

FÉDÉRATION INTERNATIONALE DE GYMNASTIQUE



ID 16547

9TH FIG AER GYMNASTICS WORLD AGE GROUP COMPETITIONS BAKU (AZE) May 21-23, 2021



Directives

Dear President,

The FIG is pleased to herein provide you with the Directives for the 9th World Age Group Competitions in Aerobic Gymnastics to be held in Baku (AZE) from **May 21st until May 23rd 2021**. These World Age Group Competitions will be organized following the current valid version of the FIG Statutes, Technical Regulations, the AER Code of Points 2017-2020 valid through 2021, as well as all other Rules and Guidelines valid starting 01 January 2021, onwards, any possible amendments by the date of these World Age Group Competitions, and any complements decided in the meantime. All participating Federations commit to abide by the Statutes and all FIG Rules and Regulations. Federations not respecting them will not be allowed to compete.

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1. FÉDÉRATION INTERNATIONALE DE GYMNASTIQUE

Fédération Internationale de Gymnastique (FIG)

Contact Persons: Mr. Alexandre Cola and Ms. Sylvie Martinet

Avenue de la Gare 12 A

Case Postale 630

CH - 1001 Lausanne

Tel : +41 (0)21 321 55 10

Direct : +41 (0)21 321 55 18 / 15

Fax : +41 (0)21 321 55 19

Email : acola@fig-gymnastics.org, smartinet@fig-gymnastics.org

Website : www.gymnastics.sport

2. HOST FEDERATION AND LOCAL ORGANISING COMMITTEE (LOC)

National Federation:

AZERBAIJAN GYMNASTICS FEDERATION

Contact Person: Ms. Fatima Shafizada

MGA - Milli Gimnastika Arenası (National Gymnastics Arena)

178 Heydar Aliyev Avenue, AZ-1029 BAKU Azerbaijan

Tel: +99412 493 30 11 / Mob: +99455 824 86 12

Fax: +99412 493 95 00

E-mail: administration@agf.az

Website: www.agf.az

3. LOCATION OF THE COMPETITION HALL, TRAINING HALL AND WARM UP HALL

MGA – Milli Gimnastika Arenası (National Gymnastics Arena)

178 Heydar Aliyev Avenue

AZ1029 Baku, Azerbaijan

Tel: +99412 566 9699

E-mail: info@mga.az

Website: www.mga.az

The MGA was officially opened in April 2014. This gymnastics specialized Arena has already hosted many different international sport events.

The Arena has the ability to stretch from 5,000 to 9,600 seats, depending on the size and the nature of the event it hosts. This sports facility has become a favourite training camp venue of many gymnasts all over the world.

Competition Hall	MGA - Milli Gimnastika Arenası (National Gymnastics Arena) Equipped with 1 competition floor
Joint Warm-up & Training Halls	Equipped with 3 AER floors and 1 stretching area (adjacent to FoP)

MGA – External view



Field of Play



Training & Wam-up Hall



5. PARTICIPATIONS AND ACCREDITATIONS

Gymnasts holding a valid FIG License until the end of the event and with the correct age from FIG affiliated federations in good standing may take part in these World Age Group Competitions.

Maximum delegation size

The maximum size of each delegation, together with the number of transferable access cards (transferable within the Federation's official delegation) is as per FIG Rules for Accreditation.

Additional Coach if accommodation booked or not booked through the LOC	50 EUR
Additional Medical doctor or paramedical staff if accommodation booked or not booked through the LOC	50 EUR
Chaperone per 10 competitors if accommodation booked or not booked through the LOC	50 EUR
Delegation Guest if accommodation booked or not through the LOC	50 EUR
Delegation VIP Guest (if accommodation booked or not through the LOC)	100 EUR

Supplementary accreditations

The following supplementary Accreditations (either free of charge or at the charge of the Delegations or the FIG Authority) as per the accreditation rules may also be delivered to the FIG affiliated federations and FIG Authorities, provided that a request is sent in writing to the FIG by **February 24th, 2021**.

