



**The 12<sup>th</sup> Heathrow Aerobic Gymnastics  
International Club Competition, Bracknell, GBR**  
3<sup>rd</sup> June – 4<sup>th</sup> June 2017

**DIRECTIVES**

**Event ID: 15128**

Dear FIG affiliated Member Federation/Club,

The Gymnastics Federation of Great Britain, [British Gymnastics] and Heathrow Aerobic Gymnastics Club have pleasure in inviting your Club to participate in the aforementioned International Club Event.

<b>DISCIPLINE</b>	<b>Aerobic Gymnastics</b>
<b>FEDERATION</b>	<b>BRITISH GYMNASTICS</b> Lilleshall NSC, Nr Newport, Shropshire. TF10 9NB United Kingdom Contact e-mail: amy.nixon@british-gymnastics.org Website: <a href="http://www.british-gymnastics.org">www.british-gymnastics.org</a>
<b>LOCAL ORGANISING COMMITTEE / LOC</b>	<b>Heathrow Aerobic Gymnastics Club</b> Contact: Gary Jarvis Contact Email: <a href="mailto:gary@heathrowaerobicsgymnastics.co.uk">gary@heathrowaerobicsgymnastics.co.uk</a> Phone: 0044 1344 488885 Website: <a href="http://www.heathrowaerobicsgymnastics.co.uk">www.heathrowaerobicsgymnastics.co.uk</a>
<b>LOCATION</b>	Bracknell Sports and Leisure Centre, Bracknell, Berkshire, RG12 9SE, United Kingdom.
<b>DATES</b>	Arrival of Delegations: 2 <sup>nd</sup> June 2017; Departure: 5 <sup>th</sup> June 2017.
<b>VENUE</b>	Bracknell Sports and Leisure Centre, Bracknell, Berkshire, RG12 9SE UK <a href="http://www.bracknell-forest.gov.uk/bracknellleisurecentre">www.bracknell-forest.gov.uk/bracknellleisurecentre</a>
<b>APPARATUS SUPPLIER</b>	<b>Gymnova</b> , Aerobic Gymnastics Floor. 6630B
<b>RULES AND REGULATIONS</b>	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"> <li>• Statutes</li> <li>• Technical Regulations</li> <li>• Code of Points and relevant Newsletters</li> <li>• General Judges' Rules</li> <li>• Specific Judges' Rules</li> <li>• Doping Control Rules</li> <li>• Licence Rules (except for non-competitive events)</li> <li>• Media Rules</li> <li>• Apparatus Norms</li> <li>• FIG Rules for Sanctioning (approval) of International Events</li> <li>• Advertising and Publicity Rules</li> </ul> <p style="text-align: center;"><i>and subsequent decisions of the FIG Executive Committee</i></p>

<b>FEDERATIONS/CLUBS INVITED</b>	The organising member federation and Heathrow Aerobic Gymnastics Club will invite all Member Federations/Clubs in good standing.		
<b>AGE LIMITS</b>	AER: AG 1:12 - 14; AG 2:15 - 17; Senior:18+ [FIG Regulations] <b>All gymnasts must have a valid FIG licence until the end of the event</b>		
<b>REGISTRATION DEADLINES</b>	Provisional Registration	1 <sup>st</sup> April 2017	Must be filed 2 months prior to the event
	Definitive Registration	10 <sup>th</sup> April 2017	Must be filed 8 weeks prior to the event
	Nominative Registration	10 <sup>th</sup> April 2017	Must be filed 8 weeks prior to the event
<b>ENTRY FEES</b>	<p>First Entry: IW, IM, MP, TR &amp; GR: <b>£36.00 per person.</b></p> <p>Additional Entry: <b>£16.00 per person.</b></p> <p><i>Example - If you enter a gymnast as an Individual the fee would be £36.00 if you also enter that gymnast in a Mixed Pair then you would add an additional £16.00 per gymnast</i></p> <p><b>Entry fees are calculated at the Nominative entry stage by our online entry system.</b></p>		
<b>ACCREDITATION</b>	<p>The accreditation will take place at the Bracknell Sports Centre Sports Hall. The accreditations will only be handed out to the Head of Delegation. All delegations must deliver 1 music CD for each routine (<i>in addition to uploading music online – see below</i>), insurance declaration and passports of all members.</p> <p>A Difficulty Elements list by email for each routine will be requested prior to the event.</p>		
<b>PROVISIONAL EVENT FORMAT</b>	<p><b>Number of Participants:</b></p> <p>1 Head of Delegation</p> <p>Unlimited Gymnasts per category.</p> <p>1 or 2 Judges with a current valid Brevet, minimum Category IV</p> <p><b>3<sup>rd</sup> June</b> - Age Group 1, Age Group 2 &amp; Senior, IM / IW – Qualifications (<i>dependant on the number of entries in each age group and category</i>) - Finals will be on Sunday 4<sup>th</sup> June.</p> <p><i>(Any age group / category with insufficient entries for a qualification round will compete in finals only on Sunday 4<sup>th</sup> June.)</i></p> <p><b>4<sup>th</sup> June</b> - Age Group 1, Age Group 2 &amp; Senior, IM / IW, MP, TR &amp; GR - Finals</p> <p>The Final Program will be confirmed after the Nominative Entry Date.</p>		

