## FEDERATION INTERNATIONALE DE GYMNASTIQUE







## FIG RHYTHMIC GYMNASTICS WORLD CUP PESARO (ITA) 13 – 15 April 2018 INDIVIDUAL AND GROUP



# **WORK PLAN**

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#### FOREWORD

The Work Plan for the FIG Rhythmic Gymnastics World Cup 2018 in Pesaro (ITA) to be held from 13 to 15 April 2018 has been developed between the FIG Headquarters and the LOC, in accordance with the following FIG regulations and rules (as valid in 2018):

- Statutes
- Technical Regulations
- Judges' Rules (General and Specific)
- RG Code of Points
- Rules for the FIG RG World Cup
- Apparatus Norms
- Advertising and Publicity Rules
- Rules for Accreditation
- Medical Organisation of the Official FIG Competitions
- Doping Control Rules
- Regulations for Award Ceremonies
- Media Guideline
- License Rules
- and subsequent decisions of the FIG Executive Committee and Technical Committee.

All participating Federations commit to respect the Statutes and all FIG Regulations, especially with regards to the license, the age and the nationality of the gymnasts, as well as the respective Regulations concerning "Insurance" art. 11.10 of the TechnicalRegulations.

#### 1. FÉDÉRATION INTERNATIONALE DE GYMNASTIQUE (FIG)

Contact Person: Sylvie MartinetAvenue de la Gare 12Case Postale 630 - CH - 1001 LausanneTel:+41 (0)21 321 55 10 - Direct: +41 (0)21 321 5515Fax:+41 (0)21 321 5529E-mail:smartinet@fig-gymnastics.orgWebsite:http://www.fig-gymnastics.com

#### **RG Technical Delegate**

TC Member

Mariya Gigova

#### 2. HOST FEDERATION AND LOCAL ORGANISING COMMITTEE (LOC)

#### Host Federation:

ITALIAN GYMNASTICS FEDERATION (FGI)Contact Person:Mrs. Teresa MarinelliViale Tiziano 70 - 00196 Roma -ItalyTel:+ 39.06.8797.5021Fax:+ 39.06.8797.5003E-mail:info@federginnastica.it- teresa.marinelli@federginnastica.itWebsite:http://www.federginnastica.it

#### Local Organizing Committee (LOC):

L.O.C "Turismo & Sport" Rhythmic Gymnastics World Cup Pesaro 2018 Contact Person: Mrs. Annamaria Panicali Via Y.A. Gagarin 61122 Pesaro (PU) – Italy Tel: + 39 721400272 Fax: + 39 721400317 E-mail: commit@rgworldcup-pesaro.it http://www.rgworldcup-pesaro.it

#### **FGI Officials**

President	Gherardo Tecchi
Vice-President	Valter Peroni
Secretary General	Roberto Pentrella

#### LOC Staff (Heads of Department)

President	Paola Porfiri
Vice-President	Filippo Colombo
Secretary General	Alessandra Balducci
Competition Manager	Emanuela Maccarani
Protocol and Ceremonies	Federica Zonghetti – Virginia Giraldi
Floor Manager	Zurab Khachidze
Volunteer Coordinator	Alessia Zonghetti
Training	Nani Londaridze
Facilities Manager	Paola Ovani
Judges' Organization	Alexia Agnani
Accreditation	Teresa Marinelli
Accommodation	Annamaria Panicali
Transportation	Francesco Zimelli
Government Relations	Luca Pieri
Press Office FGI	David Ciaralli
Press Office LOC	Luca Fabbri
Sales & Marketing	Alessandra Balducci

Administration and Ticketing	Barbara Falcioni
I&T Supervisor	Valter Eusebi
Exhibition Area	Filippo Boccarossa
Technical	Fabrizio Ugolini
Promotion	Luca Melchiorri
TV Coordination & Production	David Ciaralli

#### **Information Center**

Emergency phone (printed on the back of each delegate's accreditation card) is: 112

#### Sum Information center +39 0721372457

The Info Point will be located in front of the LOC Office in the Adriatic Arena and will be in operation during all training, warm-up, and competition times.

Delegations' Mail Boxes will be set up at the Info Point. All new/revised information regarding competition, warm-up and training, notification of meetings, transport, official functions, as well as FIG and LOC correspondences will be distributed via the delegation mail boxes, Mobile App and Notice Boards on Info Point.



All queries should be directed to the Info Point.

#### Liaison Officers

The Official Language will be English. Interpretation from and into any other language must be organised by the Delegations.

