

FÉDÉRATION INTERNATIONALE DE GYMNASTIQUE



49TH FIG ARTISTIC GYMNASTICS WORLD CHAMPIONSHIPS

STUTT GART (GER)

4 – 13 October, 2019



Directives

Dear President,

The FIG is pleased to herein provide you with the Directives for the 49th FIG Artistic Gymnastics World Championships to be held in Stuttgart (GER) from 4 to 13 October 2019. These World Championships (WCH) will be organized following the 2019 FIG Statutes, 2019 FIG Technical Regulations (TR), MAG Code of Points 2017-2020 (including NSL# 32, 33 and 34), WAG Code of Points 2017-2020 (including NSL# 42 and 43 and Help Desk 7th Edition), and other Rules, Regulations and Guidelines valid starting 1 January 2019, onwards, any possible amendments by the date of these WCH, and any complements decided in the meantime. All participating Federations commit to abide by the Statutes and all FIG Rules and Regulations. Federations failing to respect them will not be allowed to participate.

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1. FEDERATION INTERNATIONALE DE GYMNASTIQUE (FIG)

Fédération Internationale de Gymnastique

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Email : ttoivanen@fig-gymnastics.org and ccachemaille@fig-gymnastics.org

Website: <http://www.gymnastics.sport>

2. LOCAL ORGANIZING COMMITTEE (LOC)

STB Marketing und Event GmbH

Contact Person: Jörg Hoppenkamps

Fritz-Walter-Weg 19

GER - 70372 Stuttgart

Tel: + 49 711 28077 782

Fax: + 49 711 28077 272

E-mail: hoppenkamps@stuttgart2019.de

Website: <http://www.stb.de>

Event website: <https://www.stuttgart2019.de/>

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

Competition Hall	Hanns-Martin-Schleyer-Halle Mercedesstraße 69 70372 Stuttgart Website: https://www.hallenduo.de/en/home/ Venue Capacity: 7'500 seats	
Warm-up Hall	Porsche-Arena Mercedesstraße 69 70372 Stuttgart Website: https://www.hallenduo.de/en/home/ <u>MAG</u> : equipped with one full set of apparatus and additional PH/PB. VT/FX on Podium <u>WAG</u> : equipped with one full set of apparatus and additional UB/BB. VT/FX on Podium An additional general stretching area will be provided in the Warm-up Hall	
Training Halls	MAG: <u>Training Halls 1 and 2:</u> Additional Hall Benzstraße 70372 Stuttgart <u>Training Hall 3:</u> SpOrt Stuttgart Fritz-Walter-Weg 19 70372 Stuttgart <u>MAG</u> : equipped with 3 full set of apparatus and additional PH/PB with each set. <u>WAG</u> : equipped with 3 full set of apparatus and additional UB/BB with each set. An additional general stretching area will be provided in each Training Hall	WAG: <u>Training Halls 1 and 2:</u> Additional Hall Benzstraße 70372 Stuttgart <u>Training Hall 3</u> SCHARRena Fritz-Walter-Weg 5 70372 Stuttgart

Pictures of the Halls

Overview

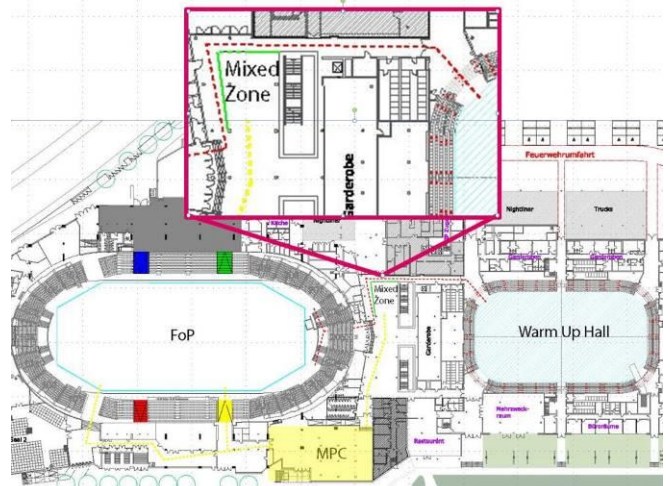


Competition Venue and Warm-up Hall

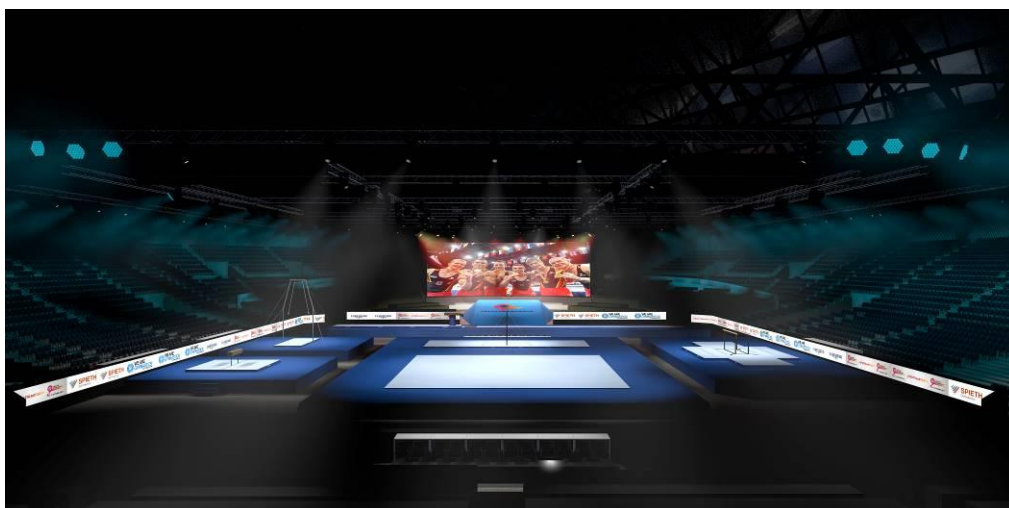


Picture: in.Stuttgart (M. Storck)

