







2018 Trampoline Gymnastics Club Pan American Cup 21-23 June 2018 Cochabamba, BOL

DIRECTIVES

Event ID: 15824

Dear PAGU affiliated Member Federation,

The Pan American Gymnastics Union (PAGU) through the Bolivian Gymnastics Federation has the pleasure to invite your Federation to participate in the aforementioned official FIG and PAGU International Event.

DISCIPLINES	Trampoline Gymnastics (Trampoline individual, Trampoline synchro, Double mini-trampoline, Tumbling)		
PAN AMERICAN GYMNASTICS UNION	Pan American Gymnastics Union Camino a Santa Teresa #482 Colonia Peña Pobre, C.P. 14060 Mexico City, MEX Tel.: +52 55 4993-3983		
HOST FEDERATION	E-mail: info@upag-pagu.org Bolivian Gymnastics Federation Plaza Marcelo Quiroga Santa Cruz #2307 Cochabamba, BOL Phone/Fax: 591.4.4400870 E-mail: fedbolgim@gmail.com		
	Contact person: Fabricio Pinto Fernández Phone: 591-72739932 E-mail: fpf.imperial@gmail.com		
EVENT MANAGER	Local Organizing Committee:		
	President	Fabricio Pinto Fernández	fpf.imperial@gmail.com
	Sport Manager Gabriela Soria Vargas <u>gabriela.soria.vargas@gmail.com</u>		
	PAGU TC President: TRA – Stephan Duchesne (<u>stefoutside@hotmail.com</u>)		
LOCATION	Cochabamba, Bolivia		
DATE	From 21 to 23 June, 2018		
VENUE	Competition and training venue:		
	Pabellon Municipal de Gimnasia – Zona la Chimba Address: Final Av. Melchor Pérez de Olguín - South		

APPARATUS					
SUPPLIER	Code	Brand	Apparatus		Quantity
	TRA3	Taishan	Tumbling Track – Ref. TQ1	1012	1
	1096	Gao Fei	Double Mini Trampoline –		4
	TRA14	Taishan	Spring board soft version -	Ref. TQ1010	
	TRA14	Taishan	Spring board hard version		
	TRA1	Taishan	Trampoline – Ref. TQ1013		4
	TRA11	Taishan	Landing Mat 20 cm – Ref.	TQ1501	
	TRA15	Trampoline	Airtime Ref v.3		
		Timing Systems			
		Oysterns	<u> </u>		
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 or the PAGU Technical Regulations: • Statutes • Technical Regulations • Code of Points and Newsletters • General Judges' Rules • Specific Judges' Rules • Doping Control Rules • License Rules				
EEDER ATIONS	Rules Adver and s	ratus Norms for Sanction tising and Pu ubsequent de	ecisions of the FIG and PA	AGU Executive (
FEDERATIONS INVITED	The Pan American Gymnastics Union will invite all PAGU Member Federations in good standing.				
AGE	Age Grou	Age Groups: 11-12, 13-14, 15-16, 17-21 years old by 31 December 2018.			
	All gymnasts must possess the FIG license valid until the end of the event.				
JUDGES AND	Each Fed	deration may	register a maximum of 2 j	udges per discip	oline.
JURIES	Federations with PAGU TC Members can register that Member in addition to their registered judges.			er in addition	
	The fine for not registering at least one judge in the competitions where the Federation is registered is USD\$1,000.00 per each, Trampoline, Double mini-trampoline and Tumbling.				
	This fine must be paid to PAGU by <u>9 April 2018</u> at the latest and it does not apply to those Federations that do not have FIG brevet judges in the respective discipline.				
	The National Federation must inform PAGU in advance (at the time of the definitive registration) to allow appointment of an invited neutral judge.				
			ve a current valid FIG spective discipline.	brevet at the	time of the
REGISTRATION					
DEADLINES	Provisio	nal registrati	on 15 March 2018	PAGU intrane	et
	Definitiv	e registration	n: 9 April 2018	PAGU intrane	ŧ
		tive registrati		PAGU intrane	
	<u> </u>		i		
	Registrations will be submitted using PAGU intranet. Information about this new system will be sent to the Federations in due time.				

