FÉDÉRATION INTERNATIONALE DE GYMNASTIQUE



FIG RHYTHMIC GYMNASTICS WORLD CUP
BERLIN MASTERS 2016
BERLIN (GER)
01 - 03 JULY 2016
INDIVIDUALS AND GROUPS
B CATEGORY



DIRECTIVES

EVENT ID: 14347

Dear FIG affiliated Member Federation,

Following the decision of the FIG Presidential Commission, the Gymnastics Federation of **Germany** has the pleasure to invite your Federation to participate in the aforementioned official FIG World Cup.

FIG	FIG	Fédération Internationale de Gymnastique (FIG)
	Contact Person	Sylvie Martinet
	Address	Avenue de la Gare 12, 1003 Lausanne, Switzerland
	Phone	+41 (0) 21 321 55 10 / Direct +41 (0) 21 321 55 15
	Fax	+41 (0) 21 321 55 19 / Direct +41 (0) 21 321 55 29
	E-mail	smartinet@fig-gymnastics.org
	Web	www.fig-gymnastics.com
HOST FEDERATION	HOST	Deutscher Turner-Bund
	Contact Person	Sven Karg
	Address	Otto-Fleck-Schneise 8, 60528 Frankfurt am Main, Germany
	Phone	0049 - (0)69 67801 148
	Fax	0049 - (0)69 67801 225
	E-mail	sven.karg@dtb-online.de
	Web	www.dtb-online.de
LOCAL	LOC	Berlin Gymnastics Federation / Berliner Turn- und Freizeitsport-Bund
ORGANIZING	Contact Person	Jens-Uwe Kunze
COMMITTEE (LOC)	Address	Vorarlberger Damm 39, 12157 Berlin, Germany
	Phone	0049 - (0)30 7879 450
	Fax	0049 - (0)30 7879 4520
	E-mail	jens-uwe.kunze@btfb.de / berlin.masters@btfb.de
	Web	www.btfb.de / www.berlin-gymmasters.de
LOCATION	Berlin, Germany	
DATE	From 01 to 03 Ju	ly 2016
VENUE	VENUE	Max-Schmeling-Halle
	Address	Am Falkplatz 1, 10437 Berlin, Germany
	Phone	0049 - (0)30 4430 45
	Fax	0049 - (0)30 4430 4709
	E-Mail	info@velomax.de
	Web	www.max-schmeling-halle.de
	Competition Hall	1 competition floor + 2 warm-up floors (directly behind the
	-	competition floor, separated by a black curtain)
	Training Hall	4 training floors in extra training halls



Max-Schmeling-Halle Berlin:

1: 2 warm-up floors behind the competition floor; 2: competition floor, 3: participants Berlin Masters 2015

APPARATUS SUPPLIED PROVISIONAL SCHEDULE

Competition floor:

SPIETH → Art. 1790290 RG floor BEIJING 16 x 16m

PROVISIONAL 29 June:

une: arrival day (training possible upon prior request)

30 June: official training

orientation meeting 01 July: judges' instructions

Individual All-Around / qualification - 2 apparatus Group All-Around / qualification - 1st exercise

02 July: judges' instructions

Individual All-Around / qualification - 2 apparatus

Group All-Around / qualification - 2nd exercise

03 July judges' instructions

Individual and Group Finals

Banquet

04 July departure day

COMPETITION FORMAT

The World Cup Competitions and Series consist of Qualifications and Finals.

The All-Around will also be a qualification for the Apparatus Finals.

The Organizing Member Federation has chosen the following competition formats:

- Individual All-Around and by apparatus and
- Groups All-Around and Group routines (5 / 3+2)

World Cup competitions may exceptionally be held in conjunction with other events **provided those are clearly separated in the competition schedule** (no other competitions during the World Cup competition days) and do not hinder the World cup competitions, its training and warm-up in any way.

