

FÉDÉRATION INTERNATIONALE DE GYMNASTIQUE



FONDÉE EN 1881



25th FIG TRAMPOLINE GYMNASTICS WORLD AGE GROUP COMPETITIONS

**Sofia (BUL)
16-19 November 2017**



DIRECTIVES



Dear President,

The FIG is pleased to herein provide you with the Directives for the 25th FIG Trampoline Gymnastics World Age Group (WAGC) Competitions to be held in Sofia (BUL) from 16th November until 19th November 2017.

These WAGC will be organized following the 2017 FIG Statutes, the 2017 Technical Regulations, the 2017-2020 Trampoline Gymnastics Code of Points as well as all other Rules and Guidelines valid starting 01 January 2017, onwards, any possible amendments by the date of these WAGC, and any supplements 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.

Table of contents

1 FÉDÉRATION INTERNATIONALE DE GYMNASTIQUE (FIG).....	3
2. LOCAL ORGANIZING COMMITTEE (LOC).....	3
3. LOCATION OF THE COMPETITION, TRAINING AND WARM-UP HALLS	3
4. PROVISIONAL PROGRAMME (<i>SUBJECT TO CHANGES</i>)	5
5. PARTICIPATION RIGHT AND ACCREDITATIONS	6
6. AGE LIMIT	9
7. REGISTRATIONS AND ENTRY FEES.....	9
8. LICENSES	9
9. JUDGES	10
10. DRAW OF LOTS.....	10
11. COMPETITION FORMAT AND PROGRAMME	10
12. MEDIA	10
13. EQUIPMENT	11
14. VISA.....	11
15. TRANSPORTATION.....	11
16. ACCOMMODATION	12
17. MEALS & FAREWELL PARTY.....	15
18. FINANCIAL OBLIGATIONS - PAYMENTS.....	15
19. INSURANCE.....	17
20. WORKPLAN	17
21. OFFICIAL HOSPITAL	17
22. DOPING CONTROLS	18
23. IMPORTANT REMARKS.....	18
24. DEADLINES SUMMARY.....	19



1. FÉDÉRATION INTERNATIONALE DE GYMNASTIQUE

FIG – Fédération Internationale de Gymnastique

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2. LOCAL ORGANISING COMMITTEE

BULGARIAN GYMNASTICS FEDERATION

75 „Vassil Levski“ bd.

1040 SOFIA

Bulgaria

Tel: +359 2 9800626

Fax: +359 2 9800626

e-mail: bulgym@abv.bg

Contact Entity:

BULGARIAN TRAMPOLINE FEDERATION

75, "Vasil Levski" blvd.

1040 Sofia, BULGARIA

Tel: + 359 2 444 73 10

fax: + 359 2 980 21 20

e-mail: bul_tramp@abv.bg

website: www.trampoline-bulgaria.com / www.trawchsofia2017.com

Contact person:

Mariela STOYCHEVA

mob. + 359 888 58 59 68

3. LOCATION OF THE COMPETITION, TRAINING AND WARM-UP HALLS

Competition Hall	Arena Armeec Sports Hall
Warm-up Hall	Address: 1 „Asen Iordanov“ blvd., 1113 Sofia
Training Halls	Tel: +359 (02) 9033606
	Website: http://arenaarmeecsofia.com/



