



**1st Acrobatic Gymnastics
Pan-American Championship
Caguas, Puerto Rico (PUR)
October 9 - 11, 2015**



DIRECTIVES

Event ID: 14375



Dear FIG affiliated Member Federation,

The Gymnastics Federation of **Puerto Rico** has the pleasure to invite your Federation to participate in the aforementioned official FIG International Event.

DISCIPLINE	Acrobatic Gymnastics
HOST FEDERATION	Federación Puertorriqueña de Gimnasia P.O. Box 9020008 San Juan, PR. 00902-0008 Tel: 1-787-769-1202 Fax: 1-787-769-5100 Web: www.gimnasiapur.org Email: fpg@gimnasiapur.org Contact Person: Riguin Zengotita, Email : rizenqotita@gmail.com
LOCATION	Caguas, Puerto Rico.
DATE	From 9th October to 11th October , 2015
VENUE	This Competition will take place at the Héctor Solá Bezares Coliseum 156 Road Cañaboncito Street, Caguas PR 00727
APPARATUS SUPPLIER	AAI- (blue with white boundaries) - Training and Competition Area 432-495 International ELITE™ Artistic Floor Exercise System
RULES AND REGULATIONS	The event will be organized under the following FIG rules, as valid in the year of the event, except for any deviation mentioned in these directives: <ul style="list-style-type: none">• Statutes• Technical Regulations• Code of Points and relevant Newsletters• General Judges' Rules• Specific Judges' Rules• Doping Control Rules• LICENCE rules• Media Rules• Advertising and Publicity Rules• FIG Rules for Sanctioning (approval) of International Events• Apparatus Norms <i>and subsequent decisions of the FIG Executive Committee</i>
FEDERATIONS INVITED	The Organizing Member Federation will invite all Member Federations of the Pan-American Gymnastics Union, according to the following principles: The 1st Acrobatic Gymnastics Pan-American Championship is opened to National and Club Teams in Age Group 1 (FIG 11-16), Age Group 2 (FIG 12-18), Juniors and Seniors categories, with the Country Federation authorization.
SIZE OF DELEGATION AND FIG LICENCE	Only gymnasts in good standing with the correct age and holding a valid FIG Licence may participate. The Organizing Committee will be responsible for checking the validity of the gymnast's Licenses. No gymnasts will be accepted without a valid FIG License at the deadline of the Nominative Registration.

	<p>Each delegation may include:</p> <table border="1"> <tr> <td>Head of delegation</td> <td></td> <td>1</td> </tr> <tr> <td>Team Manager (if 4 and more units)</td> <td></td> <td>1</td> </tr> <tr> <td></td> <td>(if 8 and more units)</td> <td>2</td> </tr> <tr> <td>Coaches (if 1 unit)</td> <td></td> <td>1</td> </tr> <tr> <td></td> <td>(if 2 to 5 units)</td> <td>2</td> </tr> <tr> <td></td> <td>(if 6 to 8 units)</td> <td>3</td> </tr> <tr> <td></td> <td>(if 9 or more units)</td> <td>4</td> </tr> <tr> <td>Gymnasts Category: [Age Group 1 (11-16), Age Group 2 (12-18), Juniors & Seniors] Event: [WP, MP, XP, WG, MG] 3 units per category/event</td> <td></td> <td>Up to 156</td> </tr> <tr> <td>Medical Doctor</td> <td></td> <td>1</td> </tr> <tr> <td>Paramedical Staff (if 1 to 3 units)</td> <td></td> <td>1</td> </tr> <tr> <td></td> <td>(if 4 or more units)</td> <td>2</td> </tr> <tr> <td>Judges At least 1 judge is mandatory – \$250 penalty fee if no judge is presented</td> <td></td> <td>2</td> </tr> </table> <p>A unit being a pair or a group.</p>			Head of delegation		1	Team Manager (if 4 and more units)		1		(if 8 and more units)	2	Coaches (if 1 unit)		1		(if 2 to 5 units)	2		(if 6 to 8 units)	3		(if 9 or more units)	4	Gymnasts Category: [Age Group 1 (11-16), Age Group 2 (12-18), Juniors & Seniors] Event: [WP, MP, XP, WG, MG] 3 units per category/event		Up to 156	Medical Doctor		1	Paramedical Staff (if 1 to 3 units)		1		(if 4 or more units)	2	Judges At least 1 judge is mandatory – \$250 penalty fee if no judge is presented		2
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AGE LIMITS	Age Group 1: 11-16, Age Group 2: 12-18, Junior: 13-19 & Senior: 15+ With valid FIG LICENCE																																						
JUDGES AND JURIES	<p>All judges must have a current valid FIG brevet at the time of the event.</p> <p>The number of Juries (judges' panels) may be decided by the organizing member federation depending on the number of participating competitors and judges. The Juries are set up by a from the judges present at the event. Priority will be given to the judges of the highest category. A jury must consist of one Chair of Judges' Panel, 4 Artistic, 4 Execution and 2 Difficulty judges. The CJP must be of Cat. I. The Difficulty Judges must be Cat. I or II. The Execution and Artistic judges must be Cat. I, II or III. The FIG Technical Representative will serve as President of the Superior Jury.</p> <p>Each participating federation must provide minimum one judge. Failure to do so will result in a fine of \$250 USD to be paid to the Organizing Member Federation.</p>																																						
REGISTRATION DEADLINES	Provisional registration:	10th july, 2015	No Payments																																				
	Definitive registration:	20th august, 2015	50% Accommodations & Entry Fee																																				
	Nominative registration:	10th september, 2015	The remaining balance																																				
ENTRY FEES	The Entry fee for this event will be: \$50.00 per gymnast (USD) The entry fee is not refundable.																																						
ACCREDITATION	<p>Accreditations will be given at the "Héctor Solá Bezares Coliseum" at the arrival of the Delegations. The FIG Gymnast License must be presented and checked upon accreditation. Gymnasts who do not present a valid FIG Licence are not allowed to compete. If the gymnast is not able to show her License at accreditation, the Organizing Committee may check on the official FIG Website if the gymnast has a valid License. If this can be verified in due time by the Organizing Committee, the gymnast may participate in the competition by paying a fee of \$30 USD to the Organizing Committee.</p> <p>If the gymnast has not a valid license she/he cannot participate in the competition. A photo of each member of the delegation (in electronic must be sent together with the nominative registration). Please note: Photos taken</p>																																						

