



2018 Artistic Gymnastics Senior Pan American Championships
11-15 September 2018 **Lima, PER**

DIRECTIVES

Event ID: 15861

Dear PAGU affiliated Member Federation,

The Pan American Gymnastics Union (PAGU) through the Peruvian Gymnastics Federation has the pleasure to invite your Federation to participate in the aforementioned official FIG and PAGU International Event. This competition will also serve as the qualifying event for the Pan American Games Lima 2019.

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| DISCIPLINES | Women's Artistic Gymnastics Men's Artistic Gymnastics | |
| PAN AMERICAN GYMNASTICS UNION | Pan American Gymnastics Union Camino a Santa Teresa #482 Colonia Peña Pobre, C.P. 14060 Mexico City, MEX Tel.: +52 55 4993-3983 E-mail: info@upag-pagu.org | |
| HOST FEDERATION | Peruvian Gymnastics Federation Calle las Fresas 467 Urbanización La Aurora, Miraflores Lima 41, Peru Tel/Fax: +51.1.4762277 E-mail: jennymart51@hotmail.com Website: www.federaciongimnasia.com Contact person: Walter Saavedra Tel: +51.1.983337881 E-mail: waltersaavedra@yahoo.com | |
| EVENT MANAGEMENT | Local Organizing Committee: | |
| | President | Eva Jenny Martínez Díaz jennymart51@hotmail.com |
| | Sport Manager | Cesar Cáceres cargym@yahoo.com |
| | MAG Local Technical Director | Kim Ipenza kipenza@gmail.com |
| | WAG Local Technical Director | Jenny Barreda jennybarreda@hotmail.com |


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| | PAGU TC Presidents: WAG – Hélène Laliberté (hlaliberte@gymqc.ca) MAG – Jaime Corredor (el_rola@hotmail.com) |
| LOCATION | Lima, Peru |
| DATE | From 11 to 16 September 2018 |
| VENUES | Training venue: Gym of the Peruvian Gymnastics Federation Avenida del Aire con Avenida Aviación – Villa Deportiva CAR Videna de San Luis – Lima, Peru http://www.federaciongimnasia.com Competition venue: Polideportivo N° 1 Avenida del Aire con Avenida Aviación – Villa Deportiva CAR Videna de San Luis – Lima, Peru http://www.federaciongimnasia.com |
| APPARATUS SUPPLIER | GYMNOVA |
| RULES AND TECHNICAL 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 or the PAGU Technical Regulations: <ul style="list-style-type: none"> ● Statutes ● Technical Regulations ● Code of Points and Newsletters ● General Judges' Rules ● Specific Judges' Rules ● Doping Control Rules ● License Rules ● Media Rules ● Apparatus Norms ● Rules for Sanctioning (approval) of International Events ● Advertising and Publicity Rules <i>and subsequent decisions of the FIG and PAGU Executive Committee</i> |
| INVITED FEDERATIONS | The Pan American Gymnastics Union invites all Federations affiliated to the PAGU and which are up to date in their obligations. |
| AGE | Senior WAG: 16 years and older, as of 31 December 2018. Senior MAG: 18 years and older, as of 31 December 2018. All gymnasts must possess the FIG license valid from the moment of the nominative registration until the end of the event. |
| INFORMATION RELATED THE QUALIFICATION FOR PAN AMERICAN GAMES LIMA 2019 | See the document: "ART Qualification Manual – Pan American Games Lima 2019" |
| JUDGES | Each Federation may register a maximum of 2 judges. Federations with a PAGU TC Member can register that Member in addition to |

