

DIRECTIVES

Event ID: 17919

Dear Friends of Gymnastics,

In the long tradition of world-class gymnastics in Stuttgart, Germany, we cordially invite you to the annual EnBW DTB Pokal with the 12th edition of a compact and highly attractive Team Challenge and the 4th edition of a Junior Team Challenge.

DISCIPLINE	Men's Artistic Gymnastics Women's Artistic Gymnastics
HOST FEDERATION	German Gymnastics Federation/ Deutscher Turner-Bund (DTB) Contact person: Christina Zacharias Otto-Fleck-Schneise 8 60528 Frankfurt am Main - Germany Phone: +49 (0) 69 67801 147 Fax: +49 (0) 69 67801 225 Email: christina.zacharias@dtb.de www.dtb.de
LOCAL ORGANIZING COMMITTEE	Swabian Gymnastics Federation/ Schwäbischer Turnerbund (STB) Fritz-Walter-Weg 19 70372 Stuttgart Germany Fax: +49 (0) 711 490 92 -111 www.stb.de / www.enbw-dtbpokal.de Contact Person: Alex Fleige Delegation Management: Isabella Strehle Phone: +49 (0) 711 490 92 -723 +49 (0) 711 490 92 -726 Email: fleige@stb.de delegations@enbw-dtbpokal.de
LOCATION	Stuttgart, Baden-Württemberg, Germany
DATE	From 27 - 30 March 2025
VENUE	Event Hall (Competition, Podium Training and (parts of the) Warm-up): Porsche-Arena Stuttgart Mercedesstraße 50 70372 Stuttgart Germany www.hallenduo.de The venue capacity will be 5,000 seats minimum. Training Hall: Kunst-Turn-Forum Stuttgart Fritz-Walter-Weg 15 70372 Stuttgart Germany
APPARATUS SUPPLIER	Please refer to the attached apparatus list.
RULES AND REGULATIONS	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"> • Statutes • Code of Ethics • Code of Conduct

	<ul style="list-style-type: none"> • Technical Regulations • Code of Discipline • Code of Points and relevant Newsletters • General Judges' Rules • Specific Judges' Rules • Anti-Doping Rules • Licence rules (except for non-competitive events) • FIG Framework for Safeguarding Athletes and other Participants from Harassment and abuse in Sport during Events • FIG Medical Organisation of the FIG Competitions and events • 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 Executive Committee</i></p>						
FEDERATIONS INVITED	<p>The organizing member federation will invite all member federations in good standing who are able to nominate a team of at least 3 gymnasts.</p> <p>Please note the participation and registration process specified under "REGISTRATION DEADLINES" below.</p>						
AGE LIMITS	<p>For all FIG sanctioned competitions and for the OG the participants must, in the year of the competition, have the following minimum age:</p> <p>MAG Juniors: as per FIG Technical Regulations MAG Seniors: as per FIG Technical Regulations <i>NFs must declare through the gymnast's FIG profile whether their 18-year-old gymnasts will compete as junior or senior prior to their first competition for the year concerned (according to FIG Technical Regulations 2024, Section 1, Art. 5.2 Age of Participants).</i></p> <p>WAG Juniors: as per FIG Technical Regulations WAG Seniors: as per FIG Technical Regulations</p> <p>All gymnasts must have a FIG licence valid until the end of the event.</p>						
JUDGES AND JURIES	<p>For MAG and WAG, senior and junior, the participating member federations must send a minimum of one qualified judge for each participating MAG team and one for each WAG team.</p> <p>All judges must have a current valid FIG brevet at the time of the event, for the respective discipline.</p> <p>Time and Line may be National judges.</p> <p>Failure to provide judges as mentioned above at the time of the definitive registration will result in a LOC charge of EUR 1,000 per judge to the federation concerned (non-refundable). This fine must be received on the LOC account not later than 13 January 2025.</p> <p>Depending on the number of participating teams and judges, the LOC will determine the number of Apparatus Juries (judges' panels).</p> <p>Please note that meal packages must also be booked for judges if required.</p>						
REGISTRATION DEADLINES	<p>Complete the Definitive Registration for your team(s) (incl. number & functions of the delegation members) via the LOC online tool www.enbw-dtbpokal.de/delegationsonline.</p> <p>Nominative Registrations must be completed according to the deadlines via the LOC online tool www.enbw-dtbpokal.de/delegationsonline</p> <table border="1"> <tr> <td>Definitive registration:</td> <td>13 December 2024</td> <td>(3 months before event)</td> </tr> <tr> <td>Nominative registration</td> <td>13 February 2025</td> <td>(1 month before event)</td> </tr> </table>	Definitive registration:	13 December 2024	(3 months before event)	Nominative registration	13 February 2025	(1 month before event)
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Nominative registration	13 February 2025	(1 month before event)					