PARTICIPATION

Individuals

Participation in the Qualifications:

All Individual gymnasts have to participate in the Qualifications (CI)

Participation in the Finals:

- The top eight (8) gymnasts per apparatus from the Qualification (CI, All-Around) will participate in the Finals
- In addition, if the Organising Member Federation has not qualified for the Finals, it
 may participate in one Final, at its free choice. The Wild Card gymnast will have to
 start first.
- The participation in the Finals is limited to 2 gymnasts per apparatus per Federation.

Group competitions:

Participation in the Qualifications:

• All Groups have to participate in the Qualifications (CI)

Participation in the Finals:

"HORS CONCOURS" GYMNASTS

• The top eight (8) groups of each Group Routines will qualify for the Finals.

In the Individual competition the Organizing Member Federation is allowed to add only for the qualifications a maximum of four (4) "hors concours" competitors. These

for the qualifications a maximum of four (4) "hors concours" competitors. These competitors are in addition to the official participants of the Organizing Member Federation's competitors, and they must be named at the time of the closing of the nominative registration:

- They will have to start first and they cannot qualify for the Final
- They are not eligible to receive prize money
- They will not receive World Cup points
- They must not appear on the official results list

FEDERATIONS INVITED

The Organizing Member Federation must invite all Member Federations according to the following principles:

Individual Competitions

- All FIG member Federations who have gymnasts in the top 40 at the last World Championships in the qualifying Competition (CI, All-Around) are entitled to participate with two (2) gymnasts. These places are at the free choice of the participating Federations.
- All other FIG member Federations in good standing are entitled to participate with one (1) gymnast.
- In addition the current All-Around Olympic Champion and the current All-Around World Champion are invited. These places are in addition to the two (2) places mentioned above. They are nominative.

Group Competitions

One (1) Group per member Federation in good standing.

SIZE OF DELEGATION AND FIG LICENSE

Only senior gymnasts in good standing with the correct age and holding a valid FIG License may participate. The LOC will be responsible for checking the validity of the gymnast' Licenses. No gymnasts will be accepted without a valid FIG License at the deadline of the Nominative Registration. The maximum size of the invited delegation is as follows:

	Individual	Group	Joint
Head of Delegation (HD)	1	1	1
Team Manager (TM)	-	1	1
Coach	max. 1 per gymnast	1	
Gymnasts	1 or 2 (plus Champions)	6	
Doctor	1	1	1
Physiotherapist	1	1	1
Judges	2	2	2

AGE LIMITS

JUDGES AND JURIES

16 years (born in 2000 or before)

The number of Apparatus Juries (judges' panels) may be decided by the organizing member federation depending on the number of participating competitors and judges. The Apparatus Juries are set up by a draw - directed by the FIG Technical Delegate-from the judges present at the event.

The composition of the Jury is the following:

- 4 D judges (min. Cat II), 4 E judges (min. Category III)
- Priority will be given to the highest categories

For countries which have no category I, II or III judges, category IV are allowed to judge Execution provided they have been registered by their federation on the nominative entry.

The participating Member Federations must send minimum one qualified judge as mentioned above. Failure to do so or if a participating Federation sends a judge with

Category IV (instead of Category I, II or III) will result in a fine of Swiss Francs 2'000.- to be paid to the Organizing Member Federation.

The Organizing Member Federation is responsible for guaranteeing enough FIG brevetted judges present with the appropriate category of brevet for their function, plus at least one Reserve judge.

Should there not be sufficient judges the Organizing Member Federation may propose to the FIG for approval the name of neutral additional judges to complete the panels (plus 1 reserve). These judges, once approved, have to be invited at the cost of the Organizing Member Federation.

Such invitation must be made through the respective Member Federation.

Should the Organizing Member Federation fail to propose names for additional judges, the FIG will invite such judges at the cost of the Organizing Member Federation.

FIG TECHNICAL DELEGATE AND EC MEMBER REGISTRATION

DEADLINES

The FIG Technical Delegate and EC member (if applicable) will be designated by the FIG.

The FIG Technical Delegate will serve as President of the Superior Jury.

Provisional, Definitive and Nominative Registrations must be made exclusively on-line via the FIG website (http://www.fig-gymnastics.com) or accordingly.

