



**UEG YOG qualifying competition
Artistic Gymnastics
Baku (AZE)
June 23, 2018**



DIRECTIVES

Event ID: 15514
Revised: 19.12.2017
new bank account information

Dear FIG affiliated Member Federation,

The Gymnastics Federation of Azerbaijan (AZE) has the pleasure to invite your Federation to participate in the aforementioned official UEG International Event, **which serves as qualification event for 2018 Youth Olympic Games (YOG).**

DISCIPLINE	Men's Artistic Women's Artistic
UEG	Union Européenne de Gymnastique (UEG) Address: Avenue de la Gare 12 1003 Lausanne, Switzerland Contact Person: Linda Davila Tel.: +41-21-613.1024 E-mail: ldavila@ueg.org Website: www.ueg.org www.ueg-gymnastics.com
HOST FEDERATION	Azerbaijan Gymnastics Federation Address: 178 Heydar Aliyev Avenue MGA - Milli Gimnastika Arenası (National Gymnastics Arena) AZ1029, Baku, Azerbaijan Contact Person: Nurlana Mammadzada Tel.: +99412 493 3011 Direct: +99412 598 4082 / Mob: +99450 385 3969 Fax: +99412 493 9500 E-mail: office@agf.az Website: www.agf.az
LOCATION	Baku, Azerbaijan
DATE	June 23, 2018
VENUE	MGA - Milli Gimnastika Arenası (National Gymnastics Arena) 178 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 (2014), the 1st WTF World Cadet Taekwondo Championships (2014), as well as 2015 NN Table Tennis Club ITTF-Europe Top 16 CUP”, Open Joint Azerbaijan Championships in Gymnastics Disciplines (held as a Test Event for the 1st European Games (2015), Competitions in 6 Gymnastics Disciplines of the 1st European Games (2015), the FIG Artistic Gymnastics World Challenge Cup AGF Trophy (2016), the FIG Trampoline Gymnastics World Cup AGF Trophy (2016 & 2017), the FIG Rhythmic Gymnastics World Cup AGF Trophy (2016 & 2017), the Opening Ceremony of the 42nd Chess Olympiad (2016), the FIG Artistic Gymnastics Individual Apparatus World Cup AGF Trophy (2017), events in 3 gymnastics events of the 4th Islamic Solidarity Games (2017), 2017 CEV U16 Volleyball European Championship among Women. 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. This sports facility has become a favourite training camp venue of many gymnasts all over the world. During the given tournament, Training and Warm-up facilities will be located within the MGA.

APPARATUS SUPPLIER	SPIETH Gymnastics (FIG certified) equipment is used for this UEG YOG qualifying competition.
RULES AND REGULATIONS	<p>The event will be organized under the following rules, as valid in the year of the event, except for any deviation mentioned in these directives:</p> <ul style="list-style-type: none"> • FIG and UEG Statutes • FIG and UEG Technical Regulation • FIG Code of Points and relevant Newsletters • YOG 2018 Qualification System • FIG General Judges’ Rules • FIG Specific Judges’ Rules • Doping Control Rules • FIG License Rules • UEG Medical Guidelines • UEG Rules “Ceremonies of UEG Events” • UEG Accreditation Directives • UEG Media Rules • FIG Apparatus Norms • UEG Advertising and Publicity Rules • FIG Code of Ethics • FIG Rules for Sanctioning (approval) of International Events <p><i>and subsequent decisions of the UEG Executive Committee</i></p>
FEDERATIONS INVITED	<p>The Organizing Member Federation will invite all UEG Member Federations in good standing according to the following principles: Max. 2 MAG gymnasts and max. 2 WAG gymnasts of each UEG Member Federation.</p>

