



**Universal
Martial Arts**

Teaching authentic ITF Taekwon-Do across Shropshire

www.universal-martialarts.com

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Dear student / parent,

As many of you will know, your annual BTC licence is now due for renewal. The licence is in fact membership of the British Taekwon-Do Council (BTC) which includes your personal training insurance, which every Taekwon-Do student is required to hold by law.

The British Taekwon-Do Council (BTC) is the only governing body for Taekwon-Do recognised by the Sports Council.

Attached to this letter is a licence application form which must be completed in full and returned to your instructor. We must return all applications to our National governing body, who in turn must return them to the BTC. To allow us to facilitate a smooth renewal, I ask that all renewals are completed ASAP and the deadlines are observed.

Licence renewals must be handed to your instructor no later than Sunday 5th November 2017.

The cost of renewal **£45 for the year**. There are three ways to pay for your licence: (1) Cash with your licence renewal form. (2) Through the GoCardless Direct Debit console (please tick this option on your renewal form) (3) Bank Transfer (Please tick this option and don't forget to indicate the payment reference used, so we can track it!) Renewals will be accepted after the above deadline, but will be subject to a **£10 additional surcharge**.

Online Bank transfers should be made using the following account details:

Account Number: 22027186

Sort Code: 40-41-30

Please ensure the student name(s) is/are entered as a reference.

Completed renewal application forms should be handed to your instructor.

May I take this opportunity to thank you in advance for your cooperation in adhering to the licence renewal deadline.

Yours in Taekwon-Do,

Master James Kessler, VII Degree – ITF International Instructor & Examiner

Universal Martial Arts Principle Instructor