



**26th European Championships in Trampoline,
Tumbling and Double Mini-Trampoline
Baku, (Azerbaijan, AZE)
April 12-15, 2018**

DIRECTIVES

EVENT ID: 15451
Revised: 19.12.2017
new bank account information

Dear UEG 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. **This event also serves as qualification event for 2018 Youth Olympic Games (YOG).**

DISCIPLINES	Trampoline (TRA IND, TRA SYN) Tumbling (TUM) Double Mini-Trampoline (DMT)
UEG	Union Européenne de Gymnastique (UEG) Address: Avenue de la Gare 12 1003 Lausanne, Switzerland Contact Person: Linda Davila Tel.: +41-21-613.1020 Direct: +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@aqf.az Website: www.aqf.az
LOCATION	Baku, Azerbaijan
DATE	From 12th to 15th of April, 2018
VENUE	MGA - Milli Gimnastika Arenası (National Gymnastics Arena) Address: 178 Heydar Aliyev Ave. AZ-1029, Baku, Azerbaijan Tel: +99412 566 9699 Fax: +99412 566 9694 E-mail: info@mga.az 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), the 4th Islamic Solidarity Games (2017). 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 Championships, Training and Warm-up facilities will be located within the MGA.

APPARATUS SUPPLIER

Trampolines: Eurotramp Ultimate 4x4 Trampoline.
Reference number: 03150, 03100

Tumbling track: Skakun Original 2014

Springboards: Manufactured by Spieth
"Moscow 5", produced by Janssen-Fritsen: "Iris Silver 5 Springs", Soft Version. Reference number: 1411704
Springboard "Moscow 8", Hard Version
Produced by Janssen-Fritsen: "Kreon Gold 8 Springs", Hard Version
Reference number: 1411714

DMT: Eurotramp Ultimate DMT 6x6. Reference number 23200

Only FIG certified HDTM device may be used. If an electronic HD Scoring system is not certified, TMD AS-1 for ToF and SYN will be used and 6 execution judges and 2 horizontal displacement judges may be used.

RULES AND REGULATIONS

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:

- FIG and UEG Statutes
- FIG and UEG Technical Regulations
- FIG Code of Points and relevant Newsletters
- 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

