# FÉDÉRATION INTERNATIONALE DE GYMNASTIQUE



### MAIA ACRO FIG WORLD CUP MAIA, PORTUGAL 3<sup>RD</sup> – 5<sup>TH</sup> MARCH 2017 B CATEGORY



### **DIRECTIVES**

**Event ID: 14922** 

Dear affiliated Member Federation,

Following the decision of the FIG Presidential Commission, the Gymnastics Federation of Portugal has the pleasure to invite your Federation to participate in the aforementioned official FIG World Cup.

FIG	Fédération Internationale de Gymnastique (FIG)		
110	Contact Person: Rui Vinagre		
	12 Avenue de la Gare		
	1003 Lausanne		
	Switzerland		
	Tel: +41 (0) 21 321 55 10 / direct line: +41 (0) 21 321 55 32		
	Fax: +41 (0) 21 321 55 10 / direct line: +41 (0) 21 321 55 32		
	e-mail: rvinagre@fig-gymnastics.org		
	website: www.fig-gymnastics.com		
HOST FEDERATION	Gymnastics Federation of Portugal		
HOST FEDERATION			
	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 website: http://www.fgp-ginastica.pt		
ORGANIZING	Acro Clube da Maia		
COMMITTEE			
COMMITTEE	Contact Person: Manuel Barros (President)		
	ArtGym Sports Centre Rua de Almorode, 185 B/C/D		
	4470-231 Vermoim Maia		
	Tel: +351229410731		
	Fax: +351229410731		
	e-mail:acm.presidencia@gmail.com		
	official website: www.acroteam.org		
LOCATION	Maia, Porto, Portugal		
LOCATION	l · · · · · · · · · · · · · · · · · · ·		
DATE	From March 1 <sup>st</sup> - March 6 <sup>th</sup> 2017		
VENUE	Maia Municipal Gymnastics Complex		
	Rua Altino Coelho, s/n, 4470-233		
	Tel: +351229436680		
	Fax: +351229417870		
	See pictures in: www.acroteam.org/miac16		
	Competition Hall with 70 x 30 x 16 (high) m including a Training Hall with full floor and a		
	Warm-Up Hall for preliminary warm-up. It is the biggest exclusively Gymnastics facility in		
	Portugal.		

APPARATUS SUPPLIER	GYMNOVA – Glasgow – Ref. 6576/6576D
PROVISIONAL	Wednesday, 1 <sup>st</sup> March
SCHEDULE	Arrival of Delegations (All day)
	Free Training
	Thursday, 2 <sup>rd</sup> March
	Podium Training (with music)
	Orientation Meeting & Judge Meeting
	Friday, 3 <sup>rd</sup> March
	Qualification (1 <sup>st</sup> exercise)
	Saturday, 4 <sup>th</sup> March
	Qualification (2 <sup>nd</sup> exercise)
	Sunday, 5 <sup>th</sup> March
	Finals
	Monday, 6 <sup>th</sup> March
	Departure of all delegations
PARTICIPATION	The World Cup Competitions consist of Qualifications and Finals in all 5
	categories.
	Participation in the Qualifications:
	Faiticipation in the Qualifications.
	All competitors must take part in the qualifications.
	<ul> <li>In case of a tie at any place, the tie-breaking rules as set up for the World</li> </ul>
	Championships shall be applied. Nevertheless the gymnasts not qualified for the
	finals and with same final score will receive the same World Cup points.
	Participation in the Finals:
	Category A and B tournaments must offer a Final in all 5 categories.
	• The top eight units with no more than 2 per NF/per category from the
	qualifications qualify for the Finals. If there are less than 9 units, only 6 will
	proceed to the Final, with no more than 2 pairs or groups per NF.
	• In addition, if the Organizing Member Federation has not qualified in any
	category, it may nominate one participation in max. 1 category of its choice.
	<ul> <li>Maximum participation in the finals is therefore 8+1 participants in one category and 8 in the other four categories.</li> </ul>
	<ul> <li>Such "Wild Card Participant" must have participated in the respective category</li> </ul>
	in the qualification.
	• In case of a tie at any place, the tie-breaking rules as set up for the World
	Championships shall be applied.
	World Cup Competitions may exceptionally be combined with other
	Competition.
	Cancellation Policy
	<ul> <li>The <u>organizing member Federation (LOC)</u> may cancel the competition</li> </ul>
	in the respective category if at the time of the definitive entry there are
	less than 4 participants registered in a category. In case of such a
	cancellation, the LOC must reimburse, in full, the entry fee and payments made for accommodation. Should flights have to be
	cancelled due to the above, the risk is at the charge of the participating
	member Federations (NF).
	<ul> <li>The participating member Federations (NF) may cancel its participation</li> </ul>
	in a specific category without any penalty or payment for fees.

