

DIRECTIVES

Dear UEG affiliated Member Federation,

The Gymnastics Federation of Italy has the pleasure to invite your Federation to participate in the aforementioned official UEG International Event.

DISCIPLINE	Aerobic Gymnastics
HOST FEDERATION	Italian Gymnastics Federation Address: Viale Tiziano 70, 00196 ROMA, Italy Tel. +39 - 06 - 879.750 E-mail: info@federginnastica.it www.federginnastica.it
LOCAL ORGANISING COMMITTEE	PesaroGym ASD & Esatour Sport Events Contact person: Marco Cadeddu Email: info@eurobics2017.com Event website: http://eurobics2017.com/
LOCATION	Ancona, Italy
DATE	From 22 nd to 24 th of September 2017
VENUE	PalaPrometeo Estra „Liano Rossini“ Località Passo Varano 60021 ANCONA – ITALY
APPARATUS SUPPLIER	Aerobic Floors Manufacturer Supplier: Janssen-Fritsen Color: Grey 2014 Reference number: 1790560 Steps Manufacturer Supplier: Venturelli Reference: Art. STE16
RULES AND REGULATIONS	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: <ul style="list-style-type: none"> • FIG and UEG Statutes • FIG and UEG Technical Regulations • FIG Code of Points and relevant Newsletters • FIG General Judges' Rules • FIG Specific Judges' Rules • Doping Control Rules • UEG Medical Guidelines • FIG License Rules • UEG Media Rules • UEG Accreditation Directives • FIG Apparatus Norms • UEG Advertising and Publicity Rules • FIG Rules for Sanctioning (approval) of International Events • <i>and subsequent decisions of the UEG Executive Committee</i>
INVITED FEDERATIONS	The Organizing Member Federation / OC will invite all UEG Member Federations, provided that their financial obligations to the UEG and the FIG are fulfilled. The competition registrations have to be made by the national federations.

AGE LIMITS	Junior: 15-17 and Senior: 18 years old or older - All gymnasts must have a valid FIG licence until the end of the event.	
JUDGES AND JURIES	A Federation participating with an insufficient number of judges or without judge will have to pay a fine to the UEG. All judges must have a current valid FIG brevet at the time of the event.	
REGISTRATION DEADLINES	Definitive registration:	22 June 2017
	Nominative registration	25 August 2017
ENTRY FEES	Euro 150,00 per gymnast and category (IW-IM-MP-TR-GR 5 gymnasts) Euro 600,00 per GR Aerobic Dance / GR Aerobic Step Senior (8 gymnasts)	
ACCREDITATION	<p>The accreditation will take place at the PalaPrometeo Estra upon arrival to Ancona. The accreditations will only be handed out to the Head of Delegation. All delegations must deliver 2 difficulty element lists for each routine, its flag, the insurance declaration in English writing, passports of all members and FIG Licenses.</p> <p>In order to organise the accreditation, each National Federation has to send the Nominative Registration directly to UEG in order to confirm the number of participants from the 22nd of June 2017 on (end of Definitive Registration). Afterwards, all the data communicated to UEG will be uploaded on NESEA SportCARE Digital Platform (http://eurobics2017.sportcare.tech), technical partner of the event, and each Federation, with its login credentials, will be able to upload anthems, photos and musics (.mp3 format) for each individual, mixed pair, trio and group performance. Deadline for the content uploading process is 11th of September 2017.</p> <p>Each National Federation will receive an email including all information and instruction about the use of the platform.</p> <p>Please upload the PHOTO in the following format: File format: .jpg Size: 1500x1500 pixels Background: white or light blue is preferable, without shadow Name of file: SURNAME_Name.jpg</p> <p>Please upload the MUSICS in the following format: File format: .mp3 Name of file must contain:</p> <ul style="list-style-type: none"> • The name of the nation (official abbreviation of the country); • The first and last name of the individual competitor/s and the last name of MP, TR, GR AD, AS; • The category (IM, IW, MP, TR, GR, AS, AD); • The Junior or Senior (Example: ROU_RADU_Alina_Junior_IW2.mp3) 	
EVENT FORMAT	<p>Each competitor can participate in all categories. Qualifications and finals will be carried out in each category and age group. The 8 best per category (max. 1 per federation for GR, AD, AS, resp. 2 for Individual Men, Individual Women, Mixed Pairs and Trios) may participate in the finals. The winners of the finals in each category are declared European Champions. In order to participate in the Team competition, a federation must participate with at least one athlete in the qualifications in the following categories: Individual Men and/or Individual Women, Mixed Pair, Trio and Group.</p> <p>The Team ranking list will be established by adding the 4 best rankings obtained during the qualifications in the following categories: Individual Men or Individual Women, Mixed Pair, Trio and Group. The Federation with the lowest total of ranking places will be declared European Team Champion. The FIG tie breaking rules will be applied.</p>	

