

FÉDÉRATION INTERNATIONALE DE GYMNASTIQUE



FONDÉE EN 1881



32nd FIG TRAMPOLINE GYMNASTICS WORLD CHAMPIONSHIPS

Sofia (BUL)
9-12 November 2017



sofia
BULGARIA 2017
WORLD CHAMPIONSHIPS & WAGC
TRAMPOLINE · TUMBLING · DMT

DIRECTIVES



Dear President,

The FIG is pleased to herein provide you with the Directives for the 32nd FIG Trampoline Gymnastics World Championships to be held in Sofia (BUL) from 09 until 12 November 2017.

These World Championships will be organized following the 2017 FIG Statutes, the 2017 Technical Regulations, the 2017-2020 Trampoline Code of Points as well as all other Rules and Guidelines valid starting 01 January 2017, onwards, any possible amendments by the date of these World Championships, and any complements decided in the meantime.

All participating Federations commit to abide by the Statutes and all FIG Rules and Regulations. Federations not respecting them will not be allowed to compete.

Table of contents

1. FÉDÉRATION INTERNATIONALE DE GYMNASTIQUE (FIG).....	3
2. LOCAL ORGANIZING COMMITTEE (LOC).....	3
3. LOCATION OF THE COMPETITION, TRAINING AND WARM-UP HALLS.....	3
4. PROVISIONAL PROGRAMME (<i>SUBJECT TO CHANGES</i>)	5
5. PARTICIPATION RIGHT AND ACCREDITATIONS.....	7
6. AGE LIMIT.....	9
7. REGISTRATIONS AND ENTRY FEES.....	9
8. LICENSES.....	10
9. JUDGES.....	10
10. DRAW OF LOTS.....	10
11. COMPETITION FORMAT AND PROGRAM.....	10
12. MEDIA.....	11
13. EQUIPMENT.....	11
14. VISA.....	11
15. TRANSPORTATION.....	12
16. ACCOMMODATION.....	12
17. MEALS & FAREWELL PARTY.....	15
18. FINANCIAL OBLIGATIONS - PAYMENT.....	16
19. INSURANCE.....	17
20. WORK PLAN.....	17
21. OFFICIAL HOSPITAL.....	18
22. DOPING CONTROLS	18
23. IMPORTANT REMARKS.....	18
24. DEADLINE SUMMARY.....	19



1. FÉDÉRATION INTERNATIONALE DE GYMNASTIQUE

FIG – Fédération Internationale de Gymnastique

Contact persons: Rui Vinagre / Alexandre Cola

Avenue de la Gare 12 A

Case Postale 630

CH - 1001 Lausanne

Tel: +41 21 321 55 10 / Direct: +41 21 321 55 32

Fax: +41 21 321 55 29

Email: rvinagre@fig-gymnastics.org
acola@fig-gymnastics.org

Website: <http://www.fig-gymnastics.com>

2. LOCAL ORGANISING COMMITTEE

BULGARIAN GYMNASTICS FEDERATION

75 „Vassil Levski“ bd.

1040 SOFIA

Bulgaria

Tel: +359 2 9800626

Fax: +359 2 9800626

e-mail: bulgym@abv.bg

Contact Entity:

BULGARIAN TRAMPOLINE FEDERATION

75, "Vasil Levski" blvd.

1040 Sofia, BULGARIA

Tel: + 359 2 444 73 10

fax: + 359 2 980 21 20

e-mail: bul_tramp@abv.bg

website: www.trampoline-bulgaria.com / www.trawchsofia2017.com

Contact person:

Mariela STOYCHEVA

mob. + 359 888 58 59 68

3. LOCATION OF THE COMPETITION, TRAINING AND WARM-UP HALLS

Competition Hall	Arena Armeec Sports Hall Address: 1 „Asen Iordanov“ blvd., 1113 Sofia
Warm-up Hall	Tel: +359 (02) 9033606
Training Halls	Website: http://arenaarmecsofia.com/



