



IKO NAKAMURA
2022 INTERNATIONAL FRIENDSHIP KARATE CHAMPIONSHIPS
Sunday, November 13, 2022

Event Guideline for Branch Representatives (Branch Chief and HDDO)

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1. Overview

A. Event Day

- a) Sunday, November 13, 2022
- b) Maishima Arena
- c) 2-2-15 Hokukoryokuchi ,
Konohana-Ku, Osaka, Postal Code
554-0042 TEL 06-6460-1811
- d) Particulars of the event schedule will
be released on **October 13**.



B. The Days before the Tournament

- a) November 11 and 12, 2022
- b) 13 : 00—15 : 00 Meetings with Sosui Makoto Nakamura
- c) All meetings will take place at Sosui's office, not at Honbu.
- d) The branch representatives who wish to meet with Sosui to discuss specific topics need to register by **September 1**. Online registration will be available on **June 20**.
- e) The new representatives who were appointed between January 2020 and August 2022 will have the priority to register in order to officially meet Sosui.

C. The Day after the Tournament

- a) Monday, November 14, 2022
- b) A venue for the events below will be announced later.
- c) 08 : 00—11 : 00 Dan Grading
- d) 11 : 30—14 : 00 International Training Seminar
- e) 14 : 30—15 : 00 Lunch
- f) 15 : 00—17 : 00 International Branch Chief Conference
- g) 18 : 00—21 : 00 Sayonara Party

2. Tournament Hotels

A. Overview

- a) The hotels introduced below under B and C, are recommended.
- b) The branch representative is responsible for booking his or her own room.

- B. Honbu staff members will not be able to reserve rooms for the branch representatives. This is to prevent their work hours from increasing. Honbu will not be able to rent out its guest rooms to the overseas branches and their participants. This is to keep their work flow without constant interruptions.

C. Toyoko Inn Kobe Minatogawakoen

- a) 32-13 Hukuhara-cho, Hyogo-ku, Kobe, Hyogo



- b) 15-minute walk from Honbu Dojo
- c) +81-78-512-1045
- d) <https://www.toyoko-inn.com/eng/search/detail/00196/>
- e) Approximately 6000 Japanese yen / night / person
- f) They will accept reservations from June 13, 2022 through the website above.

D. Kobe Luminous Hotel

- a) 6-2-11 Tukamoto-dori, Hyogo-ku, Kobe, Hyogo
- b) 15-minute walk from Honbu Dojo
- c) +81-78-511-7700
- d) <https://ca.hotels.com/ho445504/kobe-luminous-hotel-kobe-japan/>
- e) Approximately 6000 Japanese Yen / night / person
- f) You can find this hotel at most of the major hotel booking sites.



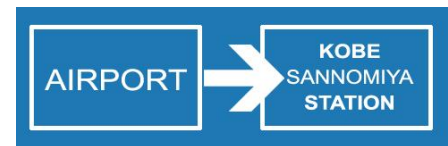
3. Access

A. Flight Reservations

- a) Honbu Dojo is located in the city of Kobe. There are three airports nearby. From the closest one, we have Kobe Airport (UKB), Osaka International Airport (ITM), and then Kansai International Airport (KIX).
- b) The branch representative and his or her team are responsible for reserving their own flights.

B. From the airport to Kobe Sannomiya Station

- a) A public transit is conveniently available to access to Kobe Sannomiya Station from any of those airports listed above.
- b) From UKB, you can use a train called the Port Liner to get to the Station.
- c) From UKB to the Station, the fare is 340 yen and it takes about 20 minutes.
- d) Refer to the Port Liner map linked here: <https://www.kairport.co.jp/eng/access/index.html>
- e) From the other two airports, you can use an airport bus to reach the Station.
- f) From KIX, the bus fare is 2000 Yen and it takes about 90 minutes.
- g) Refer to <http://www.kate.co.jp/en/timetable/detail/KB> for the KIX bus schedule.
- h) From ITM, the bus fare is 1070 Yen and it takes about 40 minutes.
- i) Refer to <https://www.okkbus.co.jp/en/timetable/B/#from> for the ITM bus schedule.



C. From Kobe Sannomiya Station to your Hotel

- a) We have to kindly ask you to find your own way to your hotel from the airport. The best way is to take the airport bus to the Kobe Sannomiya station. Then, take a taxi from there to your hotel.



