

FÉDÉRATION INTERNATIONALE DE GYMNASTIQUE



PALM BEACH WORLD CUP

PALM BEACH, FLORIDA, USA
1-6 AUGUST 2023



DIRECTIVES TRA and TUM and DMT

EVENT ID: 17305

Dear FIG Affiliated Member Federation,

Following the decision of the Executive Committee, the Gymnastics Federation of **USA** has the pleasure to provide information related to the organization of the **2023 Palm Beach World Cup**.

FIG	Fédération Internationale de Gymnastique (FIG) Contact person: Rui Vinagre 12A Avenue de la Gare 1001 Lausanne Switzerland Tel: general: +41 21 (0) 321 55 10 / Direct: +41 (0) 21 321 55 32 e-mail: rvinagre@fig-gymnastics.org website: www.gymnastics.sport
HOST FEDERATION	- 1099 N. N Meridian St., Suite 800, Indianapolis, IN 46204 USA - Scott Cole - +1-317-829-5633 - +1-317-732-1791 - scole@usagym.org - www.usagym.org
LOCATION	Palm Beach, Florida, USA
DATE	From August 1 to August 5, 2023
VENUE	Palm Beach County Convention Center - 650 Okeechobee Blvd, West Palm Beach, Florida USA 33401 - pbconventioncenter.com
APPARATUS SUPPLIER	<ul style="list-style-type: none">• Trampoline – EUROTRAMP• Double Mini-Trampoline – EUROTRAMP• Tumbling Track - SPEITH <p>A detailed list of Apparatus supplied to be used for this world cup will be published on the FIG website.</p>

PROVISIONAL SCHEDULE

Tuesday, August 1	Arrival of Delegations
Wednesday, August 2	Training and Podium Training Orientation Meeting Judges' Instruction
Thursday, August 3	Qualification TRA Ind., TUM*, DMT* and TRA SYN**if needed
Friday, August 4	Qualification TRA Ind., TUM*, DMT* and TRA SYN**
Saturday, August 5	Finals (must be run separately) TRA IND W TRA IND M TUM W TUM M DMT M DMT W TRA SYN W TRA SYN M
Sunday, August 6	Departure of Delegations

*TUM and DMT can be run simultaneously with TRA individual or synchro
 **An extra day may be added if necessary

It will be possible to organize early training (prior to August 1) if requested by the nominative deadline.

PARTICIPATION

The World Cup competition will consist of Qualifications and Finals.

Participation in the Qualifications:

- 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 the same final score will receive the same world cup points.

Participation in the Finals:

- The top eight gymnasts or pairs from the qualifications qualify for the finals.
- Max. 2 individuals or 1 pair per NF per discipline.
- In case of a tie at any place, the tie-breaking rules as set up for the World Championships shall be applied.

Cancellation Policy (valid for TUM and DMT only):

The **organizing member Federation (LOC)** may cancel the competition if at the time of the definitive entry there are less than 4 countries registered in this 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).

The **participating member Federation (NF)** may cancel its participation without any penalty or payment for fees, accommodation and meals already booked, in case of less than 4 participating countries in that category after the definitive deadlines.

Procedure and deadlines for the cancellation by the organizing member federation or participation by the NF is as follows:

FIG shall inform the organizing member federation about the participation, within 5 days after the Definitive registration deadline.

The organizing member federation has the possibility to cancel the event 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.