#### 3. PROVISIONAL PROGRAMME (subject to changes)

DATE-TIME	DESCRIPTION	LOCATION	
WED. 11 Apr.			
As announced	Official arrival day of Delegations for RGI and RGG competitions	Adriatic Arena	
<b>THU. 12 Apr.</b> 08:30 - 20:30	Training and Podium training for RGI and RGG as per schedule	Adriatic Arena/Palafiera	
15:45	Orientation Meeting for RGI and RGG Competitions		
	(Heads of Delegations only)		
16:30 – 19:30	Judges' Instruction for RGI and RGG judges		
<b>FRI. 13 Apr.</b> 08:00 - 17:30	Training for RGI and RGG as per schedules	Palafiera	
12:00 - 13:00	Judges' draw and briefing for RGI Qualifications (all apparatus)	Judges' Room	
14:00 - 15:30	RGI Qualifications Hoop and Ball – Group C – alternatively	Competition Hall	
15:40 - 17:15	RGI Qualifications Hoop and Ball – Group B – alternatively		
17:25 - 19:00	RGI Qualifications Hoop and Ball – Group A – alternatively		
19:15 - 20:20	RGG Qualifications 5 Hoops		
<b>SAT. 14 Apr.</b> 08:00 - 17:30	Training for RGI and RGG as per schedules	Training Hall Palafiera	
11:30 - 12:30	Judges' briefing for RGI Qualifications Clubs and Ribbon	Judges' Room	
13:30 - 15:05	RGI Qualifications Clubs and Ribbon – Group B – alternatively	Competition Hall	
15:15 - 16:50	RGI Qualifications Clubs and Ribbon – Group A – alternatively		
17:00 - 18:30	RGI Qualifications Clubs and Ribbon – Group C - alternatively		
18:45	Opening Ceremony		
19:45 – 20:50	RGG Qualifications 3 Balls + 2 Ropes		
21:00	Award Ceremony for All Around RGI and RGG		
SUN. 15 Apr.	Judges' draw and briefing for DOL and DOO Finals	ludeos' Doom	
11:00 - 12:00 13:00 - 13:25	Judges' draw and briefing for RGI and RGG Finals RGI Hoop Final	Judges' Room Competition Hall	
13:30 - 13:25	RGI Ball Final		
14:10 - 14:50	RGG 5 Hoops Final		
15:05 - 15:30	RGI Clubs Final		
15:35 - 16:00	RGI Ribbon Final		
16:15 - 16:55	RGG 3 Balls + 2 Ropes Final		
17:10	Award Ceremony for RGI and RGG Finals		
18:15	Closing Gala		
21:00	Closing Banquet	Hotel Mercure Cruiser	
MON. 16 Apr. All Day	Departure World Cup Delegations		

#### 4. PARTICIPATION RIGHT AND ACCREDITATIONS

Please refer to the directives for details on the participation rights and maximum delegation size.

#### **Accreditation Principles**

The accreditation identifies individuals in good standing from FIG affiliated federations participating in the event. The accreditation is personal and non-transferable. It indicates and defines individuals' right to access to the different zones as per their functions, as well as to the transport system from the LOC.

The access to the Competition and Warm-up Hall is strictly limited to the gymnasts participating in the specific competition and according to the warm-up and competition schedules.

All participants and officials are required to wear their Accreditation Cards at all times. The accreditation card is also necessary to pass the security controls.

In case of lost or stolen accreditation cards, the LOC must be informed immediately to block the accreditation. They may be replaced at the expense of the card holder (CHF 200.-) to the LOC.

#### **Accreditation Centre**

The Accreditation Centre will be located at the Adriatic Arena (Appendix 1) and open as follows:

• Opening Date: only 11 April 2018

#### **Accreditation Distribution**

Accreditations will be distributed based on the nominative registrations to the Head of Delegation or his/her Substitute at the Accreditation Centre upon arrival or accordingly. FIG Accreditation rules will be strictly respected and applied notably as far as the number of accreditations is concerned. No additional accreditations may be issued without the prior approval of FIG. Any additional person to the nominative list is considered as a spectator and must buy entry tickets. Accreditations will not be delivered unless all financial, organisational and insurance obligations have been met.

