



**ROMGYM TROPHY 2023**  
**WOMEN'S AND MEN'S ARTISTIC GYMNASTICS**  
**BUCHAREST (ROU)**  
**01-03.09.2023**



**DIRECTIVES**

**Event ID: 17387**

Dear FIG affiliated Member Federation,

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

<b>DISCIPLINE</b>	<b>Men's Artistic</b> <b>Women's Artistic</b>
<b>HOST FEDERATION</b>	<b>ROMANIAN GYMNASTICS FEDERATION</b> Contact person: Carmencita CONSTANTIN, President, Str. Vasile Conta nr. 16 Bucharest, sector 2 Tel./fax: +40.21.317.1112 E-mail: <a href="mailto:frgimnastica@frgimnastica.com">frgimnastica@frgimnastica.com</a> Website: <a href="http://www.frgimnastica.com">www.frgimnastica.com</a>
<b>LOCAL ORGANIZNG COMMITTEE</b>	<b>contact person:</b> <b>Bogdan IONITA, Event Manager</b> Str. Vasile Conta nr. 16 Bucharest, sector 2 Tel. +40.21.317.1111 Fax.: +40.21.317.1112 E-mail: <a href="mailto:bogdan.ionita@frgimnastica.com">bogdan.ionita@frgimnastica.com</a> ; <a href="mailto:frgimnastica@frgimnastica.com">frgimnastica@frgimnastica.com</a> ; Website: <a href="http://www.frgimnastica.com">www.frgimnastica.com</a>
<b>LOCATION</b>	<b>Bucharest, Romania</b>
<b>DATE</b>	<b>From 1.08.2023 to 03.09.2023</b>
<b>VENUE</b>	<b>National Sports Complex Hall „POLIVALENTA”</b> Address: Calea Piscului 10, sector 4, București Tel. +40. 21.316 7276 Fax.: +40.21.316.25.57 E-mail: <a href="mailto:secretariat@salapolivalenta.ro">secretariat@salapolivalenta.ro</a> Website: <a href="http://www.salapolivalenta.ro">www.salapolivalenta.ro</a>
<b>APPARATUS SUPPLIER</b>	<b>Please refer to the attached apparatus list</b>
<b>RULES AND REGULATIONS</b>	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"><li>• Statutes</li><li>• Code of Ethics</li><li>• Code of Conduct</li><li>• Technical Regulations</li><li>• Code of Discipline</li><li>• Code of Points and relevant Newsletters</li><li>• General Judges' Rules</li><li>• Specific Judges' Rules</li><li>• Anti-Doping Rules</li><li>• Licence rules (except for non competitive events)</li></ul>

