



**Trampoline Gymnastics  
Pan American Championships**  
Bogota – Colombia (COL)  
December 02<sup>nd</sup> to 4<sup>th</sup>, 2016




**DIRECTIVES**

**Event ID: 15080**

**Updated November 24<sup>th</sup>: Age Limit**

**Updated November 24<sup>th</sup>: Apparatus**

Dear FIG affiliated Member Federation,  
The Colombian Federation and PAGU have the pleasure to invite your Federation to participate in the  
**Trampoline Gymnastics Senior and Age Group Pan American Championships.**

<b>DISCIPLINE</b>	<b>Trampoline Synchronized Trampoline Double Mini-Trampoline</b>
<b>HOST FEDERATION</b>	<b>COLOMBIAN FEDERATION OF GYMNASTICS</b> <u>Committee</u> President: Juan Navor Medina Lopez Technical Manager: Samir Portillo Diaz <u>Cell</u> (00)(57)(310)(3433090), (00)(57)(320)(8494393) <u>Cell</u> (00)(57)(310)(3535459) <u>E-mail</u> : <a href="mailto:info@upag-pagu.org">info@upag-pagu.org</a> <a href="mailto:fedecolg@hotmail.com">fedecolg@hotmail.com</a> , <a href="mailto:nvalenzo@upag-pagu.org">nvalenzo@upag-pagu.org</a> Address: Transversal 21 Bis No 60-35
<b>LOCATION</b>	<b>Bogotá, Colombia(COL)</b>
<b>DATES</b>	<b>From November 29 to December 5, 2016</b>
<b>VENUE</b>	The trainings, warm ups and competitions will be held at the <b>Palacio de los deportes, Bogota</b> Address: Av 63 No 42-00 Bogotá (Cundinamarca) Central telefónica: 91 –2405826 
<b>APPARATUS SUPPLIER</b>	Trampolines: Eurotramp 4x4 Trampoline. Reference number: 3050 Double Mini-Trampoline: <b>Eurotramp 23200</b> Time Measurement Device: AIRTIME Ref. V3
<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: <ol style="list-style-type: none"><li>1. Statutes</li><li>2. Technical Regulations</li><li>3. Code of Points and relevant Newsletters</li></ol>

	4. General Judges' Rules 5. Specific Judges' Rules 6. Doping Control Rules 7. License rules (except for non competitive events) 8. Media Rules 9. Apparatus Norms 10. FIG Rules for Sanctioning (approval) of International Events 11. Advertising and Publicity Rules <i>and subsequent decisions of the FIG Executive Committee</i>						
<b>FEDERATIONS INVITED</b>	The Colombian Federation will invite all Federations according to the following principles: Affiliated federations of the PAGU & FIG						
<b>AGE LIMITS</b>	<p><b>Only gymnasts in good standing, with the correct age and holding a valid FIG licence until the end of the event may participate</b></p> <p>SENIOR and AGE GROUP PAN AMERICAN CHAMPIONSHIPS:</p> <ul style="list-style-type: none"> <li>• Senior TRA and DMT</li> <li>• Age Group TRA (11-12, 13-14, 15-16, 17-18) TRA and DMT</li> </ul>						
<b>JUDGES AND JURIES</b>	<p><b>* All judges entering for the Senior and Age Group Pan American Championships must have a current valid FIG brevet minimum Category 4 by the date of the event.</b></p> <p>* Countries must provide 1 judge for each event in which they are registered. If more than 8 athletes are registered in an event than 2 judges must be provided.</p> <p>Failure to do so will render in a penalty or 1000 USD.</p> <p>The payment of the fee must be paid to LOC by <b><u>November 2, 2016</u></b>, by bank transfer.</p>						
<b>REGISTRATION DEADLINES</b>	<table border="1"> <tr> <td><b>Provisional Registration:</b></td><td>August 2, 2016</td></tr> <tr> <td><b>Definitive Registration:</b></td><td>September 30, 2016</td></tr> <tr> <td><b>Nominative Registration:</b></td><td>November 2, 2016</td></tr> </table> <p>The provisional registration is not required, only the <b>definitive and nominative registrations are required.</b></p>	<b>Provisional Registration:</b>	August 2, 2016	<b>Definitive Registration:</b>	September 30, 2016	<b>Nominative Registration:</b>	November 2, 2016
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<b>ENTRY FEES</b>	<p>The registration fee is USD\$100.00 per gymnast</p> <p>This paid must be made to LOC by <b><u>September 30, 2016</u></b>, by bank transfer</p>						
<b>ACCREDITATIONS</b>	<p>Between the nominative registrations all federations shall send a valid copy of the Passport and a photography white background of all members of the delegations: officials and extra-officials. Each photo should fulfill the following requirements:</p> <ul style="list-style-type: none"> <li>• File format: jpeg</li> <li>• Dimensions: min. 210 X 270 pixels, max. 420 X 540 pixels</li> <li>• Width 35 x 45 height</li> <li>• File size: not bigger than 1MB</li> </ul> <p>Each file should be identified with the country and name of each member. Ex. COUNTRY-Name-Last Name.</p> <p>These documents should be sent to the LOC until <b><u>November 2, 2016</u></b>.</p> <p>Photo take at the host city will have additional cost of USD\$10.00 each.</p> <p>Accreditation costs for additional people (coaches, team managers, doctor) will be USD\$100.00 each. This accreditation entitled to enter areas allowed under the function, internal transportation and farewell banquet.</p> <p>The payment of the additional accreditation must be to LOC by <b><u>November 2, 2016</u></b>, by international transfer.</p> <p>In case of lost or stolen accreditation, the LOC must be informed immediately to block the accreditation. Lost or stolen accreditations may be replaced at the charge of the card holder USD\$50.00.</p>						
<b>EVENT FORMAT</b>	<p>Individual Competition TRA and DMT</p> <ul style="list-style-type: none"> <li>• Qualification and Finals (Up to 4 Gymnasts per NF)</li> </ul> <p>Team Competition TRA and DMT</p> <ul style="list-style-type: none"> <li>• The best three scores will count for Team Score</li> </ul>						
<b>PROVISIONAL</b>	<b>Provisional Schedule (Subject to changes)</b>						

