

**UNION EUROPÉENNE DE GYMNASTIQUE
EUROPEAN UNION OF GYMNASTICS
EUROPÄISCHE TURNUNION**



**11th European Championships in TeamGym
for Seniors and Juniors**

Maribor (SLO)

October 10th to 16th, 2016



Work Plan

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Part 1: Officials and Organising Committee

1.1 Union Européenne de Gymnastique (UEG)

UEG OFFICIALS	
President	Georges GUELZEC
Vice-President (President of the Jury of Appeal)	Malin EGGERTZ FORSMARK
EC Member (Member of the Jury of Appeal)	Erik Juhl MOGENSEN
Director	Kirsi EROFEJEFF-ENGMAN
Head of Media	Tina GERETS
Assistant	Claire TURNER
Official Doctor	Dušan MARIĆ

TEAMGYM TECHNICAL COMMITTEE	
President	Per SJOSTRAND
Vice-President	Heli LEMMETTY
Secretary	Keith HUGHES
Member	Sólveig JÓNSDÓTTIR
Member	Petr GRÝGA

1.2 Official UEG Contact Address

UNION EUROPEENNE DE GYMNASTIQUE

Case Postale 975

CH – 1001 Lausanne, SWITZERLAND

Tel.: + 41 – 21 – 613.73.32

Fax: + 41 – 21 – 613.73.31

E-mail: info@ueg.org

Website: www.ueg-gymnastics.com



1.3 Host Federation

Slovenian Gymnastics Federation

Address: Koprška ulica 29, 1000 Ljubljana, SLOVENIA

Contact person: **Andreja Janežič**

Tel.: +386 1 256 66 22

E-mail: info@gimnasticna-zveza.si

Website: www.gimnasticna-zveza.si



GIMNASTIČNA ZVEZA SLOVENIJE

SLOVENIAN GYMNASTICS FEDERATION	
President	Ivan LEVAK
General Director	Enes HODŽIĆ LEDERER

1.4 Local Organising Committee (LOC)

FUNCTION	PERSON
Director	Klemen BEDENIK
Logistics Manager – Transportation & Accommodation	Miran FIŠER
Competition Manager	Miha MARINŠEK
TeamGym Slovenia Manager & UEG TC-TG Assistant	Andraž BRICELJ
Info & Accreditation Office Manager	Jerneja FIŠER KURNIK
Competition Manager's Assistant	Katja ČONČ
Floor Manager Competition Hall	Aljaž VOGRINEC
Floor Manager Training Halls	Srečko NAMESTNIK
Sports Information Desk	Živa NUČIČ
Awarding Ceremonies	Marianna BEDENIK
Medical Services	Matjaž VOGRIN
Opening/Closing Ceremonies & Social events	Mitja ŠPES
Press & Media	Maja TASIČ
Website, Social Media & Volunteers	Monika RAJSP
Tickets & Merchandise	Anita HRAST

1.5 Local Organising Committee Contact Address

Project Office

11th European TeamGym Championships 2016
Address: Mladinska ulica 12a, 2000 Maribor, Slovenia
Contact person: **Jerneja Fišer Kurnik**
Tel.: +386 40 858 815
E-mail: info@teamgym2016.si
Website: www.teamgym2016.si



Part 2: The Competition

2.1 Championships Schedule *(subject to changes)*

For detailed training and competition schedules see Appendix 5.A and 5.B.