FEDERATIONS INVITED	The Organizing Member Federation invites all FIG Member Federations who have paid their annual membership fee for Trampoline Gymnastics.																																																																																																		
SIZE OF DELEGATION AND FIG LICENCE	<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. The maximum size of the invited delegation is as follows:</p> <p>Trampoline World Cups Series</p> <table border="1" data-bbox="555 450 1433 869"> <thead> <tr> <th rowspan="2"></th> <th colspan="2">TRA IND</th> <th colspan="2">TRA SYN</th> <th colspan="2">TUM</th> <th colspan="2">DMT</th> <th rowspan="2">Total</th> </tr> <tr> <th>M</th> <th>W</th> <th>M</th> <th>W</th> <th>M</th> <th>W</th> <th>M</th> <th>W</th> </tr> </thead> <tbody> <tr> <td>Head of Delegation</td> <td>1</td> <td></td> <td>1</td> <td></td> <td>1</td> <td></td> <td>1</td> <td></td> <td>1</td> </tr> <tr> <td>NF President or Secretary General ¹</td> <td>1</td> <td></td> <td>1</td> <td></td> <td>1</td> <td></td> <td>1</td> <td></td> <td>1</td> </tr> <tr> <td>Team Manager</td> <td>1</td> <td></td> <td>1</td> <td></td> <td>1</td> <td></td> <td>1</td> <td></td> <td>1</td> </tr> <tr> <td>Coach</td> <td>1</td> <td>1</td> <td>1</td> <td></td> <td>1</td> <td>1</td> <td>1</td> <td>1</td> <td>7</td> </tr> <tr> <td>Gymnasts</td> <td>4</td> <td>4</td> <td>4</td> <td>4</td> <td>4</td> <td>4</td> <td>4</td> <td>4</td> <td>32</td> </tr> <tr> <td>Medical Doctor</td> <td colspan="2">1</td> <td colspan="2"></td> <td>1</td> <td></td> <td>1</td> <td></td> <td>1</td> </tr> <tr> <td>Paramedical staff</td> <td colspan="2">1</td> <td colspan="2"></td> <td>1</td> <td></td> <td>1</td> <td></td> <td>3</td> </tr> <tr> <td>Judge</td> <td colspan="2">2</td> <td colspan="2"></td> <td>2</td> <td></td> <td>2</td> <td></td> <td>6</td> </tr> </tbody> </table>		TRA IND		TRA SYN		TUM		DMT		Total	M	W	M	W	M	W	M	W	Head of Delegation	1		1		1		1		1	NF President or Secretary General ¹	1		1		1		1		1	Team Manager	1		1		1		1		1	Coach	1	1	1		1	1	1	1	7	Gymnasts	4	4	4	4	4	4	4	4	32	Medical Doctor	1				1		1		1	Paramedical staff	1				1		1		3	Judge	2				2		2		6
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AGE LIMITS	<p>Participating gymnasts must be at least 17 years (born in 2006 or before) in all disciplines.</p> <p>Note: gymnasts who have participated in a Senior World Championships, Senior Continental Championships or World Cup competitions may <u>not</u> participate in Junior competitions afterwards.</p>																																																																																																		
JUDGES AND JURIES	<p>The number of Judges' panels may be decided by the organizing member federation depending on the number of participating competitors and judges. The Judges' panels will be set up by a draw – directed by the FIG Technical Delegate – from the judges present at the event.</p> <p>Each participating federation must provide minimum one judge per discipline in which they participate. Failure to do so will result in a fine of CHF 2'000.- to be paid to the organizing member federation.</p> <p>The organizing federation is responsible that there are enough FIG brevetted judges present with the appropriate category of brevet for their function.</p> <p>For categories and eligibility, please refer to the FIG General Judges Rules, Art 5.</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 completed by entering the composition of the delegation on-line on: https://database.gymnastics.sport/login</p> <p>These registrations will only be accepted from FIG Gymnastics Member Federations.</p> <table border="1" data-bbox="507 1783 1481 1989"> <tbody> <tr> <td>Provisional registration</td> <td>29 March, 2023</td> <td>(4 months prior to the event, if possible, on Wednesday)</td> </tr> <tr> <td>Definitive registration:</td> <td>24 May, 2023</td> <td>(2 months prior to the event if possible, on Wednesday)</td> </tr> <tr> <td>Nominative registration</td> <td>28 June, 2023</td> <td>(4 weeks prior to the event if possible, on Wednesday)</td> </tr> </tbody> </table> <p>Late registrations and registrations which are not accompanied by the requested payments (if any) are subject to fines as follows:</p>	Provisional registration	29 March, 2023	(4 months prior to the event, if possible, on Wednesday)	Definitive registration:	24 May, 2023	(2 months prior to the event if possible, on Wednesday)	Nominative registration	28 June, 2023	(4 weeks prior to the event if possible, on Wednesday)																																																																																									
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Fine for missing or late Nominative Registration	CHF 500.-						
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.						
ENTRY FEES	<p>The cost for the entry fee is \$175 per gymnast.</p> <p>The invited participating federations must pay for all entry fees. At the time of the Definitive registration (2 months prior to the event) 100% of the entry fee must be paid to the LOC. The entry fee is not refundable. Exception is if because of low number of participants, the event is no longer a FIG World Cup.</p> <p>Entries without payment of the entry fees will be considered as invalid and will be refused.</p>						
ACCOMMODATION	<p><u>Hilton West Palm Beach (4 Star)</u> 600 Okeechobee Blvd West Palm Beach, FL 33401 Connected to the Palm Beach County Convention Center Full Board (B,L,D) Airport Transfers round trip from PBI on official Arr/Dept Days, Daily Venue transfers (for hotels not within walking distance): \$307 USD (per night based on 1 person) (single room) \$219 USD (per night per person based on 2 ppl) (double room) \$190 USD (per night per person based on 3 ppl) (triple room) **Please note that for triple rooms there will be 2 beds (2 double or 2 queen) to share, not 3 beds in rooms.</p> <p><u>Hilton Palm Beach Airport (3 Star)</u> 150 Australian Ave West Palm Beach, FL 33406 Full Board (B,L,D) Airport Transfers round trip from PBI on official Arr/Dept Days, Daily Venue transfers (for hotels not within walking distance): \$273 USD (per night based on 1 person) (single room) \$195 USD (per night per person based on 2 ppl) (double room) \$170 USD (per night per person based on 3 ppl) (triple room) **Please note that for triple rooms there will be 2 beds (2 double or 2 queen) to share, not 3 beds in rooms.</p> <p><u>Hyatt Place West Palm Beach (3 Star)</u> 295 Lakeview Ave West Palm Beach, FL 33401 Full Board (B,L,D) Airport Transfers round trip from PBI on official Arr/Dept Days, Daily Venue transfers (for hotels not within walking distance): \$273 USD (per night based on 1 person) (single room) \$195 USD (per night per person based on 2 ppl) (double room) \$170 USD (per night per person based on 3 ppl) (triple room) **Please note that for triple rooms there will be 2 beds (2 double or 2 queen) to share, not 3 beds in rooms.</p>						