	<ul style="list-style-type: none"><li>• FIG Framework for Safeguarding Athletes and other Participants from Harassment and abuse in Sport during Events</li><li>• FIG Medical Guidelines for FIG Competitions and Events</li><li>• Media Rules</li><li>• Apparatus Norms</li><li>• Rules for Sanctioning (approval) of International Events</li><li>• Advertising and Publicity Rules</li><li>• Regulations for Award Ceremonies</li><li>• Accreditation Rules</li></ul> <i>and subsequent decisions of the FIG Executive Committee</i>										
FEDERATIONS INVITED	FIG Member Federations in good standing										
AGE LIMITS	WAG Seniors MAG Senior <b>All gymnasts must have a valid FIG licence until the end of the event.</b>										
JUDGES AND JURIES	<b>All judges must have a current valid FIG brevet at the time of the event, for the respective discipline.</b> Each delegation must send at least one FIG qualified judge for the concerned discipline. Failure to do so, will result in a fine of EUR 1'000.- to be paid to the LOC until the definitive registration date (28.06.2023).										
REGISTRATION DEADLINES	Definitive registration:	28.06.2023									
	Nominative registration	28.07.2023									
ENTRY FEES	NO Entry fee <b>for this event</b>										
ACCREDITATION	Accreditation will take place upon arrival, by Heads of Delegation or its representative who should present the following documents: <ul style="list-style-type: none"><li>- passports of all members of the delegation</li><li>- proof of medical insurance</li><li>- 1 memory stick with the music (mp3) of their National Anthem</li><li>- 1 memory stick with the music (mp3) of all routines with music per each routine</li><li>- FIG licence</li></ul> In addition, the LOC will distribute information regarding the gymnasts' safeguarding plan.										
SAFEGUARDING	From the official event day of arrival until the official day of departure, all participants (gymnasts, coaches, judges and any other delegation members) have the possibility to contact by phone or e-mail the LOC Safeguarding Officer in case of harassment and abuse of any type, or if they are worried and do not feel comfortable. The information regarding the LOC Safeguarding Officer will be communicated upon arrival of the delegations on site. In addition, posters of the "10 Golden Rules of Gymnastics", the FIG campaign to raise awareness about youth protection in Gymnastics, will have to be displayed in several locations, including public zones.										
EVENT FORMAT	The competition will be on podium, for Teams and/or Individual participants Maximum number of MAG teams: 6 (including ROU) Maximum number of WAG teams: 6 (including ROU) The competition will have the following format: <ol style="list-style-type: none"><li>1. WAG: Team and/or Individual competition ("qualifications")</li><li>2. MAG: Team and/or Individual competition ("qualifications") An all-around ranking will be extracted from the qualifications in WAG and MAG</li><li>3. Apparatus Finals</li></ol> The delegations will have the following composition: <table><tr><td>Function</td><td>MAG</td><td>WAG</td><td>Combined</td></tr><tr><td>Gymnasts</td><td>5</td><td>5</td><td>10</td></tr></table>			Function	MAG	WAG	Combined	Gymnasts	5	5	10
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	<table><tr><td>Coaches</td><td>2</td><td>2</td><td>4</td></tr><tr><td>Medical</td><td>1</td><td>1</td><td>2</td></tr><tr><td>Judges</td><td>1</td><td>1</td><td>2</td></tr><tr><td>Head of delegation</td><td></td><td></td><td>1</td></tr><tr><td>TOTAL</td><td>9</td><td>9</td><td>19</td></tr></table>	Coaches	2	2	4	Medical	1	1	2	Judges	1	1	2	Head of delegation			1	TOTAL	9	9	19
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PROVISIONAL SCHEDULE	<p><u>Wednesday, 30.08.2023 - afternoon</u></p> <ul style="list-style-type: none"><li>• Arrival of delegations</li></ul> <p><u>Thursday, 31.08.2023</u></p> <ul style="list-style-type: none"><li>• Arrival of delegations</li><li>• Training, according to the schedule</li><li>• Orientation Meeting</li></ul> <p><u>Friday, 01.09.2023</u></p> <ul style="list-style-type: none"><li>• WAG/MAG Training in the morning</li><li>• MAG Judges Instruction</li><li>• MAG competition – Award Ceremony Teams and All-Around (Qualification for Apparatus Finals)</li></ul> <p><u>Saturday, 02.09.2023</u></p> <ul style="list-style-type: none"><li>• MAG/WAG Training in the morning</li><li>• WAG Judges Instruction</li><li>• WAG competition – Award Ceremony Teams and All-Around (Qualification for Apparatus Finals)</li></ul> <p><u>Sunday, 03.09.2023</u></p> <ul style="list-style-type: none"><li>• Apparatus Finals</li></ul> <p><u>Monday, 04.09.2023</u></p> <ul style="list-style-type: none"><li>• Departure of delegations.</li></ul>																				
MEDICAL SERVICES	The Local Organizing Committee will provide first aid medical services. A Physiotherapist will be present during the competitions as well members of the Romanian Red Cross specialized in first aids. Medical support is also available at 5 min. distance.																				
COVID 19	The <a href="#">FIG Medical Guidelines for FIG Competitions and Events</a> are still effective and they should be used according to the situation with COVID-19 pandemic in your country. Considering the current situation as it is written in the guideline, it is the health situation in your country that prevails. <b>"These guidelines can be adapted according to the health situation related to the COVID-19 pandemic in the host country and the city."</b>																				
VISA	Please verify immediately with your travel agent or the Romanian Embassy or Consulate in your country if a visa is required for your travel to Romania. The LOC will be happy to assist each Delegation member with an official invitation letter, provided that the request is made before 30.06.2023 to the LOC. The request must include the function, full name, gender, date of birth, citizenship and passport number, passport expiry date, the arrival and departure dates of the Delegation Member as well as the city the visa application support letter must be sent to.																				