#### **Control and Distribution of the Required Material**

Upon accreditation Heads of Delegations or their substitutes will be requested to:

- present to the LOC a valid passport of all Delegation Members for proof of identity and control of Nationality
- make any necessary payments (insurance, accommodation, additional accreditation, etc.)
- show proof of the cover note or photocopy of the valid insurance policy
- check the correct names of their complete Delegation
- verify the accommodation and meal requirements including the Farewell Banquet
- verify the return flight schedules
- confirm the accuracy of the Federation National Anthem uploaded by the Federation itself in the LOC digital platform (from 20<sup>th</sup> March till 30<sup>th</sup> March 2018), and sign the relevant form
- confirm the accuracy of Music uploaded by the Federation itself in the LOC digital platform (from 20<sup>th</sup> March till 30<sup>th</sup> March 2018), and sign the relevant form
- confirm the National Flag as presented by the LOC, and sign the relevant form.

**Music**: while music for each routine must be uploaded (**.mp3 or .wav**) to the LOC digital platform (from 20<sup>th</sup> March till 30<sup>th</sup> March 2018), Coaches are also requested to always have 1 CD with them as backup for safety reasons or in case of technical problems. All CDs must be labelled as according to point 1.5.8 of the COP.

**Photo**: if a photo has to be taken in Pesaro because none has been uploaded to the LOC digital platform (from 20<sup>th</sup> March till 30<sup>th</sup> March 2018), there will be a charge to the federation of **20.00 EUR** per missing photo, payable to the LOC at the time of accreditation.

The **revised pages** of the Work Plan, revised starting order and schedules will be published in the **Mobile App**.

#### **Delegation Seating**

The LOC will reserve a number of seats for the seating of the accredited Delegation members in the venue. These seats will be available on a first come, first served basis. Delegates will be requested not to sit in any other spectator seats within the arena unless permitted to do so by a representative of the LOC. Reserved places will also be put at the disposal of Press, Radio, Television, Photographers, authorized officials and guests of honours.

#### 5. INSURANCE

Refer to the Directives.

#### 6. MUSIC

Refer to the Directives for the submission of the Music.

Upload the Music to the LOC digital platform: from 20<sup>th</sup> March till 30<sup>th</sup> March 2018.

During competitions, Podium training and training the music will be played by computer.

#### 7. CHANGE TO THE LISTS OF NAMES

Please refer to Section 1 Regulation 4.2 of FIG Technical Regulations for details on the provisions related to the changes to the lists of names.

For accreditation change's requests (function and / or name):

- made from the Nominative registration until Accreditation, send immediately by e-mail to the FIG the official form (Appendix 5 and/or 6) for proper evaluation of your query.
- made from Accreditation until 24 hours prior to the start of qualification, please report immediately to the Accreditation Centre for proper evaluation of your query by FIG (Appendix 5 and/or 6).

#### 8. VENUE AND TRAINING FACILITIES – Appendices 1-4

Please refer to the Directives for location of the competition, training and warm-up hall.

See the Appendix 1 - 4 which describe the overall view.

Specificities of the Adriatic Arena	The seating capacity is of 4.561seats 1 Competition Floor 14x14m
	The competition floor will be on the ground and not on a podium The warm-up area is located at the back of the Adriatic Arena
Specificities of the Warm-up Hall	3 Floors 14x14m 1 Apparatus measurement table Iron and iron board will be provided No music equipment will be provided
Specificities of the 2 Training Hall and Choreography Zone	<i>High heels are not recommended</i> 2 Floors 14 x14 m (1 in each Training Hall) 2 Stretching areas (general warm-up) Ballet bars (1 in each Training Hall)
Specificities of the Training Hall Palafiera	The Palafiera is located at 5 minutes from Adriatic Arena by shuttle 2 Floors 14 x14 m Stretching area (general warm-up) Ballet bars, iron and iron board will be provided Music equipment will be provided for 2 (1+1) floors

#### 9. TRANSPORTATION

Please refer to the directives for details on Transportations.

As a reminder, only accredited persons from Delegations staying at one of the official hotel, having booked their accommodation through the LOC and returned to the LOC their Travel Form in due course (**26 March 2018**) are entitled to use the event local transportation from/to the airport, hotel, venue, etc.

All other Delegation members are not entitled to use the LOC transportation system and will be responsible to be on time !

#### The LOC will check the accreditations of each Delegation member before entering the bus.

#### Arrivals

The LOC personnel will be present at all arrival points with greeting signs to welcome the Delegation Members. Delegations will be requested to make their ways to meet with them. The delegations have to go first to the accreditation center, then to the hotel.

#### Departures

If entitled, a shuttle transportation will be coordinated by the LOC from the Official Hotels to the official airports or Pesaro main railway station based on the Travel Forms from the delegation and confirmed by Head of Delegation during accreditation.

#### **Phone Number**

The transport office phone number (printed on the back of each delegate's accreditationcard) is:

+ 39 (0) 721 372458

#### **10. ACCOMMODATIONS**

Please refer to the directives for details on the selection of hotels, payment, etc.