	All costs (travel, accommodation, etc.) have to be assumed by the participating federations.		
SIZE OF DELEGATION	Each delegation can be composed of a maximum of:		
	MAG 2 MAG Gymnasts 2 Coaches 1 Judge 1 Physio/Masseur (with valid FIG certificate)	WAG 2 WAG Gymnasts 2 Coaches 1 Judge 1 Physio/Masseur (with valid FIG certificate)	Officials 1 Head of Delegation 1 Doctor (with valid FIG certificate)
AGE LIMITS	MAG: Junior: 16-17 years old (born 1.1.2001 - 31.12.2002) WAG: Junior: 15 years old (born 1.1.2003 - 31.12.2003) All gymnasts must have valid FIG licence until the end of the event. Athletes having participated in FIG senior events or multisport games (including continental championships and competitions of the world cup) will not be authorised to participate in the Youth Olympic Games.		
JUDGES AND JURIES	Each participating Federation must enter at least 1 judge (brevet 1 or 2, at least brevet 3). The event is classified as a group 2 event (FIG general judges' rules). All judges must have a current valid FIG brevet at the time of the event.		
REGISTRATION DEADLINES	Definitive registration:	23.02.2018	to the UEG secretariat
	Nominative registration	25.05.2018	to the UEG secretariat
ENTRY FEES	EUR 75.00 per gymnast to be transferred to the UEG account: Banque Cantonale Vaudoise Place St-François 14, CP 300 1002 LAUSANNE, Switzerland Account N°: L 5205.70.49 European Union of Gymnastics IBAN: CH05 0076 7000 L520 5704 9 SWIFT Code: BCVLCH2LXX		
ACCREDITATION	Accreditation cards will be distributed at the Accreditation Centre situated at the Competition Venue upon arrival of the delegations. The following items will be checked there with the Heads of delegations: <ul style="list-style-type: none"> • The passport of gymnasts and judges including all members of the delegations • The licences of gymnasts and medical staff • Transport – Departure • The medical insurance for the members of the delegations • WAG - 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; official titles/interpreters have to be indicated • Prove of the fulfilment of all financial obligations to the LOC • National anthem and national flag 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 (the link and sign in details will be sent to the participating delegations after the definitive entry's deadline). The deadline for the photos upload (identity colour photo in JPG format, size – 45mm x 35mm, resolution: 800x600plx) is 25.05.2018 . Please clearly indicate the corresponding full name (with correct spelling) in the file title. Uploading of photos in due time will prevent the delegations from waiting at		

	the accreditation centre.											
EVENT FORMAT	<p>Qualification competition for the YOG 2018 The gymnasts must compete on all 6 (MAG), respectively 4 (WAG) apparatus.</p> <p>Final total score of the qualification competition = Final result of the UEG YOG qualifying event. The best 17 MAG gymnasts – a maximum of 1 per nation and the best 17 WAG gymnasts - a maximum of 1 per nation – grant a quota place for the 3rd Youth Olympic Games to their NOC.</p> <p>In the event of ties, the Olympic Games tie-breaking rules as per FIG Technical Regulations, Section 2, Regulations 4.4, will apply.</p>											
PROVISIONAL SCHEDULE	<table border="1"> <thead> <tr> <th>Date</th> <th>MAG & WAG</th> </tr> </thead> <tbody> <tr> <td>Thursday, 21.06.</td> <td>Arrival of delegations</td> </tr> <tr> <td>Friday, 22.06.</td> <td>MAG & WAG Podium Training</td> </tr> <tr> <td>Saturday, 23.06.</td> <td>MAG & WAG Qualifying Competition</td> </tr> <tr> <td>Sunday, 24.06.</td> <td>Departure of delegations</td> </tr> </tbody> </table>	Date	MAG & WAG	Thursday, 21.06.	Arrival of delegations	Friday, 22.06.	MAG & WAG Podium Training	Saturday, 23.06.	MAG & WAG Qualifying Competition	Sunday, 24.06.	Departure of delegations	
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EVENT MANAGER	<p>Natalya Bulanova Tel.: +99412 493 3011 E-mail: td@aqf.az</p>											
MEDICAL SERVICES	<p>The Organizing Committee will provide first aid medical services. Physiotherapists will be present during the competitions.</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. 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. 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 / Authorization from Migration Service, provided that the request is made to the LOC online by 25.05.2018 at the latest (the link and sign in details to access the online program will be sent to the participating delegations after the definitive entry's deadline).</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> <p>Moreover, there is also an option of obtaining e-visa which is a tourist visa. For this e-visa, no visa support letter is required. The list of countries the citizens of which may obtain e-visa can be found in the following link: https://evisa.com.az/en/pages/countries</p> <p>The link for more detailed information is as follows: http://billurtur.az/index.php?do=visa</p>											

