



**2023 Artistic Gymnastics Senior Pan American Championship
Medellín (COL)
May 26-28, 2023**

DIRECTIVES

Event ID: 17369

Dear PAGU affiliated Member Federation,

The Pan American Gymnastics Union (PAGU) through the Colombian Gymnastics Federation has the pleasure to invite your Federation to participate in the afore mentioned official FIG and PAGU international event. This competition will also serve as qualifying event for the Artistic Gymnastics World Championship Antwerp 2023 and the XIX Pan American Games Santiago 2023.

DISCIPLINE	Men's Artistic Gymnastics Women's Artistic Gymnastics
PAN AMERICAN GYMNASTICS UNION	Pan American Gymnastics Union Tenayuca 55, Oficina 403 Colonia Letran Valle, C.P. 03650 Ciudad de México, MEX Tel.: +52 55 8984-7848 E-mail: info@upag-pagu.org
HOST FEDERATION	Colombian Gymnastics Federation Address: Transversal 21 BIS # 60-3 Bogotá – San Luis Tel.: (+57) 320 849 4393 E-mail: fedecolq@hotmail.com Website: www.fedecolgim.co Contact: Juan Medina Lopez (+57) 320 849 4393
EVENT MANAGER	Contact: Cristian Lemus Tel: (+57) 322 836 3269 E-mail: panamericanoart2023@gmail.com
LOCATION	Medellin, COL
DATE	From 26 to 28 May, 2023
VENUE	Competition venue Coliseo de Gimnasia Jorge Hugo Giraldo Address: Carrera 70 # 48 - 273 Interior 108
APPARATUS SUPPLIER	Please refer to the attached apparatus list. For training, warm-up and competition, identical apparatus will be used.
RULES AND REGULATIONS	The event will be organized under the following FIG rules, as valid in the year of the event, and PAGU Technical Regulations: <ul style="list-style-type: none">• Statutes• Code of Ethics• Code of Conduct• Technical Regulations• Code of Discipline• Code of Points and relevant Newsletters / Helpdesk• General Judges' Rules

