



26TH PORTIMÃO INTERNATIONAL TOURNAMENT (POR)

8 – 10 MAY 2017

Seniors: *Individuals*

Juniors: *Individuals and Groups*



DIRECTIVES

Event ID: 15104

Dear FIG Affiliated Member Federation,

The Gymnastics Federation of Portugal has the pleasure to invite your National Federation to participate in the aforementioned International Tournament of Portimão.

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| DISCIPLINE | Rhythmic Gymnastics |
| HOST FEDERATION | Gymnastics Federation of Portugal Contact Person: ARAÚJO, Paula Estrada da Luz, n.º 30-A 1600-159 Lisboa - Portugal Tel: +351 21 814 11 45 Fax: +351 21 814 29 50 e-mail: rgportugal@gympor.com website: http://www.fgp-ginastica.pt |
| LOCATION | Portimão, Algarve, Portugal |
| DATE | From 8 to 10 May 2017 |
| VENUE | Portimão <u>Arena</u> Address: Parque de Feiras e Exposições de Portimão Caldeira do Moinho 8500 – 726 Portimão Tel: +351 282 470 870 e-mail: portimao.arena@cm-portimao.pt Venue capacity: 2.530 seats Competition Hall: Capacity for 1 floor Training hall: Capacity for 4 floors. Warm up area: Ballet bars and 1 floor. There is also the possibility of site to train with 2 carpets and a warm up gymnasium in the renovated Municipal Sports Hall . |
| APPARATUS SUPPLIER | GYMNOVA – Refª 6667 – London |
| RULES AND REGULATIONS | The event will be organized under the following FIG rules, as valid in the year of the event, except for any deviation mentioned in these directives: <ul style="list-style-type: none">• Statutes• Technical Regulations• Code of Points and relevant Newsletters• General Judges' Rules• Specific Judges' Rules• Doping Control Rules• Licence rules (except for non competitive events)• Media Rules• Apparatus Norms• FIG Rules for Sanctioning (approval) of International Events• Advertising and Publicity Rules <i>and subsequent decisions of the FIG Executive Committee</i> |

