

GYMNASTICS FEDERATION OF PORTUGAL



8TH AEROBIC GYMNASTICS INTERNATIONAL OPEN COMPETITION YOUTH (9-11 YEARS) CANTANHEDE, 22ND TO 25TH MARCH, 2018



Invitation & Directives

Dear affiliated Member Federation,

The Gymnastics Federation of Portugal and the Academia CantanhedeGym, have the pleasure to invite your Federation to participate in the 8th Aerobic Gymnastics International Open Competition, to be held in Cantanhede, Portugal.

HOST FEDERATION	Gymnastics Federation of Portugal Contact Person: Paula Araújo Adress: Estrada da Luz, n.º 30-A, 1600-159 Lisboa / Portugal Tel: (+351) 21 814 11 45 / Fax: (+351) 21 814 29 50 E-mail: gympor@gympor.com / Website: http://www.fgp-ginastica.pt
LOCAL ORGANIZING COMMITTEE	Academia Cantanhedegym Contact Person: João Dias Adress: Rua da Concórdia, Lote 12, 3060 – 149 Cantanhede / Portugal Mobile: +351 925123182 E-mail: academia.cantanhedegym@gmail.com / Website: www.cantanhedegym.com
LOCATION	City of Cantanhede – Coimbra – Portugal
DATE	From 22nd to 25th March, 2018
VENUE	Pavilhão Marialvas Rua Luís de Camões, Nº 19, 3060 – 183 Cantanhede Portugal Tel: +351 231 422 101
APPARATUS SUPPLIED	Competition Hall: GYMNOVA - Ref. 6632 "Cancun" Training Hall: GYMNOVA - Ref. 6632 "Cancun"
PROVISIONAL SCHEDULE	Day 1, 20th March Arrival of Delegations/Training Sessions (Depending of the number of participants) Day 2, 21st March Arrival of Delegations/Training Sessions (Depending of the number of participants) Day 3, 22nd March Training/Qualifications (Depending of the number of participants) Orientation meeting, judges meeting Day 4, 23rd March Qualifications & Finals Day 5, 26th March Departure of Delegations (All day)
PARTICIPATION	The Youth International Open Competition consists of one general competition. In case of a tie in any place, the tie-breaking rules are as set by FIG. The LOC may cancel the competition in the respective category if at the time of the definitive entry, there are less than 3 countries registered in a category. In case of such a cancelation, the LOC must reimburse, in full, the entry fee and payments made for accommodation. Should flights have to be cancelled due to the above, the risk is at the charge of the participating member Federations.
SIZE OF THE DELEGATION	The number of participants by nation, category and age group is not limited.
AGE LIMITS	Youth 9-11 Years old in 2018
CATEGORIES	IW / IM / Mix Pair / Trio / Group

JUDGES & JURIES	<p>The number of Juries (judges' panels) may be decided by the organizing member federation depending on the number of participating competitors and judges.</p> <p>The Juries are set up by a draw from the judges present at the event. Priority will be given to the judges of the highest category. If, on the day of the competition, there are no sufficient numbers of judges in the requested categories, the Technical Director of the competition may take whatever action needed to secure the running of the event. Each participating federation must provide minimum one judge Cat. 1, 2, 3 or 4 with current valid brevet. Failure to do so, will result in a fine of Swiss Francs 2'000.- to be paid to the LOC.</p>									
REGISTRATION DEADLINES	<p>Provisional, Definitive and Nominative Registrations must be completed by sending the composition of the delegation to the LOC. Late entries will be considered as invalid and will be refused.</p> <table border="1" data-bbox="470 562 1453 689"> <tr> <td>Provisional registration</td> <td>21, November, 2017</td> <td>(4 months prior to the event)</td> </tr> <tr> <td>Definitive registration</td> <td>21, January, 2018</td> <td>(2 months prior to the event)</td> </tr> <tr> <td>Nominative registration</td> <td>21, February, 2018</td> <td>(4 weeks prior to the event)</td> </tr> </table> <p>Registrations and payments made after the gymnasts' drawing of lots will not be accepted and the Delegation members concerned will not be authorized to participate.</p>	Provisional registration	21, November, 2017	(4 months prior to the event)	Definitive registration	21, January, 2018	(2 months prior to the event)	Nominative registration	21, February, 2018	(4 weeks prior to the event)
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DRAWING OF LOTS	<p>The drawing of lots will take place at the Gymnastics Federation of Portugal, two weeks after the nominative registration date. After publication of the draw to all participating federations there will be an opportunity to modify the position of the gymnasts' starting order within 3 days by using the FIG official document.</p>									
ENTRY FEES	<p>The costs for the entry fees are: IW / IM: 25,00€ - MP: 40,00€ - TRIO:50,00€ - GROUP: 60,00€</p> <p>The invited participating federations must pay for all entry fees. At the time of the Definitive entry (2 months prior to the event) 100% of the entry fee must be paid to the LOC. All the entry fees are not refundable.</p>									
ACCOMMODATION	<p>The Organisers will arrange at a determined fee, accommodation and meals from the 19th to 26th of March, see Entry Forms (see attached) as follows:</p> <p>Marialva Park Hotel: - Quinta de São Mateus - Lote 1 * 3060-209 Cantanhede - (+315) 231410220 - e-mail: info@marialvaparkhotel.pt - web site: www.marialvaparkhotel.pt</p> <p>The costs per person/night in this first Hotel are as follows:</p> <ul style="list-style-type: none"> • 75,00€ (single room, including breakfast) • 60,00€ (double room, including breakfast) • 50,00€ (triple room, including breakfast) <p>Hotel Quinta da Lagoa: - Quinta da Lagoa * 3070-150 Mira - (+351) - e-mail: hotelquintadalagoa@sapo.pt - web site: www.hotelquintadalagoa.pt</p> <p>The costs per person/night in this second Hotel are as follows:</p> <ul style="list-style-type: none"> • 75,00€ (single room, including breakfast) • 60,00€ (double room, including breakfast) • 50,00€ (triple room, including breakfast) <p>Herdade Lago Real: - Rua das Palmeiras * 3070-153 Mira - (+351) - e-mail: geral@lagoreal.pt - web site: www.lagoareal.pt</p>									