	<p>In case, if the Federations prefer to get e-visa for their delegations' members, they need to apply for it at least 15 working days prior to the arrival date. The last minute application may cause problems. There were cases when the validation date of e-visa was 2 days after the arrival date which made it impossible to enter Azerbaijan on the official arrival date. Therefore, the application for e-visa shall be submitted well in advance and the LOC shall also be informed that e-visa will be obtained by the Federation concerned by 25.05.2018.</p>
<p>INSURANCE</p>	<p>The Host Federation, the LOC and the FIG will not be held responsible for any liabilities in case of accidents, illness, repatriation and the like.</p> <p>The FIG Technical Regulations foresee that all participating Federations are responsible for making their own arrangements to have the necessary valid insurance coverage against illness, accidents and for repatriation for all the members of their Delegation.</p> <p>The LOC will verify the insurance upon arrival of the delegation members (e.g. cover note or photocopy of the valid policy). Delegation members with insufficient insurance cover must inform the LOC in advance.</p> <p>The LOC will subsequently offer insurance at the Federations own charge as follows: 15 Euro per person/day.</p>
<p>INTERNATIONAL TRANSPORTATION</p>	<p>The participating federations must pay for the travel costs of their delegation members.</p> <p>The LOC will meet and see of 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 by 25.05.2018 (the link and sign in details to access the online program will be sent to the participating delegations after the definitive entry's deadline).</p>
<p>LOCAL TRANSPORTATION</p>	<p>The LOC will provide shuttle buses from the airport to the Official Hotels to the Competition Venue (training venue is within the competition venue) and back.</p>
<p>ACCOMMODATION</p>	<p>JW Marriott Absheron Baku Hotel *****</p>  <p>Address: 674 Azadlig Square, AZ1010, Baku, Azerbaijan Tel: +99412 499 8888 Fax: +99412 499 8806 E-mail: jw.baku.info@marriott.com Website: http://www.marriott.com/hotels/travel/gydjw-jw-marriott-hotel-absheron-baku</p> <p><i>Distance from JW Marriot Absheron Baku Hotel (located in the city center) to main destinations:</i> To airport: 24 km - approx. 21 min. (by car) To competition venue: 8.3 km - approx. 10 min. (by car)</p>  <p>The costs per person/night at <i>JW Marriot Absheron Baku Hotel</i> are as follows: EUR 150.- (single room, including breakfast) EUR 90.- (twin room, including breakfast)</p> <p>Park Inn By Radisson Baku Hotel*****</p> <p>Address: Azadliq Avenue 1, AZ1000, Baku, Azerbaijan Tel.: +994 12 490 6000</p>

Fax: +994 12 496 8900
Website: <http://www.rezidorparkinn.com>

Distance from Park Inn By Radisson Baku Hotel (located in the city center) to main destinations:

To airport: 24.8 km - approx. 23 min. (by car)

To competition venue: 8.8 km - approx. 12 min. (by car)

The costs per person/night at Park Inn By Radisson Baku Hotel are as follows:

EUR 120.- (single room, including breakfast)

EUR 80.- (twin room, including breakfast)



Emerald Hotel****

Address: 4 Mehdi Abbasov str., Baku, Azerbaijan

Tel.: +99412 520 4441, +99412 520 4144

Website: www.emeraldbaku.com

Distance from Emerald Hotel (located close to the competition/training venue) to main destinations:

To airport: 16.8 km - approx. 15 min. (by car)

To competition venue: 1.7 km - approx. 4 min. (by car)

The costs per person/night at Emerald Hotel are as follows:

EUR 60.- (single room, including breakfast)

EUR 40.- (twin room, including breakfast)

There are just 10 single and 50 twin rooms available at the Emerald Hotel. The rooms will be allocated on a "first come, first serve" basis.