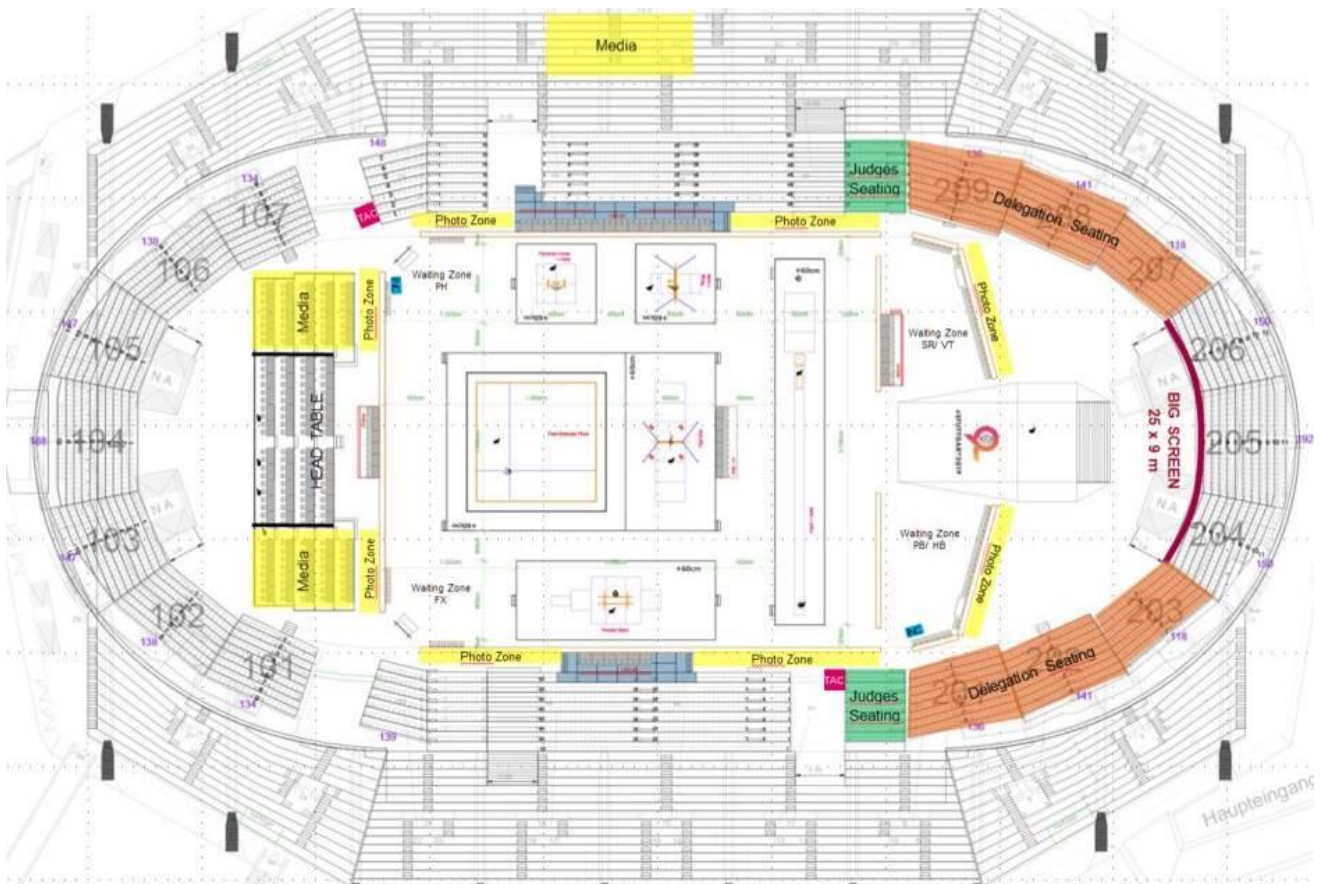
FOP, Warm-up Hall and Mixed Zone



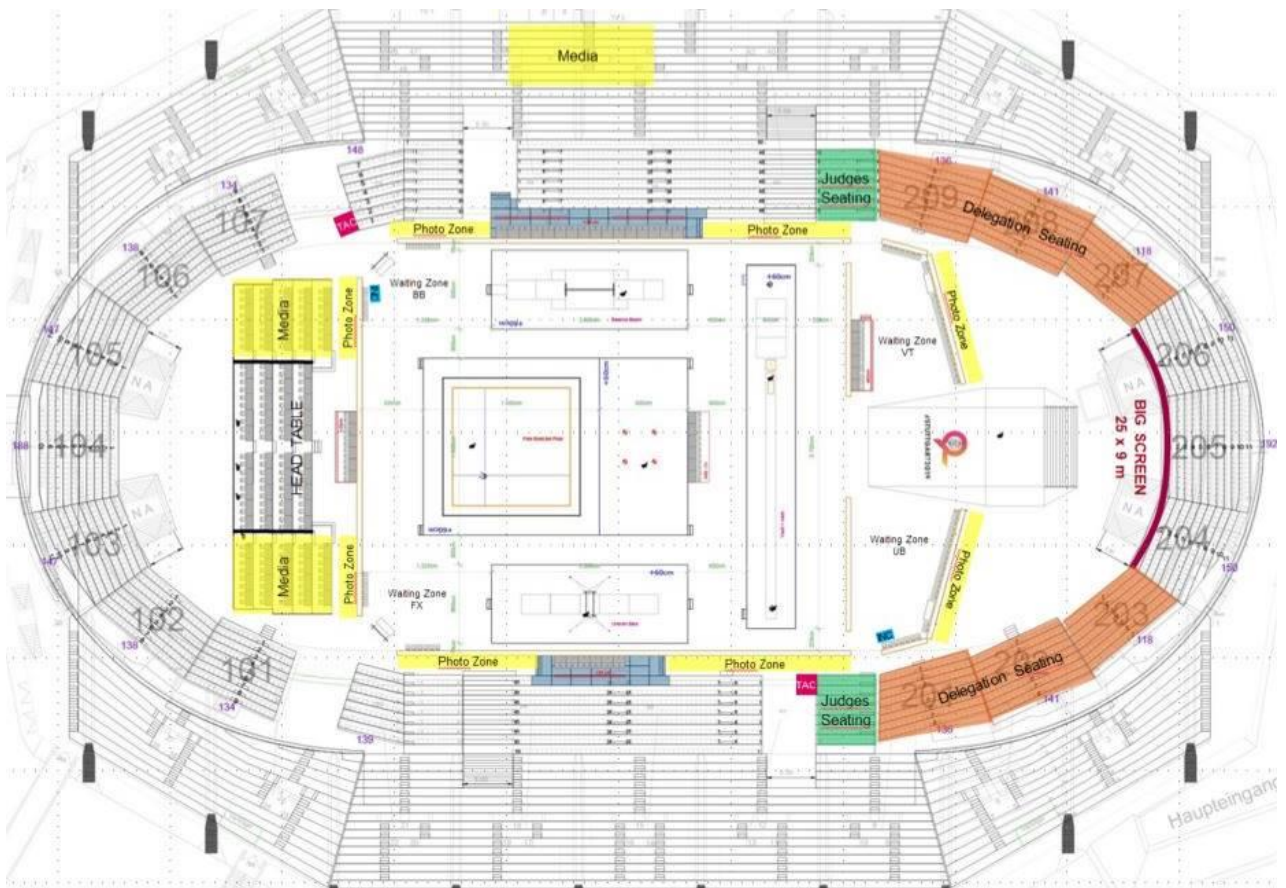
FOP (colors subject to changes)



MAG FOP



WAG FOP



4. PROVISIONAL PROGRAM (SUBJECT TO CHANGES)

DATE / TIME	DESCRIPTION	LOCATION
Thu. 26 Sept. As Announced As Needed	Arrival of the WTC Meeting FIG staff-LOC Staff	As Announced FIG Room
Fri. 27 Sept. As Announced As Needed 10:00-18:00	Arrival of the D-WAG Judges Meeting FIG staff-LOC Staff WTC Meeting	As Announced FIG Room WTC Room
Sat. 28 Sept. As Announced As Announced As Needed As per Schedule 09:30-12:30 14:00-16:30	Official Arrival of the Delegations Arrival of the MTC Meeting FIG staff-LOC Staff Apparatus Control WTC Meeting Meeting with D-WAG Judges	As Announced As Announced FIG Room Relevant Halls WTC Rooms Meeting Room
Sun. 29 Sept. As Announced As per Schedule As Needed As per Schedule 10:00-18:00 11:00-12:00 13:00-17:00 16:00-18:00 19:00-20:00 20:00-21:00	Arrival of the D-MAG Judges MAG and WAG Training Meeting FIG staff-LOC Staff Apparatus Control MTC Meeting WTC Meeting WAG Judges' Instruction, draw for Qualif., Longines' Briefing LOC Rehearsals (Event Presentation Review, Ceremonies) Distribution of Competitors' Bib numbers Orientation Meeting	As Announced Training Halls FIG Room Relevant Halls MTC Rooms WTC Room Meeting Room FOP SID TBC
Mon. 30 Sept. As per Schedule As per Schedule 08:00-08:30 As per Schedule As per Schedule All Day 09:00-12:00 14:00-18:00	MAG and WAG Training Apparatus Control WAG Judges' Briefing WAG Warm-up WAG Podium Training (Day 1 – Subdivisions 1 to 6) WAG Athletes' portrait photo session and Fujitsu Measurement MTC Meeting Meeting with D-MAG Judges	Training Halls Relevant Halls Meeting Room Warm-up Hall FOP Mixed Zone MTC Room Meeting Room
Tue. 1 Oct. As per Schedule As per Schedule 08:00-08:30 As per Schedule As per Schedule All Day 11:00 11:00-12:00 13:00-17:00	MAG and WAG Training Apparatus Control WAG Judges' Briefing WAG Warm-up WAG Podium Training (Day 2 – Subdivisions 7 to 12) WAG Athletes' portrait photo session and Fujitsu Measurement Opening Press Conference MTC Meeting MAG Judges' Instruction and draw for Qualif./AA Final, Longines' Briefing	Training Halls Relevant Halls Meeting Room Warm-up Hall FOP Mixed Zone TBC MTC Room Meeting Room

DATE / TIME	DESCRIPTION	LOCATION
Wed. 2 Oct. As per Schedule As per Schedule 09:00-09:30 As per Schedule As per Schedule All Day As Needed	MAG and WAG Training Apparatus Control MAG Judges' Briefing MAG Warm-up MAG Podium Training (Day 1 – Subdivisions 1 to 4) MAG Athletes' portrait photo session and Fujitsu Measurement WTC Meeting	Training Halls Relevant Halls Meeting Room Warm-up Hall FOP Mixed Zone WTC Room
Thu. 3 Oct. As per Schedule As per Schedule 09:00-09:30 As per Schedule As per Schedule All Day As Needed TBC TBC	MAG and WAG Training Apparatus Control MAG Judges' Briefing MAG Warm-up MAG Podium Training (Day 2 – Subdivisions 5 to 8) MAG Athletes' portrait photo session and Fujitsu Measurement WTC Meeting Heads of Delegation Welcome Reception Opening Ceremony	Training Halls Relevant Halls Meeting Room Warm-up Hall FOP Mixed Zone WTC Room Kursaal Bad Cannstatt TBC
Fri. 4 Oct. As per Schedule As per Schedule As Needed 08:00-08:30 As per Schedule As per Schedule 09:00- 11:00- 13:30- 15:30- 18:00- 20:00-	MAG and WAG Training Apparatus Control MTC Meeting WAG Judges' Briefing WAG Warm-up WAG Qualifications (Day 1) Subdivision 1 Subdivision 2 Subdivision 3 Subdivision 4 Subdivision 5 Subdivision 6	Training Halls Relevant Halls MTC Room Meeting Room Warm-up Hall FOP FOP FOP FOP FOP FOP FOP
Sat. 5 Oct. As per Schedule As per Schedule As Needed 08:00-08:30 As per Schedule As per Schedule 09:00- 11:00- 13:30- 15:30- 18:00- 20:00-	MAG and WAG Training Apparatus Control MTC Meeting WAG Judges' Briefing WAG Warm-up WAG Qualifications (Day 2) Subdivision 7 Subdivision 8 Subdivision 9 Subdivision 10 Subdivision 11 Subdivision 12	Training Halls Relevant Halls MTC Room Meeting Room Warm-up Hall FOP FOP FOP FOP FOP FOP FOP

