

INVITATION



AER Pan American Championships 2015
Oaxtepec, Morelos, MEX
December 13th to 19th, 2015



DIRECTIVES

Event ID: 14418

To the Federations affiliated to PAGU:

The Mexican Federation of Gymnastics is pleased to be the host federation of AER Pan American Championships 2015 and offers the following information:

DISCIPLINE	Aerobic Gymnastics
PAN AMERICAN GYMNASTICS UNION	Av. El Estadio, Lateral al Estadio Brigido Iriarte Sede del Comité Olímpico Venezolano, PB Venezuela upag2007@gmail.com
ORGANIZING FEDERATION	Mexican Federation of Gymnastics (Federación Mexicana de Gimnasia) Camino a Santa Teresa #482 Mezzanine Pabellón de Gimnasia Col. Peña Pobre Del. Tlalpan, C.P. 14060, México, D.F. Web site: www.fmgimnasia.org
LOCAL ORGANIZING COMMITTEE	Mexican Federation of Gymnastics (Federación Mexicana de Gimnasia) Tel: (5255) 5657-5681 Tel: (5255) 4618-1379 E-mail: info@fmgimnasia.org.mx Aerobic Gymnastics Technical Committee of the Mexican Federation of Gymnastics Oscar Adams Senties Tel: (5273) 5354-3444 Cel: (5273) 5111-8170 E-mail: comite_tecnico@prodigy.net.mx
LOCATION	Oaxtepec, Morelos, México
DATE	From the 13th to the 19th of December, 2015
VENUE	Club Dorados Oaxtepec Carretera Cocoyoc - Oaxtepec km 2.5 Oaxtepec, Morelos, México C.P. 62738 Web site: www.clubdorados.com.mx
COMPETITION FLOOR	The competition and training floors will be from GYMNOVA, model 6632.
RULES AND REGULATIONS	The competition will be organized under the following FIG rules, valid in the year of the competition, unless otherwise indicated: <ul style="list-style-type: none">• Statutes• Technical Regulations

	<ul style="list-style-type: none"> • FIG Code of Points and Newsletters • General Judges Rules • Specific Judges Rules • Medical Organization of the official FIG competitions • Doping Control Rules • FIG License Rules • FIG Media Guidelines • FIG Apparatus Rules • FIG Publicity Rules • FIG Rules for the Approval of International Events • Award Ceremony Regulations <p>And subsequent decisions from the FIG and PAGU Executive Committees</p>
INVITED FEDERATIONS	Gymnasts from their National Federations duly affiliated to PAGU and properly aware of their obligations can participate.
ACCREDITATION	<p>The Accreditation system identifies the participants, who have permitted access. There will be an access control in each area. The participants have to wear this accreditation inside each area, at all times.</p> <p>During the accreditation, the Heads of Delegation are required to check the names of the members of their delegation, to present their valid FIG Licenses, to hand over their flag and national anthem of their country, as well as to settle outstanding payments to the Organizing Committee.</p> <p>They must bring along their payment receipts, which have been made by bank transfer.</p>
MEDICAL INSURANCE	<p>Heads of Delegation are required to present their proof of medical insurance of every member of their delegation (including technical officials) or to pay the accident insurance in Mexico of \$35.00 USD (thirty five USD), per person, which covers the training and competition days, for all the official period of the event (this insurance does not cover any illness).</p> <p><u>In the case of not having the medical insurance, the participation to the event will not be allowed.</u></p> <p>The Host Federation, the Organizing Committee, the FIG and PAGU 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>
FIG LICENSES	All the competitors must have their valid FIG license at the moment of the competition. The LOC will be responsible of revising the validity of the licenses.
REGISTRATIONS	<p>All the registrations must be sent mandatorily to the e-mail of the LOC and to PAGU's e-mail as well.</p> <p>According to PAGU 2013, the cost of the registration fee is \$50.00 USD per gymnast, regardless the number of categories in which the gymnast has been registered.</p>

Registration Deadlines:

- Provisional Registration: Friday, October the 9th, 2015.
- Definitive Registration: Friday, October the 30th, 2015.
Note: The definitive registrations will not be accepted if the 50% of the total of the hotel accommodation and meals has been made, as well as the 100 % of the registration fees have been paid.
- Nominative Registration: Friday the 13th of November, 2015.
Note: The nominative registrations will not be accepted if the remaining 50% of the total of the hotel accommodation and meals has been made.