FIG and former FIT Honorary Members	Free of Charge
Former World Age Group Champions	Free of Charge
NF President as Guest if not as Head of Delegation (if accommodation is booked or not through the LOC)	50 EUR
NF President as VIP Guest if not as Head of Delegation (if accommodation booked through the LOC)	100 EUR
NF President as VIP Guest if not as Head of Delegation (if accommodation not booked through the LOC)	150 EUR

Accompanying person of an NF President	50 EUR
VIP Accompanying person of an NF President	200 EUR
VIP Accompanying person of TC Members	Free of charge
VIP Accompanying person of EC Members / TC President	Free of Charge
VIP Accompanying person of FIG and former FIT Honorary Members	Free of Charge

Organizers of future multi sports Games, World and Continental Championships (if assigned, or in case of candidature / bidding contracts) other than the next AER World Age Group Champions	
Observers (if accommodation booked or not through the LOC)	50 EUR
VIP Observers (if accommodation booked or not through the LOC)	200 EUR

Organizers of the next Aerobic Gymnastics World Age Group Competitions Maximum 6 accreditations including 2 VIP	
Observers maximum 6 (if accommodation booked through the LOC: access to the delegations seating, local transportation and banquet as well)	Free of Charge
Observers maximum 6 (if accommodation not booked through the LOC: access to the delegations seating)	Free of Charge
VIP Observers maximum 2 included in the above maximum 6 (if accommodation booked through the LOC: access to the VIP seating, VIP Lounge, local transportation and banquet as well)	Free of Charge
VIP Observers maximum 2 included in the above maximum 6 (if accommodation not booked through the LOC: access to the VIP seating and VIP Lounge as well)	Free of Charge

In case of lost or stolen accreditation, the Local Organising Committee must be informed immediately to block the accreditation. Lost or stolen accreditations may be replaced at the charge of the card holder (EUR 200). Lost or stolen transferable cards will not be replaced.

The accreditations for the World Age Group Competitions are not valid for the World Championships.

Only to give access to seating area

6. AGE LIMIT OF GYMNASTS

World Age Group Competition:

Age Group 1: 12-14 years old in the year of the event (born in 2007 - 2009)

Age Group 2: 15-17 years old in the year of the event (born in 2004 - 2006)



**Please check the age of your gymnasts carefully!!!
No changes of category will be allowed.**

7. REGISTRATIONS AND ENTRY FEES

Registrations can only be made by FIG affiliated federations in good standing, via the FIG on-line system (click [here](#)) and by using the National Gymnastics Federations' login (e-mail) and password. Those deadlines are to be considered valid for the World Age Group Competitions.



Reminder

Shall your Federation be willing to participate in the Dance category for AG 2, the registration will have to be as follow:

Dance 6 (DNC6) (for AG 1) where the maximum number of units shall be set as follow: AG 1- 0

Dance 6 (DNC6) (for AG 2) where the maximum number of units shall be set as follow: AG 2- 1

This means:

Dance 6 (DNC6)

Age Group 1 (12-14) 0 units

Age Group 2 (15-17) 1 units

Provisional Registration

The provisional registrations must be completed from now on till Wednesday **January 13th, 2021** (23:59 Swiss time) at the very latest.

Definitive Registration

The definitive registrations must be completed by entering the composition of the delegation from **January 14th, 2021** till Wednesday **February 24th, 2021** (23:59 Swiss time) at the very latest.

Definitive registrations received in the FIG Offices after the drawing of lots will be refused (i.e. the gymnasts will not be allowed to compete).

Nominative Registrations

The nominative entries must be completed by entering the composition of the delegation from **February 25th, 2021** till Wednesday **April 21st, 2021** (23:59 Swiss time) at the very latest.

Entry Fees

The non-reimbursable registration fee amounts to CHF 100.- per gymnast per category (Individual Men, Individual Women, Mixed Pair, Trio and Group and AER Dance).

Registrations without the appropriate payment of the registration fees within the given deadline will be considered as invalid (i.e. the gymnasts will not be allowed to compete).