#### 11. MEALS

Please refer to the directives for details on orders, payment, etc.

If delegations booked their meals with the LOC they will receive coupons. The accreditation card is compulsory to enter the meals zone.

The LOC will not provide any meal to the judges. It is the responsibility of the National Federations to order and pay for the meals of their judges.

The LOC will provide for the Delegations free water in the training halls, in the warm-up hall and in the competition hall and for the judges throughout the event coffee and snacks in the Judges' Meeting Room.

All queries concerning meals must be addressed directly to the LOC as they will be responsible for handling all corresponding issues.

#### Farewell Banquet

Please refer to the directives for details on orders, payment, etc.

The Farewell Banquet will be held at the Hotel Mercure Cruiser on 15 April 2018 and will start at 21:00.

#### 12. TRAINING – PODIUM TRAINING – EARLY TRAINING Training

The Official detailed training schedules have been organised in accordance with the Technical Regulations.

The training and competitions schedules will be published on the FIG online calendar and Mobile App in due time.

Delegations must respect the designated training times and the allocated training carpets. Changes to the official scheduled training hours will not be accepted. Each Individual gymnast/Group have the same possibility of training session.

#### Podium training

Only on podium training day, Individual gymnasts and/or Groups will perform their exercises on the floor where the competition will take place.

Early training opportunities: there is no early training opportunities.

#### 13. KISS &CRY

The number of persons authorised in the Kiss & Cry is:

- Individual Competition: 1 Gymnast and 1 Coach
- Group Competition: 6 Gymnasts and 2 Coaches

Further information will be given at the Orientation Meeting.

#### **14. CONTROL OF APPARATUS**

During the Podium trainings for Individuals and for Groups, each Delegation will have the opportunity to have their leotard and apparatus verified and to have the official control label attached to each apparatus.

The checking procedure will take place during the competitions and trainings.

Any apparatus which does not conform to the regulations will be refused the authorization, or its use penalized, even if it has already been accepted at another competition.

#### **15. FIG CERTIFIED APPARATUS**

As mentioned in the Directives, the Manufacturer Supplier will be Pastorelli, RG Floor RG1, reference 02675, 14 x 14m, made up of RG carpet floor reference 01139 + RG plywood plate, reference 02676. The competition floor will be color light beige.

#### **16. ANNOUNCEMENTS DURING COMPETITIONS**

During the competitions, the announcements will be made in Italian and in English.

#### 17. SCORING

Studio System will provide the official scoring equipment for the World Cup. The Studio System equipment will be used for the data management of the gymnasts' start lists, judges' lists, scores and results.

The Final result will be published on the Mobile App and on the Web Site <u>www.rgworldcup-pesaro.it</u>.

#### 18. INQUIRY

Please refer to Technical Regulation, Section 1, Reg. 8.4.

Inquiries for the difficulty scores are allowed (Appendix 7), provided that they are made verbally immediately after the publication of the score or at the very latest before the score of the following gymnast or group is shown. For the last gymnast of a rotation, this limit is one minute after the score is shown on the score board.

The person designated to receive the verbal inquiry (LOC Inquiry Officer) has to note the time of receiving it and this starts the procedure. Only the accredited coaches in the competition area are entitled to submit an inquiry. An area close to the Kiss & Cry where the coach of the competing gymnast can see the score of the exercise will be designated. Late verbal inquiries will be rejected.

A National Federation is not allowed to complain against a gymnast from another federation. Inquiries for Execution scores are not allowed.

The inquiry must be confirmed as soon as possible in writing but within 4 minutes at the latest after the verbal inquiry and requires <u>an agreement of payment of</u>:

USD 300.-- for the first complaint USD 500.-- for the second complaint USD 1'000.-- for the third complaint

Federations shall not pay cash when submitting an inquiry (no cash money on the FOP); invoices will be sent later by the FIG Headquarters to the National Federations concerned.

Should the inquiry not be confirmed in writing within 4 minutes, the procedure becomes obsolete. Should the inquiry prove correct and is accepted, this sum will not be invoiced by FIG to the National Federation. Otherwise, the sum will be invoiced by FIG to the National Federation and will be transferred to the FIG Foundation.

Every inquiry must be examined by the Superior Jury and a final decision which may not be appealed must be taken at the very latest:

- at the end of the rotation for the Qualifications
- before the score of the following gymnast is shown for the Apparatus Finals

#### **19. CEREMONIES**

#### **Opening Ceremony**

The official Opening Ceremony will take place in the Adriatic Arena on Saturday 14 April 2018. All Delegation members will be invited to be present asspectators.