The registrations will only be valid if they are done by the National Federations affiliated to PAGU, and accompanied by the payment receipt and the respective official formats. Extemporaneous registrations will not be accepted upon completion of the definitive registration deadline.

PARTICIPATION

The maximum size of the Delegation is as follows:

	Seniors	Age Group 1	Age Group 2
Head of Delegation		1	
Head Coach		1	
Coaches		3	
Individual Woman	4	4	4
Individual Man	4	4	4
Mixed Pair	4	4	4
Trios	4	4	4
Groups	4	4	4
Aero-dance	4	-	-
Aero-step	4	-	-
Doctor		1	
Physiatrist		1	
Judge		1 or 2	

The cost of the accreditation for additional persons (Coaches, Team Leaders, Doctors, Physiatrists and guests) will be of \$100.00 USD (One Hundred USD) each, and this accreditation grants the same rights as to the official members of the delegation.

AGE LIMITS

Senior: 18 years old in the year of the competition (born in 1997 or earlier).

Age Group 2: 15 –17 years old in the year of the competition (born from 1998 to 2000).

Age Group 1: 12 –14 years old in the year of the competition (born from 2001 to 2003).

A gymnast may be registered, maximum, in 3 categories.

COMPETITION RULES

The AER Pan American Championships consists of a qualifying and a final round in each category.

Qualifying Round:

Maximum 4 units from one same federation in each category.

Final Round:

The best 8 classified gymnasts/units will pass to the finals. Maximum 2 per country and category.

If the organizing Federation has not qualified a gymnast in any category, it will be able to ensure a participation in the category of its choice.

Therefore, the maximum participation in the final round is of 8 + 1 in one category, and 8 in the other 4 categories.

The participant with the Wild Card must compete in the qualifications of the respective category and will be eligible to receive medals.

JUDGES

All judges must have a current valid FIG brevet.

Every Federation must send, at least, 1 judge who will judge during all the phases of the competition.

For the purpose of having an adequate number of qualified judges in the competition, participating Federations are invited to send more judges than the required ones. There will not be a maximum quantity of judges per Federation.

Those Federations, which do not participate with at least 1 judge, will have to pay the amount of \$1,000 USD (One Thousand USD) in order to cover the expenses of a guest judge. This will have to be informed and paid to PAGU at the moment of the definitive registration.

The judges panel must have a minimum of:

- 4 Artistic Judges
- 4 Execution Judges
- 2 Difficulty Judges
- 1 Chair of Judges Panel

The Technical Representative of PAGU will act as the President of the Superior Jury.

PROVISIONAL PROGRAM

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Sunday the 13 th of December, 2015	Arrival of Delegations
	Accreditation
	Podium Trainings
	Press Conference
Monday the 14 th of December, 2015	PAGU Aerobic Gymnastics Technical Committee Meeting
	Orientation Meeting
	Judges Meeting
	Podium Training
Tuesday the 15 th of December, 2015	Qualifying Rounds - Age Group 1 & 2 (IM - MP - GR)
	Qualifying Rounds - Seniors (Aero Dance - Aero Step)
Wednesday the 16 th of December, 2015	Qualifying Rounds - Age Group 1 & 2 (IW - TRIOS)
	Qualifying Rounds - Seniors (IM - MP- GR)