	<ul style="list-style-type: none"> • Specific Judges' Rules for Artistic Gymnastics • Anti-Doping Rules • Medical organization of FIG competitions and events • FIG Framework for safeguarding athletes and other participants from harassment and abuse in sport during events • License Rules • Media Rules • Apparatus Norms • Rules for sanctioning (approval) of International Events • Advertising and Publicity Rules • Regulations for Award Ceremonies • Accreditation Rules <p><i>and subsequent decisions of the FIG and PAGU Executive Committee</i></p>												
FEDERATIONS INVITED	The Pan American Gymnastics Union invites all Federations affiliated to the PAGU and the FIG and which are up to date in their obligations.												
AGE LIMITS	<p>WAG: 16 years and older*</p> <p>MAG: 18 years and older* (18 years old MAG gymnasts who chose to compete as juniors in 2023 are not allowed to participate in this competition).</p> <p><i>*Ages as of December 31, 2023</i></p> <p>All gymnasts must have a valid FIG licence until the end of the event.</p>												
QUALIFICATION FOR OTHER EVENTS	<p>This Championship will serve as qualifier event for the following competitions:</p> <ul style="list-style-type: none"> ▪ Artistic Gymnastics World Championships Antwerp 2023 ▪ XIX Pan American Games Santiago 2023 												
JUDGES AND JURIES	<p>All judges must have a current valid FIG brevet at the time of the event, for the respective discipline.</p> <p>Each Federation must register 1 judge if participates with 1-2 gymnasts (individuals) and 2 judges if participates with 3-5 gymnasts (teams). The Federations can register a second judge (for individuals) or a third judge (for teams), different from the PAGU TC Member as additional accredited person, with no cost for this accreditation. Provision of max. 1 judge per NF per panel. The fine for not registering the required number of judges in each discipline is USD\$1,000.00 per missing judge.</p> <p>The Federations with a PAGU TC Member can register that Member in addition to their official judges.</p> <p>The fines for not registering the required number of judges must be paid to PAGU by March 26, 2023 at the latest and it does not apply to those Federations that do not have FIG brevet judges in the respective discipline (MAG, WAG) and that this is the first cycle in which they participate in PAGU competitions.</p> <p>The National Federation must inform PAGU at the time of the definitive registration (March 26, 2023) to allow the appointment of invited neutral judges.</p>												
REGISTRATION DEADLINES	<table border="1"> <tr> <td>Provisional registration</td> <td>February 26, 2023</td> <td>https://intranet.upag-pagu.org</td> </tr> <tr> <td>Definitive registration</td> <td>March 26, 2023</td> <td>https://intranet.upag-pagu.org</td> </tr> <tr> <td>Nominative registration</td> <td>April 26, 2023</td> <td>https://intranet.upag-pagu.org</td> </tr> </table>	Provisional registration	February 26, 2023	https://intranet.upag-pagu.org	Definitive registration	March 26, 2023	https://intranet.upag-pagu.org	Nominative registration	April 26, 2023	https://intranet.upag-pagu.org			
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ENTRY FEES	The entry fee for this event is USD\$50.00 per gymnast (including the reserve gymnast) and per discipline. It must be paid to the Local Organizing Committee ("LOC") by March 26, 2023 at the latest.												
DELEGATION SIZE	<table border="1"> <thead> <tr> <th>Function</th> <th>WAG</th> <th>MAG</th> <th>Mixed</th> </tr> </thead> <tbody> <tr> <td>Gymnasts (Team)</td> <td>3-5</td> <td>3-5</td> <td>Max.10</td> </tr> <tr> <td>Reserve gymnast only for full teams</td> <td>1</td> <td>1</td> <td>2</td> </tr> </tbody> </table>	Function	WAG	MAG	Mixed	Gymnasts (Team)	3-5	3-5	Max.10	Reserve gymnast only for full teams	1	1	2
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Gymnast (Individuals)	1-2	1-2	Max. 4
Coaches (the quantity can not exceed the number of gymnasts)	1 (1-2 gym.) 2 (3-5 gym.)	1 (1-2 gym.) 2 (3-5 gym.)	2/4
Judges category 1, 2 or 3 (in addition to PAGU TC Members)	1 compulsory with 1-2 gymnasts 2 compulsories with 3-5 gymnasts)	1 compulsory with 1-2 gymnasts 2 compulsories with 3-5 gymnasts)	2/4
Medical personnel	1	1	2
Head of delegation	1	1	1

The cost of the accreditation for additional Delegation Members is **USD\$100.00** per person and must be paid to the LOC by **March 26, 2023** at the latest. Only the following persons can receive an additional accreditation: Coach (as per PAGU TR), Doctor, Physiotherapist, Team Manager. The accreditations of the second judge (individuals) or third judge (teams) different from PAGU TC Member have no cost.

ACCREDITATION

Once the definitive registration period has ended (March 26, 2023) the COL will deliver to each registered Federation the user and the SportEvents password (<https://sportevents.com.co>).

Along with the nominative registration all the Federations must upload to the PAGU intranet a copy of the passport and a photograph of each delegation member:

<https://intranet.upag-pagu.org>

Additionally, the Federations must upload the information of their delegation (names, function, photos, etc.) to SportEvents.

Requirements for the photos:

- File format: JPEG
- Dimensions: min 210 x 270 pixels; max 420 x 540 pixels
- 3.5 cm width x 4.5 cm high
- File size: no more than 1 MB
- White background

Each document must be identified with the Country Code, Last name, First Name, Competition (MAG, WAG) and function of each member.

Example: PER_FERNANDEZ_Ana_WAG_gymnast

This documentation must be uploaded on SportEvents and on the PAGU intranet no later than **April 26, 2023**.

In case of not uploading the photograph as requested, the Local Organizing Committee can take the photograph during the registration and will have an additional cost of **USD\$10.00** for each one.