Fines

The fines after missing the Registrations deadlines or after late Registrations are as follows (as per the Technical Regulations):

Fine after missing the Provisional Registration deadline or after late Provisional Registration	CHF	500
Fine after missing the Definite Registration deadline or after late Definite Registration (until the gymnast's drawing of lots)	CHF	1'500
Fine after missing the Nominative Registration deadline or after late Nominative Registration	CHF	1'000

Please note the regulation concerning the fines will be strictly respected.

8. LICENSES

The LOC will be responsible for checking the validity of the gymnasts' Licenses.



No gymnasts will be accepted without a valid FIG License at the deadline of the Nominative Registration.

In order to be considered, Licence application forms (new or renewal) must be submitted at least one (1) month prior to the deadline for nominative registration. Please consult FIG License Rules for additional information in this respect.

9. JUDGES

The FIG brevetted judges are designated by their Federation and selected for the panels by draw, taking into consideration the degree of the brevet, according to the Judges' Rules.

Federations must present 1 or 2 judges (compulsory minimum 1) cat. 4 minimum.

Priority will be given to the highest categories.

The Chairs of Judges' Panel (CJP) were already drawn by the FIG according to the Technical Regulations and General / Specific Judges Rules.

If a NF rejects the invitation as CJP, this judge may not be selected to another position for the same competition.

The draw for the D, E, A, T, L and reserve judges will be made at the judges' instruction at the World Age Group Competition. No D, E or A judge from the same NF may be drawn in a panel where his / her NF is already represented with a CJP judge. He / she will move directly to the other panel.

NF who has one of their judges drawn/nominated as CJP judge may propose one or two judges cat. 1 to 4 in addition to the drawn/nominated CJP.

The selection of judges (Difficulty) is made by draw on the first judges' draw and will remain for the entire competition.

The selection of judges (E, A, T, L and reserve judges) is made by draw the day of each competition. In the Finals only judges (Artistic and Execution) whose Federations do not have competitors nor a No 1 reserve competitor may be called upon to judge.

The selection is made by the drawing of lots the day of each Final. If there are insufficient neutral judges the TC AER decides the process for designating the necessary number of judges.

Judges are requested to arrive in Baku one day before the Judges' Instruction at the very latest, and to be available until the last day of the competition they have been registered at by their Federation.

Important:

Judges already selected from the 2020 postponed event (CJP), will remain selected for these 2021 World Age Group Competitions.



Judges shall recuse themselves if

- they are or were married to or live in a registered partnership or co-habit with a gymnast
- they are related to a gymnast by birth or marriage in direct or in collateral line, including the following persons: grandparent, parent, uncle, aunt, brother, sister, child, grandchild, nephew and cousin.

Jury of Appeal and Supervisory Board

The Jury of Appeal consist of two members of the Executive Committee (one acting as President) and a third person to be designated in accordance with the matter of the appeal. In case of a judge's appeal, a person not involved in the decision of the Superior Jury and in the Judging process of the category concerned will be nominated.

The composition of the Jury of Appeal will be communicated in the Workplan.

10. DRAWING OF LOTS

The drawing of lots will decide the starting order of the qualification competitions and the finals. The drawing of lots will take place within two weeks after the deadline of the definitive entry.

The drawing of lots will take place on **March 10, 2021**. More information will be provided further on. The parties concerned are entitled to be present at the draw.

11. COMPETITIONS FORMAT AND PROGRAMME

The competition will be conducted according to the current valid FIG Technical Regulations including Section 6 for Aerobic Gymnastics and the Age Group Rules which are included in the FIG AER Code of Points 2017-2020 (valid through 31 December 2021).

The competition consists of a Qualification round and a Final round per each category (IM / IW / MP / TR / GR) in both Age Groups as well as AD only for AG 2.

Competitors will perform one routine only in each of the rounds.

Please note again that gymnasts will be allowed to compete in maximum 3 categories and no more (being: IM / IW / MP / TR / GR / AD).

12. MEDIA ACCREDITATION

Media accreditation for the World Age Group Competitions is handled by the LOC. Please contact LOC Media Officer Sara Zeynalova at <mailto:media@agf.az>

The FIG Accreditation Rules and Media Rules have to be strictly respected.

