

FÉDÉRATION INTERNATIONALE DE GYMNASTIQUE



**FIG RHYTHMIC GYMNASTICS WORLD CUP
AGF TROPHY
BAKU (AZE)
22 – 24 JULY 2016
INDIVIDUALS AND GROUPS
B CATEGORY**



Revised 31 August 2015

DIRECTIVES

EVENT ID: 14345

Dear FIG affiliated Member Federation,

Following the decision of the FIG Presidential Commission, **Azerbaijan** Gymnastics Federation has the pleasure to invite your Federation to participate in the aforementioned official FIG World Cup.

FIG	Fédération Internationale de Gymnastique (FIG) Contact Person: Sylvie Martinet Avenue de la Gare 12 1003 Lausanne Switzerland Tel: +41 (0) 21 321 55 10 / Direct +41 (0) 21 321 55 15 Fax: +41 (0) 21 321 55 19 / Direct +41 (0) 21 321 55 29 E-mail: smartinet@fig-gymnastics.org website: www.fig-gymnastics.com
HOST FEDERATION	Azerbaijan Gymnastics Federation Contact Person: Nurlana Mammadzada MGA - Milli Gimnastika Arenası (National Gymnastics Arena) 108 Heydar Aliyev Avenue AZ1029, Baku, Azerbaijan Tel: +99412 493 30 11 / Direct: +99412 5984082 / Mob: +99450 385 39 69 Fax: +99412 493 95 00 E-mail: office@agf.az Website: www.agf.az
LOCATION	Baku, Azerbaijan
DATE	From 22 to 24 July 2016
COMPETITION VENUE, WARM-UP & TRAINING HALL	MGA - Milli Gimnastika Arenası (National Gymnastics Arena) 108 Heydar Aliyev Avenue AZ1029, Baku, Azerbaijan Tel: +99412 566 9699 Fax: +99412 566 9694 Website: www.mga.az



The MGA was officially opened in April 2014. This gymnastics specialized Arena has already hosted the 30th Rhythmic Gymnastics European Championships (June 13-15, 2014), the 1st WTF World Cadet Taekwondo Championships (July 24-27, 2014), as well as 2015 NN Table Tennis Club ITTF-Europe Top 16 CUP” (February 6-8), Open Joint Azerbaijan Championships in Gymnastics Disciplines (held as a Test Event for the 1st European Games, March 4-6, 2015) and Competitions in 6 Gymnastics Disciplines of the 1st European Games (June 14-21, 2015). 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. During the given World Cup, Training and warm-up facilities will be located within the MGA.

APPARATUS SUPPLIED

Manufacturer: SPIETH Gymnastics
 Competition floor title: Beijing
 Colour: Beige
 FIG certified
 Reference number: 652

PROVISIONAL SCHEDULE

20 July: Arrival of the delegations
 21 July: Training, Podium Training
 Orientation Meeting
22 July: All-Around/Qualifications both for Individual Gymnasts and Groups
23 July: All-Around/Qualifications both for Individual Gymnasts and Groups
24 July: Apparatus Finals – Individual Gymnasts & Groups
 25 July: Departure of the delegations

COMPETITION FORMAT

The World Cup Competitions and Series consist of **Qualifications** and **Finals**.
 The All-Around will also be a qualification for the Apparatus Finals.

The format of the competition is as follows:

- Competition for Individual All-Around/Qualification (for Apparatus Finals) and Apparatus Finals
- Competition for Groups All-Around/Qualification (for Apparatus Finals) and Group routines (Final - 5 / 3+2)

World Cup competitions may exceptionally be held in conjunction with other events **provided those are clearly separated in the competition schedule** (no other competitions during the World Cup competition days) and do not hinder the World Cup competitions, its training and warm-up in any way.

