

DIRECTIVES

Event ID: 14263

Dear UEG affiliated Member Federation,

The German Gymnastics Federation has the pleasure to invite your Federation to participate in the aforementioned official UEG International Event.

DISCIPLINE	Acrobatic Gymnastics
HOST FEDERATION	Deutscher Turner-Bund Otto-Fleck-Schneise 8 60528 Frankfurt Phone: +49 69 687 01 - 0 Fax: +49 69 678 01 - 225 e-mail: hotline@dtb-online.de www.dtb-online.de
LOCAL ORGANISING COMMITTEE	FVG Riesa mbH Am Sportzentrum 5 01589 Riesa, Germany Phone: +49 3525 601 100 Fax: +49 3525 601 410 e-mail: susan.hoffmann@fvg-riesa.de Website: www.sachsenarena.de
LOCATION	City of Riesa, Free State Saxon, Germany
DATE	From 1 st to 4 th of October 2015
VENUE	SACHSENarena Am Sportzentrum 5 Phone: 0049 3525 6010 FAX: 0049 3525 601 410 info@fvg-riesa.de www.sachsenarena.de
APPARATUS SUPPLIER	Manufacturer: SPIETH Gymnastics Colour: blue FIG certified Reference number: 3241+1790751
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"> • FIG and UEG Statutes • FIG and UEG Technical Regulations • FIG Code of Points and relevant Newsletters • FIG General Judges' Rules • FIG Specific Judges' Rules • FIG Doping Control Rules • FIG License Rules • UEG Media Rules • FIG Apparatus Norms • UEG Advertising and Publicity Rules • FIG Rules for Sanctioning (approval) of International Events • UEG Accreditation Directives

	<ul style="list-style-type: none"> • UEG medical Guidelines • UEG Rules “Ceremonies of UEG Events” • and subsequent decisions of the UEG/FIG Executive Committee 				
FEDERATIONS INVITED	The Organising Member Federation will invite all UEG Member Federations, provided that their financial obligations to the UEG and the FIG are fulfilled. The inscriptions have to be made by the national federations				
AGE LIMITS	<p>Seniors: from 15 year; born in 2000 Juniors: between 13 and 19 years; born between 1996 and 2002.</p> <p>Gymnasts have the right to participate if they reach the determined age during the year of the competition. All gymnasts must have a current valid FIG licence.</p>				
JUDGES AND JURIES	<p>Each participating federation may have one or two category 1, 2 or 3 judges for Senior and two judges from any category for Junior (but with no more than 1 cat 4 judge for Junior), excluding any appointed difficulty judge or chair of judges. Federations with international brevet judges are obliged to present a minimum of one judge.</p> <p>All judges will be given the opportunity to officiate in at least one event. The selection of judges (draw) is made by the TC-ACRO/UEG. The judges must be eligible to judge in the respective function. The Chairs of Judges Panel and the Difficulty Judges 1 are appointed by the TC-ACRO/UEG. All judges must participate in the judges’ instruction meeting. The costs for judges will be charged to the respective federations. All judges must have a current valid FIG brevet at the time of the event.</p>				
REGISTRATION DEADLINES	<p>The inscriptions must be done on the forms send together with the invitation. Please return to UEG office to info@ueg.org or by fax +41 - 21 - 613.73.31</p> <table border="1" data-bbox="475 996 1203 1108"> <tr> <td>Definitive registration:</td> <td>July 1st, 2015</td> </tr> <tr> <td>Nominative registration:</td> <td>September 3rd, 2015</td> </tr> </table>	Definitive registration:	July 1st, 2015	Nominative registration:	September 3rd, 2015
Definitive registration:	July 1st, 2015				
Nominative registration:	September 3rd, 2015				
ENTRY FEES	<p>Euro 100,- per gymnast. Have to be paid to the UEG by July 1st, 2015 Banque Cantonale Vaudoise Place St-François 14, CP 300 1002 Lausanne, Switzerland Account No: L 5205.70.49 Union Européenne de Gymnastique IBAN Code: CH05 0076 7000 L520 5704 9 Swift Code: BCVLCH2LXXX</p>				
ACCREDITATION	<p>Accreditation cards will be distributed at the Accreditation Center upon arrival of the delegations. The UEG accreditation rules will be strictly applied, notably as far as the number of accreditation cards per federations is concerned.</p> <p>2 transferable cards for the Field of Play per delegation will be handed out upon arrival.</p> <p>Accreditation cards will not be delivered unless all financial and insurance obligations have been met.</p> <p>Each delegation will be taken to the accreditation desk upon arrival, and the following items will be verified:</p> <ul style="list-style-type: none"> - Nationality and age of all competitors and judges - FIG License - Total payment of accommodation and meals - Insurance – every delegation member needs a valid insurance - National anthem and national flag - Tariff sheets 				