Ramada by Wyndham West Palm Beach Airport (2 Star)

1901 Palm Beach Lakes Blvd

West Palm Beach, FL 33409

Full Board (B,L,D) Airport Transfers round trip from PBI on official Arr/Dept Days, Daily Venue transfers (for hotels not within walking distance):

\$237 USD (per night based on 1 person) (single room)

\$177 USD (per night per person based on 2 ppl) (double room)

\$140 USD (per night per person based on 3 ppl) (triple room)

**Please note that for triple rooms there will be 2 beds (2 double or 2 queen) to share, not 3 beds in rooms.

Accommodation Form Request and Rooming List Deadlines listed below:

Definitive Accommodation Form Requests	29 March, 2023
Rooming List Deadline	28 June, 2023

*All Participating Federations are required to book via the room block provided by the LOC

**The Hotel rooms will be allocated on a “first come, first serve” basis. Depending on uptake, a hotel at the same standard may be substituted.

The invited participating federations must pay for their accommodation costs.

At the time of the Definitive registration (2 months prior to the event) 50% of the accommodation costs must be paid to the LOC. Entries without the payment of the 50% of the accommodation costs will be considered as invalid and will be refused. The remaining 50% of the accommodation costs must be paid by **28 June, 2023**

MEALS

Meal Request Forms Due	29 March, 2023
Payment Deadline	28 June, 2023

The invited participating federations must pay for the meals expenses of their delegation members.

While the Meals Form must be returned to the LOC **29 March, 2023** at the very latest, the costs for the meals must be paid to the LOC by **28 June, 2023**.

No cancellations will be accepted after 28 June, 2023.

FINAL BANQUET

Intended to hold Final Banquet

Ticket Price intended to be \$35, will be confirmed later.

The tickets of the final banquet must be paid to the LOC by 28 June, 2023.

No cancellations will be accepted after 28 June, 2023.

INTERNATIONAL TRANSPORTATION	<p>The invited participating federations must pay for the travel costs of their delegation members (see exception herein below).</p> <p>Airport transportation will be provided (on Official Arrival and Departure Dates) by the LOC if flying into Palm Beach International Airport (Airport Code- PBI).</p> <p>Official Arrival Day: August 01, 2022 Official Departure Day: August 06, 2022 *If Arriving or Departing on other dates, transportation can be requested at the delegation’s cost.</p> <p>*If flying into Miami or Ft. Lauderdale, LOC can assist in transportation logistics at the delegation’s cost.</p> <p>The Travel Schedule Form must be returned to the LOC by 28 June, 2023</p>
LOCAL TRANSPORTATION	<p>Shuttle between hotels and competition venue is included in the cost of the official hotel packages.</p>
VISA	<p>Please verify immediately with your travel agent or the USA Embassy or Consulate in your country if a visa is required for your travel to USA. Processing times for Visas for Non-ESTA eligible participants are currently longer than usual. Participating Federations are strongly advised to start the visa request process early. The Organizing Committee will be happy to assist each delegation member with an official invitation letter, provided that the request is made before 29 March, 2023.</p> <p>The request must include the full name, date of birth, gender, function, passport number, passport expiry date, and the arrival and departure dates of the delegation member as well as the city the visa application letter must be sent to:</p> <p>USA Gymnastics 2023 USA Trampoline World Cup 1099 N. Meridian Street, Suite 800 Indianapolis, IN 46204</p> <p>Email Address: 2023TRAWCup@usagym.org</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. The FIG TR 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. 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 https://www.gymnastics.sport/site/pages/medical-insurance.php for additional information regarding the FIG IMSSA insurance for Athletes and Judges.</p> <p>If the note has not been sent in advance to the LOC (which is strongly recommended), the LOC will verify the Delegation members’ insurance upon arrival at the latest (e.g., coverage note or photocopy of the valid policy in English). Insurance notes in other languages will automatically be refused. The insurance must be valid at least starting from the arrival day of the delegation and must last for the delegations’ entire stay. Delegation members with insufficient insurance coverage must inform the LOC in writing no later than 24 May 2023. The LOC will subsequently offer insurance at the Federations’ own charge.</p>