	<p>Thursday the 17th of December, 2015</p>	<p>Finals Age Group 1 & 2 (IM - MP - IW – Trios - GR) Award Ceremony Age Group 1 & 2 Qualifying Rounds - Seniors (IW – Trios)</p>															
	<p>Friday the 18th of December, 2015</p>	<p>Finals - Seniors (Aero Dance - Aero Step - GR - IM - MP - IW - Trios) Award Ceremony Seniors Farewell Banquet</p>															
	<p>Saturday the 19th of December, 2015</p>	<p>Excursion Departure of Delegations</p>															
<p>VISAS</p>	<p>Please confirm immediately with your travel agency, embassy or consulate if in your country a visa is required to enter Mexico. In case you require a visa, the LOC will send an official invitation letter so you can transact the respective visa before the Mexican authorities in your country.</p> <p>The application form must have full name as it appears on the Passport, gender, Passport number, Passport expiration date, place in which the visa will be transacted and the arrival and departure information of every member of the Delegation.</p> <p>The deadline for the request of the invitation letter is <u>Friday the 30th of October, 2015.</u></p>																
<p>INTERNATIONAL TRANSPORTATION</p>	<p>Every National Federation will be responsible of the international transportation of the members of their Delegation. The official arrival airport will be the International Airport of Mexico City (MEX).</p>																
<p>HOTEL ACCOMMODATION AND MEALS</p>	<p>OFFICIAL HOTEL</p> <p>Club Dorados Oaxtepec Carretera Cocoyoc - Oaxtepec km 2.5 Oaxtepec, Morelos México</p> <table border="1" data-bbox="448 1157 1500 1402"> <thead> <tr> <th>Type of Room</th> <th>The fare includes:</th> <th>Cost per night per person</th> </tr> </thead> <tbody> <tr> <td>Single</td> <td>3 buffet meals</td> <td>\$155.00 USD</td> </tr> <tr> <td>Double</td> <td>Farewell Banquet</td> <td>\$100.00 USD</td> </tr> <tr> <td>Triple</td> <td>Internal Transportation: Airport MEX-Club Dorados</td> <td>\$95.00 USD</td> </tr> <tr> <td>Quadruple</td> <td>Oaxtepec-Airport MEX</td> <td>\$85.00 USD</td> </tr> </tbody> </table> <p>The bookings must be done through the LOC. To all those delegations, which do not book their hotel accommodation through the LOC, they must book independently and will not have the right to the local transportation, or to the farewell banquet.</p> <p>At the moment of the Definitive Registration, 50% of the costs of the hotel accommodation (which includes all the meals) must be paid to the LOC. The remaining 50% of the payment must be done at the moment of the Nominative Registration.</p> <p>In case of cancellations, there will only be a reimbursement when the request is done before the 30th of October, 2015.</p>		Type of Room	The fare includes:	Cost per night per person	Single	3 buffet meals	\$155.00 USD	Double	Farewell Banquet	\$100.00 USD	Triple	Internal Transportation: Airport MEX-Club Dorados	\$95.00 USD	Quadruple	Oaxtepec-Airport MEX	\$85.00 USD
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<p>FINAL BANQUET</p>	<p>The final banquet will be carried out on the 18th of December, 2015, and the cost is included in the hotel accommodation fares. There are a limited number of additional tickets for the banquet that can be acquired for \$60.00 USD per</p>																

person.

The additional tickets will have to be requested at the moment of the Nominative Registration, and they will have to be paid together with the second payment of the hotel accommodation.

AWARDS

Seniors

<i>Individual Women / Individual Men / Mixed Pairs Trios / Groups/ Aero-Step / Aero-Dance</i>	
1st Place	Medal of 1st Place and diploma
2 nd Place	Medal of 2 nd Place and diploma
3 rd Place	Medal of 3 rd Place and diploma
4 th to 8 th Place	Diploma

Age Groups:

<i>Individual Women / Individual Men / Mixed Pairs / Trios / Groups</i>	
1st Place	Medal of 1st Place and diploma
2 nd Place	Medal of 2 nd Place and diploma
3 rd Place	Medal of 3 rd Place and diploma
4 th to 8 th Place	Diploma

A trophy will be given, in each one of the divisions (Senior, Age Group 1 & Age Group 2) to the Federation which gets the largest number in the sum of the 4 highest scores, of 4 different categories: IM, IW, MP, TR, GR, AD (only for Seniors) and AS (only for Seniors).