in a specific category without any penalty or payment for fees,

- accommodation and meals already booked, in case of less than 4 participating countries in that category after the definitive deadlines.
- Procedure and deadlines for the cancellation of a category by the LOC or participation by the NF is as follows:
  - FIG shall inform LOC and NF about the participation, within 5 days after the Definitive registration deadline.
  - LOC and NF have the possibility to cancel the event (in a specific category) respectively their participation within 5 days after information by the FIG. Such notification must be sent by e-mail or fax to the FIG. Cancellations after this deadline will not be accepted.

## "HORS CONCOURS" GYMNASTS

The Organizing Member Federation is allowed to add only for the qualifications "hors concours" competitors. These competitors are in addition to the official participants of the Organizing Member Federation's competitors; they must be named before the start of the qualifications and **cannot qualify for the final**. They will have to start first.

The Organizing Member Federation is allowed to name 1 Men's Pair, 1 Woman's Pair, 1 Mixed pair, 1 Women's Group and 1 Men's Group as "hors concours" competitors.

## FEDERATIONS INVITED

The Organising Member Federation must invite all FIG Member Federations who have paid their annual membership fee for Acrobatic Gymnastics.

#### SIZE OF DELEGATION AND FIG LICENCE

Participation is limited to 3 "units" per NF in each category

Only senior gymnasts in good standing with the correct age and holding a valid FIG License may participate. The Organizing Committee will be responsible for checking the validity of the gymnast' Licenses. No gymnasts will be accepted without a valid FIG License at the deadline of the Nominative Registration.

The Organising Member Federation (OMF) may limit the participation with criteria to be defined by the OMF. Those criteria must be approved by the FIG.

The maximum size of the invited delegation is as follows:

Head of delegation		
Team Manager	(if 4 and more units)	1
	(if 8 and more units)	2
Coaches	(if 1 units)	1
	(if 2 to 5 units)	2
	(if 6 to 8 and more units)	3
	(if 9 and more units)	4
Gymnasts	(3 units per category)	39
Medical Doctor		1
Paramedical Staff	(if 1 to 3 units)	1
	(if 4 and more units)	2
Judges		2

A unit being a pair or a group.

#### AGE LIMITS

Out of competition gymnasts will not be accepted Age limit: minimum 15 years (born in 2002 or before)

## JUDGES AND JURIES

The number of Juries (judges' panels) may be decided by the organizing member federation depending on the number of participating competitors and judges.

The Juries are set up by a draw - directed by the FIG Technical Representative - from the judges present at the event. Priority will be given to the judges of the highest category.

