



UNION EUROPÉENNE  
DE GYMNASTIQUE  
EUROPÄISCHE  
TURNUNION  
EUROPEAN UNION  
OF GYMNASTICS


## The 30<sup>th</sup> European Championships in Rhythmic Gymnastics Baku (Azerbaijan), June 13 – 15, 2014

### DIRECTIVES

**Event ID: 6418**

Dear UEG affiliated Member Federation,

The Gymnastics Federation of **Azerbaijan** has the pleasure to invite your Federation to participate in the 30<sup>th</sup> European Championships in rhythmic gymnastics to be held in Baku (Azerbaijan).

<b>DISCIPLINE</b>	Rhythmic Gymnastics
<b>HOST FEDERATION</b>	Azerbaijan Gymnastics Federation Contact person: Nurlana Mammadzada Address: 90A, Nizami str., the Landmark Building 3, 3 <sup>rd</sup> floor AZ-1010, Baku, Azerbaijan Tel: +99412 493 3011; +99412 598 4082 Mob.: +99450 385 3969 Fax: +99412 493 9500 E-mail: <a href="mailto:office@agf.az">office@agf.az</a> ; <a href="mailto:info@agf.az">info@agf.az</a> Website: <a href="http://www.agf.az">www.agf.az</a>
<b>LOCATION</b>	Baku, Azerbaijan
<b>DATE</b>	From June 13 to 15, 2014
<b>VENUE</b>	MGA - Milli Gimnastika Arenası (National Gymnastics Arena) Address: 108A, Heydar Aliyev Ave., AZ-1029, Baku, Azerbaijan Tel: +99470 707 0777 Fax: +99412 493 9500 E-mail: <a href="mailto:mga@agf.az">mga@agf.az</a>  <p>The MGA is primarily designed to host Rhythmic and Artistic Gymnastics at competition level. The Arena is specifically designed to be able to adapt the Main Arena to host a variety of functions or sporting events if required. The Arena has the ability to stretch from 5,000 to 9,600 seats, depending on the size and the nature of the event it hosts.</p> <p>The facilities for gymnasts' training include training halls, doctors' and</p>

	masseurs' rooms, offices for coaches & cafeteria.								
<b>TRAINING HALL</b>	Training and warm-up facilities at the competition venue								
<b>APPARATUS SUPPLIER</b>	Competition floor title: Beijing Manufacturer: SPIETH Gymnastics Colour: Beige FIG certified Reference number: 652								
<b>RULES AND REGULATIONS</b>	<p>The event will be organized under the following UEG/FIG rules, as valid in the year of the event, except for any deviation mentioned in these directives:</p> <ul style="list-style-type: none"> <li>• FIG and UEG Statutes</li> <li>• FIG and UEG Technical Regulations</li> <li>• FIG Code of Points and relevant Newsletters</li> <li>• FIG General Judges' Rules</li> <li>• FIG Specific Judges' Rules</li> <li>• Doping Control Rules</li> <li>• UEG Medical Guidelines</li> <li>• FIG License Rules</li> <li>• UEG Media Rules</li> <li>• FIG Apparatus Norms</li> <li>• UEG Advertising and Publicity Rules</li> <li>• FIG Rules for Sanctioning (approval) of International Events</li> <li>• <i>and subsequent decisions of the UEG Executive Committee</i></li> </ul>								
<b>FEDERATIONS INVITED</b>	<p><b>Senior individual gymnasts</b> are invited according to the results obtained at Competition I of the preceding European Championship in 2013 in Vienna. (See the details in the Event Format section).</p> <p>All UEG Member Federations in good standing are invited to participate in the <b>Senior Group Competitions</b> and <b>Junior Team Competition I</b></p>								
<b>AGE LIMITS</b>	<p><b>Seniors:</b> 16-year-old gymnasts or older (born in 1998 or preceding years) <b>Juniors:</b> 13 to 15-year-old gymnasts (born in 2001, 2000 and 1999)</p>								
<b>FIG LICENCE</b>	All gymnasts must have the FIG licence which has to be presented at the accreditation.								
<b>JUDGES AND JURIES</b>	<p>Each Federation participating in the individual and group competition has the right to enter a maximum of 2 judges. The judges must have at least Brevet 3.</p> <p>All judges must be holders of the valid FIG licence for the current cycle.</p> <p>Entered judges can be designated by drawing of lots to function as Reference and Line judge.</p>								
<b>REGISTRATION DEADLINES</b>	<table border="1"> <tr> <td><b>Definitive registration</b></td> <td><b>March 13, 2014</b></td> <td>Must be sent to the UEG Secretariat</td> </tr> <tr> <td><b>Nominative registration</b></td> <td><b>May 13, 2014</b></td> <td>Must be sent to the UEG Secretariat</td> </tr> </table>	<b>Definitive registration</b>	<b>March 13, 2014</b>	Must be sent to the UEG Secretariat	<b>Nominative registration</b>	<b>May 13, 2014</b>	Must be sent to the UEG Secretariat		
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<b>ENTRY FEES</b>	<p>Euro 100.-- per individual gymnast Euro 400.-- per group</p> <p>This fee has to be paid by <b>March 13, 2014</b> at the very latest to the UEG:</p> <p>Banque Cantonale Vaudoise Place St-François 14, CP 300 1002 Lausanne, Switzerland Account Nr : L 5205.70.49 Union Européenne de Gymnastique IBAN Code: CH05 0076 7000 L520 5704 9 Swift Code: BCVLCH2LXXX</p>								