	<ul style="list-style-type: none"> FIG Rules for Sanctioning (approval) of International Events and subsequent decisions of the FIG / UEG Executive Committee 																																																																						
FEDERATIONS INVITED	The Organizing Member Federation will invite all UEG Member Federations, provided that their financial obligations to the UEG and the FIG are fulfilled. The inscriptions have to be made by the national federations.																																																																						
SIZE OF DELEGATION	<p>The maximum number per delegation has to be respected:</p> <table border="1"> <thead> <tr> <th rowspan="2">Gymnasts</th> <th colspan="3">Seniors resp. Juniors</th> </tr> <tr> <th>Men</th> <th>Women</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Trampoline individual</td> <td>4</td> <td>4</td> <td>8</td> </tr> <tr> <td>Trampoline synchro</td> <td>2 pairs</td> <td>2 pairs</td> <td>4 pairs</td> </tr> <tr> <td>Reserve individual and synchro</td> <td>-</td> <td>-</td> <td>-*</td> </tr> <tr> <td>Double mini-trampoline</td> <td>4</td> <td>4</td> <td>8</td> </tr> <tr> <td>Reserve double mini-trampoline</td> <td>1</td> <td>1</td> <td>2</td> </tr> <tr> <td>Tumbling</td> <td>4</td> <td>4</td> <td>8</td> </tr> <tr> <td>Reserve tumbling</td> <td>1</td> <td>1</td> <td>2</td> </tr> </tbody> </table> <p>Each team participating in the team competition is composed of 3 to 4 athletes. * Reserves for Trampoline Synchro must come from Trampoline Individual and vice versa. If a second pair is entered it must come from the Trampoline Individual contingency</p> <table border="1"> <thead> <tr> <th></th> <th>TRA</th> <th>TUM</th> <th>DMT</th> <th>Mixed</th> </tr> </thead> <tbody> <tr> <td>Head of delegation</td> <td>1</td> <td>1</td> <td>1</td> <td>1</td> </tr> <tr> <td>Team manager (only for full team**)</td> <td>1</td> <td>1</td> <td>1</td> <td>3</td> </tr> <tr> <td>Coaches (not more than 1 per gymnast)</td> <td>2 / 2</td> <td>2 / 2</td> <td>2 / 2</td> <td>12</td> </tr> <tr> <td>Judges (more only on request of the TC-TRA)</td> <td>1 / 1</td> <td>1 / 1</td> <td>1 / 1</td> <td>3 / 6</td> </tr> <tr> <td>Doctor</td> <td>1</td> <td>1</td> <td>1</td> <td>1</td> </tr> <tr> <td>Physiotherapist</td> <td>1</td> <td>1</td> <td>1</td> <td>3</td> </tr> </tbody> </table> <p>** A full team in TRA/TUM/DMT consists of minimum 3 male and 3 female gymnasts.</p>	Gymnasts	Seniors resp. Juniors			Men	Women	Total	Trampoline individual	4	4	8	Trampoline synchro	2 pairs	2 pairs	4 pairs	Reserve individual and synchro	-	-	-*	Double mini-trampoline	4	4	8	Reserve double mini-trampoline	1	1	2	Tumbling	4	4	8	Reserve tumbling	1	1	2		TRA	TUM	DMT	Mixed	Head of delegation	1	1	1	1	Team manager (only for full team**)	1	1	1	3	Coaches (not more than 1 per gymnast)	2 / 2	2 / 2	2 / 2	12	Judges (more only on request of the TC-TRA)	1 / 1	1 / 1	1 / 1	3 / 6	Doctor	1	1	1	1	Physiotherapist	1	1	1	3
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AGE LIMITS	<p>Junior: 13-17 years (born 2005 - 2001) Senior: 17 years and older (born 2001 and older) All Gymnasts must have a valid FIG licence until the end of the event.</p> <p>Only gymnasts born between 1 January 2001 and 31 December 2002 can qualify to Youth Olympic Games. The best ranked individuals at the qualification event will grant a quota place to their NOC, according to the Continental quotas, and based on one (1) athlete per NOC. European Games 2019 qualifiers: Seniors</p> <p>Gymnasts must have the above-mentioned age in the year of the event. It is only possible to participate in one age category: either senior or junior. Gymnasts who have participated as a Senior in World Championships, Continental Championships, World Cup competitions, Multi-sport Games, may not participate afterwards in Junior competitions.</p>																																																																						
JUDGES AND JURIES	<p>All judges must have a current valid FIG brevet for the discipline they are supposed to judge at the time of the event.</p> <p>All participating federations have to nominate one judge with a valid FIG Brevet (min. cat. 3) for each discipline (TRA, TUM, DMT) and category (Seniors and Juniors) in which they have competitors.</p> <p>Participating in junior and senior event of one discipline (TRA, TUM or DMT) with 5 registered athletes or less, the NF could bring either one or two judges</p>																																																																						

per discipline.
Participating in junior and senior event of one discipline (TRA, TUM or DMT) with more than 5 registered athletes, the NF is **obliged** to bring two judges per discipline.

A TRA judge should judge either in Senior or in Junior category only.
To have a TRA judge in both Senior and Junior category, the NF should send 2 judges.

According to the General judges' rules 2017-2020 cat. 4 judges cannot judge at Continental Championships in Trampoline Gymnastics.

Exceptions could be approved by the TC to ensure the proper number of the judges in both categories.

UEG TRA TC will start the draw by the highest category judges. Difficulty judges will be drawn from category I and II judges.

Failure to provide a judge will result in the UEG charging the federation concerned a fine (see UEG TR).

All judges must participate in the judges' meeting.

In trampoline gymnastics the judges panels are as follows:

	TRA Ind.	TRA Syn	TUM	DMT
Chair of Judges Panel	1	1	1	1
Judges for Execution	6	6	5	5
Judges for Difficulty	2	2	2	2
Total:	9	9	8	8

- The CJP must be of Cat. I
- The D judges must be Cat. I or II
- The Execution Judges must be Cat. I, II or III.
- If a Horizontal Displacement device is not certified, 2 extra judges will judge the Horizontal displacement in TRA Ind. / TRA Synchro.

