

FÉDÉRATION INTERNATIONALE DE GYMNASTIQUE



**BOROVETS AEROBICS
FIG WORLD CUP COMPETITION**
10TH – 11TH OF MAY 2014 - BOROVETS, BULGARIA
CATEGORY B



DIRECTIVES

Event ID: 6362

Dear affiliated Member Federation,

Following the decision of the FIG Presidential Commission, the **Gymnastics Federation of Bulgaria together with Aerobic Union Bulgaria** has the pleasure to invite your Federation to participate in the aforementioned official FIG World Cup.

FIG	Fédération Internationale de Gymnastique (FIG) Contact Person : Alexandre Cola 12 Avenue de la Gare 1003 Lausanne Switzerland Tel: +41 (0) 21 321 55 10 / direct line: +41 (0) 21 321 55 18 Fax: +41 (0) 21 321 55 19 / Sport department +41 (0) 21 321 55 29 e-mail : acola@fig-gymnastics.org website: http://www.fig-gymnastics.com
HOST FEDERATION	Bulgarian Gymnastics Federation 75, Vasil Levski Bld. Sofia – 1040, Bulgaria Tel.: +359 2 9300663 e-mail: bulgym@abv.bg
LOCAL ORGANIZING COMMITTEE	Aerobic Union Bulgaria Universiada Hall 2, Shipchenski prohod Blvd. Sofia – 1113, Bulgaria Contact person: Bistra Valkova – General Secretary Tel.: +359 2 8737572 Fax.: +359 2 8737572 e-mail: aerobicub@gmail.com web site: http://www.aerobicunionbg.com
LOCATION	Borovets, Bulgaria
DATE	From 7 th of May to 12 th of May, 2014
VENUE	Hotel "Samokov" **** Borovets 2010 Tel.: +359 750 32306 Fax.: + 359 750 32309 e-mail: samokov@netbg.com web page: www.samokov.com/bg The Competition, Training and Warm-up Halls are situated in Hotel "Samokov". The Training Hall will be equipped with original aerobic floor.
APPARATUS SUPPLIED	Manufacturer Supplier: Gymnova Color: wood color

	Reference number: 6630 Aero Floor One
PROVISIONAL SCHEDULE	<p>7th of May 2014 (Wednesday) – Arrival and accreditation 8th of May 2014 (Thursday) – Trainings, Orientation Meeting, Judges Meeting and instructions 9th of May 2014 (Friday) – Trainings 10th of May 2014 (Saturday) – Qualifications 11th of May 2014 (Sunday) – Finals 12th of May 2014 (Monday) - Departure</p>
PARTICIPATION	<p>The World Cup Competitions consist of Qualifications and Finals in all 5 categories.</p> <p><u>Participation in the Qualifications:</u></p> <ul style="list-style-type: none"> • All competitors must take part in the qualifications. • In case of a tie at any place, the tie-breaking rules as set up for the World Championships shall be applied. Nevertheless the gymnasts not qualified for the finals and with same final score will receive the same World Cup points. <p><u>Participation in the Finals:</u></p> <ul style="list-style-type: none"> • The top eight gymnasts per category from the qualifications qualify for the Finals. • In addition, if the Organizing Member Federation has not qualified in any category, it may nominate one participation in max. 1 category of its choice. • Maximum participation in the finals is therefore 8+1 participants in one category and 8 in the other four categories. • Such “Wild Card Participant” must have participated in the respective category in the qualification. • In case of a tie at any place, the tie-breaking rules as set up for the World Championships shall be applied. <p>The organizing member Federation may cancel the competition in the respective category if at the time of the definitive entry, there are less than 4 countries registered in a category. In case of such a cancelation, the organizing member Federation must reimburse, in full, the entry fee and payments made for accommodation. Should flights have to be cancelled due to the above, the risk is at the charge of the participating member Federations.</p> <p><u>World Cup Competitions may exceptionally be combined with other Competition provided those are clearly separated in the competition schedule.</u></p>
“HORS CONCOURS” GYMNASTS	<p>The Organizing Member federation is allowed to add only for the qualifications “hors concours” competitors. These competitors are in addition to the official participants of the Organizing Member Federation’s competitors, they must be named at the time of the closing of the nominative registration and cannot qualify for the final. They will have to start first.</p> <p>The Organizing Member Federation is allowed to name 1 Individual Men, 1 Individual Woman, 1 Mixed pair, 1 Trio and 1 Group as “hors concours” competitors.</p>
FEDERATIONS INVITED	<p>The Organising Member Federation must invite all FIG Member Federations who have paid their annual membership fee for Aerobic Gymnastics.</p> <p>The top 8 ranked Federations per category in the qualifications at the previous World Championships must always be given the right to participate.</p>
SIZE OF DELEGATION AND FIG LICENSE	<p>The participation is limited to 2 units per country in each category.</p> <p>Only senior gymnasts in good standing with the correct age and holding a valid FIG License may participate. The LOC will be responsible for checking the validity of the gymnast’ Licenses. No gymnasts will be accepted without a valid FIG License at the deadline of the Nominative Registration.</p> <p>The Organising Member Federation (OMF) may limit the participation with criterias to be</p>