DATE / TIME	DESCRIPTION	LOCATION
Sun. 6 Oct. As per Schedule As per Schedule 11:00-18:00 09:00-09:30 As per Schedule As per Schedule 10:00- 13:00- 16:30- 19:30-	MAG and WAG Training Apparatus Control WTC Meeting and Judges' analysis of WAG Qualif MAG Judges' Briefing MAG Warm-up MAG Qualifications (Day 1) Subdivision 1 Subdivision 2 Subdivision 3 Subdivision 4	Training Halls Relevant Halls WTC Room Meeting Room Warm-up Hall FOP FOP FOP FOP FOP
Mon. 7 Oct. As per Schedule As per Schedule 11:00-As Needed 09:00-09:30 As per Schedule As per Schedule 10:00- 13:00- 16:30- 19:30-	MAG and WAG Training Apparatus Control WTC Meeting and Judges' analysis of WAG Qualif (if needed) MAG Judges' Briefing MAG Warm-up MAG Qualifications (Day 2) Subdivision 5 Subdivision 6 Subdivision 7 Subdivision 8	Training Halls Relevant Halls WTC Room Meeting Room Warm-up Hall FOP FOP FOP FOP FOP
Tue. 8 Oct. As per Schedule As per Schedule 11:00 11:00-18:00 13:00-14:00 As per Schedule 14:30-17:05	MAG and WAG Training Apparatus Control LOC Rehearsal (Ceremonies) MTC Meeting and Judges' analysis of MAG Qualif WAG Judges' Briefing and Draw for Team Final WAG Warm-up WAG Team Final and Victory Ceremony	Training Halls Relevant Halls FOP MTC Room Meeting Room Warm-up Hall FOP
Wed. 9 Oct. As per Schedule As per Schedule 10:00-11:30 11:00-As Needed 12:00-15:00 12:15-13:15 As per Schedule 13:45-17:00	MAG and WAG Training Apparatus Control FIG President Round Table MTC Meeting and Judges' analysis of MAG Qualif (if needed) WTC Meeting and Judges' analysis of WAG Team Final MAG Judges' Briefing and Draw for Team Final MAG Warm-up MAG Team Final and Victory Ceremony	Training Halls Relevant Halls Meeting Room MTC Room WTC Room Meeting Room Warm-up Hall FOP

DATE / TIME	DESCRIPTION	LOCATION
Thu. 10 Oct.		
As per Schedule	MAG and WAG Training	Training Halls
As per Schedule	Apparatus Control	Relevant Halls
08:00-11:00	MTC Meeting and Judges' analysis of MAG Team Final	MTC Room
11:30-13:30	MAG Round Table	Meeting Room
13:30-14:30	MAG Athletes' Meeting	Meeting Room
14:30-15:30	WAG Judges' Briefing and Draw for AA Final	Meeting Room
As per Schedule	WAG Warm-up	Warm-up Hall
16:00-18:45	WAG All-Around Final and Victory Ceremony	FOP
Fri. 11 Oct.		
As per Schedule	MAG and WAG Training	Training Halls
As per Schedule	Apparatus Control	Relevant Halls
08:00-11:00	WTC Meeting and Judges' analysis of WAG AA Final	WTC Room
11:30-13:30	WAG Round Table	Meeting Room
13:30-14:30	WAG Athletes' Meeting	Meeting Room
14:30-15:30	MAG Judges' Briefing	Meeting Room
As per Schedule	MAG Warm-up	Warm-up Hall
16:00-19h25	MAG All-Around Final, Longines Prize, and Victory Ceremony	FOP
Sat. 12 Oct.		
As per Schedule	MAG and WAG Warm-up and Training	Training Halls
As per Schedule	Apparatus Control	Relevant Halls
10:00-11:30	FIG President Meeting with Top MAG Coaches (by invitation only)	FIG Room
11:30-13:30	MTC Meeting and Judges' analysis of MAG AA Final	MTC Room
14:00-14:45	MAG Judges' Briefing and Draw for App. Final (FX, PH, SR)	Meeting Room
14:45-15:30	WAG Judges' Briefing and Draw for App. Final (VT, UB)	Meeting Room
14:30-15:30	MAG and WAG Warm-up on FOP	FOP
16:00-19:50	Apparatus Finals (Day 1)	FOP
16:00	MAG Floor Exercise	FOP
	WAG Vault	FOP
Immed. after MAG FX	WAG Vault	FOP
Immed. after WAG VT	Victory Ceremonies MAG FX / WAG VT	FOP
Immed. after Vict. Cere	MAG Pommel Horse	FOP
Immed. after MAG PH	WAG Uneven Bars	FOP
Immed. after WAG UB	MAG Rings	FOP
Immed. after MAG SR	Victory Ceremonies MAG PH / WAG UB / MAG SR	FOP

An individual is entitled to only one accreditation card. If an individual has several valid "accreditable" functions, the highest function is normally selected and the access zones of the functions are cumulated. No substitutes may directly benefit from unused accreditations. The functions of judge and gymnast cannot be combined with any other function, except for gymnast who can also act as Head of Delegation. It is forbidden to make a change of function after the nominative entry deadline except in case of special authorisation by the FIG Secretary General or his representative. However, it is forbidden for someone with an accreditation to substitute his/her function with the function of gymnast.

Maximum Delegation Size

A Delegation is requested to submit its Delegation composition through **FIG** on-line registration system.

The maximum size of each Delegation, together with the number of transferable access cards (transferable within the Federation's official Delegation and for the appropriate function) as per FIG Rules for Accreditation is as follows:

Function - DEL	MAG	WAG	Mixed
Officials (regardless if participation with full teams or individual gymnasts)			
Head of Delegation / Head of Delegation and NF President	1	1	1
NF President as Guest (not as Head of Delegation) *	1	1	1
Accompanying Person of the NF President *	1	1	1
Medical Doctor	1	1	2
Paramedical Staff	1	1	2
Guest or VIP Guest*	1	1	2
Full Teams (for Delegations with 4 to 5 gymnasts)			
Gymnasts	5	5	10
Reserve Gymnasts	1	1	2
Team Manager	1	1	2
Coach	3	3	6
Additional Coaches (the total number of coaches and additional coaches per discipline may not exceed the total number of gymnasts) *	2	2	
Judge	2	2	4
Additional Paramedical Staff *	1	1	2
Individual Gymnasts (for Delegations with 1 to 3 gymnasts)			
Gymnasts	3	3	6
Coach (max. 1 coach per gymnast)	2	2	4
Additional Coach (the total number of coaches and additional coaches per discipline may not exceed the total number of gymnasts) *	1	1	
Judges	1	1	2

Transferable Access Cards to be used in conjunction with the primary accreditation card (the total number of transferable access cards for coaches may not exceed the total number of coaches per discipline)			
Zone 1 for coach (for Delegations with 1-3 MAG and 1-3 WAG gymnasts)	1	1	2
Zone 1 for coach (for Delegations with 4-5 MAG and 4-5 WAG gymnasts)	2	2	4
Zone 1 for medical staff	1	1	1
Zone 3 for MAG/WAG Team Manager (for Delegations with a team only) or Head of Delegation	1	1	1

Accreditations with a star (*) are at the charge of the Delegations. The costs of these accreditations are as follows:

Additional Coach – DEL	€200
Additional Paramedical Staff – DEL	€200
Guest – DEL Accommodation booked via LOC: access to Delegations seats, local transport, Farewell Party	€200
Guest – DEL Accommodation not booked via LOC: access to Delegations seats	€200
Guest – DEL with VIP Accommodation booked via LOC: access to Delegations seats, VIP seats, VIP Lounge, local transport, Farewell Party	€400
Guest – DEL with VIP Accommodation not booked via LOC: access to Delegations seats, VIP seats, VIP Lounge	€400
NF President as Guest (not as Head of Delegation) – DEL Accommodation booked via LOC: access to Delegations seats, local transport, Farewell Party	€200
NF President as Guest (not as Head of Delegation) – DEL Accommodation not booked via LOC: access to Delegations seats	€200
NF President as Guest (not as Head of Delegation) – DEL with VIP Accommodation booked via LOC: access to Delegations seats, VIP seats, VIP Lounge, local transport, Farewell Party	€400
NF President as Guest (not as Head of Delegation) – DEL with VIP Accommodation not booked via LOC: access to Delegations seats, VIP seats, VIP Lounge	€400
Accompanying Person of the NF President – DEL	€200
Accompanying Person of the NF President – DEL with VIP	€400

Supplementary Accreditations

The following supplementary Accreditations, either free of charge or at the charge of the FIG Authorities may also be delivered. They are **not** part of **FIG** on-line registration system for Delegations.

A request to receive supplementary accreditations must be sent **in writing to the FIG Office** as soon as possible **but by no later than 04 July 2019**. Past this deadline, accreditations may not be processed in time for the WCH.