Sunday, October 9th, 2016		
All day	Arrival of the UEG TC-TG members	
Monday, October 10th, 2016		
All day	Arrival of the delegations and UEG Officials	
All day	Accreditation	Hotel Piramida
All day	UEG TC-TG Meeting	Lukna Sports Hall
Tuesday, October 11th, 2016		
All day	Late accreditation	Delegations Info Office
10h18 – 16h30	Training for Junior Teams	Lukna Sports Hall – Competition Hall
18h00 – 20h30	Judges' Meeting / Draw	Hotel Piramida
18h00 – 20h30	Medical Meeting	Hotel Piramida
20h30 – 21h15	Orientation Meeting	Hotel Piramida
Wednesday, October 12th, 2016		
08h50 – 14h56	Training for Senior Teams	Lukna Sports Hall– Competition Hall
09h00 – 12h00	Judges Meeting	Hotel Piramida
13h30 – 15h00	Panel meeting Junior Qualifications	Lukna Sports Hall – Judges' room
15h30 – 16h15	Opening Ceremony	Lukna Sports Hall
16h30 – 18h07	Qualification – Junior Mixed Teams	Lukna Sports Hall
18h45 – 20h22	Qualification – Junior Women's Teams	Lukna Sports Hall
21h10 – 22h01	Qualification – Junior Men's Teams	Lukna Sports Hall
Thursday, October 13th, 2016		
13h30 – 15h00	Panel meeting Senior Qualifications	Lukna Sports Hall – Judges' room
16h00 – 17h37	Qualification – Senior Mixed Teams	Lukna Sports Hall
18h15 – 19h49	Qualification – Senior Women's Teams	Lukna Sports Hall
20h30 – 22h04	Qualification – Senior Men's Teams	Lukna Sports Hall
19h00 – 02h00	Social Event – Disco Night	Štuk Club
Friday, October 14th, 2016		
13h00 – 14h30	Panel meeting Junior Finals	Lukna Sports Hall – Judges' room
To be confirmed	Side Event – Inform Inspire Involve – In TeamGym	Lukna Sports Hall
15h00 – 16h24	Finals – Junior Mixed Teams	Lukna Sports Hall
16h40 – 16h55	Award Ceremony	Lukna Sports Hall
17h15 – 18h39	Finals – Junior Women's Teams	Lukna Sports Hall
18h55 – 19h10	Award Ceremony	Lukna Sports Hall
19h30 – 20h21	Finals – Junior Men's Teams	Lukna Sports Hall
20h35 – 20h50	Award Ceremony	Lukna Sports Hall
19h00 – 02h00	Social Event – Disco Night	Štuk Club

Saturday, October 15th, 2016		
09h30 – 11h00	Panel meetings	Lukna Sports Hall – Judges' room
To be confirmed	Side Event – Inform Inspire Involve – In TeamGym	Lukna Sports Hall
12h30 – 13h54	Finals – Senior Mixed Teams	Lukna Sports Hall
14h10 – 14h25	Award Ceremony	Lukna Sports Hall
15h00 – 16h24	Finals – Senior Women's Teams	Lukna Sports Hall
16h40 – 16h55	Award Ceremony	Lukna Sports Hall
17h30 – 18h54	Finals – Senior Men's Teams – LIVE TV Broadcast	Lukna Sports Hall
19h00 – 19h45	Award Ceremony and Closing Ceremony	Lukna Sports Hall
20h30 – 24h00	Farewell Dinner and announcement of the All Stars Team	Event Hall Arena
Sunday, October 16th, 2016		
All day	Departure of the delegation, UEG TC-TG & UEG Officials	

2.2 Championships Information

Championships Directives were sent to the National Federations (NFs) on May 12th, 2016. On arrival, all delegations will receive the Championships Bulletin. Daily Championships Newsletters with results, event programme and relevant information will be published on website and printed version will be available for collection in the Delegations Information Office.

All the necessary information are also available on the official Championships website www.teamgym2016.si and social media sites www.facebook.com/TeamGym2016, www.twitter.com/TeamGym2016 and www.instagram.com/Teamgym_2016.

At accreditation, each delegation will be assigned a Hostess and a Volunteer, who will assist teams when needed throughout the Championships. The Volunteer will provide assistance outside the competition venue and the Hostess inside the competition/training halls.

2.3 Competition Equipment

Heads of Delegation need to submit the Equipment Set Up Form for Trampet and Tumbling (Appendix 4.A) at Accreditation **on October 10th** for both Qualifications and Finals. If any changes are required, the form must be re-submitted **no later than 5 pm** the day before the competition at the Sports Information Desk. The information submitted will ensure that the correct equipment is set up. The equipment will be adjusted by the competition technical staff in accordance with the submitted form. The coaches should check the settings and if required ask officials to change.

FLOOR:

Dimension competition area: 18 m x 14 m x 3.5 cm

Borderline: 5 cm white Velcro

Colour: Light grey

The floor consists of 8 rolls 18 m long and 1.8 m wide.

Velcro Connection: Is with built-in Velcro. There will be no visible Velcro except for the borderline.

TUMBLING:

Run-up:

16 m x 1 m consisting of 8 blocks of 2 m x 1 m in blue colour made in PVC and hard foam. Level with tumbling track.