	<p>Please note: The definitive registration can be seen as your application for participation. If more federations apply than available starting spots, it is at the discretion of the LOC in agreement with the German Gymnastics Federation to allocate the starting places (not first come, first serve). The LOC will send out participation confirmations the day after the definitive registration deadline at the latest. Your participation is guaranteed only after you received the LOC confirmation.</p>																																	
ENTRY FEES	<p>No Entry Fee will be applied for this event for all delegation members who book their accommodation through the LOC.</p> <p>Delegations that will not book their accommodation through the LOC will have to pay an entry fee of EUR 150 per person.</p> <p>The payment to the LOC must be <u>received on the account</u> no later than 13 January 2025 (refer to "bank account information" below). The entry fee is non-refundable. Entries without payment of the entry fees in time will be considered as invalid and will be refused.</p>																																	
ACCREDITATION	<p>All officials and delegation members will need an accreditation to enter the training and competition halls. The accreditation office will be located in the Porsche-Arena.</p> <p>In addition, the LOC will distribute information regarding the gymnasts' safeguarding plan.</p>																																	
SIZE OF DELEGATION AND FIG LICENSE	<p>Only gymnasts in good standing with the correct age and holding a valid FIG License until the end of the competitions may participate.</p> <p>The size of the invited delegation shall be as follows:</p> <table border="1"> <thead> <tr> <th></th> <th>Minimum</th> <th>Maximum</th> </tr> </thead> <tbody> <tr> <td>per delegation</td> <td></td> <td>per delegation</td> </tr> <tr> <td>Head of Delegation (HD)</td> <td></td> <td>1</td> </tr> <tr> <td>per team</td> <td></td> <td>per team</td> </tr> <tr> <td>Team Manager ™</td> <td></td> <td>1</td> </tr> <tr> <td>Coach</td> <td>1</td> <td>2</td> </tr> <tr> <td>Gymnasts</td> <td>3</td> <td>5</td> </tr> <tr> <td>Doctor</td> <td></td> <td>1</td> </tr> <tr> <td>Physiotherapist</td> <td></td> <td>1</td> </tr> <tr> <td>Judges</td> <td>1</td> <td>2</td> </tr> <tr> <td>Total</td> <td>5</td> <td>13</td> </tr> </tbody> </table> <p>Please note that only teams meeting the minimum delegation size at and during the time of competition will be allowed to participate. If a team is not able to provide the required number of starters per apparatus, the team will be disqualified.</p> <p>Additional accreditations are at the charge of the federation. The cost per additional accreditation is EUR 150.</p>		Minimum	Maximum	per delegation		per delegation	Head of Delegation (HD)		1	per team		per team	Team Manager ™		1	Coach	1	2	Gymnasts	3	5	Doctor		1	Physiotherapist		1	Judges	1	2	Total	5	13
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PLANNED COMPETITION FORMAT MAG	<p>We offer two separate competitions for MAG: a Team Challenge with additional Apparatus Finals for Seniors and a Junior Team Challenge with additional Apparatus Finals for Juniors (no team finals!).</p> <p>The competition consists of optional exercises on six apparatuses (one vault; only two vaults to qualify for the apparatus final vault). This competition is organized by a rotation of groups. A group comprises teams of 3 to 5 gymnasts entered by national federations or mixed teams consisting of individual gymnasts of different federations.</p> <p>Team Challenge and Junior Team Challenge: Not more than 4 gymnasts of each team compete on any single apparatus and the 3 highest scores are taken into account for the team total. (5 – 4 – 3 system)</p>																																	