In case of theft or loss of accreditation, it must be informed immediately to the Local Organization Committee for the cancellation of the accreditation.

The replacement of stolen or lost accreditation will cost **USD\$50.00** to be covered by the accreditation holder.

Accreditation will be distributed upon arrival at the registration desk.

More information on the access zones for each accreditation will be given in the Work Plan.

In addition, the LOC will distribute information regarding the gymnasts' safeguarding plan.

EVENT FORMAT

The competition will follow the FIG rules for Senior category.

2 days of competition per discipline

- Day 1: MAG Qualification (MAG All-Around and Apparatus awards) (*)
- Day 2: WAG Qualification (WAG All-Around and Apparatus awards) (*)
- Day 3: MAG & WAG Teams Finals

() The Qualification Competition will determine the individual "All-Around" places and Teams for Artistic Gymnastics World Championships Antwerp 2023 and XIX Pan American Games Santiago 2023 will be based on the results of this competition.*

PROVISIONAL SCHEDULE	<p>21/May (Sunday) Arrival of PAGU MAG and WAG TC Presidents and other PAGU representatives</p> <p>22/May (Monday) Arrival of delegations Limited trainings upon previous request (MAG & WAG)</p> <p>23/May (Tuesday) MAG/WAG training as per schedule MAG/WAG Judges' briefing Delegates' Technical Meeting</p> <p>24/May (Wednesday) MAG Podium Training WAG training as per schedule</p> <p>25/May (Thursday) WAG Podium Training MAG training as per schedule</p> <p>26/May (Friday) Opening Ceremony MAG Qualification competition MAG All-Around and Apparatus Awards Ceremonies WAG training as per schedule</p> <p>27/May (Saturday) WAG Qualification competition WAG AA and Apparatus Awards Ceremonies MAG training as per schedule</p> <p>28/May (Sunday) Scheduled training for MAG/WAG finalists MAG Team Finals and MAG Award Ceremony WAG Team Finals and MAG Award Ceremony</p> <p>29/May (Monday) Departure of the Delegations</p>
MEDICAL SERVICES	<p>The Local Organizing Committee will provide first aid services and ambulance at the competition and training sites during the official activities.</p>
COVID-19	<p>During the entire period of trainings, warm-up and competition, the participants must circulate only in the sports venues assigned to the event and in the official hotels.</p> <p>The FIG Medical Guidelines for FIG Competitions and Events are still effective and they should be used according to the situation with COVID-19 pandemic in your country.</p> <p>Considering the current situation as it is written in the guideline, it is the health situation in your country that prevails.</p> <p>"These guidelines can be adapted according to the health situation related to the COVID-19 pandemic in the host country and the city."</p> <p>If necessary, the Organizing Committee will issue an official statement to all delegations, concerning the current measures associated with Covid-19 that apply to the host city and country.</p> <p>Additional information will be included in the Work Plan that will be sent to the Federations prior to the event.</p>
VISA	<p>Please verify immediately with your travel agency or the Colombia Embassy or Consulate in your country if a visa is required for your travel to Colombia. The LOC will be happy to assist each Delegation member with an official invitation letter, provided that the request is made before April 26, 2023 to the LOC.</p>