Provisional registration	28 March 2016	(3 months prior to the event)
Definitive registration:	28 April 2016	(2 months prior to the event)
Nominative registration	27 May 2016	(4 weeks prior to the event)

Late registrations are subject to fines as follows:

Fine for missing or late Provisional Registration	CHF 500
Fine for missing or late Definitive Registration	CHF 750
Fine for missing or late Nominative Registration	CHF 500

Registrations made after the gymnasts' drawing of lots will not be accepted and the Delegations will not be authorized to participate.

DRAWING OF LOTS

The gymnasts' drawing of lots will take place at the FIG Headquarters in Lausanne (SUI) within two weeks after the closing date of the nominative registration.

ENTRY FEES

The **non-reimbursable** cost for the Entry Fee is of:

- 50,00 € per gymnast and
- 120,00 € per Group

The Entry Fee has to be paid to the Organising Member Federation by 18 May 2016.

ACCOMMODATION



1. Wyndham Garden Berlin Mitte Hotel **** Osloer Straße 116 a, 13359 Berlin, Germany

Phone 0049 (0) 30 495 000 0 Fax 0049 (0) 30 495 000 495 E-mail <u>info@grandcityhotels.com</u>

Web www.wyndhamgardenberlin.com

WLAN / WIFI Free WLAN / WIFI Internet in the complete hotel

Check-in from 3 p.m.
Check-out until 12 noon

Short distances:

Max-Schmeling-Halle / Competition Hall per Shuttle 2,5 km (7 min.) **Underground-Station** 600 Meter Subway-Station 800 Meter **Bus-Station** 200 Meter Friedrichstraße / Galeries Lafayette 5 km Alexanderplatz 5 km Brandenburger Tor 6 km Potsdamer Platz / Mall of Berlin 7,5 km Kurfürstendamm / Ku'Damm Berlin City West 9 km

The costs **per person per night including full board** in the Wyndham Garden Berlin Mitte Hotel **** are as follows:

 Single room
 160,00 €

 Double room
 125,00 €







2. Holiday Inn Berlin City East Landsberger Allee ****

Landsberger Allee 203, 13055 Berlin, Germany

Phone 0049 (0) 30 97808 0 Fax 0049 (0) 30 97808 497

E-mail info@hibce.de

Web www.hotel-berlin-city-east.com

WLAN / WIFI extra charge per 24 hours, lobby: free computer-access incl. internet

Check-in from 3 p.m.
Check-out until 12 noon

distances:

Max-Schmeling-Halle / Competition Hall per Shuttle 6,2 km (17 min.)

Underground-Station 2,8 km Subway-Station 1,6 km **Bus-Station** 250 Meter Friedrichstraße / Galeries Lafayette 7,5 km Alexanderplatz 5 km Brandenburger Tor 8 km Potsdamer Platz / Mall of Berlin 9 km Kurfürstendamm / Ku'Damm Berlin City West 12,7 km

The costs **per person per night including full board** in the Holiday Inn Berlin City East Landsberger Allee **** are as follows:

Single room 140,00 € Double room 120,00 €







3. Grand City Hotel Berlin East ****

Landsberger Allee 203, 13055 Berlin, Germany

Phone 0049 (0) 30 981 961 300 Fax 0049 (0) 30 981 961 301

E-mail <u>info@hotel-east.grandcityhotels.com</u>
Web <u>www.grandcity-hotel-berlin-east.de</u>

WLAN / WIFI extra charge per 24 hours, lobby: free computer-access incl. internet

Check-in from 3 p.m.
Check-out until 12 noon

distances:

Max-Schmeling-Halle / Competition Hall per Shuttle 6,2 km (17 min.)

