

## DIRECTIVES

**Event ID: 17783**

**Update 15.04.2024  
Additional information**

Dear FIG affiliated Member,

We have the pleasure to invite your delegation to participate in the aforementioned official FIG International Event.

<b>DISCIPLINE</b>	<b>Women's Artistic Gymnastics</b>
<b>HOST FEDERATION</b>	<b>Royal Belgian Gymnastics Federation (KBT/FRBG)</b> Roodebeeklaan 44, 1030 Schaarbeek Phone: +32 2 234 38 38 Fax: +32 2 230 06 69 E-mail: <a href="mailto:info@kbt-frbg.be">info@kbt-frbg.be</a> Website: <a href="http://www.frbg-kbt.be">www.frbg-kbt.be</a>
<b>LOCAL ORGANIZING COMMITTEE</b>	<b>De Gympies Keerbergen vzw</b> Contact: Ilse De Smedt Bakestraat 13a, 3140 Keerbergen, Belgium Mobile +32 479 52 81 67 E-mail: <a href="mailto:info@gympies.be">info@gympies.be</a> Website: <a href="http://www.gymnovacup.eu">www.gymnovacup.eu</a>
<b>LOCATION</b>	Keerbergen, Belgium
<b>DATE</b>	From 8 <sup>th</sup> to 10 <sup>th</sup> of November 2024
<b>VENUE</b>	Sports Center Keerbergen Putsebaan 103, 3140 Keerbergen, Belgium Phone: +32 15 50 90 71 E-mail: <a href="mailto:sport@keerbergen.be">sport@keerbergen.be</a> Website: <a href="http://www.keerbergen.be">www.keerbergen.be</a>
<b>APPARATUS SUPPLIER</b>	<b>Please refer to the attached apparatus list</b>
<b>RULES AND REGULATIONS</b>	The event will be organized under the following FIG rules, as valid in the year of the event, except for any deviation mentioned in these directives: <ul style="list-style-type: none"> <li>• Statutes</li> <li>• Code of Ethics</li> <li>• Code of Conduct</li> <li>• Technical Regulations</li> <li>• Code of Discipline</li> <li>• Code of Points and relevant Newsletters</li> <li>• General Judges' Rules</li> <li>• Specific Judges' Rules</li> <li>• Anti-Doping Rules</li> <li>• Licence rules (except for non competitive events)</li> <li>• FIG Framework for Safeguarding Athletes and other Participants from Harassment and abuse in Sport during Events</li> <li>• Medical Guidelines for FIG Competitions and Events</li> <li>• Media Rules</li> <li>• Apparatus Norms</li> <li>• Rules for Sanctioning (approval) of International Events</li> <li>• Advertising and Publicity Rules</li> <li>• Regulations for Award Ceremonies</li> </ul>