13. PUBLICITY

As the Code of Points foresees deductions should the FIG Rules for Advertising and Publicity on attire and equipment not be respected, each federation may fill-in the online FIG Publicity form (FIG Rules for Advertising and Publicity Appendix E for men and F for women) if deemed necessary by **April 21st, 2021**, at the very latest in order to have it approved.

While the Publicity Rule Chart is available on the FIG website under "Rules - Publicity" for additional information, you may also contact tv@fig-gymnastics.org for further assistance if required.

14. EQUIPMENT

Floor Supplier: SPIETH Gymnastics

Reference number: FIG ID: 254

15. VISA

Please verify immediately with your travel agent or the Embassy or Consulate of Azerbaijan in your country if a visa is required for your travel to Azerbaijan. The LOC will assist you with a visa support letter provided that the request is made to the LOC online via SmartScoring Digital Platform by **April 21st, 2021** at the latest. It is not guaranteed by the LOC that the requests made after this deadline will be fulfilled.

More information about the visa can be obtained on the following links:

1) <http://www.mfa.gov.az/?language=en&options=content&id=184>

- 2) <http://mfa.gov.az/?language=en&options=content&id=277>
- 3) <http://mfa.gov.az/files/file/visa%20fees.pdf>
- 4) www.evisa.gov.az

More information on visa can be obtained from the LOC's following e-mail: administration@agf.az

16. TRANSPORTATION

The international travel to Baku (AZE) will be at each delegation's own expenses. The FIG and the LOC strongly recommend that each Federation take a cancellation insurance for their international transportation.

The destination airport is: Heydar Aliyev International Airport (code: **GYD**).

Local Transportation

The LOC offer free local transportation to the official hotels and back for all accredited persons (if applicable) from:

1. Heydar Aliyev International Airport (GYD) (17-28 km from the official hotels, 23 - 33 minutes by car)
2. Baku Railway Station
3. Baku Bus station

Event local transportation service from the official hotels to the venue and back, as well as to any other official activities and back, will be provided to all delegations that stay at one of the official hotels, book their accommodation through the LOC and submit their Travel Schedule for Arrival and Departure to the LOC by **April 21st, 2021** via SmartScoring Digital Platform.

Important:

Transportation back to the airport will also be provided by the LOC on days which are not listed as official departure days provided the accommodation was reserved through the LOC. For more information please contact: administration@agf.az.

Delegations that do not stay at one of the official hotels, did not book their accommodation through the LOC and did not submit their Travel Form in due course, will not be entitled to use the event local transportation service and will be responsible to be on time!

17. ACCOMMODATION

Official Hotels

The LOC is delighted to provide FIG and official delegations members with the following selection of hotels. **All rates include breakfast**, VAT and service charge.

Official FIG hotel

Boulevard Hotel 4*

Khagani Rustamov street 4C, AZ1010, Baku
 Tel.: +99412 310 00 10
 Fax.: +99412 310 00 11
 Website: www.boulevardhotelbaku.com

Distance from Boulevard Hotel (located close to the city centre) to main destinations:

To airport: 24.9 km - approx. 23 min. (by car)

To competition venue: 8.3 km - approx. 10 min. (by car)

Prices per person per night:

Single standard room	EUR 130
Twin standard room	EUR 80

Hotels for Delegations:

Boulevard Hotel 4*

Khagani Rustamov street 4C, AZ1010, Baku
 Tel.: +99412 310 00 10

Fax.: +99412 310 00 11
Website: www.boulevardhotelbaku.com

Distance from Boulevard Hotel (located close to the city centre) to main destinations:

To airport: 24.9 km - approx. 23 min. (by car)

To competition venue: 8.3 km - approx. 10 min. (by car)

Prices per person per night:

Single standard room	EUR 130
Twin standard room	EUR 80

Park Inn 4*
Azadlig Avenue 1, AZ1000 Baku
Tel.: +994 12 490 6000
Fax: +994 12 496 8900
Website: <http://www.rezidorparkinn.com/>

Distance from Park Inn by Radisson Baku Hotel (located in the city centre) to main destinations:

To airport: 24.8 km - approx. 23 min. (by car)

To competition venue: 8.8 km - approx. 12 min. (by car)

Prices per person per night:

Single standard room	EUR 110
Twin standard room	EUR 70

Emerald Hotel 3*
4 Mehdi Abbasov st. Baku, Azerbaijan
Tel.: +99412 520 41 44

Distance from Emerald Hotel (located close to the competition/training venue) to main destinations:

To airport: 16.8 km - approx. 15 min. (by car)

To competition venue: 1.7 km - approx. 4 min. (by car)

Prices per person per night:

Single standard room	EUR 60
Twin standard room	EUR 50

Midtown Hotel 3* (low cost)
103 Samad Vurghun str.
Tel.: +99455 310 1515

Distance from Midtown Hotel (located in the city center) to main destinations:

To airport: 25 km - approx. 30 min. (by car)

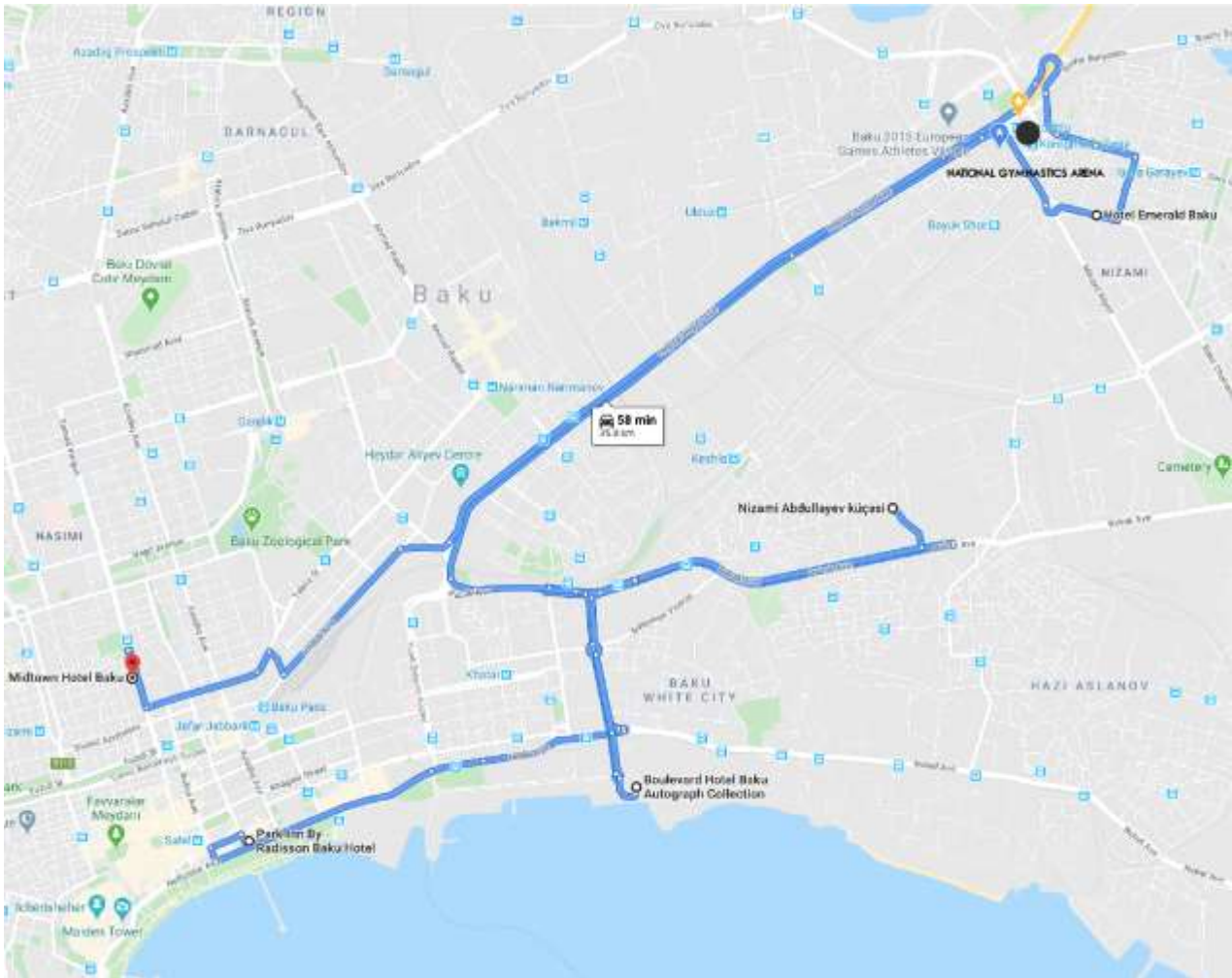
To competition venue: 10 km - approx. 12 min. (by car)