The Accommodation Request must be submitted to the LOC online **by 07.03.2018** at the very latest. The link and sign in details to access the online program will be sent to the participating countries after the definitive deadline.

The first 50% of the accommodation costs must be paid to the LOC by **07.03.2018**, the remaining 50% by **25.05.2018**.

Those Federations which do not wish to use the offered accommodation packages and to reserve rooms through the LOC, will not be provided with transport.

MEALS

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:

JW Marriott Absheron Baku Hotel*****

Lunch - EUR 25.- (each)

Dinner - EUR 25.- (each)

Park Inn By Radisson Baku Hotel****

Lunch - EUR 20.- (each)

Dinner - EUR 25.- (each)

Emerald Hotel

Lunch - EUR 15.- (each)

	<p>Dinner - EUR 15.- (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 by 25.05.2018 at the very latest (the link and sign in details to access the online program will be sent to the participating countries after the definitive entry's deadline).</p> <p>100% of the meal costs must be paid to the LOC by 25.05.2018.</p>												
CANCELATION POLICY	<p>Accommodation:</p> <p>Rooms cancelled from 07.03.2018 to 25.05.2018 will be subject to a cancellation fee of 30% of the total accommodation cost.</p> <p>Rooms cancelled after 25.05.2018 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> <p>Meals</p> <p>Meals cancelled after 14.06.2018 will be subject to a cancellation fee of 100% of the total meal cost.</p>												
BANK ACCOUNT INFORMATION	<p>Beneficiary: Azerbaijan Gymnastics Federation Beneficiary's account: AZ75PAHA38190EURHC0190012035 Bank: "PASHA Bank", Baku, Azerbaijan SWIFT PAHAAZ22 Correspondent: Raiffeisen Bank International AG Account with Institution: Am Stadtpark 9, 1030 Vienna Correspondent account: 1-55.081.095 SWIFT BIC: RZBAATWW</p> <p>Each participating member Federation is kindly requested to integrate the payment's purpose as follows: The UEG YOG Qualifying competition in Artistic Gymnastics</p> <p>The participating federation is responsible for covering all bank fees in connection with the bank transfers.</p>												
MARKETING	<p>FIG advertising and publicity norms must be respected.</p> <p>Federations wishing to display advertising motifs on attires used in competition by gymnasts and/or coaches must notify the UEG Secretariat by completing the form "Publicity on competition attire". The form must be received at the UEG Secretariat together with the nominative entry.</p>												
MEDIA	<p>Communication policy is planned to be implemented via the Federation's official website, Facebook page and twitter account.</p> <p>Press Officer Bika Abdullayeva Tel: +99412 493 3011 E-mail: info@aqf.az</p>												
SOCIAL MEDIA	<p>www.facebook.com/pages/Azerbaijan-Gymnastics Federation/156431321068611 https://www.youtube.com/channel/UCI8-Mfc5w5pchi33D2aWmxA www.twitter.com/AzerbaijanGym https://www.instagram.com/aqf.az</p>												
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	Meals Request	25.05.2018
	Payment of the Accommodation Costs – first 50%	07.03.2018
	Payment of the Accommodation Costs – remaining 50%	25.05.2018
	Passport copy & photo for accreditation (on line)	25.05.2018
	Payment of the Meals' costs – 100%	25.05.2018

Sincerely Yours,

Baku, 03.11.2017



Farid Gayibov
Secretary General
Azerbaijan Gymnastics Federation