FIG, former FIT and IFSA Honorary Members as FIG Guests of Honor	Free
Former Olympic and World Champions as FIG Guests of Honor	Free
FIG Council Members	Free
Continental Union Secretary General as FIG Guest	Free
Continental Union ART TC Presidents as FIG Guest	Free
FIG Accompanying Person of TC Members	€200
FIG Accompanying Person of EC Members (including TC Presidents)	Free
FIG Accompanying Person of FIG, former FIT and IFSA Honorary Members	Free

Organizers of the next ART WCH - Maximum 6 accreditations including 2 VIP	
Accommodation booked via LOC: access to Delegations seats, local transport, Farewell Party	Free
Accommodation not booked via LOC: access to Delegations seats	Free
With VIP: accommodation booked via LOC: access to Delegations seats, VIP seats, VIP Lounge, local transport, Farewell Party	Free
With VIP: accommodation not booked via LOC: access to Delegations seats, VIP seats, VIP Lounge	Free

Organizers of future ART multi sports Games, World and Continental Championships other than the next ART WCH (if assigned, or if candidature/bidding file received)	
Accommodation booked via LOC: access to Delegations seats, local transport, Farewell Party	€200
Accommodation not booked via LOC: access to Delegations seats	€200
With VIP: accommodation booked via LOC: access to Delegations seats, VIP seating, VIP Lounge, local transport, Farewell Party	€400
With VIP: accommodation not booked via LOC: access to Delegations seats, VIP seats, VIP Lounge	€400

Additional Observers for organizers of the next ART WCH (7 and plus) and all other Observers	
Accommodation booked via LOC: access to Delegations seats, local transport, Farewell Party	€200
Accommodation not booked via LOC: access to Delegations seats	€200
With VIP: accommodation booked via LOC: access to Delegations seats, VIP seats, VIP Lounge, local transport, Farewell Party	€400
With VIP: accommodation not booked via LOC: access to Delegations seats, VIP seats, VIP Lounge	€400

Payment

The payment for accreditations (at the charge of the Delegations or the FIG Authorities) must be made exclusively **to the LOC** through bank transfer by **15 July 2019** at the very latest as follows:

Beneficiary	STB Marketing und Event GmbH Fritz-Walter-Weg 19 70372 Stuttgart Germany
Bank Account / IBAN	DE64 6005 0101 0002 8827 14
Bank	Baden-Württembergische Bank Kleiner Schlossplatz 11 70173 Stuttgart Germany
SWIFT/BIC	SOLADEST600

All bank fees in connection with the bank transfers must be covered. The bank transfer should be made in one total sum including all subtotals for accreditation, accommodation, meals, farewell party, visa, etc. It is not necessary to transfer the subtotals individually. Please state the name of your Federation and the payment purpose on the transfer (i.e. "SUI_2019 ART WCH"). The payment must be made in **Euro (€) only**.

In case of lost or stolen accreditation, the LOC and the FIG must be informed immediately to block the accreditation. Lost or stolen accreditations may be replaced at the charge of the card holder (€200). Lost or stolen transferable access cards will **not** be replaced.

Media Accreditations

International media representatives as well as Federations' communications staff who are interested in covering the WCH can register online at <https://media.gymnastics.sport>. 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: 24 July 2019. The FIG Accreditation Rules and Media Rules have to be strictly respected.

6. AGE LIMIT OF GYMNASTS.

- The age of the **MAG gymnasts** in 2019 is minimum 18 years old (born 2001) or older.
- The age of the **WAG gymnasts** in 2019 is minimum 16 years old (born 2003) or older.

7. REGISTRATIONS AND ENTRY FEES

Registrations can only be made by FIG affiliated Federations in good standings. Each Delegation entering a team (4 to 5 gymnasts) has the right to present two qualified E-judges in good standing of which one, at least, will be called upon to judge, provided that no R-judge was nominated or D judge was drawn. The total number of judges per NF may not exceed 2:

- If 1 R is nominated, then only 1 E can be registered.
- If 1 D is drawn, then only 1 E can be registered
- If 1 D is drawn, then no R can be nominated.

Each Delegation entering individuals (1 to 3 gymnasts) has the right to present one qualified E-judge.

Provisional Registration

The provisional registrations must be completed by entering the composition of the Delegation through the **FIG** on-line system and by using the National Gymnastics Federations' login (e-mail address) and password **until 03 May 2019 (until 23:59 Swiss time)** at the very latest.

After the provisional registration, the LOC will provide by email to each Federation instructions on how to access the **LOC** online system. By using the **LOC** online system, Federations will be able to:

- Book accommodations and meal options
- Submit travel schedule information (arrivals and departures)
- Make visa requests
- Buy additional Farewell Party tickets
- Upload photos of each Delegation member
- Request insurance coverage
- Upload the WAG Floor Exercise Music. If the music upload is not completed by 16 September 2019 (i.e. at step 2 of the nominative Registration) and needs to be done on site, an additional service fee of **€20** will be charged.

Important note: the LOC online system will be open to enter your data at your convenience until the corresponding deadlines for the individual modules. After the deadlines, the LOC online system will be locked for the respective modules. To change data at a later point, a **change request** will have to be submitted to the LOC in writing which will then be processed by the LOC. A fee of **€20** will be charged per change request. Fees for change requests are on top of cancellation costs. **Name changes as allowed in the FIG Rules will not be fined.**

Definitive Registration

The definitive registration must be completed by entering the composition of the Delegation through the **FIG** on-line system and by using the National Gymnastics Federations' login (e-mail address) and password **between 04 May 2019 and 04 July 2019 (until 23:59 Swiss time)** 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).**

Nominative Registration

Step 1

The nominative registrations must be completed by entering the composition of the Delegation through the **FIG** on-line system and by using the National Gymnastics Federations' login (e-mail address) and password **between 05 July 2019 and 04 September 2019 (until 23:59 Swiss time)** at the very latest.

Together with the nominative registration, the Delegations must upload to the **LOC** online system one passport photo of each Delegation member. The specifications of each photo must be as follows:

- File format: .jpg or .jpeg
- Dimensions: min. 175 X 225 pixels, max. 1750 X 2250 pixels
- Width 35 x 45 height
- File size: max. 2MB

If the photo upload is not completed by 04 September 2019 and needs to be done on site, an additional service fee of **€20** will be charged.

Step 2

Past the deadline of **04 September 2019**, the **FIG** online nominative registration system will **reopen between 09 September 2019 and 16 September 2019 (until 23:59 Swiss time)** should National Federation have to modify the composition of their Delegation **strictly in accordance with FIG Rules for Accreditation.**

Step 3

Past the deadline of **16 September 2019**, the **FIG** online system will be closed and further modifications related to the Delegation's composition will then have to be sent via e-mail to FIG Offices by using the relevant Work Plan Appendix.

Entry Fees

The **non-reimbursable** registration fees are of:

- CHF 200.- **per team** (i.e. for Delegations with 4 to 5 gymnasts plus one reserve if any)
- CHF 50.- **per individual gymnast** (i.e. for Delegations with 1, 2, or 3 individual gymnasts)

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

The requisite **Entry Fee** are due and must be received by the FIG at the latest at the date of the deadline for the Definite Registration. Registrations without payment of the fee in due time will not be considered in the draw and therefore the gymnasts will not be allowed to participate in the competition. In case of none or partial participation, the inscription fee will **not** be reimbursed.

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

NF – Event ID – Discipline – Event Level – Year – Host Country

(Example: SUI - 14274 - ART - WCH - 2019 - GER)

Failing to do so could 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. The total amount of the FIG entry fees must be paid to FIG by **04 July 2019** by using one of the following payment means:

Bank transfer:

Beneficiary	Fédération Internationale de Gymnastique Av. de la Gare 12A, 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.

Credit card:

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

- **NF – Event ID – Discipline – Event Level – Year – Host Country**
(Example: SUI - 14274 - ART - WCH - 2019 - GER)
- **Amount and currency**
- **email address** to be used for receiving the link which will allow you to directly enter the credit card details

Fines

The fines are as follows (as per FIG TR, Section 1, Reg. 4.1.):

Fine after missing Provisional Registration deadline or after late Provisional Registration	CHF 1'000
Fine after missing Definitive Registration deadline or after late Definitive Registration (until the gymnast's drawing of lots)	CHF 1'500
Fine after missing Nominative Registration deadline or after late Nominative Registration	CHF 1'000
Fine for not participating with a team or for participating with individual gymnasts only after Definitive Registration has been made 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 **on 04 August 2019 at the very latest** (i.e. one month prior to the deadline for the nominative registration). Please consult FIG License Rules for additional information in this respect

9. JUDGES

The MAG and WAG D1, D2 and R Judges will be respectively drawn and designated by FIG. Each Delegation may send MAG and WAG Judges of Category I, II, III. The MAG and WAG E-judges' draw will be conducted in Stuttgart in accordance with the provisions of the 2017-2020 FIG General Judges' Rules, including Reg. 7.10.3 a) of the TR. The Jury of Appeal will be composed as follows:

Discipline	President	Member	Member
MAG	Jesus Carballo	Ali Zaater	To be named on site if required
WAG	Naomi Valenzo	Youssef Al-Tabbaa	To be named on site if required

10. DRAWING OF LOTS

The drawing of lots will decide the starting order of the Qualifications and the Apparatus Finals. The gymnasts' drawing of lots will take place within two weeks after the deadline of the Definitive Registration on 16 July 2019 at 11:00 at the Stuttgart City Hall. An official communication will be sent in due course by the FIG to the parties concerned which are entitled to be present at the draw.