defined by the OMF. Those criteria must be approved by the FIG.

The maximum size of the invited delegation is as follows:

Head of delegation	1
Team Manager (if 4 and more units)	1
(if 8 and more units)	2
Coaches (if 1 units)	1
(if 2 to 7 units)	2
(if 8 and more units)	3
Gymnasts (2 per category)	26
Medical Doctor	1
Paramedical staff (if 1 to 3 units)	1
(if 4 and more units)	2
Judges	2

A unit being an individual gymnast, a pair, a trio or a group.

AGE LIMITS

Age limit: 18 years (born in 1996 or before)

JUDGES AND JURIES

The number of Juries (judges' panels) may be decided by the organizing member federation depending on the number of participating competitors and judges.

The Juries are set up by a draw - directed by the FIG Technical Delegate - from the judges present at the event. Priority will be given to the judges of the highest category.

A jury must consist of one Chair of Judges' Panel, 4 Artistic, 4 Execution and 2 Difficulty judges.

A federation may not have a judge on both the execution and artistic panels. The Chair of Judges' Panel and the difficulty judges should also be from different federations.

The CJP must be of Cat. 1.

The Difficulty Judges must be Cat. 1 or 2.

The Execution and Artistic judges must be Cat. 1, 2 or 3.

If, on the day of the competition, there is no sufficient number of judges in the requested categories, the Technical Delegate may take whatever action needed to secure the running of the event.

Each participating federation must provide minimum one judge Cat. 1, 2 or 3*. Failure to do so, or if a participating Federation sends a judge with a Cat. 4 (instead of Cat. 1, 2 or 3) will result in a fine of Swiss Francs 2'000.- to be paid to the Organizing Member Federation.

*Member Federations who have only Cat. 4 judges are allowed to send a Cat. 4 judge who may be used as Time and Line judge only.

The Organizing Member Federation is responsible that there are enough FIG brevetted judges present with the appropriate category of brevet for their function. Should there not be sufficient judges, the Organizing Member Federation may propose to the FIG for approval the name of neutral additional judges to complete the panels (plus 1 reserve). These judges, once approved, have to be invited at the cost of the Organizing Member Federation. Such invitation must be made through the respective Member Federation. Should the Organizing Member Federation fail to propose names for additional judges, the FIG will invite such judges at the cost of the Organizing Member Federation.

FIG TECHNICAL DELEGATE AND EC MEMBER

The FIG Technical Delegate and EC member (if applicable) will be designated by the FIG.

The FIG Technical Delegate will serve as President of the Superior Jury.

REGISTRATION DEADLINES

Provisional, Definitive and Nominative Registrations must be made exclusively on-line via the FIG website (<http://www.fig-gymnastics.com>) or accordingly. These registrations will only be accepted from FIG Gymnastics Member Federations.