- b) If you need further information, please contact Tats Nakamura.

D. From Honbu to the Tournament Venue

- a) Honbu will be renting buses to transport overseas participants.
- b) The busses are schedule to leave Honbu Dojo at 8:00am on the tournament day.
- c) There is no charge to the branch representatives.
- d) For other bus users (Competitors, Officials, Coaches, Supporters), there is a fare of \$20 charged to them for the round-trip.
- e) If the branch representative would like to use this bus service, please register on-line the number of bus users from the Branch by **September 1**. The on-line registration form will be available on **June 20**. The number must be accurate as Honbu will determine how many buses to book based on it.



E. From your Hotel to the Sayonara Party Venue

- a) The branch representatives are scheduled to attend the Branch Chief Conference and to directly go to the party venue from there. Honbu will provide them with taxi.
- b) Other participants of the party will be responsible for finding their own way to reach the party venue. It takes about 15 minutes by taxi from either of these hotels listed above. The fare is approx. 1500 Yen.



F. Honbu

- a) Address: 2-3-13 Egeyamacho, Hyogo-Ku, Kobe, Hyogo 652-0043, Japan
- b) Google Map: <https://goo.gl/maps/WxBrT1LnEAD2>
- c) Open for pre-order pick-up and competitor's warm-up: Nov 10, 11, 12 between 9:00 am and 6:00 pm (Subject to change)



4. Entry VISA

- a) If the branch representative and his or her team members are required to obtain the VISA to enter Japan, email the following information by **September 1** to Tats Nakamura.
- Passport Copies (Names and Birth Dates clearly shown)
 - Itinerary (Booking Confirmation issued by a travel agency or the airline)
 - Hotel Info (Booking Confirmation issued by a travel agency)
 - Member List and their roles (Representative, Competitors, Coaches, Officials, Supporters)
- b) The International Department will prepare for necessary documents after receiving the information.



5. Documents for Covid 19 to enter Japan

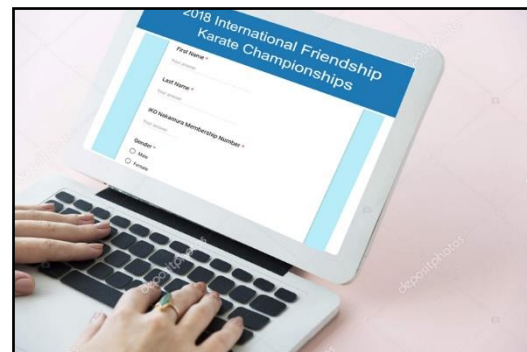
- a) The branch representatives are responsible for collecting the information about the travel requirements to enter Japan for their team.
- b) Honbu will not be able to answer questions about specific entry requirements for each country. It would take up too much of their working time.
- c) It is strongly recommended to proactively keep track of Japan's Covid regulations to avoid the last-minute cancellation of flights which most likely causes significant financial losses to the branch representatives and their team members.
- d) The points above must be fully understood by the branch representatives in order for the Honbu staff and Tats Nakamura to remain focused on other priorities.



6. Tournament Entry

A. Registration

- a) Refer to the Category Guideline sent with this document for the categories and match duration.
- b) On-line registration forms for competitors and officials (Judges) will be distributed to all branches on **June 20**.
- c) The registration deadline is **September 1**.
- d) Entry fees: \$50/Kumite, \$50/Kata, \$70/Kumite & Kata



B. Rules of the Competition

- a) Refer to http://www.nakamuradojo.com/nakamuradojo/rules_kumite_english.html
- b) Refer to the video clips posted at the Honbu Facebook page for fouls.
 - Rule 1: <https://www.facebook.com/iko.nakamura/videos/1966452093621416>
 - Rule 2: <https://www.facebook.com/iko.nakamura/videos/1966454046954554>
 - Rule 3: <https://www.facebook.com/iko.nakamura/videos/1966456253621000>
 - Rule 4: <https://www.facebook.com/iko.nakamura/videos/1966459163620709>
 - Rule 5: <https://www.facebook.com/iko.nakamura/videos/1966459776953981>
 - Rule 6: <https://www.facebook.com/iko.nakamura/videos/1966460576953901>
 - Rule 7: <https://www.facebook.com/iko.nakamura/videos/1966461440287148>
 - Rule 8: <https://www.facebook.com/iko.nakamura/videos/1968439026756056>
- c) Refer to the IKO Nakamura Protective Gear Guideline for the required gear. If you do not have the document, please contact Tats Nakamura.