| | <p>their registered judges.</p> <p>Federations can register a 3rd judge (different from the TC Member) as additional accredited person, with no cost for his accreditation.</p> <p>The fine for not registering the required number of judges in each discipline is USD\$1,000.00 per missing judge.</p> <p>This fine must be paid to PAGU by 20 July 2018 at the latest and it does not apply to those Federations that do not have FIG brevet judges.</p> <p>The National Federation must inform PAGU in advance (at the time of the definitive registration) to allow the appointment of an invited neutral judge.</p> <p>All judges must have a current valid FIG brevet at the time of the event.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|--|---|--|--------------|--|--------------------------|--------------|--|--------------------------|----------------|--|---|---|---|--|------------------------------|------------------------------|---|---|--|--|---|-------------------|---|---|---|--------------------|---|---|---|
| REGISTRATION DEADLINES | <table border="1"> <tr> <td>Provisional Registration</td> <td>22 June 2018</td> <td>info@upag-pagu.org</td> </tr> <tr> <td>Definitive Registration:</td> <td>20 July 2018</td> <td>info@upag-pagu.org</td> </tr> <tr> <td>Nominative Registration:</td> <td>17 August 2018</td> <td>info@upag-pagu.org</td> </tr> </table> | Provisional Registration | 22 June 2018 | info@upag-pagu.org | Definitive Registration: | 20 July 2018 | info@upag-pagu.org | Nominative Registration: | 17 August 2018 | info@upag-pagu.org | | | | | | | | | | | | | | | | | | | |
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| ENTRY FEES | <p>The entry fee for this event will be USD\$50.00 per gymnast, including the reserve gymnast, and must be paid to PAGU no later than 20 July 2018.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| DELEGATION SIZE | <table border="1"> <thead> <tr> <th>Function</th> <th>WAG</th> <th>MAG</th> <th>Mixed</th> </tr> </thead> <tbody> <tr> <td>Gymnasts</td> <td>5</td> <td>5</td> <td>10</td> </tr> <tr> <td>Reserve gymnast only for full teams</td> <td>1</td> <td>1</td> <td>2</td> </tr> <tr> <td>Coaches (the number shall not exceed the number of gymnasts)</td> <td>1 (1-2 gym.) 2 (3-5 gym.)</td> <td>1 (1-2 gym.) 2 (3-5 gym.)</td> <td>6</td> </tr> <tr> <td>Judges' category 1, 2 or 3 (in addition to PAGU TC Members)</td> <td>1 compulsory with 1-2 gym. 2 compulsories with 3-5 gym.</td> <td>1 compulsory with 1-2 gym. 2 compulsories with 3-5 gym.</td> <td>4</td> </tr> <tr> <td>Medical Personnel</td> <td>1</td> <td>1</td> <td>2</td> </tr> <tr> <td>Head of Delegation</td> <td>1</td> <td>1</td> <td>1</td> </tr> </tbody> </table> <p>The cost of the accreditation for additional Delegation Members is USD\$100.00 per person and must be paid to the LOC by 20 July 2018 at the latest.</p> <p>Only the following persons can receive an additional accreditation: Coach, Doctor, Physiotherapist, Team manager and a third judge (different from PAGU TC Members).</p> | Function | WAG | MAG | Mixed | Gymnasts | 5 | 5 | 10 | Reserve gymnast only for full teams | 1 | 1 | 2 | Coaches (the number shall not exceed the number of gymnasts) | 1 (1-2 gym.) 2 (3-5 gym.) | 1 (1-2 gym.) 2 (3-5 gym.) | 6 | Judges' category 1, 2 or 3 (in addition to PAGU TC Members) | 1 compulsory with 1-2 gym. 2 compulsories with 3-5 gym. | 1 compulsory with 1-2 gym. 2 compulsories with 3-5 gym. | 4 | Medical Personnel | 1 | 1 | 2 | Head of Delegation | 1 | 1 | 1 |
| Function | WAG | MAG | Mixed | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Medical Personnel | 1 | 1 | 2 | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Head of Delegation | 1 | 1 | 1 | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ACCREDITATION | <p>Along with the Nominative Registration, all the Federations must send a copy of the passport and a photograph of each delegation member, via e-mail to:</p> <p>info@upag-pagu.org waltersaavedra@yahoo.com</p> <p>Requirements for each photo:</p> <ul style="list-style-type: none"> • File Format: JPEG • Dimensions: min 210 x 270 pixels; Max 420 x 540 pixels • Width 35 x 45 High | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| | <ul style="list-style-type: none"> • File Size: no more than 1 MB • White background <p>Each document must be identified with the Country Code, Last name, Name, Discipline and function of each member.</p> <p>Example: PER_FERNANDEZ_Ana_WAG Gymnast</p> <p>This documentation must be sent no later than 17 August 2018.</p> <p>In case of not sending the photograph as requested, the Local Organizing Committee can take the photograph in the host city and will have an additional cost of USD\$10.00 for each one.</p> <p>In case of theft or loss of accreditation, it must be informed immediately to the Local Organization Committee for the cancellation of the accreditation.</p> <p>The replacement of stolen or lost accreditation will cost USD\$50.00 to be covered by the accreditation holder.</p> <p>Accreditation will be distributed upon arrival at the registration desk.</p> <p>More information on the access zones for each accreditation will be given in the Work Plan.</p> |
| <p>EVENT FORMAT</p> | <p>2 competition days per discipline</p> <ul style="list-style-type: none"> • Day 1: MAG Qualification (*) - MAG All Around and Apparatus Finals awards • Day 2: WAG classification (*) - WAG All Around and Apparatus Finals awards • Day 3: WAG & MAG Team Finals (8 team finalists) <p>(*) From this competition it will be determined the classification to the Pan American Games Lima 2019.</p> <p>FIG Rules.</p> |
| <p>PROVISIONAL PROGRAM</p> | <p>09/September Arrival of PAGU WAG & MAG TC Presidents and other PAGU representatives</p> <p>10/September Arrival of delegations Limited trainings upon request</p> <p>11/September WAG & MAG scheduled trainings Delegates' Technical Meeting WAG Judges' Briefing MAG Judges' Briefing</p> <p>12/September WAG & MAG scheduled trainings MAG Podium Training</p> <p>13/September WAG & MAG scheduled trainings</p> |

