

# **RSPORTZ / SPORTS ID / WAKO New Registration Model**

**12 February 2026**



**WAKO Pass is required for all types of competition – local, national, international!**

**Competitions at every level must be managed in Sportdata Web (invitations, registrations, draw, scoring, results, reports).**



# WAKO Registration Model. Membership and Event Pass

**NF membership and WAKO Event Pass are two different things:**

- 1. NF membership:** an Athlete or Official belongs to a **National Federation**.
- 2. WAKO Event Pass:** the person **is allowed to compete at WAKO events**.

An athlete can **register for events only if:**

- Has a valid **NF membership**,
- Has a valid **WAKO Event Pass**

**Officials (non-competing) membership fee is 4 EUR.**

**Sportdata will not allow registration unless these conditions are met.**



# WAKO Video Tutorials

Link to WAKO tutorials:

<https://www.youtube.com/@rsportz-wakosupport9033>

The image shows a screenshot of a YouTube channel page for 'Rsportz-WAKO support'. The channel has 158 subscribers and 8 videos. The interface includes a 'Subscribe' button, a search bar, and tabs for 'Videos' and 'Playlists'. Below the channel info, there are eight video thumbnails arranged in two rows of four. The top row includes videos for 'Renew member and purchase Wako Event Pass', 'New member registration with WAKO Event Pass', 'Payment of club membership fee', and 'Club setup'. The bottom row includes videos for 'New member registration with registration to competition', 'Registration of members by club admin', 'WAKO fees payment NF', and 'Member Invitation by a NF admin & registration to WAKO competition'. Each video thumbnail shows a preview image and its title, view count, and upload date.

Video Title	View Count	Upload Date
Renew member and purchase Wako Event Pass	14 views	11 hours ago
New member registration with WAKO Event Pass	9 views	22 hours ago
Payment of club membership fee	1K views	3 years ago
Club setup	783 views	3 years ago
New member registration with registration to competition	5:03	3 years ago
Registration of members by club admin	7.3K views	3 years ago
WAKO fees payment NF	791 views	3 years ago
Member Invitation by a NF admin & registration to WAKO competition	1.4K views	3 years ago
Member Invitation	262 views	3 years ago

# WAKO Registration Flow.

## Membership and Event Pass.

1

2

3

4

### Athlete or Official

#### Registers with National Federation (NF)

Creates or renews NF membership in RSportz.

Membership can be free or paid, depending on NF decision.

NF membership is required before any WAKO Event Pass can be issued.

### NF official (or club admin)

#### Assigns WAKO Event Pass to the athlete

Opens the member profile in RSportz and adds a WAKO Event Pass.

Chooses one of the two options:

- **Single-Event Pass** – 4 EUR (valid for one event, then expires for new registrations).
- **Multi-Event Pass** – 9 EUR (can be used for multiple events).
- Option to **upgrade from Single-event to Multi-event Pass** – 6 EUR (currently in development).

### Official/Coach/Referee – Sports ID registration

If you go as Official/Coach/Referee ⇒ you need **WAKO Officials Event Pass** – 4 EUR. **Valid for multiple events** (non-competitor).

### Athlete or NF official

#### Pays for the Event Pass

The Event Pass fee is paid either:

- by NF / club admin for their roster, or
- by the athlete in their personal "My Memberships" dashboard.

After payment, the Event Pass becomes active.

### NF official / Coach

#### Registers athlete (competitor) to the event in Sportdata

Uses Sportdata to sign up the athlete for a WAKO event.

Sportdata automatically checks:

- NF membership is valid, and
- WAKO Event Pass is valid (and, for Single-Event Pass, not yet used).

Registration proceeds only if both checks pass.

Registration as it is currently carried out.



# 1. NF Membership. Prerequisite for Event Pass

**NF membership is managed only by National Federations.**

**It can be free or paid, decided by each NF.**

There is no WAKO or RSportz fee on NF memberships.

**All kickboxing athletes/officials should have NF membership.**

(Without valid NF membership it is not possible to take a WAKO pass and participate).

The registration is valid for 1 year (364 days).

## 2. Creating a WAKO Event Pass in RSportz

**WAKO Event Pass can be added only to a person who already has an NF membership in RSportz.**

**WAKO Event Pass is issued only**  
by WAKO International.

**NF official/club can create a pass for a member in two ways:**

When inviting a new member, select “WAKO Event Pass (WAKO)” in Membership Option.