11. COMPETITIONS FORMAT AND PROGRAMME

These restricted Teams and Individual Gymnasts WCH comprise exercises on each of the various apparatus to determine the Team World Champion (Team Final), the All-Around World Champion (All-Around Final) and the World Champion on each Apparatus (Apparatus Finals). The Qualifications, Team Final, All-Around Final, and Apparatus Finals will be conducted according to the 2019 FIG Technical Regulations, including Section 2 for Artistic Gymnastic, Reg. 5.1 and 5.2.

The provisional training, warm-up, and competition schedules will be included in the Work Plan.

At these WCH, the following will be implemented:

- A large screen will be installed and used to enhance each segment of the event experience.
- Gymnasts will be presented on a large stage before making their way to their apparatus.
- The MAG and WAG Apparatus Podiums will be positioned in circle (see point 3 above)
- The Judges' panels and Apparatus Supervisor will sit in one line (see point 3 above)
- The Floor Exercise and Vault Line Judges will both use a video control system.
- The Countries' flags will be displayed on the large screen at the Opening Ceremony, as part of the pre-show for each Competition Session, for the Victory Ceremony, and at the Closing Ceremony
- The Mixed Zone will be located along the pathway from the competition venue back to the warm up hall.



These WCH are also part of the gymnasts' qualification for the 2020 Olympic Games in Tokyo. They will serve to qualify:

- the remaining 9 MAG and 9 WAG teams from the Qualifications
- 12 MAG and 20 WAG All-Around gymnasts from the Qualifications
- a maximum of 18 MAG and 12 WAG gymnasts from the Apparatus Finals

The LOC is thrilled to report that audience interest for these WCH has exceeded all expectations and that the ticket sale has been amazing. Some competition days are already sold out and only limited tickets remain for other days. This will lead to a "full house" with magnificent atmosphere for gymnasts and delegations. If your delegation members are interested in tickets they need to act quickly and get in touch with the LOC via mail to info@stuttgart2019.de. Due to high interest however, the LOC cannot guarantee that ticket requests will be considered.

12. ATHLETES' BIOGRAPHIES, PORTRAIT PHOTO SESSION, FUJITSU MEASUREMENT

Athlete biographies are available online at http://www.gymnastics.sport/site/athletes/bio_view.php and will be updated before the WCH.

Information on an official and compulsory athlete photo session during Podium Training for gymnasts whose portrait photos have not been submitted prior to the championships will be announced at the orientation meeting. Further information will be mentioned in the Work Plan. We also welcome your cooperation in assisting Fujitsu's request for each gymnast to take a 30 seconds body measurement scan in 4 positions to help calibrate their Judges' Support System for use during the WCH. This will be held in conjunction with the Athletes' Photo Session and more information will follow in the Work Plan.

13. GYMNASTICS AMBASSADORS

Catalina Ponor (ROU), three-time Olympic champion at the Athens Games in 2004, and Fabian Hambüchen (GER), the 2016 Olympic Champion on the Horizontal Bar, are the Gymnastics Ambassadors for these WCH. They will present medals, especially the gold medal to the All-Around winners. They will also be available for photo shoots, autograph sessions, meeting with athletes, interview requests and other activities from the FIG and the LOC on site.

14. 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 **04 July 2019** 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.

15. EQUIPMENT

The Manufacturer Supplier will be SPIETH Gymnastics GmbH. While the color of the Floor Exercise mat will be blue, please refer to Appendix 1 for the complete List of Apparatus which will be used, including the certified product names and article numbers.

16. VISA

Please verify immediately with your travel agency 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 Visa request is made to the LOC through the **LOC** online system before **4 September 2019** and includes a clear copy of the valid passport (i.e. picture page with specific information), the identity of the applicants, the function, full name, gender, date of birth, citizenship and passport number, passport expiry date, as well as the arrival and departure dates of the Delegation Member. Kindly specify also if you need the invitation letter via DHL delivery or via email. If by DHL, the shipping costs will be **€90** per shipment.

Please note that the visas will be sent out on 5 and 6 September 2019. If this date is too late for you due to a time-consuming procedure on your side, please contact the LOC before the deadline to let the LOC know that your visa request is already final and that the invitation letter can be issued before the deadline.

General visa information for Germany can also be obtained as follows: <https://www.auswaertiges-amt.de/en/einreiseundaufenthalt/visabestimmungen-node>

17. TRANSPORTATION

International transportation

The international transportation to Stuttgart will be at each Delegation's own expenses. The FIG and the LOC strongly recommend that each Federation take a cancellation insurance for their international transportation.

Local transportation

Accredited Delegations who will:

- stay at one of the official hotels;
- book their accommodation through **LOC** online system and
- submit the travel schedule information for arrivals and departures through **LOC** online system by **04 September 2019** at the latest,

will be provided with local transportation between Stuttgart International Airport or Stuttgart Railway Station and the official hotels on the official arrival and departure days free of charge. Transportation from/to the Airport and Railway Station might be subject to fees for transport on other days. This service will be organized by the LOC. A shuttle service will be available for the local transportation of all accredited persons (if applicable) between the official hotels and the training, warm-up, and competitions halls as well as any other official functions as needed. Member Federations who do not stay at one of the official hotels, do not book their accommodations through the LOC and do not submit through **LOC** online system their travel schedule for arrival and departure within the given deadline will not be entitled to use the LOC local transportation system. They will be responsible for the transportation of their Delegation members and for being on time as per the event schedule.

With their accreditation Delegation Members will be able to use the **local public transport system** free of charge during the WCH. Please note that due to the parallel "Cannstatter Wasen" festival right next to the competition arena, parking in the vicinity of the arena might prove problematic **since parking opportunities will be limited**.

18. ACCOMMODATION

The LOC is delighted to provide FIG and Delegations members with the following selection of official hotels. Please note that all rates (per person and night) include breakfast, applicable taxes, service charges, and transportation.

General Information

Apart from the Category I hotel (i.e. the Maritim Hotel Stuttgart only) and the Category IV hotels (i.e. with allocations according to the room type booked) you can only book a hotel **Category** through the LOC online system. These Categories will be allocated strictly in order of booking receipt, on a first-come, first-served basis. FIG affiliated member Federations should therefore request their accommodation reservations as a matter of priority and well in advance of the due dates of respectively **04 July 2019** and **04 September 2019** as rooms are limited. If your desired Category is not available due to the fact that it is already fully allocated, you will be informed by the LOC in order to discuss alternative options.

The hotels' allocation within the Categories II and III will be made by the LOC after the definitive registration of 4 July 2019, depending on the number of rooms reserved and the twin/single room ratio of the accommodation booking. While you are welcome to let the LOC know the name of your preferred hotel, the final allocation will however be the full responsibility of the LOC.

Official Hotel for FIG / Prices

Hilton Garden Inn Stuttgart (click [here](#) for more information)

Mercedesstrasse 75, 70372 Stuttgart, Germany
Phone: + 49 711 900 55 505, Fax: + 49 711 900 55 100



Prices with breakfast per person / per night

Single room	€290 *
Twin room	€145 *

* Please note that these hotel prices are valid up to the accommodation deadline of 4 July, 2019. The hotel prices will increase automatically by €5 per person and night in all categories after the accommodation deadline.

Official Hotel for Judges (D/R Judges and Delegations E Judges) / Prices

Kongresshotel Europe (click [here](#) for more information)

Siemensstrasse 26, 70469 Stuttgart, Germany
Phone: +49 711 81004 1225, Fax: +49 711 81004 1114

Messehotel Europe (click [here](#) for more information)

Siemensstrasse 33, 70469 Stuttgart, Germany
Phone: +49 711 81004 0, Fax: +49 711 81004 1118



Judges will not stay with their Delegations but will be accommodated in the Judges' hotel (two separate buildings across the street). The Judges' hotel must be booked by the NFs via the LOC online system.

Prices with breakfast per person / per night

Single room	€200 *
Twin room	€120 *

* Please note that these hotel prices are valid up to the accommodation deadline of 4 July, 2019. The hotel prices will increase automatically by €5 per person and night in all categories after the accommodation deadline.

Official Hotel for Delegations / Category and Prices

Maritim Hotel Stuttgart (click [here](#) for more information) – CATEGORY I

Seidenstraße 34, 70174 Stuttgart, Germany
Phone.: +49 711 942 0, Fax: +49 711 942 1000



Prices with breakfast per person / per night

Single room	€220 *
Twin room	€145 *
Triple room (limited number)	€116 *
Upgrade accredited gymnast to Cat. I single room	€100 *
Upgrade accredited gymnast to Cat. I twin room	€25 *

* Please note that these hotel prices are valid up to the accommodation deadline of 4 July, 2019. The hotel prices will increase automatically by €5 per person and night in all categories after the accommodation deadline.

Arcona design MO.HOTEL (click [here](#) for more information) – **CATEGORY II**

Schwabengalerie, Hauptstraße 26, 70563 Stuttgart, Germany

Phone: +49 711 28056 0, Fax: +49 711 28056 100

**Prices with breakfast per person / per night**

Single room	€200 *
Twin room	€120 *
Upgrade accredited gymnast to single room	€80 *

* Please note that these hotel prices are valid up to the accommodation deadline of 4 July, 2019. The hotel prices will increase automatically by €5 per person and night in all categories after the accommodation deadline.