PROVISIONAL SCHEDULE	<p>Monday, 18.09.2017 All day Optional arrival day delegations: accreditation, transfers to hotels</p> <p>Tuesday, 19.09.2017 All day Official arrival day delegations: accreditation, transfers to hotels Training by nations as schedule</p> <p>Wednesday, 20.09.2017 08h30-20h30 Training by nations as schedule 10h00-11h00 Orientation meeting (maximum 4 persons per federation) 11h30-13h00 Judges briefing and instruction, Chair 13h00-14h00 Judges scoring system instruction 15h00-16h30 Judges briefing and instruction, Difficulty</p> <p>Thursday, 21.09.2017 08h30-20h30 Training by nations as schedule 10h00-11h30 Judges briefing and instruction, Execution 11h45-13h15 Judges briefing and instruction, Artistic</p> <p>Friday, 22.09.2017 09h00-15h00 Senior Teams Training as schedule 08h00-09h00 Judges briefing, juniors draw for ECH Qualification 09h45-13h30 Junior ECH Qualification (IW/TR) 13h30-14h30 Break 14h30-17h30 Junior ECH Qualification (IM/MP/GR)</p> <p>Saturday 23.09.2017 10h30-12h00 Judges briefing, Draw Seniors ECH Qualification 14h30-14h45 Official Opening Ceremony (compulsory) 14h45-17h00 Senior ECH Qualification (IW/TR) 17h00-17h15 Break 17h15-19h30 Senior ECH Qualification (IM/MP/GR & AD/AS)</p> <p>Sunday, 24.09.2017 08h00-08h25 Meeting UEG/AER TC 08h00-10h00 Training as per schedule 08h30-09h40 Judges briefing, Draw Junior ECH Final 09h45-09h55 European Championship Junior Finals 10h00-10h45 European Championship Junior Finals IW and IM 10h50-11h05 Medal Award Ceremony Junior Finals IW and IM 11h15-12h30 European Championship Junior Finals MP, TR and GR 12h35-13h00 Medal Award Ceremony Junior Finals MP, TR and GR 14h00-15h00 Judges briefing, Draw Senior ECH Final Judges room 15h15-15h29 European Championship Opening 15h30-16h15 European Championship Senior Finals IW and IM 16h15-16h30 Medal Award Ceremony Senior Finals IW and IM 16h35-17h55 European Championship Senior Finals MP, TR and GR & AD/AS 18h00-18h30 Medal Award Ceremony Senior Finals MP, TR and GR & AD/AS 20h30 Farewell Party</p> <p>Monday, 25.09.2017 All day Departure of participants and the UEG/AER.TC</p>
EVENT MANAGER	<p>Gigliola Carosi gigliola.carosi@libero.it Tel. +39.339.7367053</p>
MEDICAL SERVICES	<p>The Organizing Committee will provide first aid medical services. A physiotherapist and medical team will be present during the competitions and trainings. Medical support is also available at the city Hospital.</p>
VISA	<p>Please verify immediately with your travel agent or the Italian Embassy or Consulate in your country if a visa is required for your travel to Italy. The Italian Gymnastics Federations will be happy to assist each Delegation member with an official invitation letter, provided that the request is made before 16th July to Mrs. Teresa Marinelli at the following email address: teresa.marinelli@federginnastica.it or Tel. +39.06.87975021</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.
INSURANCE	<p>The Host Federation, the Organizing Committee, the UEG and the FIG 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.</p> <p>The OC will verify the insurance upon arrival of the delegation members (e.g. cover note or photocopy of the valid policy in English writing). Delegation members with insufficient insurance cover must inform the OC in advance.</p> <p>The OC will subsequently offer insurance at the Federations own charge as follows: € 35, 00 per person/day.</p>
INTERNATIONAL TRANSPORT	<p>The invited participating federations must pay for the travel costs of their delegation members.</p> <p>The Travel Schedule Form must be returned to the LOC by 16th August 2017.</p>
LOCAL TRANSFER	<p>The LOC will organize free of charge transport service from Ancona airport to official hotels and to the competition hall. A transport service organized by the LOC will be also available from BOLOGNA (230 km) and ROMA FIUMICINO or CIAMPINO International airports (300 km) to official hotel and return at the price of € 80, 00 per person (Bologna-Ancona-Bologna) and € 110, 00 per person (Roma-Ancona-Roma). This transfer cost should be paid to LOC within 16th of August 2017.</p>
OFFICIAL EUROBICS 2017 PACKAGE	<p>The official Eurobics 2017 package available through the LOC includes:</p> <ul style="list-style-type: none"> - Accommodation at official hotels including breakfast - Meals (Lunch every day + Dinner every day except Sept. 24th) at competition venue - Official Farewell Dinner Party on September 24th - Airport transfers both ways from/to Ancona (AOI) to official hotels - Shuttle service from the official hotels to competition venue each day. - Voucher for a complimentary gadget of Eurobics 2017. <p>GOLD PACKAGE at GHotel (Full Board) Single room 150,00 / Person / Night Double room 130,00 / Person / Night Triple room 100,00 / Person / Night</p> <p>SILVER PACKAGE at ***S/**** hotels (Full Board) Single room 125,00 / Person / Night Double room 105,00 / Person / Night Triple room 90,00 / Person / Night</p> <p>GOLD PACKAGE at GHotel (Half Board) Single room 135,00 / Person / Night Double room 115,00 / Person / Night Triple room 85,00 / Person / Night</p> <p>SILVER PACKAGE at ***S/**** hotels (Half Board) Single room 105,00 / Person / Night Double room 90,00 / Person / Night Triple room 75,00 / Person / Night</p> <p>The invited participating federations must pay for the official Eurobics 2017 package of their delegation members.</p> <p>In order to facilitate the accommodation process, LOC will give you the possibility to use the SportCARE Platform (http://eurobics2017.sportcare.tech) to select and buy your official Eurobics 2017 official package and local transfers.</p>

