

FÉDÉRATION INTERNATIONALE DE GYMNASTIQUE

**WORLD CUP ACRO, BELGIUM - ANTWERP
(PUURS),
12-14.04.2019
B CATEGORY**



DIRECTIVES

Event ID: 15879

Dear affiliated Member Federation,

Following the decision of the FIG Presidential Commission, the Gymnastics Federation of Belgium has the pleasure to invite your Federation to participate in the aforementioned official FIG World Cup.

FIG	Fédération Internationale de Gymnastique (FIG) Contact Person: Rui Vinagre 12A Avenue de la Gare 1003 Lausanne Switzerland Tel: +41 (0) 21 321 55 10 / direct line: +41 (0) 21 321 55 32 Fax: +41 (0) 21 321 55 19 / Sport department: +41 (0) 21 321 55 29 e-mail: rvinagre@fig-gymnastics.org website: www.gymnastics.sport
HOST FEDERATION	Royal Belgian Gymnastics Federation - Flemish League - Address: Zuiderlaan 13, 9000 Ghent - Belgium - Contact person: Ilse Arys - Phone number: +32 (0)9 243 12 00 - E-mail: info@gymfed.be - Website: www.gymfed.be
ORGANIZING COMMITTEE	Ambitious Pro Gymnastics - Address: Jan De Donckerlaan 4, 2870 Puurs, Belgium - Contact person: Danny Cuyt - Phone number: +32 (0)468 10 20 18 - E-mail: admin@worldcupacro.com - Website : www.worldcupacro.com
LOCATION	The city of Puurs, located in Antwerp (Belgium)
DATE	From April 12 th to 14 th , 2019
VENUE	Sportcomplex De Vrijhals Address: Cyriel Verschaevestraat 15, 2870 Puurs, Belgium
APPARATUS SUPPLIER	Jansen-Fritsen A detailed list of the apparatus to be used for this world cup will be published on the FIG website.
PROVISIONAL SCHEDULE	08-10/04/2019: Arrival delegations, Free training 11/04/2019: Training, Orientation meeting and judges meeting 12.13/04/2019: Qualifications 14/04/2019: Finals 15/04/2019: Departure delegations

<p>PARTICIPATION</p>	<p>The World Cup Competitions consist of Qualifications and Finals in all 5 categories.</p> <p><u>Participation in the Qualifications:</u></p> <ul style="list-style-type: none"> • All competitors must take part in the qualifications. • In case of a tie at any place, the tie-breaking rules as set up for the World Championships shall be applied. Nevertheless the gymnasts not qualified for the finals and with same final score will receive the same World Cup points. <p><u>Participation in the Finals:</u></p> <p>Category A and B tournaments must offer a Final in all 5 categories.</p> <ul style="list-style-type: none"> • The top eight units with no more than 2 per NF/per category from the qualifications qualify for the Finals. If there are less than 9 units, only 6 will proceed to the Final, with no more than 2 pairs or groups per NF. • In addition, if the Organizing Member Federation has not qualified in any category, it may nominate one participation in max. 1 category of its choice. • Maximum participation in the finals is therefore 8+1 participants in one category and 8 in the other four categories. • Such “Wild Card Participant” must have participated in the respective category in the qualification. • In case of a tie at any place, the tie-breaking rules as set up for the World Championships shall be applied. <p><u>World Cup Competitions may exceptionally be combined with other Competition.</u></p> <p>Cancellation Policy</p> <ul style="list-style-type: none"> ▪ The <u>organizing member Federation (LOC)</u> may cancel the competition in the respective category if at the time of the definitive entry there are less than 4 countries registered in a category. In case of such a cancellation, the LOC must reimburse, in full, the entry fee and payments made for accommodation. Should flights have to be cancelled due to the above, the risk is at the charge of the participating member Federations (NF). ▪ If at the deadline of the definitive registration there are less than 4 units in a specific category (not National federations), the registered federations may cancel their participation without any penalty or payment for fees, accommodation and meals already booked, and they will receive the entry fees back. ▪ Procedure and deadlines for the cancellation of a category by the LOC or participation by the NF is as follows: <ul style="list-style-type: none"> ○ FIG shall inform LOC and NF about the participation, within 5 days after the Definitive registration deadline. ○ LOC and NF have the possibility to cancel the event (in a specific category) respectively their participation within 5 days after information by the FIG. Such notification must be sent by e-mail or fax to the FIG. Cancellations after this deadline will not be accepted.
<p>“HORS CONCOURS” GYMNASTS</p>	<p>The Organizing Member Federation is allowed to add only for the qualifications “hors concours” competitors. These competitors are in addition to the official participants of the Organizing Member Federation’s competitors; they must be named before the start of the qualifications and cannot qualify for the final. They will have to start first.</p> <p>The Organizing Member Federation is allowed to name 1 Men’s Pair, 1 Woman’s Pair, 1 Mixed pair, 1 Women’s Group and 1 Men’s Group as “hors concours” competitors.</p>