	<p>In order to accelerate the accreditation procedure, please send in to the Organizing Committee a photo of each delegation member (electronic format) together with the Nominative Registration. 10 € will be charged for each photo the OC has to make at the arrival of the delegation.</p> <p>The specification of the photo should be as follows:</p> <ul style="list-style-type: none"> - File format: JPG, JPEG - File name: NOC_Surname_Firstname (ex: GER_MEIER_Rita.jpg) <p>In order to simplify the management of the music, please send your music only in MP3 format to the following e-mail address: oliver.thielemann@fvq-riesa.de before September 3rd, 2015.</p> <p>The name of each music file has to contain the following information: Category (JUNIOR or SENIOR)_Event (W2-M2-MX2-W3-M4)_Exercise (B,D,C)_Nation Number (1 or 2)_NAME. (Example: SENIOR_W2_C_GER_1_MEIER-SCHULZ.mp3).</p> <p>The Organizing Committee guarantees the protection and the strict use of your musical creations during this event.</p>
EVENT FORMAT	See current FIG Technical Regulations and UEG Technical regulations [for individual competitions Balance and Dynamic]. Difficulty for juniors will be restricted in accordance with the rules for FIG Acrobatic Gymnastics World Age Group Competition [WAGC] regulations.
PROVISIONAL SCHEDULE	28.09.2015 Arrival delegations ECh (Seniors and Juniors) 29.09.2015 Training, Judges' instruction, Orientation meeting 30.09.2015 Training, Judges' instruction, 01.10.2015 Qualifications Seniors and Juniors + Individual Finals 02.10.2015 Qualifications Seniors and Juniors + Individual Finals 03.10.2015 All-around Final Seniors and Juniors 04.10.2015 Individual Finals Seniors and Juniors 05.10.2015 Departure
EVENT MANAGER	Mr. Dirk Mühlstädt Am Sportzentrum 5 01589 Riesa, Germany Phone: 0049 3525 601291 FAX: 0049 3525 601410 dirk.muehlstaedt@fvq-riesa.de
MEDICAL SERVICES	Medical premises and services will be provided in accordance with the Medical Guidelines of UEG and FIG Anti-Doping Rules, WADA Code and related. The Organizing Committee will provide Ambulance and Medical Team (ASB Regionalverband Dresden) are in the Venue.
VISA	Please verify immediately with your travel agent or the German Embassy or Consulate in your country if a visa is required for your travel to Germany. The Organizing Committee will be happy to assist each Delegation member with an official invitation letter, provided that the request is made as soon as possible 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.
INSURANCE	The Host Federation, the Organizing Committee, the UEG and the FIG will not be held responsible for any liabilities in case of accidents, illness, repatriation and the like. The UEG and FIG Technical Regulations foresee that all participating

	<p>Federations are responsible for making their own arrangements to have the necessary valid insurance coverage.</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: 1,50 € per person/day.</p>
<p>INTERNATIONAL TRANSPORTATION</p>	<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 September 3rd, 2015.</p>
<p>LOCAL TRANSPORTATION</p>	<p>Delegations that book their accommodation through the OC will be offered free transport from:</p> <ul style="list-style-type: none"> - Dresden Airport or Leipzig Airport to the competition venue and back; - Hotel to the competition/training venue and back. <p>Delegations that don't book their accommodation through the OC can't use the local transport system provided by the OC.</p> <p>For delegations arriving at other airports we offer the following transport services (at the charge of the federations):</p> <p>Airport BERLIN TEGEL ↔ Hotel</p> <p><u>Prices only available if you book hotel with FVG Riesa mbH (SACHSENarena)</u></p> <p>1 - max. 3 person = 200 € per car 4 - max. 6 person = 220 € per minibus 13 - 50 person = 40 € per person in a bus</p> <p><u>Prices if you book hotel on your own</u></p> <p>1 - max. 3 person = 280 € per car 4 - max. 6 person = 330 € per minibus 13 - 50 person = 50 € per person in a bus</p> <p>Airport BERLIN SCHÖNEFELD ↔ Hotel</p> <p><u>Prices only available if you book hotel with FVG Riesa mbH (SACHSENarena)</u></p> <p>1 - max. 3 person = 200 € per car 3 - max. 6 person = 220 € per minibus 13 - 50 person = 40 € per person in a bus</p> <p><u>Prices if you book hotel on your own</u></p> <p>1 - max. 3 person 280 € per car 3 - max. 6 person 330 € per minibus 13 - 50 person = 50 € per person in a bus</p>
<p>ACCOMMODATION</p>	<p>Hotel Category Prices are per night/per person (including breakfast, VAT, final banquet, airport transfer from Dresden/Leipzig and daily shuttle transfer from the hotel in the area of Riesa to the competition hall).</p> <p><u>Hotel Category I</u> (4-star hotels in the area of Riesa, e.g. "mercure")</p> <p>Single room 103,00 € per night/per person Double room 144,00 € (72,00€ per night/per person) Triple room 204,00 € (68,00€ per night/per person)</p>