Arena Armeec Sports Hall



Competition Hall



Training Hall

4. PROVISIONAL PROGRAMME (SUBJECT TO CHANGES)

Date	Description
Monday, 13.11.2017 All day	Arrival & accreditation for delegations (no training available)
Tuesday, 14.11.2017 All day 09:00 – 20:00 11:00 – 12:00	Arrival & accreditation for delegations Training as per schedule Orientation meeting
Wednesday, 15.11.2017 09:00 – 20:00 10:00 – 12:00 14:00 – 16:00 17:00 – 19:00 Tbc	Training as per schedule Judges' meeting and draw (TRA) Judges' meeting and draw (TUM) Judges' meeting and draw (DMT) Opening Ceremony (tbc)
Thursday, 16.11.2017 All day	11-12 IND B - Qualifications / Final 11-12 IND G - Qualifications / Final 13-14 TUM B - Qualifications / Final 13-14 TUM G - Qualifications / Final 15-16 DMT B - Qualifications / Final 15-16 DMT G - Qualifications / Final 17-21 SYN B - Qualifications / Final 17-21 SYN G - Qualifications / Final
Friday, 17.11.2017 All day	13-14 IND B - Qualifications / Final 13-14 IND G - Qualifications / Final 15-16 TUM B - Qualifications / Final 15-16 TUM G - Qualifications / Final 17-21 DMT B - Qualifications / Final 17-21 DMT G - Qualifications / Final 11-12 SYN B - Qualifications / Final 11-12 SYN G - Qualifications / Final
Saturday, 18.11.2017 All day	15-16 IND B - Qualifications / Final 15-16 IND G - Qualifications / Final 17-21 TUM B - Qualifications / Final 17-21 TUM G - Qualifications / Final 11-12 DMT B - Qualifications / Final 11-12 DMT G - Qualifications / Final 13-14 SYN B - Qualifications / Final 13-14 SYN G - Qualifications / Final
Sunday, 19.11.2017 All day	17-21 IND B - Qualifications / Final 17-21 IND G - Qualifications / Final 11-12 TUM B - Qualifications / Final 11-12 TUM G - Qualifications / Final 13-14 DMT B - Qualifications / Final 13-14 DMT G - Qualifications / Final 15-16 SYN B - Qualifications / Final 15-16 SYN G - Qualifications / Final
Monday 20.11.2017 All day	Departure of delegations

Please note: Schedule is *provisional* and may be adjusted after the entries are received

5. PARTICIPATION RIGHT AND ACCREDITATION

Gymnasts from FIG affiliated federations in good standing may take part in these World Age Group Competitions. The maximum size of each delegation as per FIG Technical Regulations 2017, Section 4 and FIG Rules for Accreditation and World Age Group Competition Rules, as follows:

An individual is entitled to only one accreditation card. If an individual has several valid “accreditable” functions, the highest function is normally selected, and no substitutes may directly benefit from unused accreditations.

MAXIMUM DELEGATION SIZE

A maximum entry of 80 participating gymnasts per federation is permitted.

Gymnasts	TRA	TRA SYN	TUM	DMT
Girls 11-12 years	4	4 (2 pairs)	4	4
Boys 11-12 years	4	4 (2 pairs)	4	4
Girls 13-14 years	4	4 (2 pairs)	4	4
Boys 13-14 years	4	4 (2 pairs)	4	4
Girls 15-16 years	4	4 (2 pairs)	4	4
Boys 15-16 years	4	4 (2 pairs)	4	4
Girls 17-21 years	4	4 (2 pairs)	4	4
Boys 17-21 years	4	4 (2 pairs)	4	4

Function	TRA	TUM	DMT	Total
Head of Delegation				1
Team Manager (general) *				
- if more than 6 competitors				1
- if more than 40 competitors				2
Team Managers per discipline *				
- 12 or more competitors per discipline	1	1	1	3
Coach if 1 competitor per discipline	1	1	1	3
Coaches if 2-6 competitors per discipline	2	2	2	6
Coaches if 7 to 12 competitors per discipline	3	3	3	9
Coaches if more than 12 competitors per discipline	4	4	4	12
Judges if less than 12 competitors per discipline	1-2	1-2	1-2	3-6
Judges if 12 competitors or more per discipline	2	2	2	6
Medical Doctor				1
Paramedical Staff	1	1	1	3
Additional Medical Doctor or Paramedical staff ***				
- if 10 and more competitors				1
- if 30 and more competitors				2
- if 50 and more competitors				3
Chaperon per 10 competitors ***				1
Guest(s) or VIP Guest ***				
- if 20 and more competitors				1
- if 40 and more competitors				2
- if 60 and more competitors				3

Transferable access cards zone 1 coach **				
- 1-2 competitor per discipline	2	1	1	
- more than 2 competitors per discipline	2	2	2	
Transferable access card zone 1 medical staff	1	1	1	1-2****
Transferable access card zone 3 medical staff				
- up to 29 competitors				1
- if 30 and more competitors				2
- if 50 and more competitors				3
Transferable access card zone 3 Head of Delegation or Team Manager				1

Note: additional transferable access cards may be delivered by FIG upon request by the delegation due to competition schedule / conditions

* but never more than 4 Team Managers in total (discipline specific and general)

** but never more access cards than accredited coaches

*** Accreditation at the charge of the Federation

Transferable access cards (TAC):

Transferable access cards may only be used by persons already accredited and must always be used in conjunction with the primary accreditation card. They are only transferable within the Federation's official delegation and appropriate function.