| SIZE OF DELEGATION AND FIG LICENSE | <p>Only gymnasts in good standing with the correct age and holding a valid FIG License at the time of registration until the end of the competitions may participate.</p> <p>The Local Organizing Committee will be responsible for checking the validity of the gymnasts Licenses. No gymnast will be accepted without a valid FIG License at the time of the event.</p> <p>The maximum size of the invited delegation is as follows:</p> <table border="1"> <thead> <tr> <th></th><th>Individual Jun/Sen</th><th>Group</th><th>Joint</th></tr> </thead> <tbody> <tr> <td>Head of Delegation</td><td>1</td><td>1</td><td>1</td></tr> <tr> <td>Team Manager (for Groups only)</td><td>-</td><td>1</td><td>1</td></tr> <tr> <td>Coach</td><td>max. 1 per gymnast</td><td>1</td><td></td></tr> <tr> <td>Gymnasts</td><td>Unlimited Jun / 4 Sen</td><td>6</td><td></td></tr> <tr> <td>Medical Doctor</td><td>1</td><td>1</td><td>1</td></tr> <tr> <td>Paramedical Staff</td><td>1</td><td>1</td><td>2</td></tr> <tr> <td>Judges</td><td>2</td><td>2</td><td>2</td></tr> </tbody> </table> | | | | Individual Jun/Sen | Group | Joint | Head of Delegation | 1 | 1 | 1 | Team Manager (for Groups only) | - | 1 | 1 | Coach | max. 1 per gymnast | 1 | | Gymnasts | Unlimited Jun / 4 Sen | 6 | | Medical Doctor | 1 | 1 | 1 | Paramedical Staff | 1 | 1 | 2 | Judges | 2 | 2 | 2 |
|---|--|-----------------------------|-------------------------------|--|--------------------|-------|-------|--------------------|---|---|---|--------------------------------|---|---|---|-------|--------------------|---|--|----------|-----------------------|---|--|----------------|---|---|---|-------------------|---|---|---|--------|---|---|---|
| | Individual Jun/Sen | Group | Joint | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Head of Delegation | 1 | 1 | 1 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Team Manager (for Groups only) | - | 1 | 1 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Coach | max. 1 per gymnast | 1 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Gymnasts | Unlimited Jun / 4 Sen | 6 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Medical Doctor | 1 | 1 | 1 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Paramedical Staff | 1 | 1 | 2 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Judges | 2 | 2 | 2 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| AGE LIMITS | <p>16 years in the year of the competition for Seniors and 13, 14 and 15 years for Juniors</p> <p>All gymnasts must have a current valid FIG licence until the end of the event.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| JUDGES AND JURIES | <p>All judges must have a current valid FIG brevet at the time of the event.</p> <p>The Organizing Member Federation will apply a fine of CHF 2'000 per missing judge (to be paid to the LOC), should a federation fail to bring the required number of judges. This fine must be paid to the LOC by 10 April 2017.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| REGISTRATION DEADLINES | Definitive registration: | 10 th March 2017 | (2 months prior to the event) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Nominative registration | 12 th April 2017 | (4 weeks prior to the event) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ENTRY FEES | <p>The not refundable cost for the Entry Fee is:</p> <ul style="list-style-type: none"> • 25 EUR per gymnast • 50 EUR per all other participants <p>At the time of the Definitive entry (2 months prior to the event) 100% of the entry fee must be paid to the LOC. Entry fees must be paid 100% by 10th March and according to the number of persons registered in the Definitive Form. Entries without payment of the entry fees will be considered as invalid and will be refused.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ACCREDITATION | <p>Accreditation cards will be given at the "Portimão Arena" by the arrival of the Delegations.</p> <p>A photo of each member of the delegation (in electronic format – JPEG – must be sent to the LOC together with the nominative registration – 12th April 2017). Please note: Photos taken upon arrival will be charged to the National Federations at a cost of EUR 20 each.</p> <p>The Head of delegation must bring to the Accreditation center:</p> <ul style="list-style-type: none"> • FIG gymnast's Licence • Proof of all payments • Certification of valid insurance • National anthem • Flag • Gymnasts music (CD's or usb) – 2 (one for competition, one for trainings) • Gala Form | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| EVENT FORMAT | <p>This International Tournament consist in :</p> <ul style="list-style-type: none"> • Seniors: Individual Competition - Qualifications/All-Around Competition (CI/CII); - Finals (CIII): The top eight Seniors gymnasts (2 per Country) from the CI will | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| | <p>participate in the Finals.</p> <ul style="list-style-type: none"> • <u>Juniors: Individual Competition</u> <ul style="list-style-type: none"> - Individual Qualification (CI): Each country can participate with the number of gymnasts that desires, NO LIMIT for Individual gymnasts; - Individual Finals (CIII) _ The top eight Junior gymnasts (one per Country) from the CI will participate in the Finals. - Team: 2 gymnasts (only one team per Country); 8 routines (each gymnast will perform 4 apparatus) • <u>Junior Groups Competitions</u> <ul style="list-style-type: none"> - Qualifications (CI/CII); and Finals (CIII), with the best 8 Groups after CI. - Program for 2017: 10 Clubs - Each country can participate with 1 group <p>Participation in Finals:</p> <ul style="list-style-type: none"> - The top eight (8, Junior) groups from the CI will participate in the Finals. - In addition, the Organising Member Federation may participate in the finals. <ul style="list-style-type: none"> • <u>Individual Competitions (Juniors&Senior)</u> <p>Participation in the Qualifications:</p> <ul style="list-style-type: none"> - All Individual gymnasts have to participate in the Qualifications. <p>Participation in Finals:</p> <ul style="list-style-type: none"> - In addition, the Organising Member Federation may participate in the four finals with one gymnast, at its free choice. This Wild Card gymnast will have to start first. |
| PROVISIONAL SCHEDULE | <p>Day 1, Sunday 7th May: Arrival of Delegations (All day) Trainings (All Day) Orientation Meeting</p> <p>Day 2, Monday 8th May Trainings Competition: Qualification Individuals and Groups Seniors: 2 apparatus (Hoop & Ball) Juniors: 2 apparatus (Hoop & Ball) • Opening Ceremony Juniors Groups: 1st rotation</p> <p>Day 3, Tuesday 9th May Competition: Qualification Individuals and Groups Seniors: 2 apparatus (Clubs & Ribbon) Juniors: 2 apparatus (Clubs & Ribbon) Individuals Awards Ceremony Juniors Groups: 2nd rotation</p> <p>Day 4, Wednesday 10th May Trainings for the Finals (Individuals and Groups) Finals and Awards Ceremonies Senior Individuals (8 best gym. per apparatus, 2 per country) Junior Individuals (8 best gym. per apparatus, 1 per country) Individuals Awards Ceremony per apparatus Junior Groups (8 best groups per apparatus) Groups Awards Ceremony</p> <p>Day 5, Thursday 11th May Departure of delegations</p> |
| EVENT MANAGER | <p>LOC – Ms. Andreia Sanches Estrada da Luz, n.º 30-A 1600-159 Lisboa / Portugal Tel: (+351) 21 814 11 45 Fax: (+351) 21 814 29 50 e-mail: rgportugal@gympor.com</p> |
| MEDICAL | <p>The LOC will provide first aid medical services. A physiotherapist and medical</p> |