**There are three types of pass:**

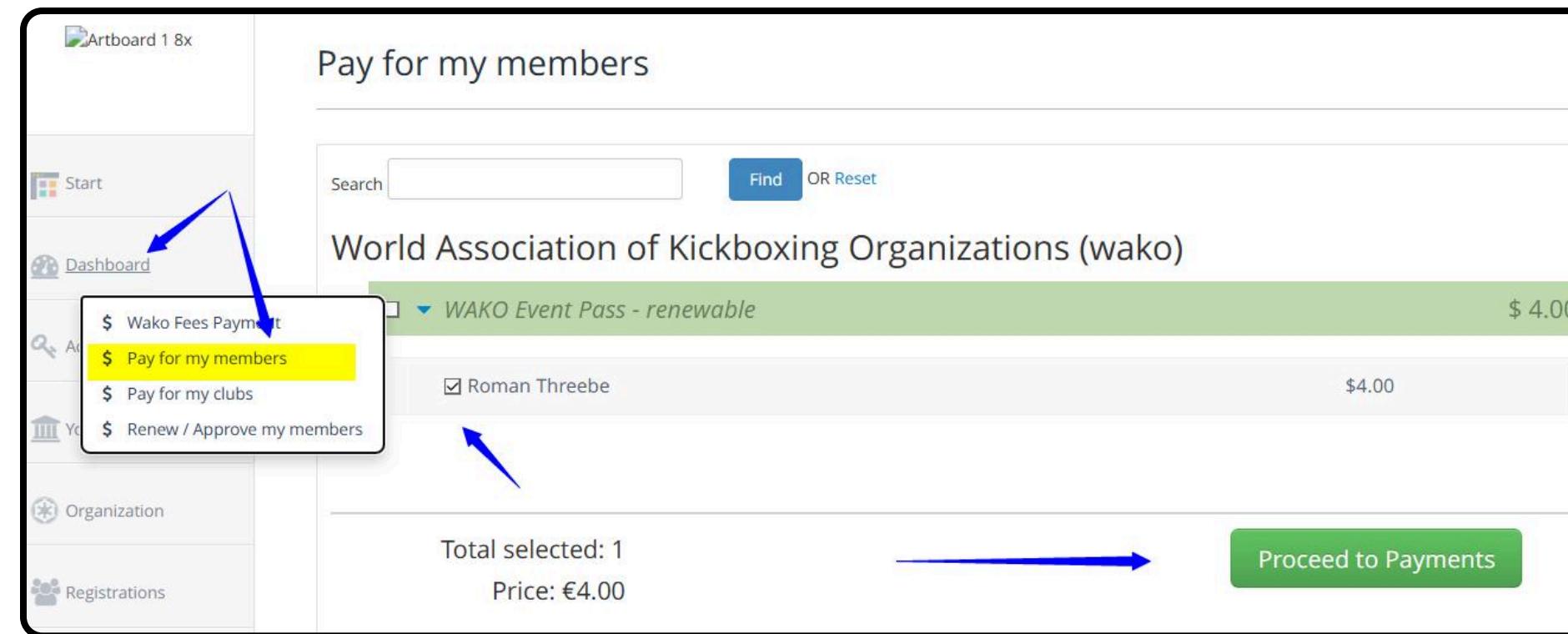
- Type 1. Multi-Event Pass** – 9 EUR (multiple events).
- Type 2. Single-Event Pass** – 4 EUR (one event),  
upgrade from Single-event to Multi-event Pass – 6 EUR.  
(under development, contact support desk).
- Type 3. Officials-Event Pass** – 4 EUR.

For an existing member, use the “Event Pass” icon on the Members page or membership detail screen.