Underground-Station 2,8 km Subway-Station 1,6 km **Bus-Station** 250 Meter Friedrichstraße / Galeries Lafayette 7,5 km Alexanderplatz 5 km Brandenburger Tor 8 km Potsdamer Platz / Mall of Berlin 9 km Kurfürstendamm / Ku'Damm Berlin City West 12,7 km

The costs **per person per night including full board** in the Grand City Hotel Berlin East **** are as follows:

Single room 135,00 € Double room 115,00 €

The prices charged for the hotel rooms will not exceed the usual hotel rates. While the Accommodation Form must be returned to the LOC by **28 April 2016** 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 expenses of their delegation members, except for the below mentioned gymnasts for whom accommodation will be paid by the LOC (from the official arrival day to the official departure day):

- the top three (3) gymnasts in the All-Around from the previous World Championships present at the event
- the top three (3) gymnasts in each apparatus from the previous World Championships present at the event
- the top three (3) Groups in the All-Around from the previous World Championships present at the event

For additional days (before arriving day, after departure day), the costs have to be paid by the participating federation, which also includes the above mentioned gymnasts.

	The costs for the accommodations including full board must be paid to the Organising Member Federation by 18 May 2016 .
	In case of cancellation, costs will be refunded as follows:
	until 05 th June 2016 70% refund of the total amount
	o6 th June - 19 th June 2016 40% refund of the total amount from 20 th June 2016 15% refund of the total amount
	Only written cancellations sent by e-mail or fax will be accepted.
MEALS	The invited participating federations must pay for the meal expenses of their delegation
	members, except for the below mentioned gymnasts for whom meals will be paid by the LOC (from the official arrival day to the official departure day):
	the top three (3) gymnasts in the All-Around from the previous World Championships present at the event
	• the top three (3) gymnasts in each apparatus from the previous World Championships present at the event
	• the top three (3) Groups in the All-Around from the previous World Championships present at the event
	The meals will be presented at the booked hotel. The costs for the full board are included in the above mentioned hotel prices.
FINAL BANQUET	The LOC is pleased to offer the Final Banquet to all accredited delegation members.
INTERNATIONAL	The invited participating federations must pay for the International travel costs of their
TRANSPORTATION	delegation members.
LOCAL	The Travel Schedule Form must be returned to the LOC by 27 May 2016 . The LOC will provide free local transportation for all accredited delegation members
TRANSPORTATION	from/to the airport/railway station/bus station in Berlin to/from the hotel as well as
TRAILOR ORTALION	from/to the competition/training venue to/from the hotel for the period of 29 June to 4
	July 2016.
VISA	Please verify immediately with your travel agent or the German Embassy or Consulate
	in your country if a visa is required for your travel to Germany. The LOC will be happy to assist each Delegation member with an official invitation letter, provided that the request
	is made before 28 April 2016 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 Member as well as the city and complete
	address the visa application support letter must be sent to. Please do not forget to
	attach a good quality passport copy.
INSURANCE	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 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. The LOC will subsequently offer insurance at
	the Federations own charge as follows: 2,00 € per person/day.
ACCREDITATION	All officials and delegation members will need an accreditation to enter the competition and training venues.
	Accreditation of all delegations will take place at their arrival in the booked hotel 1, 2 or 3. In case of a late/night arrival, the accreditation will be opened the next morning.
	Heads of the delegations have to check the names of their own delegation members and hotel reservation. They also have to show a proof of all necessary payments made.

They have to bring to the accreditation:

- the passports of all delegation members
- the gymnasts licences
- a CD with the national anthem
- the national flag
- 10 copies of each fiche for Individuals / Groups
- 1 music CD for each exercise for Individuals / Groups
- a copy of the certification for all delegation members covering illness, accidents and repatriation

All gymnasts (Individuals and Groups) will be asked to be photographed at their arrival for the competition hall video wall. They further will be asked to fill in a short biography for press purposes.

FINANCIAL OBLIGATIONS

Federations which have not fulfilled their financial obligations towards the FIG (e.g. annual membership fees, unpaid invoices, etc.) will not be allowed to participate in this World Cup.

Federations which have not fulfilled their financial obligations towards the Local LOC by the given deadline in the Invitation/Directives may still have the possibility to participate, but the LOC will not guarantee the hotel booking, meals and local transportation.