	<p>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> <p>The request can be made at SportEvents after the definitive registration and no later than April 26, 2023.</p>
INSURANCE	<p>The host Federation, the LOC, the PAGU and the FIG will not be held responsible for any liabilities in case of accidents, illness (including COVID-19), repatriation and the like.</p> <p>The FIG Technical Regulations foresee that all participating Federations are responsible for making their own arrangements to have the necessary valid insurance coverage against illness, accidents and for repatriation for all the members of their Delegation.</p> <p>In order to benefit from the subsidiary insurance coverage of the FIG IMSSA, it is compulsory to have basic insurance in the country of residence (illness, accident and repatriation).</p> <p>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>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, no later than April 26, 2023.</p> <p>The LOC will offer insurance to the Federations, at their expense, at a cost of: USD\$100.00 per person for all the official days of the event. If requested after this date (April 26, 2023), the total cost will be USD\$150.00 per person for the official days of the event.</p> <p>The request can be made at SportEvents after the definitive registration and no later than April 26, 2023.</p>
INTERNATIONAL TRANSPORTATION	<p>The invited participating Federations must pay for the international travel costs of their delegation members.</p> <p>International Airport of arrival José María Córdova International Airport (MDE) Travel itinerary information must be provided to LOC via SportEvent no later than April 26, 2023.</p>
LOCAL TRANSPORTATION	<p>Local transportation will be offered to and from the airport, provided that the delegations stay in one of the official hotels and book their accommodation through the Local Organizing Committee.</p> <p>The Local Organizing Committee will provide local transportation from the airport to the hotel and vice versa, only on the official arrival day of <u>Monday, May 22</u>, and on the official departure day of <u>Monday, May 29</u> (except for PAGU representatives arriving or departing on different days).</p> <p>The request for local transport on the official dates can be made at SportEvents after the definitive registration and no later than April 26, 2023.</p> <p>For delegations that arrive or return on non-official days, transportation to their accommodation (official hotels) or to the airport will cost USD\$30.00 per person per trip (airport-hotel or hotel-airport). The request must be made at SportEvents and paid no later than April 26, 2023.</p> <p>The Local Organizing Committee will provide transportation from the official hotels to the competition facilities and vice versa, for all members of the delegation duly accredited and according to the official program of activities, as long as it is necessary due to rain.</p>

ACCOMMODATION AND MEALS	<p><u>OFFICIAL HOTELS</u></p> <p>Option 1:</p> <table border="1"> <thead> <tr> <th>Occupancy</th> <th>Price per person night</th> <th>per per</th> <th>Includes (per person)</th> </tr> </thead> <tbody> <tr> <td>Single room</td> <td>USD\$ 150.00</td> <td></td> <td>1 breakfast, lunch, dinner</td> </tr> <tr> <td>Double room</td> <td>USD\$ 130.00</td> <td></td> <td>1 breakfast, lunch, dinner</td> </tr> <tr> <td>Triple room</td> <td>USD\$ 120.00</td> <td></td> <td>1 breakfast, lunch, dinner</td> </tr> </tbody> </table> <p>Option 2:</p> <table border="1"> <thead> <tr> <th>Occupancy</th> <th>Price per person night</th> <th>per per</th> <th>Includes (per person)</th> </tr> </thead> <tbody> <tr> <td>Single room</td> <td>USD\$ 130.00</td> <td></td> <td>1 breakfast, lunch, dinner</td> </tr> <tr> <td>Double room</td> <td>USD\$ 110.00</td> <td></td> <td>1 breakfast, lunch, dinner</td> </tr> <tr> <td>Triple room</td> <td>USD\$ 100.00</td> <td></td> <td>1 breakfast, lunch, dinner</td> </tr> </tbody> </table> <p>Meal service begins with dinner on the day of arrival and ends with lunch on the day of departure. Accommodation and meals request must be completed in SportEvents no later than <u>March 26 2023</u>. The hotel rooms and meals will be distributed in the order in which the applications and payments are received. The participating Federations must cover the accommodation and/or meals expenses of all the members of their delegation. Accommodation and meals costs must be paid to the Local Organizing Committee by <u>April 26, 2023</u> at the latest. Note: Rooms and meals and their prices cannot be guaranteed if requests and/or payments are received after the deadlines.</p>	Occupancy	Price per person night	per per	Includes (per person)	Single room	USD\$ 150.00		1 breakfast, lunch, dinner	Double room	USD\$ 130.00		1 breakfast, lunch, dinner	Triple room	USD\$ 120.00		1 breakfast, lunch, dinner	Occupancy	Price per person night	per per	Includes (per person)	Single room	USD\$ 130.00		1 breakfast, lunch, dinner	Double room	USD\$ 110.00		1 breakfast, lunch, dinner	Triple room	USD\$ 100.00		1 breakfast, lunch, dinner
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CANCELATION POLICY	<p>Cancellation policy: The PAGU and the Local Organizing Committee strongly recommend that each Federation take cancellation insurance for their accommodation and meal reservations.</p> <table border="1"> <thead> <tr> <th>Date of cancellation</th> <th>Reimbursement for cancellation</th> </tr> </thead> <tbody> <tr> <td>No later than April 10 2023</td> <td>100% reimbursement</td> </tr> <tr> <td>From April 11 to April 30, 2023</td> <td>50% reimbursement</td> </tr> <tr> <td>From May 1, 2023</td> <td>No reimbursement</td> </tr> </tbody> </table>	Date of cancellation	Reimbursement for cancellation	No later than April 10 2023	100% reimbursement	From April 11 to April 30, 2023	50% reimbursement	From May 1, 2023	No reimbursement																								
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BANK ACCOUNT INFORMATION	<p>Bank: Name: BANCOLOMBIA Code (SWIFT): COCOBOM Address: CALLE 30 # 6 - 75 MEZZANINE TORRE SUR, BOGOTA Country: COLOMBIA</p> <p>Beneficiary: Name: FEDERACION COLOMBIANA DE GIMNASIA Account Number: 35869092595 Address: TRANSVERSAL 21 BIS # 60-35, BOGOTA Country: COLOMBIA</p> <p>The participating Federation is responsible for covering all bank fees related to bank transfers. After the definitive registration is made, the LOC will send to each federation a SportEvents User-Password and the corresponding indications. After the Federation has entered all the data regarding accommodation and meals,</p>																																