Arena Armeec Sports Hall



Competition Hall



Training Hall

**4. PROVISIONAL PROGRAMME (SUBJECT TO CHANGES)**

Date	Description
Saturday, 04.11.2017 All day	Arrival of delegations Free training
Sunday, 05.11.2017 All day	Arrival of delegations Free training
Monday, 06.11.2017 All day 11:00 – 12:00	Training as per schedule Orientation meeting
Tuesday, 07.11.2017 All day <i>tbc</i>	Training as per schedule Athletes Meeting and Election
Wednesday, 08.11.2017 All day 09:45 – 11:45 12:00 – 13:30 14:00 – 15:30	Training as per schedule Judges' meeting TRA Judges' meeting TUM Judges' meeting DMT
Thursday, 09.11.2017 09:45 – 10:00 10:00 – 19:30 10:00 – 13:00 14:00 – 18:00	<u>Opening Ceremony</u> <u>Qualifications:</u> TRA Men, TRA Women TUM Women TUM Men
Friday, 10.11.2017 10:00 – 13:00 14:00 – 17:00 18:00 – 18:30 18:30 – 19:00 19:00 – 19:15 19:15 – 20:00 20:00 – 20:45 20:45 – 21:00	<u>Qualifications:</u> SYN Women and DMT Men <u>Qualifications:</u> SYN Men and DMT Women <u>TUM, DMT and TRA Finals:</u> TUM Women Team Finals DMT Men Team Finals Award Ceremony TUM-W, DMT-M Teams TRA Women Team Finals TRA Men Team Finals Award Ceremony TRA Teams
Saturday, 11.11.2017 09:00 – 13:00 15:00 – 15:30 15:30 – 16:00 16:00 – 16:15 16:15 – 16:45 16:45 – 17:15 17:15 – 17:30 17:30 – 18:00 18:00 – 18:30 18:30 – 18:45	Training for Finalists <u>DMT, TUM Finals, SYN Finals:</u> DMT Women Team Finals TUM Men Team Finals Award Ceremony DMT-W, TUM-M Teams TUM Women Finals DMT Men Finals Award Ceremony TUM-W, DMT-M SYN Women Finals SYN Men Finals Award Ceremony SYN



Sunday, 12.11.2017	
09:00 – 12:00	Training for Finalists
10:00 – 12:00	Round table: Medical aspects and fight against Doping
13:30 – 14:15	<u>TRA Semi-Finals:</u> TRA Men Semi-Final, TRA Women Semi-Final (Group 1)
14:15 – 15:00	TRA Men Semi-Final, TRA Women Semi-Final (Group 2)
15:00 – 15:30	<u>DMT, TUM and TRA Finals:</u> DMT Women Finals
15:30 – 16:00	TUM Men Finals
16:00 – 16:15	Award Ceremony DMT-W, TUM-M
16:15 – 16:45	TRA Women Finals
16:45 – 17:15	TRA Men Finals
17:15 – 17:30	Award Ceremony TRA
20:00	Farewell Banquet
Monday, 13.11.2017	
All day	Departure of WCH Delegations

Please note: Schedule is *provisional* and may be adjusted after the definitive entries are received

5. PARTICIPATION RIGHT AND ACCREDITATION

Gymnasts from FIG affiliated federations in good standing may take part in these World Championships. The maximum size of each delegation as per FIG Technical Regulations 2017, Section 4 and FIG Rules for Accreditation as follows:

An individual is entitled to only one accreditation card. If an individual has several valid “accreditable” functions, the highest function is normally selected, and no substitutes may directly benefit from unused accreditations.

5.1. Maximum Delegation Size

Gymnasts	Men	Women	Total
Trampoline Individual	4	4	8
Trampoline Synchronized	2 pairs	2 pairs	8
Reserve Individual/Synchronized	-	-	- *
Double Mini-Trampoline	4	4	8
Reserve Double Mini-Trampoline	1	1	2
Tumbling	4	4	8
Reserve Tumbling	1	1	2

* Reserves for Trampoline Synchronized must come from Trampoline Individual and vice versa

