



RSPORTZ / SPORTS ID / WAKO New Registration Model Training Webinar on July 20

17 July 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**

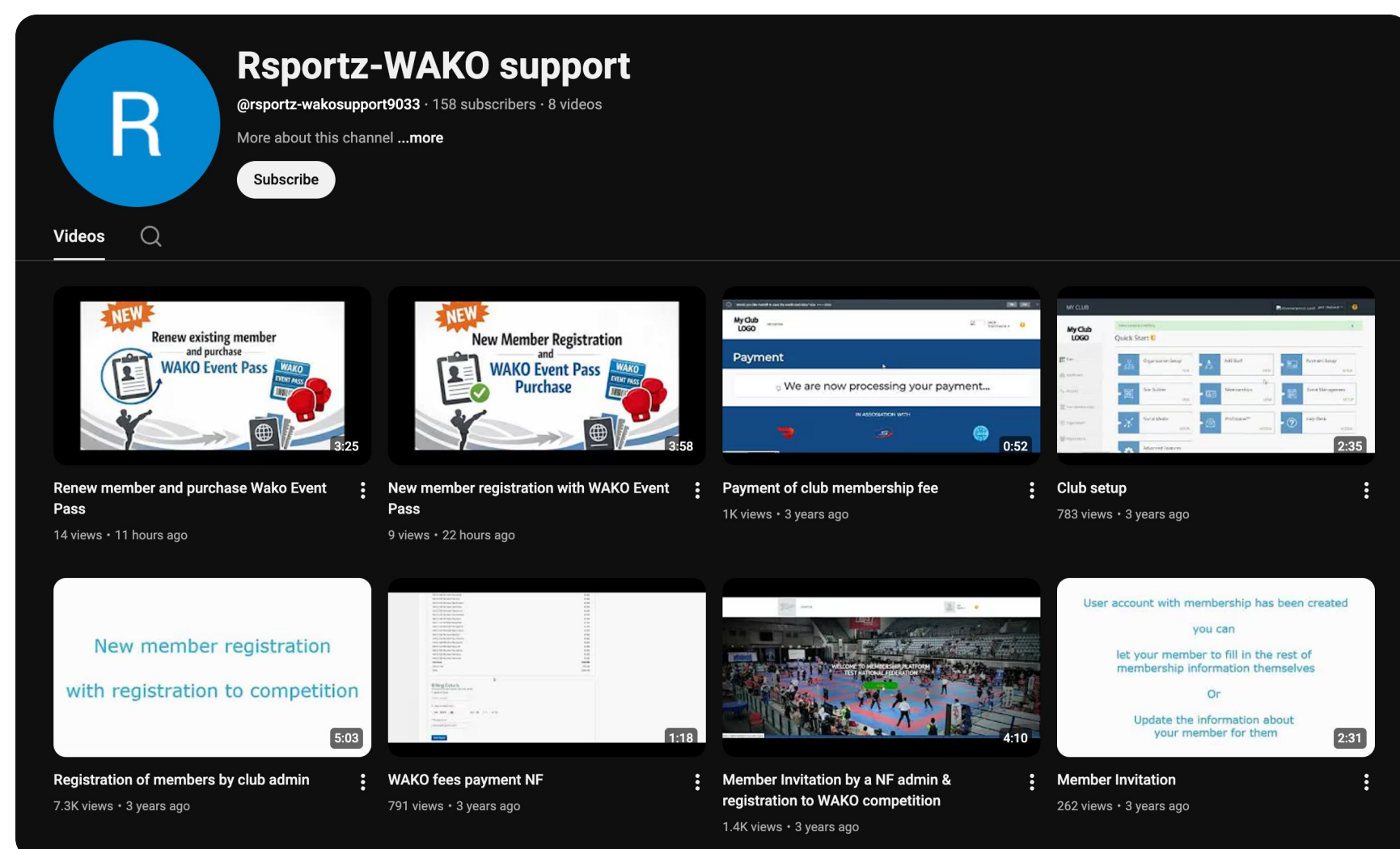
- 3. WAKO Officials Event Pass (non-competing)**



WAKO Video Tutorials

Link to WAKO tutorials:

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



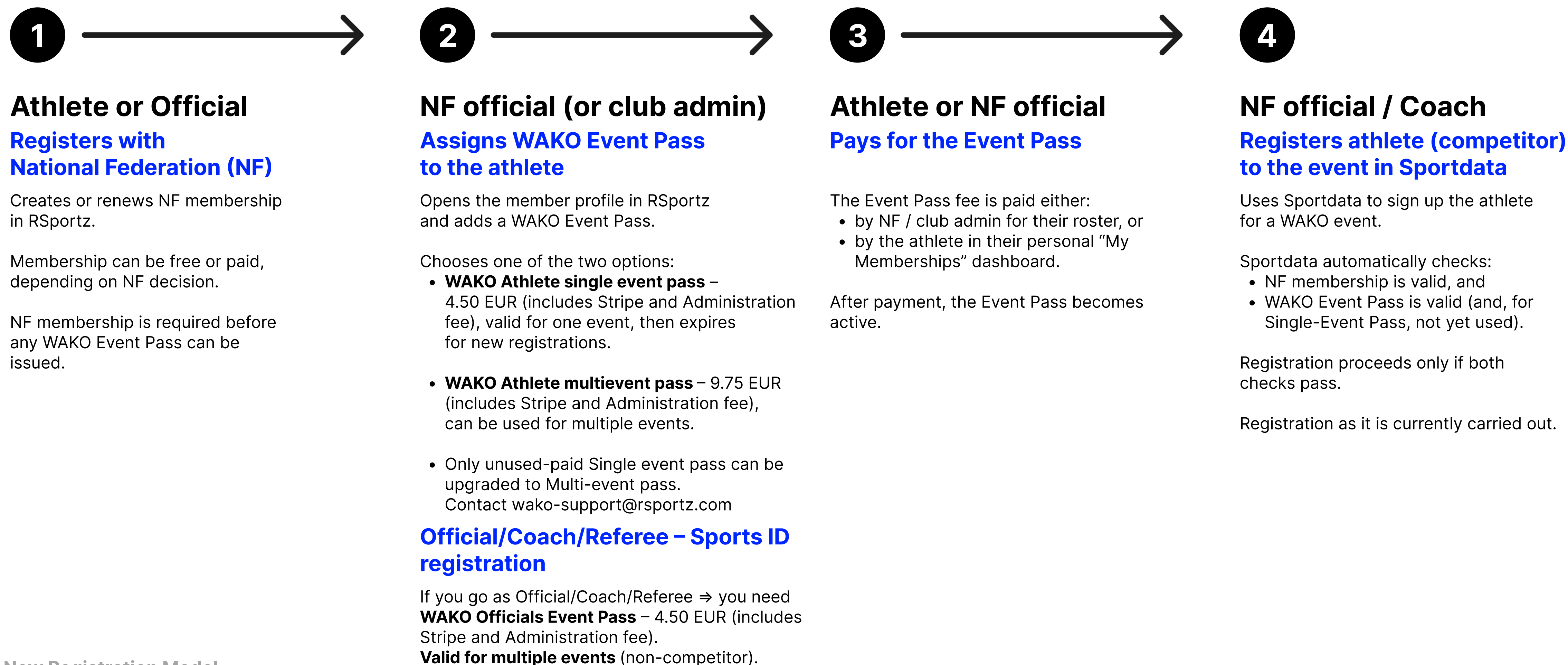
Link to FAQ materials:

<https://wako.rsportz.com/pages/frequently-asked-questions>



WAKO Registration Flow. Membership and Event Pass.

Please note that indicated prices show amount paid for individual payments online. Bulk payments are more cost-effective





Step 1. NF Membership. Prerequisite for Event Pass

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

It can be free or paid (0EUR or XXEUR), **decided by each NF**

There is no WAKO or RSportz fee on NF memberships

All kickboxing athletes/officials must 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)

Step 2. Creating a WAKO Event Pass in RSpportz

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

WAKO Event Pass is issued only by WAKO International

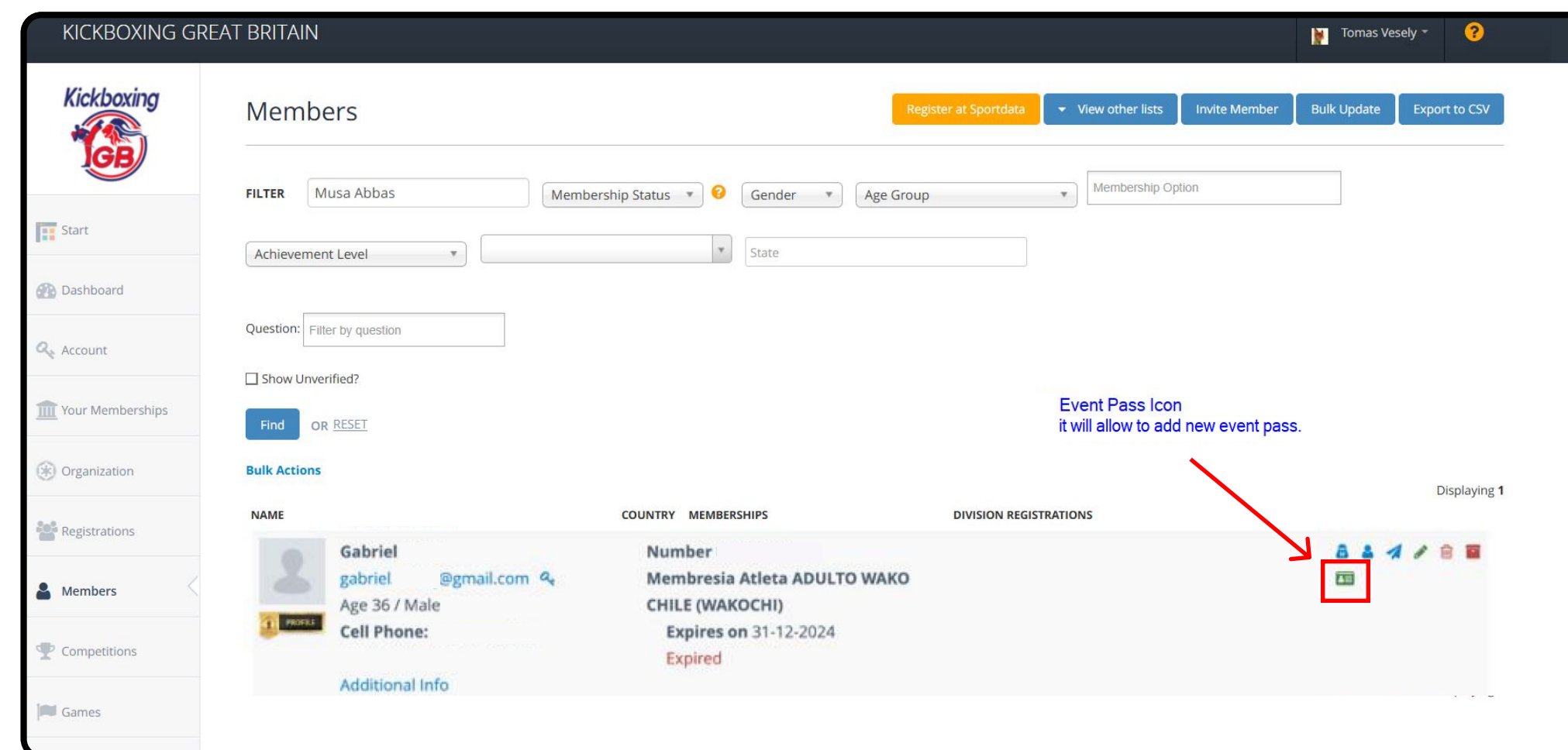
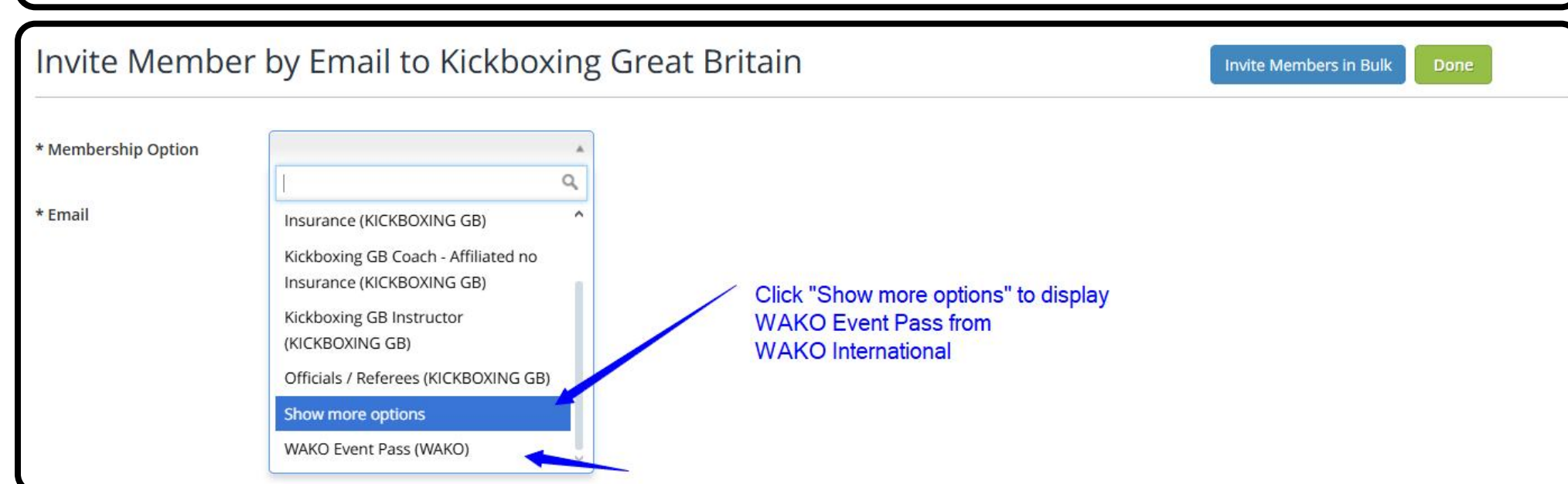
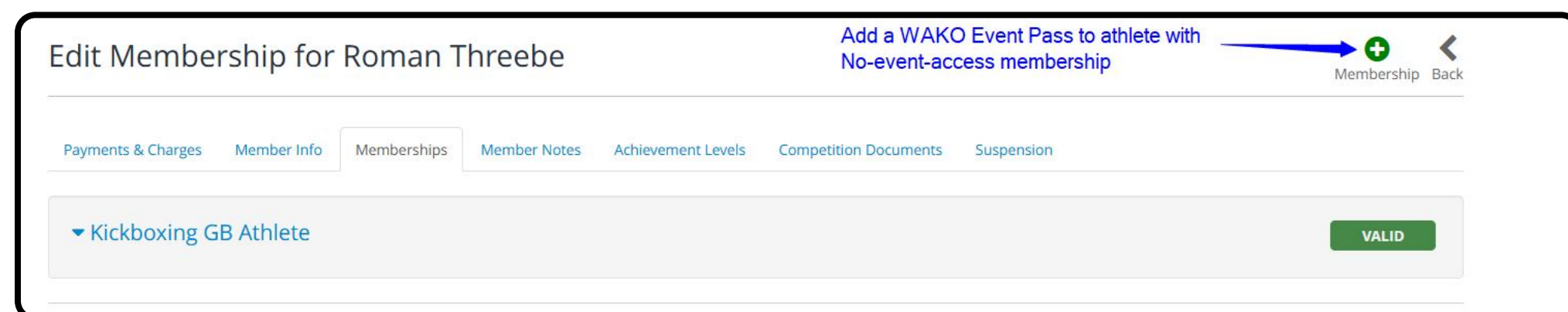
NF official/club can create a pass for a member in two ways:

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

There are three types of pass:

- **Type 1. Multi-Event Pass**
- **Type 2. Single-Event Pass**
upgrade from Single-event to Multi-event Pass, (contact support desk)
- **Type 3. Officials-Event Pass**

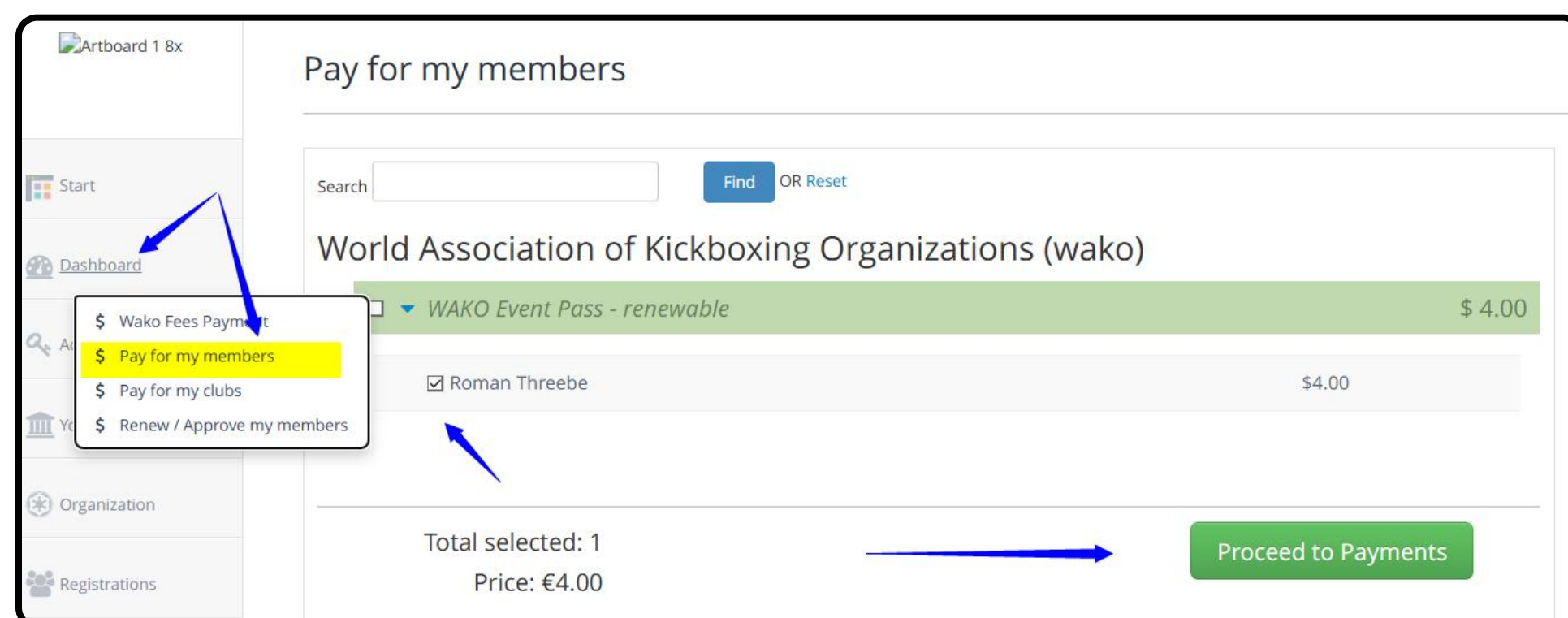
For an existing member, use the “**Event Pass**” icon on the Members page or membership detail screen