A jury must consist of one Chair of Judges' Panel, 4 Artistic, 4 Execution and 2 Difficulty judges. No panel may include more than one member from a single federation (excluding the CJP and D judges) Please see also "General and ACRO Specific Judges' Rules". The FIG Technical Representative will serve as President of the Superior Jury. Each participating federation must provide minimum one judge. Failure to do so will result in a fine of Swiss Francs 2'000.- to be paid to the Organizing Member Federation. The Organizing Member Federation is responsible that there are enough FIG brevetted judges present with the appropriate category of brevet for their function. Should there not be sufficient judges, the Organizing Member Federation may propose to the FIG for approval the name of neutral additional judges to complete the panels (plus 1 reserve). These judges, once approved, have to be invited at the cost of the Organizing Member Federation. Should the Organizing Member Federation fail to propose names for additional judges, the FIG will invite such judges at the cost of the Organizing Member Federation. FIG TECHNICAL The FIG Technical Delegate and EC member (if applicable) will be designated by **DELEGATE AND EC MEMBER** The FIG Technical Delegate will serve as President of the Superior Jury. REGISTRATION Provisional, Definitive and Nominative Registrations must be made exclusively on-**DEADLINES** line via the FIG website (http://www.fig-gymnastics.com) or accordingly. These registrations will only be accepted from FIG Gymnastics Member Federations. 2. November, 2016 Provisional registration (4 months prior to the event) Definitive registration: 2, January, 2017 (2 months prior to the event) Nominative registration 2, February, 2017 (4 weeks prior to the event) Last registrations are subject to fines as follows: Fine for missing or late Provisional registration (if any) CHF 500.-Fine for missing or late Definitive registration CHF 750.-Fine for missing or late Nominative registration CHF 500.-Registrations and payments made after the gymnasts' drawing of lots will not be accepted and the Delegation members concerned will not be authorized to participate. DRAWING OF LOTS The drawing of lots will take place at the FIG Headquarters in Lausanne (SUI) two weeks after the closing date of the nominative registration. After publication of the draw on the FIG website, the member Federation will be given an opportunity to modify the position of their gymnasts' starting order within 3 days by using the official document to be found on FIG website **ENTRY FEES** The non-reimbursable cost for the Entry Fee is of 60,00€ per gymnast. **ACCOMMODATION** Insert detailed information for a minimum of two different Hotel categories, including the Official Hotel and one of them being a "low cost hotel" as follows: CLASS A Hotel - Hotel Porto Business & Spa \*\*\*\* (20' from Sports hall) - Rua Maria Feliciana, 100 - São Mamede de Infesta 4465-283 Matosinhos - Porto - Tel.: 229 052 000 - Fax: 229 052 009 - http://www.axishoteis.com/

Single room / Full board 110 Euro / night / person Double room / Full board 90 Euro / night / person CLASS B1 Hotel - Hotel Star Inn (20' from Sports hall) - Rua Senhora do Porto, 930, 4250-453 Porto, Portugal - Tel: +351 22 834 70 00 - Fax: +351 22 834 70 19 - www.hotelstarinn.com Single room / Full board 90 Euro / night / person Double room / Full board 80 Euro / night / person CLASS B2 Hotel – Park Hotel Valongo (45' from Sports hall) - Rua Regedor José Diogo, 90, 4440-818 Valongo - Tel. 22 012 52 00 - Fax 22 012 52 09 - www.parkhotel.pt Single room / Full board 70 Euro / night / person Double room / Full board 65 Euro / night / person CLASS C Hotel – D. Teresa Residential (20' from Sports hall) (limited to 50 person) - Estrada Nacional 107, N.º 745 - 4425-138 Águas Santas – Maia - Portugal - Tel. 229 736 103 / 4 ou 229 738 764 / 5 - Fax 229 736 105 - http://www.donateresa.com/index.html Full board (single / double) 60 Euro / night / person The prices charged for the hotel rooms will not exceed the usual hotel rates. While the Accommodation Form must be returned to the LOC by January 2<sup>nd</sup> at the very latest, the Hotel rooms will be allocated on a "first come, first serve" basis. The invited participating federations must pay for the accommodation expenses of their delegation members. The costs for the accommodations must be paid to the LOC as follows: 30% of the Accommodation costs must be paid to the OC by January 2<sup>nd</sup>: The remaining 70% of the Accommodation costs must be paid by 2<sup>nd</sup> February. Please check the "Cancellation Policy" section. **MEALS** Full board is included in accommodation packages. Breakfast will be served at the hotel. Lunch and dinner will be served in the Sports Complex, close to the competition hall. **FINAL BANQUET** The accommodations package, booked through the OC, includes the closing party ticket for official delegation members (Head of Delegation, judges, coaches, athletes, managers, and doctors). Delegations not booking their accommodations through the Organizing Committee and additional visitors travelling with a delegation may purchase tickets to the Final Banquet for 45 Euro per person. Ticket for the Final Banquet must be purchased in advance (until 2<sup>nd</sup> March in the OC Office). **INTERNATIONAL** The invited participating federations must pay for the travel costs of their delegation **TRANSPORTATION** members. The Travel Schedule Form must be returned to the LOC by January 2<sup>nd</sup>.

