

DIRECTIVES

Event ID: 15108

Dear,


The Royal Belgian Gymnastics Federation has the pleasure to invite your Federation to participate in the Flanders International Team Challenge, an official FIG **international tournament on a podium for Women's Artistic Gymnastics teams** (juniors and seniors).

DISCIPLINE	Women's Artistic Gymnastics
HOST FEDERATION	Royal Belgian Gymnastics Federation - Address: Roodebeeklaan 44 – 1040 Brussels - Phone number: + 32 (0)9 243 12 00 - Fax number: + 32 (0)9 243 12 29 - E-mail: info@frbg-kbt.be
ORGANIZING COMMITTEE	Gymnastiekfederatie Vlaanderen vzw (=Flemish League of the Royal Belgian Gymnastics Federation)  - Address: Zuiderlaan 13 - 9000 Ghent - Contact person: Ilse Arys - Phone number: +32 (0)9 243 12 00 - Fax number: +32 (0)9 243 12 29 - E-mail: info@Gymfed.be - Website: www.Gymfed.be
LOCATION	Ghent - Belgium
DATES	From June 10 th to 11 th , 2017
VENUE	Topsportal Vlaanderen - Address: Zuiderlaan 14 - 9000 Ghent - Phone number: +32 (0)9 244 72 22 - Fax number: +32 (0)9 221 37 34 - Website: www.topsportal.be The Competition Hall, the Training and the Warm-up Hall are all located in the same venue.
WEBSITE	http://www.FITChallenge2017.be (online from 1.02.2017)
APPARATUS SUPPLIER	Janssen-Fritsen The competition will take place on a podium
RULES AND REGULATIONS	The event will be organized under the following FIG-rules, as valid in the year of the event, except for any deviation mentioned in these directives: <ul style="list-style-type: none"> • Junior = Jun FIG-code • Senior = Sen FIG-code • Statutes • Technical Regulations

	<ul style="list-style-type: none">• Code of Points and relevant Newsletters• General Judges' Rules• Specific Judges' Rules• Doping Control Rules• License rules (except for non-competitive events)• Media Rules• Apparatus Norms• FIG Rules for Sanctioning (approval) of International Events• Advertising and Publicity Rules <p><i>and subsequent decisions of the FIG Executive Committee</i></p>																																								
FEDERATIONS INVITED	<p>The Organizing Member Federation will invite all FIG Member Federations in good standing order.</p> <p>The maximum size of a delegation is as follows:</p> <table><tr><th></th><th>JUNIOR</th><th>SENIOR</th><th>COMBINED</th></tr><tr><td>Head of Delegation/ Team Manager</td><td>1</td><td>1</td><td>1</td></tr><tr><td>Coaches</td><td>2</td><td>2</td><td>4</td></tr><tr><td>Gymnasts</td><td>5</td><td>5</td><td>10</td></tr><tr><td>Judge(s)</td><td>1</td><td>1</td><td>2</td></tr><tr><td>Doctor/Physiotherapist</td><td>1</td><td>1</td><td>1</td></tr><tr><td>Total</td><td>10</td><td>10</td><td>18</td></tr></table> <p>If you bring more than 2 teams, the maximum size of your delegation is as follows:</p> <table><tr><th></th><th>> 2 TEAMS</th></tr><tr><td>Head of Delegation/ Team Manager</td><td>1</td></tr><tr><td>Coaches</td><td>2 per team</td></tr><tr><td>Gymnasts</td><td>5 per team</td></tr><tr><td>Judge</td><td>1 per team</td></tr><tr><td>Doctor/Physiotherapist</td><td>1</td></tr></table> <p>A federation is allowed to bring extra delegation members, however, for the accreditation of these persons an additional cost of € 40 per person will be charged.</p>		JUNIOR	SENIOR	COMBINED	Head of Delegation/ Team Manager	1	1	1	Coaches	2	2	4	Gymnasts	5	5	10	Judge(s)	1	1	2	Doctor/Physiotherapist	1	1	1	Total	10	10	18		> 2 TEAMS	Head of Delegation/ Team Manager	1	Coaches	2 per team	Gymnasts	5 per team	Judge	1 per team	Doctor/Physiotherapist	1
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AGE LIMITS	<ul style="list-style-type: none">• Junior: 13-15 years• Senior: minimum age of 16 years <p>All gymnasts must have a valid FIG license until the end of the event.</p>																																								
JUDGES AND JURIES	<p>Each Federation must send minimum one FIG-qualified judge for each competition the delegation is participating in (junior and senior).</p> <p>All judges must have a current valid FIG brevet at the time of the event.</p> <p>Failure to provide judges as mentioned above will result in an LOC charge of €750 (JUN/SEN) to the Federation concerned (non-refundable). This fine must be paid to the LOC by April 30th, 2017.</p> <p>The number of Apparatus Juries (judges' panels) will be decided by the LOC depending on the number of participating competitors and judges. Not more than one judge per Federation per panel will be permitted</p>																																								