PARTICIPATION

Individuals

Participation in the Qualifications:

- All Individual gymnasts have to participate in the Qualifications (CI)

Participation in the Finals:

- The top eight (8) gymnasts per apparatus from the Qualification (CI, All-Around) will participate in the Finals

	<ul style="list-style-type: none"> In addition, if the Organising Member Federation has not qualified for the Finals, it may participate in one Final, at its free choice. The Wild Card gymnast will have to start first. The participation in the Finals is limited to 2 gymnasts per apparatus per Federation. <p>Group competitions: <u>Participation in the Qualifications:</u></p> <ul style="list-style-type: none"> All Groups have to participate in the Qualifications (CI) <p><u>Participation in the Finals:</u></p> <ul style="list-style-type: none"> The top eight (8) groups of each Group Routines will qualify for the Finals. 																																
“HORS CONCOURS” GYMNASTS	<p>In the Individual competition, the Organizing Member Federation is allowed to add only for the qualifications a maximum of four (4) “hors concours” competitors. These competitors are in addition to the official participants of the Organizing Member Federation’s competitors, and they must be named at the time of the closing of the nominative registration.</p> <ul style="list-style-type: none"> They will have to start first and they cannot qualify for the Final They are not eligible to receive prize money They will not receive World Cup points They must not appear on the official results list 																																
FEDERATIONS INVITED	<p>The Organizing Member Federation must invite all Member Federations according to the following principles:</p> <p><u>Individual Competitions</u></p> <ul style="list-style-type: none"> All FIG member Federations who have gymnasts in the top 40 at the last World Championships in the qualifying Competition (CI, All-Around) are entitled to participate with two (2) gymnasts. These places are at the free choice of the participating Federations. All other FIG member Federations in good standing are entitled to participate with one (1) gymnast. In addition the current All-Around Olympic Champion and the current All-Around World Champion are invited. These places are in addition to the two (2) places mentioned above. They are nominative. <p><u>Group Competitions</u></p> <ul style="list-style-type: none"> One (1) Group per member Federation in good standing. 																																
SIZE OF DELEGATION AND FIG LICENSE	<p>Only senior gymnasts in good standing with the correct age and holding a valid FIG License may participate. The LOC will be responsible for checking the validity of the gymnast’ Licenses. No gymnasts will be accepted without a valid FIG License at the deadline of the Nominative Registration. The maximum size of the invited delegation is as follows:</p> <table border="1"> <thead> <tr> <th></th> <th>Individual</th> <th>Group</th> <th>Joint</th> </tr> </thead> <tbody> <tr> <td>Head of Delegation (HD)</td> <td>1</td> <td>1</td> <td>1</td> </tr> <tr> <td>Team Manager (TM)</td> <td>-</td> <td>1</td> <td>1</td> </tr> <tr> <td>Coach</td> <td>max. 1 per gymnast</td> <td>1</td> <td></td> </tr> <tr> <td>Gymnasts</td> <td>1 or 2 (plus Champions)</td> <td>6</td> <td></td> </tr> <tr> <td>Doctor</td> <td>1</td> <td>1</td> <td>1</td> </tr> <tr> <td>Physiotherapist</td> <td>1</td> <td>1</td> <td>1</td> </tr> <tr> <td>Judges</td> <td>2</td> <td>2</td> <td>2</td> </tr> </tbody> </table>		Individual	Group	Joint	Head of Delegation (HD)	1	1	1	Team Manager (TM)	-	1	1	Coach	max. 1 per gymnast	1		Gymnasts	1 or 2 (plus Champions)	6		Doctor	1	1	1	Physiotherapist	1	1	1	Judges	2	2	2
	Individual	Group	Joint																														
Head of Delegation (HD)	1	1	1																														
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Judges	2	2	2																														
AGE LIMITS	16 years (born in 2000 or before)																																
JUDGES AND JURIES	The number of Apparatus Juries (judges’ panels) may be decided by the organizing member federation depending on the number of participating competitors and judges. The Apparatus Juries are set up by a draw - directed by the FIG Technical Delegate- from the judges present at the event.																																

