



## DIRECTIVES

**Event ID: 17817**

Dear FIG affiliated Member Federation,  
Japan RG Federation has the pleasure to invite your Federation to participate in the aforementioned official FIG International Event.

<b>DISCIPLINE</b>	<b>Rhythmic Gymnastics</b>
<b>HOST FEDERATION</b>	<b>Japan Gymnastics Association</b> Address: 8F Japan Sport Olympic Square 4-2 Kasumigaokamachi, Shinjuku-ku, Tokyo 160-0013, Japan
<b>LOCAL ORGANIZING COMMITTEE</b>	<b>Japan Rhythmic Gymnastics Federation</b> Contact person: Makiko IKEDA 3-13-10-8F, Nishiazabu, Minatoku, TOKYO 106-0031, Japan Tel: +81 3 5770 5711 e-mail: <a href="mailto:honbu@japan-rg.com">honbu@japan-rg.com</a> web site: <a href="http://www.japan-rg.com">http://www.japan-rg.com</a>
<b>LOCATION</b>	<b>Tokyo, Japan</b>
<b>DATE</b>	<b>From September 26 to September 29 2024</b>
<b>VENUE</b>	<b>Tokyo Metropolitan Gymnasium</b> Address: 1-17-1, Sendagaya, Shibuya-ku, Tokyo, 151-0051 Japan Phone number: +81 3-6380 4832 <b>web site:</b> <a href="http://TokyoGymnasiumTOP.com">Tokyo Gymnasium TOP   Tokyo Sports Culture Corporation</a> ( <a href="http://transer.com">transer.com</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>• Code of Points and relevant Newsletters / Helpdesk</li><li>• General Judges' Rules</li><li>• Specific Judges' Rules</li><li>• Anti-Doping Rules</li><li>• License 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>• FIG Medical Guidelines for FIG Competitions and Events</li><li>• Medical Organisation of FIG Competitions and Events</li><li>• Framework for safeguarding athletes and other participants from harassment and abuse in sport during events</li><li>• License Rules</li><li>• Media Rules</li><li>• Apparatus Norms</li><li>• Rules for Sanctioning (approval) of International Events</li></ul>

	<ul style="list-style-type: none"> <li>Advertising and Publicity Rules</li> <li>Regulations for Award Ceremonies</li> <li>Accreditation Rules</li> </ul> and subsequent decisions of the FIG Executive Committee								
<b>FEDERATIONS INVITED</b>	<p>The LOC will invite all FIG Member Federation in good standing. One club team comprising one junior gymnast and two senior gymnasts per federation can participate.</p> <p>The cost of the international flights and accommodation for the official members of the top five teams/federations in the Aeon Cup 2022 will be covered by the LOC. Official members: 3 gymnasts, 1 coach, and 1 judge</p> <p>Top five federations of the Aeon Cup 2023: GER, UKR, ISR, ITA, USA,</p> <p><b>Depending on the situation in the future, some federations may not be allowed to participate in the Aeon Cup 2024.</b></p> <p>The LOC reserves the right to limit the number of participating federations in case the number of entries exceeds more than expected.</p>								
<b>AGE LIMITS</b>	<p><b>Juniors: As per FIG Technical Regulations</b></p> <p><b>Seniors: As per FIG Technical Regulations</b></p> <p><b>All gymnasts must have a valid FIG license until the end of the event.</b></p>								
<b>SIZE OF DELEGATION</b>	<p>The size of a delegation is as follows:</p> <table border="1" data-bbox="657 846 1248 1021"> <tr> <td><b>Gymnast</b></td> <td><b>1 junior gymnast 2 senior gymnasts</b></td> </tr> <tr> <td><b>Coach</b></td> <td><b>1</b></td> </tr> <tr> <td><b>Judge</b></td> <td><b>1</b></td> </tr> <tr> <td><b>Total</b></td> <td><b>5</b></td> </tr> </table> <p>✧ <b>Participation requires a team of three comprising one junior and two senior gymnasts.</b></p> <p>✧ <b>No reserve gymnast is admitted.</b></p>	<b>Gymnast</b>	<b>1 junior gymnast 2 senior gymnasts</b>	<b>Coach</b>	<b>1</b>	<b>Judge</b>	<b>1</b>	<b>Total</b>	<b>5</b>
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<b>Total</b>	<b>5</b>								
<b>JUDGES AND JURIES</b>	<p><b>All judges must have a current valid FIG brevet at the time of the event.</b></p> <p>Category 3 and more is required for this event.</p>								
<b>REGISTRATION METHOD</b>	<p>Registration should be made by using the dedicated entry forms and sent not later than the deadlines mentioned below.</p> <p>The Event information will be sent to those teams who made the registrations.</p>								
<b>REGISTRATION DEADLINES</b>	<table border="1" data-bbox="459 1375 1241 1482"> <tr> <td>Provisional registration</td> <td><b>May 31, 2024</b></td> </tr> <tr> <td>Nominative registration</td> <td><b>June 10, 2024</b></td> </tr> <tr> <td>Definitive registration:</td> <td><b>June. 30, 2024</b></td> </tr> </table>	Provisional registration	<b>May 31, 2024</b>	Nominative registration	<b>June 10, 2024</b>	Definitive registration:	<b>June. 30, 2024</b>		
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Definitive registration:	<b>June. 30, 2024</b>								
<b>ENTRY FEES</b>	No Entry Fee will be applied for this event.								
<b>ACCREDITATION</b>	Accreditation of all delegations will take place at the hotel upon their arrival.								
<b>EVENT FORMAT</b>	<p>Qualification and final for RGI (senior and junior) and team.</p> <p>All participants take part in the qualification except for:</p> <ul style="list-style-type: none"> <li>➤ The winning club team of the Japan R.G. Club Championships</li> <li>➤ The federations of the top five club teams of the Aeon Cup 2023</li> </ul> <p>They are exempt from the qualifications and directly move to the finals.</p> <p>The top-three club teams from the qualifications will proceed to the finals.</p> <p>As for the individual competition, the top four seniors and top 2 juniors from the qualifications will proceed to the finals.</p>								