FEDERATIONS INVITED	The Organising Member Federation must invite all FIG Member Federations who have paid their annual membership fee for Acrobatic Gymnastics.																																				
SIZE OF DELEGATION AND FIG LICENCE	<p>Participation is limited to 3 “units” per NF in each category</p> <p>Only senior gymnasts in good standing with the correct age and holding a valid FIG License may participate. The Organizing Committee will be responsible for checking the validity of the gymnast’ Licenses. No gymnasts will be accepted without a valid FIG License at the deadline of the Nominative Registration.</p> <p>The Organising Member Federation (OMF) may limit the participation with criteria to be defined by the OMF. Those criteria must be approved by the FIG.</p> <p>The maximum size of the invited delegation is as follows:</p> <table border="1" data-bbox="491 533 1422 954"> <tr> <td>Head of delegation</td> <td></td> <td>1</td> </tr> <tr> <td>Team Manager</td> <td>(if 4 and more units)</td> <td>1</td> </tr> <tr> <td></td> <td>(if 8 and more units)</td> <td>2</td> </tr> <tr> <td>Coaches</td> <td>(if 1 units)</td> <td>1</td> </tr> <tr> <td></td> <td>(if 2 to 5 units)</td> <td>2</td> </tr> <tr> <td></td> <td>(if 6 to 8 and more units)</td> <td>3</td> </tr> <tr> <td></td> <td>(if 9 and more units)</td> <td>4</td> </tr> <tr> <td>Gymnasts</td> <td>(3 units per category)</td> <td>39</td> </tr> <tr> <td>Medical Doctor</td> <td></td> <td>1</td> </tr> <tr> <td>Paramedical Staff</td> <td>(if 1 to 3 units)</td> <td>1</td> </tr> <tr> <td></td> <td>(if 4 and more units)</td> <td>2</td> </tr> <tr> <td>Judges</td> <td></td> <td>2</td> </tr> </table> <p><i>A unit being a pair or a group.</i></p> <p>Out of competition gymnasts will not be accepted Age limit: minimum 15 years (born in 2004 or before)</p>	Head of delegation		1	Team Manager	(if 4 and more units)	1		(if 8 and more units)	2	Coaches	(if 1 units)	1		(if 2 to 5 units)	2		(if 6 to 8 and more units)	3		(if 9 and more units)	4	Gymnasts	(3 units per category)	39	Medical Doctor		1	Paramedical Staff	(if 1 to 3 units)	1		(if 4 and more units)	2	Judges		2
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JUDGES AND JURIES	<p>The number of Juries (judges’ panels) may be decided by the organizing member federation depending on the number of participating competitors and judges.</p> <p>The Juries are set up by a draw - directed by the FIG Technical Representative - from the judges present at the event. Priority will be given to the judges of the highest category.</p> <p>Please see also “General and ACRO Specific Judges’ Rules”.</p> <p>The FIG Technical Representative will serve as President of the Superior Jury.</p> <p>Each participating federation must provide minimum one judge. Failure to do so will result in a fine of Swiss Francs 2’000.- to be paid to the Organizing Member Federation.</p> <p>The Organizing Member Federation is responsible that there are enough FIG brevetted judges present with the appropriate category of brevet for their function. Should there not be sufficient judges, the Organizing Member Federation may propose to the FIG for approval the name of neutral additional judges to complete the panels (plus 1 reserve). These judges, once approved, have to be invited at the cost of the Organizing Member Federation. Should the Organizing Member Federation fail to propose names for additional judges, the FIG will invite such judges at the cost of the Organizing Member Federation.</p>																																				
FIG TECHNICAL DELEGATE AND EC MEMBER	<p>The FIG Technical Delegate and EC member (if applicable) will be designated by the FIG.</p> <p>The FIG Technical Delegate will serve as President of the Superior Jury.</p>																																				
REGISTRATION DEADLINES	<p>Provisional, Definitive and Nominative Registrations must be made exclusively on-line via the FIG website (http://www.gymnastics.sport) or accordingly. These registrations will only be accepted from FIG Gymnastics Member Federations.</p>																																				