3.1 Paying for the WAKO Event Pass

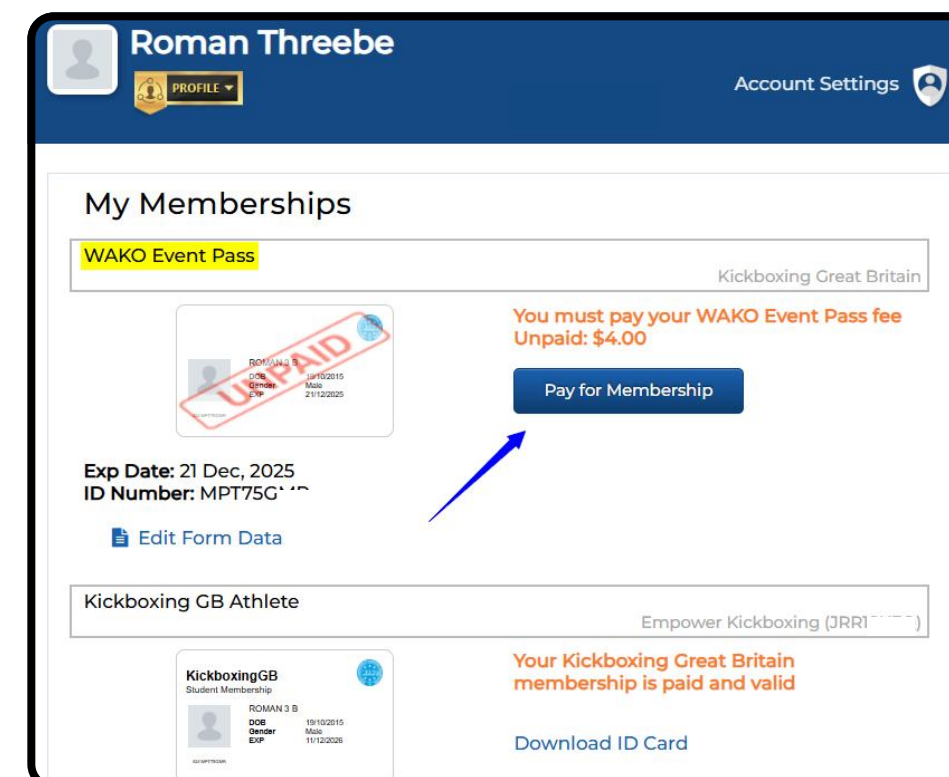
After a pass is added, it must be paid to become valid.

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

Stripe’s platform is now based in Europe, and WAKO entities in Europe fall under EU VAT regulations.

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

☒ Tset Tse €9.00

☒ Tomtest TestTom €9.00

Total selected: 2
Price: €18.00

[Proceed to Payments](#)

Pay for my members

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

MY CLUB

Members

[Register at Sportdata](#) [View other lists](#)

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

[Start](#) [Dashboard](#) [Account](#) [Your Memberships](#) [Organization](#) [Registrations](#) [Members](#) [Competitions](#) [Games](#) [Website & News](#)

[RSPORTZ Fees Payment](#) [Pay for my members](#) [Pay for my clubs](#) [Renew / Approve my members](#)

[Find](#) OR [RESET](#)

[Bulk Actions](#)

NAME	COUNTRY	MEMBERSHIPS	DIVISION REGISTRATIONS
Tomtest TestTom tomas+222586@rsportz.com Unverified Resend Invitation Age 39 / Male / 1986 Aug. 15 Additional Info	NO	Number QWWY21MX Wako Norway (WAKONOR) Expires on 15.01.2026 Expired WAKO Multi-Events Pass (WAKO) Expires on 15.01.2027 Unpaid	
Testik Tomik tomas-nor1222@rsportz.com Unverified Resend Invitation Age 26 / Male / 1999 Mar. 14 Additional Info	NO	Number 5Z5TK3Z8 Wako Norway (WAKONOR) Expires on 31.12.2026 FREE WAKO Multi-Events Pass (WAKO)	