Provisional registration:	29th of January 2014 (12:00 GMT)	(4 months prior to the event)
Definitive registration:	12th of March 2014 (12:00 GMT)	(2 months prior to the event)
Nominative registration	9th of April 2014 (12:00 GMT)	(4 weeks prior to the event)

Late registrations are subject to fines as follows:

Fine for missing or late Provisional registration	CHF 500.-
Fine for missing or late Definitive registration	CHF 750.-
Fine for missing or late Nominative registration	CHF 500.-

Registrations and payments made after the gymnasts' drawing of lots will not be accepted and the Delegation members concerned will not be authorized to participate.

DRAWING OF LOTS

The drawing of lots will take place at the FIG Headquarters in Lausanne (SUI) two weeks after the closing date of the nominative registration. After publication of the draw on the FIG website, the member Federation will be given an opportunity to modify the position of their gymnasts' starting order within 3 days by using the official document to be found on FIG website.

ENTRY FEES

The non-reimbursable cost for the Entry Fee are as follows:

Category	Entry Fee
Individual Women	45 Euro
Individual Men	45 Euro
Mixed Pairs	80 Euro
Trios	120 Euro
Groups	180 Euro

ACCOMMODATION

The official Hotel of the competition is Hotel "Samokov" ****.

2010 Borovets, Bulgaria
 Tel.: +359 750 32306
 Fax.: + 359 750 32309
 e-mail: samokov@netbg.com
 web page: <http://www.samokov.com>

The costs per **person/ night** are as follows:

50 Euro (single room full board)
 40 Euro (double room full board)
 35 Euro (triple room full board)

* The official Hotel is 4 stars. In the above mentioned prices the guests of the Hotel can use free of charge the swimming pool.

The prices charged for the hotel rooms will not exceed the usual hotel rates. The Hotel rooms will be allocated on a "first come, first serve" basis.

The invited participating Federations must pay for the accommodation expenses of their delegation members.

50% of the accommodation must be paid to the LOC no later than **12th of March 2014 (deadline of the Definitive Entry)**, and will not be reimbursed. Entries without the payment of the 50% of the Accommodation costs will be considered as invalid and will

	<p>be refused.</p> <p>The remaining 50% of the accommodation must be paid to the LOC not later than 9th of April 2014 (deadline of the Nominative Entry), and will not be reimbursed.</p> <p>All bookings must be made through the LOC. For those delegations or members of delegation that did not book their accommodation through the LOC, the LOC declines any responsibility for the local transportation (from Sofia to Borovets and vice-versa). The Provisional Accommodation Form must be returned to the LOC by 12th of March 2014 at the very latest.</p> <p>The Detailed Accommodation Form must be returned to the LOC by 9th of April 2014 at the very latest.</p>
MEALS	<p>The meals (breakfast, lunch and dinner) are included in the price of the rooms. During the accreditation each participating Federation will receive a schedule about the hours for the meals.</p>
FINAL BANQUET	<p>On 11th of May 2014, after the competition there will be a farewell banquet followed by discothèque. Both of them will take place in Hotel "Samokov". The exact time will be specified in the Work Plan. The Farewell banquet and the entry for the discothèque are free of charge for all accredited members of the delegations that have booked their accommodation through the LOC.</p> <p>There will be tickets for the farewell banquet and discothèque available at the cost of 30 Euro per person. A request should be made to the LOC in advance and tickets must be paid not later than the arrival day of the respective delegation (during the accreditation).</p>
INTERNATIONAL TRANSPORTATION	<p>The invited participating Federations must pay for the travel costs of their delegation members.</p> <p>The Travel Schedule Form must be returned to the LOC by 9th of April 2014.</p> <p>If persons from one delegation/federation are arriving and departing with different flights, please fill in separate travel forms for each group of persons and indicate on the travel form the exact number of persons.</p>
LOCAL TRANSPORTATION	<p>The LOC may provide local transportation to all delegation members, who have booked their accommodation through the LOC, from and to Sofia airport, Sofia railway or Sofia central bus station to the Official Hotel in Borovets and back on the official arrival (7th of May 2014) and departure day (12th of May 2014). This transportation costs 20 Euro per person both ways. This transportation should be paid to the LOC not later than 9th of April 2014. The transportation costs cannot be reimbursed.</p> <p>For those delegations or member of delegations that do not arrive or depart on the official days, upon request, the LOC may arrange additional transportation. The cost for it depends on the number of the people, the date and time. Please, send your request to the LOC not later than 9th of April 2014 in order to be able to arrange transportation and inform you about the price.</p>
VISA	<p>Please verify immediately with your travel agent or the Bulgarian Embassy or Consulate in your country if a visa is required for your travel to Bulgaria. The LOC will be happy to assist each Delegation member with an official invitation letter, provided that the request is made before 12th of March 2014 to the LOC. 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.</p>
INSURANCE	<p>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 (except for gymnasts 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. The LOC will subsequently offer insurance at the Federations own charge. Information about the cost of the insurance will be given with the Work Plan that will be distributed to all participating Federations not later than 23rd of April 2014.</p>
ACCREDITATION	<p>The accreditation will take place at the Hotel "Samokov", Borovets and will be made upon arrival of each delegation. The accreditations will be handed to the Head of delegation.</p>