Provisional registration	12/12/2018	(4 months prior to the event)
Definitive registration:	13/02/2019	(2 months prior to the event)
Nominative registration	13/03/2019	(4 weeks prior to the event)

Late registrations are subject to fines as follows:

Fine for missing or late Provisional registration	CHF 500.-
Fine for missing or late Definitive registration	CHF 750.-
Fine for missing or late Nominative registration	CHF 500.-

Registrations and payments made after the gymnasts' drawing of lots will not be accepted and the Delegation members concerned will not be authorized to participate.

DRAWING OF LOTS

The drawing of lots will take place at the FIG Headquarters in Lausanne (SUI) two weeks after the closing date of the nominative registration – 27 March 2019. After publication of the draw on the FIG website, the member Federation will be given an opportunity to modify the position of their gymnasts' starting order within 3 days by using the official document to be found on FIG website

ENTRY FEES

The non-reimbursable cost for the Entry Fee is of € 50 per gymnast, which has to be paid at the time of the definitive entry.

ACCOMMODATION

The LOC offers accommodation in the following ho(s)tels:

3Paardekens (*) Begijnenstraat 3 2800 Mechelen 0032(0)15/34 27 13	Elisabeth (*) G. de Stassartstraat 26 2800 Mechelen 0032(0)15/28 84 00
Essenza (*) Essendries 2 2870 Kalfort-Puurs 0032(0)3/288 33 33	Youth Hostel Zandpoort (**) Zandpoortvest 70 2800 Mechelen 0032(0)15/27 85 39

The costs per person/night in the (*)Hotels are as follows:

FULL BOARD = Hotel + Transportation + Breakfast + Lunch + Dinner

- 140,00 € (single room – FULL BOARD)
- 100,00 € (double room – FULL BOARD)
- 90,00 € (triple room – FULL BOARD)
- 80,00 € (quadruple room – FULL BOARD) (only for Men's Groups)

The cost per person/night in the (**)Hostel is as follows:

FULL BOARD = Hotel + Transportation + Breakfast + Lunch + Dinner

- 65,00 € (In this low cost hostel you can't choose your room type, room(s)/bed(s) will be allocated to you. It's required to bring your own towels and toiletries.)

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 12/01/2019 at the very latest, the hotel rooms will be allocated on a "first come, first serve" basis.

The invited participating federations must pay for the accommodation expenses of their delegation members. At the time of check-in each delegation must pay a (cash) deposit of € 500 at the hotel reception. This deposit will be returned in full at the time of check-out but only if the delegation returns the allocated room(s) in its/their original and proper state.