Prices per person per night:

Single standard room	EUR 70
Twin standard room	EUR 60

Media and Other:

In case of necessity for Media accommodation, please contact the LOC at administration@agf.az.



Hotel Reservations

Federations should request their accommodation as a matter of priority as rooms are limited and will be allocated strictly in order of booking receipt (i.e. “first come, first served”). To secure your preferred category it is strongly recommended to submit your reservation request to the LOC via SmartScoring Digital Platform well in advance of the due date, respectively **February 24th, 2021** at the very latest.

The Accommodation (names-to-rooms assignment) has to be submitted to the LOC via SmartScoring Digital Platform by **April 21st, 2021** at the very latest.

***Note:** the above-mentioned hotel prices are valid before the accommodation deadline which is February 24th, 2021. The hotel prices will increase automatically by €5 per person per night at all the official hotels after this accommodation deadline.*

18. MEALS

BREAKFAST is included in the price of each of the official hotels.

The Meal Plan (lunch and dinner) is not compulsory and the delegations are free to make their own meals arrangements for lunch and dinner.

Meals Bookings

The price for one meal ticket is:

Boulevard Hotel

Lunch: EUR 25.- (each)

Dinner: EUR 35.- (each)

Park Inn By Radisson Baku Hotel

Lunch: EUR 20.- (each)

Dinner: EUR 25.- (each)

Midtown Hotel

Lunch: EUR 15.- (each)

Dinner: EUR 20.- (each)

Emerald Hotel

Lunch: EUR 15.- (each)

Dinner: EUR 20.- (each)

MGA

Lunch: EUR 15.- (each)

Dinner: EUR 15.- (each)

Meal Plan requests for the delegation members can be made to the LOC in advance via SmartScoring Digital Platform by **April 21st, 2021** at the very latest.

Farewell banquet

Accredited Delegation members (with the exception of E- and R- media), who stay at one of the official hotels and book their accommodation through the LOC will receive a free ticket for the Farewell Banquet.

All other persons wishing to attend the Banquet will be able to do so, provided that a request is sent to the LOC via the following e-mail address: administration@agf.az. The request and the amount of **85 EUR** per person must be sent and paid in full to the LOC by **April 21st, 2021**.

19. FINANCIAL OBLIGATIONS - PAYMENT

Payments to the FIG:

The non-reimbursable registration fee per gymnast and per category must be paid to the FIG.

Registrations without the appropriate payment of the registration fee at the time of the Definitive Registration (funds received by the FIG) will be considered invalid (e.i. the athletes will not be allowed to compete).

Federations which have not fulfilled their financial obligations towards the FIG (e.g. annual membership fees, unpaid invoices etc.) and the LOC will not be allowed to participate in these World Age Group Competitions.

Each participating member Federation is kindly requested to clearly state payment's purpose as follows:

NF – Event ID – Discipline – Event Level - Year - Host Country

(Example: SUI 16547 AER WAGC 2021 AZE)

Failing to do so could lead to an unidentified fund transfer and may cause your federation to appear not to have met its financial obligations.

The participating federation is responsible for covering all bank fees in connection with the bank transfers.

