

DIRECTIVES

Event ID: 18245

Dear FIG affiliated Member Federation,

The Gymnastics Federation of Portugal has the pleasure to invite your Federation to participate in the aforementioned official FIG International Event.

DISCIPLINE	Rhythmic Gymnastics
HOST FEDERATION	Federação de Ginástica de Portugal (FGP) Contact person: Teresa Loureiro Estrada da Luz, 30A – 1600-159 Lisboa - Portugal Tel number: +351926241139 e-mail: rgportugal@ginastica.org teresa.loureiro@ginastica.org website: www.ginastica.org
LOCATION	Portimão, Algarve, Portugal
DATE	From 8th to 10th May 2026
VENUE	Portimão Arena Parque de Feiras e Exposições de Portimão Caldeira do Moinho - 8500-726 Portimão, Portugal Tel: +351 282 470 870 (Competition, training and warm-up Hall) Venue capacity: 2'530 seats
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 • 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 <i>and subsequent decisions of the FIG Executive Committee</i>
FEDERATIONS INVITED	The Organizing Member Federation will invite all Member Federations in good standing.
AGE LIMITS	RG: Junior / Senior, as per FIG technical regulations All gymnasts must have a valid FIG licence until the end of the event.

JUDGES AND JURIES	<p>Compulsory: 1 Judge for Juniors and 1 Judge for Seniors. The LOC will apply a fine of EUR 2'000 per missing judge, should a federation fail to bring the required number of judges. This fine must be paid to the LOC by 4th March. All judges must have a current valid FIG brevet at the time of the event, for the respective discipline.</p>				
REGISTRATION DEADLINES	<p>The definitive and nominative deadlines are compulsory.</p> <table border="1"> <tr> <td>Definitive registration:</td><td>4 March 2025 – 23:59 CET</td></tr> <tr> <td>Nominative registration</td><td>8 April 2025 – 23:59 CET</td></tr> </table>	Definitive registration:	4 March 2025 – 23:59 CET	Nominative registration	8 April 2025 – 23:59 CET
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ENTRY FEES	<p>The non-reimbursable cost for the Entry Fee is:</p> <ul style="list-style-type: none"> • 50 EUR per gymnast whose accommodation has been booked through the LOC • 150 EUR per person (incl. gymnasts, coaches and officials) who have not booked their accommodation (full board) through the LOC <p>At the time of the Definitive Registration 100% of the entry fee must be paid to the LOC. Entry fees must be paid by 4th March, according to the number of persons registered in the Definitive Form. Entries without payment will not be considered.</p>				
ACCREDITATION	<p>Accreditation cards will be given at the LOC Office at the Venue (Portimão Arena) upon the arrival of the Delegations. A photo of each member of the delegation (JPEG format) – must be sent to the LOC together with the nominative registration – 8th April 2026) - to the event email: rgportugal@ginastica.org</p> <p>Photos taken upon arrival will be charged to the National Federations at a cost of EUR 20 each. Head of Delegation <u>must verify</u> at the Accreditation Office:</p> <ul style="list-style-type: none"> • All the names of the Delegation members. • All payments due. • National Flag. • National Anthem. • Transport – Departure details. <p>The Head of Delegation <u>must deliver</u> at the Accreditation Office:</p> <ul style="list-style-type: none"> • Certification of valid insurance for all Delegation members. • Passports or Identify Cards of all the Team. • Exercises music's (1 pen drive per gymnast) * <p>*Note: All the exercises music's must be sent - by WeTransfer - to the official e-mail of the Event rgportugal@ginastica.org at the time of the Nominative entry – 8th April (max.size 10 MB; file format – MP3).</p> <p>In addition, the LOC will distribute information regarding the gymnasts' safeguarding plan.</p>				
EVENT FORMAT	<p>Individual Competition</p> <ul style="list-style-type: none"> • Seniors: 4 exercises – Hoop, Ball, Clubs and Ribbon <ul style="list-style-type: none"> ○ <u>Qualifications/All-Around Competition</u>. ○ Each Federation can participate with a maximum of 4 gymnasts. ○ <u>Apparatus Finals:</u> The top eight (8) Seniors gymnasts per apparatus (2 per NF) from the All-Around qualifying Competition participate in the Finals. In addition, the Organising Member Federation may participate in the four finals with one gymnast, at its free choice. This <i>wild card</i> gymnast will have to start first. • Juniors: 4 exercises – Hoop, Ball, Clubs and Ribbon 				