Function	TRA	TUM	DMT	Mixed
Head of Delegation	1	1	1	1
Team Manager (for full team only*)	1	1	1	3
Coach (but max. 1 coach per gymnast) ***	2 2	2 2	2 2	12
Judge (more judges only on request TRA-TC)	1	1	1	3
Medical Doctor				1
Paramedical Staff	1	1	1	3
Additional Medical Doctor or Paramedical Staff (if more than 12 gymnasts) **				1
Guest for delegations with up to 12 gymnasts or VIP Guest **				1
Guest for delegations with more than 12 gymnasts or VIP Guest **				2
Transferable access cards FoP coach	2	2	2	6
Transferable access cards FoP medical staff	1	1	1	1
Transferable access cards Warm-up zone medical staff	1	1	1	1-2****
Transferable access card Warm-up zone Team Manager / Head of Delegation	1	1	1	1

Note: Additional transferable access cards may be delivered by FIG upon request by the delegation due to competition schedule / conditions

* Is considered as a full team in TRA/TUM/DMT at least 3 men and 3 women

** Accreditation at the charge of the Federation: 100 Euro per accreditation

*** The total number of coaches per category (discipline & gender) may not exceed the total number of gymnasts in that category

**** If minimum 2 full teams (e.g TRA+TUM, TRA+DMT or TUM+DMT)

5.2. Transferable access cards (TAC):

Transferable access cards may only be used by persons already accredited and must always be used in conjunction with the primary accreditation card. They are only transferable within the Federation’s official delegation and appropriate function.

Lost TAC will not be replaced.



5.3. Supplementary Accreditations

The following supplementary Accreditations (either free of charge or at the charge of the Delegations or the FIG Authority) as per the accreditation rules may also be delivered to the FIG affiliated federations and FIG Authorities, provided that a request is sent in writing to the FIG by 09 August 2017.

FIG and Honorary Members	
FIG and former FIT Honorary Members	Free of Charge
Former Olympic and World Champions	Free of Charge
NF President as Guest if not as Head of Delegation (if accommodation booked through the Organizing Committee: access to the delegations seating, local transportation and banquet)	100 €
NF President as Guest if not as Head of Delegation (if accommodation not booked through the Organizing Committee: access to the delegations seating only)	160 €
NF President as VIP Guest if not as Head of Delegation (if accommodation booked through the Organizing Committee: access to the VIP seating, VIP Lounge, local transportation and banquet)	120 €
NF President as VIP Guest if not as Head of Delegation (if accommodation not booked through the Organizing Committee: access to the VIP seating and VIP Lounge)	180 €
Accompanying person of an NF President	100 €
VIP Accompanying person of an NF President	180 €
VIP Accompanying person of TC Members	180 €
VIP Accompanying person of EC Members	180 €
VIP Accompanying person of FIG and former FIT Honorary Members	180 €

Organizers of future multi sports Games, World and Continental Championships (if assigned, or in case of candidature / bidding contracts) other than the next TRA World Competitions	
Observers (if accommodation booked through the Organizing Committee: access to the delegations seating, local transportation and banquet as well)	100 €
Observers (if accommodation not booked through the Organizing Committee: access to the delegations seating as well)	160 €
VIP Observers (if accommodation booked through the Organizing Committee: access to the VIP seating, VIP Lounge, local transportation and banquet as well)	120 €
VIP Observers (if accommodation not booked through the Organizing Committee: access to the VIP seating and VIP Lounge as well)	180 €

Organizers of the next Trampoline Gymnastics World Championship Maximum 6 accreditations including 2 VIP	
Observers maximum 6 (if accommodation booked through the Organizing Committee: access to the delegations seating, local transportation and banquet as well)	Free of Charge
Observers maximum 6 (if accommodation not booked through the Organizing Committee: access to the delegations seating as well)	100 €
VIP Observers maximum 2 included in the above maximum 6 (if accommodation booked through the Organizing Committee: access to the VIP seating, VIP Lounge, local transportation and banquet as well)	Free of Charge
VIP Observers maximum 2 included in the above maximum 6 (if accommodation not booked through the Organizing Committee: access to the VIP seating and VIP Lounge as well)	160 €



Additional Observers	
Additional Observers (if accommodation booked through the Organizing Committee: access to the delegations seating, local transportation and banquet as well)	100 €
Additional Observers (if accommodation not booked through the Organizing Committee: access to the delegations seating as well)	160 €
Additional VIP Observers, if accommodation booked through the Organizing Committee: access to the VIP seating, VIP Lounge, local transportation and banquet as well.	120 €
Additional VIP Observers, if accommodation not booked through the Organizing Committee: access to the VIP seating and VIP Lounge as well	180 €

The accreditations for the World Age Group Competition are not valid for the World Championships and vice versa.