ENTRY FEES	The Entry fee for this event will be: US	D\$50.00	per gym	nast and	d must be
	paid to PAGU by 09 April 2018 at the lat	est.			
DELEGATION SIZE	Function	IND	CVN	TUNA	DMT
	Function	(F/M)	SYN (F/M)	TUM (F/M)	DMT (F/M)
	Gymnasts 11-12 (per club)	4/4	2 / 2 pairs	4/4	4/4
	Gymnasts 13-14 (per club)	4/4	2 / 2 pairs	4/4	4/4
	Gymnasts 15-16 (per club)	4/4	2 / 2 pairs	4/4	4/4
	Gymnasts 17-21 (per club)	4/4	2 / 2 pairs	4/4	4/4
	Coaches (per club) With 1 gymnast per discipline: 1 With 2-8 gymnasts per discipline: 2	1-2		1-2	1-2
	Judges (in addition to PAGU TC Members) With 12 or less gymnasts per discipline: 1-2 With more than 12 gymnasts per discipline: 2	1-2		1-2	1-2
	Medical personnel per Federation	1		1	1
	Head of Delegation per Federation	1			
	The cost of accreditation of additional Delegation Members is USD\$100.00 per person and must be paid to the LOC until 09 April 2018 at the latest. Only the following persons can receive an additional accreditation: Coach, Doctor, Physiotherapist and Team manager.			latest.	
ACCREDITATION	Along with the Nominative Registration all Federations must send a copy of the passport and a photograph of each delegation member, via e-mail to: fedbolgim@gmail.com				
	Requirements of the photos: • File Format: JPEG • Dimensions: min 210 x 270 pixels; Max 420 x 540 pixels • Width 35 x 45 High • File Size: no more than 1 MB • Plain and light background				
	Each document must be identified with the Country Code, Last name, Name, Competition (TRI, TRS, DMT, TUM) and function of each member.				
	Example: BOL_FERNANDEZ_Ana_DM1	- Gymna	st		
	These documents must be sent no later than 23 May 2018.				
	In case of not sending the photo as described, the LOC will take it upon arrival with an extra cost of USD\$10.00 per photo.				
	In case of theft or loss of accreditation, it must be informed immediately to the Local Organization Committee for the cancellation of the accreditation.				
	The replacement of the lost or stolen accreditation will cost USD\$50.00 to the holder of the accreditation.				
	Accreditation will be distributed upon arrival at the registration desk.				
	More information on the access zones for	r each a	ccreditati	ion will b	e given in

	the Work plan.
EVENT FORMAT	2 days of competition per discipline
	 Day 1: Qualification competition (IND, SYN, DMT, TUM) Day 2: Finals competition (IND, SYN, DMT, TUM)
	Junior and Age Group FIG Rules.
PROVISIONAL PROGRAM	17/June Arrival of PAGU TRA GT President and other PAGU representatives
	18/June Arrival of delegations Limited trainings upon request
	19/June Trainings (IND, SYN, DMT, TUM) Delegates' technical meeting
	20/June Training (IND, SYN, DMT, TUM) Judges briefing Podium training
	21/June Training (IND, SYN, DMT, TUM) Opening Ceremony Competitions (IND, SYN, DMT, TUM)
	22/June Training (IND, SYN, DMT, TUM) Competitions (IND, SYN, DMT, TUM)
	23/June Training (IND, SYN, DMT, TUM) Final Competitions (IND, SYN, DMT, TUM) Farewell Banquet
	24/June PAGU TRA TC Meeting Departure of delegations and PAGU representatives
	25/June PAGU TRA TC Meeting Departure of PAGU TRA TC members
MEDICAL SERVICES	The Local Organizing Committee will provide first aid services at the competition and training sites during the official activities.
VISAS	Please verify immediately with your travel agent or the BOL Embassy or Consulate in your country if a visa is required for your travel to Bolivia. The LOC will be happy to assist each Delegation's member with an official invitation letter, provided that the request is made before 23 May 2018 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's Member as well as the city the visa application support letter must be sent to.
INSURANCE	The Host Federation, the LOC, the PAGU and the FIG will not be held responsible for any liabilities in case of accidents, illness, repatriation and

the like.

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.

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 no later than **23 May 2018**.

The LOC will subsequently offer insurance at the Federations own charge as follows: **USD\$70.00** per person includes the official dates of the event.

INTERNATIONAL TRANSPORTATION

The invited participating federations must pay for the international travel costs of their delegation members.

International Airport:

Jorge Wilstermann (CBB)

The Travel Itinerary Form must be returned to the LOC by **23 May 2018** at the latest.

LOCAL TRANSPORTATION

Airport transportation will only be provided to the delegations booking through the official accommodation packages.

The Local Organizing Committee will provide local transportation from airport to the hotel and vice versa only on the official arrival date of Monday 18 June and departure date of Sunday 24 June (except the FIG and PAGU representatives that may arrive or leave in different days).

If the Delegations arrive or leave on a different date, the Local Organizing Committee may provide transportation with an additional charge, that will be **USD\$10.00** per person and per way.

The Local Organizing Committee will provide transportation according to the official schedule to all delegation members duly accredited, from the official hotels to the training and competition venues and vice versa.

ACCOMMODATION AND MEALS

OFFICIAL HOTELS

Option 1: GRAN HOTEL COCHABAMBA

Plaza Ubaldo Anze, La Recoleta

Phone: +591-4-4489520

www.granhotelcochabamba.com







Estimated time according to route: 6.2 km in 15 min

Occupancy	Price per per person/night	Comments
Single room	USD\$ 100.00	Includes: • 1 breakfast • 1 lunch • 1 dinner

		• Tax
Double / Triple room	USD\$ 90.00	Includes: 1 breakfast 1 lunch 1 dinner Tax
Single room	USD\$ 95.00	Includes: • 1 breakfast • Tax
Double / Triple room	USD\$ 85.00	Includes: • 1 breakfast • Tax

The meals service starts with the dinner on the day of arrival and finishes with the breakfast on the day of departure.