<b>PROVISIONAL SCHEDULE</b>	<p><b>Friday, 2<sup>nd</sup> June 2017</b> All Day Arrival of the delegations Podium training Time -TBC</p> <p><b>Saturday, 3<sup>rd</sup> June 2017</b> Qualifications: AG1, AG2, Senior Podium training Time - TBC</p> <p><b>Sunday, 4<sup>th</sup> June 2017</b> Finals: AG1, AG2 &amp; Senior IM / IW, Mixed Pairs, Trios, &amp; Groups.</p> <p><b>Monday, 5<sup>th</sup> June 2017</b> All Day Departure of the delegations.</p>
<b>EVENT MANAGER</b>	Gary Jarvis <a href="mailto:gary@heathrowaerobicsgymnastics.co.uk">gary@heathrowaerobicsgymnastics.co.uk</a>
<b>MEDICAL SERVICES</b>	LOC will ensure the coordination of all medical matters.
<b>VISA</b>	<p>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 Organizing Committee will be happy to assist each Delegation member with an official invitation letter, provided that the request is made before 1<sup>st</sup> April 2017 to the LOC.</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 Members as well as the address/city that the visa application support letter must be sent to.</p>
<b>INSURANCE</b>	<p>The Host Federation, the Organizing Committee and the FIG will not 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.</p>
<b>INTERNATIONAL TRANSPORTATION</b>	The invited Participating Federations/Clubs must pay for the travel costs of their delegation members.
<b>LOCAL TRANSPORTATION</b>	<p>Transport can be arranged for you from Stansted, Luton, Heathrow or Gatwick Airports at extra cost. Please let us know as soon as possible if you require transport; <b>by 1<sup>st</sup> May 2017.</b></p> <p>Further information:</p> <p>Bracknell is close to Martin's Heron (Railway Station) with good road and rail links to all London airports.</p> <p>The Travel Schedule Form must be returned to the LOC by 21<sup>st</sup> April 2017.</p> <p>The Hilton Hotel and the Grange Bracknell Hotel (The Official Hotels) are within walking distance from the competition Venue.</p>