In case of lost or stolen accreditation, the Organizing Committee must be informed immediately to block the accreditation. Lost or stolen accreditations may be replaced at the charge of the card holder (100 €). Lost or stolen transferable cards will not be replaced.

Media representatives as well as federations' communications staff who are interested in covering the event can register online at <https://media.fig-gymnastics.com>. In addition, federations are requested to send a confirmation letter for their editorial staff and photographers to the FIG Media Department at mediafig@fig-gymnastics.org.

The FIG Accreditation Rules and Media Rules have to be strictly respected.

6. AGE LIMIT

The competitors must fulfill the age as stated in the Technical Regulations, Reg. 5.2. The age of the senior competitors (in 2017) is minimum 17 years old (i.e. born in 2000) or older.

7. REGISTRATIONS AND ENTRY FEES

Registrations can only be made by FIG affiliated federations in good standing.

7.1. Provisional Registration

The provisional registrations must be completed by entering the composition of the delegation online and by using the National Gymnastics Federations' intranet login and password, from 01 May 2017 until 07 June 2017 at the very latest.

7.2. Definitive Registration

The definitive registrations must be completed by entering the composition of the delegation online and by using the National Gymnastics Federations' intranet login and password, from 08 June 2017 until 09 August 2017 at the very latest.

Definitive registrations received in the FIG Offices after the drawing of lots will be refused (i.e. the gymnasts will not be allowed to compete).

7.3 Nominative Registration

The nominative entries must be completed by entering the composition of the delegation online and by using the National Gymnastics Federations' intranet login and password, from 10 August 2017 until 09 October 2017 at the very latest.



7.4 Entry Fees

The non-reimbursable registration fee is of CHF 100.- per gymnast and per discipline and must be paid to the FIG by **09 August 2017**.

7.5 Fines

The fines after missing the Registrations deadlines or after late Registrations are as follows (as per the Technical Regulations):

Fine after missing the Provisional Registration deadline or after late Provisional Registration	CHF 1'000
Fine after missing the Definite Registration deadline or after late Definite Registration (until the gymnast's draw of lots)	CHF 1'500
Fine after missing the Nominative Registration deadline or after late Nominative Registration	CHF 1'000
Fine for not participating with a team or for participating with individuals only after a Definitive Entry with a team	CHF 1'000

8. LICENSES

The LOC will be responsible for checking the validity of the gymnasts' Licenses. No gymnasts will be accepted without a valid FIG License at the deadline of the Nominative Registration.

In order to be considered, Licence application forms (new or renewal) must be submitted at least one (1) month prior to the deadline for nominative registration.

Please consult FIG License Rules for additional information in this respect.

9. JUDGES

The FIG brevetted judges are designated by their Federation and selected for the panels by draw, taking into consideration the degree of the brevet, according to the General and Specific Judges' Rules.

Jury of Appeal

The Jury of Appeal will consist of two members of the Executive Committee (one acting as President) and a third person to be designated in accordance with the matter of the appeal. In case of a judge's appeal, a person not involved in the decision of the Superior Jury and in the Judging process of the apparatus concerned will be nominated.

10. DRAW OF LOTS

The draw of lots will decide the starting order of the qualification competitions.

The draw of lots will take place within two weeks after the deadline of the definitive entry.

The exact date, time and location will be announced by the FIG to the parties concerned which are entitled to be present at the draw.

11. COMPETITIONS FORMAT AND PROGRAMME

The competition will be conducted according to the FIG Technical Regulations, 2017 edition including Section 4: Special Regulations for Trampoline Gymnastics.



12. MEDIA

12.1 Media accreditation

International media representatives as well as federations' communications staff who are interested in covering the World Championships can register online at <https://media.fig-gymnastics.com>. In addition, federations are requested to send a confirmation letter for their editorial staff and photographers to the FIG Media Department at mediafig@fig-gymnastics.org. **Deadline: 25 October 2017.**

Media accreditation for the World Age Group Competitions is handled by the LOC. Please contact LOC Media Officer is Ms. Antoaneta Ilieva at antoaneta.ilieva@kanal3.bg.