	<p>The composition of the Jury is as follows:</p> <ul style="list-style-type: none"> • 4 D judges (min. Cat II), 4 E judges (min. Category III) • Priority will be given to the highest categories <p>For countries which have no category I, II or III judges, category IV are allowed to judge Execution provided they have been registered by their federation on the nominative entry.</p> <p>The participating Member Federations must send minimum one qualified judge as mentioned above. Failure to do so or if a participating Federation sends a judge with Category IV (instead of Category I, II or III) will result in a fine of Swiss Francs 2'000.- to be paid to the Organizing Member Federation.</p> <p>The Organizing Member Federation is responsible for guaranteeing enough FIG brevetted judges present with the appropriate category of brevet for their function, plus at least one Reserve judge.</p> <p>Should there not be sufficient judges the Organizing Member Federation may propose to the FIG for approval the name of neutral additional judges to complete the panels (plus 1 reserve). These judges, once approved, have to be invited at the cost of the Organizing Member Federation.</p> <p>Such invitation must be made through the respective Member Federation. Should the Organizing Member Federation fail to propose names for additional judges, the FIG will invite such judges at the cost of the Organizing Member Federation.</p>															
<p>FIG TECHNICAL DELEGATE AND EC MEMBER</p>	<p>The FIG Technical Delegate and EC member (if applicable) will be designated by the FIG.</p> <p>The FIG Technical Delegate will serve as President of the Superior Jury.</p>															
<p>REGISTRATION DEADLINES</p>	<p>Provisional, Definitive and Nominative Registrations must be made exclusively on-line via the FIG website (http://www.fig-gymnastics.com) or accordingly.</p> <table border="1" data-bbox="389 1155 1517 1263"> <tr> <td>Provisional registration</td> <td>15 March 2016</td> <td>(4 months prior to the event)</td> </tr> <tr> <td>Definitive registration</td> <td>13 May 2016</td> <td>(2 months prior to the event)</td> </tr> <tr> <td>Nominative registration</td> <td>15 June 2016</td> <td>(4 weeks prior to the event)</td> </tr> </table> <p>Late registrations are subject to fines as follows:</p> <table border="1" data-bbox="389 1346 1517 1453"> <tr> <td>Fine for missing or late Provisional Registration</td> <td>CHF 500.-</td> </tr> <tr> <td>Fine for missing or late Definitive Registration</td> <td>CHF 750.-</td> </tr> <tr> <td>Fine for missing or late Nominative Registration</td> <td>CHF 500.-</td> </tr> </table> <p>Registrations made after the gymnasts' drawing of lots will not be accepted and the Delegations will not be authorized to participate.</p>	Provisional registration	15 March 2016	(4 months prior to the event)	Definitive registration	13 May 2016	(2 months prior to the event)	Nominative registration	15 June 2016	(4 weeks prior to the event)	Fine for missing or late Provisional Registration	CHF 500.-	Fine for missing or late Definitive Registration	CHF 750.-	Fine for missing or late Nominative Registration	CHF 500.-
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<p>DRAWING OF LOTS</p>	<p>The gymnasts' drawing of lots will take place at the FIG Headquarters in Lausanne (SU) within two weeks after the closing date of the nominative registration.</p>															
<p>ENTRY FEES</p>	<p>No entry fee applied for this event.</p>															
<p>ACCOMMODATION</p>	<p>The following officials hotels are offered by the LOC:</p> <p>Boulevard Hotel***** Address: Baku White City Baku, Azerbaijan Tel.: +99412 310 00 10 Fax.: +99412 310 00 11 Website: www.boulevardhotelbaku.com</p> <p>The costs per person/night in Boulevard Hotel are as follows: EUR 120.- (single room, including breakfast) EUR 75.- (twin room, including breakfast)</p>															

Emerald Hotel****

Address: 4 Mehdi Abbasov str.
 Baku, Azerbaijan
 Tel.: +99412 520 44 41, +99412 520 41 44
 Website: www.emeraldbaku.com

The costs per person/night in Emerald Hotel are as follows:
 EUR 55.- (single room, including breakfast)
 EUR 45.- (twin room, including breakfast)