VISA  Please verify immonsulate in your Organizing Common Official invitation let LOC. The requestitizenship and participate in the organization of the Deleter must be sensible for an The FIG Technic responsible for an The FIG Technic responsible for management of their The LOC will veresponsible for management of their their cover note or phosphalic properties of the Deleter of the Dele	Acro FIG World Cup member delegations that booked through the by transportation from and to the Hotels and the Competition mediately with your travel agent or the Portugal Embassy or recountry if a visa is required for your travel to Portugal. The nittee will be happy to assist each Delegation member with an exter, provided that the request is made before January 2 <sup>nd</sup> to the st must include the function, full name, gender, date of birth, assport number, passport expiry date, the arrival and departure gation Member as well as the city the visa application support to.  Ition, the Organizing Committee and the FIG will not be held by liabilities in case of accidents, illness, repatriation and the like. It is also against illness, accidents and for repatriation for all the Delegation (except for gymnasts and judges).  If the insurance upon arrival of the delegation members (e.g. stocopy of the valid policy). Delegation members with insufficient thust inform the LOC in advance. The LOC will subsequently offer ederations own charge as follows: 35 EURO per person/day.
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a. a 555t 5. <b>C.1</b> 5t 5.	gations.  It License must be presented and checked upon accreditation. It not present a valid FIG License are not allowed to compete, not able to show her License at accreditation, the Organizing check on the official FIG Website if the gymnast has a valid an be verified in due time by the Organizing Committee, the ticipate in the competition by paying a fee of CHF 20 to the mittee. If the gymnast has not a valid license she cannot competition.  The member of the delegation (in electronic must be sent together with gistration).  To not present a valid FIG License are not allowed to compete.
OBLIGATIONS  annual membersh these World Cups Federations which the given deadlir	have not fulfilled their financial obligations towards the FIG (e.g. ip fees, unpaid invoices, etc.) will not be allowed to participate in have not fulfilled their financial obligations towards the LOC by the in the Invitation/Directives, may still have the possibility to the LOC will not guarantee the hotel booking, meals and local
BANK ACCOUNT Bank: Caixa de C INFORMATION Bank Adress: Av 447 Beneficiary: Acre	. Visconde Barreiros, 85 0-151 - Maia

#### The participating federation is responsible for covering all bank fees in connection with the bank transfers Rooms with or without full board cancelled from 2<sup>nd</sup> January to 2<sup>nd</sup> February at the **CANCELLATION POLICY** very latest will be subject to a cancellation fee of 0%. Rooms with or without full board cancelled from 2<sup>nd</sup> February to 20<sup>th</sup> February at the very latest will be subject to a cancellation fee of 50% to be paid by the Federation concerned. Rooms with or without full board cancelled from 20th February until the arrival of the delegations on site or "no show" will be subject to a cancellation fee of 100% to be paid by the Federation concerned. In case of a tie at any place, the tie-breaking rules as set up for the World **TIE BREAKING RULES** Championships shall be applied. The gymnasts with same final score will receive the same World Cup points. **PRIZE MONEY** The Prize Money, free of any deductible taxes, will be distributed in euros (€) as follows: Pairs and Groups Gold 300.- (per gymnast) Silver 200.- (per gymnast) Bronze 100.- (per gymnast) In case of a tie, the prize money will be added and divided by the number of gymnasts: 1, 1, 3 (prize money for rank 1 and 2 is added and divided by 2) 1, 2, 2, (prize money for rank 2 and 3 is added and divided by 2) No prize money, medals and World Ranking Lists points will be given, if there are less than 4 participating Member Federations per category. In principle, the results and the updated FIG World Cup Ranking List will be **ASSIGNMENT OF WORLD CUP POINT** published on the FIG web site within 24 hours after the end of the competitions FOR THE RANKING provided that all procedures before and after the competitions are duly respected by the Organizing Member Federation. LIST Separate World Cup Series Ranking Lists are established for every category beginning with the first World Cup event of the year and ending with the last World Cup event of the year as follows: Men's Pairs Women's Pairs Mixed Pairs Women's Groups Men's Groups Pairs are listed by name, but considered as an entity. In case of change of partner, the Mixed Pair is considered as a new Pair. Groups are listed by name, but considered as an entity. One change of name in a Trio is allowed, but in case of a second change of name, the Trio is considered as a new Trio. The World Cup Points are assigned to the competitors as follows: Finals: ranking from 1st to 8th place Qualifications: ranking from 9th to 16th place