	<p>upon arrival will be charged to the National Federations at a cost of \$15 USD/each.</p> <p>Replacement of the accreditation will be given at a cost of \$50 USD/each.</p>		
EVENT FORMAT	<p>Qualifications and Finals in all categories.</p> <p>Qualifications (Age Group 1, Age Group 2, Junior & Senior): 1 Balance + 1 Dynamic exercise.</p> <p>Finals: top six or top eight or top twelve of qualifications, depending on the amount of pairs/groups per category (1 to 8 P/G – 6 finalists; 9 to 16 P/G – 8 finalists; more than 16 P/G – 12 finalists)</p> <ul style="list-style-type: none"> • Age Group 1 – Balance or Dynamic in accordance with FIG rules for 11-16 for the year 2015 (starts from zero). • Age Group 2, Junior and Senior – Combined (starts from zero). Maximum 2 per country 		
PROVISIONAL SCHEDULE	Tuesday, 6 th October	All Day 3:00pm	Arriving Delegations Free Training
	Wednesday, 7 th October	All Day All Day Afternoon	Arriving Delegations Training per Schedule Sightseeing Tour
	Thursday, 8 th October	All Day All Day Afternoon	Arriving Delegations Training per Schedule Orientation Meeting Judges Meeting
	Friday, 9 th October	10:00am- 6:00pm	Qualifications- 1 st exercise
	Saturday, 10 th October	10:00am- 6:00pm	Qualifications- 2 nd exercise
	Sunday, 11 th October	10:00am- 6:00pm 8:00pm- 12:00am	Finals Farewell Party
	Monday, 12 th October	All Day	Departure Delegations
EVENT MANAGER	<p>Riguin Zengotita, Acrobatics PUR Technical Director & National Coach 1-787-607-5614 Email: rjzengotita@gmail.com</p>		
MEDICAL SERVICES	<p>The Organizing Committee will provide first aid medical services. A physiotherapist will be present during the competitions as well members of the Caguas, PR Emergency Response Team specialized in first aids.</p>		
VISA	<p>Please verify immediately with your travel agent or the Puerto Rico Embassy or Consulate in your country if a visa is required for your travel to Puerto Rico. The LOC will be happy to assist each Delegation member with an official invitation letter, provided that the request is made before 10th august, 2015 to the LOC.</p> <p>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 LOC and the FIG will not be held responsible for any liabilities in case of accidents, illness, repatriation and the like.</p> <p>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.</p> <p>The LOC will subsequently offer insurance at the Federations own charge as follows: \$35 USD per person/day.</p>		
INTERNATIONAL TRANSPORTATION	<p>The invited participating federations must pay for the travel costs of their delegation members, to the Luis Muñoz Marín International Airport in San Juan, Puerto Rico (SJU).</p>		