**COMPOSITION OF THE DELEGATIONS**

Functions	Seniors		Juniors
	Indiv.	Groups	Indiv.
Gymnasts	Invited	5-6	2-4
Reserve Gymnasts	-	-	1
Head of delegation	1 both for seniors and juniors		
Team leader	1 for indiv. & group		1 for junior
Coach	1	2	1
Doctor	1 both for seniors and juniors		
Physiotherapist	1 both for seniors and juniors		

**Please take note that these European Championships are qualifying for the 2015 European Games (only groups as the individual gymnasts were already qualified during the RG ECh-2013).**

**ACCREDITATION**

Accreditation cards will be distributed at the Accreditation Centre upon arrival of the delegations. The FIG accreditation rules will strictly be applied as the number of accreditation cards per each federation is concerned.

The price for accreditation is included in the price for accommodation, except for those delegations who don't book their accommodation through the LOC . They will have to pay a fee of CHF 200.-- per person (in accordance with the FIG Accreditation Rules, Article 1.18). Please note that this accreditation doesn't include any transportation, meals and farewell banquet.

In case of a lost or stolen accreditation card the Organizing Committee must be informed immediately. Its replacement and additional accreditation requests will be dealt in accordance with the terms and conditions specified at the FIG Accreditation rules.

Transferable cards may only be used by persons already accredited and must always be used in conjunction with the primary accreditation card. They are only transferable within the Federation's official delegation and appropriate function. Lost transferable cards will not be replaced.

For media accreditation please use the link shown on the UEG website. <https://www.fig-gymnastics.com/media/>

Deadline for media accreditation: **May 28, 2014.**

Accreditations may not be transferred during an event and has to be visible at any time.

The following items will be checked there with the Heads of delegations:

- Total payment of accommodation
- Insurance
- National anthem and national flag
- Transport – Departure
- Your accreditation badges
- Judges' Passports
- Gymnasts' Passports
- Gymnasts' Licenses

In order to accelerate the process of the accreditation, each participating Federation is kindly requested to send photos of each member of its delegation (gymnasts, head of delegation, team leader, judges, coaches, medical staff and etc.) to the following e-mail address at the time of the nominative registration: [gymnastics@agf.az](mailto:gymnastics@agf.az)

The deadline for sending the photos (identity colour photo in JPG format, size – 45mm x 35mm, resolution: 800x600plx) is **May 13, 2014.** Please clearly indicate the corresponding full name (with correct spelling) in the file title.

Sending of photos in due time will prevent the delegations from waiting at the accreditationcentre organized at Athletes' Village (information regarding Athletes' Village and its location can be seen in Accommodation Section).

## EVENT FORMAT

### For seniors

#### a) Competition I

Group competition with two free exercises, one executed with one type of apparatus (10 clubs), the other with different apparatus (3 balls/2 ribbons).

After this competition, the best eight groups are qualified for Competition III.

#### b) Competition III

#### c) Competition II - individual multiple competition

20 gymnasts participate. They are invited according to the results obtained at Competition I of the preceding European Championship in 2013 in Vienna (max. 2 gymnasts per federation) by adding the best three scores. This invitation is not nominative.

The organizing federation can participate with one gymnast if it has no gymnast qualified among the twenty best (21<sup>st</sup> gymnast).