C. Refund Policy

- a) In case that registered competitors become unable to compete, their entry fees will not be charged as long as Honbu receive a notification from the branch representative **before October 13**.
- b) **On or after October 13**, the entry fees will be charged even if registered competitors become unable to participate in the event.

D. Dress Code during the Tournament

- a) Branch Chief: the branch chief jacket, a navy judge shirt with a tie, and black slacks
- b) HDDO: A black jacket, a navy judge shirt with a tie, and black slacks

E. Referees and Judges

- a) All referees and judges must be registered by **September 1**. Registration forms will be available on **June 20**.

7. Black Belt Exam

- a) The Black Belt Exam will be conducted on November 14 from 8:00 am to 11:00 am. A venue will be announced later.
- b) The exam is open to IKO Nakamura members who are going for 3 Dan and above.
- c) The exam is also open to IKO Nakamura members who are going for Shodan and above if they belong to a branch whose representative is a HDDO.
- d) The branch representative is required their applicants to register on-line by **September 1**. The online registration form will be available on **June 20**.



- e) A test fee is US\$100. It will be included in an invoice issued to the branch representative (Refer to the section 11).
- f) The branch representatives are allowed to observe the technical (Kihon / Ido / Kata) portion of the exam. Other members are not.
- g) Students brown belt and over may participate in the Kumite exam to fight with the Dan candidates. The branch representatives are required to inform Honbu of their names in advance.
- h) HDDOs, families, friends, and other students are allowed to observe the Kumite portion of the exam. As the space is limited, they might have to be prompted to exit from the dojo when the candidate they support finishes his or her matches.
- i) Taking video clips is allowed, but they cannot be posted to websites or social media channels unless Honbu approves them in advance.
- j) The Grading Syllabus and Requirements are available on request. Please contact Tats Nakamura.
- k) Tests results will be announced to the branch representatives within a week. It takes 6-12 weeks for Honbu to be prepared for Dan certificates and belts to be sent for the successful applicants.

8. International Training Seminar

- a) The seminar will be held on November 14 from 11:30 am to 2:00 pm. A venue will be announced later.
- b) Kihon, Kata, Self-Defence, and Kumite will be covered.
- c) The seminar is exclusively open to IKO Nakamura members.
- d) The branch representatives are required to register seminar participants by **September 1**. On-line registration will be available on **June 20**.
- e) A seminar fee is \$30/person. The branch representatives are invited free of charge.
- f) As the space is limited, no spectating is allowed in the gym.



9. International Branch Chief Conference

- a) The conference will be held on November 14 from 3:00 pm to 5:00 pm.
- b) It is mandatory for the Branch Chiefs and HDDOs to attend this meeting.
- c) An advance notice must be sent to Honbu in case of absence.
- d) Other black belt dojo operators can observe the conference with recommendation of the Branch Chief. The names must be submitted before **September 1**.



- e) A main subject of discussion will be activity reports provided by Honbu and the International Department.
- f) However, any agenda can be brought up to the table. If the branch representatives have any topics that they want to discuss at the conference, email Tats Nakamura or post it to the Branch Chief Forum by **November 1**.
- g) Honbu encourages non-English speaking representatives to be accompanied with a translator.
- h) Dress Code for the branch representatives: As per the tournament dress code. Please refer to Section 6. The dress shirt can be a white one.
- i) Dress Code for the observers: Casual to Dress-up / No T-shirt and Jeans are allowed.

10. Sayonara Party

- a) The party will be held on November 14 from 6:00pm to 9:00pm.
- b) A venue for the party will be announced later.
- c) \$75/person and \$50/child (12 years old and under). If a child is a baby and the parent promises Honbu that they will keep the child on their lap during the entire party, the fee will be exempted. But if the child can walk and needs a chair to sit, then the hotel will charge Honbu. Therefore, the parent must pay.
- d) The branch representatives are invited free of charge.
- e) On-line registration forms will be sent to the branches on **June 20**.
- f) The registration deadline is **September 1**.
- g) Dress Code: Casual to Dress-up / No Sandals or Flip-flops / T-shirt and Jeans not Preferred / Team Tracksuits are OK