	The Travel Schedule Form must be returned to the LOC by September 10th, 2015.
LOCAL TRANSPORTATION	Transfers by bus to and from the Luis Muñoz Marín International Airport (SJU) to the official hotel, as well as from the official hotel to the competition hall, will be provided to all delegations included in the Accommodation Package.
ACCOMMODATION	<p>Hotel 1- Four Points by Sheraton (10” from Sports Hall)</p> <p>500 Alhambra en Granada Boulevard, Caguas PR. 00726. Tel. 1-787-653-1111 www.starwoodhotels.com/fourpoints Double room only/ Full Board* \$110.00/night/person</p>  <p>Hotel 2- El Sheraton Puerto Rico Convention Center (30”-45” from Sports Hall)</p> <ul style="list-style-type: none"> ✓ 200 Convention Boulevard, San Juan, PR 00907 ✓ Tel: 1-787-993-3500 ✓ Web: http://www.sheratonpuertoricohotelcasino.com/ ✓ Double Room/Full Board* \$110.00/night/person  <p>Hotel 3- Sport Village, Caguas ** (Walking distance)</p> <p>156 Road Cañaboncito Street, Caguas PR 00727 Quadruple room only/Full Board** \$85.00/night/person</p> <p>*Full board is included in accommodation packages. Breakfast will be served at the hotel. Lunch and dinner will be served in the Sports Complex, close to the competition hall.</p> <p>**Full board is included in accommodation packages. Breakfast, lunch and dinner will be served in the Sports Complex, close to the competition hall.</p> <p>There is room limits for Hotel 1 and 3, that’s why hotel rooms will be allocated on a “first come, first serve” basis.</p> <p>The costs for the accommodations must be paid to the LOC as follows:</p> <p style="text-align: center;">First 50% by 20th August, 2015</p> <p style="text-align: center;">Second 50% by 10th September, 2015</p>

	Accommodation fees are non-refundable after 15th September, 2015.	
MEALS	Full board is included in accommodation packages. Breakfast will be served at the hotel. Lunch and dinner will be served in the Sports Complex, close to the competition hall.	
CANCELTATION POLICY	Accommodation fees are non-refundable after 15th September, 2015.	
FINAL BANQUET	The accommodations package, booked through the OC, includes the closing party ticket for official delegation members (Head of Delegation, judges, coaches, athletes, managers, and doctors). Delegations not booking their accommodations through the Organizing Committee and additional visitors travelling with a delegation may purchase tickets to the Final Banquet for \$60 USD per person. Ticket for the Final Banquet must be purchased in advance (until 10th of September).	
	Please include orders for Closing Party tickets with the Nominative Entry.	
BANK ACCOUNT INFORMATION	<p>Beneficiary name: Federación Puertorriqueña de Gimnasia</p> <p>Bank name and address: Banco Popular de Puerto Rico Carretera 176 Km 1.2 San Juan PR 00926</p> <p>Account number: 014-350-165</p> <p>IBAN: 021502011</p> <p>SWIFT: BPPRPRSX</p> <p>Each participating member Federation is kindly requested to integrate the payment's purpose as follows: <i>1st Acrobatic Gymnastics Pan-American Championship</i>. It is highly suggested to indicate your delegation/country name.</p> <p>The participating federation is responsible for covering all bank fees in connection with the bank transfers.</p>	
MARKETING	FIG advertising and publicity norms must be respected	
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. 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> <p>Zacha Acosta, FPG Media Official 1-939-717-1665 e-mail: zacha.acosta@gmail.com</p>	
SOCIAL MEDIA	<p>Website: www.gimnasiapur.org</p> <p>Facebook: Federación Puertorriqueña de Gimnasia</p> <p>Twitter: Fed. Gimnasia PUR</p>	
DEADLINES SUMMARY	Provisional Registration	10th July, 2015
	Definitive Registration	20th August, 2015
	Accommodation Form	20th August, 2015
	Visa Request Form	10th August, 2015
	Payment of the Entry Fee	20th August, 2015
	Payment of the Accommodation Costs First 50%	20th August, 2015
	Nominative Registration	10th September, 2015
	Travel Schedule Form	10th September, 2015

	Payment of the Accommodation Costs Second 50%	10 th September, 2015
	Payment of the Final Banquet	10 th September, 2015
	Payment of the fine for missing judge	10 th September, 2015
ADDITIONAL INFORMATION	All further information concerning the detailed program will be given with the official work plan, in SEPTEMBER 2015.	

Complete accordingly only from the hosting federation:

Sincerely Yours,

1st July, 2015



Place and date:

Stamp

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