The following Federations are qualified for Competition II – individual multiple competitions:

**AUT** with 2 gymnasts

**AZE** with 2 gymnasts

**BLR** with 2 gymnasts

**BUL** with 2 gymnasts

**ISR** with 2 gymnasts

**RUS** with 2 gymnasts

**UKR** with 2 gymnasts

**ESP** with 1 gymnast

**FRA** with 1 gymnast

**GEO** with 1 gymnast

**GRE** with 1 gymnast

**HUN** with 1 gymnast

**ROU** with 1 gymnast

**Reserve:** CZE, ESP, ITA

### For juniors

Individual gymnasts

#### a) Competition I

Team competition with 2 - 4 gymnasts per federation; they have to present 8 free exercises according to the junior program and in the order fixed by the FIG (hoop, ball, clubs, ribbon).

A gymnast may participate with 2 - 4 exercises.

The team result will be calculated based on the best 6 of the 8 presented exercises.

#### b) Competition III

Apparatus final (4 apparatus) of the 8 best gymnasts of Competition I (max. 1 gymnast per federation) per apparatus.

### **Starting order and competition groups**


According to article 2.4 of the Technical Regulations.

For the individual multiple competition seniors (20 gymnasts) the gymnasts are divided into 2 groups according to the results obtained at the last European Championships (Vienna, 2013).

### **Apparatus chosen by the gymnast (Juniors)**

The Federations have to indicate the names and the starting order of their gymnasts by means of the form to be received at the UEG Secretariat by **May 13, 2014**.

<b>PROVISIONAL SCHEDULE</b>	<b>Monday, June 9</b>	Arrival of the UEG Officials, TC Members
	<b>Tuesday, June 10</b>	Arrival of the delegations
	<b>Wednesday, June 11</b>	Official training
		Orientation meeting
	<b>Thursday, June 12</b>	Official training
		Information for the judges
	<b>Friday, June 13</b>	Qualifications
	<b>Saturday, June 14</b>	Qualifications
	<b>Sunday, June 15</b>	Finals
<b>Monday, June 16</b>	Departure of the delegations	
<b>GALA</b>	<p>Forms for gymnasts wishing to perform at the Gala shall be sent to the OC by <b>May 13, 2014</b> at the latest.</p> <p><b>Note: Gymnasts to be included into the list of participants of Gala depending on the number of forms received by the OC as the Gala duration (time assigned) is limited.</b></p>	
<b>MEDICAL SERVICES</b>	<p>Medical premises and services to be provided in accordance with the UEG/FIG Directives for the medical organisation of official competitions and Anti- Doping.</p>	
<b>VISA</b>	<p>Please verify immediately with your travel agent or Embassy or Consulate of Azerbaijan in your country if a visa is required for your travel to Azerbaijan.</p> <p>The delegations members who need a visa to enter Azerbaijan have to obtain their visas at the Embassy of Azerbaijan of the corresponding country beforehand (before arrival). Only the citizens of the countries where there is no Embassy of Azerbaijan will be issued a visa upon their arrival at Heydar Aliyev International Airport. If this is the case, the OC will send the Federations concerned authorization from the Migration Service of the Ministry of Foreign Affairs of the Azerbaijan Republic enabling them to get their visas at the airport, provided that the request is made in due time.</p> <p>The further details regarding the visa (documents required both for getting the visa at the Embassies of Azerbaijan abroad and Heydar Aliyev Airport) and visa fees can be found at the following links:</p> <ol style="list-style-type: none"> <li>1) <a href="http://www.mfa.gov.az/?language=en&amp;options=content&amp;id=184">http://www.mfa.gov.az/?language=en&amp;options=content&amp;id=184</a></li> <li>2) <a href="http://mfa.gov.az/?language=en&amp;options=content&amp;id=277">http://mfa.gov.az/?language=en&amp;options=content&amp;id=277</a></li> <li>3) <a href="http://mfa.gov.az/files/file/visa%20fees.pdf">http://mfa.gov.az/files/file/visa%20fees.pdf</a></li> </ol> <p>The Organizing Committee will be happy to assist each Delegation member with an official invitation letter, provided that the request is made to the LOC by <b>May 13, 2014 at the latest.</b></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>INSURANCE</b>	<p>The Host Federation, the Organizing Committee and the UEG will not be held responsible for any liabilities in case of accidents, illness, repatriation and the like. The UEG 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 (except for gymnasts and judges).</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.</p> <p>The LOC will subsequently offer insurance at the Federations own charge as follows: Euro 40 per person.</p>	

