

## DIRECTIVES

**Event ID: 14754**

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.

<b>DISCIPLINE</b>	Men's Artistic Women's Artistic		
<b>HOST FEDERATION</b>	Singapore Gymnastics <a href="mailto:sgoffice@singaporegymnastics.org.sg">sgoffice@singaporegymnastics.org.sg</a> <a href="http://www.singaporegymnastics.org.sg">http://www.singaporegymnastics.org.sg</a> Tel: (65) 6258 4851 Fax: (65) 6258 4853 Event Website: <a href="http://www.singaporegymnastics.org.sg/singaporeopen">http://www.singaporegymnastics.org.sg/singaporeopen</a>		
<b>EVENT COORDINATOR</b>	Ellie Klidzia <a href="mailto:sgoffice@singaporegymnastics.org.sg">sgoffice@singaporegymnastics.org.sg</a>		
<b>LOCATION</b>	Singapore		
<b>DATES</b>	From 2 <sup>nd</sup> to 6 <sup>th</sup> June 2016		
<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>	The event will be organized under the following FIG rules for 2013, except for any deviation mentioned in these directives: <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 style="text-align: center;"><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 1999 – 2002)	
	MAG - International Senior	18 & above (born 1998 & before)	
	WAG - International Junior	13 to 15 (born 2001 – 2003)	
	WAG - International Senior	16 & above (born 2000 & before)	
<b>REGISTRATION DEADLINES</b>	Definitive Registration	<b>Friday 11<sup>th</sup> March 2016</b>	<b>3 months before event</b>
	Nominative registration	<b>Monday 11<sup>th</sup> April 2016</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. Gymnasts and Officials will have different access rights.	
<b>SPECTATORS</b>	Tickets will be on sale through an online system until <b>Friday 29<sup>th</sup> May 2016</b> , but will also be available on the door at the event itself (cash sales only).	
<b>EVENT FORMAT</b>	<b><u>Awards &amp; Competition Format</u></b>	
	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 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>OTHER REGULATIONS</b>	<ul style="list-style-type: none"> <li>• A minimum of 3 teams are required for Team competition</li> <li>• There is no minimum number of gymnasts for IAA/IEF awards</li> <li>• If there are less than 2 gymnasts that are eligible for IEF final, that apparatus medal will be awarded on day 1, and there will be no day 2 for that apparatus.</li> </ul>	
<b>PROVISIONAL SCHEDULE</b>	Thursday 2nd June	Arrival of Overseas Delegations
	Friday 3rd June	<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>
	Saturday 4th June	<ul style="list-style-type: none"> <li>• WAG/ MAG FIG Competition I (Qualifications), II (All-round) &amp; IV (Team)</li> </ul>
	Sunday 5th June	<ul style="list-style-type: none"> <li>• WAG/ MAG FIG Competition III (Individual Event Finals)</li> <li>• Final Banquet</li> </ul>
	Monday 6th June	<ul style="list-style-type: none"> <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 11<sup>th</sup> April 2016</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>	

<b>TRAVEL</b>	<p>The invited participating federations must pay for the travel costs of their delegation members.  The Travel Schedule Form must be returned to the LOC by <b>Monday 11<sup>th</sup> April 2016</b>.</p>		
<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>✓ 1 x meal/day at competition venue</li> <li>✓ Certificate &amp; Goodie Bag</li> <li>✓ Final Banquet</li> </ul>	\$200 SGD 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>✓ 1 x meal/day at competition venue</li> <li>✓ Certificate &amp; Goodie Bag</li> <li>✓ Final Banquet</li> </ul>	\$550 SGD per person in total for 4 nights.  +\$75 per additional 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>✓ 1 x meal/day at competition venue</li> <li>✓ Certificate &amp; Goodie Bag</li> <li>✓ Final Banquet</li> </ul>	\$850 SGD per person in total for 4 nights.  +\$150 per additional 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>  AQueens Hotel – Paya Lebar</p>  <p><a href="http://www.aqueenhotels.com/en/hotels/singapore/paya-lebar/">http://www.aqueenhotels.com/en/hotels/singapore/paya-lebar/</a></p> <p>While the Accommodation Form must be returned to the LOC by <b>Monday 11<sup>th</sup> April 2016</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 11<sup>th</sup> April 2016 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.	
<b>ORIENTATION MEETING</b>	All Team Managers and Coaches are required to attend the Orientation Meeting: Date: 3rd June 2016 Time: 1pm 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: 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. Judges should arrive with Judges attire. <b>All Judges must 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.	
	The Apparatus Juries are set up by a draw from the judges present at the event. 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 6 Shenton Way DBS Building Tower 1 Singapore 068809
	<b>Current Account Number:</b>	001-901445-0
	<b>Swift Code:</b>	DBSSSGSG
	Each participating member Federation is kindly requested to reference the payment's purpose as follows: <b>SGOPEN16--'federation name'</b> . 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: <a href="mailto:gm@singaporegymnastics.org.sg">gm@singaporegymnastics.org.sg</a>	
<b>DEADLINES SUMMARY</b>	Definitive Registration	<b>11<sup>th</sup> March 2016</b>
	Nominative Registration Set - Including Package Price - Accommodation Form - Travel Schedule	<b>11<sup>th</sup> April 2016</b>
	Visa Request Form	<b>11<sup>th</sup> April 2016</b>
	<b>Payment</b>	<b>11<sup>th</sup> April 2016</b>

**CANCELLATION  
POLICY**

- Failure to make payment of registration fee along with the submission of the registration form will render the registration void.
- Registration forms received later than the allocated deadline will **NOT** be accepted.
- Withdrawal 2 or more months before start of event, no refund permitted.

We look forward to welcoming you to Singapore!

*Sincerely Yours,*

**Singapore Gymnastics**

Place and date:  
Singapore 10/12/2016

**SINGAPORE GYMNASTICS**  
3, Stadium Drive, #01-33, Singapore 397630  
[www.singaporegymnastics.org.sg](http://www.singaporegymnastics.org.sg)  
Tel: +65 6258 4851 Fax: +65 6258 4853  
[sgoffice@singaporegymnastics.org.sg](mailto:sgoffice@singaporegymnastics.org.sg)



CHOY Kah Kin  
President  
Singapore Gymnastics