ACCREDITATION	<p>Each delegation will be taken to the accreditation desk upon arrival. The following items will be checked there:</p> <ul style="list-style-type: none"> - Total payment of costs due to the LOC and / or the FIG - Passports, Names and Date of Birth of the entire delegation - Insurance – every delegation member needs valid insurance - Travel schedule - National anthem and national flag <p>In addition, the LOC will distribute information regarding the safeguarding Officer operations plan upon accreditation.</p>
FINANCIAL OBLIGATIONS	<p>Federations which have not fulfilled their financial obligations towards the FIG (e.g. annual membership fees, unpaid invoices, etc.) or the LOC may not be allowed to participate in these World Cups.</p> <p>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.</p>
BANK ACCOUNT INFORMATION	<p>Bank Information for Federations to Wire Payment: <i>All payments made to J Team Management</i></p> <p>Receiving Bank Name: Dubuque Bank and Trust Company – Dubuque, Iowa Beneficiary Bank Name: FirstBank & Trust Beneficiary Bank Address: 9816 Slide Road Lubbock, Texas 79424 USA Beneficiary Name and Address: J Team Management LLC / 7314 94th Street/Lubbock, TX USA 79424 Beneficiary Account Number: 9999790584 Swift Code: DUBTUS44 (Wires Only) **Please include an Invoice# on all wires (Invoice will be submitted to you) **</p>
CANCELLATION POLICY	<p>Rooms with or without full board cancelled until 23rd of May at the very latest will be subject to a cancellation fee of 0%.</p> <p>Rooms with or without full board cancelled from 24th of May until 27th of June at the very latest will be subject to a cancellation fee of 50% to be paid by the Federation concerned.</p> <p>Rooms with or without full board cancelled from 28th of June until Departure of Delegations at the very latest will be subject to a cancellation fee of 100% to be paid by the Federation concerned.</p>
TIE BREAKING RULES	<p>In case of a tie at any place, the tie-breaking rules as set up for the World Championships shall be applied.</p> <p>The gymnasts with same final score will receive the same World Cup points.</p> <p>If there is still a tie, the points of the respective ranking are added and divided by the number of tied gymnasts / pairs.</p> <p>Example: 1, 1, 3 (points for rank 1 and 2 is added and divided by 2) 1, 2, 2, (points for rank 2 and 3 is added and divided by 2)</p> <p>The same principle applies to the prize money.</p>
PRIZE MONEY	<p>The organising member federation will pay the following minimum prize money per discipline (amounts in Swiss Francs – CHF) - “discipline” means every final: individual trampoline men, individual trampoline women, synchro men, etc.</p> <p>The prize money, free of any deductible taxes, will be distributed in US\$ as follows:</p>

Ranking	Prize money (CHF)
1	1'500
2	1'000
3	500

No prize money, medals and World Cup Series Ranking Lists points will be given, if there are less than 4 participating federations in a category.

In case of a tie, the prize money will be added and divided by the number of gymnasts:

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)

No prize money, medals and World Ranking Lists points will be given, if there are less than 4 participating Member Federations per category. This must be mentioned in the invitations.

ASSIGNMENT OF WORLD CUP SERIES RANKING POINTS

In principle, the official results and the updated FIG World Cup Series Ranking List will be published on the FIG web site within one working day after the competition.

Separate World Cup Series Ranking Lists are established for every discipline, beginning with the first World Cup event of the year and ending with the last World Cup event of the year as follows:

- Trampoline Individual Men / Trampoline Individual Women
- Trampoline Synchro Men / Trampoline Synchro Women
- Tumbling Men / Tumbling Women
- Double Mini Trampoline Men / Double Mini Trampoline Men

For individual Trampoline, Tumbling and Double Mini Trampoline, World Cup points are assigned to the competitors by name.