	<p><u>Hotel Category II</u> (3-star hotels in the area of Riesa, e.g. "Saxonia")</p> <p>Single room 100,00 € per night/per person Double room 137,00 € (68,50€ per night/per person) Triple room 183,00 € (61,00€ per night/per person)</p> <p><u>Hotel Category III</u> (2-stars or less in the area of Riesa, e.g. "Ambiente")</p> <p>Single room 80,00 € per night/per person Double room 125,00 € (62,50€ per night/per person) Triple room 177,00 € (59,00€ per night/per person)</p> <p><u>Hotel Category IV</u> (Guesthouse)</p> <p>Single room 70,00 € per night/per person Double room 110,00 € (55,00€ per night/per person) Triple room only on special request</p> <p><u>Hotel Category V</u> (Youth hostel)</p> <p>Price per person in a shared room (single rooms only on special request): 50,00 € Price per person in a shared room for guests older than 27 years: 55,00 €</p> <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 July 1st, 2015 latest, all hotel rooms will be allocated on a "first come, first serve" basis. The invited participating federations must pay for the accommodation expenses of their delegation members.</p> <p>Payment Policy: The costs for the accommodations must be paid to the LOC as follows: 50% of the Accommodation costs must be paid to the OC by July 1st, 2015. The remaining 50% of the Accommodation costs must be paid by September 3rd, 2015.</p>
MEALS	<p>The invited participating federations must pay for the meals expenses of their delegation members.</p> <p>While the Meals Form must be returned to the LOC by July 1st, 2015 at the very latest.</p> <p>The costs for the meals must be paid to the LOC by September 3rd, 2015 at the very latest.</p> <p>We charge 14,00 € per person / meal.</p>
CANCELLATION POLICY	<p>Accommodation: In case of room cancellations the OC refunds until 20th August, 2015 the complete amount of cancelled rooms. If cancellations arrive until September 3rd, 2015 the OC refunds 50 % of the amount. If cancellations arrive later than September 3rd, 2015 no claims of refunds will be accepted.</p> <p>Meals: In case of meal cancellations the OC refunds until September 10th, 2015 the complete amount of cancelled meals. If cancellations arrive until 17th September, 2015 the OC refunds 50 % of the amount. If cancellations arrive later than September 17th, 2015 no claims of refunds will be accepted.</p>
FINAL BANQUET	<p>The accommodations package, booked through the OC, includes the closing</p>

	<p>party ticket for official delegation members (Head of Delegation, judges, coaches, athletes, managers, and doctors). Please confirm by Email: susan.hoffmann@fvg-riesa.de the number of participants for the final banquet! Delegations not booking their accommodations through the Organizing Committee and additional visitors travelling with a delegation may purchase tickets to the Final Banquet for 50 Euro per person. Tickets for the Final Banquet must be purchased in advance (until 10th of September, 2015).</p>	
BANK ACCOUNT INFORMATION	<p>All payments for the hotel bookings, transfer and meals must be made by bank transfer: Name of Bank: Sparkasse Meissen Name of recipient: FVG Riesa mbH IBAN: DE 77 8505 5000 3033 020304 SWIFT BIC: SOLADES1MEI</p> <p>Each participating member Federation is kindly requested to integrate the payment's purpose as follows: "ACRO 2015 / Federation " The participating federation is responsible for covering all bank fees in connection with the bank transfers.</p>	
MARKETING	UEG advertising and publicity norms must be respected	
MEDIA	<p>Mr. Tobias Czäczine Marketing / Public Relations FVG Riesa mbH Am Sportzentrum 5 01589 Riesa / Germany</p> <p>phone: +49 (0) 3525 - 601 255 fax: +49 (0) 3525 - 601 201 eMail: tobias.czaeczine@fvg-riesa.de</p>	
SOCIAL MEDIA	<p>Facebook Site: SACHSENarena Riesa Homepage: www.sachsenarena.de Homepage: www.riesa.de Homepage: www.tourismus-riesa.de YouTube – Chanel: in preparation</p>	
DEADLINES SUMMARY	Definitive Registration	July 1st, 2015
	Nominative Registration	September 3rd, 2015
	Accommodation Form	July 1st, 2015
	Travel Schedule Form	September 3rd, 2015
	Insurance	July 1st, 2015
	Visa Request Form	A.S.A.P.
	Meals Form	July 1st, 2015
	Payment of the Entry Fee	July 1st, 2015
	Payment of the Accommodation Costs (1st 50%)	July 1st, 2015
	Payment of the Accommodation Costs (2nd 50%)	September 3rd, 2015
	Payment of the local transportation	September 3rd, 2015
	Payment of the Meals	September 3rd, 2015
	Confirmation about the number of participants at the final banquet	September 10th 2015
	Passport photo for accreditation (on line)	September 3rd, 2015
	Cancellation cost hotel booking:	
	If cancellations arrive after 20 th of August until 3 rd	August 20 th until

	<p>September 2015 the OC refunds 50 % of the amount.</p> <p>If cancellations arrive later than 3rd September, 2015 no claims of refunds will be accepted.</p>	<p>September 3rd, 2015</p> <p>September 3rd</p>
	<p>Cancellation cost meal booking:</p> <p>If cancellations arrive after September 10th until September 17th, 2015 the OC refunds 50 % of the amount.</p> <p>If cancellations arrive later than September 17th, 2015 no claims of refunds will be accepted.</p>	<p>September 10th – 17th</p> <p>September 17th</p>

Sincerely Yours,

Frankfurt, 06.02.2015



Rainer Brechtken
President of German Gymnastics Federation