Tumbling Track: 15 m x 2 m x 35 cm Eurogym TeamGym Tumbling Track

Side Safety Strips: 6 m x 0.5 m each side and level with the Tumbling Track

Landing Area: A total area of 4 m x 7 m level with the Tumbling Track. The stability top mat has a marked landing zone in white colour of 2 m x 4 m. Base colour is blue. All mats are connected with Velcro.

One additional safety mat is provided for tumbling and it consists of a foam mat in white and blue colour of 2 m x 4 m, 10 cm thick.

TRAMPET:

Run-ups: Two felts mats. Each mat is 25 m x 1 m, 2.5 cm thick with anti-slip underneath.

Vaulting Table: Model Flying with dark blue colour.

Trampets: MD-Super G 40 springs, MD-Super G 36 springs

Landing Area: A combined landing area with a total area of 7 m x 7 m foam mats plus a top stability mat. The stability mat has 2 landing zones marked in white colour of 2 m x 4 m height is 35 cm. All mats are connected with Velcro.

One additional safety mat is provided and it consists of a foam mat in white and blue colour of 2 m x 4 m, 10 cm thick.

2.4 Equipment Supplier

The LOC has an exclusive agreement with Euro Gymnastic Equipment that ensures an identical setup in both the training hall and competition hall. This means that all teams will have access to the best equipment during the Championships.

2.5 Spotting of the Athletes

Two (2) coaches are required to stand-in for trampet and one (1) for tumbling. A separate place on the Field of Play will be provided for the remainder of the team's coaches and reserves (in total max 5).

Note that due to the close proximity of Floor to run-up for Trampet and Tumbling, gymnasts are required to return from their runs on the side of spectators' stands.

2.6 Technical Equipment

A 12 m x 6 m big screen with UHD resolution will be set-up in the arena for presentation of results, TV broadcast, sponsors, photographs etc. Several LCD displays will be positioned in the competition hall as well as training / warm-up halls for easier following of results. The volume of music, hall temperature and humidity will be monitored regularly throughout the event.

2.7 List of Participating Countries

Federations are listed as per the draw for starting order.

JUNIOR DELEGATIONS (22)		
Junior Mixed Teams (9)	Junior Women's Teams (9)	Junior Men's Teams (4)
11. Germany	21. Czech Republic	31. Denmark
12. Iceland	22. Sweden	32. Norway
13. Norway	23. Austria	33. Sweden
14. Netherlands	24. Denmark	34. Great Britain
15. Italy	25. Finland	
16. Slovenia	26. Norway	
17. Great Britain	27. Germany	
18. Sweden	28. Great Britain	
19. Denmark	29. Iceland	

SENIOR DELEGATIONS (25)		
Senior Mixed Teams (9)	Senior Women's Teams (8)	Senior Men's Teams (8)
41. France	51. Iceland	61. Norway
42. Great Britain	52. Denmark	62. Denmark
43. Iceland	53. Finland	63. Portugal
44. Czech Republic	54. Great Britain	64. Austria
45. Denmark	55. Germany	65. Netherlands
46. Italy	56. Sweden	66. Great Britain
47. Slovenia	57. Norway	67. France
48. Sweden	58. Austria	68. Sweden
49. Norway		

2.8 Junior Men's Teams

Under Article 3.5 of Technical Regulations if less than 5 Federations submit a definitive registration, the category will be cancelled. However, the UEG has agreed that the competition may proceed for junior men but as an **unofficial** European Championships.

2.9 Participating Gymnasts

Participating gymnasts will be nominated by their national federations 4 weeks prior to the Championships in the Nominative Entry. Heads of Delegation need to submit a Name Declaration Form at Accreditation (Appendix 4.B), indicating gymnasts who are planned to compete and any reserves. The maximum number of accredited gymnasts per team is 12, including reserves.

2.10 Alteration of Gymnast

Technical Regulations (Edition 2016) Art 3.4 state that: “**Alterations** of nominative lists of the gymnasts are possible only in exceptional cases, and must be authorised by the President of the TC concerned. Alterations will not be accepted later than 24 hours prior to the start of the competition unless the Work Plan states otherwise”. For these Championships, the start of the competition is defined as the published starting time for the first team in the specific section. The deadlines for alterations of gymnasts are as follows:

Junior Mixed	October 11 th	16h30
Junior Women	October 11 th	18h45
Junior Men	October 11 th	21h10
Senior Mixed	October 12 th	16h00
Senior Women	October 12 th	18h15
Senior Men	October 12 th	20h30

According to Art 3. of Technical Regulations – Specific Rules TeamGym: “**the actual gymnasts proposed to perform must be declared to the organisers at least ten minutes before the scheduled start of the team’s first discipline in the competition. This may be a minimum of 8 and a maximum of 10 gymnasts**”. If teams wish to change the actual gymnasts performing, they shall resubmit the Name Declaration Form (Appendix 4.B) with revisions for Qualifications or the Finals to the Sports Information Desk.