# 3.1 Paying for the WAKO Event Pass

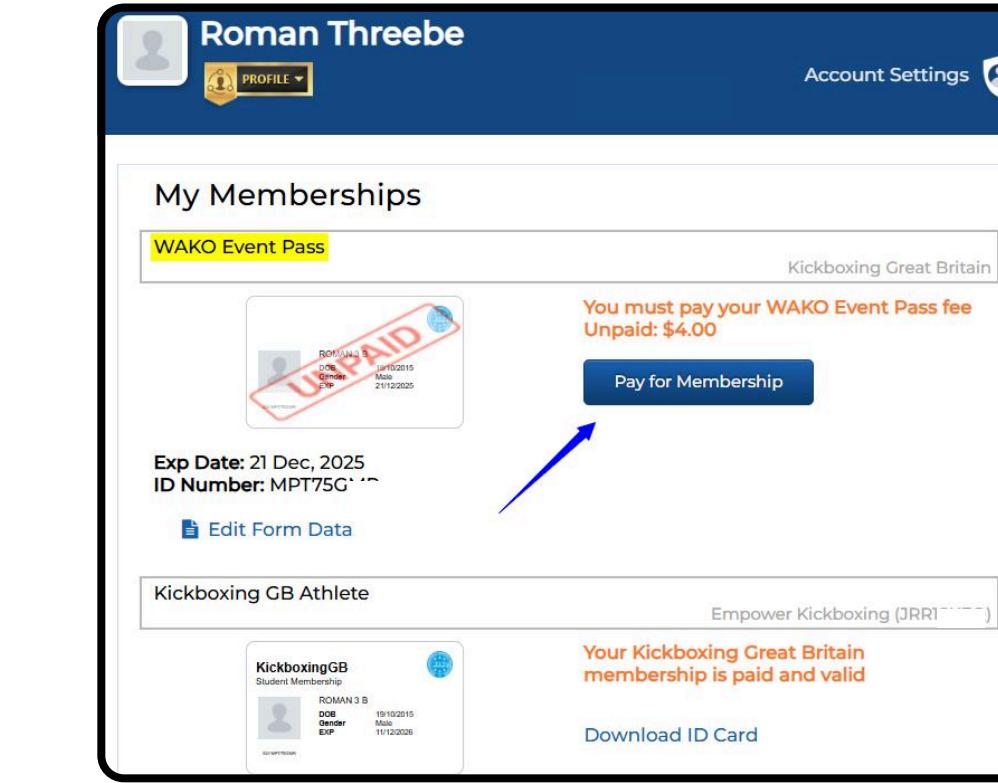
After a pass is added, it must be paid to become valid.

The pass is usually paid by the club or NF, but the member can also pay.



## Org admin payment

- NF or club admin opens “Pay for my members” in the dashboard.
- They see a list of members with WAKO Event Passes and select one or more names.
- Admin clicks “Proceed to Payments” to pay on behalf of the members.



## Member payment

- On “My Memberships” the athlete sees the “WAKO Event Pass” card.
- The card shows the unpaid amount (for example “Unpaid: 4.00”).
- The athlete clicks “Pay for Membership” to pay online.

There is an ambition for all athletes and clubs to pay online directly on the platform. Any exceptions should be approved by WAKO International.

## 3.2 Paying for the Members in Bulk

Pay for my members

Search  Find OR Reset

World Association of Kickboxing Organizations (wako)

WAKO Multi-Events Pass - renewable € 18.00

Test Tse €9.00

Tomtest TestTom €9.00

Total selected: 2 Price: €18.00

**Proceed to Payments**

MY CLUB

Members

FILTER Name, email or membership # Membership Status Gender Age Group Membership Option

Dashboard \$ RSportz Fees Payment

Account \$ Pay for my members

Your Memberships \$ Pay for my clubs

Organization \$ Renew / Approve my members

Registrations

Members

Competitions

Games

Website & News

Pay for Wako Passes / Pay & Renew for memberships of National Federations

Renew free memberships for club members

**Bulk Actions**

NAME	COUNTRY	MEMBERSHIPS	DIVISION REGISTRATIONS
Tomtest TestTom tomas+222586@rsportz.com Unverified	NO	Number QWYZ1MX Wako Norway (WAKONOR) Expires on 15.01.2026 Resend invitation Age 39 / Male / 1986 Aug. 15	WAKO Multi-Events Pass (WAKO) Expires on 15.01.2027 Unpaid
Testik Tomik tomas+nori122@rsportz.com Unverified	NO	Number 5ZSTK3ZB Wako Norway (WAKONOR) Expires on 31.12.2026 Resend invitation Age 26 / Male / 1999 Mar. 14	WAKO Multi-Events Pass (WAKO)