	<p>Apparatus Finals Seniors and Apparatus Finals Juniors: On each apparatus, the 6 gymnasts (with only one gymnast per NF, if more than 6 gymnasts qualify for the final) who have obtained the highest scores in the Team Challenge and in the Junior Team Challenge compete again in the respective Apparatus Finals Seniors or Juniors (two vaults).</p>
PLANNED COMPETITION FORMAT WAG	<p>We offer two separate competitions for WAG: a Team Challenge with additional Apparatus Finals for Seniors and a Junior Team Challenge with additional Apparatus Finals for Juniors (no team finals!).</p> <p>The competition consists of optional exercises on four apparatuses (one vault; only two vaults to qualify for the apparatus final vault). This competition is organized by a rotation of groups. A group comprises teams of 3 to 5 gymnasts entered by national federations or mixed teams consisting of individual gymnasts of different federations.</p> <p>Team Challenge and Junior Team Challenge: Not more than 4 gymnasts of each team compete on any single apparatus and the 3 highest scores are taken into account for the team total. (5 – 4 – 3 system)</p> <p>Apparatus Finals Seniors and Apparatus Finals Juniors: On each apparatus, the 6 gymnasts (with only one gymnast per NF, if more than 6 gymnasts qualify for the final) who have obtained the highest scores in the Team Challenge and in the Junior Team Challenge compete again in the respective Apparatus Finals Seniors or Juniors (two vaults).</p>
TIE BREAKING RULES	In case of a tie in points at any place, the rankings are determined following the FIG Technical Regulations 2025, Section 2, Art. 7.
PROVISIONAL SCHEDULE	<p>Wed, 26 March 25 Arrival Day Podium Training MAG Junior (<i>beginning approx. 12:30 h</i>) Podium Training MAG Senior Orientation Meeting Team Challenge Podium Training WAG Senior</p> <p>Thu, 27 March 25 Podium Training WAG Junior Podium Training Mixed Cup Stuttgart Judges Meeting MAG Team Challenge MAG</p> <p>Fri, 28 March 25 Judges Meeting WAG Junior Team Challenge MAG Team Challenge WAG</p> <p>Sat, 29 March 25 Junior Team Challenge WAG Mixed Cup Stuttgart</p> <p>Sun, 30 March 25 Apparatus Finals I MAG/ WAG (Jun. and Sen.) Apparatus Finals II MAG/ WAG (Jun. and Sen.) Farewell Party</p> <p>Mon, 31 March 25 Departure Day</p> <p>In addition, trainings are provided in the training hall on all days. For earlier arrivals or later departures and thus accommodation and additional training before or after the EnBW DTB Pokal, please contact the LOC. In addition, the Mixed Cup Stuttgart (MAG and WAG together) as an invitational tournament will take place on Saturday, 29 March 2025 in the same arena.</p>
MEDICAL SERVICES	Medical services will be provided (medical doctors during competition, medical teams from the Red Cross or similar organizations during training).
COVID-19	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. If additional restrictions apply and measures are recommended or mandatory due to the prevailing COVID-19 situation at the time of the event, the LOC will

	inform the participation Federation it in the work plan and on the Delegation website (www.enbw-dtbpokal.de/delegationsonline)
VISA	<p>Please verify immediately with your travel agent or the German Embassy or Consulate in your country if a visa is required for your travel to Stuttgart, Germany. The LOC will be happy to assist each Delegation member with an official invitation letter, provided that the request is made to the LOC via LOC online system www.enbw-dtbpokal.de/delegationsonline before 13 February 2025.</p> <p>Specify if you need the invitation letter via DHL or via email. Please note that if the invitation letter must be sent via DHL express (original with signature and stamp) EUR 100 will be charged to your NF. A copy via email will be sent for free.</p>
INSURANCE	<p>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.</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 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. 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 coverage in advance (upload to the LOC online tool or send to the LOC via email delegations@enbw-dtbpokal.de) of the delegation members. 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 cover must inform the LOC in advance, but no later than 28 February 2025. The LOC will subsequently offer insurance at the Federation's charge as follows: EUR 10 per person/ per day.</p>
SAFEGUARDING	<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>
INTERNATIONAL TRANSPORTATION	The invited participating federations must pay for the travel costs of their delegation members.
LOCAL TRANSPORTATION	<p>Local transportation between Stuttgart Airport (STR)/ Stuttgart train station and the official hotels as well as between the official hotels and the competition venue will be provided by the LOC for all delegation members from the official arrival day to the official departure day. For hotels close to the train station, there is no transport from the station to the hotel and back due to the construction site. The walk is only 10-15 minutes.</p> <p>All delegations that have not booked their accommodation with the LOC have to organize their local transportation on their own.</p> <p>Pickup and drop-off at airport/ train station can only be guaranteed if the travel details are entered in the LOC online tool (www.enbw-dtbpokal.de/delegationsonline) by 13 February 2025.</p>