Intourist Hotel

Address: Mikail Useynov Avenue 51
 AZ1003, Baku, Azerbaijan
 Tel.: +99412 310 3310
 Fax: +99412 310 3323
 Website: www.intouristhotelbaku.com

The costs per person/night in Intourist Hotel are as follows:
 EUR 150.- (single room, including breakfast)
 EUR 90.- (twin room, including breakfast)

The prices charged for the hotel rooms will not exceed the usual hotel rates. While the Accommodation Request must be submitted to the LOC online via Azerbaijan Gymnastics Federation's website by **13 May 2016** at the very latest, the Hotel rooms will be allocated on a "first come, first serve" basis. The direct webpage link is as follows: registration.agf.az

The invited participating federations must pay for the accommodation expenses of their delegation members, except for the below mentioned gymnasts for whom accommodation will be paid by the LOC (from the official arrival day to the official departure day):

- the top three (3) gymnasts in the All-Around from the previous World Championships present at the event
- the top three (3) gymnasts in each apparatus from the previous World Championships present at the event
- the top three (3) Groups in the All-Around from the previous World Championships present at the event

The costs for the accommodations must be paid to the Organising Member Federation as follows:

- 100% of the total accommodation payment shall be transferred to the LOC bank account by **15 June 2016**.

Failure to forward the payment by the required dates will result in the reservations being cancelled.

Payment for the accommodation must be made to the LOC bank account (see bank account section).

MEALS

The invited participating federations must pay for the meal expenses of their delegation members, except for the below mentioned gymnasts for whom meals will be paid by the LOC (from the official arrival day to the official departure day):

- the top three (3) gymnasts in the All-Around from the previous World Championships present at the event
- the top three (3) gymnasts in each apparatus from the previous World Championships present at the event
- the top three (3) Groups in the All-Around from the previous World Championships present at the event

The LOC proposes the following options for having meals at the below-mentioned hotels/competition venue and costs which can be ordered by delegations if they wish:

	<p>Boulevard Hotel Lunch - EUR 25.- (each) Dinner - EUR 25.- (each)</p> <p>Emerald Hotel Lunch - EUR 15.- (each) Dinner - EUR 15.- (each)</p> <p>Intourist Hotel Lunch - EUR 25.- (each) Dinner - EUR 25.- (each)</p> <p>Lunch will also be offered at MGA (competition venue) at the cost of EUR 15.- (each).</p> <p>The Meal Request must be submitted to the LOC online via Azerbaijan Gymnastics Federation's website by 15 June 2016 at the very latest. The direct webpage link is as follows: registration.agf.az 100 % of the costs for the meals must be paid to the LOC by 15 June 2016.</p>
CANCELTION POLICY	<p>Accommodation</p> <ul style="list-style-type: none"> • Rooms cancelled between 15 June 2016 and 5 July 2016 will be subject to a cancellation fee of 20% of the total accommodation payment. • Rooms cancelled after 5 July 2016 until arrival of the delegations on site or “no shows” will be subject to a cancellation fee of 100% of the total accommodation cost. <p>Meals</p> <ul style="list-style-type: none"> • Meals cancelled after 15 July 2016 will be subject to a cancellation fee of 100% of the total meal cost.
FINAL BANQUET	<p>The LOC will host a Farewell Banquet for all Delegation members (provided their accommodation was booked through the LOC) at the conclusion of the event in the evening on 24 July 2016.</p>
INTERNATIONAL TRANSPORTATION	<p>The invited participating federations must pay for the International travel costs of their delegation members.</p> <p>The LOC will meet and see off the official members of the delegations at Heydar Aliyev International Airport (GYD), bus or railway station in Baku.</p> <p>The Travel Details must be submitted to the LOC online via Azerbaijan Gymnastics Federation's website by 15 June 2016. Direct webpage link is as follows: registration.agf.az</p>
LOCAL TRANSPORTATION	<p>The LOC will organize shuttle buses from Official Hotels to the Competition Venue (training venue is within the competition venue) and back.</p> <p>The LOC will organize buses for sightseeing tour and farewell banquet as well.</p>
VISA	<p>Please verify immediately with your travel agent or Embassy or Consulate of Azerbaijan in your country if a visa is required for your travel to Azerbaijan.</p> <p>The delegations members who need a visa to enter Azerbaijan have to obtain their visas at the Embassy of Azerbaijan of the corresponding country beforehand (before arrival). Only the citizens of the countries where there is no Embassy of Azerbaijan will be issued a visa upon their arrival at Heydar Aliyev International Airport. If this is the case, the LOC will send the Federations concerned authorization from the Migration Service of the Ministry of Foreign Affairs of the Azerbaijan Republic enabling them to get their visas at the airport, provided that the request is made in due time.</p> <p>The further details regarding the visa (documents required both for getting the visa at the Embassies of Azerbaijan abroad and Heydar Aliyev Airport) and visa fees can be found at the following links:</p> <ol style="list-style-type: none"> 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

