



2023 Rhythmic Gymnastics Junior Pan American Championship
Guadalajara, Jalisco (MEX)
June 8-10, 2023

DIRECTIVES

Event ID: 17389

Dear PAGU affiliated Member Federation,

The Pan American Gymnastics Union (PAGU) through the Mexican Gymnastics Federation has the pleasure to invite your Federation to participate in the aforementioned official FIG and PAGU international event.

DISCIPLINE	Rhythmic Gymnastics (RGI, RGG)
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	Mexican Gymnastics Federation Tenayuca 55, Oficina 403 Colonia Letran Valle, C.P. 03650 Ciudad de México, MEX Tel.: +52 55 8984-7848 E-mail: info@fmgimnasia.org.mx Website: www.fmgimnasia.org Contact: Gustavo Salazar, President
EVENT MANAGER	Contact: Gustavo Salazar Phone: +52 55 4618 7257 E-mail: gdl.gr23@gmail.com
LOCATION	Guadalajara, Jalisco, MEX
DATE	June 8 to 10, 2023
VENUE	Competition and trainings venues Polideportivo López Mateos Avenida Cristóbal Colón 2189, Colonia Colón Industrial C.P. 44940, Guadalajara, Jalisco Website: www.codejalisco.gob.mx
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

	<ul style="list-style-type: none"> • General Judges' Rules • Specific Judges' Rules for Rhythmic 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><u>Junior</u></p> <p>All gymnasts must have a valid FIG license 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, for the respective discipline.</p> <p>Each Federation may register a maximum of 3 judges (up to 2 judges for the Individual competition and 1 judge for the Group competition). Federations can register a third judge (participation with a team), a second judge (participation with 1-2 gymnasts) or a second judge for the Group competition, different from the TC member and as additional accredited persons. This accreditation will have no cost. Provision of max. 1 judge per NF per panel.</p> <p>The fine for not registering the minimum number of judges in each of the competitions (RGI and/or RGG) where the Federation is registered is USD\$1,000.00 per each missing judge (Individuals and Groups competition). 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 April 10, 2023 at the latest and it does not apply to those Federations that do not have FIG brevet judges in the respective discipline (RGI, RGG) 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 (April 10, 2023) to allow the appointment of invited neutral judges.</p>																
REGISTRATION DEADLINES	<table border="1"> <tr> <td>Provisional registration</td> <td>March 10, 2023</td> <td>https://intranet.upag-pagu.org</td> </tr> <tr> <td>Definitive registration</td> <td>April 10, 2023</td> <td>https://intranet.upag-pagu.org</td> </tr> <tr> <td>Nominative registration</td> <td>May 8, 2023</td> <td>https://intranet.upag-pagu.org</td> </tr> </table>	Provisional registration	March 10, 2023	https://intranet.upag-pagu.org	Definitive registration	April 10, 2023	https://intranet.upag-pagu.org	Nominative registration	May 8, 2023	https://intranet.upag-pagu.org							
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ENTRY FEES	The entry fee for this event is USD\$50.00 per gymnast and per competition (RGI, RGG). It must be paid to the Local Organizing Committee ("LOC") by April 10, 2023 at the latest.																
DELEGATION SIZE	<table border="1"> <thead> <tr> <th>Function</th> <th>Individuals</th> <th>Groups</th> <th>Mixed</th> </tr> </thead> <tbody> <tr> <td>Gymnasts</td> <td>4</td> <td>6</td> <td>10</td> </tr> <tr> <td>Coaches</td> <td>1 (1-2 gym.) 2 (3-4 gym.)</td> <td>2</td> <td>4</td> </tr> <tr> <td>Judges category 1, 2 or 3 (in addition to PAGU TC Members)</td> <td>2 (1 compulsory with 1-2 gymnasts and</td> <td>1 (compulsory)</td> <td>3</td> </tr> </tbody> </table>	Function	Individuals	Groups	Mixed	Gymnasts	4	6	10	Coaches	1 (1-2 gym.) 2 (3-4 gym.)	2	4	Judges category 1, 2 or 3 (in addition to PAGU TC Members)	2 (1 compulsory with 1-2 gymnasts and	1 (compulsory)	3
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	2 compulsories with 3-4 gymnasts)		
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 **April 10, 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 additional RG judges (number as per PAGU TR) have no cost.