	<p>SportCARE Platform will be available from May 2nd, 2017 for the accommodation process. Deadline for the accommodation uploading process: 16th July 2017. The hotel rooms will be allocated on a “first come, first served”.</p> <p>Payment deadlines:</p> <ul style="list-style-type: none"> - 50% within 16th June 2017 - 50% within 16th August 2017 <p>Full refund in case of cancellation within 16th of July. No refund after this date.</p>																													
BANK ACCOUNT INFORMATION	<p>All payments to the LOC (accommodation, meals, local transportation, banquet, additional accreditations) must be made by bank transfer to the following account: Beneficiary: Esatour SRL Bank: Unicredit SPA Address: Corso XI Settembre, Pesaro – Italy IBAN: IT48B0200813308000104240643 Bic swift: UNCRITM1ST5 All payments must be made in EUR only. Each participating Federation is kindly requested to integrate the payment’s purpose as follows:</p> <ul style="list-style-type: none"> • Country code; • The content of the payment (accommodation, banquet, additional accreditations, etc.) • Ex.: ITA_accommodation <p>All bank fees must be covered by each participating federation instructing its own bank to process the remittance “free of charge for the beneficiary”</p>																													
MARKETING MEDIA	<p>UEG advertising and publicity norms must be respected.</p> <p>Only journalists and photographers holding an official and valid press card recognized by international press agencies such as the AIPS and official Sports Journalists Associations / National Federations will be accredited. All media representatives (journalists, photographers, TV) must request an Accreditation from the UEG Head of Media as soon as possible to have access to the media centre on the competition venue. Each request for accreditation must be registered via the media database of the FIG by the deadline indicated and must receive approval from the UEG:</p> <ul style="list-style-type: none"> • <i>Media accreditation deadline: 07.09.2017</i> • <i>https://media.fig-gymnastics.com/</i> <p>The Media Officer from the LOC is: David Ciaralli Email: david.ciaralli@federginnastica.it Please contact the LOC Media Officer for further details about media.</p>																													
SOCIAL MEDIA	<p>Social Media Manager: Mr. Cristian Costantini Facebook: https://www.facebook.com/eurobics/</p>																													
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	Travel	
	Travel Schedule Form	16 th August 2017
	Payment of the Local Transport	16 th August 2017
	Miscellaneous	
	Passport photo for accreditation on platform	11 th September 2017
	Cancellations	
	Cancellation of hotel accommodations, meals, final banquet and transfer costs (Ancona, Bologna,)	16 th July 2017

Sincerely Yours,

The President of the ITA Federation
(Mr. Gherardo Tecchi)



Rome, Aprile 18th 2017