Lost transferable cards will not be replaced.

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 August 16, 2017.

FIG and Honorary Members	
FIG and former FIT Honorary Members	Free of Charge
Former Olympic and World Champions	Free of Charge
NF President as Guest if not as Head of Delegation (if accommodation booked through the Organizing Committee: access to the delegations seating, local transportation and banquet)	100 €
NF President as Guest if not as Head of Delegation (if accommodation not booked through the Organizing Committee: access to the delegations seating only)	160€.
NF President as VIP Guest if not as Head of Delegation (if accommodation booked through the Organizing Committee: access to the VIP seating, VIP Lounge, local transportation and banquet)	120 €
NF President as VIP Guest if not as Head of Delegation (if accommodation not booked through the Organizing Committee: access to the VIP seating and VIP Lounge)	180 €
Accompanying person of an NF President	100 €
VIP Accompanying person of an NF President	180 €
VIP Accompanying person of TC Members	180 €
VIP Accompanying person of EC Members	180 €
VIP Accompanying person of FIG and former FIT Honorary Members	180 €

Organizers of future multi sports Games, World and Continental Championships (if assigned, or in case of candidature / bidding contracts) other than the next TRA World Competitions

Observers (if accommodation booked through the Organizing Committee: access to the delegations seating, local transportation and banquet as well)	100 €
Observers (if accommodation not booked through the Organizing Committee: access to the delegations seating as well)	160€.
VIP Observers (if accommodation booked through the Organizing Committee: access to the VIP seating, VIP Lounge, local transportation and banquet as well)	120 €
VIP Observers (if accommodation not booked through the Organizing Committee: access to the VIP seating and VIP Lounge as well)	180 €

**Organizers of the next Trampoline Gymnastics World Championship
Maximum 6 accreditations including 2 VIP**

Observers maximum 6 (if accommodation booked through the Organizing Committee: access to the delegations seating, local transportation and banquet as well)	Free of Charge
Observers maximum 6 (if accommodation not booked through the Organizing Committee: access to the delegations seating as well)	100 €
VIP Observers maximum 2 included in the above maximum 6 (if accommodation booked through the Organizing Committee: 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 Organizing Committee: access to the VIP seating and VIP Lounge as well)	160 €

Additional Observers

Additional Observers (if accommodation booked through the Organizing Committee: access to the delegations seating, local transportation and banquet as well)	100 €
Additional Observers (if accommodation not booked through the Organizing Committee: access to the delegations seating as well)	160€.
Additional VIP Observers, if accommodation booked through the Organizing Committee: access to the VIP seating, VIP Lounge, local transportation and banquet as well.	120 €
Additional VIP Observers, if accommodation not booked through the Organizing Committee: access to the VIP seating and VIP Lounge as well	180 €

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

In case of lost or stolen accreditation, the Organizing Committee must be informed immediately to block the accreditation. Lost or stolen accreditations may be replaced at the charge of the card holder (100 €). Lost or stolen transferable access cards will not be replaced.

Media representatives as well as federations' communications staff who are interested in covering the event can register online at <https://media.fig-gymnastics.com>. In addition, federations are requested to send a confirmation letter for their editorial staff and photographers to the FIG Media Department at mediafig@fig-gymnastics.org.

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

6. AGE LIMIT

The competitors must fulfil the age as stated in the Technical Regulations, Reg. 5.2. and World Age Group Competition Rules 2017-2020 in Trampoline Gymnastics.

7. REGISTRATIONS AND ENTRY FEES

Registrations can only be made by FIG affiliated federations in good standing.

7.1. Provisional Registration

The provisional registrations must be completed by entering the composition of the delegation online and by using the National Gymnastics Federations' intranet login and password, from 01 May until 14 June 2017 at the very latest.

