



ANNUAL - COACHING ACTIVITY RECORD

Name: Sport: **KARATE**
 DOB: Level:
 Address:
 State: Id No
 Postcode: Expiry Date:
 Mobile: Telephone:
 Email:

Date	Activity	Hours	Location	Presenter

Refer to **AKF NCAS Update Policy @** for approved Update Activities. Coaching alone is insufficient.

Please scan and send your completed annual report to your State Coaching Director before the 23rd December of each year to ensure your accreditation remains current.

FOR RENEWAL: Send scanned copies of all your annual forms to the National Coaching Director with scanned copies of all relevant documents plus new COE and renewal fee, one month prior to accreditation expiry date.

Required for Renewal:

- First Aid CPR Certificate
- Newly signed Code of Ethics (COE) Agreement
- (SA, TAS, ACT) Police Check / (WA,VIC) Working With Children Card, (QLD) Suitability Card / NSW Declaration of Compliance to work with children
- Declaration of hours coached per year for last 4 years
- Registration Payment \$55** payable to **Australian Karate Federation Inc.** to: **AKF NCD PO Box 582 Noarlunga Centre SA 5168**



Your renewal must reach Office of the National Coaching Director no less than one week prior to expiry. Expired coaches may involve re-sitting the full Bronze Course.