<b>PROVISIONAL SCHEDULE</b>	<b>Date</b>	<b>Activities</b>
	<b>Day 1 Sep. 24 (Tue)</b>	Official Arrival, Accreditation, Orientation meeting (No training on this day)
	<b>Day 2 Sep. 25 (Wed)</b>	Official Training, Judges' meeting/instruction
	<b>Day 3 Sep. 26 (Thu)</b>	Aeon Cup 2024 Qualification (2 apparatus) Federations of the top five club teams of the Aeon cup 2023 are exempt from the qualification round.
	<b>Day 4 Sep. 27 (Fri)</b>	Aeon Cup 2024 Qualification (2 apparatus) Federations of the top five club teams of the Aeon cup 2023 are exempt from the qualification round.
	<b>Day 5 Sep. 28 (Sat)</b>	Aeon Cup 2024 Finals
	<b>Day 6 Sep. 29 (Sun)</b>	Aeon Cup 2023 Finals
	<b>Day 7 Sep. 30 (Mon)</b>	Excursion and Farewell Party:
	<b>Day 8 Oct. 1 (Tue)</b>	Official Departure
<b>EVENT MANAGER</b>	Makiko IKEDA	
<b>MEDICAL SERVICES</b>	<b>The LOC will provide first aid and medical services</b>	
<b>COVID 19</b>	<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>	
<b>VISA</b>	If a VISA is required for entry into Japan, depending on the nationality of the participant, the LOC will send the necessary information and an application form. If the participating members have already been fixed, even at the time of provisional entry, necessary information for the VISA will be issued. Please bring the application form to the relevant embassy for the VISA issuance.	
<b>INSURANCE</b>	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 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. 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	

	<p>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> <p>If basic insurance is not provided in your country of residence, the delegation can purchase it after arrival in Japan by paying JPY1,000 per day/person for the insurance arranged by the LOC.</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 official airports for this event are Haneda International Airport and Narita International Airport.</p> <p>Participating federations must cover the travel costs of their delegation members except for the federations of the top five teams of the last Aeon Cup which took place in 2023.</p> <p>Top five federations of the Aeon Cup 2023: The international flight of the five (3 gymnasts, coach, and judge) official delegation members will be covered by the LOC (economy class).</p> <p>The Travel Schedule Form must be returned to the LOC by July. 10, 2024.</p>
<b>LOCAL TRANSPORTATION</b>	<p>The LOC will provide free local transportation for all participants from/to the official airports to the official hotel in Tokyo as well as from/to the official hotel and the competition venue.</p>
<b>ACCOMMODATION</b>	<p><b>The Prince Park Tower Tokyo</b> 4-8-1 Shibakoen Minato-ku Tokyo Japan 105-8563 TEL : 03-5400-1111 FAX : 03-5400-1110 <a href="http://www.princehotels.com/en/parktower/">http://www.princehotels.com/en/parktower/</a></p> <p><b>JPY 35,000 (single room per person per night, tax is not included)</b> <b>JPY 22,000 (double room per person per night, tax is not included)</b> <b>JPY 18,000 (triple room per person per night, tax is not included)</b></p> <p>The invited participating federations must pay for the accommodation expenses of their delegation members except for the federations of the top five teams of the last Aeon Cup which took place in 2023.</p> <p>Check-in and Check-out time of the hotel is as follows. Check-in: 3:00 p.m. Check-out: 12:00 noon</p> <p>If teams need to check in earlier or check out later than the normal check-in/out time because of their flight schedules, additional costs are charged. In this case, each team is responsible for the additional costs. (* The Organizing Committee pay for the accommodation expenses for 3 gymnasts, 1 coach and 1 judge of the top 5 teams in the AEON CUP 2023 for the official period of 7 nights from September 24 to September 30. However, each team of the top 5 teams is also responsible for their own expenses outside of the normal arrangements including early check-in or late check-out.)</p>