<b>INSURANCE</b>	<p>The Host Federation, the LOC and the FIG will not be held responsible for any liabilities in case of accidents, illness (including COVID-19), repatriation and the like.</p> <p>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 repatriation for all the members of their Delegation.</p> <p>Basic insurance (sickness, accident and repatriation) in your country of residence is compulsory in order to be able to benefit from coverage by FIG IMSSA subsidiary insurance. Please also refer to <a href="https://www.gymnastics.sport/site/pages/medical-insurance.php">https://www.gymnastics.sport/site/pages/medical-insurance.php</a> for additional information regarding the FIG IMSSA insurance for Athletes and Judges.</p> <p>The LOC will verify the insurance coverage upon arrival of the delegation members (e.g. cover note or photocopy of the valid policy). The insurance must be valid at least starting from the arrival day of the delegation and must last for the delegations' entire stay</p> <p>The LOC will subsequently offer insurance at the Federations own charge as follows: <b>15 €</b> per person/day.</p>
<b>INTERNATIONAL TRANSPORTATION</b>	<p>The participating national federations must pay for the travel costs of their delegation members. The city of arrival/departure is Bucharest (Henri Coanda airport).</p> <p>The Travel Schedule Form must be returned to the LOC by <b>28.07.2023</b></p>
<b>LOCAL TRANSPORTATION</b>	<p>Arrival and departure – Bucharest (OTP).</p> <p>The LOC may provide transportation to all delegation members, who have booked their accommodation through the LOC, from Otopeni Henri Coanda Airport (OTP), Bucharest railway station to their hotel and back, on the official arrival (30.08.2023) and departure day (04.09.2023). This transportation is free of charge.</p> <p>For those delegation or members of delegations that do not arrive or depart on the official days, upon request, the LOC may arrange additional transportation. The cost for it depends on the number of people, the date and time. Please send your request to the LOC not later than 28.07.2023 in order to be able to arrange transportation and inform you about the price.</p> <p>The LOC will ensure the local transportation between the Hotel and the competition hall for the participants who booked the accommodation through the LOC.</p>
<b>ACCOMMODATION</b>	<p>In the below mentioned Hotels, prices are per person and per night and include breakfast and city taxes.</p> <p><b>Hotel **** Category II</b></p> <p>140 Euro (single room, full board)</p> <p>100 Euro (per person - double/twin room, full board)</p> <p>The prices charged for the hotel rooms will not exceed the usual hotel rates. While the Accommodation Form must be returned to the LOC by 28.06.2023 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 as follows:</p> <ul style="list-style-type: none"> <li>• at the time of Definitive entry (by <b>28.06.2023</b>) 50% of the accommodation costs</li> <li>• the remaining 50% must be paid by <b>28.07.2023</b>.</li> </ul> <p><b>CANCELLATION POLICY</b></p> <p>Cancellation of the confirmed reservation must be done directly to the LOC by e-mail. The date when the official request is received will be valid as a date of cancellation.</p> <p>Cancellation of booked accommodation <b>made before 28.06.2023 - 23:59 GMT:</b></p> <ul style="list-style-type: none"> <li>• no cancellation fees.</li> </ul> <p>Cancellation of booked accommodation <b>made between 29.06.2023 to 27.07.2023 23:59 GMT:</b></p> <ul style="list-style-type: none"> <li>• 50% of whole period of staying for each room cancelled</li> </ul>

	Cancellation of any reserved rooms <b>from 28.07.2023</b> : 100% of whole period of staying for each room cancelled.																				
<b>MEALS</b>	Meals are part of the Accommodation – full board																				
<b>CANCELTION POLICY</b>	Cancellation of the confirmed reservation must be done directly to the LOC by e-mail. The date when the official request is received will be valid as a date of cancellation.																				
<b>FINAL BANQUET</b>	There will be tickets for the Final Banquet available at the entry cost of 24,00 EUR/person. The tickets for the Final Banquet must be paid to the LOC <b>until 28.07.2023</b> . Tickets for the Final Banquet are not refundable.																				
<b>BANK ACCOUNT INFORMATION</b>	<p>The payment for entry fees, accommodation and meals must be made in euros, through bank transfer to the following account:</p> <table border="1"> <tr> <td><b>Beneficiary:</b></td><td><b>FEDERATIA ROMANA DE GIMNASTICA</b></td></tr> <tr> <td>Beneficiary address:</td><td>Vasile Conta 16, sector 2, Bucharest, Romania</td></tr> <tr> <td>Bank name:</td><td>Banca Comerciala Romana</td></tr> <tr> <td>Bank address:</td><td>Str. Eugeniu Carada nr.1-3, sect.3, 030057 București, România</td></tr> <tr> <td>Branch:</td><td>LIPSCANI</td></tr> <tr> <td>IBAN:</td><td>RO25RNCB0090000508400027</td></tr> <tr> <td>Swift code:</td><td>RNCBROBU</td></tr> <tr> <td>Reference:</td><td>ROMGYM TROPHY 2023 (Country)</td></tr> </table> <p>The participating federation is responsible for covering all bank fees in connection with the bank transfers.</p>	<b>Beneficiary:</b>	<b>FEDERATIA ROMANA DE GIMNASTICA</b>	Beneficiary address:	Vasile Conta 16, sector 2, Bucharest, Romania	Bank name:	Banca Comerciala Romana	Bank address:	Str. Eugeniu Carada nr.1-3, sect.3, 030057 București, România	Branch:	LIPSCANI	IBAN:	RO25RNCB0090000508400027	Swift code:	RNCBROBU	Reference:	ROMGYM TROPHY 2023 (Country)				
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<b>MARKETING</b>	FIG advertising and publicity norms must be respected																				
<b>MEDIA</b>	Norbert Zerkula Media officer of Romanian Gymnastics Federation Mobile: +40 71616708 E-mail: <a href="mailto:norbert.zerkula@frgimnastica.com">norbert.zerkula@frgimnastica.com</a> , <a href="mailto:media@frgimnastica.com">media@frgimnastica.com</a>																				
<b>SOCIAL MEDIA</b>	Facebook: <a href="https://www.facebook.com/frgimnastica">https://www.facebook.com/frgimnastica</a> Instagram: <a href="https://www.instagram.com/frgimnastica">https://www.instagram.com/frgimnastica</a> Website: <a href="https://frgimnastica.com">https://frgimnastica.com</a>																				
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Sincerely Yours,



  
Ms. Ingrid ISTRATE,  
General Secretary of the  
FEDERATIA ROMANA DE GIMNASTICA

Bucharest, 16.02.2023