11. Purchasing Products

- a) Pre-order to purchase products in advance can be arranged with the products below, which can be picked up at Honbu.
 - Membership Cards (A unit of 100 cards)
 - 1st Kyu Certificates (A unit of 10 certificates)
 - 2nd Kyu Certificates (A unit of 10 certificates)
 - Official's Navy Shirt (SS to 3L)
 - Official's Bow Tie (Sandan and over: White can be purchased. / Nidan and under: Only yellow can be purchased.)
 - Makoto Dogi (Size 000 to 8 / 11 different sizes)



- Makoto T-shirt (White or Black / 12 different sizes for a child to an adult)
- b) It is strongly recommended to place an order in advance before arriving in Japan because the pick-up process is simple, as opposed to placing an order after the arrival. To those branch representatives who would like to order in advance, please email a list of products by **September 1** to Tats Nakamura.
 - c) A wider range of products can be purchased at the event venue during the tournament. Please be sure to hold your membership card handy and show it to the sales staff for a discount price of 30 percent off.
 - d) Please do not lend your card to someone else even if he or she is your team mate.

12. Payment

- a) An invoice that includes the items listed below will be forwarded to the Branch representatives on **October 13**. Once this invoice is issued, the amount must be paid regardless of whether ordered items are cancelled or not.
 - Tournament Entry Fees
 - Sayonara Party Participation Fees
 - Tournament Bus Fares
 - Test Fees
 - Advance Purchase of the Products
 - Others (Black Belt Registration Fees, etc.)
- b) Payment can be made either through the bank before arriving in Japan or in cash when arriving at Honbu for a pick-up.
- c) The payment must be made and confirmed before the tournament day. A delay can result in the competitor's withdrawal from the tournament.

13. Tournament Gift

- a) A tournament gift will be handed out to all participants. Honbu will release the information of a product type as soon as possible.
- b) The branch representatives are required to send the number of tournament participants to Tats Nakamura by **September 1**.
- c) This gift is only for Karate students. It is not for non-karate participants such as parents and friends. Please do not include them in the number.

14. Tournament Promotion

- a) An official event poster will be released on **May 1**.
- b) Other materials such a promotional video will be released as the event approaches closer.
- c) The branch representatives are encouraged to forward any promotional materials to Honbu to promote the event and their competitors who have confirmed their participation.

15. Important Dates

Mar 9	<ul style="list-style-type: none"> ▪ Categories and Match Duration to be determined (Refer to the attached file)
May 1	<ul style="list-style-type: none"> ▪ The event poster to be released (Refer to 14)
Jun 20	<ul style="list-style-type: none"> ▪ Registrations begin through on-line forms <ul style="list-style-type: none"> ○ Meetings with Sosui (Refer to 1-B) ○ Event Bus Service (Refer to 3-D) ○ Tournament Entry (Refer to 6) ○ Referee and Judge (Refer to 6-E) ○ Black Belt Exam (Refer to 7) ○ International Training Seminar (Refer to 8) ○ International Branch Chief Conference (Refer to 9) ○ Sayonara Party (Refer to 10) ○ Purchasing products in advance (Refer to 11) ○ Tournament Gift (Refer to 13)
Sep 1	<ul style="list-style-type: none"> ▪ Registration Deadline <ul style="list-style-type: none"> ○ Meetings with Sosui (refer to 1-C) ○ Event Bus Service (Refer to 3-D) ○ Tournament Entry (Refer to 6) ○ Referee and Judge (Refer to 6-E) ○ Black Belt Exam (Refer to 7) ○ International Training Seminar (Refer to 8) ○ International Branch Chief Conference (Refer to 9) ○ Sayonara Party (Refer to 10) ○ Purchasing products in advance (Refer to 11) ○ Tournament Gift (Refer to 13) ○ VISA information to be submitted (Refer to 4 and 5)
Oct 13	<ul style="list-style-type: none"> ▪ Event Schedule to be released (Refer to 1) ▪ An Invoice to be forwarded from the International Department (Refer to 11) ▪ After this date, the amount on the invoice will be charged regardless. (Refer to 6-C and 12-A)
Nov 1	<ul style="list-style-type: none"> ▪ Registration Deadline <ul style="list-style-type: none"> ○ Topics to discuss at the Branch Chief Conference (Refer to 9)
Nov 12	<ul style="list-style-type: none"> ▪ Payments to be completed by this Date (Refer to 12)