The FIG Accreditation Rules and Media Rules have to be strictly respected.

12.2 Publicity

As the Code of Points foresee deductions should the FIG Rules for Advertising and Publicity on attire and equipment not be respected, each federation may fill-in the online FIG Publicity form (FIG Rules for Advertising and Publicity Appendix E for men and F for women) if deemed necessary **by 09 October 2017**, at the very latest in order to have it approved.

While the Publicity Rule Chart is available on the FIG website under "Rules - Publicity" for additional information, you may also contact tv@fig-gymnastics.org for further assistance if required.

12.3 Biographies

Athlete biographies are available online at http://www.fig-gymnastics.com/publicdir/licences/lic_view.php and will be updated before the World Championships.

13. EQUIPMENT

Trampolines:

Manufacturer Supplier: EUROTRAMP Ultimate 4 x 4 (art. no. 03150)
Spotter mats Spieth Secura (Eurotramp art. no 28500)

Tumbling Track:

Supplier: Tumbling Track "Skakun Original" 2014

Double Mini-Trampolines:

Manufacturer Supplier: EUROTRAMP Ultimate (Eurotramp art. no. 23200)
Landing mats (Eurotramp art. no. 26200)
Landing mat covers (Eurotramp art. no. 26101)
DMT Run-ups 25 m (Eurotramp art. no. 23005)

14. VISA

Please verify immediately with your travel agent or the Bulgarian Embassy or Consulate in your country if a visa is required for your travel to Bulgaria. The Organizing Committee will be happy to assist each Delegation member with an official letter of invitation, provided that the request is made before 9th October 2017 (Appendix 4) to the following e-mail: bul_tramp@abv.bg. The request must include the function, full name, gender, date of birth, citizenship and passport number, passport expiration date, and the arrival and departure dates of the Delegation Member.



General visa information can be obtained at:

- <http://www.mfa.bg/>
- http://www.mfa.bg/uploads/files/VisaRegime_for_foreigners_ordinary_passports_en.pdf
- http://www.mfa.bg/uploads/files/VisaRegime_for_foreigners_service_diplomatic_passports_en.pdf

15. TRANSPORTATION

15.1. International Transportation

The international travel to Sofia (SOF) will be at each delegation's own expenses. The FIG and the LOC strongly recommend that each Federation take cancellation insurance for their transportation.

15.2. Local Transportation

Accredited team delegations staying at one of the official hotels and book their accommodation through the Organizing Committee will be provided with local transport from Sofia Airport / Sofia Central Railway – Bus station to the hotel and back, and from hotels to the venue and back.

Transportation to/from other national traffic points (airports etc.) can be arranged on payment.

The International Airports are:

- Sofia International airport (SOF)

Official Arrival Dates are:

- Saturday, 04 November 2017
- Sunday, 05 November 2017

Official Departure Date is:

- Monday, 13 November 2017

Federations that do not stay at one of the official hotel do not book their accommodations through the Organizing Committee and/or do not complete the airport transportation form for their arrival and departure **will not** be entitled to use the event airport system and will be responsible for their own transportation.

Please send back to LOC *Appendix 2* and *Appendix 3* by **9 October 2017**.

16. ACCOMMODATION

The Organizing Committee is the official entity authorized to receive and manage your reservations for accommodation, meals and transportation.

The Organizing Committee is delighted to provide FIG and official delegations members with a selection of hotels covering three different categories (2*, 3* & 4*)

Official FIG hotel (Cat. A)

Novotel Hotel Sofia ****

115 Tsarigradsko Shosse Blvd., 1784 Sofia

Half Board – Bed, Breakfast and Dinner

Single room – 150 Euro per person per day

Double/Twin/Triple – 120 Euro per person per day

Full Board – Bed, Breakfast, Lunch and Dinner

Single room – 160 Euro per person per day

Double/Twin/Triple – 130 Euro per person per day

Note! Rooms are limited and will be allocated strictly in order of booking receipt. In other words, hotel rooms will be allocated on a "first come, first serve" basis.