<p><b>ACCOMMODATION</b></p>	<p><b>Option 1</b> - Hilton Hotel Bracknell, (5 minutes walking distance)          Bagshot Road, Bracknell,          RG12 0QJ          Phone:0044-1344 424801</p> <p>The invited participating federations must pay for the accommodation expenses of their delegation members.</p> <p>We have arranged a special rate at the Hilton Hotel, Bracknell which is <u>£85.00 per room (inclusive of breakfast and VAT). The rooms will hold up to four persons (2 Adults and 2 Children or 1 Adult and 3 Children) Please check with the hotel as there is a limited amount of large rooms.</u></p> <p><u>All bookings must be made directly with Hilton Hotels.</u> Please quote Booking reference: <b>GAE02G</b></p> <p><u>Please note - rooms need to be booked ASAP</u> - rooms will be allocated on a “first come, first served” basis.</p> <p>You can book rooms at the special rate through a link provided by Hilton Hotels on the LOC website;  <a href="https://secure3.hilton.com/en_US/hi/reservation/book.htm?execution=e1s1">https://secure3.hilton.com/en_US/hi/reservation/book.htm?execution=e1s1</a></p> <p>The Hilton Hotel is within walking distance of the venue and was used by all teams last year.</p> <p><b>Option 2</b> - Grange Bracknell Hotel, (20 minutes walking distance)          Charles Square,          Bracknell,          RG12 1DF          Phone: 0044-1344 474 000</p> <p>The invited participating federations must pay for the accommodation expenses of their delegation members.</p> <p><u>Single or Double room for £65.00 per room per night (inclusive of breakfast and VAT).</u></p> <p><u>Triple room for £75.00 per room per night (inclusive of breakfast and VAT).</u></p> <p><u>Quad room for the rate of £85.00 per room per night (inclusive of breakfast and VAT).</u></p> <p><u>Suites that have a lounge and a small kitchen. These can take up to 2 adults and 3 children. The rate for a suite is £120.00 per night (inclusive of breakfast and VAT).</u></p> <p>All bookings must be made <u>directly</u> with Grange Bracknell Hotel.</p> <p>You can book rooms at the special rate; Guests can call or email quoting <b>020617H</b> to get one of the rooms on hold.</p> <p>e-mail:<a href="mailto:bracknell.reservations@grangehotels.com">bracknell.reservations@grangehotels.com</a></p>
<p><b>MEALS</b></p>	<p>The invited Participating Federations/Clubs must pay for the meals expenses of their delegation members.</p> <p>Meals need to be organised by the Participating Federations/Clubs and can be purchased from the competition venue and the official hotels.</p>

<b>JUDGES AND JURIES</b>	<p><b>All judges must have a current valid FIG brevet at the time of the event.</b> Each Club/Delegation must send 1 or 2 judges with a valid FIG Brevet Qualification for this cycle, minimum Cat IV Brevet.</p> <p>FIG Judging Panels will conform to FIG COP configuration i.e. 4 Artistic, 4 Execution, 2 Difficulty and Chair of Judges.</p>	
<b>BANK ACCOUNT INFORMATION</b>	<p><b>Entry Fees can be made online through the LOC Website with a credit/debit card at the nominative stage.</b></p> <p>Alternatively</p> <p>Please make your bank transfers to:</p> <p>Nat West Bank Ltd. International Bank Account Number (IBAN) : GB63NWBK51812286165046 Bank Identification Code (BIC) : NWBKGB2L NatWest Bank, 5 High Street, Bracknell, Berkshire, RG12 1DH, United Kingdom.</p> <p><b>The Participating Federation/Club is responsible for COVERING and PAYING ALL BANK CHARGES and FEES incurred in connection with Bank Transfers.</b></p>	
<b>MARKETING</b>	FIG advertising and publicity norms must be respected.	
<b>MEDIA</b>	For media enquires please contact Gary Jarvis. <a href="mailto:gary@heathrowaerobicsgymnastics.co.uk">gary@heathrowaerobicsgymnastics.co.uk</a>	
<b>DEADLINES SUMMARY</b>	Provisional Registration	1 <sup>st</sup> April 2017 via LOC website
	Definitive Registration	10 <sup>th</sup> April 2017 via LOC website
	Nominative Registration	10 <sup>th</sup> April 2017 via LOC website
	Accommodation	ASAP via LOC website
	Travel Schedule Form	1 <sup>st</sup> May 2017
	Visa Request Form	1 <sup>st</sup> April 2017
	Payment of the Entry Fee	10 <sup>th</sup> April 2017
<b>MUSIC</b>	<p><b>Music for each routine will need to be uploaded by: date TBC.</b></p> <p>Full details of this will be provided nearer the date. <i>This will be in addition to providing 1 music CD for each routine at registration.</i></p>	
<b>ADDITIONAL INFORMATION</b>	<p><b>Running Order and Entry Lists:</b> Entry Lists, Start List, Running Order etc. will be published on our Website <a href="http://www.heathrowaerobicsgymnastics.co.uk">www.heathrowaerobicsgymnastics.co.uk</a> in due course.</p>	

Sincerely Yours,

Jane Allen

Place and date:

Lilleshall 26 January 2017



*Jane Allen*  
Signature of the President or

Secretary General of the Organising Member Federation

**Partners: Sentiva and NG Sportswear International Ltd.**