<b>SCHEDULE</b>	Arrival of Delegations	November 29
	Training Days	November 30- December 1, 2016
	Judges and Orientation Meetings	December 1, 2016
	Competition Days	December 2, 3, 4, 2016
	Banquet	December 4, 2016
	Departure of Delegations	December 5, 2016
<b>EVENT MANAGER</b>	Dr. Juan Navor Medina Lopez President Colombian Federation of Gymnastics e-mail: <a href="mailto:fedecolq@hotmail.com">fedecolq@hotmail.com</a> cell.: (57) (3433090)	
<b>MEDICAL SERVICES</b>	Personal Medical Certificate. It will be available during the trainings and competitions schedule.	
<b>VISA</b>	Please verify immediately with the Colombian Embassy or Consulate in your country if a visa is required for your travel to Colombia. General visa information for Colombia can also be obtained as follows: <a href="http://www.embajadadecolombia.org">http://www.embajadadecolombia.org</a> The LOC will be happy to assist each Delegation member with an official invitation letter, the request must be send as soon as possible but by no later than <b>September 30, 2016</b> . To the LOC. This request must include the full name, sex, date of birth, citizenship, passport number, expiration date of passport, arrival and departures dates, Member of the Delegation function as well as the city where the official letter of invitation should be sent.	
<b>INSURANCE</b>	The Host Federation, the LOC and the FIG will not be held responsible for any liabilities in case of accidents, illness, repatriation and the like. The FIG TR 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. Upon arrival, each delegation must provide a copy of their insurance policy to the LOC which will then be copied and filed. Delegation members with insufficient insurance cover must inform the LOC in writing in advance but by no later than <b>September 30, 2016</b> . The LOC will subsequently offer insurance at the Federations own charge as follows: <b>USD\$40.00</b> per person.	
<b>INTERNATIONAL TRANSPORT</b>	The international transportation to Bogota will be at each delegation's own expenses of all members of the delegations. International Airport : the DORADO (which serves in the city of Bogota). Code: BOG The schedule travel form should be fulfill and send to LOC by no later than <b>November 2, 2016</b> .	
<b>LOCAL TRANSPORTATION</b>	Transport for the delegations <b>from airport to the official hotels on the official arrival day</b> ; and transport from <b>official hotels to the airport on the official departure day</b> .  The airport where the delegations will be pick up from is: International Airport: Bogota D.C Shuttle service will be available for all accreditation members from official hotels to the competitions and training halls; and all official activity that requires.	
<b>ACCOMODATION AND MEALS</b>	<b>HOTEL PARQUE 63</b> CALLE 63 NO 36-21 +57 17427704 <a href="mailto:COMERCIAL@HOTELPARQUE63.COM">COMERCIAL@HOTELPARQUE63.COM</a> <a href="http://WWW.HOTELPARQUE63.COM">HTTP://WWW.HOTELPARQUE63.COM</a> <b>HOTEL GALERIAS REAL</b> AVENIDA CARRERA 30 NO. 51 - 80 PBX 2483800 CELULARES: 313 4418338, 300 5724660, 300 2131019	

EMAIL: HOTELGALERIAREAL@GMAIL.COM  
[WWW.HOTELGALERIAREAL.COM](http://WWW.HOTELGALERIAREAL.COM)  
BOGOTA, COLOMBIA

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**HOTEL CHARLOTTE by L´alianxa**  
AV CALLE 26 #38-05  
TEL: (+57)(1)268-1000  
BOGOTÁ D.C – COLOMBIA

**HOTEL BLACK TOWER PREMIUM**  
CALLE 24 NO 43A 21  
+57 17424759  
REVENUE@BTPHOTEL.COM  
[HTTP://WWW.BLACKTOWERHOTEL.COM](http://WWW.BLACKTOWERHOTEL.COM)

**HOTELS – Fee includes IVA**

Hotels are good quality accommodations and are located less than 30 min from the competitions and training halls. Includes internal transport; ticket to the farewell banquet; and breakfast, lunch and dinner per room per day.

