



2019 Aerobic Gymnastics Pan American Championship
10-13 October 2019 **Buenos Aires, ARG**

DIRECTIVES

Event ID: 16184

Dear PAGU affiliated Member Federations,

The Pan American Gymnastics Union (PAGU) through the Gymnastics Federation of Argentina has the pleasure to invite your Federation to participate in the afore mentioned official FIG and PAGU international event.

DISCIPLINE	Aerobic Gymnastics													
PAN AMERICAN GYMNASTICS UNION	Pan American Gymnastics Union Camino a Santa Teresa 482 Colonia Peña Pobre, Delegacion Tlalpan, C.P. 14060 Mexico City, Mexico Phone: +52 55 5927-5393 E-mail: info@upag-pagu.org													
HOST FEDERATION	Confederación Argentina de Gimnasia Av. Miguel Sanchez 1050 – Ciudad Autónoma de Buenos Aires Phone/Fax: +54 11 4703 4876 Email: cagimnasia@gmail.com Website: www.gimnasiargentina.com.ar Event email: panaer2019@gmail.com													
ORGANIZING COMMITTEE	Local Organizing Committee: <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">President</td> <td style="width: 30%;">Sergio A. Wurch</td> <td style="width: 40%;"></td> </tr> <tr> <td>Competition Manager</td> <td>Debora Gonzalez</td> <td>Phone: +54 11 3465 8613 E-mail: deborahgonzalez277@hotmail.com</td> </tr> <tr> <td>Administrative Coordinator</td> <td>Adriana Castelnuovo</td> <td>Phone: +54 11 4703 4876 E-mail: adri.yc@gmail.com</td> </tr> <tr> <td>Treasurer</td> <td>Dorinda Rosendo</td> <td>E-mail: dorindarosendo@hotmail.com</td> </tr> </table> <p>PAGU Technical Director: Jorge Fillón – PAGU AER Technical Committee President Email: jofillon@yahoo.com.ar</p>		President	Sergio A. Wurch		Competition Manager	Debora Gonzalez	Phone: +54 11 3465 8613 E-mail: deborahgonzalez277@hotmail.com	Administrative Coordinator	Adriana Castelnuovo	Phone: +54 11 4703 4876 E-mail: adri.yc@gmail.com	Treasurer	Dorinda Rosendo	E-mail: dorindarosendo@hotmail.com
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LOCATION	Buenos Aires, Argentina													
DATES	From 10 to 13 October 2019													

VENUE	<p>Gimnasio Polideportivo Centro de Alto Rendimiento (CENARD) Av. Miguel Sanchez 1050 Ciudad Autónoma de Buenos Aires</p> 
APPARATUS	<p>Spieth Aerobic Floor "Baku" Aerobics Floor 2014 Ref. 1790560 (FIG Certified produced by Janssen & Fritsen) Steps Venturelli S.r.l – Art. STE16</p>
RULES AND TECHNICAL REGULATIONS	<p>The event will be organized according to the following FIG rules, as valid in the year of the event, except for any deviation mentioned in these directives or the PAGU Technical Regulations:</p> <ul style="list-style-type: none"> • Statutes • Technical Regulations • Code of Points and Newsletters • General Judges' Rules • Specific Judges' Rules • Accreditation Rules • Anti-doping Control Rules • Rules of medical organization of the Official Events and Competitions FIG • License Rules • Media Rules • Apparatus Norms • FIG Rules for Sanctioning (approval) of International Events • Advertising and Publicity Rules <p><i>and subsequent decisions made by FIG and PAGU Executive Committee</i></p>
INVITED FEDERATIONS AGES	<p>The Pan American Gymnastics Union invites all Federations affiliated to the PAGU and the FIG and which are up to date in their obligations.</p> <p>Seniors: 18 years old and older Age Group 1: 12–14 years old Age Group 2: 15–17 years old *as of <i>December 31, 2019</i></p> <p>All gymnasts must possess the FIG licence valid until the end of the event.</p>
JURY AND JUDGES	<p>All judges must have current valid FIG brevet at the time of the event</p> <p>Each Federation must send 2 judges and shall evaluate in all phases of the competition. If one delegation sends a maximum of 5 gymnasts, only 1 judge with FIG brevet will be required. Federations with PAGU TC member may register him in addition to the judges of his Federation. The fine for failing to participate with the required judges is USD\$1,000.00. This fine must be paid to PAGU by 16 August 2019 at the latest. The National Federation must inform PAGU in advance (at the time of the definitive registration) to allow the appointment of an invited neutral judge.</p>