	<p>The Organizing Committee will be happy to assist each Delegation member with an official invitation letter, provided that the request is made to the LOC online via Azerbaijan Gymnastics Federation's website by June 15 2016 at the latest. The direct link is as follows: Direct webpage link is as follows: registration.agf.az</p> <p>The request must include the function, full name, gender and other passport details, the arrival and departure dates of the Delegation Member as well as the city the visa application support letter must be sent to. In addition, the online system will require upload of passport copy for each member of the delegation.</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. 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. The LOC will subsequently offer insurance at the Federations own charge as follows: EUR 20.- per person.</p>
ACCREDITATION	<p>Accreditation cards will be distributed at the Accreditation Centre situated at the Competition Venue upon arrival of the delegations.</p> <p>The following items will be checked there with the Heads of delegations:</p> <ul style="list-style-type: none"> • The passport of gymnasts and judges including all members of the delegations • Transport – Departure • The medical insurance for the members of the delegations • 2 sets of Audio CD's of the music and a form with the duration and the author of the music has to be filled in both for each individual gymnast & group; official titles/interpreters have to be indicated • 2 forms electronic written - for the Difficulty values of gymnasts & groups • National anthem and national flag <p>In order to accelerate the process of the accreditation, each participating Federation is kindly requested to upload photos and passport copy of each member of its delegation (gymnasts, head of delegation, team manager, judges, coaches, medical staff and etc.) into the LOC's online program in the following link via Azerbaijan Gymnastics Federation's website: registration.agf.az</p> <p>The deadline for the photos upload (identity colour photo in JPG format, size – 45mm x 35mm, resolution: 800x600plx) is 15 June 2016. Please clearly indicate the corresponding full name (with correct spelling) in the file title.</p> <p>Sending of photos in due time will prevent the delegations from waiting at the accreditation centre.</p>
FINANCIAL OBLIGATIONS	<p>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 this World Cup.</p> <p>Federations which have not fulfilled their financial obligations towards the Local LOC by the given deadline in the Invitation/Directives may still have the possibility to participate, but the LOC will not guarantee the hotel booking, meals and local transportation.</p>
BANK ACCOUNT INFORMATION	<p>BENEFICIARY: AZERBAIJAN GYMNASTICS FEDERATION Beneficiary address: 90A, Nizami str., AZ-1010, Baku Azerbaijan IBAN No: AZ87IBAZ38190019789384030209 BENEFICIARY BANK: THE INTERNATIONAL BANK BRANCH: SABAIL Bank address: 191, Tolstoy str., AZ-1010, Baku, Azerbaijan SWIFT CODE: IBAZAZ2X INTERMEDIARY BANK: COMMERZBANK AG, FRANKFURT AM MAIN CITY: FRANKFURT AM MAIN COUNTRY: GERMANY SWIFT CODE: COBADEFF</p>

Please write on the transfer document that the payment is made for accommodation during the FIG Rhythmic Gymnastics World Cup-2016, AGF Trophy.