BANK ACCOUNT INFORMATION

Bank name: Berliner Bank AG

Bank adress: Berliner Bank, Hardenbergstr. 32, 10623 Berlin, Germany

IBAN: DE09100708480510088800

BIC: DEUTDEDB110

beneficiary: Berliner Turn- und Freizeitsport-Bund e.V.

payment purpose: Berlin Masters World Cup 2016 << your federation>>

Each participating member Federation is kindly requested to integrate the payment's purpose as mentioned above.

TIE BREAKING RULES

The participating federation is responsible for covering all bank fees in connection with the bank transfers.

In case of a tie at any place, the tie-breaking rules as set up for the World Championships shall be applied.

If there is still a tie, the points of the respective ranking are added and divided by the number of tied gymnasts / groups.

Example:

- 1, 1, 3 (points for rank 1 and 2 are added and divided by 2)
- 1, 2, 2, (points for rank 2 and 3 are added and divided by 2)

The same principle applies to the prize money.

PRIZE MONEY

The organising member federation must pay the following minimum Prize Money (amounts in Swiss Francs – CHF):

Individuals All Around	2.500
Individuals by apparatus	2.500
Groups All Around	2.500
Groups Finals 5 and 3+2 each	2.500

The Prize Money, free of any deductible taxes, will be distributed in EURO as follows:

Individuals All Around:

Ranking	Total of 2'500
1	750
2	600
3	500
4	300
5	200
6	150

<u>Individuals – per apparatus</u>:

Ranking	Total of 2'500
1	750
2	600
3	500
4	300
5	200
6	150

Groups All Around:

Ranking	Total of 2'500
1	1'250
2	750
3	500

Groups – per routine (5 and 3+2) each:

Ranking	Total of 2'500
1	1'250
2	750
3	500

No prize money will be given, if there are less than 4 participating federations per competition.

"Wild Card Gymnast" will receive medals and prize money.

ASSIGNMENT OF WORLD CUP POINTS FOR THE RANKING LIST

In principle, the results and the updated FIG World Cup Ranking List will be published on the FIG web site within 24 hours after the end of the competitions provided that all procedures before and after the competitions are duly respected by the Organizing Member Federation.

Separate World Cup Series Ranking Lists are established beginning with the first World Cup event of the year and ending with the last World Cup event of the year as follows: Individual Gymnasts (A and B combined)

All-Around

Hoop

Ball

Clubs

Ribbon

Groups (A and B combined)

All-Around

Exercise with 5 apparatus

Exercise with 3 + 2 apparatus

according to the programme valid for the period of the competition.

For the Individual All-Around and Apparatus World Cup Series Ranking Lists, World Cup Points are assigned to the competitors **by name**.

For the Groups (All Around and Apparatus), World Cup Points are assigned to the **Federation**.

The Groups are listed by Federation only.

Rank	Points	
	Individuals	Groups
1	30	30
2	25	25
3	20	20
4	15	15
5	14	14
6	13	13
7	12	12
8	11	11
9	10	10
10	9	9
11	8	8
12	7	7
13	6	6
14	5	5
15	4	4
16	3	3
17	2	2
18	1	1

In the case that there are less than four federations participating per apparatus or per category, no World Cup Points will be given.

"Wild Card Gymnast" will not receive World Cup Points.

WINNER OF THE ANNUAL WORD CUP

MEDIA

The winner of the annual World Cup is the gymnast or group with the highest number of points of the all World Cup Series Ranking Lists (Groups as well as All-Around for each apparatus) after the last event of the year.

- If 8 World Cup Competitions take place per year, the best 4 are counted
- If 7 World Cup Competitions take place per year, the best 4 are counted
- If 6 World Cup Competitions take place per year, the best 4 are counted
- If 5 World Cup Competitions take place per year, the best 4 are counted
- If 4 or 3 World Cup Competitions take place per year all points are counted

A special award ceremony will be held at the last World Cup Competition of the year in which the World Cup winner will receive the World Cup.