	<p>The fine does not apply to those Federations that do not have FIG Brevet judges.</p> <p>The judges' panel will have at least:</p> <ul style="list-style-type: none"> 4 Artistic Judges 4 Execution Judges 2 Difficulty Judges 1 Chair Judge 2 Line Judges 1 Time Judge 																																																				
<p>REGISTRATION DEADLINES</p>	<table border="1"> <tr> <td>Provisional registration</td> <td>21 June 2019</td> <td>info@upag-pagu.org</td> </tr> <tr> <td>Definitive registration</td> <td>16 August 2019</td> <td>info@upag-pagu.org</td> </tr> <tr> <td>Nominative registration</td> <td>13 September 2019</td> <td>info@upag-pagu.org</td> </tr> </table>	Provisional registration	21 June 2019	info@upag-pagu.org	Definitive registration	16 August 2019	info@upag-pagu.org	Nominative registration	13 September 2019	info@upag-pagu.org																																											
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<p>ENTRIES</p>	<p>The entry fee for this event is USD\$50.00 per gymnast and category and must be paid to Local Organizing Committee (LOC) by 16 August 2019 at the latest.</p> <p>Entry fees will be valid as long as they are sent to the PAGU through member Federations, the corresponding deposits are attached, and forms are filled with the required information.</p> <p>Untimely entries will not be valid, and the participation will not be permitted.</p> <p>A gymnast can only take part on 3 categories, according to FIG Technical Regulations, Section 1, Art. 4.4, pt 6.</p> <p>Note: Gymnasts registered in the Pan American Championships can also participate in the Club Pan American Cup, provided they do the respective registration and payment.</p> <p>There will be only one competition for Qualifications and for Finals. The scores will be taken into consideration for the Pan American Championships and for the Club Pan American Cup respectively.</p>																																																				
<p>DELEGATION SIZE</p>	<p>The maximum number of persons per official delegation is as follows:</p> <table border="1"> <thead> <tr> <th>Function</th> <th>Senior</th> <th>AG1</th> <th>AG2</th> </tr> </thead> <tbody> <tr> <td>Gymnasts/units</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Individual Women</td> <td>4</td> <td>4</td> <td>4</td> </tr> <tr> <td>Individual Men</td> <td>4</td> <td>4</td> <td>4</td> </tr> <tr> <td>Mixed Pair</td> <td>4</td> <td>4</td> <td>4</td> </tr> <tr> <td>Trio</td> <td>4</td> <td>4</td> <td>4</td> </tr> <tr> <td>Group</td> <td>4</td> <td>4</td> <td>4</td> </tr> <tr> <td>Aero Dance</td> <td>4</td> <td>0</td> <td>4</td> </tr> <tr> <td>Aero Step</td> <td>4</td> <td>0</td> <td>0</td> </tr> <tr> <td>Coaches</td> <td>3</td> <td></td> <td></td> </tr> <tr> <td>Medical personnel</td> <td>1</td> <td></td> <td></td> </tr> <tr> <td>Judges</td> <td>2</td> <td></td> <td></td> </tr> <tr> <td>Head of Delegation</td> <td>1</td> <td></td> <td></td> </tr> </tbody> </table> <p>Accreditation cost for additional delegation members is USD\$100.00 per person and must be paid to Local Organizing Committee by 16 August 2019 at the latest.</p> <p>The accreditation will allow them to access areas according to their functions, as well as local transportation and farewell banquet.</p>	Function	Senior	AG1	AG2	Gymnasts/units				Individual Women	4	4	4	Individual Men	4	4	4	Mixed Pair	4	4	4	Trio	4	4	4	Group	4	4	4	Aero Dance	4	0	4	Aero Step	4	0	0	Coaches	3			Medical personnel	1			Judges	2			Head of Delegation	1		
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	<p>Only the following persons will be allowed to acquire an additional accreditation: Coach, Doctor, Physiotherapist, Team Manager and third judge (different from the PAGU TC Member)</p> <p>The accreditation for the third judge has no additional cost.</p>
<p>REGISTRATION AND ACCREDITATION</p>	<p>Along with the Nominative Registration all Federations must send a copy of the passport and a photograph for each member of the delegation. These documents shall be sent via email to: info@upag-pagu.org (only passports) panaer2019@gmail.com</p> <p>Requirements for each photo:</p> <ul style="list-style-type: none"> • File format: JPEG • Dimensions: min 210 x 270 pixels; max 420 x 540 pixels • Width 35 x 45 Hight • File size: no more than 1 MB • White background <p>Each document must be identified with the Country Code, Last name, Name, Age Group, Category and Function of each member. Example: ARG_FERNANDEZ_Ana_AG1_IF_Gymnast</p> <p>These documents must be sent no later than 13 September 2019. In case of not sending the photograph as requested, the Local Organizing Committee can take the photograph on site and will have an additional cost of USD\$10.00 for each one. In case of theft or loss of the accreditation, it must be informed immediately to the Local Organization Committee for the cancellation of the accreditation. The replacement of stolen or lost accreditation will cost USD\$50.00 to be covered by the accreditation holder. All participants must use their accreditation during all official activities. Accreditation will be distributed upon arrival at the registration desk. Additional information on the access zones for each accreditation will be given in the Work Plan.</p>
<p>EVENT FORMAT</p>	<p>The Pan American Championship consists of two phases: Qualifications and Finals in all categories and age groups.</p> <p>Qualification A maximum of 4 gymnasts/units are allowed to participate per Federation on each category and age group.</p> <p>Finals The highest ranked eight (8) gymnasts/units per category and age group will qualify to finals (maximum 2 per Federation). In case of a tie that cannot be broken, a second draw will be held for the tied positions, right after the Qualification competition. If the Organizing Federation failed to qualify in any category of an age group, it may have a “wild card” with a gymnast/unit in the category they choose on that specific age group, provided they participated in the Qualifications phase. Therefore, the maximum number of gymnasts/units during the Finals is 8+1 in one category and 8 gymnasts/units on the remaining categories.</p> <p>The gymnast/unit with the “wild card” may be awarded a medal.</p>