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| | <p>WAG Podium Training</p> <p>14/September WAG & MAG scheduled trainings Opening Ceremony MAG Qualification Competition Award Ceremony for MAG All Around and Apparatus Finals</p> <p>15/September WAG & MAG scheduled trainings WAG Qualification Competition Award Ceremony for WAG All Around and Apparatus Finals</p> <p>16/September WAG & MAG scheduled trainings WAG & MAG Team Finals Award Ceremony for WAG & MAG Teams Farewell Party</p> <p>17/September Departure of Delegations, Presidents of the WAG & MAG PAGU TC and other PAGU representatives.</p> |
| MEDICAL SERVICES | The Local Organizing Committee will provide first aid services at the competition and training sites during the official activities. |
| VISAS | <p>Please verify immediately with your travel agency or the PER Embassy or Consulate in your country if a visa is required for your travel to Peru.</p> <p>The Local Organizing Committee will be happy to assist each member of the Delegation by sending an official invitation letter, provided that this request is made no later than <u>17 August 2018</u>.</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's member, as well as the city the visa application support letter must be sent to.</p> |
| INSURANCE | <p>The Host Federation, the Local Organizing Committee ("LOC"), the PAGU 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 delegations (e.g. photocopy of the valid policy). Delegation members with insufficient insurance coverage must inform the LOC in advance, but no later than <u>17 August 2018</u>.</p> <p>The LOC will offer insurance to the Federations at a cost of USD\$35.00 per person per day for the official days of the event.</p> |
| INTERNATIONAL TRANSPORTATION | <p>The invited participating federations must pay for the international travel costs of their delegation members.</p> <p>International Airport of arrival</p> |