Other Delegation Hotels

Cat. B

Hotel Marinela *****

100 James Bourchier Blvd., 1407 Sofia

Half Board – Bed, Breakfast and Dinner

Single room – 140 Euro per person per day

Double/Twin/Triple – 110 Euro per person per day

Full Board – Bed, Breakfast, Lunch and Dinner

Single room – 150 Euro per person per day

Double/Twin/Triple – 120 Euro per person per day

Note! Rooms are limited and will be allocated strictly in order of booking receipt. In other words, hotel rooms will be allocated on a “first come, first serve” basis.

Suite Hotel Sofia ****

1A Yordan Yossifov Str., 1700 Sofia

Half Board – Bed, Breakfast and Dinner

Single room – 140 Euro per person per day

Double/Twin/Triple – 110 Euro per person per day

Full Board – Bed, Breakfast, Lunch and Dinner

Single room – 150 Euro per person per day

Double/Twin/Triple – 120 Euro per person per day

Note! Rooms are limited and will be allocated strictly in order of booking receipt. In other words, hotel rooms will be allocated on a “first come, first serve” basis.

Cat. C

Best Western Premier Hotel Sofia Airport ****

11 Brussels Blvd., 1592 Sofia

Half Board – Bed, Breakfast and Dinner

Single room – 120 Euro per person per day

Double/Twin/Triple – 95 Euro per person per day

Full Board – Bed, Breakfast, Lunch and Dinner

Single room – 130 Euro per person per day

Double/Twin/Triple – 105 Euro per person per day

Note! Rooms are limited and will be allocated strictly in order of booking receipt. In other words, hotel rooms will be allocated on a “first come, first serve” basis.

Vitosha Park Hotel ****

1 Rosario Str., 1700 Sofia

Half Board – Bed, Breakfast and Dinner

Single room – 120 Euro per person per day

Double/Twin/Triple – 95 Euro per person per day

Full Board – Bed, Breakfast, Lunch and Dinner

Single room – 130 Euro per person per day

Double/Twin/Triple – 105 Euro per person per day

Note! Rooms are limited and will be allocated strictly in order of booking receipt. In other words, hotel rooms will be allocated on a “first come, first serve” basis.

Media hotel

The media representatives and the others are going to be accommodated at the Delegations' hotels.

Please contact LOC at the following e-mail: bul_tramp@abv.bg



Packages are available from November 04 to 13 November 2017.

For earlier or later arrivals/departures, please contact the Organizing Committee (bul_tramp@abv.bg).

Limited number of Triple rooms will be available (with an additional bed or sofa) and they will be handled on a "first-come, first-served" basis.

Transportation to/from other national traffic points (airports, etc.) can be arranged on payment.

All personal expenses (in terms of hotel services, laundry, room services, telephone, mini bar, etc.) are not included.

Reservations

General Principles

- FIG affiliated member federations should request their accommodation as a matter of priority. Rooms are limited and will be allocated strictly in order of booking receipt. In other words, hotel rooms will be allocated on a "first come, first serve" basis.

Should your chosen category not be available, the LOC will then contact you to discuss alternative options.



Do NOT make direct booking with the hotels as transfers would then not be offered.

The deposit is not refundable.

Booking & Deposit

- Please book your accommodation by sending an Accommodation form at the following e-mail: bul_tramp@abv.bg until **09 August 2017**.
- A **50% DEPOSIT** shall be paid **simultaneously** to secure your booking.

Should your deposit not be received by due date, the LOC would no longer guarantee the availability and price of selected accommodation.

Balance Payment

- Rooming list to be completed at the following e-mail: bul_tramp@abv.bg until **09 October 2017**.
- **TOTAL BALANCE PAYMENT** for accommodation and meals (see section below) shall be paid after receiving our official final invoice, **NO LATER THAN 9 October 2017**.
- Please send back to LOC *Appendix 1* by **9 August 2017**.

17. MEALS & FAREWELL PARTY

A meal plan for lunch will be arranged and offered from 04 to 13 November 2017 by the Organizing Committee at the Venue.

17.1. Breakfast & Dinner

Included in the accommodation packages and will be served at the hotels.

17.2. Lunch

Lunches for World Championships: In the arrival day the accommodation starts with a dinner and finishes with lunch in the departure day. Therefore the lunch for the World Championships shall start on the 5th November 2017.