- Single room occupancy – \$USD 100.00 per night.
- Double room occupancy – \$USD 80.00 per person per night.
- Additional person – \$USD 100.00 per night.

Note: All reservations should be made through de LOC. Members of the delegations that do not stay at the official hotels shall not be awarded accreditations.

The accommodation form (numeral and nominative) should be fulfill and send to the LOC as follow:

- 1. Name of 2 hotels of your preference numeral accommodations no later than September 30, 2016.**
- 2. Nominative form no later than November 2, 2016.**

The rooms will be allocated strictly in order of booking receipt “first come, first serve”, and base on each delegation size and hotel preferences.

It is requested to the Federations enlist 2 hotels in order of preference. If both options are no longer available, the LOC will contact directly with the federation to look for options.

To secure your preferred hotel, it is strongly recommended to send the accommodation form and transfer deposit well in advance of the due dates of September 30, 2016 and November 2, 2016 respectively.

Once Member Federations have send the accommodation form with their hotel preferences the LOC will send an email confirming receipt of the accommodations form. This email will also include the Member Federations invoice based on 50% of the total value of the delegations selected first choice accommodation. The reserve will only confirm once deposits are received. Please be advised that deposits are calculated on Member Federations first choice and this does not guarantee you will be allocated in your first preferred hotel. Should your Member Federation be allocated your second or third choice of accommodation the total deposit will be deducted of the final balance due.

Members’ federations should pay all expenses of accommodations of all their member of delegations.

All costs of accommodations and meals should be paid to LOC by bank transfer as follows:

- 1. 50% of the total amount no later than September 30, 2016**
- 2. Final 50% no later than November 2, 2016**

Failure to forward the payment by the required dates will result in the



	accommodation being cancelled and in the deposit payment being forfeited. All personal expenses (in terms of hotel services, laundry, room services, telephone, mini bar, etc.) are not included. Any charges occurred must be settled directly with the hotel prior to departure. Any outstanding accounts will be the Member Federations responsibility.																													
CANCELLATION POLICY	Cancellations until September 30, 2016 at very latest will be subject to a cancellation fee of 0% Cancellations from October 1 until November 2, 2016 at the very latest will be subject to a cancellation fee of 50% to be paid by the Federation concerned. Therefore Member Federations will not have their deposits returned. Cancellations from November 3 until November 10, 2016 at the very latest will be subject to a cancellation fee of 75% to be paid by the Federation concerned. Cancellations from November 11 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.																													
FAREWELL BANQUET	Accredited delegations members, will receive a free ticket for the Farewell Banquet.																													
BANK ACCOUNT INFORMATION	<p>All bank fees in connection with the bank transfers must be covered by the Federations. All payments for registration, additional accreditations, accommodations and insurance must be paid by bank transfer to: BANCOLOMBIA Swift Bank Beneficiary: COLOCOBM Account Number: 35869092595 Bank Address: Calle 30ª No 6 -75 MEZZANINE TORRE SUR City : Bogotá Country : Colombia</p> <p>Name of Beneficiary: FEDERACION COLOMBIANA DE GIMNASIA Identificación: 860535259-7 Phone: (+57)12326289 Bogotá – Colombia</p> <p><b><u>NOTE: FOR DEPOSITS AND FOREIGN TRANSACTIONS PAID A TAX OF 15 USD FOR TRANSACTIONS. PLEASE CALCULATE THIS AMOUNT FOR THE PAYMENT OR PAY THE DIFFERENCE IN CASH ON ARRIVAL</u></b></p>																													
MARKETING MEDIA	FIG advertising and publicity norms must be respected Official accreditations for Media, should send the request until <b><u>August 2, 2016</u></b> by email: To: <a href="mailto:fedecolq@hotmail.com">fedecolq@hotmail.com</a> <a href="mailto:juanmedinapresidente@hotmail.com">juanmedinapresidente@hotmail.com</a>																													
ADDITIONAL INFORMATION	<b>Responsibility of the member Federations:</b> 1. National anthem of your country must be delivered upon arrival at Bogota 2. Flag of your country, must be delivered upon arrival at Bogota																													
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Cordially,

June 27, 2016  
Place and date:

A handwritten signature in dark ink, appearing to be 'L. J. R.', is written over a circular stamp. The stamp contains a stylized star or floral design in the center and some illegible text around the perimeter.

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