7.2. Definitive Registration

The definitive registrations must be completed by entering the composition of the delegation online and by using the National Gymnastics Federations' intranet login and password, from 15 June 2017 until 16 August 2017 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).

7.3 Nominative Registration

The nominative entries must be completed by entering the composition of the delegation online and by using the National Gymnastics Federations' intranet login and password, from 17 August 2017 until 16 October 2017 at the very latest.

7.4 Entry Fees

The non-reimbursable registration fee is of CHF 175.00 per gymnast and per discipline and must be paid to the FIG.

7.5 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 1'000
Fine after missing the Definite Registration deadline or after late Definite Registration (until the gymnast's draw of lots)	CHF 1'500
Fine after missing the Nominative Registration deadline or after late Nominative Registration	CHF 1'000

The fine for not participating with a team or for participating with individual gymnasts after the Definitive Registration has been made with a team is as follows (as per the Technical Regulations):

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 FIG General and Specific Judges' Rules.

Jury of Appeal

The Jury of Appeal will consist of two members of the Executive Committee (one act 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 apparatus concerned will be nominated.

10. DRAW OF LOTS

The draw of lots will decide the starting order of the qualification competitions.
The draw of lots will take place within two weeks after the deadline of the definitive entry. The exact date, time and location will be announced by the FIG to the parties concerned which are entitled to be present at the draw.

11. COMPETITIONS FORMAT AND PROGRAMME

The competition will be conducted according to the FIG Technical Regulations, 2017 edition including Section 4: Special Regulations for Trampoline Gymnastics.

12. MEDIA

12.1. Media accreditation

Media accreditation for the World Age Group Competitions is handled by the LOC. Please contact Ms. Antoaneta Ilieva at antoaneta.ilieva@kanal3.bg .
The FIG Accreditation Rules and Media Rules have to be strictly respected.

12.2. 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 October 16, 2017**, 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.

13. EQUIPMENT

Trampolines:

Manufacturer Supplier: EUROTRAMP Ultimate 4 x 4 (art. no. 03150)
Spotter mats Spieth Secura (Eurotramp art. no 28500)

Tumbling Track:

Supplier: Tumbling Track "Skakun Original" 2014

Double Mini-Trampolines:

Manufacturer Supplier: EUROTRAMP Ultimate (Eurotramp art. no. 23200)
Landing mats (Eurotramp art. no. 26200)
Landing mat covers (Eurotramp art. no. 26101)
DMT Run-ups 25 m (Eurotramp art. no. 23005)

14. VISA

Please verify immediately with your travel agent or the Bulgarian Embassy or Consulate in your country if a visa is required for your travel to Bulgaria. The Organizing Committee will be happy to assist each Delegation member with an official letter of invitation, provided that the request is made before 16 October 2017 (Appendix 4), to the following e-mail: bul_tramp@abv.bg. The request must include the function, full name, gender, date of birth, citizenship and passport number, passport expiration date, and the arrival and departure dates of the Delegation Member.

General visa information can be obtained at:

- <http://www.mfa.bg/>
- http://www.mfa.bg/uploads/files/VisaRegime_for_foreigners_ordinary_passports_en.pdf
- http://www.mfa.bg/uploads/files/VisaRegime_for_foreigners_service_diplomatic_passports_en.pdf

15. TRANSPORTATION

15.1. International Transportation

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

15.2. Local Transportation

Accredited team delegations staying at one of the official hotels and book their accommodation through the Organizing Committee will be provided with local transport from Sofia Airport / Sofia Central Railway – Bus station to the hotel and back, and from hotels to the venue and back.

Transportation to/from other national traffic points (airports etc.) can be arranged on payment.

The International Airports are:

- Sofia International airport (SOF)

Official Arrival Dates are:

- Monday, 13 November 2017
- Tuesday, 14 November 2017

Official Departure Date is:

- Monday, 20 November 2017

Federations that do not stay at one of the official hotel do not book their accommodations through the Organizing Committee and/or do not complete the airport transportation form for their arrival and departure **will not** be entitled to use the event airport system and will be responsible for their own transportation.

16. ACCOMMODATION

The Organizing Committee is the official entity authorized to receive and manage your reservations for accommodation, meals and transportation.

