



**37th MTM NARODNI DOM LJUBLJANA  
LJUBLJANA, SLOVENIA  
April 11 – 13, 2025**



## **DIRECTIVES**

**Event ID: 18110**

Dear FIG affiliated Member Federation,

The Slovenian Gymnastics Federation and its member KRG Narodni dom Ljubljana 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>Slovenian Gymnastics Federation</b> Koprsko 29, 1000 Ljubljana TEL: +386 1 256 66 26, GSM: +386 40 256 661 email: <a href="mailto:info@gimnasticna-zveza.si">info@gimnasticna-zveza.si</a> web site: <a href="http://www.gimnasticna-zveza.si">http://www.gimnasticna-zveza.si</a>
<b>LOCAL ORGANIZING COMMITTEE</b>	<b>KRG NARODNI DOM LJUBLJANA</b> Contact person: Mrs. Ana Rebov Koprsko 29, 1000 Ljubljana phone number: 00 386 31 343 522 (mobile, also Viber and WhatsApp) e-mail: <a href="mailto:MTMLjubljana@gmail.com">MTMLjubljana@gmail.com</a> web site: <a href="http://www.ksis.si">ksis - 37. MTM LJUBLJANA FIG AND NON FIG TOURNAMENT</a>
<b>LOCATION</b>	<b>LJUBLJANA, SLOVENIA</b>
<b>DATE</b>	<b>April 11 - 13, 2025</b>
<b>VENUE</b>	<b>SPORT HALL "Gimnastični center", Koprsko 29, 1000 Ljubljana, Slovenia Šport Ljubljana: <a href="https://www.sport-ljubljana.si/Gimnasticni_center/">https://www.sport-ljubljana.si/Gimnasticni_center/</a></b>
<b>APPARATUS SUPPLIER</b>	<b>Please refer to the attached apparatus list</b>
<b>RULES AND REGULATIONS</b>	<p>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:</p> <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>• FIG Medical Guidelines for FIG Competitions and Events</li><li>• License Rules</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 and subsequent decisions of the FIG Executive Committee</li> </ul>				
<b>FEDERATIONS INVITED</b>	All FIG member federation in good standing and contestants from clubs with valid FIG license are invited.				
<b>DELEGATION</b>	4 gymnasts in concourse – 2 juniors and 2 seniors (others only O.C.) 1 coach 1 brevet judge compulsory				
<b>AGE LIMITS</b>	SENIOR individual: as per FIG technical regulations JUNIOR individual: as per FIG technical regulations <b>All gymnasts must have a valid FIG license 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 in the respective discipline (RGI cycle 2025-2028).</b> Fee for delegation without a judge 100€.				
<b>REGISTRATION DEADLINES</b>	Online registration on <a href="#">ksis - 37. MTM LJUBLJANA FIG AND NON FIG TOURNAMENT</a> <table border="1" data-bbox="452 550 1262 617"> <tr> <td>Definitive registration:</td><td>February 10, 2025</td></tr> <tr> <td>Nominative registration</td><td>March 10, 2025</td></tr> </table>	Definitive registration:	February 10, 2025	Nominative registration	March 10, 2025
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<b>ENTRY FEES</b>	The entry fee for this event will be: 70€ per each individual gymnast. The entry fee is non-refundable.				
<b>ACCREDITATION</b>	Accreditations will be issued upon arrival in the gym. Delegations must present (if not sent by email previously): <ul style="list-style-type: none"> <li>○ Insurance for all members of delegations</li> <li>○ FIG licenses for gymnasts and judges</li> <li>○ Music for all exercises of gymnasts</li> <li>○ Receipt of payment of start fee, accomodation and meals</li> </ul> In addition, the LOC will distribute information regarding the gymnasts' safeguarding plan.				
<b>EVENT FORMAT</b>	Individual Competition FIG program 2025. <ul style="list-style-type: none"> <li>• <b>Seniors:</b> 4 routines - Hoop, Ball, Clubs and Ribbon <ul style="list-style-type: none"> <li>○ Qualifications/All-Around competition: max. 2 competitors from delegation (club) in concourse (if more than two, two with the best results are in concourse, others out), the organizer have the right to have 4 gymnasts in concourse.</li> <li>○ Apparatus Finals: the top eight Senior gymnasts per apparatus (two per Country) from the Qualifications will participate in the Finals.</li> <li>○ In addition, if not qualified, the organizing Federation may participate in the four finals with one gymnast, at its free choice.</li> </ul> </li> <li>• <b>Juniors:</b> 4 routines - Hoop, Ball, Clubs and Ribbon <ul style="list-style-type: none"> <li>○ Qualifications/All-Around Competition: max 2 competitors from one delegation (club) in concourse (if more than two, two with the best results are in concourse, others out), the organizer have the right to have 4 gymnasts in concourse.</li> <li>○ Apparatus Finals: the top eight Junior gymnasts per apparatus (two per Country) from the Qualifications will participate in the Finals.</li> <li>○ In addition, if not qualified, the organizing Federation may participate in the four finals with one gymnast, at its free choice.</li> </ul> </li> </ul>				
<b>PROVISIONAL SCHEDULE</b>	<p><b>Thursday, April 10, 2025 :</b></p> <ul style="list-style-type: none"> <li>• arrival of delegations and official training (9.00-15.00)</li> </ul> <p><b>Friday, April 11, 2025:</b></p> <ul style="list-style-type: none"> <li>• technical and judges meeting</li> <li>• competition Juniors FIG hoop, ball</li> <li>• competition Seniors FIG hoop, ball</li> </ul> <p><b>Saturday, April 12, 2025:</b></p> <ul style="list-style-type: none"> <li>• competition Juniors FIG clubs, ribbon</li> <li>• competition Seniors FIG clubs, ribbon</li> </ul> <p><b>Sunday, April 13, 2025:</b></p> <ul style="list-style-type: none"> <li>• competition Juniors FIG finals</li> <li>• competition Seniors FIG finals</li> </ul> <p><b>Monday, April 14, 2025:</b></p> <ul style="list-style-type: none"> <li>• departure of delegations</li> </ul>				