In case of a tie at any place in the World Cup Series Ranking Lists after the last competition of the year, the tie will not be broken.

	competition of the	e year, the tie will not be broken.
EVENT MANAGER	LOC	Berlin Gymnastics Federation / Berliner Turn- und Freizeitsport-Bund
	Event Manager	Jens-Uwe Kunze
	Address	Vorarlberger Damm 39, 12157 Berlin, Germany
	Phone	0049 - (0)30 7879 450
	Fax	0049 - (0)30 7879 4520

E-Mail jens-uwe.kunze@btfb.de / berlin.masters@btfb.de

Web <u>www.btfb.de</u> / <u>www.berlin-gymmasters.de</u>

Media contact Sonia Schmeißer

E-Mail <u>sonja.schmeisser@btfb.de</u>
Phone 0049 - (0)173 2057 350

SOCIAL MEDIA	Information will b	e given through:	
	Web	www.btfb.de and www.berlin-gymmasters.de	
	Facebook	facebook.com/btbsportwelt?sk=wall and facebook.com/BerlinMasters	
	Youtube	https://www.youtube.com/channel/UCUfNz_yXDUIImclspuQkuig	
MEDICAL	Medical services will be provided by the LOC.		
SERVICES			
OFFICIAL	HOSPITAL	Vivantes Klinikum im Friedrichshain - Prenzlauer Berg	
HOSPITAL	Address	Fröbelstraße 15, 10405 Berlin, Germany	
	Phone	0049 (0)30 13016 0	
	Phone first aid	0049 (0)30 13016 1084	
	Web	www.vivantes.de/fuer-sie-vor-ort/details/einrichtung/vivantes-	
		klinikum-im-friedrichshain-prenzlauer-berg	
	HOSPITAL	Vivantes Klinikum im Friedrichshain - Landsberger Allee	
	Address	Landsberger Allee 49, 10249 Berlin, Germany	
	Phone	0049 (0)30 13023 0	
	Phone first aid	0049 (0)30 13023 1735	
	Web	www.vivantes.de/fuer-sie-vor-ort/details/einrichtung/vivantes-	
		klinikum-im-friedrichshain-landsberger-allee	
DOPING		Member Federation will provide at its own charge a minimum of 4	
CONTROLS	doping controls for Individual gymnasts and 4 for Groups.		
	The anti-doping controls will be executed by WADA accredited doping control		
		ute of Doping Analysis and Sports Biochemistry Dresden, Dresdener	
MADIZETINO	Str. 12, 01731 Kr		
MARKETING	FIG advertising and publicity norms must be respected.		
TELEVISION	Television coverage is compulsory and the production of a basic feed (international		
	signal) will be guaranteed by: Host Broadcaster:		
	Ann K Event & TV-Produktions GmbH		
	Rothenbücherweg 15, 14089 Berlin, Germany		
	Phone 0049 (0)3		
	Web	http://www.annk.de/	
SYSTEM 1	IRCOS will not be	e available.	
	The scoring system including the video control system which will allow to treat inquiries		
	and records all exercises of the competition in a quality which allows to judge the		
		provided by Sportlicht GmbH, Berlin, Germany.	
RULES AND	•	must be organized under the following FIG rules, as valid in the year of	
REGULATIONS	the competition,	except for any deviation mentioned in these directives:	
	 Statutes 		
	Technical Recognition	agulations	
		nts and relevant Newsletters	
	Licenses Ru		
		Rules for Rhythmic Gymnastics	
	General Jud		
		ges' Rules for Rhythmic Gymnastics	
	•	anization of the Official FIG Competitions	
	Doping Cont	·	
	Media Rules		
	 Apparatus N 		
		and Publicity Rules	
		for Awards Ceremonies	
	•	uent decisions of the FIG Executive Committee	

DEADLINES SUMMARY

Provisional Registration (on line)	28 March 2016	
Definitive Registration (on line)	28 April 2016 27 May 2016	
Nominative Registration (on line)		
Accommodation Form	28 April 2016	
Visa Request Form	28 April 2016	
Payment of the Entry Fee	18 May 2016	
Payment of the Accommodation (incl. Full Board) Costs	18 May 2016	
Payment of the fine for missing judge	18 May 2016	
Travel Schedule Form	27 May 2016	

Sincerely Yours,

Frankfurt am Main, **29.06.2015**Place and date:



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