The payment must be made in **CHF** only. Total amount of the FIG entry fees to be paid to:

19.1 Bank transfer:

Beneficiary	Fédération Internationale de Gymnastique Av. de la Gare 12A, CH-1003 Lausanne/Switzerland
Bank Account / IBAN	CH40 0027 2272 5630 1649 0
Bank	UBS Switzerland SA, Nidaugasse 49, CH-2501 Bienne/Switzerland

19.2 Credit card:

Should you wish to pay by credit card, please contact the FIG Finance Dpt (finance@fig-gymnastics.org) and provide the following information:

- **NF – Event ID – Discipline – Event Level - Year - Host Country** (Example: SUI 16547 AER WAGC 2021 AZE)
- **Amount and currency**
- **email address** to be used for receiving the link which will allow you to directly enter the credit card details

Payments to the LOC:

Federations which have not fulfilled their financial obligations towards the LOC by the given deadlines herein mentioned may still have the possibility to participate, but the LOC will not guarantee the hotel booking, meals and local transportation.

Payment for the supplementary Accreditations, Accommodations and Meals (if applicable) must be made via bank transfer in **EUR** only to:

Beneficiary	AZERBAIJAN GYMNASTICS FEDERATION
Beneficiary address	178 Heydar Aliyev Ave. Milli Gimnastika Arenasi AZ-1029, Baku Azerbaijan
Beneficiary's account	AZ75PAHA38190EURHC0190012035
Bank	"PASHA Bank", Baku, Azerbaijan
SWIFT	PAHAAZ22
Correspondent	Raiffeisen Bank International AG
Account with Institution	Am Stadtpark 9, 1030 Vienna
Correspondent account	1-55.081.095
SWIFT BIC	RZBAATWW

All bank fees in connection with the bank transfers must be covered by the participating Federations. Please state the name of your National Federation and the payment purpose on the transfer (i.e. SUI 16547 AER WAGC 2021 AZE)- Accommodation Payment).

The costs must be paid to the LOC as follows:

Accommodation:

- February 24th, 2021: first 50%
- April 21st, 2021: last 50%

Meals:

- April 21st, 2021: 100%

Cancellation Policy

The FIG and the LOC strongly recommend that each Federation take a cancellation insurance for their accommodation and meals booking.

Rooms cancelled will be submitted to the following penalty fees:

Accommodation cancelled:

Cancellation period	Penalty fee
from February 24 th , 2021 to April 21 st , 2021	30 % of the total accommodation cost will be charged
from April 22 nd , 2021 to May 1 st , 2021	75 % of the total accommodation cost will be charged

from May 2 nd , 2021	100 % cancellation fee of the total accommodation cost will be applied
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Meals cancelled:

Cancellation period	Penalty fee
from May 1 st , 2021	100 % cancellation fee of the total meal cost will be applied

20. INSURANCE

The Host Federation, the LOC 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.

The LOC will verify the insurance upon arrival of the delegation members (e.g. cover note or photocopy of the valid policy). The LOC will subsequently offer insurance at the Federations own charge as follows: 5 EUR per person / day.

Note: The insurance will cover only official activities of the WAGC such trainings, competitions and routes of local transportation. Additional activities such leisure or tourism will not be covered.

21. SAFEGUARDING AND PROTECTING PARTICIPANTS IN GYMNASTICS

From the official date of arrival until the official day of departure of the event, participants (gymnasts, coaches, judges and any other delegation members) have the opportunity to contact by phone or email a Safeguarding Officer in case of harassment or abuse of any type or if they are worried or do not feel comfortable.

There will be one LOC Safeguarding Officer as well as one person from the FIG. The contacts will be communicated upon arrival of the delegations.

22. WORKPLAN

The Workplan will be sent to all the participating federations six weeks at the latest before the start of the competitions.

23. MEDICAL and DOPING CONTROLS

Covid 19:

Due to the **current situation related to the COVID-19 pandemic**, the FIG and the AZE National Federation are constantly in contact and more information will be given closer to the event.

Under the supervision of the FIG, doping controls will be organized according to the current WADA Code, WADA International Standards and FIG Anti-Doping Rules. The doping controls may take place at any time.