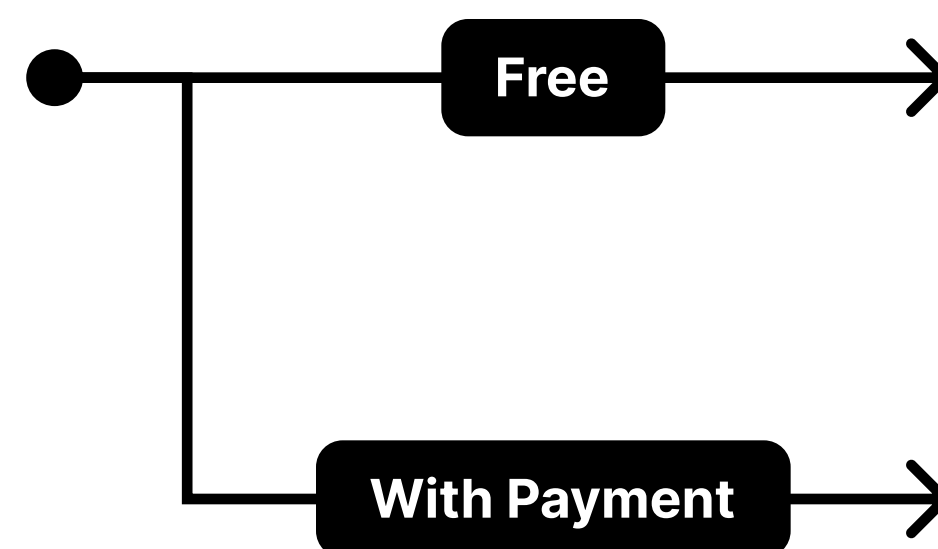
Renew / Approve my members

- **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

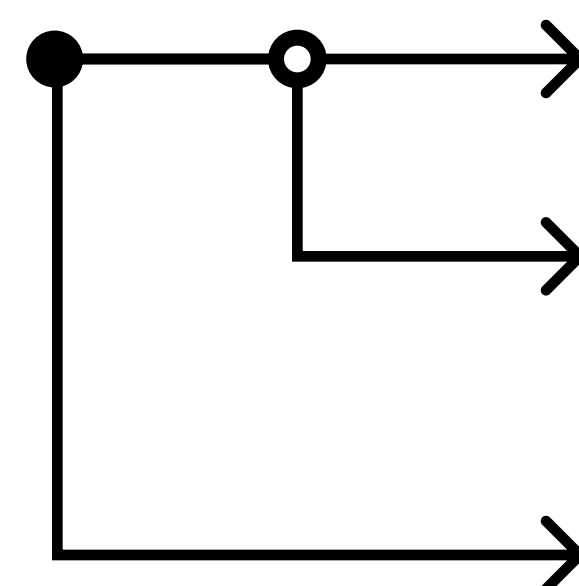
- Renew from Member Dashboard

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



a) Online (club or National Federation) – preferable

b) Offline - request invoice (only National Federation)

Pay my membership - Member Dashboard

Stripe's platform is now based in Europe, and WAKO entities in Europe fall under EU VAT regulations



Upgrade pass

Upgrade (from single event to multievent pass)
is only possible when the request (contact support desk per email)
is made before the member registers for the first event on
Sportdata and has paid for both the passed online

Upgrade from single to multi at additional price of 6 EUR

4.1 Sportdata Check. Valid Event Pass Required

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

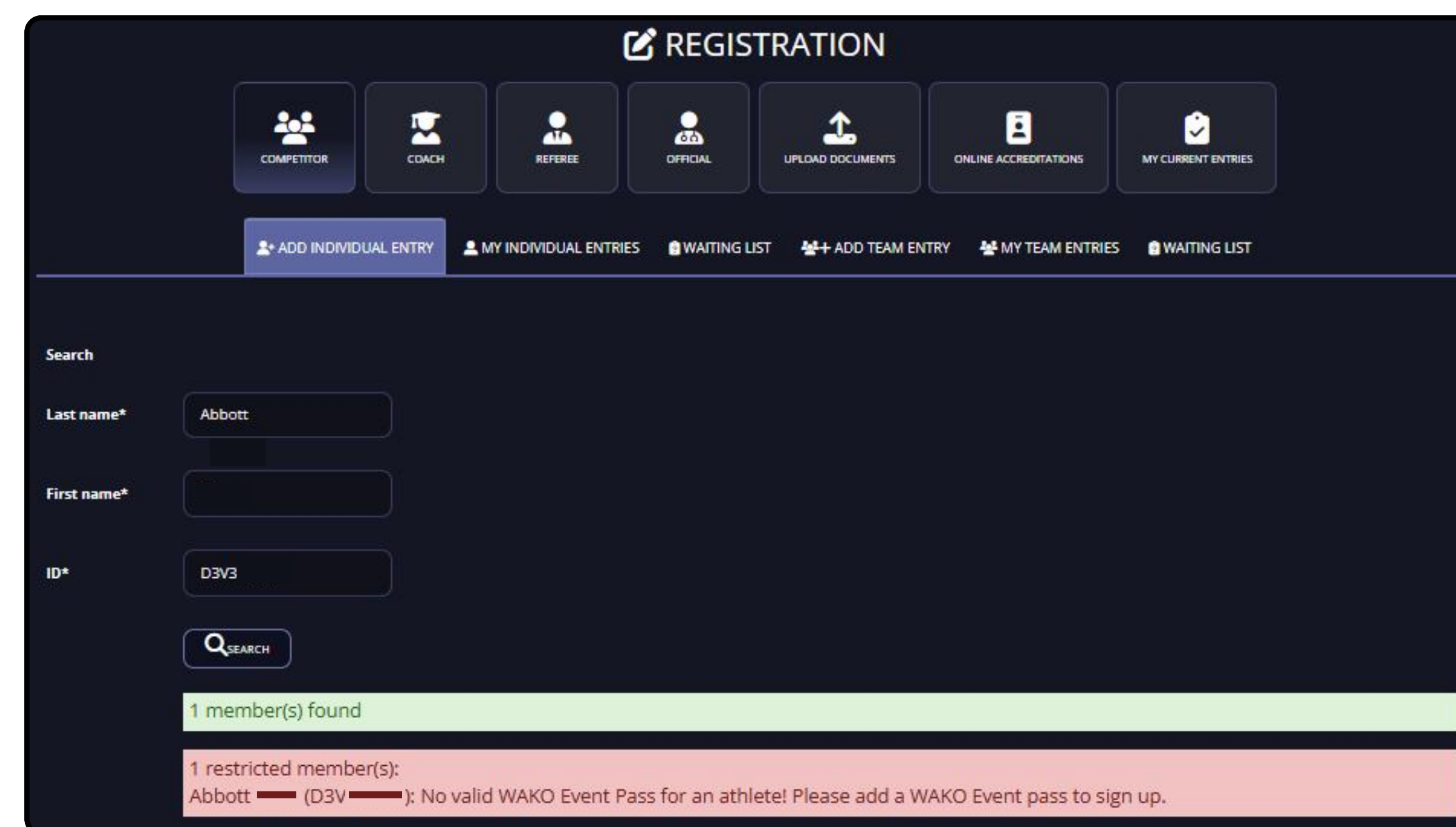
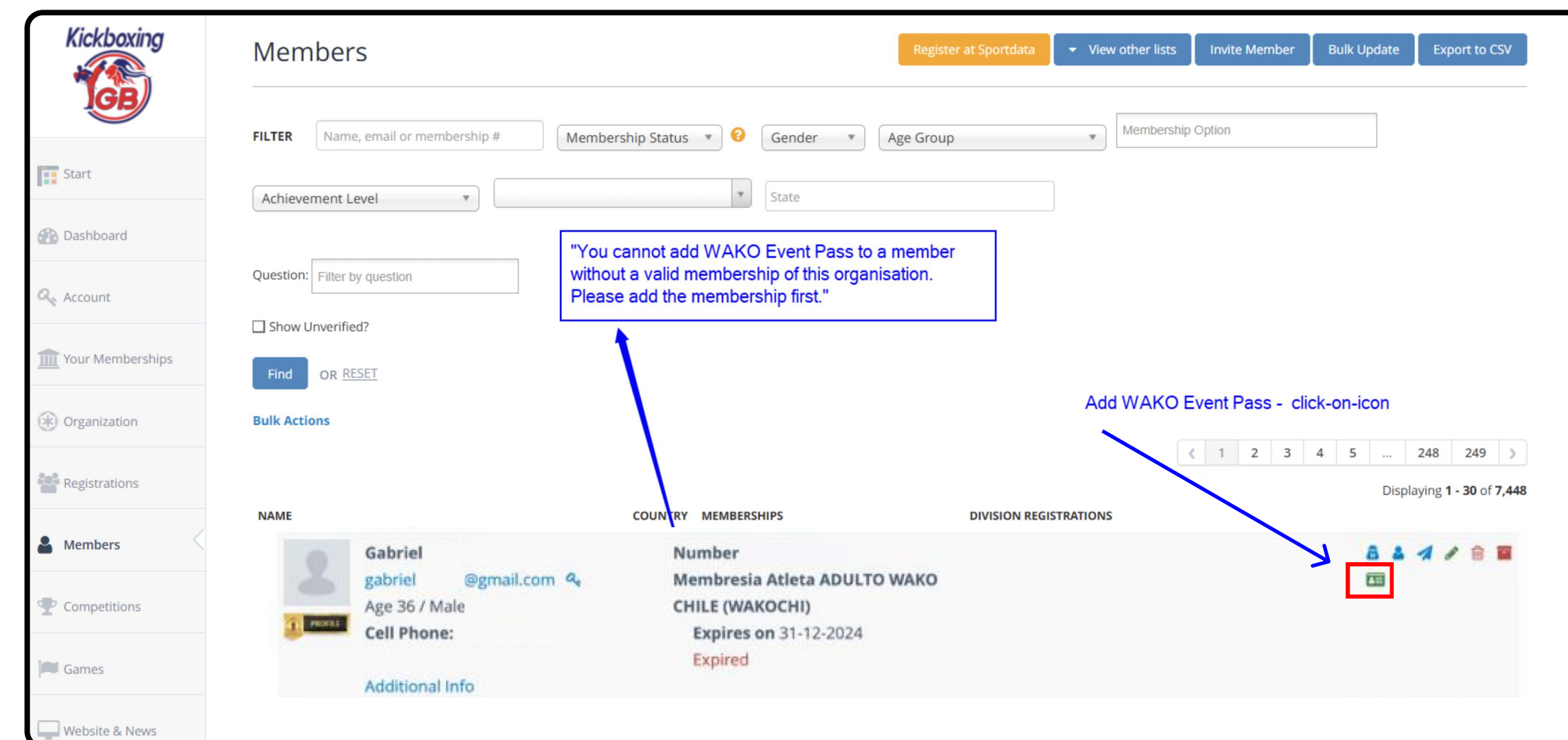
Sportdata receives information from RSportz and checks:

- NF membership is valid and (if required by NF) paid.
- WAKO Event Pass exists and is valid (Data exchange between platforms via API. Implemented from 18 February. 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

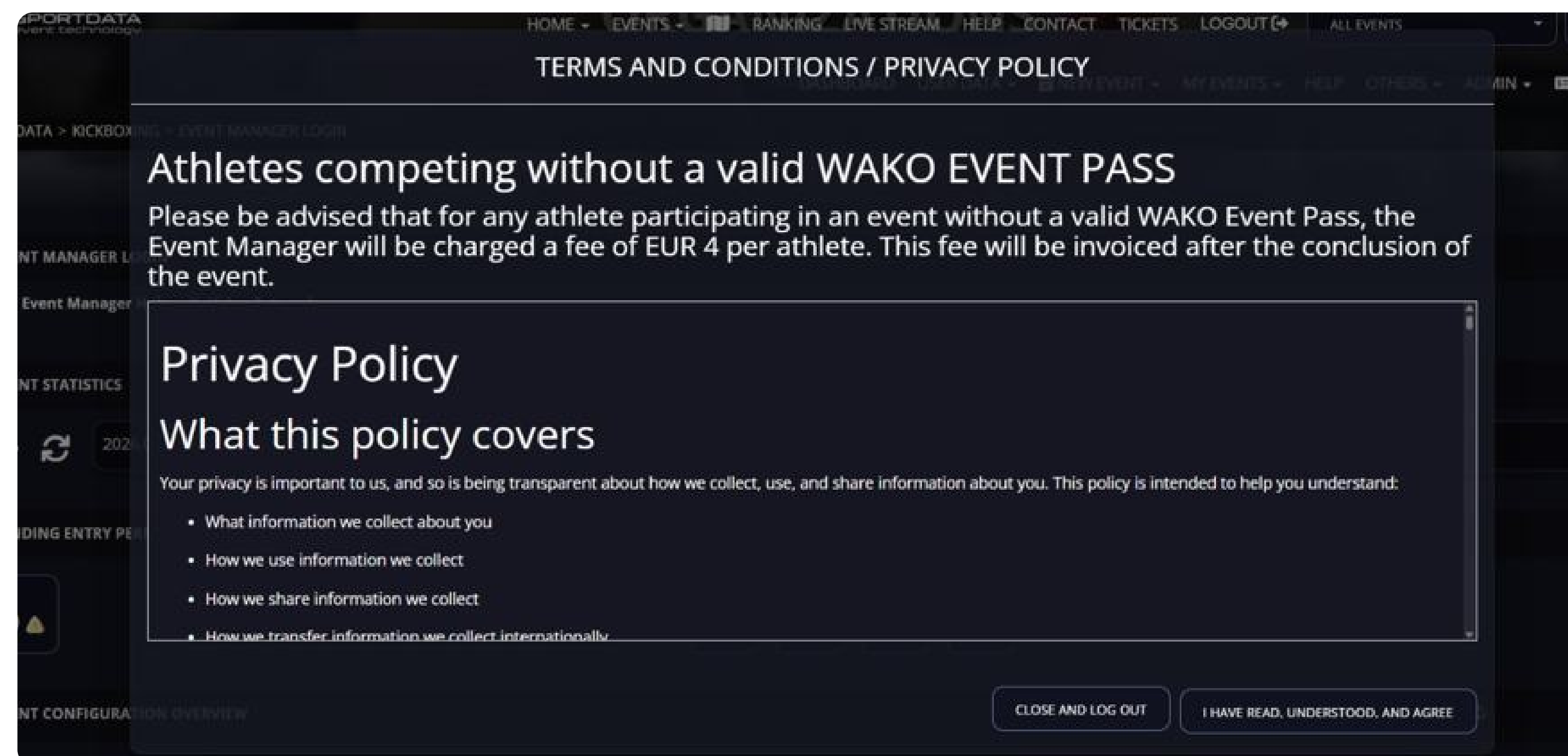


Sportdata Event Organisers Acceptance Policy

Event organisers who register athletes without passes and without membership ID will be charged 4 EUR per participation