### Pay for my members

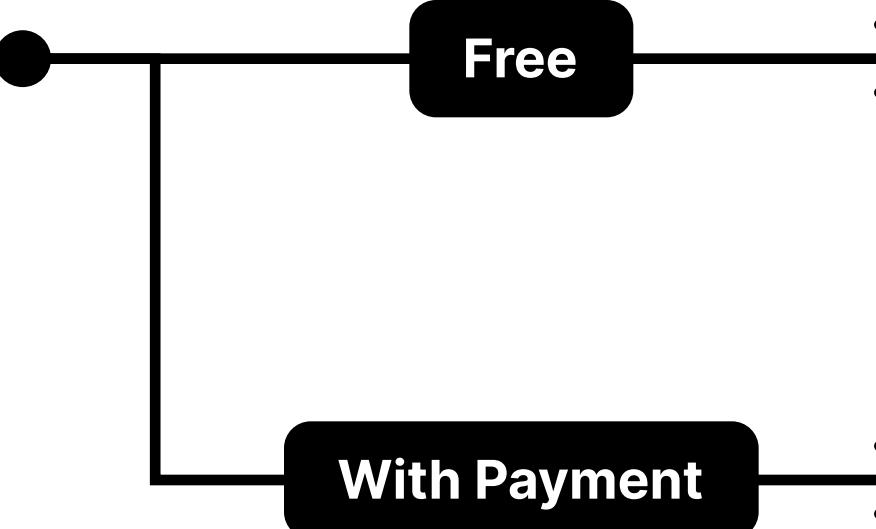
- **Club:** pay for WAKO Pass or pay for NF Membership.
- **NF:** Pay for WAKO Pass (online).

### Renew / Approve my members

- **Club:** renew free membership of the NF.
- **NF:** approve offline payments of NF membership (approved by WAKO International).

## National Federation Membership

Free or with Payment



### Renew/Approve members by Club or National Federation

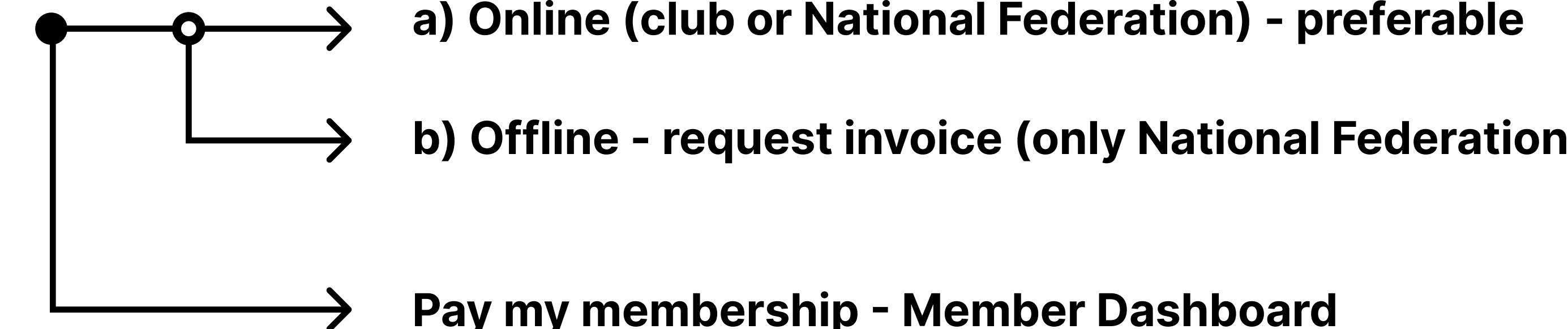
- Renew from Member Dashboard

### Pay for my member - by Club

- Pay my membership - Member Dashboard
- Approve/Renew my members - By National Federation, when payment received by bank transfer or cash

## WAKO Pass - by WAKO International

Payment - Pay for my members - by Club or National Federation





# 4.1 Sportdata Check. Valid Event Pass Required

**Coach signs up the athlete for a WAKO event in Sportdata.**

**Sportdata receives information from RSportz and checks:**

- NF membership is valid and (if required by NF) paid.
- WAKO Event Pass exists and is valid (Data exchange between platforms via API will be ready on February 28. Until then, it will be done manually).

**For Single-Event Pass:** after a successful registration it is treated as used and cannot be used again.

If there is no valid WAKO Event Pass, Sportdata blocks registration and shows an error message, for example: **“No valid pass! Please add a WAKO Event pass to sign up for competition.”** – **if this message appears proceed to step 3.**

**If no message is appearing please get a valid NF membership and Event Pass.**

The screenshot shows the 'Members' list page in Sportdata. A blue box highlights an error message: "You cannot add WAKO Event Pass to a member without a valid membership of this organisation. Please add the membership first." A red box highlights the 'Add WAKO Event Pass - click-on-icon' button in the top right corner of the member's profile card. The profile card for 'Gabriel' shows he is an adult member of WAKO Chile (WAKOCHI) with an expired pass.