REGISTRATION DEADLINES

The registrations can be accepted from the UEG Member Federations only.

Definitive registration:	January 12th, 2018
Nominative registration	March 15th, 2018

Sanctions will be applied if the different deadlines for the registrations are not respected or if a federation does not participate in a UEG event without previous information.

Definitive entry received after the deadline	Euro 1'500.-
Nominative entry received after the deadline	Euro 1'000.-
Non-participation of a team, but participation of individuals (information given at the competition venue)	Euro 1'000.-
Non-participation of individuals, no participation at all (noticed at the venue)	Euro 1'000.-

ENTRY FEES

Euro 150.- per competitor and per discipline (TRA Indiv, TRA Synchro, TUM, DMT. Not for reserve gymnasts).

The respective amounts must be paid to UEG **by March 15, 2018** to:

Banque Cantonale Vaudoise
Place St-François 14, CP 300
1002 Lausanne, Switzerland
Account No : L 5205.70.49 Union Européenne de Gymnastique
IBAN Code: CH05 0076 7000 L520 5704 9
Swift Code: BCVLCH2LXXX

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:

- The passport of gymnasts and judges including all members of the

	<ul style="list-style-type: none"> • delegations • The licences of gymnasts and medical staff • Transport – Departure • The medical insurance for the members of the delegations • 1 copy of competition cards for each gymnast/synchro pair (TRA) • 1 copy of competition/difficulty cards (TUM) • 1 copy of competition/difficulty cards (DMT) • Prove of the fulfilment of all financial obligations to the LOC • 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, coaches, judges, doctor, physiotherapist) 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).</p> <p>The deadline for the photos & passport copies upload (identity colour photo in JPG format, size – 45mm x 35mm, resolution: 800x600plx) is March 15, 2018. Please clearly indicate the corresponding full name (with correct spelling) in the file title.</p> <p>Submission of photos in due time will prevent the delegations from waiting at the accreditation centre.</p>
EVENT FORMAT	<p>The 26th European championships in Trampoline, Tumbling and Double Mini will be run in the following four (4) disciplines:</p> <ul style="list-style-type: none"> • Individual Trampoline • Tumbling • Double Mini-Trampoline • Synchronized Trampoline <p>There will also be team events in three disciplines (trampoline individual, tumbling and double mini) and in both categories (juniors and seniors) and genders (boys and girls / men and women).</p> <p>A total of 28 Gold medals will be distributed: 14 for Junior and 14 for Senior.</p> <p>Competition will consist of Qualifications and Finals, following both FIG and UEG Technical Regulations</p> <p>Round 2 of the Qualifications (semi-final) will be applied for TRA Individual Seniors and Juniors.</p> <p>Please take note that these Championships will be qualifying for the following 2 events:</p> <ul style="list-style-type: none"> - 2018 Youth Olympic Games - 2019 European Games <p><u>Participation in the Qualifications:</u></p> <ul style="list-style-type: none"> • All competitors must take part in the qualifications. • In case of a tie at any place, the tie-breaking rules as set up for the World Championships (see 2018 FIG Technical Regulations) shall be applied. <p><u>Participation in the 2nd Qualification Round:</u></p> <ul style="list-style-type: none"> • The top 24 gymnasts in TRA Junior and TRA Senior from qualification Round 1 qualify for the 2nd Qualification Round. • Only 3 gymnasts per member federation may compete in Round 2. • All gymnasts will start Round 2 with a score of zero. <p><u>Participation in the Finals:</u></p> <ul style="list-style-type: none"> • The top 8 gymnasts per discipline and age category, men and women (maximum 2 per NF) • The top 8 synchro pairs per age category, men and women (maximum 1 per NF) • The top 5 teams in TRA individual, DMT and TUM per age category, men and women (4 gymnasts per team).