2.11 Replacement of Injured Gymnasts

Additionally, Technical Regulations – Specific Rules (Art. 3, Edition 2015) state that: “*all declared gymnasts must perform the floor. If a **gymnast is injured** during the competition **prior to the floor**, the following disposition will be applied: After the team declaration, reserves may only be used in case of injury or illness confirmed by the official doctor of the European Championships. The affected gymnast can then be replaced with an accredited reserve for this team. Gymnasts that are replaced may not participate further in the Championships*”.

In case of an injury to a nominated gymnast, the coach must request an inspection by the LOC doctor. The coach must complete the Request to Replace an Injured Gymnast Form (Appendix 4.E) and hand it to the doctor during inspection of the injury and if acceptable he will sign the form. The LOC doctor will then take the Form to the Official UEG Doctor, who will confirm the withdrawal. The Coach will need to inform the Sports Information Desk to amend the Name Declaration Form (Appendix 4.B) in time for the next discipline.

2.12 Triple Salto Dispensation

Note that in accordance with the Code of Points, gymnasts performing triple saltos must be approved by their Federation in advance. This written dispensation is a formal letter from the National Federation, allowing specific gymnasts to perform triple saltos at the European Championships in Maribor. **The dispensation must be handed in at the Accreditation.**

2.13 Music & Tariffs

Competition Music, Difficulty Tariffs, and National Anthems have to be uploaded to the results provider software (Sport Event Systems), which can be accessed via the competition website.

The deadline for Tariffs upload is October 1st and for any corrections to Tariffs 12 hours prior to the start of the qualifications / finals. The start is defined as the published starting time for the first team in the specific section.

Teams are not allowed to bring their own music players into the Warm Up / Training Hall. Personal music players with ear phones are allowed.

2.14 Access to the Competition Area

- The competition area is accessible to members of the various juries, judges, competing gymnasts and their accredited coaches, to the auxiliary personnel of the Jury, to the President of the UEG Medical Commission, to the official doctor, to the team doctors, medical staff and to people concerned with the competition.
- Interpreters may not enter the competition area without the permission of the President of the UEG-TC TG.
- The competition area is strictly forbidden to all other people.
- The use of any kind of electronic devices (video, mobile phones, etc.) is strictly forbidden in the competition area for gymnasts and coaches. Please note that, according to the decision of the Executive Committee of the European Union of Gymnastics from February 2016, the use of mobile phones or any other electronic communication device by gymnasts, coaches, judges or medical staff of the delegations on the field of play is forbidden during the entire duration of official UEG competitions. If this rule is violated, the concerned person will receive a written warning. If this behaviour is repeated after the written warning is issued, the concerned person will be excluded for the rest of the competition. The Superior Jury is responsible for deciding these disciplinary measures. Appeals against these decisions have to be submitted to the Jury of Appeal whose decision is final.

2.15 Scoring and Distribution of Results

A list of results will be published on the official championships website immediately after each round of qualifications and finals. Printed results will be available for collection from the Delegations Info Office. At the end of the Championships each delegation will receive a full set of detailed results.

2.16 Competition Attire Publicity

Any advertisement displayed on leotard must be approved by the UEG (according to the UEG rules of publicity). Appendix 6.

2.17 Championship Side Event

During the European Championships, the UEG and the Slovenian Gymnastics Federation will organise the side event called "Inform Inspire Involve – In TeamGym". The Side event will take place between October 13th and 16th for any Federation who would be interested in learning more about TeamGym and how to start developing the sport.

All delegates attending the side event will be given accreditation to the TeamGym Championships, which will allow them to watch the training and the competition as well as attend several informative and inspiring presentations, aimed at giving help and support so that delegates can take back knowledge to help them start TeamGym.