Further detailed information will be given during the Orientation Meeting.

#### **Award Ceremonies**

The awards ceremonies will be held as per the schedule enclosed and carried out in accordance with the FIG Regulations for Award Ceremonies. The gymnasts requested to attend the awards ceremonies will be as follows:

Individual Apparatus Finals	Individual gymnasts ranked 1 <sup>st</sup> to 3 <sup>rd</sup>
Individual All-Around	Individual gymnasts ranked 1 <sup>st</sup> to 3 <sup>rd</sup>
Group General Competition	Groups ranked 1 <sup>st</sup> to 3 <sup>rd</sup>
Group Apparatus Finals	Groups ranked 1 <sup>st</sup> to 3 <sup>rd</sup>

The following awards will be granted to the top 3 per Final:

1 <sup>st</sup> place	1 gold medal and 1 diploma per gymnast
2 <sup>nd</sup> place	1 silver medal and 1 diploma per gymnast
3 <sup>rd</sup> place	1 bronze medal and 1 diploma per gymnast

The athletes must wear their correct competition attire for the Award Ceremony. The national flags of the best 3 Individual Gymnasts or Groups will be hoisted and the national anthem of the top Individual Gymnast(s), or Group(s) will be played.

Please ensure that your Federation's medalists are in time for the line-up prior to the ceremonies. An Individual Gymnast or a Group who is absent with unjustified reason will be disqualified

#### Gala

Detailed information will be given during the Orientation Meeting.

#### 20. MEDICAL SERVICES

The medical service is provided by the Local Organizing Committee according to the FIG Rules "MEDICAL ORGANISATION OF THE FIG COMPETITIONS".

#### 21. ANTI DOPING CONTROL AND THERAPEUTIC USE EXEMPTIONS

Under the supervision of the FIG, anti-doping control will be organized according to the valid WADA Code, Standards and FIG Anti-DopingRules.

The anti-doping controls may take place at any time.

As per the applicable FIG Therapeutic Use Exemption (TUE) procedure in effect concerning the participation at FIG Events, any gymnast in need of a TUE is responsible, together with her Federation, to submit her request to the FIG no later than 30 days before the start of this competition. No TUE request will be accepted nor approved on spot, except for duly justified emergency cases

#### 22. PRIZE MONEY

The Prize Money will be distributed in Euro and cash only (no bank transfer) to the respective Heads of Delegation. The exact time and place will be communicated during the Orientation Meeting. Please refer to the directives for details.

The Federation's prize money will be distributed <u>only</u> to the Head of Delegations at the Adriatic Arena Accreditation Center on <u>April 15<sup>th</sup> from 17.45 to 19.00.</u>

#### 23. MEETINGS - INSTRUCTIONS - OFFICIAL FUNCTIONS - ORIENTATION MEETING

The Orientation Meeting held in English will take place in the Meeting Room at the Adriatic Arena. Very important information concerning the detailed organisation of the World Cup (running of the competitions, opening, closing and award ceremonies, prize money, transportation etc) will be provided by the LOC and the FGI.

#### Participation is compulsory.

Delegation representatives have to attend this meeting with a <u>maximum of 2 accredited members</u> per Delegation, including the Head of Delegation or a Substitute.

If Judges wish to attend the Orientation Meeting, they will be part of the 2 authorised delegation members and they may not represent their country.