	<ul style="list-style-type: none"> ○ <u>Qualifications/Team:</u> Each Team must have between 2 and 4 gymnasts (only one team per country count for the Teams ranking). Each team must perform the total of 4 routines – 1 per apparatus. Each Federation can participate with a maximum of 2 Teams. However, in the final rankings only one team per Federation will be included. ○ <u>Qualifications Apparatus Finals Competition:</u> Gymnasts can also participate in just one, two, three or four apparatus, competing only for the final of their chosen apparatus. ○ It is permitted to register only one of the following options : <ul style="list-style-type: none"> - 1 or 2 teams; - 1 individual gymnast; - 1 team + 1 individual gymnast. ○ <u>Apparatus Finals:</u> The top eight (8) Juniors gymnasts per apparatus (1 per NF) from the All-Around qualifying Competition participate in the Finals. In addition, the Organising Member Federation may participate in the four finals with one gymnast, at its free choice. This <i>wild card</i> gymnast will have to start first.
PROVISIONAL SCHEDULE	<p>Wednesday, 6 May Arrival of the delegations and accreditation</p> <p>Thursday, 7 May Training and Podium Training</p> <p> Orientation Meeting</p> <p> Judges' Instruction</p> <p>Friday, 8 May Opening Ceremony</p> <p> Qualification Individual (2 apparatus)</p> <p>Saturday, 9 May Qualification Individual (2 apparatus)</p> <p> Award Ceremonies for Juniors teams and AA Individual</p> <p>Sunday, 10 May Apparatus Finals Individual (4 apparatus)</p> <p> Award Ceremonies for Apparatus Finals</p> <p> Farewell Dinner and Party</p> <p>Monday, 11 May Departure of the delegations</p>
EVENT MANAGER	<p>The Event Manager will be:</p> <p>Mrs. SANCHES, Andreia</p> <p>Tel: +351 926241139</p> <p>Email: andreia.sanches@ginastica.org rgportugal@ginastica.org</p>
MEDICAL SERVICES	<p>The Local Organizing Committee will provide first aid medical services. A physiotherapist and medical support will be present during training and competitions as well as other staff specialized in first aids.</p>
VISA	<p>Please verify immediately with your travel agent or the Portuguese Embassy or Consulate in your country if a visa is required for your travel to Portugal. The LOC will be happy to assist each Delegation member with an official invitation letter, provided that the request is made before 4th March to the official email: rgportugal@ginastica.org.</p> <p>To request an invitation letter, please send the following information to the LOC: Full Name, Gender, Date of Birth, Citizenship, Passport Number, Passport Expiry Date, Function/Role within the Delegation, Arrival and Departure Dates, City where the visa application support letter should be sent.</p> <p>Please ensure that all information is complete and accurate to avoid delays in visa processing.</p>
INSURANCE	<p>The Host Federation, the LOC and the FIG will not be held responsible for any liabilities in the event of accidents, illness (including COVID-19), repatriation, or similar occurrences.</p> <p>In accordance with the FIG Technical Regulations, all participating Federations are responsible for ensuring that all Delegation Members have valid insurance coverage for illness, accidents, and repatriation during the entire duration of their stay.</p> <p>It is mandatory that Delegation Members are covered by basic insurance (covering sickness, accident, and repatriation) in their country of residence, in order to benefit from coverage by the FIG IMSSA subsidiary insurance.</p> <p>For detailed information regarding the FIG IMSSA insurance for Athletes and Judges, please refer to:</p>

	<p>https://www.gymnastics.sport/site/pages/medical-insurance.php</p> <p>The LOC will verify insurance coverage upon arrival. Each Delegation must present either a cover note or a photocopy of the valid insurance policy. The policy must be valid starting from the day of arrival and must remain valid for the entire duration of the stay.</p> <p>The LOC will subsequently offer insurance at the Federations own charge as follows: 40 EUR per person/day.</p>
SAFEGUARDING	<p>From the official day of arrival until the official day of departure, all participants — including gymnasts, coaches, judges, and other Delegation Members — will have the possibility to contact the LOC Safeguarding Officer by phone or email in case of:</p> <ul style="list-style-type: none"> • Harassment • Abuse of any kind • Any situation where they feel uncomfortable or unsafe <p>The contact information for the LOC Safeguarding Officer will be provided to all Delegations upon arrival on site.</p> <p>As part of the FIG's commitment to athlete welfare and youth protection, posters of the “10 Golden Rules of Gymnastics”, part of the FIG's awareness campaign, must be clearly displayed in several key areas, including:</p> <ul style="list-style-type: none"> • Training Halls • Warm-Up Areas • Public Zones <p>These measures are in place to ensure a safe, respectful, and supportive environment for all participants throughout the event.</p>
INTERNATIONAL TRANSPORTATION	<p>The participating federations must pay for the international travel costs of their delegation members. The LOC will provide a free transfer service for arrival and return (airport/Arena/airport) <u>IN THE OFFICIAL ARRIVAL AND DEPARTURE DAYS</u> for all participants who booked their accommodation through the LOC.</p> <p>For this competition the delegations must travel to/from the airport of FARO (FAO) - 1h30m distance driving to Portimão.</p> <p>The travel form with the flight details must be returned to the LOC <u>NO LATER THAN the 8th of April.</u></p> <p><u>Attention – EXTRA FEES:</u></p> <ul style="list-style-type: none"> • Travel Form sent after the deadline: 30€ per person will be charged • Arrival and/or Departure on a different day: 40€ per person/each way will be charged
LOCAL TRANSPORTATION	<p>The LOC will provide free local transportation for all participants who booked their accommodation through the LOC: a shuttle service from/to the hotels and the venue, for trainings and competitions.</p>
ACCOMMODATION	<p>The participating federations must pay for the accommodation expenses of their delegation members.</p> <p>The LOC is delighted to provide the official delegation members with the below selection of hotels. The FIG and the LOC strongly recommend that the federations book their accommodation through the LOC.</p> <p>All rates are per person, per night and include:</p> <ul style="list-style-type: none"> • All the meals (full board – FB) – breakfast at the hotel; lunch and dinner at the Venue/Portimão Arena • Transfer service from/to Faro's Airport (in the official days of arrival and departure) • Local transportation – Shuttle for trainings and competition • Dinner-party <p>Category 1 Hotel (FB)</p>