	<ul style="list-style-type: none"> In case of a tie at any place, the tie-breaking rules as set up for the World Championships (see FIG Technical Regulations) shall be applied.
PROVISIONAL SCHEDULE	<p>Sunday, April 8th Arrival of TRA TC and UEG Officials/representatives</p> <p>Monday, April 9th Arrival of the Delegations Free training</p> <p>Tuesday, April 10th Arrival of the Delegations Scheduled training (Junior and Senior) Judges' Draw (participation of judges is not compulsory) Orientation Meeting (evening)</p> <p>Wednesday, April 11th Technical Meeting Scheduled training (Junior and Senior) Judges' Meeting Judges' Scoring Instruction Medical Meeting</p> <p>Thursday, April 12st Official opening Junior Qualifications Round 1 in TRA Ind (B / G) Senior Qualification sin DMT & TUM (M / W) Junior Team Finals in TRA (B / G) Senior Team Finals in DMT & TUM (B / G)</p> <p>Friday, April 13th Junior Qualification sin DMT & TUM (B / G) Senior Qualifications Round 1 in TRA (M / W) Junior Team Finals in DMT & TUM (B / G) Senior Team Finals in TRA (M / W)</p> <p>Saturday, April 14th Junior Qualifications in Synchro (B / G) Senior Qualifications in Synchro (M / W) Junior Qualifications Round 2 in TRA Ind (B / G) Senior Qualifications Round 2 in TRA Ind (M/W)</p> <p>Sunday, April 15th Junior Individual Finals in all disciplines Senior Individual Finals in all disciplines Junior Synchro Finals Senior Synchro Finals</p> <p>Monday, April 16th Departure of delegations</p>
EVENT MANAGER	<p>Natalya Bulanova Tel.: +99412 493 3011 E-mail: td@aqf.az</p>
MEDICAL SERVICES	<p>The Local Organizing Committee will provide first aid medical services. Physiotherapists will be present during the competitions. Medical premises and services to be provided in accordance with the UEG Medical Guidelines for the medical organization of official competitions and FIG Doping Control Rules.</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</p>

	<p>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 March 15, 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 March 15, 2018.</p>
INSURANCE	<p>The Host Federation, the Organizing Committee, the UEG and the FIG will not be held responsible for any liabilities in case of accidents, illness, repatriation and the like.</p> <p>The UEG & FIG Technical Regulations foresee that all participating Federations are responsible for making their own arrangements to have the necessary valid insurance coverage.</p> <p>The LOC will verify the insurance (e.g. cover note or photocopy of the valid policy) upon arrival of the delegation members, except gymnasts and judges as they are covered by the FIG licence. 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>
INTERNATIONAL TRANSPORTATION	<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 March 15, 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>
LOCAL TRANSPORTATION	<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>The LOC will organize buses for sightseeing tour and farewell banquet as well.</p>

ACCOMMODATION



JW Marriott Absheron Baku Hotel *****

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/>

Distance from JW Marriot Absheron Baku Hotel (located in the city center) to main destinations:

To airport: 24 km - approx. 21 min. (by car)

To competition venue: 8.3 km - approx. 10 min. (by car)

The costs per person/night at *JW Marriot Absheron Baku Hotel* are as follows:

EUR 150.- (single room, including breakfast)

EUR 90.- (twin room, including breakfast)



Park Inn By Radisson Baku Hotel****

Address: Azadliq Avenue 1, AZ1000, Baku, Azerbaijan

Tel.: +994 12 490 6000

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 110.- (single room, including breakfast)

EUR 70.- (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 55.- (single room, including breakfast)

EUR 45.- (twin room, including breakfast)



Boulevard Hotel*****

Address: Baku White City

Baku, Azerbaijan

Tel.: +99412 310 00 10

Fax.: +99412 310 00 11

Website: www.boulevardhotelbaku.com

Distance from Boulevard Hotel (located close to the city center) to main destinations:

To airport: 24.9 km - approx. 23 min. (by car)

To competition venue: 8.3 km - approx. 10 min. (by car)

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

EUR 160.- (single room, including breakfast)

EUR 100.- (twin room, including breakfast)

While the Accommodation Request must be submitted to the LOC online **by January 29, 2018** at the very latest, the Hotel rooms will be allocated on a “first come, first serve” basis as the number of rooms are limited at each hotel. The link and sign in details to access the online program will be sent to the participating countries after the definitive entry’s deadline.