	Detailed information about the accreditation procedure will be given with the Work Plan that will be distributed to all participating Federations not later than 23 rd of April 2014.																														
FINANCIAL OBLIGATIONS	<p>Federations which have not fulfilled their financial obligations towards the FIG (e.g. annual membership fees, unpaid invoices, etc.) will not be allowed to participate in these World Cups.</p> <p>Federations which have not fulfilled their financial obligations towards the LOC by the given deadline in the Invitation/ Directives may still have the possibility to participate, but the LOC will not guarantee the hotel booking, meals and local transportation.</p>																														
BANK ACCOUNT INFORMATION	<p>Payment for the entry fee, accommodation and local transportation must be made by the respective deadlines by bank transfer to:</p> <table border="1" data-bbox="395 450 1461 835"> <tr> <td>Beneficiary:</td> <td>SC "LEVSKI-YOVA SPORT"</td> </tr> <tr> <td>Beneficiary address:</td> <td>47, Todorini kukli Str. Sofia 1513 Bulgaria</td> </tr> <tr> <td>Bank name:</td> <td>DSK</td> </tr> <tr> <td>Bank address:</td> <td>Shipchenski prohod Blvd., bl.240 Sofia 1113 Bulgaria</td> </tr> <tr> <td>Branch</td> <td>Geo Milev</td> </tr> <tr> <td>IBAN:</td> <td>BG88 STSA 9300 0017 6268 01</td> </tr> <tr> <td>BIC:</td> <td>STSABGSF</td> </tr> </table> <p>Each participating member Federation is kindly requested to integrate the payment's purpose as follows: Borovets WC 2014. The participating Federation is responsible for covering all bank fees in connection with the bank transfers.</p>	Beneficiary:	SC "LEVSKI-YOVA SPORT"	Beneficiary address:	47, Todorini kukli Str. Sofia 1513 Bulgaria	Bank name:	DSK	Bank address:	Shipchenski prohod Blvd., bl.240 Sofia 1113 Bulgaria	Branch	Geo Milev	IBAN:	BG88 STSA 9300 0017 6268 01	BIC:	STSABGSF																
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CANCELLATION POLICY	<p>Nations are requested to pay attention and follow the below mention dates in case of cancelations for the accommodation:</p> <ul style="list-style-type: none"> - Refund of 80% for cancellations received until 26th of March 2014. - No refund for cancellations received from 27th of March 2014. <p>It is only possible to restore rooms not single nights.</p> <p>For cancellations due to less than 4 countries registered in a category at the time of the Definitive entry, please refer to the World Cup Rules 2014.</p>																														
TIE BREAKING RULES	<p>In case of a tie at any place, the tie-breaking rules as set up for the World Championships shall be applied. The gymnasts with same final score will receive the same World Cup points.</p> <p>If there is still a tie, the points of the respective ranking are added and divided by the number of tied gymnasts / groups.</p> <p>Example: 1, 1, 3 (points for rank 1 and 2 is added and divided by 2) 1, 2, 2, (points for rank 2 and 3 is added and divided by 2)</p> <p>The same principle applies to the prize money.</p>																														
PRIZE MONEY	<p>The organising member Federation must pay a minimum prize money per medallist as follows:</p> <table border="1" data-bbox="379 1800 1398 2072"> <thead> <tr> <th colspan="3"><u>For Tournaments Category B:</u></th> <th><u>Total</u></th> <th><u>CHF 8'950.-</u></th> </tr> </thead> <tbody> <tr> <td>Individual Men</td> <td>Gold</td> <td>500.-</td> <td>7 x 850.-</td> <td>5'950.-</td> </tr> <tr> <td>Individual Women</td> <td>Silver</td> <td>250.-</td> <td></td> <td></td> </tr> <tr> <td>Mixed Pairs</td> <td>Bronze</td> <td>100.-</td> <td></td> <td></td> </tr> <tr> <td>Trios</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Groups</td> <td>Gold</td> <td>300.-</td> <td>5 x 600.-</td> <td>3'000.-</td> </tr> </tbody> </table>	<u>For Tournaments Category B:</u>			<u>Total</u>	<u>CHF 8'950.-</u>	Individual Men	Gold	500.-	7 x 850.-	5'950.-	Individual Women	Silver	250.-			Mixed Pairs	Bronze	100.-			Trios					Groups	Gold	300.-	5 x 600.-	3'000.-
<u>For Tournaments Category B:</u>			<u>Total</u>	<u>CHF 8'950.-</u>																											
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Groups	Gold	300.-	5 x 600.-	3'000.-																											