<b>INTERNATIONAL TRANSPORTATION</b>	<p>The invited participating federations must pay for the travel costs of their delegation members.</p> <p>The LOC will meet and see of the official members of the delegations at Heydar Aliyev International Airport (GYD), bus or railway station in Baku.</p> <p>The Travel Schedule Form must be returned to the LOC by <b>May 13, 2014</b>.</p>
<b>LOCAL TRANSPORTATION</b>	<p>The OC will organize shuttle buses from JW Marriott Absheron Baku Hotel to the Competition Venue and back. This hotel is located in the center of the city. Please also be informed that the Athletes' Village is on the opposite side of the competition venue. Those delegations who stay at the Athletes' village can use these buses to get to the city center/back and use underground passage to get to the venue.</p> <p>The OC will organize buses for sightseeing tour and farewell banquet as well.</p>
<b>ACCOMMODATION</b>	<p>The OC is pleased to offer the Athletes' Village (especially built to accommodate the athletes during the 1<sup>st</sup> Baku European Games-2015) to the participants of the 30<sup>th</sup> Rhythmic Gymnastics European Championships-2014. The Village is located at the opposite side of the competition venue.</p> <p><b>Athletes' Village: Tower 1 or 5</b></p> <p>Address: 117, Heydar Aliyev Avenue, AZ1072, Baku, Azerbaijan Website: <a href="http://www.baku2015.com">www.baku2015.com</a></p>  <p><i>Distance from Athletes' Village to main destinations:</i>  <i>To airport: 16 km - approx. 12 min. (by car)</i>  <i>To city center: 10 km - approx. 12 min. (by car)</i></p> <p>The prices per room / night at Athletes' Village is as follows:</p> <p>Single room (incl. breakfast) - Euro 140.--  Twin room (incl. breakfast) - Euro 150.--</p> <p>Like usual Olympic Villages, rooms are provided within flats at the Athletes' Village. Therefore, in some cases, 2 rooms have only one bathroom. The LOC will try to share these rooms among the delegations equally. Members of the same delegation will be accommodated within one flat and rooms will be allocated on a "first come, first serve" basis.</p> <p><b><i>Those delegations' members who do not wish to stay at the Athletes' Village are offered to stay at JW Marriott Absheron Baku Hotel.</i></b></p>



### **JW Marriott Absheron Baku Hotel \*\*\*\*\***

Address: 674, Azadlig Square, AZ-1010, Baku, Azerbaijan

Tel: +99412 499 8888

Fax: +99412 499 8889

E-mail: [jw.baku.info@marriott.com](mailto:jw.baku.info@marriott.com)

Website: <http://www.marriott.com>

*Distance from JW Marriot Absheron Baku Hotel (located in the city center) to main destinations:*

*To airport: 24 km - approx. 21 min. (by car)*

*To competition venue: 8.3 km - approx. 10 min. (by car)*

The prices per room / night at JW Marriot Hotel is as follows:

Single room (incl. breakfast) - Euro 210.--

Twin room (incl. breakfast) - Euro 240.--

#### **Extra offer - Sea view rooms**

Single room (incl. breakfast) - Euro 260.--

Double room (one big bed) - Euro 290.--

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

### **Excelsior Hotel\*\*\*\*\*, the UEG Officials' Hotel**



Address: 2, Heydar Aliyev Ave., AZ-1154, Baku, Azerbaijan

Tel: +99412 496 8000

Fax: +99412 496 8008

E-mail: [info@excelsiorhotelbaku.az](mailto:info@excelsiorhotelbaku.az)

Website: [www.excelsiorhotelbaku.az](http://www.excelsiorhotelbaku.az)

*Distance from Excelsior Hotel to main destinations:*

*To airport: 21 km - approx. 17 min. (by car)*

*To competition venue: 5.6 km - approx. 6 min. (by car)*

*To city center: 3.5 - approx. 7 min. (by car)*

The Accommodation Form must be returned to the LOC by **April 13, 2014** at the very latest.

The payment for the accommodations must be made to the LOC as follows:

First 50% of the total accommodation payment shall be transferred to the OC bank account by **April 13, 2014**, while the remaining 50% shall be paid by **May 13, 2014**. Failure to forward the payment by the required dates will result in the reservations being cancelled and in the deposit payment being forfeited.

Payment for the accommodation must be made to the OC bank account (see bank account section).

#### **Cancellation Policy:**

Rooms cancelled from **April 13, 2014 to May 13, 2014** will be subject to a cancellation fee of 20% of the total accommodation payment.

Rooms cancelled from **May 14, 2014** until the arrival of the delegations on site or "no shows" will be subject to a cancellation fee of 100% of the total accommodation cost.

These fees are to be paid by the federation concerned to the Organizing Committee.