	<p>Team Ranking (in each age group) In order to participate on Team Ranking, Federations must be represented by at least one unit during the qualifying round in:</p> <ul style="list-style-type: none"> • Aerobic Gymnastics: Individual Men and/or Individual Women, Mixed Pair, Trio, Group • Aero Dance and/or Aero Step for Seniors / Aero Dance for AG2 <p>Team Ranking will be established by the sum of the top 5 places in Senior, the top 4 places in AG2 and of the top 3 places in AG1 as follows:</p> <p><u>Senior</u></p> <ul style="list-style-type: none"> • the 4 best places from Aerobic Gymnastics: Individual Men or Individual Women, Mixed Pair, Trio, Group • the best place in Aero Dance or Aero Step <p><u>AG1</u></p> <ul style="list-style-type: none"> • the 3 best places in Aerobic Gymnastics: Individual Men or Individual Women, Mixed Pair, Trio, Group <p><u>AG2</u></p> <ul style="list-style-type: none"> • the 3 best places in Aerobic Gymnastics: Individual Men or Individual Women, Mixed Pair, Trio, Group • the place in Aero Dance <p>The top 5 places in Senior, the top 4 places in AG2 or the top 3 places in AG1 of each Team will turn into points according to their placement during Qualifications; for example, 1^o place = 1 point, 2^o place = 2 points, etc.</p> <p>The Federation with the lowest number of points will be declared Pan American Team Champion. Medals will be awarded to the best place on each category registered by the winner Teams for Team Ranking, even if they failed to contribute points to the final Team sum. Delegations must notify their team composition for Senior, AG1 and AG2 (1 Individual Men and/or Individual Women, 1 Mixed Pair, 1 Trio, 1 Group, 1 Aero Dance and/or Aero Step) at the moment of the Nominative Registration.</p>
AWARDS	<p>The best 3 places on each category and age group (Senior, AG2, AG1) will receive a medal and diploma. The tie breaking rules provided in the FIG Technical Regulations will be applied.</p> <p>The scores obtained in the Qualification phase will be used to define the Team Ranking (as long as the Federation register at least 4 different categories per age group). A trophy will be presented to the best 3 Teams per age group and medal to two official coaches designated by their Federation. All members of the delegation will receive a certificate of participation.</p>
PROVISIONAL SCHEDULE	<p>Tuesday, 8/October All day Arrival of PAGU authorities Arrival of Delegations Delegations registration Limited trainings upon previous request Delegates' Technical Meeting</p>