The Organizing Committee is delighted to provide FIG and official delegations members with a selection of hotels covering three different categories (2*, 3* & 4*)

Official FIG hotel (Cat. A)

Novotel Hotel Sofia ****

115 Tsarigradsko Shosse Blvd., 1784 Sofia

Half Board – Bed, Breakfast and Dinner

Single room – 150 Euro per person per day

Double/Twin/Triple – 120 Euro per person per day

Full Board – Bed, Breakfast, Lunch and Dinner

Single room – 160 Euro per person per day

Double/Twin/Triple – 130 Euro per person per day

Note! Rooms are limited and will be allocated strictly in order of booking receipt. In other words, hotel rooms will be allocated on a “first come, first serve” basis.

Other Delegation Hotels

Cat. B

Hotel Marinela *****

100 James Bourchier Blvd., 1407 Sofia

Half Board – Bed, Breakfast and Dinner

Single room – 140 Euro per person per day

Double/Twin/Triple – 110 Euro per person per day

Full Board – Bed, Breakfast, Lunch and Dinner

Single room – 150 Euro per person per day

Double/Twin/Triple – 120 Euro per person per day

Note! Rooms are limited and will be allocated strictly in order of booking receipt. In other words, hotel rooms will be allocated on a “first come, first serve” basis.

Suite Hotel Sofia ****

1A Yordan Yossifov Str., 1700 Sofia

Half Board – Bed, Breakfast and Dinner

Single room – 140 Euro per person per day

Double/Twin/Triple – 110 Euro per person per day

Full Board – Bed, Breakfast, Lunch and Dinner

Single room – 150 Euro per person per day

Double/Twin/Triple – 120 Euro per person per day

Note! Rooms are limited and will be allocated strictly in order of booking receipt.
In other words, hotel rooms will be allocated on a “first come, first serve” basis.

Cat. C**Best Western Premier Hotel Sofia Airport ******

11 Brussels Blvd., 1592 Sofia

Half Board – Bed, Breakfast and Dinner

Single room – 120 Euro per person per day

Double/Twin/Triple – 95 Euro per person per day

Full Board – Bed, Breakfast, Lunch and Dinner

Single room – 130 Euro per person per day

Double/Twin/Triple – 105 Euro per person per day

Note! Rooms are limited and will be allocated strictly in order of booking receipt.
In other words, hotel rooms will be allocated on a “first come, first serve” basis.

Vitosha Park Hotel ****

1 Rosario Str., 1700 Sofia

Half Board – Bed, Breakfast and Dinner

Single room – 120 Euro per person per day

Double/Twin/Triple – 95 Euro per person per day

Full Board – Bed, Breakfast, Lunch and Dinner

Single room – 130 Euro per person per day

Double/Twin/Triple – 105 Euro per person per day

Note! Rooms are limited and will be allocated strictly in order of booking receipt.
In other words, hotel rooms will be allocated on a “first come, first serve” basis.

Media hotel

The media representatives and the others are going to be accommodated at the Delegations' hotels.

Please contact LOC at the following e-mail: bul_tramp@abv.bg



Packages are available from November 13 to 20 November 2017.

For earlier or later arrivals/departures, please contact the Organizing Committee (bul_tramp@abv.bg).

Limited number of Triple rooms will be available (with an additional bed or sofa) and they will be handled on a “first-come, first-served” basis.

Transportation to/from other national traffic points (airports, etc.) can be arranged on payment.

All personal expenses (in terms of hotel services, laundry, room services, telephone, mini bar, etc.) are not included.

Reservations

General Principles

- FIG affiliated member federations should request their accommodation as a matter of priority. Rooms are limited and will be allocated strictly in order of booking receipt. In other words, hotel rooms will be allocated on a “first come, first serve” basis.

Should your chosen category not be available, the LOC will then contact you to discuss alternative options.

Do NOT make direct booking with the hotels as transfers would then not be offered.

The deposit is not refundable.

Booking & Deposit

- Please book your accommodation by sending an Accommodation form at the following e-mail: bul_tramp@abv.bg until **16 August 2017**.
- A **50% DEPOSIT** shall be paid **simultaneously** to secure your booking.