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

TIE BREAKING RULES

In case of a tie at any place, the tie-breaking rules as set up for the World Championships shall be applied.

If there is still a tie, the points of the respective ranking are added and divided by the number of tied gymnasts / groups.

Example:

1, 1, 3 (points for rank 1 and 2 are added and divided by 2)

1, 2, 2, (points for rank 2 and 3 are added and divided by 2)

The same principle applies to the prize money.

The Organising Member Federation will pay the following Prize Money (amounts in Swiss Francs – CHF):

Individuals All Around	2.500.-
Individuals Apparatus Finals	2.500.-
Groups All Around	2.500.-
Groups Finals 5 and 3+2 each	2.500.-

The Prize Money, free of any deductible taxes, will be distributed in CHF as follows:

Individuals All Around:

Ranking	Total of 2'500.-
1	750.-
2	600.-
3	500.-
4	300.-
5	200.-
6	150.-

PRIZE MONEY

Individuals – per apparatus:

Ranking	Total of 2'500.-
1	750.-
2	600.-
3	500.-
4	300.-
5	200.-
6	150.-

Groups All Around:

Ranking	Total of 2'500.-
1	1'250.-
2	750.-
3	500.-

Groups – per routine (5 and 3+2) each:

Ranking	Total of 2'500.-
1	1'250.-
2	750.-
3	500.-

No prize money will be given, if there are less than 4 participating federations per competition.

“Wild Card Gymnast” will receive medals and prize money.

In principle, the results and the updated FIG World Cup Ranking List will be published on the FIG web site within 24 hours after the end of the competitions provided that all procedures before and after the competitions are duly respected by the Organizing Member Federation.

Separate World Cup Series Ranking Lists are established beginning with the first World Cup event of the year and ending with the last World Cup event of the year as follows:

Individual Gymnasts (A and B combined)

All-Around

Hoop

Ball

Clubs

Ribbon

Groups (A and B combined)

All-Around

Exercise with 5 apparatus

Exercise with 3 + 2 apparatus

according to the programme valid for the period of the competition.

For the Individual All-Around and Apparatus World Cup Series Ranking Lists, World Cup Points are assigned to the competitors **by name**.

For the Groups (All Around and Apparatus), World Cup Points are assigned to the **Federation**.

The Groups are listed **by Federation** only.

Rank	Points	
	Individuals	Groups
1	30	30
2	25	25
3	20	20
4	15	15
5	14	14
6	13	13
7	12	12
8	11	11
9	10	10
10	9	9
11	8	8
12	7	7
13	6	6
14	5	5
15	4	4
16	3	3
17	2	2
18	1	1

**ASSIGNMENT OF
WORLD CUP
POINTS FOR THE
RANKING LIST**

- Statutes
- Technical Regulations
- Code of Points and relevant Newsletters
- Licenses Rules
- World Cup Rules for Rhythmic Gymnastics
- General Judges Rules
- Specific Judges' Rules for Rhythmic Gymnastics
- Medical Organization of the Official FIG Competitions
- Doping Control Rules
- Media Rules
- Apparatus Norms
- Advertising and Publicity Rules
- Accreditation Rules
- Regulations for Awards Ceremonies and subsequent decisions of the FIG Executive Committee

DEADLINES SUMMARY

Provisional Registration (online, FIG)	15 March 2016
Definitive Registration (online, FIG)	13 May 2016
Nominative Registration (online, FIG)	15 June 2016
Accommodation Request (online, LOC)	13 May 2016
Meal Request (online, LOC)	15 June 2016
Travel Details (online, LOC)	15 June 2016
Visa Request (online, LOC)	15 June 2016
Upload of photos to accelerate accreditation process (online, LOC)	15 June 2016
Payment of the Accommodation Costs (100%)	15 June 2016
Payment of the Meals' Costs (100%)	15 June 2016
Payment of the fine for missing judge	15 June 2016

Sincerely Yours,

Baku, 31.08.2015



Farid Gayibov
Secretary General
Azerbaijan Gymnastics Federation