Dormero Hotel (click [here](#) for more information) – **CATEGORY II**

Plieninger Str. 100, 70567 Stuttgart, Germany

Phone: +49 711 721 0 , Fax: +49 711 721 2009

**Prices with breakfast per person / per night**

Single room	€200 *
Twin room	€120 *
Upgrade accredited gymnast to single room	€80 *

* Please note that these hotel prices are valid up to the accommodation deadline of 4 July, 2019. The hotel prices will increase automatically by €5 per person and night in all categories after the accommodation deadline.

IBIS Styles Vaihingen (click [here](#) for more information) – **CATEGORY II**

Ruppmanstraße 22, 70565 Stuttgart, Germany

Phone: +49 711 26898610, Fax: +49 711 26898680

**Prices with breakfast per person / per night**

Single room	€200 *
Twin room	€120 *
Upgrade accredited gymnast to single room	€80 *

* Please note that these hotel prices are valid up to the accommodation deadline of 4 July, 2019. The hotel prices will increase automatically by €5 per person and night in all categories after the accommodation deadline.

Möwenpick Hotel Stuttgart Airport (click [here](#) for more information) – **CATEGORY II**

Flughafenstraße 50, 70629 Stuttgart, Germany

Phone: +49 711 553440, Fax: +49 711 55344-9000

**Prices with breakfast per person / per night**

Single room	€200 *
Twin room	€120 *
Upgrade accredited gymnast to single room	€80 *

* Please note that these hotel prices are valid up to the accommodation deadline of 4 July, 2019. The hotel prices will increase automatically by €5 per person and night in all categories after the accommodation deadline.

Pullman Stuttgart Fontana (click [here](#) for more information) – **CATEGORY II**

Vollmüllerstraße 5, 70563 Stuttgart, Germany

Phone: +49 711 7300, Fax: +49 711 7302 525

**Prices with breakfast per person / per night**

Single room	€200 *
Twin room	€120 *
Upgrade accredited gymnast to single room	€80 *

* Please note that these hotel prices are valid up to the accommodation deadline of 4 July, 2019. The hotel prices will increase automatically by €5 per person and night in all categories after the accommodation deadline.

Wyndham Stuttgart Airport Messe (click [here](#) for more information) – **CATEGORY II**

Flughafenstraße 51, 70629 Stuttgart, Germany

Phone: +49 711 62768 920, Fax: +49 711 62768 929

**Prices with breakfast per person / per night**

Single room	€200 *
Twin room	€120 *
Triple room	€90 *
Upgrade accredited gymnast to single room	€80 *

* Please note that these hotel prices are valid up to the accommodation deadline of 4 July, 2019. The hotel prices will increase automatically by €5 per person and night in all categories after the accommodation deadline.

B&B Hotel Stuttgart Bad Cannstatt (click [here](#) for more information) – **CATEGORY III**

König-Karl-Straße 78, 70372 Stuttgart, Germany

Phone: +49 711 63357990, Fax: +49 711 63357999

**Prices with breakfast per person / per night**

Single room	€120 *
Twin room / Double room	€75 *
Upgrade accredited gymnast to single room	€45 *

* Please note that these hotel prices are valid up to the accommodation deadline of 4 July, 2019. The hotel prices will increase automatically by €5 per person and night in all categories after the accommodation deadline.

B&B Hotel Stuttgart-City (click [here](#) for more information) – **CATEGORY III**

Siemensstraße 58, 70469 Stuttgart, Germany

Phone: +49 711 62767 0, Fax: +49 711 62767 444

**Prices with breakfast per person / per night**

Single room	€120 *
Twin room	€75 *
Upgrade accredited gymnast to single room	€45 *

* Please note that these hotel prices are valid up to the accommodation deadline of 4 July, 2019. The hotel prices will increase automatically by €5 per person and night in all categories after the accommodation deadline.

B&B Hotel Stuttgart-Vaihingen (click [here](#) for more information) – **CATEGORY III**

Schockenriedstraße 33, 70565 Stuttgart, Germany

Phone: +49 711 22095 0 , Fax: +49 711 22095 444

**Prices with breakfast per person / per night**

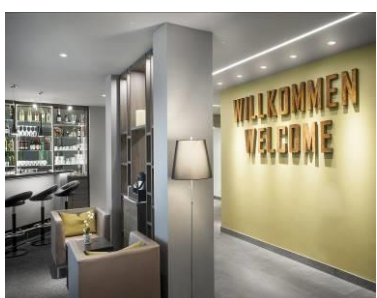
Twin room	€75 *
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* Please note that these hotel prices are valid up to the accommodation deadline of 4 July, 2019. The hotel prices will increase automatically by €5 per person and night in all categories after the accommodation deadline.

Best Western Hotel Favorit (click [here](#) for more information) – **CATEGORY III**

Gartenstraße 18, 71638 Ludwigsburg, Germany

Phone: +49 7141 97677 0, Fax: +49 7141 97677 555

**Prices with breakfast per person / per night**

Single room	€120 *
Twin room	€75 *
Upgrade accredited gymnast to single room	€45 *

* Please note that these hotel prices are valid up to the accommodation deadline of 4 July, 2019. The hotel prices will increase automatically by €5 per person and night in all categories after the accommodation deadline.

Ibis Budget Ludwigsburg (click [here](#) for more information) – **CATEGORY III**

Pflugfelder Str. 18, 71636 Ludwigsburg, Germany

Phone: +49 7141 91120 0, Fax: +49 7141 91120 100

**Prices with breakfast per person / per night**

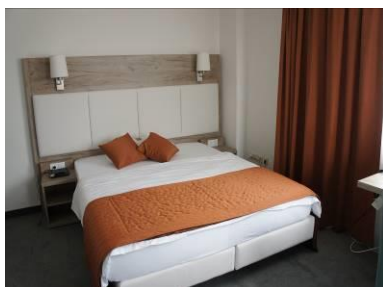
Single room	€120 *
Twin room	€75 *
Upgrade accredited gymnast to single room	€45 *

* Please note that these hotel prices are valid up to the accommodation deadline of 4 July, 2019. The hotel prices will increase automatically by €5 per person and night in all categories after the accommodation deadline.

Komfort Hotel Ludwigsburg (click [here](#) for more information) – **CATEGORY III**

Schillerstraße 19, 71638 Ludwigsburg, Germany

Phone: +49 7141 9410 0, Fax: +49 7141 9410 10

**Prices with breakfast per person / per night**

Single room	€120 *
Twin room	€75 *
Upgrade accredited gymnast to single room	€45 *

* Please note that these hotel prices are valid up to the accommodation deadline of 4 July, 2019. The hotel prices will increase automatically by €5 per person and night in all categories after the accommodation deadline.

Youth Hostel Stuttgart Neckarpark (click [here](#) for more information) – **CATEGORY IV**

Elwertstraße 2, 70372 Stuttgart, Germany

Phone: +49 711 664747 0, Fax: +49 711 664747 10

**Prices with breakfast per person / per night**

Triple room	€40 *
Four-bed room	€40 *

* Please note that these hotel prices are valid up to the accommodation deadline of 4 July, 2019. The hotel prices will increase automatically by €5 per person and night in all categories after the accommodation deadline.

Youth Hostel Stuttgart International (click [here](#) for more information) – **CATEGORY IV**

Haußmannstr. 27, 70188 Stuttgart, Germany

Phone: +49 711 664747 0, Fax: +49 711 664747 10

**Prices with breakfast per person / per night**

Twin room	€40 *
Five-bed room	€40 *
Six-bed room (only one room available)	€40 *

* Please note that these hotel prices are valid up to the accommodation deadline of 4 July, 2019. The hotel prices will increase automatically by €5 per person and night in all categories after the accommodation deadline.

Official Hotel for Media and Press / Prices

Media accommodation can be booked at **Hotel am Charlottenplatz** between **13 May 2019** and **4 July 2019** by contacting: **Hannes Hasspacher**, hannes.hasspacher@stuttgart2019.de

Hotel am Charlottenplatz (click [here](#) for more information)

Plochingerstr. 1, 73730 Esslingen, Germany

Phone.: +49 711 248493 0, Fax: +49 711 248493 25

**Prices with breakfast per person / per night**

Single room	€160 *
Twin room	€95 *

* Please note that these hotel prices are valid up to the accommodation deadline of 4 July, 2019. The hotel prices will increase automatically by €5 per person and night in all categories after the accommodation deadline.

