



CZECH AEROBIC CHAMPIONSHIP OPEN 2015

Liberec, the Czech Republic
3rd October - 4th October, 2015



DIRECTIVES

Event ID 14327

Dear FIG affiliated Member Federation,

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

DISCIPLINE	Aerobic Gymnastics
HOST FEDERATION	Czech Gymnastics Federation Zatopkova 100/2, 160 17 Praha 6 Contact person: Mr. Roman Slavík Phone: +420 242 429 260, Mobil: +420 739 300 960 Email: cgf@gymfed.cz Website: http://www.gymfed.cz
LOCAL ORGANIZING COMMITTEE	Sport Aerobic Liberec Nezvalova 872/22, 460 15, Liberec Contact person: Mrs. Barbora Svatošová Mobil: +420 736 752 574 Email: barasvatosova@centrum.cz Website: http://www.sportaerobicliberec.cz , http://www.sportovni-aerobik.cz
LOCATION	Liberec, the Czech Republic
DATE	From 3 rd October to 4 th October, 2015
VENUE	HOME CREDIT ARENA LIBEREC Jeronymova 570/22, 460 07, Liberec 7 GPS: 50°75'24.681"N, 15°05'00.478"E Website: http://www.sportparkliberec.cz
APPARATUS SUPPLIER	GYMNOVA (Aero Floor One, Ref. 6630)
RULES AND REGULATIONS	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">• Statutes• Technical Regulations• Code of Points and relevant Newsletters• General Judges' Rules• Specific Judges' Rules• Doping Control Rules• Licence rules (except for non competitive events)• Media Rules• Apparatus Norms• FIG Rules for Sanctioning (approval) of International Events• Advertising and Publicity Rules <i>and subsequent decisions of the FIG Executive Committee</i>

FEDERATIONS INVITED	The Organizing Member Federation will invite all FIG Member Federations in good standing.						
AGE LIMITS	Aerobic Gymnastic, Step Aerobic and Dance Aerobic AG2 (Juniors): 15-17 years, Seniors: 18 year and older with valid FIG licence						
JUDGES AND JURIES	Each federation must send at least 1 judge with current valid FIG brevet for the current cycle at the time of the event. The number of Judge's panels will be decided depending on the number of participating competitors and judges. The Juries will be set by a draw from the judges present at the event. The priority will be given to the judges of the highest category.						
REGISTRATION DEADLINES	<table border="1"> <tr> <td>Definitive registration:</td> <td>3rd August, 2015</td> <td>8 weeks prior to the event</td> </tr> <tr> <td>Nominative registration:</td> <td>3rd September, 2015</td> <td>4 weeks prior to the event</td> </tr> </table>	Definitive registration:	3rd August, 2015	8 weeks prior to the event	Nominative registration:	3rd September, 2015	4 weeks prior to the event
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ENTRY FEES	The Entry fees for the different categories in each Age Group are as follows: IW & IM: 15 € / MP 30 € / TR: 45 € / GR: 50 € / DANCE: 80 € / STEP: 80 € 100% of the Entry fee must be paid to the bank account of the Czech Gymnastics Federation on 3rd September, 2015 at the latest (the deadline for the Nominative Entry).						
ACCREDITATION	The accreditation will take place at the venue "Home Credit Arena Liberec" upon arrival of the delegations. The accreditations will be handed to the Head of delegation. Detailed information about the accreditation procedure will be given with the Work Plan that will be distributed to all participating Federations on 21 st September, 2015 at the latest.						
EVENT FORMAT	The competition consists of Qualifications and Finals in all Age Groups and all categories. In case that there are less than 9 participants per category in the Qualifications, no Qualification is necessary. QUALIFICATIONS: There is no limit on the number of participants per category and nation in the Qualifications. FINALS: The top 8 (eight) competitors from the Qualification in each Age Group (SEN, AG2) and category (IW, IM, MP, TR, GR, DANCE & STEP) will take part in the Finals (maximum two per category and nation). In addition, if the organizing Federation has not qualified competitors in any category, it may nominate max. 1 participant in each category in each Age Group of its choice.						
PROVISIONAL SCHEDULE	Friday, 2nd October 2015 - Arrival, Accreditation, Orientation Meeting, Judges Meeting, Training Possibility Saturday, 3rd October 2015 - Judges Meeting, Qualifications in category AG2 & SEN Sunday, 4th October 2015 - Training Possibility, Finals in all categories Monday, 5th October 2015 - Departure						
EVENT MANAGER	Mrs Barbora Svatošová Phone: +420 736 752 574 Email: barasvatosova@centrum.cz						
MEDICAL SERVICES	During all days (training and competition) official medical persons will be present in the training and competition halls.						
VISA	Please verify immediately with your travel agent or the Czech Republic						

