



USA Taekwondo Referee Development Camp Host & Instructor Responsibilities

USA Taekwondo will assist the Referee Chair with staffing, administrative and travel arrangements, and will bear all reasonable financial obligations of the instructors' travel, up to a maximum of \$1,250.00. Exceptions may be made with prior approval by both USA Taekwondo CEO and Referee Chair.

Camp Host Responsibilities:

1. Host must be a current USA Taekwondo State Organization or Club.
 - If the State Organization hosts a camp at a club, that club must have a current USA Taekwondo club membership for insurance and liability purposes.
 - The host of the event must have the following:
 - a) Current USA Taekwondo membership
 - b) Current SafeSport Training
 - c) Current background check approved
2. The host organization will be responsible for all support facilities, hotel options and equipment needed to conduct the camp. Please see Referee Camp Information Addendum A.
3. Once the camp is approved, USA Taekwondo, in conjunction with the Referee Chair, will email materials to the host.
4. The participant fee is \$35.00, and those fees collected through the Sport80 registration. An audit option is available for Referee Camps.
5. Hosts must utilize Sport80 for all registration and no onsite registrations are permitted.
6. Hosts must provide copies of receipts and all other paperwork to the USA Taekwondo office within 10 days of completion of the camp.

Camp Instructor Responsibilities:

1. Administers camp and test to participants.
2. Instructor is responsible for assisting in the collection of any paperwork related to the camp.
3. Instructor will be responsible for making recommendations for each participants' referee certification and/or upgrade. You will make these recommendations directly on the camp roster.



USA Taekwondo Referee Camp Application

Poomsae ☐ Kyorugi ☐

Please Print:

Camp Date: _____ Start time: _____

Check One: State Organization _____ Club: _____

Host Club or State Organization: _____ Club #: _____

Camp Location: _____

Location Address: _____

City: _____ State: _____ Zip: _____

Camp Contact Person: _____ Contact Phone: _____

Contact Email: _____

To keep the camp expenses down for the hosts, USA Taekwondo, collaborating with the Referee Chair, will assign a Certified Instructor that is in your state/region to your camp.

- *The host may request to have the camp taught by a specific instructor; in that case, the host organization will be liable for any additional instructor travel expenses that may be incurred—such as additional airfare, etc. At their own expense.*
- *To see the list of approved camp instructors, please visit:*
<https://www.teamusa.org/usa-taekwondo/v2-resources/referee-information>

I, the undersigned, agree to conduct the Referee Camp in strict accordance with the rules and regulations set forth by USA Taekwondo. I agree to provide all necessary equipment and space for this Referee Camp at my own expense. Please see Appendix A for additional information.

Print Camp Host Name

Camp Host Signature

Date

For USA Taekwondo Use Only:

☐ Approved ☐ Not Approved ☐ Club ☐ Background Check ☐ SafeSport

Appointed Camp Instructor: _____ Date Approved: _____

Date Camp Materials Emailed: _____

Addendum A
Referee Camp Information

On Location Requirements (Host):

1. Venue Requirements
 - Lecture Area
 - Computer and screen
 - Required connectors for computers and screen
 - Area for people to sit and take notes during lecture
2. Practical Area
 - Daedo system with judge controllers and athletes to spar
 - If combined camp, also have PoomsaePro and athletes to perform
 - Computer and screen for system
 - At least two ring size training areas
3. Hotel Within 15 minutes from venue – multiple options for attendees
4. During the Camp
 - Transportation for instructors
 - Attendance for each day submitted at the end of event
5. The participant count for each camp (*not the total over the 2 camps*) must be at the specified number below one week prior to the close of registration
 - 19 or below = the camp will be cancelled, and the organizer must contact jakob.allison@usatkd.us so participants can be contacted
 - 20-25 = host covers up to 5 missing participants (\$50 Sport80 fee x5)
 - 26-35 = 1 instructor
 - 36+ = 2 instructors

Reimbursement (from USA Taekwondo):

1. Reimbursement
 - Instructor Hotel
 - Instructor Travel
 - Instructor Food

- Instructor Fee
 - 1 instructor for 2 camps = \$600
 - 2 instructors for 2 camps = \$350 each
- 2. \$200 for head instructor & \$150 for assistant instructor per camp
 - All other expenses, venue, rentals, etc. will be covered by the host unless an agreement is made with USATKD and the host
 - USA Taekwondo can only reimburse specified expenses if the receipts are submitted