	(except for time and line judges).		
REGISTRATION DEADLINES	<p>Definitive and Nominative Registrations must be made exclusively online. The competition will only take place if at least 8 countries are registered for the Jun/Sen competition at the time of the Definitive Registration.</p> <table border="1"><tr><td>Definitive Registration: 8-02-2017</td></tr><tr><td>Nominative registration: 30-04-2017</td></tr></table> <p>Late Definitive or Nominative Registrations will be subject to an additional entry fee of € 10 per registered person.</p>	Definitive Registration: 8-02-2017	Nominative registration: 30-04-2017
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Nominative registration: 30-04-2017			
ENTRY FEES	<p>The entry fee for delegations that book their accommodation through the LOC is:</p> <ul style="list-style-type: none">- € 160 for 1 team (or 1 extra team)- € 300 for 2 teams- € 50 per individual gymnast (1 coach is included) <p>The cost for the accreditations of additional coaches, physiotherapists and guests is € 40 per person.</p> <p>Delegations that don't book their accommodation through the LOC will have to pay an entry fee of € 100 per delegation member (except for judges!).</p> <p>At the time of the Definitive Registration (8-02-2017) each Federation has to pay a deposit of €250 (1 team) or €500 (more than 1 team). This amount will be taken into account at the final invoice. In case the competition is cancelled, the deposit will be refunded.</p>		
ACCREDITATION	<p>Each delegation will be taken to the accreditation desk upon arrival. The following items will be checked there:</p> <ul style="list-style-type: none">- Total payment of participation- Insurance - every delegation member needs a valid insurance- Music for floor exercise- National anthem and national flag- Transport - Departure <p>Your accreditation badge will be available there. Please wear your accreditation at all times.</p>		
COMPETITION FORMAT	<p><u>Format Qualifications:</u></p> <ul style="list-style-type: none">• 5-5-4: 5 gymnasts in the team, 5 of these perform, 4 scores count on each apparatus.• Individual gymnasts can compete in a mixed group <p>Individual all-Around result JUN & SEN and award ceremony Team result JUN & SEN and award ceremony</p> <p>The first 6/8 countries* in the ranking will qualify for the FIT-TEAM-final.</p> <p><i>* 8-10 registered countries = 6 countries in the final 11 registered countries or more= 8 countries in the final See below for further information regarding the qualification for the final.</i></p> <p><u>Format Final:</u></p>		