	<p>Delegations arriving earlier and departing later (outside the above-mentioned event period from Wed to Mon) have to organize their transport from/ to the hotel and between hotel and training themselves and cover these costs.</p>												
ACCOMMODATION	<p>The LOC will offer three different hotel categories: a top-class hotel (Cat. I: e.g. Maritim Hotel Stuttgart), a middle-class (Cat. II: e.g. Jaz in the City Stuttgart) and a “lower-cost hotel” (Cat. III: e.g. Ibis Budget Stuttgart City Nord).</p> <p>The Hotel Prices during the official event period per person/ night will be:</p> <table> <thead> <tr> <th></th> <th><u>Single room</u></th> <th><u>Double/ Twin room</u></th> </tr> </thead> <tbody> <tr> <td>Cat. I</td> <td>EUR 230</td> <td>EUR 150</td> </tr> <tr> <td>Cat. II</td> <td>EUR 190</td> <td>EUR 130</td> </tr> <tr> <td>Cat. III</td> <td>EUR 140</td> <td>EUR 95</td> </tr> </tbody> </table> <p>All categories include:</p> <ul style="list-style-type: none"> - Accommodation in single/ double/ twin room (twin rooms can only be booked for two and will have two separated beds) - Breakfast - Farewell Party - Free transportation from Stuttgart Airport (STR)/ Stuttgart train station to the hotel and back, from the official arrival day to the official departure day. For hotels close to the train station, there is no transport from the station to the hotel and back due to the construction site. The walk is only 10-15 minutes. - Free transportation from hotel to the competition venue and back (only if accommodation is booked via the LOC), from the official arrival day to the official departure day. <p>The prices charged for the hotel rooms will not exceed the usual local hotel rates. The accommodation request must be made via the LOC online tool (www.enbw-dtbpokal.de/delegationsonline) by 13 December 2024 at the very latest. Hotel rooms are allocated on a “first come, first serve” basis.</p> <p>Hotel rooms before or after the official competition period are upon request only and subject to availability. These room rates may differ from the prices during the event period.</p> <p>Please note that room prices are valid up to the accommodation deadline of 13 December 2024 and not all hotels might still be available! Since hotel prices and availability are only ensured until the booking deadline, accommodation costs will increase automatically by EUR 10 per person per night in all categories after the accommodation deadline (subject to availability).</p>		<u>Single room</u>	<u>Double/ Twin room</u>	Cat. I	EUR 230	EUR 150	Cat. II	EUR 190	EUR 130	Cat. III	EUR 140	EUR 95
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MEALS	<p>Breakfast is included in the price of each of the official hotels and will be served each day in the respective hotels.</p> <p>The LOC offers meal packages for lunch and dinner, which will be served at the venue only (Porsche-Arena Stuttgart). The meal price per person/ per meal is EUR 36. The meal request must be made via the LOC online tool (www.enbw-dtbpokal.de/delegationsonline) by 13 December 2024 (deadline). The names must be assigned to the booked meals via the LOC online tool until 13 February 2025.</p> <p>Please note that meal packages must also be booked for judges.</p>												
CANCELLATION POLICY	<p>The whole amount will be refunded for cancellations by the federations submitted before 13 December 2024.</p> <p>For any partial or total cancellation after 13 December 2024 by the federations, no money will be refunded. If accommodation and other services are booked after the respective deadlines, the amount is due immediately and no money is refunded in case of a cancellation by the federations.</p>												

