

DIRECTIVES

Event ID: 14322

Dear FIG affiliated Member Federation,

The Gymnastics Federation of Great Britain has the pleasure to invite your Federation to participate in the aforementioned official FIG International Event.

DISCIPLINE	Acrobatic Gymnastics
HOST FEDERATION & ORGANISING COMMITTEE	BRITISH GYMNASTICS Lilleshall NSC, Nr Newport, Shropshire. TF10 9NB United Kingdom Contact e-mail: patwadeclassic@british-gymnastics.org Tel: +441952 822300 Ext 2622 Website: www.british-gymnastics.org
LOCATION	Fenton, Stoke on Trent, Great Britain
DATES	13 th – 15 th November, 2015
VENUE	FENTON MANOR SPORTS COMPLEX City Road, Fenton, Stoke-on-Trent, ST4 2RR, United Kingdom Tel: +441782 233222 Website: http://www.stoke.gov.uk/ccm/navigation/leisure/fenton-manor/ The Competition Hall, the Training Hall and the warm-up hall will all be at the venue listed. Venue Dimensions – <i>Competition Arena - 34.5m x 33m</i> <i>Warm-up Hall – 33m x 27m</i>
APPARATUS SUPPLIER	Apparatus will be supplied by Gymnova – Model: 6575 "Glasgow" with carpet
RULES AND REGULATIONS	The event will be organised 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"> • Statutes • Technical Regulations • Code of Points and relevant Newsletters • General Judges' Rules • Specific Judges' Rules • Doping Control Rules • Licence rules • Media Rules • Apparatus Norms • FIG Rules for Sanctioning (approval) of International Events • Advertising and Publicity Rules <p style="text-align: center;"><i>and subsequent decisions of the FIG Executive Committee</i></p>
FEDERATIONS INVITED	The Organising Member Federation will invite all Member Federations according to the following principles: All FIG member federation in good standing.
AGE LIMITS	As FIG Juniors (13-19) and Senior 15+ in accordance with FIG Technical Regulations.
REGISTRATION	Definitive registration: Friday, 14th August, 2015

DEADLINES	Entry fee and 50% accommodation costs Nominative registration: Friday 18th September, 2015 All remaining costs
ENTRY FEES	The Entry fee for this event will be: £42.00 per gymnast, payable at the time of the Definitive entry. Entry fees are non-refundable.
FIG LICENCE	All gymnasts must have a valid FIG Licence corresponding to the Federation for which they represent.
ACCREDITATION	<p>The accreditation will take place at the Fenton Manor Sports Centre Complex. The accreditations will only be issued to the Head of Delegation or Head Coach, once all financial matters have been settled.</p> <p><u>Music</u> Please e-mail a copy of the music for each routine to: patwadeclassic@british-gymnastics.org to arrive no later than Friday 23rd October 2015. The file for each piece of music should be named according to the following convention:- <i>Federation – Gymnast Names - Category - Routine</i> For example:- <i>GBR – Smith and Jones – Senior Mixed Pair – Balance</i> A back-up copy of the music on CD should be brought to the event and submitted at accreditation.</p> <p><u>Difficulty Elements List</u> Difficulty elements list for each routine must be submitted by e-mail, in accordance with FIG regulations, to patwadeclassic@british-gymnastics.org by Friday 23rd October 2015.</p>
EVENT FORMAT	<p><u>Number of participants:</u> Maximum of 26 gymnasts but not more than 2 per partnerships per age category.</p> <ul style="list-style-type: none"> • 1 x Head of Delegation [Optional] • 1xJudge with a current cycle Brevet qualification, minimum Category IV [Compulsory] • Coach allocation: [1 – 4 compulsory - as per numbers below] <ul style="list-style-type: none"> ○ if 1 unit = 1 coach ○ if 2 to 5 units = 2 coaches ○ if 6 to 8 units = 3 coaches ○ 9 units and more = 4 coaches <p><u>Competition Format:</u> Saturday 14th November - CI / Qualification (Balance / Dynamic) Sunday 15th November - CII / (Combined Final)</p> <p>Women's Pair: Junior (13-19), Senior Mixed Pair: Junior (13-19), Senior Men's Pair: Junior (13-19), Senior Women's Group: Junior (13-19), Senior Men's Group: Junior (13-19), Senior</p>
PROVISIONAL SCHEDULE	<p>Thursday 12th November - All Day Arrival of International delegations. Friday, 13th November - All Day Arrival of delegations. Scheduled Podium training & Orientation Meeting Saturday, 14th November – Qualification (Balance / Dynamic) Sunday, 15th November – Combined Final Monday, 16th November - Departure of international delegations.</p>
EVENT MANAGER	Competition Director: Sandra Sargeant