	<ul style="list-style-type: none"> <li>• Accreditation Rules <i>and subsequent decisions of the FIG Executive Committee</i></li> </ul>		
<b>FEDERATIONS INVITED</b>	The LOC will invite all Member Federations.		
<b>AGE LIMITS</b>	<b>WAG: Junior and Senior as per FIG Technical Regulations</b> <b>All gymnasts must have a valid FIG licence until the end of the event.</b>		
<b>JUDGES AND JURIES</b>	<b>All judges must have a current valid FIG brevet at the time of the event, for the respective discipline.</b>		
<b>REGISTRATION DEADLINES</b>	Provisional registration	<b>15<sup>th</sup> of August 2024</b>	
	Confirmation by organisation	<b>1<sup>st</sup> of September 2024</b>	
	Definitive registration:	<b>15<sup>th</sup> of September 2024</b>	
	Nominative registration	<b>15<sup>th</sup> of October 2024</b>	
<b>ENTRY FEES</b>	<p>The Entry Fee for this event will be:          € 100,- registration fee + € 25 per delegation member          € 300,- penalty for delegations without judge</p> <p><u>The Entry Fee includes:</u></p> <ul style="list-style-type: none"> <li>- competitions</li> <li>- final banquet ('dinner and dance')</li> <li>- local transportation is included for Novotel-guests who have made reservation directly with the hotel (not included for reservations made via third parties, e.g. Booking.com, Trivago, etc.)</li> </ul> <p><u>Not included:</u></p> <ul style="list-style-type: none"> <li>- hotel,</li> <li>- travel expenses (round trip)</li> <li>- medical costs &amp; insurance</li> </ul> <p><b>!! No entry fee will be charged for delegations including at least one gymnast who has competed in a final of a World Championship or Olympic Games.</b></p>		
<b>ACCREDITATION</b>	Accreditation will be given to all members of the delegation upon arrival and when all costs have been paid. In addition, the LOC will distribute information regarding the gymnasts' safeguarding plan.		
<b>EVENT FORMAT</b>	<ul style="list-style-type: none"> <li>- Individual All-Around ranking for Juniors &amp; Seniors</li> <li>- Team ranking</li> <li>- Apparatus Finals</li> </ul>		
<b>PRIZE MONEY</b>	<b>+ 10.000 EUR</b> of Prize Money		
<b>PROVISIONAL SCHEDULE</b>	<ul style="list-style-type: none"> <li>- <u>Friday 8th of Nov:</u> Podium Training - Technical Meeting</li> <li>- <u>Saturday 9th of Nov:</u> Individual All-Around &amp; Team Ranking</li> <li>- <u>Sunday 10th of Nov:</u> Apparatus Finals – Final Banquet</li> </ul>		
<b>EVENT MANAGER</b>	Ilse De Smedt, +32 479 52 81 67		
<b>MEDICAL SERVICES</b>	First Aid will be present on site		
<b>COVID 19</b>	The LOC should follow local guidelines in management of COVID-19. The LOC must facilitate COVID-19 testing for delegations when it is required to have a negative test for return to their country.		
<b>VISA</b>	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 LOC will be happy to assist each Delegation member with an official invitation letter.  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.		
<b>INSURANCE</b>	The Host Federation, the LOC and the FIG will not be held responsible for any liabilities in case of accidents, illness (including COVID-19), 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 repatriation for all the members of their Delegation.		

	<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. Please also refer to <a href="https://www.gymnastics.sport/site/pages/medical-insurance.php">https://www.gymnastics.sport/site/pages/medical-insurance.php</a> for additional information regarding the FIG IMSSA insurance for Athletes and Judges. The LOC will verify the insurance coverage upon arrival of the delegation members (e.g. cover note or photocopy of the valid policy). The insurance must be valid at least starting from the arrival day of the delegation and must last for the delegations' entire stay</p>
<b>SAFEGUARDING</b>	<p>From the official event day of arrival until the official day of departure, participants (gymnasts, coaches, judges and any other delegation members) have the possibility to contact by phone or e-mail the LOC Safeguarding Officer in case of harassment and abuse of any type or if they are worried and do not feel comfortable.</p> <p>The information regarding the LOC Safeguarding Officer will be communicated upon arrival of the delegations on site.</p> <p>In addition, posters of the "10 Golden Rules of Gymnastics", the FIG campaign to raise awareness about youth protection in Gymnastics, will have to be displayed in several locations, including training and warm-up halls and public zones.</p>
<b>INTERNATIONAL TRANSPORTATION</b>	<p>The invited participating delegations must pay for the travel costs of their delegation members. The Travel Schedule Form must be returned to the LOC by the <b>1st of October 2024</b>.</p>
<b>LOCAL TRANSPORTATION</b>	<p>Local transportation is offered by the organisation team:</p> <ul style="list-style-type: none"> <li>- for gymnasts staying in Host families</li> <li>- for guests of Hotel Novotel Mechelen who have made reservation via this link: <a href="https://all.accor.com/hotel/3154/index.en.shtml">https://all.accor.com/hotel/3154/index.en.shtml</a> (NOT for guests of Novotel who have made reservation via other platforms (Booking.com, Trivago, etc.).</li> <li>- from and to Airport Brussels (Zaventem) and Railway Station Mechelen. (Delegations arriving/leaving in Airport Brussels South (Charleroi) can take a train to Railway station Mechelen.)</li> <li>- from Friday till Monday (8 – 9- 10 - 11 November). Please inform us asap in case of earlier arrival or later departure.</li> <li>- The organisation team can only offer 1 transportation per delegation in case of separate arrivals of members from 1 delegation.</li> </ul>
<b>ACCOMMODATION</b>	<p>The registration fee does NOT include accommodation costs. All hotel reservations will be made by the delegation.</p> <p><b><u>Hotel Novotel (local transportation included)</u></b>  Van Beethovenstraat 1, 2800 Mechelen  Website: <a href="http://www.novotel.com">www.novotel.com</a>  Reservations: <a href="https://all.accor.com/hotel/3154/index.en.shtml">https://all.accor.com/hotel/3154/index.en.shtml</a></p> <p><b><u>Hotel Bonten Os**** (local transportation NOT included)</u></b>  Rijmenamseweg 214, 2820 Rijmenam  Website: <a href="http://www.bontenos.be">www.bontenos.be</a>  Reservations: <a href="mailto:info@bontenos.be">info@bontenos.be</a></p> <p><b>LOC offers the possibility for gymnasts to stay in host families, free of any charge.</b></p>
<b>MEALS</b>	<p>Pre-order meals available on site.</p> <p>The Meals Form must be returned to the LOC by <b>1st of November 2024</b>.</p>
<b>FINAL BANQUET</b>	<p>All participants, coaches and judges will be invited to the Final Banquet (dinner &amp; dance) after the finals, on Sunday Evening. Free of charge, except for drinks.</p>
<b>PRIZE MONEY</b>	<p><b>+ 10'000 EUR of Prize Money</b></p>
<b>BANK ACCOUNT INFORMATION</b>	<p>Each participating team is kindly requested to integrate the payment's purpose as follows: International Gympies GymnovaCup + (name club)</p> <p><b>Bank account IBAN BE58 9796 4303 0179 - BIC ARSPBE22</b></p>