ACCREDITATION

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

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

In addition, they must send a copy of the passport and a photograph of each one of the members of their delegation, via email to:

gdl.gr23@gmail.com

Requirements for the photos:

- File format: JPEG
- Dimension: 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 (RGI, RGG) and function of each member.

Example: PER_FERNANDEZ_Ana_RGI_gymnast

This documentation must be uploaded/sent no later than **May 8, 2023**.

In case of not sending 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 Junior category.

3 days of competition

- Day 1: Qualification Individuals (2 apparatus) and Groups (1 routine)
- Day 2: Qualification Individuals (2 apparatus) and Groups (1 routine)
RGI and RGG All Around Awards and RGI Team Awards
- Day 3: Individual Apparatus Finals and Group Finals

Note: A team (RGI) is made up of three (3) or four (4) individual gymnasts, that may present a maximum of twelve (12) exercises between them, a maximum of three (3) exercises in each apparatus. Each gymnast must present a minimum of one (1) exercise and a maximum of four (4) exercises, but can perform a maximum of one (1) exercise per apparatus.

The final RGI teams result is obtained by adding the ten (10) best scores of the twelve (12) exercises the team presents in the Qualifying competition.

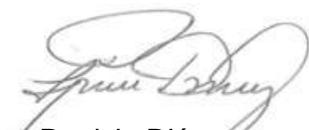
PROVISIONAL SCHEDULE	<p>4/June Arrival of PAGU RG TC President and other PAGU representatives if not already on site</p> <p>5/June Arrival of delegations Limited trainings upon request</p> <p>6/June Delegates' Technical Meeting Judges' briefing RGI and RGG trainings as per schedule</p> <p>7/June RGI and RGG Podium Training</p> <p>8/June Opening Ceremony RGI Junior Qualification competition (2 apparatus) and RGG Junior Qualification competition (1 routine)</p> <p>9/June RGI Junior Qualification competition (2 apparatus) and RGG Junior Qualification competition (1 routine) RGI and RGG AA and RGI Team Awards Ceremonies</p> <p>10/June RGI Junior Apparatus Finals (4 apparatus) and Awards Ceremonies RGG Junior Finals (2 routines) and Awards Ceremonies</p> <p>11/June Departure of the Delegations (Juniors)</p> <p>12/June Departure of the Delegations and PAGU authorities</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 registration, proof of full vaccination must be provided by each one of the members of the delegation. If this requirement cannot be fulfilled, a negative PCR test result must be provided, this test must be carried out between 72 and 48 hours prior to the registration.</p> <p>During the trainings and competition periods all participants are allowed to circulate only in the assigned sport venues, as well as in the official hotels.</p> <p>The LOC should follow local guidelines in management of COVID-19.</p> <p>The LOC must facilitate COVID-19 testing for delegations when it is required to have a negative test for return to their 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 agent or the Mexican Embassy or Consulate in your country if a visa is required for your travel to Mexico. The LOC will be happy to assist each Delegation member with an official invitation letter, provided that the request is made before May 8, 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>
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>INTERNATIONAL TRANSPORTATION</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>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.</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 May 8, 2023.</p> <p>The LOC will subsequently offer insurance at the Federations own charge as follows: USD\$15.00 per person, per day for the official days of the event-</p> <p>The invited participating Federations must pay for the international travel costs of their delegation members.</p> <p>International Airport of arrival Miguel Hidalgo y Costilla Guadalajara International Airport (GDL) The travel itinerary form must be returned to the LOC by May 8, 2023.</p>																					
<p>LOCAL TRANSPORTATION</p>	<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 Monday June 5 and on the official departure days Sunday June 11 or Monday June 12 (except for PAGU representatives arriving or departing on different days). Delegations arriving or departing on non-official days may contact the Local Organizing Committee (gdl.gr23@gmail.com) to arrange transportation to its accommodation (official hotels) or to the airport at a cost of USD\$30.00 per person, per way (airport-hotel or hotel-airport). The request must be submitted and paid no later than May 8, 2023.</p> <p>The Local Organizing Committee will provide transportation from the official hotels to the competition and training facilities and vice versa, for all members of the delegation duly accredited and according to the official program of activities, provided that the delegation stays in one of the official hotels and book its accommodation through the Local Organizing Committee.</p>																					