A detailed programme of the side event will be published a few weeks before the event on www.ueg-gymnastics.com and www.teamgym2016.si

Part 3: Jury

3.1 Jury of Appeal

Vice-President of the UEG	Malin EGGERTZ FORSMARK
Member of the UEG/EC	Erik Juhl MOGENSEN
Member of the LOC	Miran FIŠER

3.2 Superior Jury

UEG TC TG President	Per SJÖSTRAND
UEG TC TG Members	Heli LEMMETTY, Keith HUGHES, Sólveig JÓNSDÓTTIR, Petr GRYGA

3.3 Judges' Meeting

The initial meetings with draw and practice judging, which are compulsory for all participating judges, will take place at the Hotel Piramida (**Amphitheatre Meeting Room**).

All other judges' meetings will be held in the judges' room in the competition hall.

3.4 Judges' Room

The office will be located within the sports complex.

3.5 Inquiries for the Difficulty Score

At the Accreditation, Heads of Delegation will need to nominate specific Coaches, who will be authorised to submit inquiries. **This form must be given at the accreditation** (Appendix 4.D).

An appeal against the D-score or any other issue must be lodged immediately after the score is displayed or the incident occurs. The appeal has to be given verbally first, to the inquiry table, which will be located next to the floor manager at the entrance to the Field of Play within three minutes after the score is shown.

Only nominated coaches may submit an inquiry and they may not appeal against the score of other teams. The person at the inquiry table will note the time of the appeal, enter the name of the federation, team number and discipline, on a copy of the Inquiry Form (Appendix 4.C), and hand it back. Delegations will then have four minutes to return the written appeal in English language, signed by the authorised coach for submitting inquiries. This requires an agreement of payment of Euro 300.- for the first inquiry; Euro 500.- for the second inquiry and Euro 1'000.- for the third and any further inquiries. Should the inquiry not be confirmed in writing within the fixed deadline, the procedure becomes obsolete.

If the inquiry is refused, the amount will be invoiced later on and must be paid within 3 months to the UEG. If the inquiry is accepted, no amount will be requested.

Every inquiry will be examined by the Superior Jury. Their decision is final and may not be appealed.

The detailed procedure is in the UEG Technical Regulations, part 1 – General Rules, Article 6.

Part 4: Organisation of the Event

4.1 Competition Venue

Ljudski vrt "Lukna"

Mladinska ulica 29

2000 Maribor, Slovenia.

4.2 Delegations

Maximum:

Gymnasts	SENIOR competitors	JUNIOR competitors
Women	10 + 2 reserve	10 + 2 reserve
Mixed	10 + 2 reserve	10 + 2 reserve
Men	10 + 2 reserve	10 + 2 reserve
Coaches	9 (3 per team)	9 (3 per team)

Head of delegation	1
Deputy Head of delegation	1
Team Leader	1
Doctor	1
Physiotherapist	6 (1 per team)
Judges	4

A seating area will be reserved for participating delegations.

4.3 Accreditation of the Delegations

Accreditation will be held at Hotel Piramida** on Monday, October 10th.** Each delegation (Head of Delegation + one person) will be allocated set time for accreditation according to their travel plan. In case of late arrival, accreditation will also be possible at the **Delegations Information Office** in the Competition Arena on **Tuesday, October 11th.**

All participants will receive an accreditation card, allowing them entrance into the training and competition halls. Delegations that have booked an accommodation package will also be entitled to free transportation from / to the airport, free local transportation, free entrance to Farewell dinner, free entrance to various social events and discount on official merchandise.

4.3.1 Before the Accreditation

After the nominative registration (14th September 2016), personalised codes will be sent to all NFs enabling them access to the Championships website for uploading:

- Individual team members photos for pre-production of accreditation card,
- Team photo for each competition section for production of Bulletin and big screen presentation,
- Questionnaire for presentation of team details by the official announcer,
- Floor, Tumbling and Trampet music for ensuring the quality production of sound in the Championships,
- Tariff forms (Floor, Tumbling, Trampet)
- National Anthem.

4.3.2 At the Accreditation

Following items must be handed over at the accreditation:

- Passport of every participant
- Proof of insurance – otherwise an insurance has to be signed locally
- Payments of outstanding accounts
- Written declaration for use of medication (i.e. asthma medicine on the doping list)
- USB Stick with back up music in MP3 format
- Written approval of gymnasts performing triple saltos
- Signed form with list of performing gymnasts (Appendix 4.B)
- Name of accredited coaches allowed to make inquiries for the team (Appendix 4.D)
- Equipment set-up form (Appendix 4.A)
- National flag (dimensions: 2.4 m / 1.2 m).

The LOC will check age and nationality of all competitors at accreditation and nationality / brevet of judges.