Organisers are automatically invoiced to pay fees for such registrations

Invoices comes from Sportdata directly





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)

Other data for WAKO competitions:

Passport country, Passport/ID copy, passport/ID expiration date, medical certificate, WADA education certificate, dental brace certificate, referee conduct certificate

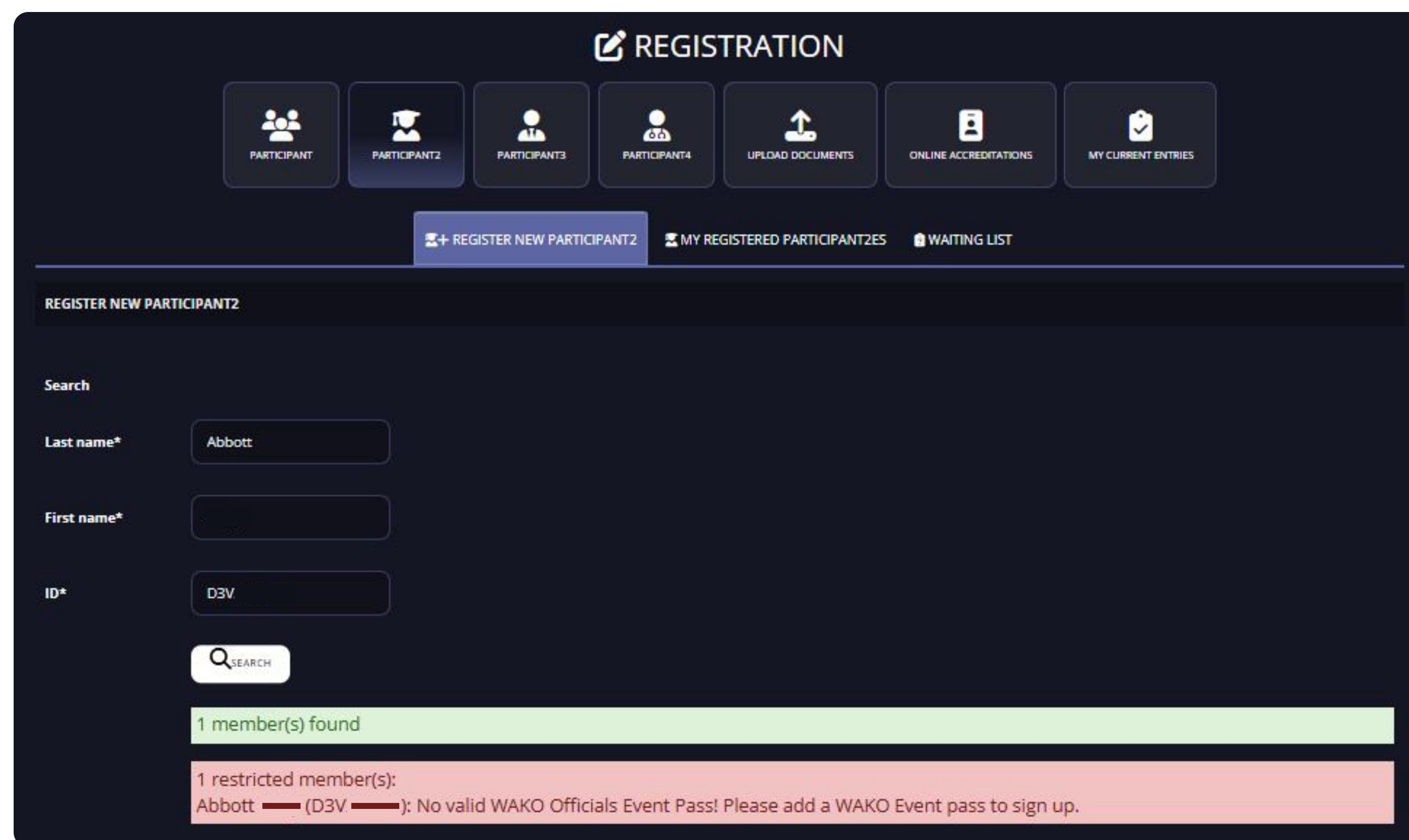
Upload these documents into RSportz before your registration to WAKO events

Only data present at the time of registration are being shared with Sportdata

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.



The screenshot shows the 'REGISTRATION' section of the WAKO portal. At the top, there are seven icons for different roles: PARTICIPANT, PARTICIPANT2, PARTICIPANT3, PARTICIPANT4, UPLOAD DOCUMENTS, ONLINE ACCREDITATIONS, and MY CURRENT ENTRIES. Below these, there are three tabs: 'REGISTER NEW PARTICIPANT2' (selected), 'MY REGISTERED PARTICIPANT2ES', and 'WAITING LIST'. The 'REGISTER NEW PARTICIPANT2' tab is active, showing a search form with fields for 'Last name*' (Abbott), 'First name*', and 'ID*' (D3V). A 'SEARCH' button is below the fields. The search results show '1 member(s) found' in a green bar, followed by a red bar indicating '1 restricted member(s): Abbott (D3V): No valid WAKO Officials Event Pass! Please add a WAKO Event pass to sign up.'