The first 50% of the accommodation costs must be paid to the LOC by **January 29, 2018**, the remaining 50% by **March 15, 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)

Dinner - EUR 15.- (each)

Boulevard Hotel

Lunch - EUR 25.- (each)

Dinner - EUR 25.- (each)

Lunch will also be offered at MGA (competition venue) at the cost of EUR 15.- (each).

The Meal Request must be submitted to the LOC online by **March 15, 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).

100% of the meal costs must be paid to the LOC by **March 15, 2018**.

CANCELATION POLICY

Accommodation:

Rooms cancelled **between January 29, 2018 and March 15, 2018** will be subject to a cancellation fee of 20% of the total accommodation payment.

Rooms cancelled after **March 15, 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.

Meals

	Meals cancelled after March 15, 2018 will be subject to a cancellation fee of 100% of the total meal cost.																						
FINAL BANQUET	The Organizing Committee will host a Farewell Banquet for all Delegation members in the evening on April 15, 2018.																						
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 26th European Championships in Trampoline, Tumbling and Double Mini-Trampoline – 2018.</p> <p>The participating federation is responsible for covering all bank fees in connection with the bank transfers.</p>																						
MARKETING	<p>UEG and FIG advertising and publicity norms must be respected.</p> <p>Federations wishing to display advertising motifs on attire used in competition by gymnasts and/or coaches must notify the Secretariat of the UEG by completing the form "Publicity on competition attire". The form must be received at the UEG Secretariat by March 15th, 2018.</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@agf.az</p> <p>A media accreditation is only issued upon presentation of a press card and a valid license. The request for accreditation has to be addressed to the UEG (UEG Website) and the Organising Federation/the LOC (in particular the national media representatives). Only the UEG can grant a media accreditation after verification and approval.</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/agf.az/</p>																						
DEADLINES SUMMARY	<p><u>UEG Deadlines:</u></p> <table border="1"> <tr> <td>Definitive Registration</td> <td>January 12, 2018</td> </tr> <tr> <td>Nominative Registration</td> <td>March 15, 2018</td> </tr> <tr> <td>Payment of entry fee</td> <td>March 15, 2018</td> </tr> <tr> <td>Publicity Form (if any)</td> <td>March 15, 2018</td> </tr> </table> <p><u>LOC Deadlines:</u></p> <table border="1"> <tr> <td>Accommodation Request (online)</td> <td>January 29, 2018</td> </tr> <tr> <td>Payment of the Accommodation Costs (first 50%)</td> <td>January 29, 2018</td> </tr> <tr> <td>Meal Request (online)</td> <td>March 15, 2018</td> </tr> <tr> <td>Visa Request (online) & informing the LOC (via e-mail) about receiving e-visa</td> <td>March 15, 2018</td> </tr> <tr> <td>Payment of the Accommodation Costs (remaining 50%)</td> <td>March 15, 2018</td> </tr> <tr> <td>Payment of the Meal Costs (100%)</td> <td>March 15, 2018</td> </tr> <tr> <td>Travel Schedule Submission (online)</td> <td>March 15, 2018</td> </tr> </table>	Definitive Registration	January 12, 2018	Nominative Registration	March 15, 2018	Payment of entry fee	March 15, 2018	Publicity Form (if any)	March 15, 2018	Accommodation Request (online)	January 29, 2018	Payment of the Accommodation Costs (first 50%)	January 29, 2018	Meal Request (online)	March 15, 2018	Visa Request (online) & informing the LOC (via e-mail) about receiving e-visa	March 15, 2018	Payment of the Accommodation Costs (remaining 50%)	March 15, 2018	Payment of the Meal Costs (100%)	March 15, 2018	Travel Schedule Submission (online)	March 15, 2018
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	Passport copy & photo for accreditation (on line)	March 15, 2018
<u>Sanctions / penalties</u>	<u>Sanctions to be applied for late entries or if a federation does not participate in a UEG event without previous information:</u>	
	Definitive entry received after the deadline	Euro 1'500.-
	Nominative entry received after the deadline	Euro 1'000.-
	Non-participation of a team, but participation of individuals (information given at the competition venue)	Euro 1'000.-
	Non-participation of individuals, no participation at all (noticed at the venue)	Euro 1'000.-

Sincerely Yours,
Baku, September 15, 2017




Farid Gayibov
Secretary General Azerbaijan Gymnastics Federation