Teams must bring a copy of their music on a USB memory stick (for backup). One for each discipline – named as the uploaded file. The USB sticks are handed over at accreditation.



If the photo has to be taken on site because none has been sent within the deadline or sent in an unofficial format, there will be a charge of **Euro 10** for each photo taken at the accreditation desk.

4.3.3 Lost or Stolen Accreditation Cards

In case of lost or stolen accreditation cards, the LOC must be informed immediately in order to block them. Lost or stolen cards may be replaced at the expense of the card holder (**180 €**).

4.4 Orientation Meeting

Orientation meeting will be held at Hotel Piramida** on Tuesday, October 11th at 20h30.**

Up to three representatives from each participating federation may attend but it is mandatory for one representative. Local Organizing Committee, the Technical Committee and the UEG will provide relevant and up to date information of the Championships. **Unjustified failure to attend will result in a sanction against the federation of Euro 1'000.**

4.5 Gymnast Numbers

All gymnasts must have their competitor's number on their dress (see CoP 8.2.2). Gymnasts must have their own competitor number within the team. Every team may choose numbers from 1 to 20. Teams can assign the numbers for each gymnast in any way they want (alphabetical order / draw of lots / just choosing).

The number of every gymnast must be announced in the nominative entry form and at accreditation.

Note that every team must bring their own numbers and apply them according to the following guidelines

- All numbers for each team must be same size and same font. The numbers must be clear, from 8 mm to 10 mm thick and approximately 8 cm high.
- Fastening of the numbers must be secure and tight.
- Placing the numbers:
 - When wearing long trousers / leggings the numbers must be placed on both thighs, to the side, to the upper part of the thigh;
 - When wearing shorts the numbers must be placed on to both sides, as low as possible;
 - When wearing only a leotard (no trousers / shorts / leggings) the numbers must be placed on both sides, above the hip bone.
- Numbers must differentiate clearly from the background (e.g. white numbers on black trousers)

Numbers can be printed straight on to the trousers/shorts/leotard or on a separate piece of cloth (similar colour as the area where it will be fastened) which then must be sewn to the competition dress. Also stickers can be used but make sure that the numbers don't come loose during the competition. Numbers must be used in all disciplines. Loose or missing numbers are deductible.



4.6 Starting Order

The draw for the starting order in qualifications and finals took place in Maribor on August 6th, 2016. The Draw was carried out by the Local Organising Committee under the scrutiny of the UEG delegate and the UEG TeamGym Technical Committee members. The draw was broadcasted live on the UEG YouTube channel (www.ueg.org) and the starting orders are published on the websites of the Championships and of the UEG. If a team is withdrawn prior to the start of the championships, the starting order may be changed for a smooth running of the competition.

4.7 Competition and Training Schedules

Each participating team will have one official training session in the competition hall as well as in the training hall. On the competition day, they have training in the training hall only and compete in the competition hall, according to the training/competition schedule.

Complete training/competition schedules, prepared by the UEG TeamGym Technical Committee is shown in the Appendix 5.A and 5.B. Teams are allowed to enter the Warm-up hall 15 minutes before the start of their Warm-up session.

4.8 Delegation Boxes

Delegation Mail Boxes will be set up at the delegation info desk. All information regarding competition, warm-up, training, and notification of meetings, transport, official functions, as well as UEG and LOC correspondences will be distributed via the delegation mailboxes.

A special "Mail Box" authority card will be issued to each Head of Delegation. This card must be shown by the Head of Delegation (or his representative) when collecting all information. The delegation member designated to collect the information from the Delegation Mail Box will be required to sign for information collected.

4.9 Sports Information Desk

Sports information desk will serve for the exchange of training / competition information between the organisers and delegations. It will be located in the Warm-up Hall and the following changes in the performance of teams can be handled:

- **Name Changes (revised order)** in case of replacing gymnasts due to injury or other reasons at the latest 10 minutes prior to Team's first discipline.
- **Equipment Set-Up** in case of any changes at the latest one (1) day before Finals.

4.10 Medical Services

Chief Medical Officer of the European Championships will be MD Matjaž Vogrin PhD, Head of Department of Orthopaedics at the University Medical Centre Maribor and a Head of Institute for sports medicine at the University of Maribor. University Medical Centre Maribor will be notified of the Competition.

The LOC will provide the necessary medical services.

A meeting with national teams' medical staff will be held on Tuesday October 11th at **18h00 in Hotel Piramida**. Each participating Federation must send at least one representative (doctor/physiotherapist) to this meeting.