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

WAKO
World Association of Kickboxing Organizations

Kickboxing
IGB

Kickboxing Great Britain
MEMBERSHIP PAYMENT LIST
COVER PAGE

Payment Reference #: 4a7c

Payment Instructions:
1. Download the list of members to be paid
2. Contact WAKO Office, Barbara Falsoni: administration@wako.sport
3. Attach your list of unpaid members, await for the official invoice to execute payment by bank transfer

SUMMARY	
Members:	3
Total:	€27.00

Kickboxing Great Britain
€27.00
TOTAL

Sincerely,
World Association of Kickboxing Organizations

http://wako.rsportz-test.com - Receipt Created by RSPORTZ

Pay for my members

Search Find OR Reset

World Association of Kickboxing Organizations (wako)

☐	WAKO Single-Event Pass - renewable	€ 0.00
☐	WAKO Multi-Events Pass - renewable	€ 27.00

Payment Ref #: 7bab-46e7-a9c8

✓ Armin Ash	€9.00	☐
✓ Sean	€9.00	☒
✓ Rose	€9.00	☒

Total selected: 3
Price: €27.00

Proceed to Payments Mark as Skipped Online Payment

previous payment reference. Not approved yet by WAKO.

To proceed to bank transfer payment instructions

Success

Payment Instructions:

1. Download the list of members to be paid
2. Contact WAKO Office, Barbara Falsoni: administration@wako.sport
3. Attach your list of unpaid members, await for the official invoice to execute payment by bank transfer

Payment Reference #: 4a7c-4de8-a3dc

Pdf Okay Print

Proceed to Payments Mark as Skipped Online Payment



There are 2 options to take care of wrongly issued or not needed passes

Delete membership:

Only unused membership, with no payment record, can be deleted. The membership will be removed completely.

Cancel membership:

Membership with a history record, expired, paid, refunded can be canceled. Cancellation makes membership expired and archived.

In both cases the membership is no longer visible from member dashboard.

WAKO Officials Event Pass

UNPAID

Paid Status: €0.00 of €4.00

ID# NME W9

Expires: 24/2/2027

Selected Child Organization

Kampfstark Muay Thai (Kampfstark...)

Mark Paid

Cancel

Delete

ELEH ABAZI

DOB: 14

Gender: Male

EXP: 24/2/2027

ID# NME W9

Print Membership Card



Inconsistencies in the membership purchase process



Unneeded Unpaid Passes May Be Deleted by the National Federation

Unused unpaid passes may be deleted by the National Federation, as outlined in the previous slide.

Unused unpaid passes will be deleted after 120 days

Unpaid passes YTD As of 12 July 2026

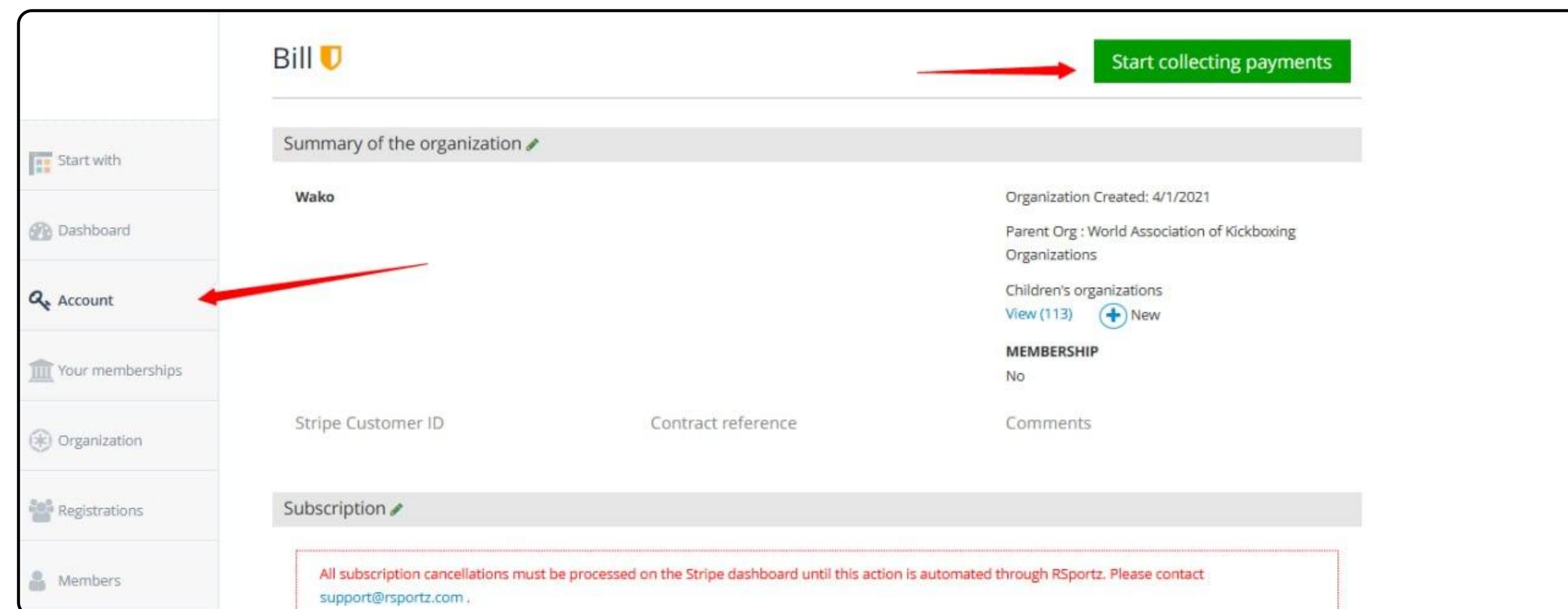
COUNTRY	NUMBERS	EUR
Brazil	684	6 131
Spain	478	3 202
Greece	430	3 110
Blank	293	2 192
Poland	307	2 038
Germany	302	1.808
Croatia	224	1 441
Serbia	169	1 076
Italy	162	958
India	149	821
Hungary	140	775
Portugal	84	566
United Kingdom	85	545
Austria	76	544
Romania	72	473
Mexico	60	470
Ireland	58	437
Switzerland	65	360
Total	4 507	31 378



Stripe account of RSportz is moved to Switzerland

All connected accounts of National Federations need to be disconnected from Stripe USA and newly onboarded to Stripe Switzerland

For onboarding follow green button to start Stripe onboarding process



Clubs do not need to setup Stripe account.
Only National federations that collect NF memberships need Stripe account set



In case of issue with registrations contact
wako-support@rsportz.com