Trampoline Synchro pairs are listed by name, but considered as an entity. In case of change of a Synchro partner, the Synchro Pair is considered as a new pair.

World Cup Points will be assigned to the competitors as follows:

Rank	Points	Rank	Points
1	60	16	15
2	55	17	14
3	50	18	13
4	44	19	12
5	38	20	11
6	32	21	10
7	28	22	9
8	25	23	8
9	22	24	7
10	21	25	6
11	20	26	5
12	19	27	4
13	18	28	3
14	17	29	2
15	16	30	1

In the case that less than four federations participate per category, no World Cup points, no medals and no prize money will be given.

WINNER OF THE ANNUAL WORLD CUP	The winner of the annual World Cup per category is the individual gymnast / pair with the highest number of points of the World Cup Series Ranking List after the last event of the year: A special award ceremony will be held at the last World Cup Competition of the year (Cat. A) in which the World Cup winner will receive the World Cup.
EVENT MANAGER	Scott Cole scole@usagym.org
MEDIA	Jill Geer jgeer@usagym.org
SOCIAL MEDIA	Jill Geer jgeer@usagym.org Social Media pages to be determined
MEDICAL	Medical services will be provided during training and competition.
OFFICIAL HOSPITAL	Joe DiMaggio Children's Health Specialty Center 3377 S State Rd 7, Wellington, FL 33449 +15613417000
DOPING CONTROLS	Anti-doping controls will be organized by the International Testing Agency (ITA) on behalf of the FIG and according to the WADA Code, Standards and FIG Anti-Doping Rules
COVID-19	As the COVID-19 situation is still under observation and unstable around the world, besides the FIG medical guidelines for the particular event, FIG also still requires all the participants to follow the standard precautions. The FIG requires all participants, judges and officials to take standard precautionary measures, such as frequent hand-washing, wearing masks or face coverings at all times and keeping a physical distance of at least 1.5 metres whenever possible. The only situation in which the safety distance does not have to be respected is when a coach provides assistance (catch, lead, spotting) during an athlete's performance. This phase must be kept as short as possible and the assisting person is obliged to wear a mask throughout. Gymnasts do not need to wear a mask or face covering while they are performing at the training venue or on the FOP and keeping a physical distance of at least 1.5 metres whenever possible.
SAFEGUARDING	From the official date of arrival until the official day of departure of the event, participants (gymnasts, coaches, judges and any other delegation members) have the opportunity to contact by phone or e-mail the LOC Safeguarding Officer in case of harassment or abuse of any type or if they are worried or do not feel comfortable. The information regarding the LOC Safeguarding Officer will be communicated upon arrival of the delegations.
MARKETING	The FIG advertising and publicity norms will be respected.
TELEVISION	Television coverage is compulsory. The Organizing Member Federation will guarantee the production of a basic feed (international signal) at least for the Final rounds. Television Broadcast information will be released at a later time.
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. The video control system of USA Gymnastics will be used.

RULES AND REGULATIONS

The competition will be organized under the following FIG rules, as valid in the year of the competition, except for any deviations mentioned in these directives or in the FIG World Cup Rules for Trampoline Gymnastics:

- Statutes
- Code of Ethics
- Code of Conduct
- Technical Regulations
- License Rules
- Code of Points and relevant Newsletters
- General Judges' Rules
- Specific Judges' Rules for Trampoline Gymnastics
- Medical Organization of the FIG Competitions and Events
- Anti-Doping Rules
- Framework for safeguarding athletes and other participants from harassment and abuse in sport during events
- Media Rules
- Apparatus Norms
- Rules for Advertising and Publicity
- Accreditation Rules
- Rules for Awards Ceremonies
- World Cup Rules for Trampoline Gymnastics
- and subsequent decisions of the FIG Executive Committee

DEADLINES

Provisional registration (on-line)	29 March, 2023
Definitive registration (on-line)	24 May, 2023
Nominative registration (on-line)	28 June, 2023
Accommodation form	29 March, 2023
Travel schedule form	28 June, 2023
Visa request form	29 March, 2023
Meals form	29 March, 2023
Payment of the entry fee	24 May, 2023
Payment of the accommodation costs (first 50%)	24 May, 2023
Payment of the accommodation costs (last 50%)	28 June, 2023
Payment of the local transportation	Included in Accommodation Cost
Payment of the meals	Included in Accommodation Cost
Payment of the banquet	28 June, 2023
Payment of the fine for missing judge	28 June, 2023

Sincerely Yours,

Indianapolis, IN, USA

January 17, 2023

Place and date:



A handwritten signature in black ink, appearing to be "L. L. Z".

Signature of the President or Secretary General of the FIG affiliated NF