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| SERVICES | support will be present during training and competitions as well as other staff specialized in first aids. |
| VISA | <p>Please verify immediately with your travel agent or the Portuguese Embassy or Consulate in your country if a visa is required for your to travel to Faro, Portugal.</p> <p>The LOC will be happy to assist each Delegation member with an official invitation letter, provided that the request is made before 04th March 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.</p> |
| INSURANCE | <p>The Host Federation, the LOC and the FIG will not be held responsible for any liabilities in case of accidents, illness, repatriation and the like.</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 for repatriation for all the members of their Delegation.</p> <p>The LOC will verify the insurance upon arrival of the delegation members (e.g. cover note or photocopy of the valid policy). Delegation members with insufficient insurance cover must inform the LOC in advance.</p> <p>The LOC will subsequently offer insurance at the Federations own charge as follows: EUR 35 per person/day.</p> |
| INTERNATIONAL TRANSPORTATION | <p>The invited participating federations must pay for the International travel costs of their delegation members.</p> <p>The Travel Schedule Form must be returned to the LOC by 12th April 2017.</p> |
| LOCAL TRANSPORTATION | <p>The LOC will provide free local transportation for all participants who paid an entry fee, from/to Faro airport as well as from/to the hotel and the Competition, Training, and Warm-up Halls. Transfer from Faro airport will be provided if the travel schedule form is sent in due time.</p> <p>Arrival airport: Faro (1h30m distance to Portimão by bus – LOC provided).</p> |
| ACCOMMODATION AND MEALS | <p>The invited participating federations must pay for the accommodation expenses of their delegation members.</p> <p>The hotels' prices are per person and per night and include:</p> <p>Five Stars Hotel Euro 155,00 (single room, full board) Euro 130,00 (double room, full board)</p> <p>Four Stars Hotel (Official Hotel) Euro 130,00 (single room, full board) Euro 110,00 (double room, full board) Euro 105,00 (triple room, full board)</p> <p>Three Stars Hotel (Low Cost) Euro 100,00 (double room, full board) Euro 95,00 (triple 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 10th March at the very latest, the Hotel rooms will be allocated on a "first come, first serve" basis.</p> <p>The costs for the accommodations must be paid to the LOC as follows:</p> <ul style="list-style-type: none"> - 50% of the costs until the 10th March 2017 - The final payment of the costs until the 12th April 2017 <p>Cancellation/Reimbursement Policy:</p> <p>50% of Accommodation and meals cost shall be reimbursed if the cancelation</p> |