Silver	200.-
Bronze	100.-

The Prize Money, free of any deductible taxes, will be distributed in CHF.

In case of a tie, the prize money will be added and divided by the number of gymnasts:
 1, 1, 3 (prize money for rank 1 and 2 is added and divided by 2)
 1, 2, 2 (prize money for rank 2 and 3 is added and divided by 2)

No prize money, and no medals will be given, if there are less than 4 participating Member Federations per category

“Wild Card Participants” will receive medals and prize money.

“Hors concours competitors” will not receive prize money.

ASSIGNMENT OF WORLD CUP POINT FOR THE RANKING LIST

In principle, the results and the updated FIG World Cup Ranking List will be published on the FIG web site within 24 hours after the end of the competitions provided that all procedures before and after the competitions are duly respected by the Organizing Member Federation. “Hors concours competitors” must not appear on the official results lists.

Separate World Cup Series Ranking Lists are established for every category beginning with the first World Cup event of the year and ending with the last World Cup event of the year as follows:

- Men Individual
- Women Individual
- Mixed Pairs
- Trio
- Groups

For Individual competitors, World Cup Points are assigned to the competitor **by name**.

Mixed Pairs are listed **by name**, but considered **as an entity**.

In case of change of partner, the Mixed Pair is considered as a new Pair.

Trios are listed **by name**, but considered **as an entity**.

One change of name in a Trio is allowed, but in case of a second change of name, the Trio is considered as a new Trio.

Groups are listed **by Federation**. The World Cup Points are assigned to the Federation.

If more than one Group per Federation starts at an event, only the better result will be considered.

The World Cup Points are assigned to the competitors as follows:

Finals: ranking from 1st to 8th place
Qualifications: ranking from 9th to 16th place

Ranking	Tournaments Cat. B
1	30
2	25
3	20
4	18
5	16
6	14
7	12
8	10
9	8

10	7
11	6
12	5
13	4
14	3
15	2
16	1

The gymnasts with same final score will receive the same World Cup points.

In case of a tie at any place, the tie-breaking rules as set up for the World Championships shall be applied (see 2013 FIG Technical Regulations Section 6, Art 3.3).

If there are less than four (4) countries participating in a category no World Cup Points will be awarded.

“Wild Card Participants” will not receive any World Cup Points.