As per the applicable FIG Therapeutic Use Exemption (TUE) procedure in effect concerning the participation at FIG Events, any gymnast in need of a TUE is responsible, together with her Federation, to submit his/her request to the FIG no later than 30 days before the start of this competition. No TUE request will be accepted nor approved on spot, except for duly justified emergency cases. Should you need further assistance about TUE requests, please contact the FIG at antidoping@fig-gymnastics.org

24. OFFICIAL HOSPITAL

City Hospital

Address: 18, Yusif Vezir Chamanzaminli str., Baku, Azerbaijan
Tel: +99412 449 9274

25. MUSIC

The **Digital Platform (SmartScoring online system)** will allow each Delegation to create a profile and upload, the music the gymnasts will perform with (.mp3 or .wga).

The Music can be uploaded in .mp3 or .wga format as soon as the digital platform is open but by **April 21st, 2021 at the very latest.**

The Local Organising Committee guarantee the personal protection and the strict use of your musical creations during this event.

The music file shall be named as follows:

- Federation (Country abbreviation)
- Category (IM – IW – MP – TR – GR - AD)
- Age Category (AG 12-14, AG 15-17)
- Name of competitors
- Total time (in minutes and seconds) from the first to the last tone of the music

(for example: SUI_IW/AG 12-14_LASTNAME_Firstname_length-1'28").

Delegation members are requested to keep in their possession a specimen of their CD and USB key for training sessions and in case of a technical problem

While the LOC guarantees the respect for the rights of author and broadcasting of the musical works, each National Gymnastics Federation will also have to confirm that the music used does not violate any copyrights and that it can be broadcasted within sports.

This confirmation will have to be made by filling-in the online Music release Form at the same time as the nominative registration via the FIG online platform. Each NF will also be requested to inform on the category, duration, title, author and interpreter composer, title of music, and artist/interpreter of the Music used. The Music Form must be returned by e-mail in format excel to the FIG and to the LOC by **April 21st, 2021** at the latest.

At the accreditation, in the absence of music's information transmitted via the specific form, the Heads of delegation have to hand in the Music Release form.

26. LOC ONLINE SYSTEM

The online LOC system will open soon after the deadline of the provisional registration. Before its opening, the LOC will provide by email each Federation with a link, sign in details to access the platform and instructions on how to access and use the LOC online system.

After the provisional registration and having received the log-in details to access the online system, the Federations will be able to:

- Book accommodations and meals
- Submit travel schedule information (arrivals and departures)
- Make Visa requests
- Upload photos of each Delegation member

Please not that provisional, definitive, nominative registrations as well as any kind of modifications within the delegations (name changes, function changes etc) must be submitted via the FIG online platform to be official.

27. INFORMATION BAKU

Weather in Baku in May

Average max: Temperature 23°C

Average min: Temperature 15 °C

Currency: Azerbaijani manat

More detailed information to be included in the Work Plan.

28. SUMMARY OF THE DEADLINES AND PAYMENTS

FOR the FIG

Online Registrations (FIG database platform)	Opening Date	Closing Date
Provisional Registration	From now on	13.01.2021
Definitive Registration	14.01.2021	24.02.2021
Nominative Registration	25.02.2021	21.04.2021
Request for Supplementary Accreditations		Deadline
Written request		24.02.2021
Payment (to be made to the FIG)	Deadline	
Registration Fee	24.02.2021	

FOR THE LOC

Online (Fill in/upload)	Deadline
Accommodation: Room Numbers	24.02.2021
Accommodation: Nominative	21.04.2021
Visa Request (not compulsory)	21.04.2021
Travel schedule (Arrivals/departures)	21.04.2021
Music form (to the LOC and the FIG)	21.04.2021
Music upload	21.04.2021
Documents (photos and passport)	21.04.2021
Meals	21.04.2021
Insufficient Insurance Cover	At accreditation
Payment (to be made to the LOC)	Deadline
Accommodation Costs (first 50%)	24.02.2021
Accommodation Costs (last 50%)	21.04.2021
Meals	21.04.2021
Accreditations at the charge of the Delegations or the FIG Authority	21.04.2021

Sincerely Yours,



Nicolas Buompane
FIG Secretary General