| | <p>Jorge Chávez (LIM)</p> <p>The Travel Itinerary Form must be returned to the LOC by <u>17 August 2018</u> at the latest.</p> | | | | | | | | | | | | | | | | | | |
|---------------------------------------|--|--------------------------------|----------------------------|-----------------------|-------------|-------------|--------------------------------|--------------|-------------|-------------|--------------|--------------------------------|-------------|-------------|-------------|--------------|--------------------------------|-------------|-------------|
| <p>LOCAL TRANSPORTATION</p> | <p>Local transportation will be offered to and from the airport, provided that the delegations stay in one of the official hotels and book their accommodation through the Local Organizing Committee.</p> <p>The Local Organizing Committee will provide local transportation from the airport to the hotel and vice versa, only on the official arrival day of Monday <u>10 September</u> and on the official departure day of Monday <u>17 September</u> (except for PAGU representatives arriving or departing on different days).</p> <p>Delegations arriving or departing on non-official days may contact the President of the Local Organizing Committee: jennymart51@hotmail.com to arrange transportation to its accommodation or to the airport at a cost of <u>USD\$30.00</u> per person per way (airport-hotel or hotel-airport).</p> <p>The Local Organizing Committee will provide transportation from the official hotels to the competition and training facilities and vice versa, for all members of the delegation duly accredited and according to the official program of activities.</p> | | | | | | | | | | | | | | | | | | |
| <p>ACCOMMODATION AND MEALS</p> | <p>OFFICIAL HOTELS</p> <p>Option 1: HOTEL MARIA ANGOLA & CONVENTION CENTER Avenida La Paz 603 Miraflores 15074 Lima, PER Tel: +51.1.213-9999 E-mail: reservas@mariaangola.com.pe Website: https://www.mariaangola.com.pe/</p> <table border="1" data-bbox="516 1171 1442 1453"> <thead> <tr> <th>Occupancy</th> <th>Price per person per night</th> <th>Includes (per person)</th> </tr> </thead> <tbody> <tr> <td rowspan="2">Single room</td> <td>USD\$150.00</td> <td>1 breakfast, 1 lunch, 1 dinner</td> </tr> <tr> <td>USD\$ 110.00</td> <td>1 breakfast</td> </tr> <tr> <td rowspan="2">Double room</td> <td>USD\$ 115.00</td> <td>1 breakfast, 1 lunch, 1 dinner</td> </tr> <tr> <td>USD\$ 80.00</td> <td>1 breakfast</td> </tr> <tr> <td rowspan="2">Triple room</td> <td>USD\$ 110.00</td> <td>1 breakfast, 1 lunch, 1 dinner</td> </tr> <tr> <td>USD\$ 70.00</td> <td>1 breakfast</td> </tr> </tbody> </table> <p>The meals service starts with the lunch on the day of arrival and finishes with the breakfast on the day of departure.</p> <p>Option 2: BTH HOTEL Avenida Guardia Civil 727, San Borja 15036 Lima, PER Tel: +51.1.319-5300 E-mail: empresas@bth.pe Website: http://bth.pe</p> | Occupancy | Price per person per night | Includes (per person) | Single room | USD\$150.00 | 1 breakfast, 1 lunch, 1 dinner | USD\$ 110.00 | 1 breakfast | Double room | USD\$ 115.00 | 1 breakfast, 1 lunch, 1 dinner | USD\$ 80.00 | 1 breakfast | Triple room | USD\$ 110.00 | 1 breakfast, 1 lunch, 1 dinner | USD\$ 70.00 | 1 breakfast |
| Occupancy | Price per person per night | Includes (per person) | | | | | | | | | | | | | | | | | |
| Single room | USD\$150.00 | 1 breakfast, 1 lunch, 1 dinner | | | | | | | | | | | | | | | | | |
| | USD\$ 110.00 | 1 breakfast | | | | | | | | | | | | | | | | | |
| Double room | USD\$ 115.00 | 1 breakfast, 1 lunch, 1 dinner | | | | | | | | | | | | | | | | | |
| | USD\$ 80.00 | 1 breakfast | | | | | | | | | | | | | | | | | |
| Triple room | USD\$ 110.00 | 1 breakfast, 1 lunch, 1 dinner | | | | | | | | | | | | | | | | | |
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| | USD\$90.00 | 1 breakfast | | | | | | | | | | | | |
| <p>CANCELLATION POLICY</p> | <p>Cancellation Policy:  The PAGU and the Local Organizing Committee strongly recommend that each Federation take cancellation insurance for their accommodation and meal reservation.</p> <table border="1" data-bbox="475 1020 1438 1159"> <thead> <tr> <th>Date of cancellation</th> <th>Reimbursement for cancellation</th> </tr> </thead> <tbody> <tr> <td>From 21 July to 17 August 2018</td> <td>50% reimbursement</td> </tr> <tr> <td>From 18 August 2018</td> <td>No reimbursement</td> </tr> </tbody> </table> | Date of cancellation | Reimbursement for cancellation | From 21 July to 17 August 2018 | 50% reimbursement | From 18 August 2018 | No reimbursement | | | | | | | |
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| From 18 August 2018 | No reimbursement | | | | | | | | | | | | | |
| <p>FAREWELL PARTY</p> | <p>Farewell Party will be held on Sunday, 16 September 2018 and there will be no additional cost for the accredited members of the participating delegations that stay in one of the official hotels and have made a reservation through the LOC.</p> <p>Additional tickets for the Farewell Party may be requested to LOC by 20 July 2018, at the time of booking the accommodation/meals packages.</p> <p>The price of each additional ticket is USD\$25.00.</p> | | | | | | | | | | | | | |
| <p>BANK ACCOUNT INFORMATION</p> | <p>Bank: Name: BBVA CONTINENTAL Code (SWIFT): BCONPEPL Address: Av. República de Panamá 3055 San Isidro City: Lima Country: PER</p> <p>Beneficiary: Name: FEDERACION DEPORTIVA PERUANA DE GIMNASIA Account number: 0011-0661-0200054320 Address: Av. del Aire s/n Puerta N° 15 Villa Deportiva Nacional – La Videna San Luis</p> | | | | | | | | | | | | | |