<b>MEALS</b>	<p>As there is no wide range of cafes, restaurants, food stores near the competition venue, the LOC will provide all the members of participating delegations staying at the Athletes' Village with lunch and dinners free of charge. Meals are offered at the Athletes' village as a self-service food which includes cold and hot dishes meeting the athletes' needs. You can find the menu among other forms attached.</p> <p>The dining facility will be open for each service time (to be determined pending confirmation of the detailed competition schedule).</p> <p>There will also be organized cafes both at the Athletes' Village and Competition Venue where the members of the delegations can buy snacks and drinks at their own expenses all day long.</p> <p>The LOC does not provide with meals those members of the delegations who stay at JW Marriot Absheron Baku Hotel as a wide variety cafes/restaurants is available within the hotel and outside (city center).</p>
<b>FINAL BANQUET</b>	<p>The Organizing Committee will host a Farewell Banquet for all Delegation members (provided their accommodation was booked through the Organizing Committee) at the conclusion of the event in the evening on June 15, 2014.</p> <p>The tickets for the Final Banquet to be handed over to the heads of delegation during the accreditation.</p>
<b>BANK ACCOUNT INFORMATION</b>	<p><b>BENEFICIARY: AZERBAIJAN GYMNASTICS FEDERATION</b>  Beneficiary address: 90A, Nizami str., AZ-1010, Baku Azerbaijan  IBAN No: AZ87IBAZ38190019789384030209</p> <p><b>BENEFICIARY BANK: THE INTERNATIONAL BANK</b>  <b>BRANCH: SABAIL</b>  Bank address: 191, Tolstoy str., AZ-1010, Baku, Azerbaijan  SWIFT CODE: IBAZAZ2X</p> <p><b>INTERMEDIARY BANK: COMMERZBANK AG, FRANKFURT AM MAIN</b>  <b>CITY: FRANKFURT AM MAIN</b>  <b>COUNTRY: GERMANY</b>  <b>SWIFT CODE: COBADEFF</b></p> <p><b><i>Please write on the transfer document that the payment is made for accommodation during the 30<sup>th</sup> Rhythmic Gymnastics European Championships-2014.</i></b></p> <p>Participating Federations are responsible for covering all bank fees in connection with the bank transfers.</p>
<b>PUBLICITY ON GYMNASTS' ATTIRE</b>	<p>Federations wishing to provide publicity on the competition attire of their gymnasts and coaches must notify the UEG Secretary by means of the form "Publicity on competition attire". This form must be received at the UEG Secretary by <b>May 13, 2014.</b></p>
<b>MARKETING</b>	<p>The UEG advertising and publicity norms must be respected.</p>
<b>MEDIA</b>	<p>Head of Media from the OC - is Shahin Kazimzada  Contact details:  Tel: +99412 493 3011  Fax: +99412 493 9500  Mob: +99450 201 7718  E-mail: <a href="mailto:press@agf.az">press@agf.az</a></p>
<b>SOCIAL MEDIA</b>	<p>Website: <a href="http://www.agf.az">www.agf.az</a>  Facebook page - Azerbaijan Gymnastic Federation  (<a href="https://www.facebook.com/pages/Azerbaijan-Gymnastics-Federation/156431321068611">https://www.facebook.com/pages/Azerbaijan-Gymnastics-Federation/156431321068611</a>)</p>



<b>DEADLINES SUMMARY</b>	<b>Definitive Registration Form</b>	<b>March 13, 2014</b>
	<b>Payment of the Entry Fee</b>	<b>March 13, 2014</b>
	<b>Accommodation Form</b>	<b>April 13, 2014</b>
	<b>Payment of the accommodation costs</b>	<b>First 50% - April 13, 2014</b>
		<b>Remaining 50% - May 13, 2014</b>
	<b>Nominative Registration Form</b>	<b>May 13, 2014</b>
	<b>Form to be completed for apparatus chosen by junior gymnasts</b>	<b>May 13, 2014</b>
	<b>Publicity Form</b>	<b>May 13, 2014</b>
	<b>Visa Request Form</b>	<b>May 13, 2014</b>
	<b>Travel Schedule Form</b>	<b>May 13, 2014</b>
	<b>Form of registration for Gala</b>	<b>May 13, 2014</b>
	<b>Sending of photos to accelerate accreditation process</b>	<b>May 13, 2014</b>
	<b>Deadline for Media Accreditation</b>	<b>May 28, 2014</b>
	<b>FINES FOR LATE ENTRIES</b>	<b>Situation</b>
Definitive entry received after the deadline		Euro 1500
Nominative entry received after the deadline		Euro 1000
Non-participation of a team, but participation of individuals (information given at the competition venue)		Euro 1000
Non-participation of individuals, no participation at all (noticed at the venue)		Euro 1000

Sincerely Yours,

Baku, February 20, 2014



Farid Gayibov  
Secretary General