- Meal times will be listed on the final schedule.
- This plan is not compulsory and delegations are free to make their own arrangements to eat at their own expenses.
- Lunch could be purchased separately by the Delegations who are not using the Official Accommodation of the LOC at the price of 15 Euro per person per day.
- Please send back to LOC *Appendix 5* by **9 August 2017**.

17.3. Farewell Party

- Accredited Delegation members (provided their accommodation was booked through the OC and with the exception of E- and R- media) will receive a free ticket for the Farewell Party on 12 November 2017.
- Farewell Party's tickets are limited. Their cost, for those who booked accommodation direct to the hotels (not through LOC) is 40 Euro per person.
- The exact place and time will be confirmed during the orientation meeting. The official results as well as the Federation's relevant diplomas will be distributed during this banquet.
- Please send back to LOC *Appendix 6* by **9 August 2017**

17.4. Reservations

- For your convenience, all meals and farewell party reservations shall also be made via the following e-mail: bul_tramp@abv.bg no later than **09 August 2017**.



- **TOTAL PAYMENT** for meals and farewell party shall be paid along with balance for accommodation, after receiving our official final invoice, **NO LATER THAN 09 October 2017**.

18. FINANCIAL OBLIGATIONS – PAYMENT

18.1. Payments to FIG

The non-reimbursable registration fee of CHF 100.- per gymnast and per discipline must be paid to the FIG.

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 these World Championships either.

Each participating member Federation is kindly requested to clearly state payment's purpose as follows:

NF – FIG Event ID – Entry – Location

(Example: SUI 14806 TRA WCH17 Sofia)

Failing to do so will lead to an unidentified fund transfer and may cause your federation to appear not to have met its financial obligations.

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

Total amount of the FIG entry fees to be paid to:

18.1.1. Bank transfer:

Beneficiary	Fédération Internationale de Gymnastique Av. de la Gare 12 A, CH-1003 Lausanne/Switzerland
Bank Account / IBAN	CH40 0027 2272 5630 1649 0
Bank	UBS Switzerland SA, Nidaugasse 49, CH-2501 Bienne/Switzerland
SWIFT/BIC	UBSWCHZH80A

The payment must be made in CHF only.

19.1.2 Credit card:

Should you wish to pay by credit card, please contact the FIG Finance Dpt (finance@figgymnastics.org) and provide the following information:

- NF – FIG Event ID - Event - Location (Example: SUI 14806 TRA WCH17 Sofia)
- Amount and currency
- email address to be used for sending the link which will allow you to directly enter the credit card details

18.2. Payments to Bulgarian Trampoline Federation

The payment for Accommodations, Meals and Farewell Party ticket (if applicable) must be made exclusively in Euro to the Bulgarian Trampoline Federation by bank transfer:

- No later than 9 August 2017 for the 50% deposit on accommodation and meals
- By 9 October 2017 at the latest, for the balance on accommodation and the meals and the full amount of the farewell party tickets

Failure to forward your payment by required dates will result in the reservations being cancelled and in the deposit payment being forfeited.

**Beneficiary: Bulgarian Trampoline Federation**

Address of the beneficiary: 75, Vasil Levski blvd. 1040 Sofia, Bulgaria

Bank of the beneficiary: DSKBANK OTP GROUP

Address of the bank: 73 Vasil Levski Blvd., 1040 Sofia, Bulgaria.

Branch: Otechestvo

IBAN: BG46 STSA 9300 0018 4719 42

BIC CODE: STSABGSF

All bank fees in connection with the bank transfers must be covered. Please state the name of the federation (or the FIG Authority), the contact person and the payment purpose on the transfer. Please send a copy of the bank transfer to bul_tramp@abv.bg

18.3. Cancellation Policy

Rooms cancelled will be submitted to the following penalty fees:

Cancellation period	Penalty fee
Until 09 August 2017	No penalty
From 10 August to 09 October 2017	50 % of the amount of the cancellation
From 10 October 2017 to arrival of delegation (incl. no show)	100 % of the amount of the cancellation

In regards to meal cancellations, meals are non-refundable from 10 October 2017 to the conclusion of the event.

FIG and LOC strongly recommend that each Federation subscribe to their own cancellation insurance for their accommodation.