		Rank	World Cup Cat. B	
		1	30	
		2	25	
		3	20	
		4	18	
		5	16	
		6	14	
		7	12	
		8	10	
		9	8	
		10	7	
		11	6	
		12	5	
		13	4	
		14	3	
		15	2	
		16	1	
				<u> </u>
	The gymnasts with same final score will receive the same World Cup points.			
	In the case that there are less than four (4) federations participating per apparatus or per category, no World Cup Points will be given.			
	"Wild Card Participants" will not receive any World Cup Points.  "Hors concours competitors" will not receive World Cup Points.			
	riors coricours comp	etitors will flot i	eceive vvolid Cup Folitis	<b>).</b>
WINNER OF THE ANNUAL WORD CUP	The winner of the annual World Cup per category is the pair / group with the highest number of points of the World Cup Series Ranking List after the last event of the year:  A special award ceremony will be held at the last World Cup Competition of the year (Cat. A) in which the World Cup winner will receive the World Cup.			
EVENT MANAGER	LOC President: João Paulo Rocha 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			
MEDIA	Only journalists and photographers holding an official and valid press card recognized by international press agencies such as the AIPS and official Sports Journalists Associations / National Federations will be accredited. 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			
SOCIAL MEDIA	Gymnastics Federation of Portugal official Facebook page:  www.facebook.com/ginasticaportugal			
MEDICAL			le first aid medical servio	
SERVICES	will be present during the competitions as well members of the Portuguese Red Cross specialized in first aids.			
OFFICIAL HOSPITAL	Hospital Pedro Hispano (Unidade Local de Saúde de Matosinhos, EPE) Rua Dr. Eduardo Torres - 4454-509 MATOSINHOS phone: +351 229 391 000			

DOPING CONTROLS	For World Cup Competitions and Series, A and B Category, the Organizing Member Federation will provide a minimum of 5 doping controls at its own charge. Failure to do so will result in the deposit being lost in full.			
MARKETING	FIG advertising and publicity norms must be respect	ed.		
TELEVISION	For Tournaments of B Category, the same requirements will apply as for Tournaments of A Category provided that a television production is available even if not compulsory.			
VIDEO CONTROL SYSTEM	Video Control System: to be defined			
RULES AND REGULATIONS	The competition must be organized under the following FIG rules, as valid in the year of the competition, except for any deviation mentioned in these directives:  - Statutes - Code of Ethics - Technical Regulations - License Rules - Code of Points and relevant Newsletters - General Judges' Rules - Specific Judges' Rules for Acrobatic Gymnastics - Medical Organization of the Official FIG Competitions - Doping Control Rules - Media Rules - Apparatus Norms - Advertising and Publicity Rules - Accreditation Rules - Regulations for Awards Ceremonies  and subsequent decisions of the FIG Executive Committee			
DEADLINES SUMMARY	Provisional Registration (on line) Definitive Registration (on line) Nominative Registration (on line) Accommodation Form Travel Schedule Form Visa Request Form Meals Form Payment of the Entry Fee Payment of the Accommodation Costs (30%) Payment of the Accommodation Costs (70%) Buy Extra Tickets of the Final Banquet Payment of the fine for missing judge	November 2 <sup>nd</sup> 2016 January 2 <sup>nd</sup> 2017 February 2 <sup>nd</sup> 2017 January 2 <sup>nd</sup> 2017 February 2 <sup>nd</sup> 2017 March 2 <sup>nd</sup> 2017 Upon Accreditation		

Sincerely Yours,

Place and date: Lisbon, 30<sup>th</sup> June 2016



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