

**DIRECTIVES**


**Event ID:**

Dear Club/ Federation,

Singapore Gymnastics, the Gymnastics Federation of **SINGAPORE (SIN)**, has the pleasure to invite your Club/ Federation to participate in the aforementioned International Event.

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| <b>DISCIPLINE</b>             | Men's Artistic<br>Women's Artistic   |   |                              |
| <b>HOST FEDERATION</b>        | Singapore Gymnastics<br><a href="mailto:sgoffice@singaporegymnastics.org.sg">sgoffice@singaporegymnastics.org.sg</a><br><a href="http://www.singaporegymnastics.org.sg">http://www.singaporegymnastics.org.sg</a><br>Tel: (65) 6258 4851 Fax: (65) 6258 4853<br>Event Website: <a href="http://www.singaporegymnastics.org.sg/singaporeopen">http://www.singaporegymnastics.org.sg/singaporeopen</a>   |   |                              |
| <b>EVENT COORDINATOR</b>      | Ellie Klidzia<br><a href="mailto:sgoffice@singaporegymnastics.org.sg">sgoffice@singaporegymnastics.org.sg</a>  |   |                              |
| <b>LOCATION</b>               | Singapore  |   |                              |
| <b>DATES</b>                  | From 3 <sup>rd</sup> to 6 <sup>th</sup> September 2015   |   |                              |
| <b>VENUE</b>                  | Bishan Sports Hall   |   |                              |
| <b>APPARATUS SUPPLIER</b>     | Janssen – Fritsen, please refer to the list of Apparatus attached.   |   |                              |
| <b>RULES AND REGULATIONS</b>  | <p>The event will be organized under the following FIG rules for 2013, except for any deviation mentioned in these directives:</p> <ul style="list-style-type: none"> <li>• Statutes</li> <li>• Technical Regulations</li> <li>• Code of Points and relevant Newsletters</li> <li>• General Judges' Rules</li> <li>• Specific Judges' Rules</li> <li>• Doping Control Rules</li> <li>• Licence rules (except for non-competitive events)</li> <li>• Media Rules</li> <li>• Apparatus Norms</li> <li>• FIG Rules for Sanctioning (approval) of International Events</li> <li>• Advertising and Publicity Rules</li> </ul> <p align="right"><i>and subsequent decisions of the FIG Executive Committee</i></p> |   |                              |
| <b>FEDERATIONS INVITED</b>    | Singapore Gymnastics will invite all Member Federations in good standing with FIG.   |   |                              |
| <b>AGE CATEGORY</b>           | <b>Category</b>  | <b>Age</b>                                |                              |
|                               | MAG - International Junior   | 14 to 17 (born 1998 – 2001)               |                              |
|                               | MAG - International Senior   | 18 & above (born 1997 & before)           |                              |
|                               | WAG - International Junior   | 13 to 15 (born 2000 – 2002)               |                              |
|                               | WAG - International Senior   | 16 & above (born 1999 & before)           |                              |
| <b>REGISTRATION DEADLINES</b> | Definitive Registration  | <b>Saturday 20<sup>th</sup> June 2015</b> | <b>3 months before event</b> |