4.11 Doping Control

Any doping is prohibited. A doping control can be requested at any time, in accordance with the FIG/UEG regulations. Doping controls will be carried out in accordance with the WADA regulations and by the Slovenian Anti-Doping Agency (SLOADO). Anti-doping prevention stand will be set by SLOADO, aiming to inform participants about dangers of doping in an interesting manner.

4.12 Therapeutic Use Exemption

Gymnasts with a documented medical condition requiring the use of a Prohibited Substance must provide a valid Therapeutic Use Exemption (TUE) from their National Anti-Doping Organization, to be given at the accreditation.

4.13 Award Ceremonies and Kiss & Cry Corner

In the finals, after the last performance, each team has to move to the Kiss & Cry Corner and wait for their final results. Top three teams stay together in the corner, whilst other finalists move to the delegations seating area.

Awarding ceremony for Men's Senior Teams will form a part of the closing ceremony. All the gymnasts must be in leotards for the award ceremonies.

4.14 All Stars Team

The All Stars Team at the European TeamGym Championships is formed with the top two male and two female gymnasts from each discipline of Floor, Tumbling and Trampet. The selection includes gymnasts from the combined senior and junior competitions.

For Tumbling and Trampet: The selection is made based on the total of the two highest difficulty scores in Tumbling and also in Trampet, for each individual. The scores are taken from the finals or if the team did not qualify for finals the qualification scores are used. Scores where a gymnast falls are not counted. Landing statistics will be used in case of ties. In case a gymnast is ranked in the top two in Tumbling and Trampet, an additional gymnast will be selected for the All Stars Team.

For Floor: Gymnasts are only considered from the teams with the highest execution score in the finals, from each section. The basis of selection will be on quality of individual performance.

The All Stars Team will be announced at the Farewell Dinner.

4.15 Transportation

4.15.1 International

The participating national federations shall pay for the travelling and accommodation expenses (including meals) of their delegations. Transportation by bus to and from Maribor, Graz, Ljubljana and Zagreb airport is included in the competition package price given that the transportation information has been sent in due time. In addition, the LOC will organise a transportation from Venice, Vienna and Trieste airport against a fee.

4.15.2 Local

City centre hotels are within a walking distance from the Sports Hall. Transportation from other hotels will be available free of charge with the accreditation. The map of Maribor hotels and bus lines / timetables is in Appendix 1.A and 1.B.

Special transportation to and from social events and farewell dinner will be organised and the schedule will be available at the Delegation Info Office.

4.16 Accommodation

Accommodation package in official hotels includes full board, free entrance to social events and farewell dinner. Delegations with their own accommodation will have to order services separately.

The costs of services will be as follows:

- local transportation for the duration of the event – 50 EUR per person,
- entrance to Farewell dinner – 50 EUR ticket cost per person,
- entrance to all social events during the championships – 50 EUR per person.

Services need to be booked at: info@teamgym2016.si and the payment has to be made by **September 14th** (see Championships Directives & Website for the account details).

OFFICIAL UEG HOTEL

Hotel Habakuk****, Pohorska ulica 59, 2000 Maribor, Slovenia. Phone: +386 2 300 81 00, Fax: +386 2 300 81 28, E-mail: habakuk@termemb.si, Website: <http://www.hotel-habakuk.si/>

CATEGORY 1 HOTELS

Hotel Arena****, Pot k mlinu 57, 2000 Maribor, Slovenia. Phone: +386 2 61 40 950, Fax : +386 2 61 40 979, E-mail: arena@termemb.si, Website: <http://www.hotel-arena.si/>

Hotel Piramida****, Ul. heroja Šlandra 10, 2000 Maribor, Slovenia, Phone:+386 2 234 44 00, Fax: +386 2 234 43 60, E-mail: piramida@termemb.si, Website: <http://www.hotel-piramida.si/>

Hotel Draš Center****, Pohorska ulica 57, 2000 Maribor, Slovenia. Phone: +386 59 076 600, E-mail: hotel@dras.si, Website: <http://www.dras.si/>

CATEGORY 2 HOTELS

Hotel Orel***, Volkmerjev prehod 7, 2000 Maribor, Slovenia, Phone: +386 2 250 67 00, Fax: +386 2 251 84 97, E-mail: orel@termemb.si, Website: <http://www.hotel-orel.si/>