	<p>The costs per person/night in this second Hotel are as follows:</p> <ul style="list-style-type: none"> • 75,00€ (single room, including breakfast) • 60,00€ (double room, including breakfast) • 50,00€ (triple room, including breakfast) <p>Hotel Miravillas:</p> <ul style="list-style-type: none"> - Aldeamento Miravillas, Rua das Rosas * 3070-746 Praia de Mira - (+351) - e-mail: hotel@miravillas.com - web site: www.miravillas.com <p>The costs per person/night in this second Hotel are as follows:</p> <ul style="list-style-type: none"> • 75,00€ (single room, including breakfast) • 60,00€ (double room, including breakfast) • 50,00€ (triple room, including breakfast) <p>The prices charged for the hotel rooms will not exceed the usual hotel rates. While the Accommodation Form must be returned to the LOC by 21, January, 2018 at the very latest, the Hotel rooms will be allocated on a “first come, first serve” basis.</p> <p>The invited participating federations must pay for the accommodation expenses of their delegation members.</p> <p>The costs for the accommodations must be paid to the LOC by 21, January, 2018.</p>
MEALS	<p>The invited participating federations must pay for the meals expenses of their delegation members.</p> <p>Lunch – at Marialva Park Hotel – 18,00€ Dinner – at the Hotel of Accommodation – 18,00€</p> <p>While the Meals Form must be returned to the LOC by 21, January, 2018 at the very latest.</p> <p>The costs for the meals must be paid to the LOC by 21, January, 2018.</p>
FINAL BANQUET	<p>There will be tickets for the Final Banquet available at the entry cost of 22,00€/person. The tickets for the Final Banquet must be paid to the LOC until 21, January, 2018.</p> <p>Tickets for the Final Banquet are not refundable.</p>
INTERNATIONAL TRANSPORTATION	<p>The invited participating federations must pay for the travel costs of their delegation members.</p> <p>The Travel Schedule Form must be returned to the LOC by 21, January, 2018.</p>
LOCAL TRANSPORTATION	<p>The Organizers will arrange at a determined fee, the transport service from the LISBON International airport and OPORTO International airport to the accommodation place in Cantanhede and to the competition hall</p> <p>The costs are per person.</p> <p>Transportation from Oporto Airport to the competition venue or hotel and back – 55€ (fifty five Euros). Transportation from Lisbon Airport to the competition venue or hotel and back – 80€ (eighty Euros).</p> <p>The LOC only ensure the Local Transportation between the hotels and the hall of the competition to the participants who booked the accommodation by the LOC.</p> <p>The invited participating federations must pay for the transportation expenses of their delegation members until 21, January, 2018.</p>
VISA	<p>Please verify immediately with your travel agent or the Portugal Embassy or Consulate in your country if a visa is required for your travel to Portugal. The Organizing Committee will be happy to assist each Delegation member with an official invitation letter, provided that the request is made before 21, January, 2018 to the LOC. The request must include the function, full name, gender, date of birth, citizenship and passport number, passport expiry date, the arrival and departure dates of the Delegation Member as well as the city the visa application support letter must be sent to.</p>