“Hors concours competitors” will not receive World Cup Points.

WINNER OF THE ANNUAL WORLD CUP

The winner of the annual World Cup per category is the individual gymnast / pair / trio / group with the highest number of points of the World Cup Series Ranking List after the last event of the year.

In case of a tie at any place in the World Cup Series Ranking Lists after the last competition of the year, the tie will not be broken.

A special award ceremony will be held at the last World Cup Competition of the year in which the World Cup winner will receive the World Cup.

EVENT MANAGER

Mrs.Iordanka Blagoeva
Aerobic Union Bulgaria
Universiada Hall
2, Shipchenski prohod Blvd.
Sofia – 1113, Bulgaria
Tel.: +359 2 8737572
Fax.: +359 2 8737572
e-mail: aerobicub@gmail.com

MEDIA

Information on the Media and Media local press officer will be given with the Work Plan.

SOCIAL MEDIA

Facebook page:
<https://www.facebook.com/events/157353194452189/>

MEDICAL SERVICES

During all days – trainings and competition official medical persons who will be in the training and competition halls will be provided by the LOC.

OFFICIAL HOSPITAL

„MBAL-SAMOKOV“
49, Makedonia Str.; Samokov
Tel.: +359 722 66065
Fax.: +359 722 66068

DOPING CONTROLS

For World Cup Competitions and Series, A and B Category, the Organizing Member Federation will provide a minimum of 5 doping controls at its own charge.
Failure to do so will result in the deposit being lost in full.
Doping controls will be made as per the Doping Control Regulations of the FIG and WADA.
The doping controls may take place at any time during the training, podium training, or competition times.
The doping controls will be done by representatives of the Bulgarian Anti-doping Agency and the tests will be analyzed in the WADA licensed doping laboratory in Athens, Greece.

MARKETING

FIG advertising and publicity norms must be respected.

VIDEO CONTROL SYSTEM

All exercises during the Qualifications and Finals will be recorded with a Panasonic DVX 100B, PAL white screen 16:9 standard definition video system for the purposes in the cases of Inquiries for the difficulty score.

RULES AND REGULATIONS

The competition must be organized under the following FIG rules, as valid in the year of the competition, except for any deviation mentioned in these directives:

- Statutes
 - Technical Regulations
 - Code of Points and relevant Newsletters
 - Licenses Rules
 - World Cup Rules for Aerobic Gymnastics
 - General Judges Rules
 - Specific Judges' Rules for Aerobic Gymnastics
 - Medical Organization of the Official FIG Competitions
 - Doping Control Rules
 - Media Rules
 - Apparatus Norms
 - Advertising and Publicity Rules
 - Regulations for Awards Ceremonies
- and subsequent decisions of the FIG Executive Committee

DEADLINES SUMMARY

Provisional Registration (on line)	29th of January 2014 (12:00 GMT)
Definitive Registration (on line)	12th of March 2014 (12:00 GMT)
Nominative Registration (on line)	9th of April 2014 (12:00 GMT)
Provisional Accommodation Form - to be sent to LOC	12th of March 2014
Visa Request Form - to be sent to LOC	12th of March 2014
Detailed Accommodation Form - to be sent to LOC	9th of April 2014
Travel Schedule Form - to be sent to LOC	9th of April 2014
Payment of the Entry Fee – to LOC	12th of March 2014
Payment of the 50% of Accommodation Costs – to LOC	12th of March 2014
Payment of the local transportation – if requested – to LOC	9th of April 2014
Payment of the remaining 50% of the Accommodation costs – to LOC	9th of April 2014
Payment of the Final Banquet – if requested – to LOC	Latest during accreditation
Payment of the fine for missing judge – to LOC	9th of April 2014

ADDITIONAL INFORMATION

Detailed information for the program, schedules and organization of the event will be given to all participating federation with the Work Plan not later than 23rd of April 2014.

Sincerely Yours,



Place and date: 11th of June 2013

Stamp

Signature of the President or Secretary General of the FIG affiliated NF