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|--|---|--|-----------------------------|--|-----------------------------|---------------------------------------|-----------------------------|--------------------|-----------------------------|-------------------|-----------------------------|------------|-----------------------------|--------------------------|-----------------------------|--|-----------------------------|---|-----------------------------|----------------------|-----------------------------|--|-----------------------------|
| | occurs up to 1 month prior to the event. After, no reimbursement will be made. | | | | | | | | | | | | | | | | | | | | | | |
| FINAL BANQUET | <p>The Final Banquet will be offered to all participants who have booked their accommodation through the LOC.</p> <p>Extra -Tickets to the Final Banquet will be available at the cost of EUR 25 each and can be paid at the LOC offices until 12 May 2017 (12h00, Portugal time).</p> <p>The LOC will not reimburse any cancelled entry ticket of the Final Banquet.</p> | | | | | | | | | | | | | | | | | | | | | | |
| BANK ACCOUNT INFORMATION | <p>Each participating member Federation is kindly requested to integrate the payment's purpose as follows: FIG RG International Tournament Portimao 2017</p> <p>Bank: Millennium BCP BENEFICIARY: Gymnastics Federation of Portugal IBAN: PT50 0033 0000 0188 0157 8909 6 BIC/Swift: BCOMPTPL</p> <p>The participating federation is responsible for covering all bank fees in connection with the bank transfers.</p> | | | | | | | | | | | | | | | | | | | | | | |
| MARKETING MEDIA | <p>FIG advertising and publicity norms must be respected.</p> <p>Only journalists and photographers holding an official and valid press card recognized by international press agencies such as the AIPS and official Sports Journalists Associations / National Federations will be accredited.</p> <p>All media representatives (journalists, photographers, TV) must request an accreditation from the O.C. Media Office as soon as possible to have access to the media centre on the competition venue.</p> <p>Media Officer: Ms. ROSCA, Elena Estrada da Luz, n.º 30-A 1600-159 Lisboa / Portugal Tel: (+351) 21 814 11 45 Fax: (+351) 21 814 29 50 e-mail: comunicacao@gympor.com</p> | | | | | | | | | | | | | | | | | | | | | | |
| SOCIAL MEDIA | <p>Facebook page: https://www.facebook.com/ginasticaportugal?fref=ts Youtube: https://www.youtube.com/user/ginasticaportugal</p> | | | | | | | | | | | | | | | | | | | | | | |
| DEADLINES SUMMARY | <table border="1"> <tr> <td>Definitive Registration (on line)</td><td>10th March 2017</td></tr> <tr> <td>Nominative Registration (on line)</td><td>12th April 2017</td></tr> <tr> <td>Payment of the fine for missing judge</td><td>10th March 2017</td></tr> <tr> <td>Accommodation Form</td><td>10th March 2017</td></tr> <tr> <td>Visa Request Form</td><td>10th March 2017</td></tr> <tr> <td>Meals Form</td><td>10th March 2017</td></tr> <tr> <td>Payment of the Entry Fee</td><td>10th March 2017</td></tr> <tr> <td>Payment of the Accommodation in FB Costs (first 50%)</td><td>10th March 2017</td></tr> <tr> <td>Payment of the Accommodation in FB Costs (second 50%)</td><td>12th April 2017</td></tr> <tr> <td>Travel Schedule Form</td><td>12th April 2017</td></tr> <tr> <td>A photo of each delegation member (electronic format – JPEG)</td><td>12th April 2017</td></tr> </table> | Definitive Registration (on line) | 10 th March 2017 | Nominative Registration (on line) | 12 th April 2017 | Payment of the fine for missing judge | 10 th March 2017 | Accommodation Form | 10 th March 2017 | Visa Request Form | 10 th March 2017 | Meals Form | 10 th March 2017 | Payment of the Entry Fee | 10 th March 2017 | Payment of the Accommodation in FB Costs (first 50%) | 10 th March 2017 | Payment of the Accommodation in FB Costs (second 50%) | 12 th April 2017 | Travel Schedule Form | 12 th April 2017 | A photo of each delegation member (electronic format – JPEG) | 12 th April 2017 |
| Definitive Registration (on line) | 10 th March 2017 | | | | | | | | | | | | | | | | | | | | | | |
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| Payment of the fine for missing judge | 10 th March 2017 | | | | | | | | | | | | | | | | | | | | | | |
| Accommodation Form | 10 th March 2017 | | | | | | | | | | | | | | | | | | | | | | |
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| Payment of the Accommodation in FB Costs (first 50%) | 10 th March 2017 | | | | | | | | | | | | | | | | | | | | | | |
| Payment of the Accommodation in FB Costs (second 50%) | 12 th April 2017 | | | | | | | | | | | | | | | | | | | | | | |
| Travel Schedule Form | 12 th April 2017 | | | | | | | | | | | | | | | | | | | | | | |
| A photo of each delegation member (electronic format – JPEG) | 12 th April 2017 | | | | | | | | | | | | | | | | | | | | | | |

Sincerely Yours,



Place and date:
Lisbon, 28th November, 2016


Signature of the President or
Secretary General of POR Federation