The costs for the accommodations must be paid to the LOC as follows:

	50% of accommodation must be paid to the LOC by 13/02/2019 at the very latest. The 50% is only refundable if cancellations are made before 12/03/2019. The remaining 50% of the accommodation costs must be paid by 13/03/2019. Cancellations after the 13/03/2019 are not refundable.
MEALS	The invited participating federations must pay for the meals expenses of their delegation members. The delegations that book their accommodation through the LOC have full board: breakfast will be served at the hotel. Lunch and Dinner will be served close to the competition hall. Extra tickets for meals (€ 15/person/meal) can be ordered through the LOC by 13/03/2019. The Meals Form must be returned and paid to the LOC by 13/03/2019.
FINAL BANQUET	A farewell dinner will be organized and will be followed by a farewell party. All delegations who have booked their accommodation through the LOC, are invited to participate without additional payment. Extra tickets will be available at the LOC office at 25,00 € per person. Requests for extra tickets can be made until 13/03/2019.
INTERNATIONAL TRANSPORTATION	The invited participating federations must pay for the travel costs of their delegation members. The Travel Schedule Form must be returned to the LOC by 17/01/2018.
LOCAL TRANSPORTATION	The delegations that book their accommodation through the LOC will be offered free transport: <ul style="list-style-type: none"> - Between all airports in Belgium or Brussels railway stations and the official hotel - Between the official hotel and the competition venue
VISA	Please verify immediately with your travel agent or the Belgian Embassy or Consulate in your country if a visa is required for your travel to Belgium. The Organizing Committee will be happy to assist each Delegation member with an official invitation letter, provided that the request is made before 13/02/2019 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. Federations are responsible for all costs related to this Visa Request.
INSURANCE	The Host Federation, the Organizing Committee and the FIG will not be held responsible for any liabilities in case of accidents, illness, repatriation and the like. The FIG Technical Regulations foresee that all participating Federations are responsible for making their own arrangements to have the necessary valid insurance coverage against illness, accidents and for repatriation for all the members of their Delegation (except for gymnasts and judges). 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. The LOC will subsequently offer insurance at the Federations own charge as follows: €5 per person/day with a minimum of € 50 per contact.
ACCREDITATION	Each delegation will be taken to the accreditation desk upon arrival. The following items will be checked there: <ul style="list-style-type: none"> - FIG-license - Total payment of participation - Insurance - every delegation member needs a valid insurance - Music exercises - Tariff sheets - National anthem and national flag - Transport - confirmation of departure Your accreditation badge will be available there. Please wear your accreditation all times.
FINANCIAL OBLIGATIONS	Federations which have not fulfilled their financial obligations towards the FIG (e.g. annual membership fees, unpaid invoices, etc.) will not be allowed to participate in these World Cups. Federations which have not fulfilled their financial obligations towards the LOC by the given deadline in the Invitation/Directives, may still have the possibility to participate, but the LOC will not guarantee the hotel booking, meals and local transportation.