<p>ACCOMMODATION AND MEALS</p>	<p><u>OFFICIAL HOTELS</u></p> <p>Hotel 1: HILTON GUADALAJARA EXPO (5*) Avenida de las Rosas 2933, Verde Valle 44530 Guadalajara, Jalisco</p> <table border="1" data-bbox="459 1626 1473 1836"> <thead> <tr> <th>Occupancy</th> <th>Price per person per night</th> <th>Includes (per person)</th> </tr> </thead> <tbody> <tr> <td>Single room</td> <td>USD\$170</td> <td>1 breakfast and dinner</td> </tr> <tr> <td>Double room</td> <td>USD\$110</td> <td>1 breakfast and dinner</td> </tr> <tr> <td>Single room</td> <td>USD\$196</td> <td>1 breakfast, lunch and dinner</td> </tr> <tr> <td>Double room</td> <td>USD\$135</td> <td>1 breakfast, lunch and dinner</td> </tr> </tbody> </table> <p>Hotel 2: HOSTALIA HOTEL EXPO & BUSINESS CLASS (3*) Calz. Lázaro Cárdenas 2780, Jardines del Bosque 44520 Guadalajara, Jalisco</p> <table border="1" data-bbox="459 1968 1473 2072"> <thead> <tr> <th>Occupancy</th> <th>Price per person per night</th> <th>Includes (per person)</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Occupancy	Price per person per night	Includes (per person)	Single room	USD\$170	1 breakfast and dinner	Double room	USD\$110	1 breakfast and dinner	Single room	USD\$196	1 breakfast, lunch and dinner	Double room	USD\$135	1 breakfast, lunch and dinner	Occupancy	Price per person per night	Includes (per person)			
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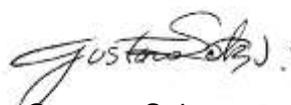
	<table border="1"> <tr> <td>Single room</td> <td>USD\$112</td> <td>1 breakfast and dinner</td> </tr> <tr> <td>Double room</td> <td>USD\$65</td> <td>1 breakfast and dinner</td> </tr> <tr> <td>Single room</td> <td>USD\$126</td> <td>1 breakfast, lunch and dinner</td> </tr> <tr> <td>Double room</td> <td>USD\$80</td> <td>1 breakfast, lunch and dinner</td> </tr> </table> <p>The meals service starts with lunch on the arrival day and finishes with breakfast on the departure day.</p> <p>While the accommodation and meals form must be returned to the Local Organizing Committee by April 10, 2023 at the latest, 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 April 10, 2023 at the latest.</p> <p>Note: Rooms and meals and their prices cannot be guaranteed if requests and/or payments are received after the deadlines. The prices charged for the hotel rooms will not exceed the usual hotel rates.</p>	Single room	USD\$112	1 breakfast and dinner	Double room	USD\$65	1 breakfast and dinner	Single room	USD\$126	1 breakfast, lunch and dinner	Double room	USD\$80	1 breakfast, lunch and dinner
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CANCELLATION 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 23, 2023</td> <td>100% reimbursement</td> </tr> <tr> <td>From April 24 to May 7, 2023</td> <td>50% reimbursement</td> </tr> <tr> <td>From May 8, 2023</td> <td>No reimbursement</td> </tr> </tbody> </table>	Date of cancellation	Reimbursement for cancellation	No later than April 23, 2023	100% reimbursement	From April 24 to May 7, 2023	50% reimbursement	From May 8, 2023	No reimbursement				
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BANK ACCOUNT INFORMATION	<p>The following payments must be made directly to the Local Organizing Committee's bank account:</p> <ul style="list-style-type: none"> ▪ Entry fees ▪ Accommodation and meals ▪ Additional accreditations ▪ Insurance ▪ Transportation airport-hotel or hotel-airport (if applicable) <p>The payments must be made only after the Local Organizing Committee sends to the Federation the respective invoice with the total amount and bank account information.</p> <p>The participating federation is responsible for covering all bank fees in connection with the bank transfers.</p> <p>Each participating federation is requested to send to the LOC the payment reference as follows: Country – Discipline – Invoice#</p>												
MARKETING	FIG advertising and publicity norms must be respected.												
MEDIA	<p>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 May 8, 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 May 8, 2023.</p>												
SOCIAL MEDIA	<p>Information about the event will be posted on the following sites:</p> <p>FMG Facebook: https://es-la.facebook.com/fmggimnasia.org.mx/ Twitter: https://twitter.com/fmggimnasia?lang=es YouTube: @FMGimnasia Instagram: @fedmex_gimnasia</p> <p>PAGU Instagram: @upagpagu Twitter: @UPAG_PAGU Facebook: UPAG.PAGU.ORG</p>												