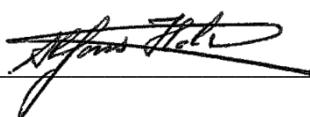
	<p>If the event has to be cancelled due to force majeure, the LOC will try to provide a refund of the costs but the financial responsibility for all costs remains with the NFs. Therefore, the LOC strongly recommends that all NFs purchase a travel cancellation insurance.</p>																																																
FAREWELL PARTY	<p>A farewell party will take place on Sunday, 29 March 2025. Entrance is free of charge for all delegation members who booked their accommodation through the LOC.</p> <p>Delegation members who have not booked their accommodation through the LOC can buy tickets for the farewell party for EUR 50 per person.</p>																																																
PRIZE MONEY	<p>The prize money, free of any German deductible taxes, will be distributed in EUR as follows:</p> <p>Senior:</p> <table border="1"> <thead> <tr> <th colspan="2">Per MAG Team and WAG Team</th> </tr> <tr> <th>Ranking</th> <th>Prize Money (EUR)*</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>4,000</td> </tr> <tr> <td>2</td> <td>2,500</td> </tr> <tr> <td>3</td> <td>2,000</td> </tr> <tr> <td>4</td> <td>1,500</td> </tr> </tbody> </table> <table border="1"> <thead> <tr> <th colspan="2">Per WAG and MAG apparatus</th> </tr> <tr> <th>Ranking</th> <th>Prize Money (EUR)*</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>350</td> </tr> <tr> <td>2</td> <td>275</td> </tr> <tr> <td>3</td> <td>200</td> </tr> <tr> <td>4</td> <td>150</td> </tr> </tbody> </table> <p>Junior:</p> <table border="1"> <thead> <tr> <th colspan="2">Per MAG Team and WAG Team</th> </tr> <tr> <th>Ranking</th> <th>Prize Money (EUR)*</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>2,000</td> </tr> <tr> <td>2</td> <td>1,250</td> </tr> <tr> <td>3</td> <td>1,000</td> </tr> <tr> <td>4</td> <td>750</td> </tr> </tbody> </table> <table border="1"> <thead> <tr> <th colspan="2">Per WAG and MAG apparatus</th> </tr> <tr> <th>Ranking</th> <th>Prize Money (EUR)*</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>175</td> </tr> <tr> <td>2</td> <td>150</td> </tr> <tr> <td>3</td> <td>125</td> </tr> <tr> <td>4</td> <td>100</td> </tr> </tbody> </table> <p>*Paid-out amounts.</p> <p>Grand total of the Prize Money: 45'250.- in EUR</p>	Per MAG Team and WAG Team		Ranking	Prize Money (EUR)*	1	4,000	2	2,500	3	2,000	4	1,500	Per WAG and MAG apparatus		Ranking	Prize Money (EUR)*	1	350	2	275	3	200	4	150	Per MAG Team and WAG Team		Ranking	Prize Money (EUR)*	1	2,000	2	1,250	3	1,000	4	750	Per WAG and MAG apparatus		Ranking	Prize Money (EUR)*	1	175	2	150	3	125	4	100
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BANK ACCOUNT INFORMATION	<p>Please address the payment to:</p> <p>Beneficiary: STB Marketing und Event GmbH Bank name: Baden-Wuerttembergische Bank Bank address: Kleiner Schlossplatz 11, 70173 Stuttgart, Germany Bank Account/ IBAN: DE 64 6005 0101 0002 8827 14 SWIFT/ BIC BIC: SOLADEST Reference: EnBW DTB Pokal 2025 / [your federation]</p> <p>Each participating member Federation is kindly requested to indicate the purpose of payment as follows: EnBW DTB Pokal 2025 / [your federation].</p> <p>Please transfer the total amount free of any charges (EU-countries by EU-Standard Transfer, all other countries by OUR-Transfer). The participating federation is responsible for covering all bank fees in connection with the bank transfers.</p> <p>The payment to the LOC must be received on the account no later than 13 January 2025.</p> <p>Please note:</p> <p>The LOC will not send out booking confirmations and invoices. The current confirmation and invoice can be downloaded directly by the delegations via the LOC online tool. All reservations particulars and the final balance will be shown. The payment must be received on the LOC account not later than 13 January 2025. Registrations without timely payment of accommodation costs and other services are considered invalid and will be cancelled.</p>																																																
MARKETING	FIG advertising and publicity norms must be respected																																																

MEDIA	Swabian Gymnastics Federation/ Schwäbischer Turnerbund (STB) Local Press Officer: Hannes Haßpacher Fritz-Walter-Weg 19 70372 Stuttgart, Germany Phone: +49 (0) 711 49092 -152 Email: hasspacher@stb.de	
SOCIAL MEDIA	We will use the social media channels of Deutscher Turner-Bund and Schwäbischer Turnerbund on Instagram, Facebook, Twitter and Youtube. You are welcome to use the hashtags #enbw #dtbpokal #stuttgartturnt	
DEADLINES SUMMARY	Definitive Registration	13 December 2024 , 23:59 h CET
	Accommodation Request	13 December 2024 , 23:59 h CET
	Meal Request	13 December 2024 , 23:59 h CET
	Payment deadline for all costs (100%)	Received on the LOC account not later than 13 January 2025 , 23:59 h CET
	Nominative Registration	13 February 2025 , 23:59 h CET
	Name to room assignment	13 February 2025 , 23:59 h CET
	Name to meal assignment	13 February 2025 , 23:59 h CET
	Travel details	13 February 2025 , 23:59 h CET
	Visa Request	13 February 2025 , 23:59 h CET
	Insurance Request	28 February 2025 , 23:59 h CET

ATTENTION

Certain items written in these Directives are subject to changes in the host city and country, as well as on decisions made by the German Government and further public authorities in the host city.

Sincerely Yours,
Frankfurt am Main, 15.09.2024



Mr HOELZL Alfons
President of the DTB




Mr RANKE Matthias
CEO EnBW DTB Pokal