BANK ACCOUNT INFORMATION	<p>Bank : BNP Paribas Fortis Address: Warandeberg 3 1000 Brussel Account name: Ambitious Pro Gymnastics vzw SWIFT: GEBABEBB IBAN: BE32 2930 2050 0502</p> <p>Each participating member Federation is kindly requested to integrate the payment's purpose as follows: WC 2019 - Your country or Federation - Subject. The participating federation is responsible for covering all bank fees in connection with the bank transfers.</p>										
CANCELLATION POLICY	<p>The LOC strongly recommends that each Federation takes a cancellation insurance for its accommodation.</p> <ul style="list-style-type: none"> - Rooms cancelled until 13/02/2018 at the very latest will be subject to a cancellation fee of 0%. - Rooms cancelled from 14/02/2019 until 12/03/2019 at the very latest will be subject to a cancellation fee of 50% to be paid by the Federation concerned. - Rooms cancelled from 13/03/2019 until the arrival of the delegations on site or "no show" will be subject to a cancellation fee of 100% to be paid by the Federation concerned. 										
TIE BREAKING RULES	<p>In case of a tie at any place, the tie-breaking rules as set up in the Technical Regulations / World Cup Rules will be applied.</p>										
PRIZE MONEY	<p>The organising member federation must pay a minimum prize money per medallist as follows:</p> <p style="padding-left: 40px;">B- Tournaments : Total minimum 7'800.- (Swiss Francs):</p> <p>The Prize Money, free of any deductible taxes, will be distributed in EURO as follows:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;"><u>For Tournaments Category B:</u></td> <td style="text-align: right;">Total CHF 7.800.-</td> </tr> <tr> <td colspan="2"><i>Pairs and Groups</i></td> </tr> <tr> <td>• Gold</td> <td style="text-align: right;">300.- (per gymnast)</td> </tr> <tr> <td>• Silver</td> <td style="text-align: right;">200.- (per gymnast)</td> </tr> <tr> <td>• Bronze</td> <td style="text-align: right;">100.- (per gymnast)</td> </tr> </table> <p>In case of a tie, the prize money will be added and divided by the number of gymnasts:</p> <p>1, 1, 3 (prize money for rank 1 and 2 is added and divided by 2) 1, 2, 2, (prize money for rank 2 and 3 is added and divided by 2)</p> <p>No prize money, medals and World Ranking Lists points will be given, if there are less than 4 units in a category. This must be mentioned in the invitations.</p>	<u>For Tournaments Category B:</u>	Total CHF 7.800.-	<i>Pairs and Groups</i>		• Gold	300.- (per gymnast)	• Silver	200.- (per gymnast)	• Bronze	100.- (per gymnast)
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ASSIGNMENT OF WORLD CUP POINT FOR THE RANKING LIST	<p>In principle, the results and the updated FIG World Cup Ranking List will be published on the FIG web site within 24 hours after the end of the competitions provided that all procedures before and after the competitions are duly respected by the Organizing Member Federation.</p> <p>Separate World Cup Series Ranking Lists are established for every category beginning with the first World Cup event of the year and ending with the last World Cup event of the year as follows:</p> <ul style="list-style-type: none"> • Men's Pairs • Women's Pairs • Mixed Pairs • Women's Groups • Men's Groups 										

Pairs are listed **by name**, but considered **as an entity**.
In case of change of partner, the Mixed Pair is considered as a new Pair.

Groups are listed **by name**, but considered **as an entity**.
One change of name in a Trio is allowed, but in case of a second change of name, the Trio is considered as a new Trio.

The World Cup Points are assigned to the competitors as follows:

Finals: ranking from 1st to 8th place

Qualifications: ranking from 9th to 16th place

Rank	World Cup Cat. B
1	30
2	25
3	20
4	18
5	16
6	14
7	12
8	10
9	8
10	7
11	6
12	5
13	4
14	3
15	2
16	1

The gymnasts with same final score will receive the same World Cup points.

If there are less than 4 units in a category, no medals, prize money and World Cup Points will be awarded.

“Wild Card Participants” will not receive any World Cup Points.

“Hors concours competitors” will not receive World Cup Points.

WINNER OF THE ANNUAL WORD CUP

The winner of the annual World Cup per category is the individual gymnast / pair / trio / group with the highest number of points of the World Cup Series Ranking List after the last event of the year/series:

A special award ceremony will be held at the last World Cup Competition of the year/series in which the World Cup winner will receive the World Cup.

EVENT MANAGER

- Contact person: Danny Cuyt
- Phone number: +32 (0)468 10 20 18
- E-mail: events@worldcupacro.com

MEDIA

Streaming of the competition

SOCIAL MEDIA

- www.facebook.com/GymnastiekFederatie
- www.twitter.com/gymfed
- www.instagram.com/wearegym

MEDICAL SERVICES

The medical services will be provided by the LOC. A physiotherapist and a team of the Red Cross with ambulance service will be available during the competitions.

OFFICIAL HOSPITAL

Sint-Jozef Hospital
Campus Bornem
Kasteelstraat 23, 2880 Bornem
Tel: +32 3 890 16 11

DOPING CONTROLS

For World Cup Competitions and Series, A and B Category, the Organizing Member Federation will provide a minimum of 5 doping controls at its own charge. Failure to do so will result in the deposit being lost in full.