Should your deposit not be received by due date, we would no longer guarantee the availability and price of selected accommodation.

Balance Payment

- Rooming list to be completed at the following e-mail: bul_tramp@abv.bg until **16 October 2017**.
- **TOTAL BALANCE PAYMENT** for accommodation and meals (see section below) shall be paid after receiving our official final invoice, **NO LATER THAN 16 October 2017**.

17. MEALS & FAREWELL PARTY

17.1. Breakfast & Dinner

Included in the accommodation packages and will be served at the hotels.

17.2. Lunch

A meal plan for lunch will be arranged and offered from 13 to 20 November 2017 by the Organizing Committee at the Venue.

- Meal times will be listed on the final schedule.
- This plan is not compulsory and delegations are free to make their own arrangements to eat at their own expenses.
- Lunch could be purchased separately by the Delegations who are not using the Official Accommodation of the LOC at the price of 15 Euro per person per day.

17.3. Farewell Party

- Accredited Delegation members (provided their accommodation was booked through the OC and with the exception of E- and R- media) will receive a free ticket for the Farewell Party on 19 November 2017.
- Farewell Party's tickets are limited. Their cost, for those who booked accommodation direct to the hotels (not through LOC) is 40 Euro per person.
- The exact place and time will be confirmed during the orientation meeting. The official results as well as the Federation's relevant diplomas will be distributed during this banquet.

17.4. Reservations

- For your convenience, all meals and farewell party reservations shall also be made via the following e-mail: bul_tramp@abv.bg no later than **16 August 2017**.
- **TOTAL PAYMENT** for meals and farewell party shall be paid along with balance for accommodation, after receiving our official final invoice, **NO LATER THAN 16 October 2017**.

18. FINANCIAL OBLIGATIONS - PAYMENT

18.1. Payments to FIG

The non-reimbursable registration fee of CHF 175.- per gymnast and per discipline must be paid to the FIG.

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 World Age Group Competitions either.

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 15075 TRA WAGC 2017 BUL)

Failing to do so will 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.

Total amount of the FIG entry fees to be paid to:

18.1.1. Bank transfer:

Beneficiary	Fédération Internationale de Gymnastique Av. de la Gare 12 A, CH-1003 Lausanne/Switzerland
Bank Account / IBAN	CH40 0027 2272 5630 1649 0
Bank	UBS Switzerland SA, Nidaugasse 49, CH-2501 Bienne/Switzerland
SWIFT/BIC	UBSWCHZH80A

The payment must be made in CHF only.

18.1.2 Credit card:

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

- NF – FIG Event ID - Event - Location (Example: SUI 15075 TRA WAGC17 Sofia)
- Amount and currency
- email address to be used for sending the link which will allow you to directly enter the credit card details

18.2. Payments to Bulgarian Trampoline Federation

The payment for Accommodations, Meals and Farewell Party ticket (if applicable) must be made exclusively in Euro to the Bulgarian Trampoline Federation by bank transfer:

- No later than 16 August 2017 for the 50% deposit on accommodation and meals
- By 16 October 2017 at the latest, for the balance on accommodation and the meals and the full amount of the farewell party tickets

Failure to forward your payment by required dates will result in the reservations being cancelled and in the deposit payment being forfeited.

Beneficiary: Bulgarian Trampoline Federation

Address of the beneficiary: 75, Vasil Levski blvd. 1040 Sofia, Bulgaria

Bank of the beneficiary: DSKBANK OTP GROUP

Address of the bank: 73 Vasil Levski Blvd., 1040 Sofia, Bulgaria.

Branch: Otechestvo

IBAN: BG46 STSA 9300 0018 4719 42

BIC CODE: STSABGSF

All bank fees in connection with the bank transfers must be covered. Please state the name of the federation (or the FIG Authority), the contact person and the payment purpose on the transfer. Please send a copy of the bank transfer to bul_tramp@abv.bg

18.3. Cancellation Policy

Rooms cancelled will be submitted to the following penalty fees:

Cancellation period	Penalty fee
Until 16 August 2017	No penalty
From 17 August to 16 October 2017	50 % of the amount of the cancellation
From 17 October 2017 to arrival of delegation (incl. no show)	100 % of the amount of the cancellation

In regards to meal cancellations, meals are non-refundable from 17 October 2017 to the conclusion of the event.