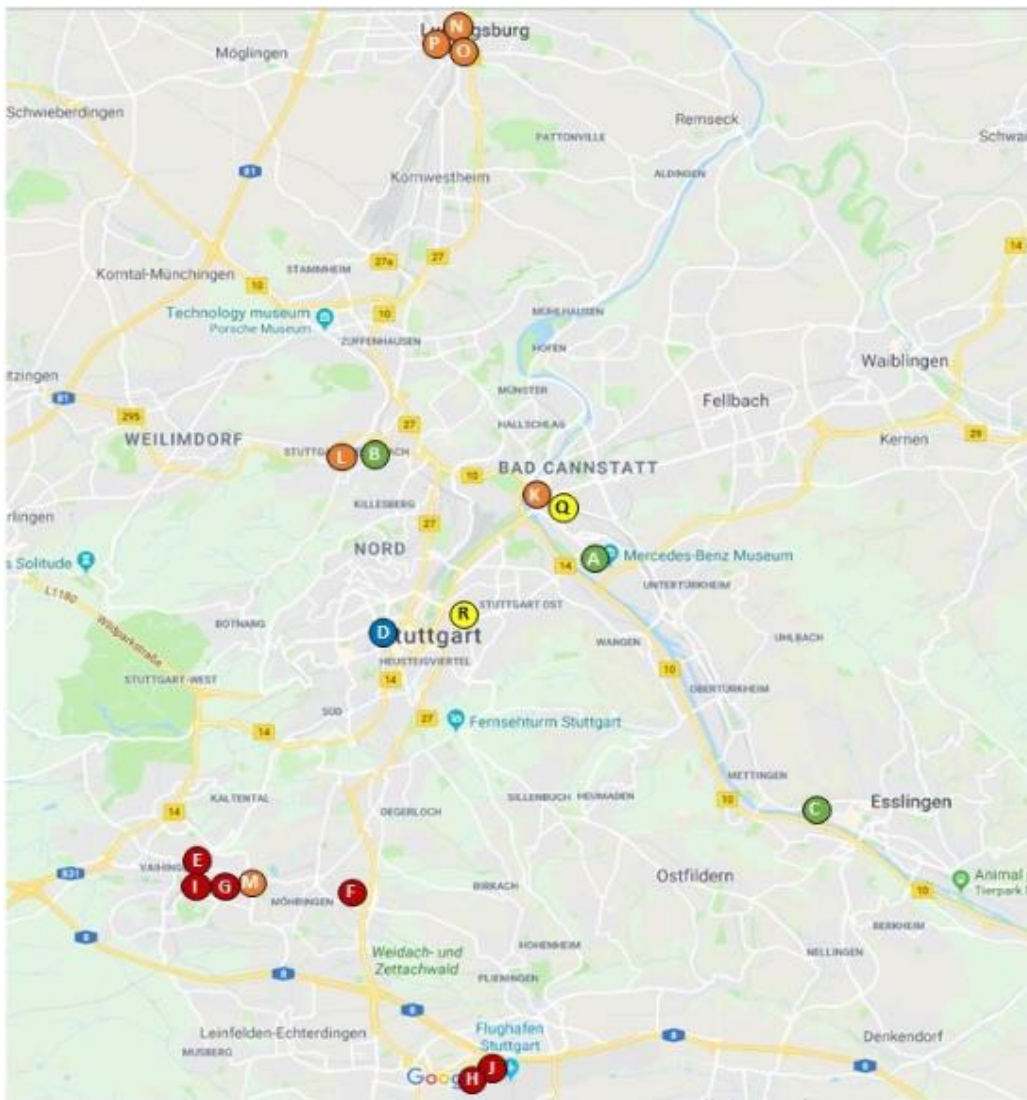
Hotel Services and distances with the Competition hall and the Airport

Hotel	Safe in room	Safe at reception	WiFi	Gym	Pool	Distance to Competition Hall	Distance to Airport	Restaurant
Arcona design MO.HOTEL	-	-	✓	✓	-	17 km	12 km	✓
B&B Hotel Stuttgart Bad Cannstatt	-	-	✓	-	-	1.5 km	18 km	-
B&B Hotel Stuttgart City	-	-	✓	-	-	6 km	18 km	-
B&B Hotel Stuttgart-Vaihingen	-	-	✓	-	-	15 km	8 km	-
Best Western Hotel Favorit	-	✓	✓	-	-	16 km	30 km	-
Dormero Hotel Stuttgart	✓	-	✓	✓	-	12.5 km	7 km	-
Europe Kongresshotel	partly	✓	✓	✓	-	5 km	20 km	✓
Europe Messehotel	partly	✓	✓	✓	-	5 km	20 km	✓
Hilton Garden Inn Stuttgart	✓	-	✓	✓	-	0.5 km	17 km	✓
Hotel am Charlottenplatz Esslingen	-	-	✓	-	-	12 km	15 km	-
Ibis Budget Ludwigsburg	-	✓	✓	-	-	16 km	32 km	-
IBIS Styles Vaihingen	-	✓	✓	-	-	14 km	10 km	✓
Komfort Hotel Ludwigsburg	-	✓	✓	-	-	16 km	30 km	-
Maritim Hotel Stuttgart	✓	-	✓	✓	✓	6 km	14 km	✓
Mövenpick Hotel Stuttgart Airport	✓	-	✓	✓	-	18 km	1 km	✓
Pullman Stuttgart Fontana	✓	✓	✓	✓	✓	14 km	10 km	✓
Wyndham Stuttgart Messe Airport	✓	✓	✓	✓	-	17 km	1.5 km	✓
Youth Hostel Stuttgart International	-	✓	✓	-	-	4 km	14 km	✓
Youth Hostel Stuttgart Neckarpark	-	-	✓	-	-	1 km	17 km	-

Tourists Information

For tourists, more hotel information can be found on the following website: <https://www.stuttgart-tourist.de/en>

Map



- A Hilton Garden Inn Stuttgart
- B Kongress-/ Messehotel Europe
- C Hotel am Charlottenplatz
- D Maritim Hotel Stuttgart
- E Arcona design MO.HOTEL
- F Dormero Hotel
- G IBIS Styles Vaihingen
- H Möwenpick Hotel Stuttgart Airport
- I Pullman Stuttgart Fontana
- J Wyndham Stuttgart Airport Messe
- K B&B Hotel Stuttgart Bad Cannstatt
- L B&B Hotel Stuttgart City
- M B&B Hotel Stuttgart Vaihingen
- N Best Western Hotel Favorit
- O Ibis Budget Ludwigsburg
- P Komfort Hotel Ludwigsburg
- Q Youth Hostel Stuttgart Neckarpark
- R Youth Hostel Stuttgart International

Reservations

The LOC will cover the costs for accommodation for all accredited gymnasts from the official date of arrival on 28 September 2019 until the official date of departure on 14 October 2019. The bed and breakfast accommodation will be provided for up to 16 nights during the course of the WCH. The gymnasts' accommodation will be in twin rooms and non-transferable in dedicated hotels of either Category II or Category III. Please refer to the information provided above for gymnasts' upgrade options and prices. There will be no reimbursement for gymnasts booked into a Category IV Hotel as well as for gymnasts booked into a Category I or II Hotel in a room of triple occupancy. Federations will be required to pay accommodation costs for all other Delegation members.

The LOC will provide each Federation with a personal login for all accommodation reservations (if any) in an official hotel. The following steps must be followed to book the official Hotels:

- 1) Accommodation **by number**: submit the reservation request through the **LOC** online system by **04 July 2019** at the very latest.
- 2) Accommodation **by name**: submit the reservation request through the **LOC** online system by **04 September 2019** at the very latest.

Member Federations should **not** book directly with the hotel as local transportations and other negotiated inclusive services will **not** be offered.

Payment

Payment for the accommodations must be made through bank transfer to:

Beneficiary	STB Marketing und Event GmbH Fritz-Walter-Weg 19 70372 Stuttgart Germany
Bank Account / IBAN	DE64 6005 0101 0002 8827 14
Bank	Baden-Württembergische Bank Kleiner Schlossplatz 11 70173 Stuttgart Germany
SWIFT/BIC	SOLADEST600

All bank fees in connection with the bank transfers must be covered. The bank transfer should be made in one total sum including all subtotals for accreditation, accommodation, meals, farewell party, visa, etc. It is not necessary to transfer the subtotals individually. Please state the name of your Federation and the payment purpose on the transfer (i.e. "SUI_2019 ART WCH"). The payment must be made in **Euro (€)** only.

Incoming payment **must be received** on the LOC account by the following two deadlines:

- The first payment to the LOC of 50% of the total costs of the accommodations must be made at the time you submit the accommodation room numbers to the LOC. The first payment must not be received on the account later than **15 July 2019**. The LOC will not send out booking confirmations. The current confirmation and invoice can be downloaded directly by the delegations via the LOC online system. All reservations particulars and the final balance will be shown.
- The final payment to the LOC of the remaining 50% for all accommodations will be required on the account no later than **10 September 2019**.

Fines will be issued by the LOC for any missing or late payments of the total sum (including all subtotals for accreditation, accommodation, meals, farewell party, visa, etc). These fines will depend on the sum owed and will be valid for each payment deadline as follows:

- outstanding amount up to **€2'500**: **€250**
- outstanding amount up to **€5'000**: **€500**
- outstanding amount from **€5'001**: **€750**

All personal expenses (such as 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 Federation's responsibility.

Cancellation Policy

The FIG and the LOC strongly recommend that each Federation take a cancellation insurance for their accommodations.

- Rooms cancelled until **4 July 2019** at the very latest will be subject to a cancellation fee of 0%.
- Rooms cancelled between **5 July 2019** and **4 September 2019** at the very latest will be subject to a cancellation fee of 75% to be paid by the Federation concerned to the LOC.
- Rooms cancelled **after 4 September 2019** and all **"no shows"** will be subject to a cancellation fee of 100% to be paid by the Federation concerned to the LOC.