	<ul style="list-style-type: none"> • 10 gymnasts (max) in the team, 4 of these perform (2 JUN + 2 SEN), 4 scores count for the team. • Countries registered with a combined team (= a JUN & SEN team): <ul style="list-style-type: none"> - The junior and senior team result from the qualifications will be added to define the qualifying list for the final. - If a country has more than one team (JUN & SEN), only the best will qualify for the final. • Countries with only one registered team (JUN or SEN): <ul style="list-style-type: none"> - From these countries only the junior and senior team with the highest result in the qualifications can qualify for the final (together they can 'form' a combined (JUN & SEN) team for the final). - The qualification result from this best junior team and best senior team will be added to define their ranking in the qualifying list for the final. - If this combined score is higher than the 6th/8th score of the countries with a registered junior and senior team, they are qualified for the final (and the initial 6th/8th qualifier will not compete in the final). • See addendum 1 for an example on how the qualifiers for the final will be defined. • Team result and award ceremony
PROVISIONAL SCHEDULE	<p>June 8th, 2017 Arrival delegations JUN/SEN</p> <p>June 9th, 2017 Podium training JUN/SEN Free training JUN/SEN Orientation meeting</p> <p>June 10th, 2017 Qualifications JUN/SEN</p> <p>June 11th, 2017 Final JUN/SEN Farewell reception</p> <p>June 12th, 2017 Departure of delegations</p>
EVENT MANAGER	<p>Event Manager: Ilse Arys Contact: +32 (0)9 243 12 00 – info@gymfed.be</p>
MEDICAL SERVICES	<p>A medical staff and a doctor will be present during competitions. According to the WADA (World Anti-Doping Agency) regulations, doping control is possible.</p>
VISA	<p>Please verify immediately with your travel agent or the Belgian Embassy or Consulate in your country if a visa is required for your travel to Belgium. The Organizing Committee will be happy to assist each Delegation member with an official invitation letter, provided that the request is made before April 30th, 2017 to the LOC, so they can send you the Visa Request Form. 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. Federations are responsible for</p>

	all costs related to this Visa Request.
INSURANCE	<p>The Host Federation, the Organizing Committee and the FIG cannot 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>The LOC will verify the insurance upon arrival of the delegation members (e.g. cover note or photocopy of the valid policy). Delegation members with insufficient insurance cover must inform the LOC in advance and have to pay all costs that are related to this.</p> <p>The LOC will subsequently offer insurance at the Federations own charge as follows: € 5 per person/day with a minimum of € 50 per contract.</p>
INTERNATIONAL TRANSPORTATION	The invited participating federations must pay for the travel costs of their delegation members. The Travel Schedule Form must be completed online by April 30 th , 2017.
LOCAL TRANSPORTATION	<p>Delegations that book their accommodation through the LOC will be offered transport from:</p> <ul style="list-style-type: none"> - Brussels airport (Zaventem) or the railway station (Ghent St. Pieters) to the hotel and back on the official arrival and departure days. - The hotel to the competition/training venue and back <p>Note: if the delegation arrives in Brussels South Charleroi Airport, an extra fee of € 30 per person will be charged (one-way).</p>
ACCOMMODATION	<p>The accommodation package includes:</p> <ul style="list-style-type: none"> - Room + city tax - Full board - Farewell reception - Transport from the Brussels airport (Zaventem) or railway station (Ghent St. Pieters) to the hotel and back (on the official arrival and departure days) - Transport from the hotel to the competition/training venue and back <p>Holiday Inn Expo (***) The cost per person/night € 150 - single room € 105 - double/twin room € 92 - triple room (=1 double bed and 1 sofa bed, limited number of rooms available) http://www.higentexpo.com</p> <div data-bbox="493 1727 1396 1926">  </div> <p>Class'eco - <u>LOW BUDGET HOTEL</u> The cost per person/night: € 102 - single room</p>

€ 82 - twin room

€ 74 - triple room (=1 single bed and 1 double bed)

The rooms in this hotel have common showers and toilets in the corridor.



The prices charged for the hotel rooms will not exceed the usual hotel rates. While the Accommodation Form must be completed online by February 8th, 2017 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 accommodation must be paid as follows:

50% of the accommodation costs must be paid to the LOC by February 8th, 2017 at the very latest. Entries without the payment of this 50% will be considered as invalid and will be refused. The remaining 50% of the accommodation costs must be paid by April 30th, 2017.

MEALS

Each Federation must pay for the meal expenses of their delegation members. Delegations that book the accommodation through the LOC have breakfast, lunch, dinner and a farewell reception in their package. While the breakfast will be offered in the hotels, lunch and dinner will be served in the event venue.

Extra tickets for lunch (€20) and dinner (€18) can be ordered online.

The Meals Form must be completed online by April 30th, 2017 at the very latest. The costs for the meals must also be paid to the LOC by April 30th, 2017. In case of cancellations after April 30th, 2017 no claims of refunds will be accepted.

FAREWELL RECEPTION

Delegations that book their accommodation through the LOC are invited to the Farewell Reception.