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|--|--|--------------------------|------------------------|-------------------------|------------------------|-------------------------|--------------------------|---------------------------|------------------------|---------------------------------------|------------------------|--------------------------------------|-----------------------|--------------------|-----------------------|------------------------------------|-----------------------|--|-----------------------|-----------------------|-------------------------|--|-------------------------|-------------------|-------------------------|-----------------------------|-------------------------|-------------------------------|-------------------------|------------------------------|-------------------------|----------------------------------|-------------------------|
| | <p>City: Lima Country: PER</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>The media representatives, as well as the communications staff of the federations that are interested in covering the event, may apply for registration to PAGU (info@upag-pagu.org) no later than 17 August 2018.</p> <p>In addition, the National Federations are requested to send a letter of confirmation to PAGU.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| DEADLINES SUMMARY | <p>To PAGU</p> <table border="1"> <tr> <td>Provisional Registration</td> <td>22 June 2018 (to PAGU)</td> </tr> <tr> <td>Definitive Registration</td> <td>20 July 2018 (to PAGU)</td> </tr> <tr> <td>Nominative Registration</td> <td>17 August 2018 (to PAGU)</td> </tr> <tr> <td>Payment of the Entry fees</td> <td>20 July 2018 (to PAGU)</td> </tr> <tr> <td>Payment of the fine for missing judge</td> <td>20 July 2018 (to PAGU)</td> </tr> </table> <p>To the Local Organizing Committee</p> <table border="1"> <tr> <td>Payment for additional accreditation</td> <td>20 July 2018 (to LOC)</td> </tr> <tr> <td>Accommodation Form</td> <td>20 July 2018 (to LOC)</td> </tr> <tr> <td>Payment of Accommodation and Meals</td> <td>20 July 2018 (to LOC)</td> </tr> <tr> <td>Request and payment of additional tickets for the Farewell Party</td> <td>20 July 2018 (to LOC)</td> </tr> <tr> <td>Travel Scheduled Form</td> <td>17 August 2018 (to LOC)</td> </tr> <tr> <td>Request and payment for transportation from/to the airport in non-official dates</td> <td>17 August 2018 (to LOC)</td> </tr> <tr> <td>Visa Request Form</td> <td>17 August 2018 (to LOC)</td> </tr> <tr> <td>Documents for accreditation</td> <td>17 August 2018 (to LOC)</td> </tr> <tr> <td>Submission of music by e-mail</td> <td>17 August 2018 (to LOC)</td> </tr> <tr> <td>Submission of WAG music form</td> <td>17 August 2018 (to LOC)</td> </tr> <tr> <td>Request and payment of insurance</td> <td>17 August 2018 (to LOC)</td> </tr> </table> | Provisional Registration | 22 June 2018 (to PAGU) | Definitive Registration | 20 July 2018 (to PAGU) | Nominative Registration | 17 August 2018 (to PAGU) | Payment of the Entry fees | 20 July 2018 (to PAGU) | Payment of the fine for missing judge | 20 July 2018 (to PAGU) | Payment for additional accreditation | 20 July 2018 (to LOC) | Accommodation Form | 20 July 2018 (to LOC) | Payment of Accommodation and Meals | 20 July 2018 (to LOC) | Request and payment of additional tickets for the Farewell Party | 20 July 2018 (to LOC) | Travel Scheduled Form | 17 August 2018 (to LOC) | Request and payment for transportation from/to the airport in non-official dates | 17 August 2018 (to LOC) | Visa Request Form | 17 August 2018 (to LOC) | Documents for accreditation | 17 August 2018 (to LOC) | Submission of music by e-mail | 17 August 2018 (to LOC) | Submission of WAG music form | 17 August 2018 (to LOC) | Request and payment of insurance | 17 August 2018 (to LOC) |
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| Request and payment for transportation from/to the airport in non-official dates | 17 August 2018 (to LOC) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Visa Request Form | 17 August 2018 (to LOC) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Documents for accreditation | 17 August 2018 (to LOC) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Submission of music by e-mail | 17 August 2018 (to LOC) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Submission of WAG music form | 17 August 2018 (to LOC) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Request and payment of insurance | 17 August 2018 (to LOC) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ADDITIONAL INFORMATION | <p>WAG Music</p> <p>While the LOC guarantees respect for copyright and the dissemination of musical works, each National Federation must verify that the music of its WAG gymnasts does not infringe any copyright and may be disseminated in the media.</p> <p>This confirmation must be done along with the nominative registration, no later than 17 August 2018. Each Federation will be asked to report on the duration, composer, artist and title of the music to be used for the Floor exercise.</p> <p>Along with this information, the Federation must send via e-mail to the LOC the music (mp3 format) for the Floor routine of each of its WAG gymnast including the reserve, properly identified.</p> <p>Ex. COUNTRY_LAST NAME_Name</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

The music in MP3 and the Music Form must be sent to:
waltersaavedra@yahoo.com

National Anthem

National Anthem of your country must be delivered onsite during the registration.

National Flag

National Flag of your country must be delivered onsite during the registration.

Sincerely yours,



Patricia Diéguez
PAGU Secretary General



Eva Jenny Martínez Díaz
President of Peruvian Gymnastics
Federation

Mexico City, Mexico
August 28th, 2018