The screenshot shows the RSportz 'REGISTRATION' page. A search for 'Abbott' finds one member. A red box highlights the message: "1 restricted member(s): Abbott (D3V): No valid WAKO Event Pass for an athlete! Please add a WAKO Event pass to sign up."



## 4.2 Event Registration Requirements

**If registration is not possible please make sure all conditions are fulfilled.**

### **User data:**

Name, Date of Birth, Gender, Photo

### **National Federation membership:**

Valid, Paid (if not free-of charge), not expired

### **WAKO Pass:**

Valid, Paid, Not expired  
correct pass for the role (athlete vs official)



# 4.3 Official/Coach/Referee – Sportdata Event Registration

If you go as Official/Coach/Referee → you need WAKO Officials Event Pass.

Valid for multiple events.

**REGISTRATION**

**PARTICIPANT** **PARTICIPANT2** **PARTICIPANT3** **PARTICIPANT4** **UPLOAD DOCUMENTS** **ONLINE ACCREDITATIONS** **MY CURRENT ENTRIES**

**+ REGISTER NEW PARTICIPANT2** **MY REGISTERED PARTICIPANT2ES** **WAITING LIST**

**REGISTER NEW PARTICIPANT2**

Search

Last name\* Abbott

First name\*

ID\* D3V

**SEARCH**

1 member(s) found

1 restricted member(s):  
Abbott (D3V): No valid WAKO Officials Event Pass! Please add a WAKO Event pass to sign up.



# General Information

Use filters to check for valid or unpaid passes, see example below

Members

Register at Sportdata View other lists Invite Member Bulk Update Export to CSV

**FILTER** Name, email or membership # Unpaid From: Earliest To: Today

Gender Age Group WAKO: WAKO Multi-event Pass WAKO: WAKO Single-event Pass

Achievement Level State

Question: Filter by question

Show Unverified?

Find OR RESET

**Bulk Actions**

Displaying all 2

NAME	COUNTRY	MEMBERSHIPS	DIVISION REGISTRATIONS
<b>Tomas Test</b> tomas+nor1@rsportz.com <span>Unverified</span> Resend Invitation <small>Age 26 / Male / 2000 Jan. 5</small>	NO	Number EXQFBZCB Wako Norway (WAKONOR) Expires on 31.12.2026 FREE	<span>Profile</span> <span>Invite</span> <span>Edit</span> <span>Delete</span> <span>Print</span>
<span>Additional Info</span>		WAKO Multi-event Pass (WAKO) Expires on 14.01.2026 Unpaid (SKIPPED)	



# Offline Payments

**National Federations can make a WAKO Pass payments using a bank transfer based on the invoice from WAKO International.**

1. Select members you want to pay for by Bank transfer.  
You can combine Multi-events and Single-event passes in one payment request
2. Select "Skip online payment" option for further instruction and a PDF download
3. Contact WAKO office with the PDF and wait for official invoice
4. Make payment of the invoice
5. Your members will be approved by WAKO office once the payment reach WAKO bank account

**Registration to competitions is possible only after the payment approval by WAKO Office**

This screenshot shows the 'MEMBERSHIP PAYMENT LIST COVER PAGE' for Kickboxing Great Britain. It includes the WAKO logo, the Kickboxing GB logo, and a summary table. The summary table shows 3 members totaling €27.00. The payment reference is 4a7c. The page also contains payment instructions and a PDF download link.

This screenshot shows the 'Pay for my members' interface. It lists members Armin, Sean, and Rose with their respective payment amounts. The total selected is 3 members at €27.00. A note indicates a previous payment reference is not approved by WAKO. Buttons for 'Proceed to Payments' and 'Mark as Skipped Online Payment' are visible. A red arrow points to the 'Proceed to Payments' button with the text 'To proceed to bank transfer payment instructions'.

This screenshot shows a 'Success' payment confirmation page. It includes payment instructions, the payment reference 4a7c, and buttons for 'Pdf', 'Okay', and 'Print'. A red arrow points to the 'Pdf' button.



**WAKO Pass validity check on Sportdata registration will be implemented in 18 February 2026.**

**Competitors who have registered for the Events before 18 February will have to pay online immediately.**

**In case of issue with registrations contact**  
**[wako-support@rsportz.com](mailto:wako-support@rsportz.com)**