	insurance, local transportation (if applicable), the platform will generate a proforma invoice with the corresponding data for payment.																																
MARKETING	FIG advertising and publicity norms must be respected.																																
MEDIA	The media representatives, as well as the communications staff of the federations that are interested in covering the event, may apply for registration to PAGU (info@upag-pagu.org) by April 26, 2023 at the latest. In addition, the National Federations are requested to send a letter of confirmation to PAGU. Photos for accreditations must be submitted to the Local Organizing Committee by April 26, 2023 .																																
SOCIAL MEDIA	Information about the event will be posted on the following sites: PAGU Instagram: @upagpagu Twitter: @UPAG_PAGU Facebook: UPAG.PAGU.ORG Colombian Gymnastics Federation Instagram: @fedecolgim Twitter: https://twitter.com/fedecolgim Facebook: https://www.facebook.com/fedecolgim2 Youtube: https://www.youtube.com/channel/UCpOjuEM46FLQ_j_CwnNff2A Antioqueña Gymnastics League Instagram: @ligaantdegimnasia Twitter: https://twitter.com/LigaAntdeGimnas Facebook: https://www.facebook.com/lagim2 Youtube: https://www.youtube.com/channel/UC5Kkn6ydIMMVTtz9CQmTFHQ																																
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ADDITIONAL INFORMATION	National Anthem National Anthem of your country must be handed in onsite during the registration. National Flag National Flag of your country must be handed in onsite during the registration.																																

The size of the flag shall be 1.2 mts x 2.1 mts.

WAG Music

While the LOC guarantees respect for copyright and the dissemination of musical works, each National Federation must verify that the music of its ART athletes does not infringe any copyright and that can be disseminated in the media.

This confirmation must be sent to to PAGU (info@upag-pagu.org) along with the nominative registration, no later than **April 26, 2023**. Each Federation will be asked to report on the duration, composer, artist and title of the music to be used for each exercise.

The Federation must upload the music form and music in SportEvents, no later than **April 26, 2023**.

Requirements of the music files:

- Max size: 10 MB
- File format: mp3
- File name: LastName_FirstName_CountryCode.mp3

Examples:

- PEREZ_Ana_USA.mp3

Sincerely Yours,



Patricia Diéguez
PAGU Secretary General



Samir Portillo Diaz
President of the Colombian Gymnastics Federation

Mexico City, January 31st, 2023