	<p>- Early Check-in: 1:00 p.m. - 3:00 p.m.: 1/3 of room charge (For check-in earlier than 1:00 p.m., one full night stay is charged)</p> <p>- Late Check-out: 12:00 noon - 3:00 p.m.: Free of charge 3:00 p.m. – 4:00 p.m.: 1/3 of room charge (For check-out later than 4:00 p.m., one full night stay is charged.)</p> <p>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 June. 30, 2024, at the very latest, the hotel rooms will be allocated on a “first-come, first-serve” basis.</p> <p>An Invoice will be sent to each federation after the closing date of the accommodation form.</p> <p>With regard to payment, please arrange the overseas bank transfer to be paid by July. 10, 2024, so that teams arrive in Japan after the Local Organising Committee confirm the receipt of the payment.</p> <p>Payment to; Sumitomo Mitsui Banking Corporation, Azabu branch Ordinary deposit Bank account number: 0909691 Account name: Japan R.G. Federation</p>												
<p><b>MEALS</b></p>	<p><b>Breakfast will be served at the designated dining area in the hotel exclusive to the participants.</b></p> <p>In addition, a meal allowance will be paid to participants (the official members).</p> <table border="1" data-bbox="464 869 1481 1081"> <thead> <tr> <th></th> <th>Aeon Cup 2023 Top five teams</th> <th>Aeon Cup 2023 6<sup>th</sup> to 8<sup>th</sup> teams</th> <th>Other teams</th> </tr> </thead> <tbody> <tr> <td>Official day</td> <td>5,000JPY</td> <td>3,000JPY</td> <td>1,500JPY</td> </tr> <tr> <td>Arrival and Departure</td> <td>2,500JPY</td> <td>1,500JPY</td> <td>750JPY</td> </tr> </tbody> </table> <p>➤ The above meal fee is one person per day</p>		Aeon Cup 2023 Top five teams	Aeon Cup 2023 6 <sup>th</sup> to 8 <sup>th</sup> teams	Other teams	Official day	5,000JPY	3,000JPY	1,500JPY	Arrival and Departure	2,500JPY	1,500JPY	750JPY
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<p><b>CANCELATION POLICY</b></p>	<p>Each team’s accommodation will be arranged as per the form submitted by each team.</p> <p>If a team is unable to come to the event due to the team’s circumstances and must cancel their accommodation, a cancellation fee will be charged, and the team is responsible for the cancellation fee.</p> <p>(* The Organizing Committee will pay for the accommodation expenses for 3 gymnasts, 1 coach and 1 judge of the top 5 teams in the AEON CUP 2023 for the official period of 7 nights from September 24 to September 30. However, if a team in the top 5 teams cancels due to their own reasons, they are also be responsible for any cancellation fees).</p> <p>If any of your team’s members who are registered in the accommodation form is unable to come to the event, please contact the Organizing Committee as soon as possible.</p> <p>10% cancellation fee will be applied from 60 days prior to the first day of reservation. 20% cancellation fee will be applied from 30 days prior to the first day of reservation. 80% cancellation fee will be applied from 10 days to 2 days prior to the first day of reservation. 100% cancellation fee will be applied for cancellations on the day before, on the day of the stay, or no-show.</p>												
<p><b>FINAL BANQUET</b></p>	<p>All participants are invited to the party free of charge.</p>												

<b>PRIZE MONEY</b>	The Prize Money, free of any deductible taxes, will be distributed in <b>JPY</b> as follows:																							
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5		JPY60,000																						
6		JPY40,000																						
	<b>total of the Prize Money: JPY3,200,000</b> <b>(EUR1€=JPY170 as of 2024/6/6) = 18'939.- €</b>																							
<b>BANK ACCOUNT INFORMATION</b>	The payment details will be provided to those Federations who are required to make payment.																							
<b>MARKETING</b>	FIG advertising and publicity norms must be respected																							
<b>DEADLINES SUMMARY</b>	Provisional Registration		<b>May 31, 2024</b>																					
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	Payment for accommodation of teams who are responsible for the payment		<b>July. 10, 2024</b>																					
	Travel Schedule Form		<b>July. 10, 2024</b>																					
	Visa Request Form		<b>To be informed</b>																					
<b>ADDITIONAL INFORMATION</b>																								

Sincerely Yours,

Tokyo, 20 June, 2024



Kenji NISHIMURA  
Secretary General  
Japan Gymnastics Association