19. MEALS AND FAREWELL PARTY

Meals Reservations

Breakfast is included in the price of each of the official hotels and will be served each day in the respective hotels. Breakfast times will be in accordance with training schedules and will be published in the Work Plan.

The meal plan for lunch and dinner is not compulsory and the delegations are free to make their own arrangements to eat at their own expenses.

Member Federations can still make meal reservations in advance by requesting “lunch and dinner” meal packages by Number through the **LOC** online system at the time of selecting accommodation preferences by **04 July 2019** at the very latest. The Names of each person who booked meals will have to be communicated via the LOC online system **until 4 September 2019** at the latest. A QR-code will be used on the accreditation cards to control access rights to “lunch and dinner” for those entitled. No meal vouchers will be distributed.

Meals Arrangements

The LOC will propose daily meal packages for “lunch and dinner” which must be booked for a duration of consecutive days. Lunch and dinner will be served in or right next to the **Competition Hall** as per the following meal timing:

- Lunch from 11:30 to 14:30
- Dinner from 18:00 to 22:00

The meal price **per person / per day** for lunch and dinner is **€50**. This price is valid up to the meals reservation deadline of 4 July 2019. Past this deadline and until 4 September 2019, this price will increase automatically to €55 per person and per day. Meal can no longer be booked after 4 September 2019.

During the MAG and WAG Podium Trainings, the Judges will receive a meal from the LOC at the Competition Venue free of charge. During the MAG and WAG Qualifications, the working MAG and WAG Judges will receive a meal from the LOC at the Competition Venue free of charge. Further information regarding breaks and meal times during MAG and WAG Podium Trainings and Qualifications will be given at the judges' instructions.

Farewell Party

Accredited Delegation members, who will stay at one of the official hotels and will book their accommodation through the LOC will receive a free ticket for the Farewell Party. All other persons wishing to attend the Farewell Party will be entitled to do so, provided that a request with the number of tickets needed is sent to the LOC via the **LOC** online system by **04 July 2019** at the very latest and appropriate payment is made per person on time.

The amount per ticket per person will be **€50**. This price is valid up to the Farewell Party reservation deadline of 4 July 2019. Past this deadline and until 4 September 2019, this price will increase automatically to €55 per person and per day. Tickets for the Farewell Party can no longer be booked after 4 September 2019.

Farewell Party is not open to the media, with the exception of one ENG crew of the Host Broadcaster.

Payments

Payment for the meals and the Farewell Party tickets must be made through bank transfer to:

Beneficiary	STB Marketing und Event GmbH Fritz-Walter-Weg 19 70372 Stuttgart Germany
Bank Account / IBAN	DE64 6005 0101 0002 8827 14
Bank	Baden-Württembergische Bank Kleiner Schlossplatz 11 70173 Stuttgart Germany
SWIFT/BIC	SOLADEST600

All bank fees in connection with the bank transfers must be covered. The bank transfer should be made in one total sum including all subtotals for accreditation, accommodation, meals, farewell party, visa, etc. It is not necessary to transfer the subtotals individually. Please state the name of your Federation and the payment purpose on the transfer (i.e. "SUI_2019 ART WCH"). The payment must be made in **Euro (€)** only.

Incoming payment **must be received** on the LOC account by the following two deadlines:

- The first payment to the LOC of 50% of the total costs of the meals and the Farewell Party Tickets must be made at the time you submit the reservation of meals and the Farewell Party Tickets to the LOC. The first payment must not be received on the account later than **15 July 2019**. The LOC will not send out booking confirmations. The current confirmation and invoice can be downloaded directly by the delegations via the LOC online system. All reservations particulars and the final balance will be shown.
- The final payment to the LOC of the remaining 50% for all meals and the Farewell Party Tickets will be required on the account no later than **10 September 2019**.

Fines will be issued by the LOC for any missing or late payments of the total sum (including all subtotals for accreditation, accommodation, meals, farewell party, visa, etc). These fines will depend on the sum owed and will be valid for each payment deadline as follows:

- outstanding amount up to **€2'500**: **€250**
- outstanding amount up to **€5'000**: **€500**
- outstanding amount from **€5'001**: **€750**

Cancellation Policy

The FIG and the LOC strongly recommend that each Federation take a cancellation insurance for their meals and their Farewell Party Tickets.

- Meals and Farewell Party Tickets cancelled until **4 July 2019** at the very latest will be subject to a cancellation fee of 0%.
- Meals and Farewell Party Tickets cancelled between **5 July 2019** and **4 September 2019** at the very latest will be subject to a cancellation fee of 75% to be paid by the Federation concerned to the LOC.
- Meals and Farewell Party Tickets cancelled after **4 September 2019** and all **"no shows"** will be subject to a cancellation fee of 100% to be paid by the Federation concerned to the LOC.

20. 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 TR (Section 1, article 11.6) 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. If the note has not been sent in advance to the LOC (which is strongly recommended), the LOC will verify the Delegation members' insurance upon arrival at the latest (e.g. coverage note or photocopy of the valid policy **either in English or in German**). Insurance notes in other languages will automatically be refused. The insurance must be valid at least starting from the arrival day of the delegation and must last for the delegations' entire stay.

Delegation members with insufficient insurance coverage must inform the LOC via the LOC online system no later than **04 September 2019**. The LOC will subsequently offer insurance at the Federations' own charge as follows: **€20** per person and per day. Please also refer to Appendix 2 for additional information regarding First Class Assistance for Athletes and Judges.

21. WORK PLAN

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

22. DOPING CONTROLS

Under the supervision of the FIG, doping controls will be organized according to the current WADA Code, WADA International Standards and FIG Anti-Doping Rules. The doping controls may take place **at any time**. As per the applicable FIG Therapeutic Use Exemption (TUE) procedure in effect concerning the participation at FIG Events, any gymnast in need of a TUE is responsible, together with his/her Federation, to submit his/her request to the FIG no later than 30 days before the start of this competition. No TUE request will be accepted nor approved on spot, except for duly justified emergency cases. Should you need further assistance about TUE requests, please contact the FIG at antidoping@fig-gymnastics.org.

23. OFFICIAL HOSPITAL

The Official hospital will be as follows:

Sportklinik Stuttgart
Taubenheimstr. 8
70372 Stuttgart
Phone: +49 711 5535 0

24. WAG MUSIC

While the LOC guarantees the respect for the rights of author and broadcasting of the musical works, each National Gymnastics Federation will also have to confirm that the Floor Exercise music of their WAG gymnast does not violate any copyrights and that it can be broadcasted within sports. This confirmation will have to be made at the time of the online Nominative Registration through **FIG** online system. Each National Gymnastics Federation will also be requested to inform on the composer, the title of the music, the artist / interpreter and if words / voice are used.

The music files will have to be uploaded via the **LOC** online system but no later than **16 September 2019**. Acceptable formats are **mp3 only**.

25. ROUND TABLES

Details on the Round Tables during these WCH will be included in the Work Plan.

26. SUMMARY OF THE DEADLINES AND PAYMENTS

FIG ONLINE SYSTEM		
Items	Opening Date	Closing Date
Provisional Registration	Now open	03 May 2019 till 23:59 Swiss time
Definitive Registration	04 May 2019	04 July 2019 till 23:59 Swiss time
Nominative Registration Step 1	05 July 2019	04 September 2019 till 23:59 Swiss time
Nominative Registration Step 2	09 September 2019	16 September 2019 till 23:59 Swiss time
WAG Music Form	05 July 2019	04 September 2019 till 23:59 Swiss time
Media Accreditation	Now open	24 July 2019 till 23:59 Swiss time
Publicity (not compulsory)	Now open	04 July 2019

WRITTEN REQUEST TO FIG	
Items	Closing Date
Supplementary Accreditations	04 July 2019

PAYMENT TO FIG	
Items	Payment Received on the Account
Registration Fee	04 July 2019

LOC ONLINE SYSTEM		
Items	Opening Date	Closing Date
Visa Request	After Provisional Registration	04 September 2019
Travel Schedule for Arrivals and Departures	After Provisional Registration	04 September 2019
Accommodation Room Numbers	After Provisional Registration	04 July 2019
Accommodation By Name	After Provisional Registration	04 September 2019
Meals (if applicable) by Numbers	After Provisional Registration	04 July 2019
Meals (if applicable) by Name	After Provisional Registration	04 September 2019
Farewell Party (if applicable)	After Provisional Registration	04 July 2019
Insufficient Insurance Coverage (if applicable)	After Provisional Registration	04 September 2019
Music Uploads (mp3)	After Provisional Registration	16 September 2019

PAYMENT TO LOC	
Items	Payment Received on the Account
Accommodation Costs first 50%	15 July 2019
Accommodation Costs last 50%	10 September 2019
Meals and Farewell Party Costs first 50%	15 July 2019
Meals and Farewell Party Costs last 50%	10 September 2019
Delegations or FIG Authority Accreditations	15 July 2019

Sincerely Yours,



Nicolas Buompane
Secretary General

APPENDICES

- Appendix 1 - List of Apparatus
- Appendix 2 - First Class Assistance for Athletes and Judges