



## KARATE NOVA SCOTIA

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December 16, 2019

### Notice: 2020 Membership Renewal and Dues

Dear Dojo Instructor,

As an association we are reaching out a bit behind schedule for dojos to renew their memberships. The Karate NS membership year runs from **November 1<sup>st</sup> to October 31<sup>st</sup>** of the following year; this aligns with our insurance policy coverage. The fees below reflect the current fees charged to our members

- **Kyu \$25**
- **Dan \$40**
- **Club \$50**

The Memorandum of KNS, in section 3.2, states:

Instructors must annually register their clubs and **each and every member and instructor**, and all the necessary registration forms are to accompany the annual dues.

**This notice is accompanied with the MS Excel form that you are required to fill out in detail.** The demographic information informs participation population, instructor levels, and regional breakdowns; this is very important to support KNS, Sports NS and Karate Canada for funding requests and program planning. Please when filling out the form make every effort to ensure it is complete and accurate.

We would ask that you begin, if you have not already, the collection process as soon as possible. Please make every effort to have all forms and dues submitted by **January 31<sup>st</sup>, 2020**.

**NEW:** KNS has added Injury Insurance to the current Liability Policy. KNS will again provide payment for the coverage this year. The costing model will be revisited after the 2020 AGM.

Visit the KNS Membership page for details on Insurance Policy, etc .. <http://karatens.org/kns/membership/>

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- Please email all completed files to [membership@karatens.org](mailto:membership@karatens.org).
- Please make all payments payable to “KNS” or “Karate Nova Scotia” and mail payment to:
  - **KNS Membership c/o Andrew Swiber, 256 Philip Drive, Fall River, NS, B2T 1G7**
  - **E-transfer option available, send fees to [treasurer@karatens.org](mailto:treasurer@karatens.org)**
- All payments received will be deposited within 30-60 days of receipt.

If you are unable to meet the registration deadline, uncomfortable with the information asked or have any questions, please contact us at [membership@karatens.org](mailto:membership@karatens.org) or call 902-497-5166.

**Andrew Swiber, Membership Director**

**Greg Da Ros, Vice President**

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For more details on benefits of being a member of Karate NS, visit the website [www.karatens.org](http://www.karatens.org)



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### Registration Form (Excel file) Guide

The membership form/spreadsheet consists of **5 tabs**.

1. **Agreement** – This contains details of what you are agreeing to by completing and submitting the form. Once you completely fill in your members/instructors it will provide you a summary of what dues your club owes and where to submit them.
2. **Club** – This is strictly for contact information (includes a post for a second person of contact), training location, mailing address, and contains an area for you to provide any feedback or comments.
3. **Instructors** – Please include all currently known instructors for your club, and their credentials and levels taught. Anywhere a date is asked please try your best to be accurate, but approximate dates are better than no dates. Also, there is a spot to start tracking the new **NCCP** Coaching Levels. Additional instructions on page.
4. **Students** – Please **do not include any instructors** here, they are accounted for on the instructors tab, otherwise they will be double counted, as well as, double charged. **This is for non-teaching students.**

Sport NS / Karate Canada are interested in tracking the **Para Athletes** in Karate throughout Nova Scotia. Para Athlete is defined as people with physical, vision or intellectual disabilities. If this information is available, please help us in collecting these stats. Names will not be submitted to Sport NS or Karate Canada just the counts.

Sport NS / Karate Canada is interested in tracking the **Aboriginal** population participation levels. If this information is available, please help us in collecting these stats. Names will not be submitted to Sport NS or Karate Canada just the counts.

**NEW:** If you can provide email, place of residence ... these all help in identifying demographics and communicating events.

You will also see at the top of the page a summary of your demographic info will adjust based on what you enter. This is an example of the info sent to Sport NS and Karate Canada.

5. **Summary** – This tab is a summary of all the information that will be submitted to Sport NS and Karate Canada.

#### Notes:

- The file is locked down so that you can only edit the white space once you click on the cell.
- Please note that the more reliable this information is the better both Sport NS and Karate Nova Scotia can plan the program and services that we both deliver.

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- If you do not have the ability to fill in the electronic form (i.e. no Microsoft Excel), please contact us and we will work something out on a case-by-case basis. Electronic is preferred.

### **Brief Notes on some of what's going on in KNS these days:**

- New President Jason Fields
- Tournament Season is underway
- Athletes, Coaches and Officials preparing for 2020 Nationals
- Plan in the works for a Kata Clinic
- Working with Sports NS on program funding
- Finalizing "tournament in a box" a trailer with all our mats and equipment to save on unloading and storing efforts
- Re-assessing Criminal Records Checks
- Reviewing all policies and programs, bringing them more in line to today's culture
- Reviewing Association resourcing model

**Remember this is Karate's Year! 2020 Olympics!**