MARKETING	FIG advertising and publicity norms must be respected.																											
VIDEO CONTROL SYSTEM	Should IRCOS not be available, the Organizing Member Federation must provide another video control system which allows to treat inquiries and records all exercises of the competition in a quality which allows to judge the exercises.																											
RULES AND REGULATIONS	<p>The competition must be organized under the following FIG rules, as valid in the year of the competition, except for any deviation mentioned in these directives:</p> <ul style="list-style-type: none"> - Statutes - Code of Ethics - Technical Regulations - License Rules - Code of Points and relevant Newsletters - General Judges' Rules - Specific Judges' Rules for Acrobatic Gymnastics - Medical Organization of the Official FIG Competitions - Doping Control Rules - Media Rules - Apparatus Norms - Advertising and Publicity Rules - Accreditation Rules - Regulations for Awards Ceremonies <p><i>and subsequent decisions of the FIG Executive Committee</i></p>																											
DEADLINES SUMMARY	<table border="1"> <tr> <td>Provisional Registration (on line)</td> <td>12/12/2018</td> </tr> <tr> <td>Definitive Registration (on line)</td> <td>13/02/2019</td> </tr> <tr> <td>Nominative Registration (on line)</td> <td>13/03/2019</td> </tr> <tr> <td>Accommodation Form</td> <td>13/02/2019</td> </tr> <tr> <td>Travel Schedule Form</td> <td>13/02/2019</td> </tr> <tr> <td>Visa Request Form</td> <td>13/02/2019</td> </tr> <tr> <td>Meals Form</td> <td>13/02/2019</td> </tr> <tr> <td>Payment of the Entry Fee</td> <td>13/02/2019</td> </tr> <tr> <td>Payment of the Accommodation Costs - 50%</td> <td>13/02/2019</td> </tr> <tr> <td>Payment of the Accommodation Costs - 100%</td> <td>13/03/2019</td> </tr> <tr> <td>Payment of the fine for missing judge</td> <td>13/03/2019</td> </tr> <tr> <td>Music</td> <td>13/03/2019</td> </tr> <tr> <td>Tariff sheets</td> <td>at the accreditation</td> </tr> </table>	Provisional Registration (on line)	12/12/2018	Definitive Registration (on line)	13/02/2019	Nominative Registration (on line)	13/03/2019	Accommodation Form	13/02/2019	Travel Schedule Form	13/02/2019	Visa Request Form	13/02/2019	Meals Form	13/02/2019	Payment of the Entry Fee	13/02/2019	Payment of the Accommodation Costs - 50%	13/02/2019	Payment of the Accommodation Costs - 100%	13/03/2019	Payment of the fine for missing judge	13/03/2019	Music	13/03/2019	Tariff sheets	at the accreditation	
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ADDITIONAL INFORMATION	<p><u>Music</u> Each participating NF needs to transmit all the music for its exercises to music@worldcupacro.com by 13/03/2019 at the very latest.</p> <p>The LOC wishes to receive your music only in an .MP3-format.</p> <p><u>How to name the MP3-files?</u></p> <ul style="list-style-type: none"> - Structure: Competition number_Level_Category_Country_Gymnasts_Routine - Competition number: will be available after the drawing of lots. - Level: SEN - Category: WP, MP, MxP, WP or MG - Country: 3-letter country code (e.g. BEL, USA, RUS, ...) - Gymnasts: the first letter of the first name of each gymnast of the team. (e.g. a team composed of Carola, Beth and Ann will be: "CBA") - Routine: Balance=Bal / Dynamic=Dyn / Combined= Com 																											

Example: 153_SEN_WG_BEL_CBA_Dyn.mp3

Please bring along a copy of your music to the World Cup, as a back-up in case of a technical problem in the competition area or for your training sessions.

Tariff sheets

Each participating NF needs to transmit the tariff sheets for its exercises to jury@worldcupacro.com by 31/03/2019.

The last time to submit the Tariff Sheets or made any changes is the time of the accreditation: 11/04/2019 – 15h00.

Make sure **each tariff sheet is on one page and in pdf-format!**

How to name the PDF-files?

Use the same name as for the music!

Example: 153_SEN_WG_BEL_CBA_Dyn.pdf

Sincerely Yours,

Place and date: Ghent, 16/08/2018



Sonja Deneyer, Secretary
General of the Royal Belgian
Gymnastics Federation