Option 2: HOTEL BOUTIQUE CASA MAGNA

Calle Obispo Anaya N° 260 Phone: +591-4-4414279

www.hotelboutiquecasamagna.com.bo







Estimated time according to route: 5.3 km in 13 min

Occupancy	Price per per person/night	Comments
Single room	USD\$ 100.00	Includes: • 1 breakfast • 1 lunch • 1 dinner • Tax
Double / Triple room	USD\$ 80.00	Includes: • 1 breakfast • 1 lunch • 1 dinner • Tax
Single room	USD\$ 85.00	Includes: • 1 breakfast • Tax
Double / Triple room	USD\$ 65.00	Includes: • 1 breakfast • Tax

The meals service starts with the dinner on the day of arrival and finishes with the breakfast on the day of departure.

Option 3: HOTEL LA COLONIA

Calle Luis Mostajo, 100 Phone: +591-4-4450300 www.lacoloniahotel.com.bo



Estimated time according to route: 6.9 km in 16 min

Occupancy	Price per person/night	Comments
Single room	USD\$ 100.00	Includes: 1 breakfast 1 lunch 1 dinner Tax
Double / Triple room	USD\$ 80.00	Includes: 1 breakfast 1 lunch 1 dinner Tax
Single room	USD\$ 85.00	Includes: • 1 breakfast • Tax
Double / Triple room	USD\$ 65.00	Includes: • 1 breakfast • Tax

The meals service starts with the dinner on the day of arrival and finishes with the breakfast on the day of departure.

The prices charged for the hotel rooms will not exceed the usual hotel rates.

While the Accommodation/Meals Form must be returned to the LOC by **09 April 2018** 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 and/or meals expenses of their delegation members.

The costs for the accommodation/meals must be paid to the LOC by **09 April 2018** at the latest.

The prices will not be guaranteed if the request and/or payments are submitted after the deadlines.

CANCELATION POLICY

Cancellation policy: PAGU and the Local Organizing Committee strongly recommend that each Federation take cancellation insurance for their accommodation and meal reservation.

Date	Cancellation penalty
From April,10 to April,19 2018	50%
From April,20 to May,19 2018	80%
From May,20 2018	100%

FINAL BANQUET

Farewell Banquet will be on Saturday <u>23 June 2018</u> and will have no additional cost for the accredited members of the participating delegations

	lodged at the official hotel and that made their reservation through the LOC.
	Additional tickets for the Farewell Banquet can be requested to the LOC no later than 09 April 2018 at the time of the Accommodation/meals request.
	The price for these additional tickets is USD\$40.00 each.
BANK ACCOUNT INFORMATION	Intermediate Bank: Name: STANDARD CHARTERED BANK Code (SWIFT): SCBLUS33 A.B.A: 026002561 Address: One Madison Avenue, New York, N.Y. 10010 City: New York Country: USA
	Payer Bank: Name: BANCO DE CREDITO DE BOLIVIA S.A. Code (SWIFT): BCPLBOLX Address: Calle Colón esq. Mercado Phone: 591-2-2330444 City: La Paz Country: Bolivia
	Beneficiary: Name: Federacion Boliviana de Gimnasia Account number: 301-51019993-2-28 Department: Cochabamba Address: Plaza Marcelo Quiroga Santa Cruz #2307 Zona: Jayhuayco
	OR You can send by WESTERN UNION Name: Fabricio Pinto Fernandez C.I.: 3804777 Address: Plaza Marcelo Quiroga Santa Cruz #2307
	The participating federation is responsible for covering all bank fees in connection with the bank transfers.
MARKETING	FIG advertising and publicity norms must be respected.
MEDIA	Media representatives, as well as Federation's personnel in charge of the communications that are interested in cover the event, can request their registration to PAGU (info@upag-pagu.org) no later than 23 May 2018. Also, we ask the National Federations to send a letter to PAGU confirming
	this request.

DEADLINES SUMMARY	To PAGU		
SUMMART	Provisional Registration	15 March 2018 (to PAGU)	
	Definitive Registration	9 April 2018 (to PAGU)	
	Nominal Registration	23 May 2018 (to PAGU)	
	Payment of the Entry fee	9 April 2018 (to PAGU)	
	Payment of the fine for missing judge	9 April 2018 (to PAGU)	
	To LOC		
	Payment for additional accreditation	9 April 2018 (to LOC)	
	Accommodation and meals Form	9 April 2018 (to LOC)	
	Payment of 100% for Accommodation and Meals	9 April 2018 (to LOC)	
	Travel Itinerary Form and payment for transportation on non-official dates	23 May 2018 (to LOC)	
	Visa Request Form	23 May 2018 (to LOC)	
	Documents for Accreditation	23 May 2018 (to LOC)	
	Insurance Application and payment	23 May 2018 (to LOC)	
ADDITIONAL INFORMATION	National Anthem National Anthem of your country, must be registration.	pe delivered onsite during the	
	National Flag National Flag of your country, must be registration.	e delivered onsite during the	

Sincerely Yours,

Patricia Dieguez PAGU General Secretary Fabricio Pinto Fernández President of Bolivian Gymnastics Federation

Mexico City, Mexico February 17th, 2018