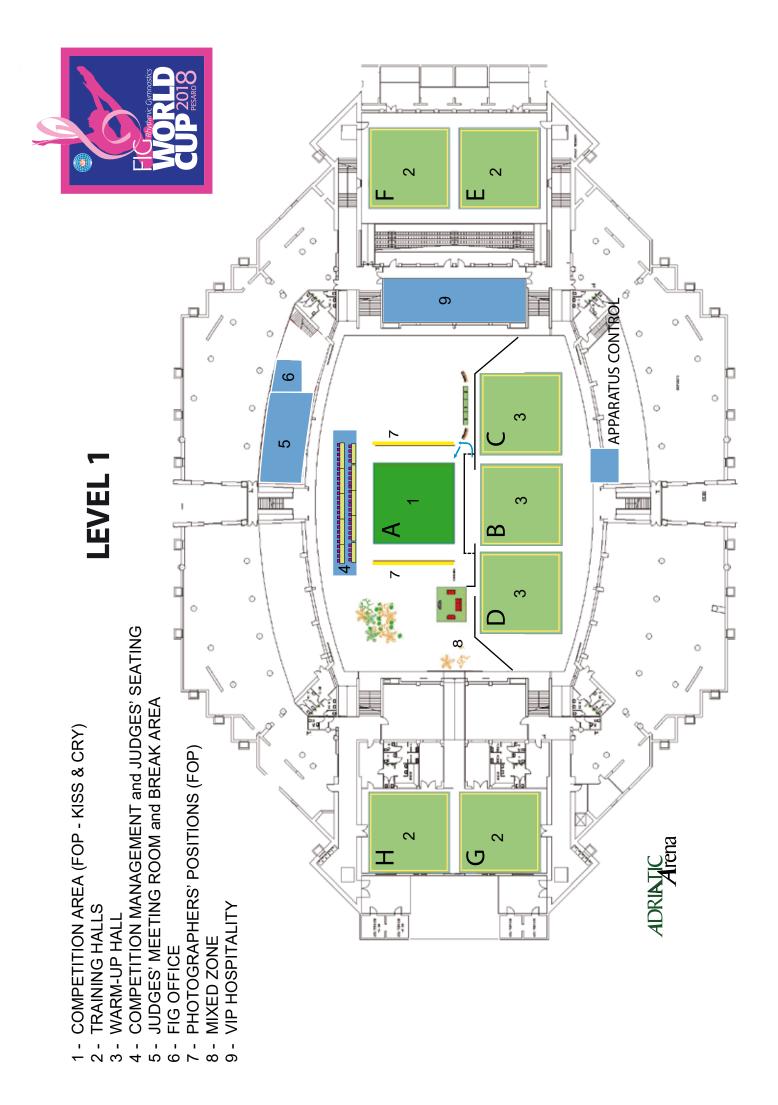
#### Currency

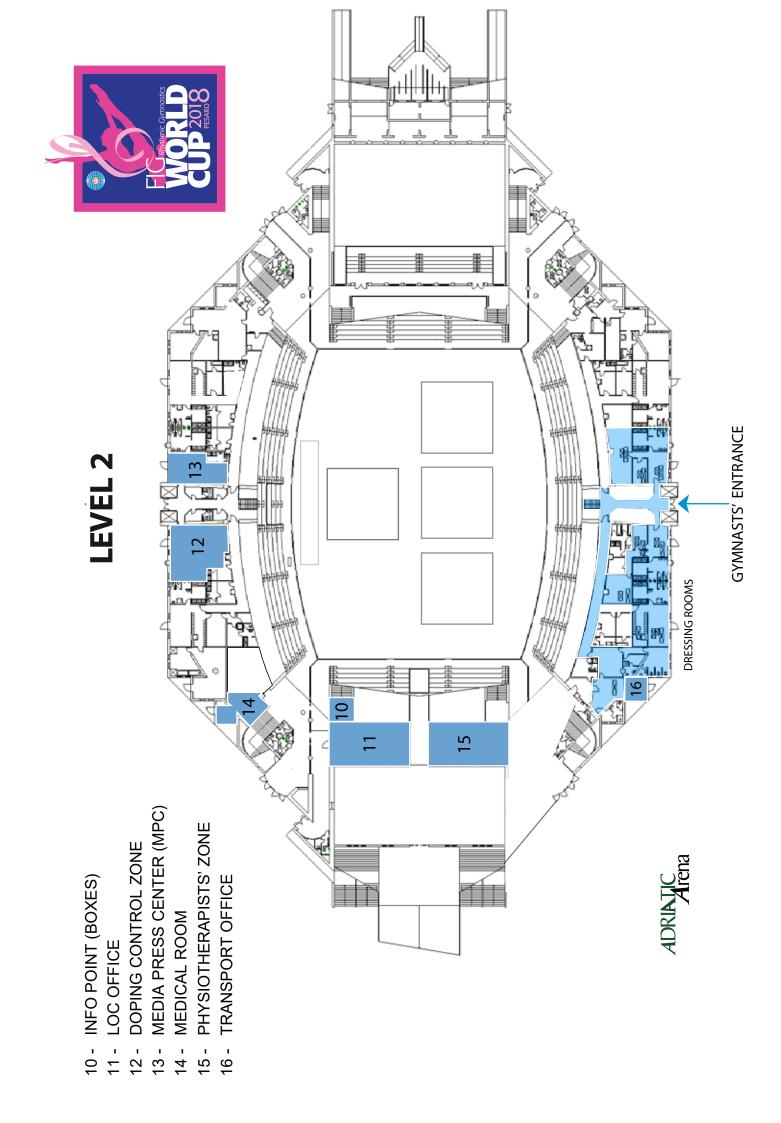
The ITA currency is the EURO

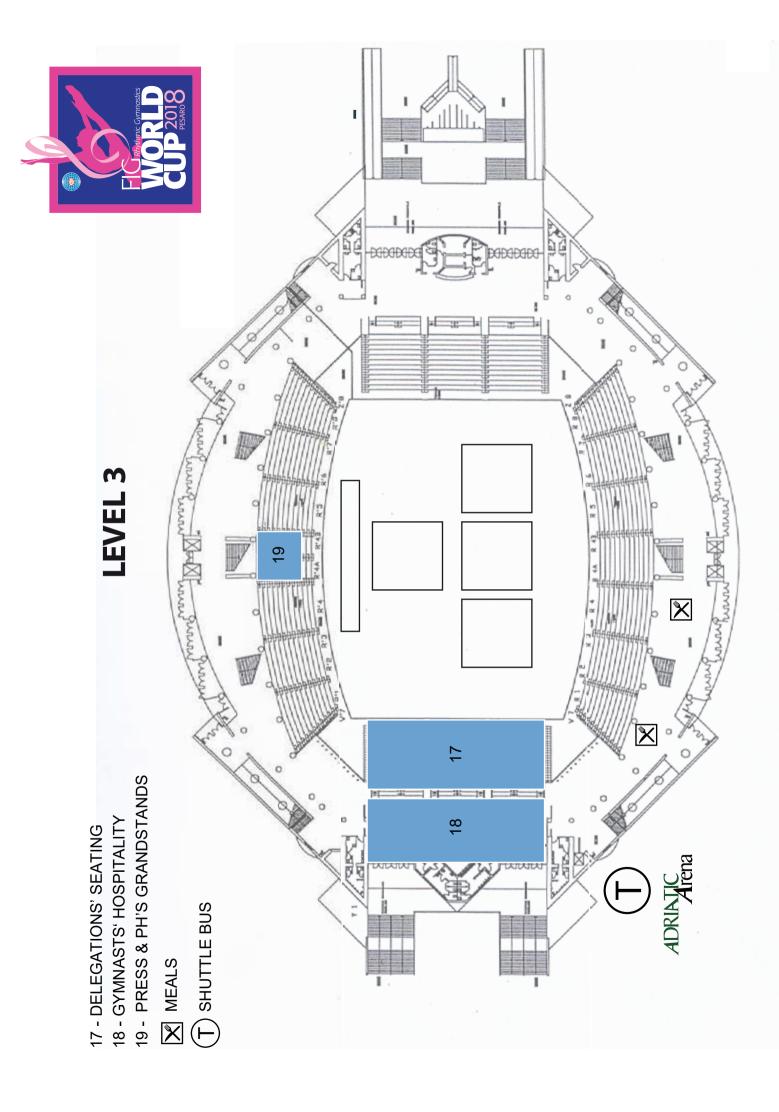
#### Weather in Pesaro in April

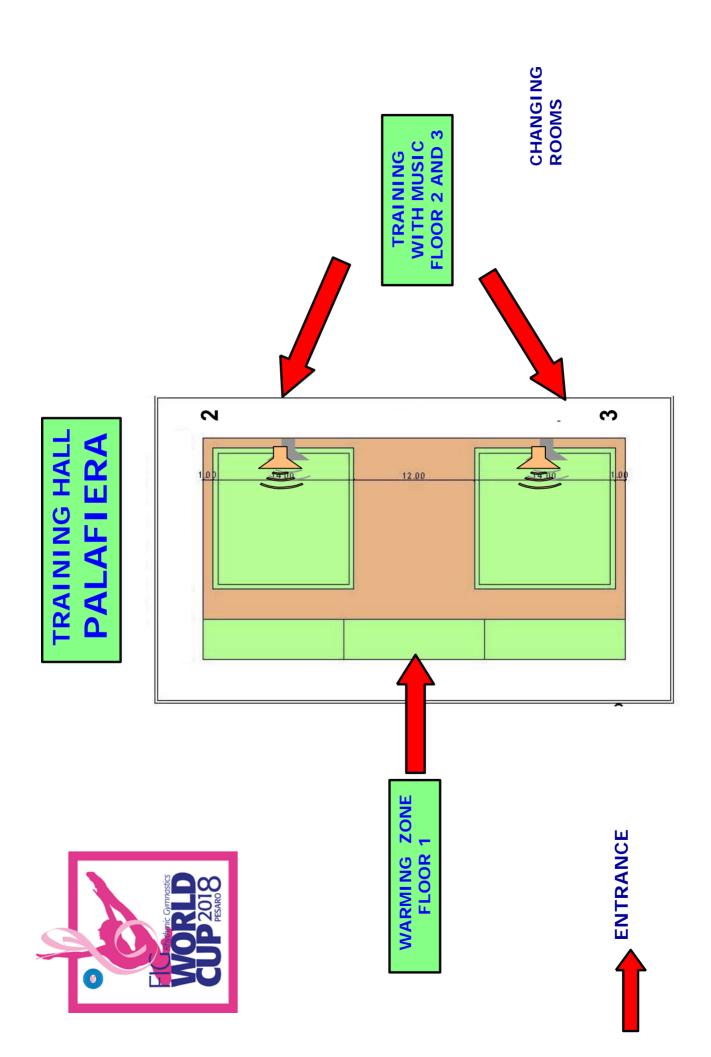
Min 8° - Max 16°

Appendix 1-3: Adriatic Arena Appendix 4: Training Hall Palafiera Appendix 5: Change to the list of Officials names Appendix 6: Change to the list of Gymnast names Appendix 7: Inquiry Form









## FÉDÉRATION INTERNATIONALE DE GYMNASTIQUE





FIG RG WORLD CUP

13 - 15 APRIL 2018

PESARO - (ITA)

**Change to the lists of Officials' Names From Nominative Registration until Accreditation**: form to be immediately sent to the FIG for evaluation: smartinet@fig-gymnastics.org

National Federation		Contact Person	
Notice of Withdrawal			
Full Name			
Function			

OR

Request for Official' Substitution		
Full Name		
Withdrawn and replaced by: Full Name		
Function requested	For judge and medical: Licence #	

OR

Notice of Modification of Function		
Full Name	For judge and medical: Licence #	
Original Function		
New Function requested	For judge and medical: Licence #	

OR

Request for a new Accreditation	