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|                             | Nominative registration  | <b>Monday 20<sup>th</sup> July 2015</b>  | <b>2 months before event</b> |
| <b>ATHLETE LICENCE</b>      | <b>All gymnasts must have a current valid FIG licence at the time of the event.</b>  |  |                              |
| <b>ACCREDITATION</b>        | Each member of the delegation will be issued an Accreditation Pass entitling them to access to required areas.<br>Gymnasts and Officials will have different access rights.  |  |                              |
| <b>SPECTATORS</b>           | Tickets will be on sale through an online system until <b>Friday 28th August 2015</b> , but will also be available on the door at the event itself (cash sales only).<br>Tickets link: <a href="https://regonline.activeglobal.com/2015EVENTS">https://regonline.activeglobal.com/2015EVENTS</a>   |  |                              |
| <b>EVENT FORMAT</b>         | <u>Awards &amp; Competition Format</u>   |  |                              |
|                             | TEAM - Competition IV (Day 1)  | Max 6 gymnasts – 5 to compete – 4 scores to count on each apparatus  |                              |
|                             | INDIVIDUAL ALL-AROUND (IAA) – Competition II (Day 1)   | Maximum 2 per club/ federation<br>Top 3 awarded  |                              |
|                             | INDIVIDUAL EVENT FINAL (IEF) – Competition III (Day 2)   | <ul style="list-style-type: none"> <li>• Top 8 per apparatus proceed to IEF Competition</li> <li>• Maximum 2 per each club/ federation</li> <li>• Top 3 awarded</li> </ul>         |                              |
| <b>PROVISIONAL SCHEDULE</b> | Wednesday 2nd September  | Arrival of Overseas Delegations  |                              |
|                             | Thursday 3rd September   | <ul style="list-style-type: none"> <li>• WAG/ MAG FIG Podium Training</li> <li>• WAG/ MAG FIG Orientation Meeting</li> <li>• WAG/ MAG FIG Judges Instruction &amp; Draw</li> </ul> |                              |
|                             | Friday 4th September   | <ul style="list-style-type: none"> <li>• WAG/ MAG FIG Competition I (Qualifications), II (All-round) &amp; IV (Team)</li> </ul>  |                              |
|                             | Saturday 5th September   | <ul style="list-style-type: none"> <li>• WAG/ MAG FIG Competition III (Individual Event Finals)</li> </ul>   |                              |
|                             | Sunday 6th September   | <ul style="list-style-type: none"> <li>• Half Day Tour</li> <li>• Departure of Overseas Delegations</li> </ul>   |                              |
| <b>MEDICAL SERVICES</b>     | <ul style="list-style-type: none"> <li>• First Aid available throughout the event.</li> <li>• Nearest Hospital – Tan Tock Seng Hospital (<a href="http://www.ttsh.com.sg/visitor-guide/">http://www.ttsh.com.sg/visitor-guide/</a>)</li> </ul>   |  |                              |
| <b>INSURANCE</b>            | <p>The Host Federation, the Organizing Committee 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><b><u>A copy of valid insurance must be submitted by the Orientation Meeting.</u></b></p>   |  |                              |
| <b>VISA</b>                 | <p>Please verify immediately with your travel agent or the Singapore Embassy or Consulate in your country if a visa is required for your travel to Singapore. The Organizing Committee will be happy to assist each Delegation member with an official invitation letter, provided that the request is made before <b>Monday 20<sup>th</sup> July</b> to the LOC.</p> <p>The request must include the function, full name, gender, date of birth, citizenship and passport number, passport expiry date, the arrival and departure dates of the Delegation Member as well as the city the visa application support letter must be sent to.</p> |  |                              |

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| <b>TRAVEL</b>          | The invited participating federations must pay for the travel costs of their delegation members.<br>The Travel Schedule Form must be returned to the LOC by <b>Monday 20<sup>th</sup> July 2015.</b>  |   |                            |
| <b>PACKAGE OPTIONS</b> | <b>Package</b>  | <b>Included</b>   | <b>Price</b>               |
|                        | Package 1   | <ul style="list-style-type: none"> <li>✓ Accreditation &amp; Participation Fee</li> <li>✓ Lunch at competition venue</li> <li>✓ Certificate &amp; Goodie Bag</li> </ul>   | \$150 in total per person  |
|                        | Package 2   | <ul style="list-style-type: none"> <li>✓ HOTEL Accommodation based on 2 sharing with breakfast</li> <li>✓ Welcome &amp; Airport Pick up</li> <li>✓ Internal Transport</li> <li>✓ Accreditation &amp; Participation Fee</li> <li>✓ Lunch at competition venue</li> <li>✓ Certificate &amp; Goodie Bag</li> </ul>   | \$160 per person per night |
|                        | Package 3   | <ul style="list-style-type: none"> <li>✓ HOTEL Accommodation based on Single Room with breakfast</li> <li>✓ Welcome &amp; Airport Pick up</li> <li>✓ Internal Transport</li> <li>✓ Accreditation &amp; Participation fee</li> <li>✓ Lunch at competition venue</li> <li>✓ Certificate &amp; Goodie Bag</li> </ul> | \$250 per person per night |
| <b>SHUTTLE SERVICE</b> | <ul style="list-style-type: none"> <li>• For Package 2 and 3, Singapore Gymnastics will meet your delegation at the airport and arrange for Airport Transfers to and from the hotel.</li> <li>• For Package 2 and 3, delegations will be provided with a 'Shuttle Services Schedule' to transport delegations from hotel to competition venue.</li> <li>• Federations who do not book their accommodation through the Organising Committee (Package 1) will not be entitled to use the organised transport and will be responsible to arrive at the competition venue on time.</li> </ul>   |   |                            |
| <b>ACCOMMODATION</b>   | <p><b>Hotel (Package 2/3)</b><br/>Days Hotel<br/><a href="http://www.dayshotelsingapore.com/">http://www.dayshotelsingapore.com/</a><br/>Address: 1 Jalan Rajah, 329133</p>  <p style="text-align: center;">- Shorter travelling time to competition venue</p> <p>While the Accommodation Form must be returned to the LOC by <b>Monday 20<sup>th</sup> July</b> at the very latest, the Hotel rooms will be allocated on a "first come, first serve" basis.</p> <p>The invited participating federations must pay for the accommodation expenses of their delegation members as per the package prices above. <b>Full fee is payable by Monday 20<sup>th</sup> July after which no refund is available. No accommodation will be booked without full payment.</b></p> |   |                            |
| <b>MEALS</b>           | Meals are only provided as per the package details. For meals not catered by Singapore Gymnastics, local eateries can easily be found around the hotel / gym hall.  |   |                            |
| <b>FINAL BANQUET</b>   | All the overseas participants and officials are welcome to the Final Banquet.   |   |                            |