A Diploma of participation will be given to all competitors and Delegation members.

PAYMENT INFORMATION

All the corresponding payments of hotel accommodation, meals, registrations and additional accreditations must be done by bank transfer to any of the following bank accounts:

Account 1

Beneficiary: **BANCO MONEX S.A.** (Please consider that the beneficiary is not the Mexican Federation of Gymnastics, but MONEX Bank).

Beneficiary Address: Paseo de la Reforma 284, Col. Cuauhtémoc, México, D.F.

Bank: STANDARD CHARTERED BANK

ABA 026002561

SWIFT SCBLUS33

Account: 3544039183001

REFERENCE: **FFC 02264141 FEDERACION MEXICANA DE GIMNASIA AC**

Account 2

Beneficiary: Federación Mexicana de Gimnasia, A.C.

Beneficiary Address: Ciudad Deportiva Puerta 9, Colonia Ex-Ejido Magdalena Mixhuca, México, D.F., C.P. 08010

Bank: Scotiabank Inverlat, S.A.

Account (Dollars): 00107228643

SWIFT: MBCOMXMM

ABA: 21000021

Note: In the **Account 2**, a **commission of \$25.00 USD** will be applied for every bank transfer made. This amount must be added to the total payment that the National Federation makes to the local LOC.

The proof of the bank transfer must be sent to the following e-mail addresses:

Mexican Gymnastics Federation (FMG): info@fmgimnasia.org.mx

FMG treasurer: lgalan@fmgimnasia.org.mx

FMG AER TC: comite_tecnico@prodigy.net.mx

FORMAT DATES AND PAYMENTS

Forms No.	NAME	DATE
Form #1	Provisional Registration	Friday, October the 9 th , 2015
Form #2	Definitive Registration	Friday, October the 30 th , 2015
Form #3	Hotel Accommodation	Friday, October the 30 th , 2015
	1st Hotel Accommodation and Meals Payment (50%)	Friday, October the 30 th , 2015
Form #4	Nominative Registration and Request of additional tickets for the Farewell Banquet	Friday, November the 13 th , 2015
Form #5	Nominative Hotel Accommodation	Friday, November the 13 th , 2015
	2nd Hotel Accommodation and Meals Payment (remaining 50%) and payment of the additional tickets for the Farewell Banquet (100%)	Friday, November the 13 th , 2015
	Payment for missing judge	Friday, October the 30 th , 2015
Form #6	Travel Itinerary	Friday, November the 13 th , 2015
Form #7	Request of the Invitation Letter for the visa	Friday, October the 30 th , 2015
	Music Format MP3	Friday, November the 13 th , 2015
Form #8	List of Difficulty Elements	During Accreditation

ADDITIONAL INFORMATION

During the accreditation process, the heads of delegation must present the following documents:

- Passport of every member of the Delegation
- Medical Insurance for all the members of the Delegation
- 2 copies of the music in CD, for each routine (separate CD's)
- National Anthem
- National Flag
- List of the Difficulty Elements for each routine

MUSICS

All the musics have to be sent in MP3 format before the 13th of November, 2015, to the following e-mail address:

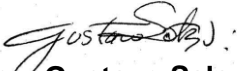
musicas.ct.gad@gmail.com

The name of each file (music) must be as follows:

INDIVIDUALS

	COUNTRY_CATEGORY_1ST SURNAME_1ST NAME
	EXAMPLE: MEX_IM_MARTINEZ_JOSE
	PM, TRIOS,GPOS & AERODANCE /AEROSTEP
	COUNTRY_CATEGORY_1ST SURNAME_1ST SURNAME_1ST SURNAME
	EXAMPLE: MEX_TRIO_MARTINEZ_HERNANDEZ_PEREZ

Attentively,




Ing. Gustavo Salazar Ortiz
 President of the Mexican Federation of Gymnastics

México, D.F., August the 17th, 2015