Full Name	For judge and medical: Licence #
Function requested	For judge and medical: Licence #

Place and date	Seal of the NF	NF authorised signature
		Signature of the President or Secretary General of the FIG affiliated NF



## FÉDÉRATION INTERNATIONALE DE GYMNASTIQUE





FIG RG WORLD CUP

13 - 15 APRIL 2018

#### PESARO - (ITA)



### Change to the list of Gymnasts' Names

From Nominative Registration until Accreditation: form to be immediately sent to the FIG for evaluation: <u>smartinet@fig-gymnastics.org</u>

National Federation		Con	tact Person			
	Not	tice of Wi	thdrawal			
Competition/apparatus	Individuals:	all appara	itus			
	Groups:	5 Hoops		3 Balls +2 R	lopes	
Gymnast's full name				Licence #		
Reason for Withdrawal					<u>.</u>	

#### OR

Request for substitution					
Competition/apparatus	Individuals:	all apparatus			
	Groups:	5 Hoops	3 Balls +2 I	Ropes	
Gymnast's full name			Licence #		
Replaced by gymnast (full name)			Licence #		

Place and date	Seal of the NF	NF authorised signature
		Signature of the President or Secretary General of the FIG affiliated NF

## FÉDÉRATION INTERNATIONALE DE GYMNASTIQUE



FIG Rhythmic Gymnastics World Cup and World Challenge Cup 2018

#### **Inquiry Form**

4700
elly

The National Federation of:	
(3 letters)	

represented by (coach): (Coach's name)

hereby	submits	this	inquirv	as	he/she	considers	that t	he
noroby	Submito	uno	inquiry	us	10/0110	0011310013	unat t	

D1-2 score /

D3-4 score

#### Please circle the Difficulty sub-group(s) for which you submit this inquiry.

for the routine presented by the below Individual Gymnast / Group does not correspond to the real value of her/their presentation.

Category:	Individual	Group		
Gymnast's/Group's Name:	S			
Competition:	Qualifications	All Around Final	Appar	ratus Final
	Apparatus:	Apparatus:	Appar	ratus:
Date		Coach' signature		
		by pledges to <b>agree</b> to pay to the FI e 2 <sup>nd</sup> inquiry / US\$ 1'000 for the 3 <sup>rd</sup> ir		8.4 of the TR) the amount
	Mot	ivation of the Inquiry:		
Time Verhel			18/=::::- m	······
Time <u>Verbal</u> Inquiry received			<u>Written</u> ry received	
	(HH:MM)			(HH:MM)
		Status – for FIG use only		
Technical Delegate	e's Decision			
Accepted	Rejected	Final D1-2 score:	Final D	3-4 score:
Reason:				
TD signature:				