

# TRANSFERS – CLUBS GUIDE

When an individual wishes to transfer their membership to your club, they will use the Sport:80 system request a move.

Following this, you will receive a notification email that X has requested transfer

**Their name** **New Transfer Request**

Hi **Your name**

**Their name** has requested a transfer from **Old club** to **Your club** the request will be automatically processed on **10 days from today** if no action is taken.

Click the link below to Approve

**Approve**

If the link does not work please paste the following into your browser:

**link**

Click the link below to Reject

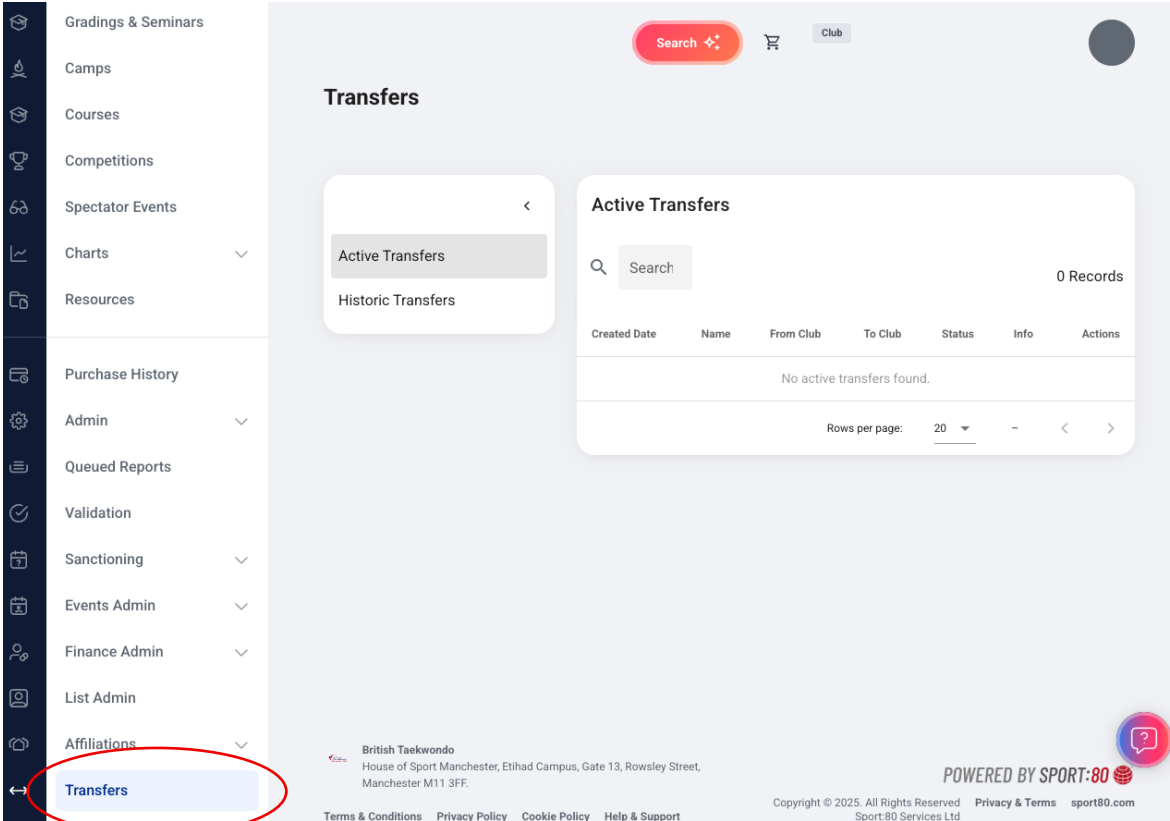
**Reject**

If the link does not work please paste the following into your browser:

**link**

Login to your account - <https://britishtaekwondo.sport80.com/>

This can also be viewed in the 'Transfers' section of the club



The screenshot displays the 'Transfers' section of the Sport:80 system. On the left, a sidebar menu lists various club management options, with 'Transfers' highlighted and circled in red. The main content area features a search bar and a table for 'Active Transfers'. The table has columns for 'Created Date', 'Name', 'From Club', 'To Club', 'Status', 'Info', and 'Actions'. Below the table, it indicates 'No active transfers found.' and '0 Records'. The footer includes contact information for British Taekwondo and the Sport:80 logo.

If the club does not approve them within 10 days, they are auto-approved.

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## **Approved:**

If the request is approved, the individual will be notified via email.  
The club is updated automatically in your membership list

## **Declined:**

If the request is declined, you must provide a reason for rejection, a text box pop-up is triggered when the rejection is clicked.

The Individual receives email notifying of rejection and the reason and will remain in their original club, prior to the transfer

**Note:** Emails will be sent to the primary contact on your profile.