<b>Account</b>	Worldwide Nanbudo Federation 0272-581923-71	<b>Bank address</b>	CREDIT SUISSE CH-1211 Genève 70	<b>IBAN</b>	CH21 0483 5058 1923 7100 0	<b>BIC/SWIFT</b>	CRESCHZZ80A
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10	<p>All renewals received <b>after the time limit</b>, i.e. between February 18th and December 31st: Please understand, that the processing of new licences <b>will take</b> place as soon as possible but not immediately (<b>up to three weeks</b>).</p>								
11	<p><b>Enrolment of new members after the registration period</b> is expected to be handled by the application form 2020 (available at <a href="http://www.worldnanbudo.com">www.worldnanbudo.com</a>) – even if there is only one member to enter on the list. <b>Other forms</b> or ways to make the enrolment <b>will not be accepted</b>. (<u>Please refer to point 7</u>)</p>								

12	<p>Please <b>enter required details</b> on the application form. The required details are marked with a star (*) – <b>mandatory fields</b>.</p> <p>The mandatory fields are:</p> <ol style="list-style-type: none"> <li>1. Full postal address</li> <li>2. Licence number (empty field results in new number)</li> <li>3. First name</li> <li>4. FAMILY NAME (IN CAPITAL LETTERS)</li> <li>5. Birth date. correct central europe (example: 12.06.1984)</li> <li>6. Grade Kyu only 1 and number (1)</li> <li>7. Dan grade (And only numbers: 4, 3, 2, ...)</li> <li>8. Date graduation Kyu or Dan</li> <li>9. Issue date of passport</li> <li>10. Expiry date of passport</li> <li>11. address, E-Mail, telephone only for those in charge of the club, (where you must put an X) not that of the students.</li> </ol>
13	<p>Passports and licences will be shipped when the verification of licence fee transfer is received by e-mail to <a href="mailto:info@worldnanbudo.com">info@worldnanbudo.com</a>.</p> <p>The <b>package</b> with licences/passports will be <b>sent</b> to the address noted at the application form (<b>full postal address</b>).</p>
14	<p>Time of delivery will be <b>2-6 weeks after reception of the application AND the payment verification</b>. Please note different shipping times of the postal services for different countries.</p> <p>(Verification of payment <b>must</b> be attached to the application form and sent at the same time. Make sure that the correct amount is transferred.)</p>
15	<p><b>When you receive</b> the package, <b>please verify</b> that the number of items match the number of passports and licences ordered. In case you have any remarks or there are passports/licences missing according your list, please report to the WNF office by e-mail immediately.</p>
16	<p>It is the receiver of the package who is responsible to hand over the correct passport/licence to each club member.</p>
17	<p>Please refer to the <b>registration example</b> and the <b>checklist</b> sent and provided on the website on how the registration form must be filled out.</p>
<p><b>Please note:</b> We preserve the right to <b>refuse and send back</b> applications and application emails which <b>do not meet the above mentioned requirements</b>.</p>	