	<b>Beneficiary De Gympies Keerbergen vzw</b> The participating team is responsible for covering all bank fees in connection with the bank transfers.																
<b>CANCELATION POLICY</b>	No refund in case of cancellation after 15 September 2024.																
<b>MARKETING MEDIA</b>	FIG advertising and publicity norms must be respected Media Officer: Ilse De Smedt Phone: +32 479 52 81 67 E-mail: <a href="mailto:info@gympies.be">info@gympies.be</a>																
<b>SOCIAL MEDIA</b>	<b>Live streaming &amp; live scoreboard</b> on <a href="http://www.gymnovacup.eu">www.gymnovacup.eu</a> <b>Facebook:</b> Gympies Gymnova Cup <b>Twitter:</b> @GymnovaCup, # GymnovaCup																
<b>DEADLINES SUMMARY</b>	<table border="1"> <tr> <td>Provisional Registration</td><td>15<sup>th</sup> of August 2024</td></tr> <tr> <td>Definitive Registration</td><td>15<sup>th</sup> of September 2024</td></tr> <tr> <td>Payment Entry Fee</td><td>15<sup>th</sup> of September 2024</td></tr> <tr> <td>Visa Request Form</td><td>15<sup>th</sup> of September 2024</td></tr> <tr> <td>Accommodation Form</td><td>15<sup>th</sup> of September 2024</td></tr> <tr> <td>Travel Schedule Form</td><td>1<sup>st</sup> of October 2024</td></tr> <tr> <td>Nominative Registration</td><td>15<sup>th</sup> of October 2024</td></tr> <tr> <td>Meals Form</td><td>1<sup>st</sup> of November 2024</td></tr> </table>	Provisional Registration	15 <sup>th</sup> of August 2024	Definitive Registration	15 <sup>th</sup> of September 2024	Payment Entry Fee	15 <sup>th</sup> of September 2024	Visa Request Form	15 <sup>th</sup> of September 2024	Accommodation Form	15 <sup>th</sup> of September 2024	Travel Schedule Form	1 <sup>st</sup> of October 2024	Nominative Registration	15 <sup>th</sup> of October 2024	Meals Form	1 <sup>st</sup> of November 2024
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<b>ADDITIONAL INFORMATION</b>	<p>Beside to this tournament there will be a competition for younger gymnasts: °2011, °2012 and °2013 ("Youngsters").</p> <p><del>Gymnasts aged °2011 can also compete in Juniors category</del></p> <p>More information is provided by the organizing committee: <a href="mailto:info@gympies.be">info@gympies.be</a></p>																



Sincerely Yours,

Place and date: Keerbergen, 4 April 2024

Ilse Arys  
Secretary General of the National Federation