Extra tickets for this reception (€ 32) can be ordered online through the LOC. The tickets must be paid by April 30th, 2017. Without payment the order will be cancelled. In case of cancellations after April 30th, 2017 no claims of refunds will be accepted.

CANCELLATION POLICY	<p>The FIG and the LOC strongly recommend that each Federation takes a cancellation insurance:</p> <p><u>Accommodation:</u></p> <ul style="list-style-type: none"> • Cancellations are accepted until February 8th, 2017 without any penalties. • Rooms with full board cancelled from 9th of February until 30th of April at the very latest will be subject to a cancellation fee of 50% of the total amount of the cancellation, to be paid by the Federation concerned. • Rooms with full board cancelled from 1st of May 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. <p><u>Meals (incl. farewell reception):</u></p> <ul style="list-style-type: none"> • Cancellations are accepted until April 30th, 2017 without any penalties. • Meals cancelled from 1st of May 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.
BANK ACCOUNT INFORMATION	<p>Gymnastiekfederatie Vlaanderen vzw Zuiderlaan 13 9000 Ghent Belgium Account n°: 442-8021711-35 Bank KBC Potuit - 9040 Ghent (Belgium) IBAN: BE57 4428 0217 1135 Swift code: KREDBEBB</p> <p>Each participating Federation is kindly requested to integrate the payment's purpose as follows: FIT-Challenge - Your Country or Federation - Subject</p> <p>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>Local Press Officer: Delphine Gosseye Contact: +32 (0)9 243 12 00 – info@gymfed.be</p>
SOCIAL MEDIA	<p>Follow the event on:</p> <p>Facebook www.facebook.com/Gymnastiekfederatie Twitter www.twitter.com/gymfed Instagram www.instagram.com/wearegym Hashtag #fitc2017</p>

DEADLINES SUMMARY	Definitive Registration (online)	08.02.2017
	Payment of deposit (€250/€500)	
	Accommodation Form (online)	
	Payment of the Accommodation costs - 50% - 100%	08.02.2017 30.04.2017
	Nominative Registration (online)	30.04.2017
	Travel Form (online)	
	Meals Form (online)	
	Visa Request Form	
	Payment of the meals	
	Payment of the fine for missing judge	
	Payment of the remaining amount	
GO DIRECTLY TO THE REGISTRATION! (click the links!)	<u>Definitive Registration</u>	
	<u>Nominative Registration</u>	
	<u>Accommodation Form</u>	
	<u>Travel Form</u>	
	<u>Meals Form</u>	

Sincerely Yours,




Sonja Deneyer
Secretary-General Royal Belgian Gymnastics Federation

ADDENDUM 1 - CLARIFICATION COMPETITION FORMAT - FINAL

Example:

If more than 11 counties are registered for the Flanders International Team Challenge, 8 countries can qualify for the final.

In this case:

Ranking after the qualifications of the countries with a junior and senior team in competition:

	Score Jun	Score Sen	Total score
Qualifier 1	50	50	100
Qualifier 2	40	55	95
Qualifier 3	45	45	90
Qualifier 4	36	49	85
Qualifier 5	34	46	80
Qualifier 6	41	34	75
Qualifier 7	35	35	70
Qualifier 8	29	36	65

Rank 9	30	30	60
Rank 10	26	31	55
Rank 11	20	25	45

Ranking after the qualifications of the countries with a junior or senior team in competition:

	Score Jun	Score Sen	Total score
Only Senior 1		51	90
Only Senior 2		40	
Only Senior 3		20	
Only Junior 1	39		90
Only Junior 2	30		
Only Junior 3	25		

39 + 51 = 90
→ **Combined team**

Final ranking - all teams: the total score of the combined team (=90) is higher than the score of the 8th qualifier, which means that this combined team is qualified for the final (instead of the initial 8th qualifier).

	Score Jun	Score Sen	Total score
Qualifier 1	50	50	100
Qualifier 2	40	55	95
Qualifier 3	45	45	90
Combined team	39	51	90
Qualifier 4	36	49	85
Qualifier 5	34	46	80
Qualifier 6	41	34	75
Qualifier 7	35	35	70