MEDICAL SERVICES	A physiotherapist will be available during the training and competition period on Saturday and Sunday as well as training on Friday 13 th November.
VISA	Please verify immediately with your travel agent or the British Embassy or Consulate in your country if a visa is required for your travel to The United Kingdom. The Organising Committee will be happy to assist each Delegation member with an official invitation letter provided that the request is made before Friday 14 th August 2015 to the Host Federation. 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 addressed to.
INSURANCE	The Host Federation, the Organising Committee 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.
INTERNATIONAL TRANSPORTATION	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 Friday 14 th August, 2015.
LOCAL TRANSPORTATION	The individual delegate transport package includes the following: <ul style="list-style-type: none"> • Collection & return from Manchester airport or City of Stoke railway station • Daily transport to the competition arena and return to the hotel The cost for this transport package is £25.00 per delegate.
ACCOMMODATION	The prices charged for the hotel rooms will not exceed the usual hotel rates. Whilst the accommodation form must be returned to the LOC by Friday 14 th August 2015, the hotel rooms will be allocated on a “first come, first serve” basis. 50% of the costs for accommodation must be paid to the LOC by Friday 14 th August 2015. The remaining balance, which is non-refundable, must be paid by Friday 18 th September 2015. Hotel 1 Stoke on Trent Moat House Hotel Etruria Hall, Festival Way, Etruria, Stoke on Trent, ST1 5BQ Tel: +44 1782 609 988 Fax: + 44 1782 284 500 Website – www.bw-stokeontrentmoathouse.co.uk Single room occupancy – Dinner, Bed & Breakfast = £85.00 per person per night Double/Twin room occupancy – Dinner, Bed & Breakfast = £60.00 per person per night Triple room (3 people) occupancy – Dinner, Bed & Breakfast = £55.00 per person per night Quadruple room (4 people) occupancy – Dinner, Bed & Breakfast = £50.00 per person per night (2 Adults + 2 children). There are a limited number of

	<p>Triple/Quadruple rooms, which will be allocated on a “first come, first serve” basis.</p> <p>Hotel 2 Holiday Inn Clayton Road, Newcastle Under Lyme. ST5 4DL Tel: + 44 (0)871 942 9077 Fax: + 44 (0)1782 717138 Website: www.ihg.com/holidayinn/hotels/gb/en/newcastle-under-lyme</p> <p>Single room Occupancy – Dinner, Bed & Breakfast = £80.00 per person per night</p> <p>Double room Occupancy – Dinner, Bed & Breakfast = £55:00 per person per night</p> <p>The invited participating federations must pay for the accommodation expenses of all of their delegation members.</p>
MEALS	<p>Delegations that book their accommodation through the LOC have accommodation, breakfast and Dinner in their package.</p> <p>Lunch tickets can be purchased from the LOC at a charge of £10.00 per person per day.</p> <p>The Meals Form must be returned to the LOC by Friday 14th August at the very latest.</p> <p>The costs for the meals must be paid to the LOC by Friday 18th September at the latest. This payment is non-refundable.</p>
FINAL BANQUET	<p>Delegations who book their accommodation package through the LOC are invited to the final banquet. Additional tickets for non-participating Federation members may be purchased at a fee of £25.00 per ticket. Tickets for the final banquet must be purchased in advance. Please include orders for additional tickets with the Nominative Entry – Friday 18th September.</p>
JUDGES AND JURIES	<p>All Federation judges must have a current valid FIG Brevet at the time of the event, (Category IV or higher). Missing Judge fee: £400.00</p>
BANK ACCOUNT INFORMATION	<p>Each participating member Federation is kindly requested to make payment using the following details:</p> <p>IBAN Number: GB10NWBK54103608625328 Swift Code: NWBKGB2L Bank Account Name: BAGA (British Gymnastics) Account number: 08625328 Sort Code: 54-10-36</p> <p>PAYMENT IDENTIFICATION:</p> <p>Within your bank’s comment section for ‘payment identification’ please use the following code; ACRO 08H4</p> <p>Address: BRITISH GYMNASTICS The Events Department Ford Hall, Lilleshall National Sports Centre Nr. Newport, Shropshire TF10 9NB UNITED KINGDOM</p> <p>The participating federation is responsible for covering all bank fees in connection with the bank transfers.</p>
MARKETING	<p>FIG advertising and publicity norms must be respected</p>