Hotel Bau***, Limbuška cesta 85, 2000 Maribor, Slovenia, Phone: +386 (0)2 421 63 10, Fax: +386 (0)2 421 63 29, E-mail: info@hotel-bau.si, Website: <http://www.hotel-bau.si/>

CATEGORY 3 HOTELS

Hotel Uni**, Volkmerjev prehod 7, 2000 Maribor, Slovenia, Phone: +386 2 250 67 00, Fax: +386 2 251 84 97, Email: orel@termemb.si, Website: <http://www.hotel-orel.si/>

4.17 Venue and Accreditation Areas

Competition and training halls are located in the sports complex Ljudski vrt "Lukna", Mladinska ulica 29, 2000 Maribor, Slovenia. The list of various meeting rooms, working areas and a map of Sports Complex "Lukna" is in Appendix 2.

4.17.1 Competition and Training / Warm-up Halls

Training and warm-up halls are adjacent and connected to the competition hall with two tunnels. There is approximately 1-minute walk from the Warm-up / Training Halls to the Competition Hall. Drawing of competition and training / warm-up halls with the apparatus set-up and the Flow of gymnasts is in Appendix 3.A – 3.D.

4.17.2 Meals

According to training / competition schedule, delegations will have all meals at their hotels whilst judges will have some meals served in VIP / Hospitality room.

4.18 Opening & Closing Ceremonies

Opening Ceremony will take place on Wednesday, October 12th at 15h30 prior to the start of first qualification competition and will last approximately 35 minutes. One gymnast per nation has to be nominated at Accreditation as a flag bearer for the Parade of the Nations, the gymnast must wear his team tracksuit.

Closing Ceremony will take place immediately after the end of last routine in Senior Men's Finals and will last approximately 35 minutes.

4.19 Social Programme and Farewell Dinner

Extensive entertaining and social programme is prepared for the participants during the day and in the evening:

- Entry to Welcome party and Dance night at Štuk dance club,
- Free MBike rentals in a Delegations Relaxation Area in front of the competition hall,
- Official After-Competition Bars & Coffee Shops with discounts for participants,
- Wi-Fi Games room with free access for participants at the competition hall.

Farewell Dinner will take place on Saturday, October 15th at the Event Hall Arena between 20h30 and 24h00. Buffet style dinner will be served at the beginning and the programme will start at 21h00. The minimum age for alcohol consumption is 18 years in Slovenia. The delegations and their national federations are responsible for the proper behaviour of their members.

4.20 Regulations

The 11th European Junior and Senior Championships in TeamGym, in Maribor (SLO), 2016, will take place under the following regulations;

- The 2015 UEG Statutes;
- The 2016 UEG Technical Regulation and specific Regulations for TeamGym;
- The 2016 UEG Accreditation Regulations;
- UEG Rules for Advertising and Publicity, edition 2016;
- Code of Points for European Championships in TeamGym, edition September 2016, Revision A March 2014 & Revision B September 2015;
- Clarification of Group Element in floor, July 2016;
- See also [Frequently Asked Questions](#) (FAQ) – Answers to commonly asked questions about the Code of Points are found on the UEG website.

4.21 Dates to Remember

Nominative Registration – To be sent to the UEG	September 14 th , 2016
Payment of outstanding accounts – To be paid to the LOC	September 14 th , 2016
Accreditation photo submission – To be sent to the LOC	October 1 st , 2016
Team photo upload	October 1 st , 2016
Upload of Tariff forms	October 1 st , 2016
Upload of National Anthem	October 1 st , 2016
Competition music	October 1 st , 2016

Part 5: Appendices

5.1 List of Appendices

- APPENDIX 1 A. Map of the Hotel and bus lines
B. Bus timetables
- APPENDIX 2 “LJUDSKI VRT” Sports complex / map of the working areas and offices
- APPENDIX 3 A. Competition Hall Area
B. Field of Play
C. Flow of gymnasts
D. Training & Warm-up halls
- APPENDIX 4 A. Equipment Set-up Form (TGF01)
B. Name Declaration Form (TGF02)
C. Inquiry Form (TGF03)
D. Authorised Coaches for Inquiries (TGF04)
E. Request to Replace an Injured Gymnast Form (TGF05)
- APPENDIX 5 A. Time schedule – Training days
B. Time schedule – Qualifications + Finals
- APPENDIX 6 Competition Attire Publicity form
- APPENDIX 7 Judges schedule