FIG and LOC strongly recommend that each Federation subscribe to their own cancellation insurance for their accommodation.

19. INSURANCE

The Host Federation, the LOC and the FIG will not be held responsible for any liabilities in case of accidents, illness, and repatriation. 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.

Each delegation is requested to send to the LOC a copy of their insurance, by 16 October 2017. Delegation members with insufficient insurance coverage must inform the LOC in writing in advance via email or fax but no later than 9 October 2017. The LOC will subsequently offer insurance at the Federations own charge as follows:

- 30 € per person per day for European
- 40 € per person per day for non-European

20. WORKPLAN

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

21. OFFICIAL HOSPITAL

The Official Hospitals are:

- **University Multi-profile Hospital for Active Treatment and Emergency Medicine “Nikolay Ivanovich Pirogov”**
21 Tottleben Blvd., Sofia
- **Tokuda Hospital Sofia**
51B Nikola I. Vaptsarov Blvd., 1407 Sofia
- **University Hospital “Sofiamed”**
16 G. M. Dimitrov Blvd., 1797 Sofia

22. DOPING CONTROLS

Doping controls will be made as per the Doping Control Regulations of the FIG and WADA. The Bulgarian Anti-Doping Centre will assist with the probes and the accredited by WADA Doping Laboratory of Athens will examine them.

Bulgarian Anti-Doping Centre:

Address: 1 Nikola Gabrovski Str., 1172 Sofia

Tel: +359 (0)2 962 56 35

E-mail: anti-doping.centre@anti-doping.government.bg

Dr Vasil Popov, Secretary General of the Bulgarian Anti-Doping Centre

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Dr Maria Tsivou, Director of the Doping Control Laboratory of Athens

Doping controls will be made as per the Doping Control Regulations of the FIG and WADA.

23. IMPORTANT REMARKS

- Definitive Registrations received after the draw and late Nominative Registrations **will not be taken into consideration**. The same sanction will be applied for not paying the entry fee in time.
- Federations which have not fulfilled their financial obligations towards FIG (e.g. annual membership fees, unpaid invoices etc.) and the Organizing Committee will not be allowed to participate in the World Championships.

All participating Federations commit themselves to respect the Statutes and all FIG rules and regulations. Especially the age and nationality of the gymnasts as well as the respective Regulations concerning "Insurance" art. 12.10 of the Technical Regulations.

**23. DEADLINES SUMMARY****FOR THE FIG**

Online Registrations (FIG web site)	Opening Date	Closing Date
Provisional Registration	01 May 2017	14 June 2017
Definitive Registration	15 June 2017	16 August 2017
Nominative Registration	17 August 2017	16 October 2017

Publicity	Opening Date	Closing Date
Publicity (not compulsory)	Now	18 October 2017

Request for Supplementary Accreditations	Deadline
Written request to FIG	16 August 2017

Payment (to be made to the FIG)	Deadline
Registration Fee	16 August 2017

FOR THE LOC


Forms to be sent to the Organizing Committee	Deadline
Accommodation Request	16 August 2017
Visa Request (not compulsory)	16 October 2017
Travel Schedule (Arrivals)	16 October 2017
Travel Schedule (Departures)	16 October 2017
Meals (if booked through LOC)	16 October 2017

Farewell Party (if applicable)	Deadline
Written information to the OC via the Booking Form	16 October 2017

Payment (to be made to the OC)	Deadline
Accommodation Costs (50%)	16 August 2017
Accommodation Costs (Balance)	16 October 2017
Meal Cost (50%)	16 August 2017
Meal Cost (Balance)	16 October 2017
Farewell Party (if applicable)	16 October 2017
Accreditations at the charge of the Delegations or the FIG Authority	16 October 2017

Lausanne. 05 May 2017

Sincerely Yours,


 André Gueisbuhler
 Secretary General

Incl:

Appendix 1 – Accommodation Form
 Appendix 2 – Arrival Information Form
 Appendix 3 – Departure Information Form
 Appendix 4 – Visa Application Form
 Appendix 5 – Meals Form
 Appendix 6 – Banquet Form