19. INSURANCE

The Host Federation, the LOC and the FIG will not be held responsible for any liabilities in case of accidents, illness, and repatriation. 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.

Each delegation is requested to send to the LOC a copy of their insurance, by 9 October 2017. Delegation members with insufficient insurance coverage must inform the LOC in writing in advance via email or fax but no later than 9 October 2017. The LOC will subsequently offer insurance at the Federations own charge as follows:

- 30 € per person per day for European
- 40 € per person per day for non-European

20. WORKPLAN

The Workplan will be sent to all the participating federations at the latest six weeks before the start of the competitions.



21. OFFICIAL HOSPITALS

The Official Hospitals are:

- **University Multi-profile Hospital for Active Treatment and Emergency Medicine “Nikolay Ivanovich Pirogov”**
21 Totleben Blvd., Sofia
- **Tokuda Hospital Sofia**
51B Nikola I. Vapsarov Blvd., 1407 Sofia
- **University Hospital “Sofiamed”**
16 G. M. Dimitrov Blvd., 1797 Sofia

22. DOPING CONTROLS

Doping controls will be made as per the Doping Control Regulations of the FIG and WADA. The Bulgarian Anti-Doping Centre will assist with the probes and the accredited by WADA Doping Laboratory of Athens will examine them.

Bulgarian Anti-Doping Centre:

Address: 1 Nikola Gabrovski Str., 1172 Sofia

Tel: +359 (0)2 962 56 35

E-mail: anti-doping.centre@anti-doping.government.bg

Dr Vasil Popov, Secretary General of the Bulgarian Anti-Doping Centre

Doping Control Laboratory of Athens

Address: OAKA, Kifisias 37, Maroussi, 15123 Greece

Tel: (30 210) 685 30 74

E-mail: oaka@ath.forthnet.gr

Dr Maria Tsivou, Director of the Doping Control Laboratory of Athens

23. IMPORTANT REMARKS

- Definitive Registrations received after the draw and late Nominative Registrations **will not be taken into consideration**. The same sanction will be applied for not paying the entry fee in time.
- Federations which have not fulfilled their financial obligations towards FIG (e.g. annual membership fees, unpaid invoices etc.) and the Organizing Committee will not be allowed to participate in the World Championships.

All participating Federations commit themselves to respect the Statues and all FIG rules and regulations. Especially the age and nationality of the gymnasts as well as the respective Regulations concerning “Insurance” art. 12.10 of the Technical Regulations.



24. DEADLINES SUMMARY

FOR THE FIG

Online Registrations (FIG web site)	Opening Date	Closing Date
Provisional Registration	01 May 2017	07 June 2017
Definitive Registration	08 June 2017	09 August 2017
Nominative Registration	10 August 2017	09 October 2017

Publicity	Opening Date	Closing Date
Publicity (not compulsory)	Now	09 October 2017

Request for Supplementary Accreditations	Deadline
Written request to FIG	09 August 2017

Payment (to be made to the FIG)	Deadline
Registration Fee	09 August 2017

FOR THE LOC

Forms to be sent to the Organizing Committee	Deadline
Accommodation Request	9 August 2017
Visa Request (not compulsory)	9 October 2017
Travel Schedule (Arrivals)	9 October 2017
Travel Schedule (Departures)	9 October 2017
Meals / Banquet (if booked through LOC)	9 August 2017

Farewell Party (if applicable)	Deadline
Written information to LOC via the Booking Form	9 October 2017

Payment (to be made to the OC)	Deadline
Accommodation Costs (50%)	9 August 2017
Accommodation Costs (Balance)	9 October 2017
Meal Cost (50%)	9 August 2017
Meal Cost (Balance)	9 October 2017
Farewell Party (if applicable)	9 October 2017
Accreditations at the charge of the Delegations or the FIG Authority	9 October 2017

Lausanne. 05 May 2017

Sincerely Yours,

André Gueisbuhler
Secretary General

Incl:

- Appendix 1 – Accommodation Form*
- Appendix 2 – Arrival Information Form*
- Appendix 3 – Departure Information Form*
- Appendix 4 – Visa Application Form*
- Appendix 5 – Meals Form*
- Appendix 6 – Banquet Form*