DEADLINES SUMMARY	To PAGU (info@upag-pagu.org)	
	Provisional Registration	March 10, 2023
	Definitive Registration	April 10, 2023
	Nominative Registration	May 8, 2023
	Payment of the fine for missing judge	April 10, 2023
	Music Form	May 8, 2023
	Upload in PAGU intranet passports and photos	May 8, 2023
	To the Local Organizing Committee (gdl.gr23@gmail.com)	
	Payment of the entry fee	April 10, 2023
	Payment for additional accreditation	April 10, 2023
	Accommodation and Meals Form	April 10, 2023
	Payment of Accommodation and Meals	April 10, 2023
	Travel Itinerary Form	May 8, 2023
	Request and payment for transportation from/to the airport in non-official dates	May 8, 2023
	Documents for accreditation (passports and photos)	May 8, 2023
	Visa letter request Form	May 8, 2023
	Request and payment of insurance	May 8, 2023
Music Form and music in mp3 format	May 8, 2023	
ADDITIONAL INFORMATION	<p>National Anthem National Anthem of your country must be handed in onsite during the registration.</p> <p>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.</p> <p>RG Music While the LOC guarantees respect for copyright and the dissemination of musical works, each National Federation must verify that the music of its RG athletes does not infringe any copyright and that can be disseminated in the media. This confirmation must be sent to the LOC (gdl.gr23@gmail.com) and to the PAGU (info@upag-pagu.org) along with the nominative registration, no later than May 8, 2023. Each Federation will be asked to report on the duration, composer, artist and title of the music to be used for each exercise. Along with the music Form, the Federation must send via e-mail to the LOC the music (gdl.gr23@gmail.com). Requirements of the music files: <ul style="list-style-type: none"> - Max size: 10 MB - File format: mp3 - File name: LastName_FirstName_CountryCode_Compensation_Apparatus.mp3 Examples: <ul style="list-style-type: none"> - Jones_Suzi_USA_RGG_3ribbons2balls.mp3 </p>	

Sincerely Yours,


Patricia Diéguez
PAGU Secretary General




Gustavo Salazar
President of the Mexican Gymnastics Federation

Mexico City, March 15, 2023