



PORTUGALGYM®
 Gymnastics for All International Festival
Loulé, (Portugal)
19 – 21 June, 2015



DIRECTIVES

Event ID: 13415

Dear FIG affiliated Member Federation,

The Gymnastics Federation of Portugal has the pleasure to invite your Federation to participate in the aforementioned official FIG International Event.

DISCIPLINE	Gymnastics for All							
HOST FEDERATION	Gymnastics Federation of Portugal Contact Person: Paula Araújo Estrada da Luz, n.º 30-A 1600-159 Lisboa / Portugal Tel: (+351) 21 814 11 45 Fax: (+351) 21 814 29 50 e-mail: gympor@gympor.com federation website: http://www.fgp-ginastica.pt							
LOCATION	Loulé, Algarve, Portugal							
DATE	From 19 to 21 June, 2015							
VENUE	City of Loulé and Quarteira beach							
APPARATUS SUPPLIER	Eurotramp, Gymnova							
FEDERATIONS AND CLUBS INVITED	PORTUGALGYM® is an international gymnastics festival that any group of gymnasts can take part, no matter what nationality or age or technical level, as long as it consists of at least 6 people and the performances are accompanied by music.							
AGE LIMITS	No age limits							
REGISTRATION DEADLINES	Please insert the deadlines for your event. Please note that the provisional registration is not compulsory, only the definitive and nominative deadlines are compulsory. <table border="1" style="width: 100%; margin-top: 10px;"> <tr> <td style="width: 40%;">Provisional registration:</td> <td style="width: 30%;">20, March, 2015</td> <td style="width: 30%;"></td> </tr> <tr> <td>Definitive registration:</td> <td>20, April, 2015</td> <td></td> </tr> </table>		Provisional registration:	20, March, 2015		Definitive registration:	20, April, 2015	
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ENTRY FEES	The Entry Fee for 2015 PORTUGALGYM® is 30 Euro per gymnast/person . It entitles you to: <ul style="list-style-type: none"> • Participation; • 2 Street performances; • Transportation during the event; • Admission to the Gala; • Farewell party. <p>At the time of the Definitive entry (20th April, 2015) 100% of the entry fee must be paid to the LOC. The entry fee is not refundable.</p>							
PROVISIONAL SCHEDULE	Thursday, 18th June Arrival of Delegations (All day) Friday, 19th June Accreditation Group Performance							

	<p>Saturday, 20th June Parade Group Performance Gala “Prof. Reis Pinto”</p> <p>Sunday, 21st June Group Performance Farewell Party</p> <p>Monday, 22nd June Departure of all delegations</p>
MEDICAL SERVICES	The organisation will include First Aid personnel with the capacity to treat minor injuries and capability to provide more qualified levels of medical care if that should be required.
VISA	Please verify immediately with your travel agent or the Portugal Embassy or Consulate in your country if a visa is required for your travel to Portugal. The Organizing Committee will be happy to assist each Delegation member with an official invitation letter, provided that the request is made before April 20th 2015 to the LOC . 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.
INSURANCE	All participants have to provide proof of adequate health and accident insurance coverage. Each team is responsible for making its own arrangements to have the necessary valid insurance coverage against illness, accidents and for repatriation for all the members of their delegation. The organizing Committee will provide sports insurance for anyone who desires this service at a cost of 50€ per person (for more information please contact LOC). All teams that have their own insurance must provide proof (named declaration with policy number) at the accreditation.
INTERNATIONAL TRANSPORTATION	The invited participating clubs must pay for the International travel costs of their delegation members. The Travel Schedule Form must be returned to the LOC by April 20 th 2015.
LOCAL TRANSPORTATION	The LOC will provide free transfer from FARO International Airport (15 km). The delegations may ask for special transfer service from LISBON International Airport (270 km) to the event place. This service will cost €40,00/person/one way.
ACCOMMODATION	<p>To participate in the PORTUGALGYM it is mandatory to buy the hotel package we offer. The package includes a stay of 5 days/4 nights (from dinner on June 18th to breakfast on June 22nd) with full board (breakfast, lunch and dinner) in one of hotels. The price of the hotel package is € 350,00 if you choose a three star hotel; € 450,00 for four star hotel.</p> <p>❖ Hotel Cat. A **** Extra night (B&B): Single: 100,00€ / person Double: 85,00€ / person</p> <p>❖ Hotel Cat. B *** Extra night (B&B): Single: 65,00€ / person Double: 50,00€ / person</p> <p>Accommodation Form must be returned to the LOC by 20th April 2015 at the very latest, the Hotel rooms will be allocated on a “first come, first serve” basis.</p> <p>The total costs for the accommodations must be paid to the LOC by 20th April 2015.</p> <p>REFUND POLICY</p>

	50 % refund until 10 May 2015.														
MEALS	Full board is included in accommodation packages. Breakfast will be served at the hotel. Lunch and dinner will be served close to the presentation stages.														
FINAL BANQUET	The Final Banquet will be offered to all participants.														
BANK ACCOUNT INFORMATION	<p>BANK: Banco Santander Totta Av. Guerra Junqueiro, nº21 A, B 1000 Lisboa BENEFICIARY: Gymnastics Federation of Portugal IBAN: PT 500 018 000 050 924 642 020 49 BIC/ SWIFT: TOTAPTPL</p> <p>Each participating member Federation is kindly requested to integrate the payment's purpose as follows: PORTUGALGYM® 2015 The participating federation is responsible for covering all bank fees in connection with the bank transfers.</p>														
MARKETING	FIG advertising and publicity norms must be respected														
MEDIA	<p>All media representatives (journalists, photographers, TV) must request an accreditation from the O.C. Media Office as soon as possible to have access to the media centre on the competition venue. e-mail: comunicacao@gympor.com</p>														
SOCIAL MEDIA	<p>Gymnastics Federation of Portugal official Facebook page: www.facebook.com/ginasticaportugal</p>														
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Sincerely Yours,

Lisbon, 05-01-2015

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Place and date:

Stamp

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Signature of the President or
Secretary General of the FIG affiliated NF