	<p>Euro 250,00 (single room) Euro 200,00 (twin room) Euro 180,00 (triple room)</p> <p>Category 2 Hotel (FB) Euro 225,00 (single room) Euro 190,00 (twin room) Euro 180,00 (triple room)</p> <p>Category 3 Hotel (FB) Euro 200,00 (single room) Euro 180,00 (twin room) Euro 180,00 (triple room)</p> <p>The prices charged for the hotel rooms cannot exceed the usual hotel rates.</p> <p>The participating federations can book a hotel among the ones proposed with the accommodation form. These rooms will be assigned strictly in order of booking receipt (first-come, first-served). Federations should therefore request their accommodation reservations as a matter of priority and send the accommodation form well in advance of the due date of 4th March 2026.</p> <p>Note: <i>The above-mentioned prices are valid before the accommodation deadline, which is 4th March. The hotel prices will increase automatically by €5 per person per night at all the official hotels after this accommodation deadline, and reservations will be based on availability only.</i></p>										
MEALS	Included in the Accommodation booking package.										
CANCELATION POLICY	<p>The LOC strongly recommend that each Member Federation takes cancellation insurance for their accommodation and meals booking.</p> <p>50% of the total amount due for Accommodation and meals cost shall be reimbursed if the cancellation occurs until 8th April. After, no reimbursement will be made.</p>										
FINAL BANQUET	The Dinner-party will be offered to all participants who have booked their accommodation through the LOC.										
BANK ACCOUNT INFORMATION	<p>Each participating Member Federation is kindly requested to integrate the payment's purpose as follows: RGWCC.2026 Bank: Millennium BCP BENEFICIARY: Gymnastics Federation of Portugal IBAN: PT50 0033 0000 0188 0157 8909 6 BIC/Swift: BCOMPTPL</p> <p>The participating Federation is responsible for covering all bank fees in connection with the bank transfers.</p>										
MARKETING	FIG advertising and publicity norms must be respected										
MEDIA	<p>The Media Officer will be: Mrs. SOBRAL Márcia Tel: +351 925 522 356 e-mail: marcia.sobral@ginastica.org</p> <p>Media are requested to contact the LOC Media Officer for accreditation requests and other media services.</p>										
SOCIAL MEDIA	<p>Facebook: https://www.facebook.com/ginasticaportugal Instagram: https://www.instagram.com/ginasticaportugal/ Youtube: https://www.youtube.com/user/ginasticaportugal GinasticaTV: https://www.ginastica.tv/</p>										
DEADLINES SUMMARY	<table border="1"> <tr> <td>Definitive Registration</td><td>4th March 2026</td></tr> <tr> <td>Nominative Registration</td><td>8th April 2026</td></tr> <tr> <td>Junior Team Registration</td><td>8th April 2026</td></tr> <tr> <td>Accommodation Form</td><td>4th March 2026</td></tr> <tr> <td>Travel Schedule Form</td><td>8th April 2026</td></tr> </table>	Definitive Registration	4 th March 2026	Nominative Registration	8 th April 2026	Junior Team Registration	8 th April 2026	Accommodation Form	4 th March 2026	Travel Schedule Form	8 th April 2026
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	Visa Request Form	4 th March 2026
	Photos for Accreditation (JPEG)	8 th April 2026
	Musics (WeTransfer)	8 th April 2026
	Music Forms	8 th April 2026
	Payment of the Entry Fee	4 th March 2026
	Payment of the Accommodation Costs (50%)	4 th March 2026
	Payment of the Accommodation Costs (50%)	8 th April 2026
	Payment of the fine for missing judge	4 th March 2026
LOC E-MAIL	All communication and form submissions should be made via the LOC email address: rgportugal@ginastica.org	
BROADCAST	The entire competition will be broadcast on the Portuguese Gymnastics Federation's official streaming service "Ginástica TV".	

Sincerely Yours,

Lisboa, 01.10.2025



Teresa Loureira
Secretary General of POR NF