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| <b>ORIENTATION MEETING</b>   | All Team Managers and Coaches are required to attend the Orientation Meeting:<br>Date: 3rd September 2015<br>Time: 4pm<br>Venue: Bishan Sports Hall (Singapore Gymnastics VIP Lounge)   |   |
|  | All Individual <b>music</b> is required to be submitted in CD format with participant's name/ event/ apparatus and composer of music clearly labeled on the disc. Submission of all CDs must be made during the Orientation meeting.  |   |
| <b>JUDGES AND JURIES</b>   | The Apparatus Jury (or Juries) will be composed as follows:<br>2 Difficulty judges, min. 4 Execution judges   |   |
|  | The participating member federations must send minimum one qualified judge for MAG if they participate with male gymnasts and one qualified WAG judge if they participate with female gymnasts.<br>Judges should arrive with Judges attire <b>and have a current valid FIG Brevet.</b>  |   |
|  | Failure to provide judges as mentioned above will result in an LOC charge of \$1000 SGD to the federation concerned (non-refundable).   |   |
|  | The number of Apparatus Juries (judges' panels) will be decided by the organizing member federation depending on the number of participating competitors and judges.<br><br>The Apparatus Juries are set up by a draw from the judges present at the event.<br><br>For additional judge's requirements see the Specific Judges' Rules.                                |   |
| <b>BANK ACCOUNT INFORMATION</b>  | <b>Payable to:</b>  | Singapore Gymnastics  |
|  | <b>Bank:</b>  | DBS Bank<br>6 Shenton Way<br>DBS Building Tower 1<br>Singapore 068809<br><br><b>Current Account Number:</b> 001-901445-0<br><b>Swift Code:</b> DBSSSGSG |
| Each participating member Federation is kindly requested to reference the payment's purpose as follows: <b>SGOPEN15–'federation name'</b> .<br>The participating federation is responsible for covering all bank fees in connection with the bank transfers. |   |   |
| <b>MARKETING</b>   | FIG advertising and publicity norms must be respected   |   |
| <b>MEDIA</b>   | Journalists and Photographers – Media Coordinator:<br><a href="mailto:gm@singaporegymnastics.org.sg">gm@singaporegymnastics.org.sg</a>  |   |
| <b>DEADLINES SUMMARY</b>   | Definitive Registration   | <b>20<sup>th</sup> June 2015</b>  |
|  | Nominative Registration Set<br>- Including Package Price<br>- Accommodation Form<br>- Travel Schedule   | <b>20<sup>th</sup> July 2015</b>  |
|  | Visa Request Form   | <b>20<sup>th</sup> July 2015</b>  |
|  | <b>Payment</b>  | <b>20<sup>th</sup> July 2015</b>  |
| <b>CANCELLATION POLICY</b>   | <ul style="list-style-type: none"> <li>• Failure to make payment of registration fee along with the submission of the registration form will render the registration void.</li> <li>• Registration forms received later than the allocated deadline will <b>NOT</b> be accepted.</li> <li>• Withdrawal 1-2 months before start of event – 50% fee refunded</li> </ul> |   |

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|  | <ul style="list-style-type: none"><li>• Withdrawal 0-1 month before start of event – no refund permitted</li></ul> |
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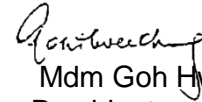
We look forward to welcoming you to Singapore!

*Sincerely Yours,*

**Singapore Gymnastics**

Singapore 01/05/2015  
Place and date:

**SINGAPORE GYMNASTICS**  
3, Stadium Drive, #01-33, Singapore 397630  
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Mdm Goh Hwee Cheng  
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