<b>MEDICAL SERVICES</b>	Medical services will be provided on official training and both days of competition. The competition hall also has AED defibrillator. The nearest hospital is very close by: UKC Ljubljana, Zaloška 2, 1000 Ljubljana.
<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 Slovenian Embassy or Consulate in your country if a visa is required for your travel to Slovenia. The LOC will be happy to assist each delegation member with an official invitation letter, provided if request is made before February 10, 2025. 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>	<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 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. 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</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.</p> <p>The LOC will subsequently offer insurance at the Federations own charge as follows: 25€ per person per day.</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 federations must pay for the travel costs of their delegation members. The LOC will be happy to find the best option.</p> <p>Transfer from and to the airport can be arranged for 14€ per person from/to Ljubljana airport (one direction).</p> <p>The Travel Schedule Form must be returned to the LOC by March 10, 2025. Web form will be sent to delegations.</p>
<b>LOCAL TRANSPORTATION</b>	The LOC will cover the transportation to/from B&B Hotel Ljubljana Park to/from the Competition Hall Gimnastični center Ljubljana, Koprská 29. All other transport is the cost of delegation.
<b>ACCOMMODATION</b>	<p><b>Official hotel</b>  B&amp;B Hotel Ljubljana Park, Tabor 9, 1000 Ljubljana, Slovenia. Recently renovated hotel in the center of Ljubljana. Local transportation from the hotel to the gym will be arranged for all delegations staying in the designated hotel.</p> <p><b>Hotel price:</b>  Single Room (per person, per night): 95 EUR  Double Room (per person, per night): 63 EUR</p>

	<p>There are no triple rooms available.</p> <p>Price per person includes breakfast, city tax and all other applicable taxes, complimentary wifi, unlimited local transportation from hotel to the gym and back during the official tournament dates (10. 4. 2025 - 14. 4. 2025). The prices charged for the hotel rooms will not exceed the usual hotel rates.</p> <p>The Accommodation Form must be returned to the LOC by February 10, 2025 at the very latest. We do not guarantee a hotel reservation after this date. The hotel rooms will be allocated on a “first come, first serve” basis.</p> <p><b>Cancellation policy:</b> Free cancellation until March 1st. 70% of reservation cost return 45 - 15 days prior arrival date, 50% reservation costs return 14 - 8 days prior arrival date, 0% reservation costs returned 7 or less days prior arrival (also in case of no show).</p> <p><b>Hotel payment:</b> The invited participating federations must pay for the accommodation expenses of all their delegation members.  50% of the accommodation costs must be paid to the LOC by March 1, 2025 on bank account. Remaining 50% of the accommodation costs must be paid to the LOC by March 25, 2025.</p>																		
<b>MEALS</b>	<p>Buffet lunch for judges will be provided free of charge on competition days (Friday – Sunday).</p> <p>Lunch for coaches will be provided free of charge on competition days (Friday – Sunday).</p> <p>Warm meals for competitors and other delegation members can be ordered for Friday, Saturday and Sunday. Cost of each meal is 12€. The participating delegations must pay for the meal expenses for their members.</p> <p>Meal Forms for competitors and delegation members must be returned to the LOC by March 10 at the very latest.</p> <p>The costs for the meals must be paid to the LOC by April 3, 2025.</p>																		
<b>CANCELATION POLICY</b>	Entry fee is non-refundable if participation at the tournament is cancelled 14 days or less prior the start of the tournament.																		
<b>FINAL BANQUET</b>	No final banquet.																		
<b>BANK ACCOUNT INFORMATION</b>	<p>Name of organization: KRG Narodni dom Ljubljana, Address: Ob dolenjski železnici 50, 1000 Ljubljana, Slovenia Account number: 02053-0010794153, SWIFT (BIC): LJBASI2X The participating federation is responsible for covering all bank fees in connection with the bank transfers.</p>																		
<b>MARKETING</b>	FIG advertising and publicity norms must be respected.																		
<b>SOCIAL MEDIA</b>	<p>Web: <a href="http://www.klubrg-narodnidom.si">www.klubrg-narodnidom.si</a> Youtube: <a href="https://www.youtube.com/channel/UCOFVsxBiHyb2c5VVd5C-sNA">https://www.youtube.com/channel/UCOFVsxBiHyb2c5VVd5C-sNA</a> FB: <a href="https://www.facebook.com/Klub-za-ritmi%C4%8Dno-gimnastiko-NARODNI-DOM-LJUBLJANA-286485421363013/">https://www.facebook.com/Klub-za-ritmi%C4%8Dno-gimnastiko-NARODNI-DOM-LJUBLJANA-286485421363013/</a> Instagram: Klub za ritmično gimnastiko NARODNI DOM LJUBLJANA</p>																		
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	Payment of the Entry Fee	March 28, 2025
	Payment of Accommodation costs (50%)	March 25, 2025
	Payment of the extra Meals	April 3, 2025
	Payment of the fine for missing judge	April 3, 2025
<b>ADDITIONAL INFORMATION</b>	<p><i>We also organize a competition for younger categories and B level.</i>  <i>Find more information on: <a href="#">ksis - 37. MTM LJUBLJANA FIG AND NON FIG TOURNAMENT</a></i></p>	

Sincerely Yours,

Place and date:  
Ljubljana, 22.01.2025



Ms HUS Spela  
Secretary General of the FIG affiliated NF