INSURANCE	<p>The Host Federation, the Organizing Committee and the FIG will not be held responsible for any liabilities in case of accidents, illness, repatriation and the like. The FIG Technical Regulations foresee that all participating Federations are responsible for making their own arrangements to have the necessary valid insurance coverage against illness, accidents and for repatriation for all the members of their Delegation.</p> <p>The LOC will verify the insurance upon arrival of the delegation members (e.g. cover note or photocopy of the valid policy). Delegation members with insufficient insurance cover must inform the LOC in advance. The LOC will subsequently offer insurance at the Federations own charge as follows: 40€ (forty euros) per person/day.</p>
ACCREDITATION	<p>The accreditation will take place at the Sports Hall “Os Marialvas“ upon arrival to Cantanhede. The accreditations will only be handed out to the Head of Delegation. All delegations must deliver 2 music CD’s for each routine, national anthem and flag, insurance declaration, passports of all members and FIG Licenses.</p>
FINANCIAL OBLIGATIONS	<p>Federations which have not fulfilled their financial obligations towards the FIG (e.g. annual membership fees, unpaid invoices, etc.) will not be allowed to participate in these Competitions.</p> <p>Federations which have not fulfilled their financial obligations towards the Local Organizing Committee by the given deadline in the Invitation/Directives may still have the possibility to participate, but the LOC will not guarantee the hotel booking, meals and local transportation.</p>
EVENT FORMAT	<p>The Aerobic Gymnastics International Youth Open Competition will have one general competition in all categories: IW-IM-MP-TR-GR. Participation is not limited by nation / category.</p>
BANK ACCOUNT INFORMATION	<p>All payments must be made in euros, through bank transfer to the following account:</p> <p><u>Account Name:</u> ACADEMIA CANTANHEDEGYM</p> <p><u>Bank:</u> Crédito Agrícola</p> <p><u>Agency:</u> Cantanhede</p> <p><u>IBAN:</u> PT50004530204023223856527</p> <p><u>Swift code:</u> CCCMPTPL</p> <p><u>Reference:</u> CANTANHEDE AER International Youth Competition 2018_(Country)</p> <p>The participating federation is responsible for covering all bank fees in connection with the bank transfers.</p>
CANCELLATION POLICY	<p>Full reimbursement until 21st January 2018. No reimbursement shall be made after this date.</p>
TIE BREAKING RULES	<p>In case of a tie at any place, the tie-breaking rules as set in the FIG Code of Points 2017-20.</p>
EVENT MANAGER	<p>LOC: João Dias</p> <p>Rua da Concórdia, Lote 12 , 3060-149 Cantanhede - Portugal</p> <p>Tel: + 351 925123182 / E-mail: academia.cantanhedegym@gmail.com</p>
MEDIA	<p>Only journalists and photographers holding an official and valid press card recognized by international press agencies such as the AIPS and official Sports Journalists Associations / National Federations will be accredited.</p> <p>All media representatives (journalists, photographers, TV) must request an accreditation from the O.C. Media Office as soon as possible to have access to the media centre on the competition venue.</p>
MEDICAL SERVICES	<p>The Local Organizing Committee will provide first aid medical services. A physiotherapist will be present during the competitions as well members of the Portuguese Red Cross specialized in first aids. Medical support is also available at 5min. distance.</p>
MARKETING	<p>FIG advertising and publicity norms must be respected.</p>
VIDEO CONTROL SYSTEM	<p>The exact name of the system used will be communicated later.</p>

RULES AND REGULATIONS	The competition must be organized under the FIG rules, except for any deviation mentioned in these competition directives document.
DEADLINES SUMMARY	Provisional Registration - 21 st November 2017 Definitive Registration - 21 st January 2018 Nominative Registration - 21 st February 2018 Accommodation Form - 21 st January 2018 Travel Schedule Form - 21 st January 2018 Visa Request Form - 21 st January 2018 Meals and Banquet Form - 21 st January 2018 Payment of the Entry Fee (100%/if any) - 21 st January 2018 Payment of the Accommodation Costs (100%) - 21 st January 2018 Payment of the Meals (100%) - 21 st January 2018 Payment of the fine for missing judge (if any) - 21 st January 2018
ADDITIONAL INFORMATION	Federations which have not fulfilled their financial obligations towards the FIG and LOC (e.g. annual membership fees, insurance, missing payments in previous editions, etc.) will not be allowed to participate in the International Tournament. All participating Federations must commit themselves to respect the Statutes and all FIG rules and regulations.

Sincerely Yours,

Place and date:
Lisbon, 16th October, 2017



Signature of the President or
Secretary General of the FIG affiliated NF