	<p>Embassy or Consulate in your country if a visa is required for your travel to the Czech Republic. The LOC will be happy to assist each Delegation member with an official invitation letter, provided that the request is made before 3rd September, 2015 to the Czech Gymnastics Federation.</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 Member as well as the city the visa application support letter must be sent to.</p>
INSURANCE	<p>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.</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>
INTERNATIONAL TRANSPORTATION	<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 3rd September 2015. If person from one delegation/Federations are arriving and departing with different flights, please fill in separate travel forms for each group of persons and indicate on the travel form the exact number of persons.</p>
LOCAL TRANSPORTATION	<p>The LOC may provide transportation to all delegation members, who have booked their accommodation through the LOC, from the Prague Airport to the their hotel and back on the official arrival and departure days.</p> <p>The cost of transport: 25 € per pesron</p> <p>Costs for the local transportation must be paid to the LOC by 3rd September, 2015.</p>
ACCOMMODATION	<p>Hotel Arena*** Jeronýmova 570/22, 460 07, Liberec Phone number: +420 488 048 111, Fax number: +420 488 048 110 E-mail: info@hotelarena.cz Web site: http://www.hotelarena.cz/</p> <p>The costs per person /night in this first Hotel are as follows: 45 € (single room, including breakfast) 35 € (double room, including breakfast)</p> <p>Hostel Arena** Jeronýmova 570/22, 460 07, Liberec Phone number: +420 488 048 111, Fax number: +420 488 048 110 E-mail: info@hotelarena.cz Web site: http://www.hotelarena.cz/</p> <p>The costs per person /night in this first Hotel are as follows: 20 € (4-6 persons in room, including breakfast)</p> <p>Hotel Pytloun Design Liberec**** Proletářská 195, 460 25, Liberec 25 Phone number: +420 486 109 050, mob.+420 774 484 002 E-mail: info@pytloun-hotels.cz Web site: http://www.design-hotel.cz</p> <p>The costs per person /night in this Hotel are as follows: 40 € (double room or triple room, including breakfast)</p> <p>Hotel Pytloun Travel Liberec***</p>

	<p>Volgogradská 70, 460 09, Liberec 9 Phone number: +420 480 020 383, mob.+420 774 484 002 E-mail: travel@pytloun-hotels.cz Web site: http://www.facebook.com/hotelypytloun 30 € (double room, triple room, including breakfast) 25 € (4 persons in room, including breakfast)</p> <p>The prices charged for the hotel rooms will not exceed the usual hotel rates. While the Provisional Accommodation Form must be returned to the LOC by 3rd August, 2015 at the very latest, the Hotel rooms will be allocated on a "first come, first serve" basis.</p> <p>The invited participating federations must pay for the accommodation expenses of their delegation members.</p> <p>The 100% costs for the accommodations must be paid to the LOC by 3rd September 2015.</p> <p>In case of room cancellations until 3rd September 2015, the LOC will refund 100% of the amount of annulled rooms. In case of room cancellations until 21st September 2015, the LOC will refund 50% of the amount of annulled rooms. In case of room cancellations after 21st September 2015, no claims of refunds will be accepted.</p>																		
BANK ACCOUNT INFORMATION	<p>Account Name: CZECH GYMNASTICS FEDERATION Bank Name: GE MONEY BANK a.s., Ban Address: Vitezne nam. 2, 160 00 Praha, Czech Republic Account Nr.: 1724809504/0600 IBAN: CZ 64 0600 0000 0017 2480 9504 BIC: AGBACZPP</p> <p>Each participating member Federation is kindly requested to integrate the payment's purpose as follows: CZE AER CHAMP OPEN</p> <p>The participating federation is responsible for covering all bank fees in connection with the bank transfers.</p>																		
MARKETING	FIG advertising and publicity norms must be respected.																		
MEDIA	<p>The Media Officer of the Czech Gymnastics Federation will be present. Email: cgf@gymfed.cz</p> <p>The national and local media will report the event. Streaming video will be provided and TV broadcast or TV record from the finals will be provided as well. More information at www.gymfed.cz</p>																		
SOCIAL MEDIA	<p>https://www.facebook.com/CeskaGymnastickaFederace?fref=ts https://www.facebook.com/pages/Sport-Aerobic-Liberec/153811938031867?fref=ts</p>																		
DEADLINES SUMMARY	<p>The forms should be sent to the Czech Gymnastics Federation (cgf@gymfed.cz) as specified below within the respective deadlines.</p> <table border="1"> <tr> <td>Definitive Registration</td> <td>3rd August, 2015</td> </tr> <tr> <td>Nominative Registration</td> <td>3rd September, 2015</td> </tr> <tr> <td>Provisional Accommodation Form</td> <td>3rd August, 2015</td> </tr> <tr> <td>Detailed Accommodation Form</td> <td>3rd September, 2015</td> </tr> <tr> <td>Travel Schedule Form</td> <td>3rd September, 2015</td> </tr> <tr> <td>Visa Request Form</td> <td>3rd September, 2015</td> </tr> <tr> <td>Payment of the Accommodation Costs</td> <td>3rd September, 2015</td> </tr> <tr> <td>Payment of the Entry Fee</td> <td>3rd September, 2015</td> </tr> <tr> <td>Payment of the local transportation</td> <td>3rd September, 2015</td> </tr> </table>	Definitive Registration	3rd August, 2015	Nominative Registration	3rd September, 2015	Provisional Accommodation Form	3rd August, 2015	Detailed Accommodation Form	3rd September, 2015	Travel Schedule Form	3rd September, 2015	Visa Request Form	3rd September, 2015	Payment of the Accommodation Costs	3rd September, 2015	Payment of the Entry Fee	3rd September, 2015	Payment of the local transportation	3rd September, 2015
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ADDITIONAL	Detailed information about the program, schedules and organization of the																		

INFORMATION

event will be given to the Work Plan and will be sent to all participating Federations after the nominative registration deadline, on 21st September, 2015 at the latest.

The Draw for the Qualifications and Finals will be done by the LOC on 17th September, 2015 according to the received Nominative Entries. The Draw will be distributed to all participating Federations together with the Work Plan.

If you have any questions, please don't hesitate to contact us.

Looking forward to welcome you to the **Czech Aerobic Championship Open 2015**.

Sincerely Yours,

Prague, 10-06-2015



A handwritten signature in blue ink, appearing to read 'Zdeněk Štěrba', is written over a light blue rectangular background.

Signature of the President
of the Czech Gymnastics Federation