MEDIA	The event Media Officer will be Vera Atkinson Email: vera.atkinson@british-gymnastics.org Phone: 00 +44 (0) 1952 822338 Mobile: 00 +44 (0) 7739 512 186																												
SOCIAL MEDIA	<u>Social Media:</u> Twitter - @bgmediateam Facebook - www.facebook.com/britishgymnastics Youtube - www.youtube.com/user/BritishGymnasticstv Google + - https://plus.google.com/+britishgymnastics																												
DEADLINES SUMMARY	<table border="1"> <tr> <td>Definitive Registration</td> <td>Friday 14th August</td> </tr> <tr> <td>Nominative Registration</td> <td>Friday 18th September</td> </tr> <tr> <td>Accommodation Form</td> <td>Friday 14th August</td> </tr> <tr> <td>Tariff Sheet</td> <td>Friday 23rd October</td> </tr> <tr> <td>Email Music</td> <td>Friday 23rd October</td> </tr> <tr> <td>Travel Schedule Form</td> <td>Friday 14th August</td> </tr> <tr> <td>Visa Request Form</td> <td>Friday 14th August</td> </tr> <tr> <td>Meals Form</td> <td>Friday 14th August</td> </tr> <tr> <td>Payment of the Entry Fee</td> <td>Friday 14th August</td> </tr> <tr> <td>Payment of the 50 % Accommodation Costs</td> <td>Friday 14th August</td> </tr> <tr> <td>Payment of remaining Accommodation Costs</td> <td>Friday 18th September</td> </tr> <tr> <td>Payment of the local transportation</td> <td>Friday 18th September</td> </tr> <tr> <td>Payment of the Meals</td> <td>Friday 18th September</td> </tr> <tr> <td>Payment of the fine for missing judge</td> <td>Upon Accreditation</td> </tr> </table>	Definitive Registration	Friday 14 th August	Nominative Registration	Friday 18 th September	Accommodation Form	Friday 14 th August	Tariff Sheet	Friday 23 rd October	Email Music	Friday 23 rd October	Travel Schedule Form	Friday 14 th August	Visa Request Form	Friday 14 th August	Meals Form	Friday 14 th August	Payment of the Entry Fee	Friday 14 th August	Payment of the 50 % Accommodation Costs	Friday 14 th August	Payment of remaining Accommodation Costs	Friday 18 th September	Payment of the local transportation	Friday 18 th September	Payment of the Meals	Friday 18 th September	Payment of the fine for missing judge	Upon Accreditation
Definitive Registration	Friday 14 th August																												
Nominative Registration	Friday 18 th September																												
Accommodation Form	Friday 14 th August																												
Tariff Sheet	Friday 23 rd October																												
Email Music	Friday 23 rd October																												
Travel Schedule Form	Friday 14 th August																												
Visa Request Form	Friday 14 th August																												
Meals Form	Friday 14 th August																												
Payment of the Entry Fee	Friday 14 th August																												
Payment of the 50 % Accommodation Costs	Friday 14 th August																												
Payment of remaining Accommodation Costs	Friday 18 th September																												
Payment of the local transportation	Friday 18 th September																												
Payment of the Meals	Friday 18 th September																												
Payment of the fine for missing judge	Upon Accreditation																												
ADDITIONAL INFORMATION	Please notify the LOC of any dietary needs or food allergies																												

Complete accordingly only from the hosting federation:

Sincerely Yours,



Stamp

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

Place and date:
Lilleshall 22 June 2015