	<p>Wednesday, 9/October Judges Briefing Podium Training</p> <p>Thursday, 10/October Opening Ceremony Qualification Competition</p> <p>Friday, 11/October Qualification Competition</p> <p>Saturday, 12/October Qualification Competition</p> <p>Sunday, 13/October Finals Competitions Awards Ceremonies Farewell Party</p> <p>Monday, 14/October All day Departure of Delegations and PAGU authorities</p>
DEFINITIVE SCHEDULE	A detailed program of activities with final schedule will be sent to the National Federations after the close of the definitive registration.
MEDICAL SERVICE	The Local Organizing Committee will provide first aid services at competition and training venues during the official activities.
VISA	<p>Please verify immediately with your travel agency, Argentina Embassy or Consulate in your country if a visa is required for your travel to Argentina. The Local Organizing Committee will be happy to assist each member of the Delegation by sending an official invitation letter, provided that this request is made no later than <u>13 September 2019</u>.</p> <p>This request must include the function, full name, gender, date of birth, citizenship, passport number, passport's expiration date, arrival and departure dates of the Delegation's member, as well as the city the official invitation letter must be sent to.</p>
INSURANCE	<p>The Host Federation, the Local Organizing Committee ("LOC"), the PAGU and the FIG will not be held responsible for any liabilities in case of accidents, illness, repatriation and the like.</p> <p>The FIG Technical Regulations foresees that all participating Federations are responsible for making their own arrangements needed to have the necessary valid insurance coverage against illness, accidents and for repatriation for all the members of their Delegation.</p> <p>The LOC will verify the insurance upon arrival of the delegations (e.g. copy of insurance policy). Delegation members with insufficient insurance coverage must inform the LOC in advance, but no later than <u>13 September 2019</u>.</p> <p>The LOC will offer insurance to the Federations at a cost of USD\$25.00 per person per day, for the official days of the event.</p>
INTERNATIONAL TRANSPORTATION	<p>The invited participating federations must pay the international travel expenses of all their delegation members.</p> <p>Arrival International Airport Ministro Pistarini International Airport, EZE Jorge Newbery Airport, AEP</p> <p>The Travel Itinerary Form must be returned to the LOC by <u>13 September 2019</u> at the latest.</p>

LOCAL TRANSPORTATION

Local transportation will be offered to and from the airport, provided that the delegations stay in one of the official hotels and book their accommodation through the Local Organizing Committee.

The Local Organizing Committee will provide local transportation from the airport to the hotel and vice versa, only on the official arrival day of Tuesday 8 October and on the official departure day of Monday 14 October (except for PAGU representatives arriving or departing on different days).

Delegations arriving or departing in non-official days may contact the Local Organizing Committee no later than **13 September 2019** to arrange transportation to its hotel or to the airport at a cost of **USD\$30.00** per person per trip (airport-hotel or hotel-airport).

The Local Organizing Committee will provide transportation from the official hotels to the competition and training facilities and vice versa, for all members of the delegation duly accredited and who booked their accommodation through the LOC according to the official program of activities.

ACCOMMODATION AND MEALS**OFFICIAL HOTELS****Option 1: Hotel Ramada**

Distance to the event 4 km

Website: <http://www.ramadabuenaosaires.com.ar>

Occupation	Prices are per night, per person	Includes (per person)
Single	USD\$140	1 breakfast, 1 lunch, 1 dinner
	USD\$ 110	1 breakfast
Double	USD\$ 105	1 breakfast, 1 lunch, 1 dinner
	USD\$ 75	1 breakfast
Triple	USD\$ 100	1 breakfast, 1 lunch, 1 dinner
	USD\$ 75	1 breakfast

The meals service starts the with lunch on the arriving day and finishes with the breakfast on the departing day.

Option 2: Hotel Presidente - Centro

Distance to the event 12 km

Website: <http://hotelpresidente.com.ar>

Occupation	Prices are per night, per person	Includes (per person)
Single	USD\$151	1 breakfast, 1 lunch, 1 dinner
	USD\$ 115	1 breakfast
Double	USD\$ 121	1 breakfast, 1 lunch, 1 dinner
	USD\$ 85	1 breakfast
Triple	USD\$ 116	1 breakfast, 1 lunch, 1 dinner
	USD\$ 80	1 breakfast

The meals service starts the with lunch on the arriving day and finishes with the breakfast on the departing day.

Prices charged for the hotel rooms will not exceed the usual hotel rates.

While the Accommodation Form must be returned to the Local Organizing Committee no later than **16 August 2019** the hotel rooms will be distributed in the order in which the applications and payments are received.

The participating Federations must cover the accommodation and/or meals expenses of all members of their delegation.

	<p>50% of the accommodation and meals costs must be paid to the Local Organizing Committee no later than 16 August 2019. The remaining 50% must be paid no later than 20 September 2019 Note: Rooms and prices cannot be guaranteed if requests and/or payments are received after the deadlines.</p>										
CANCELLATION POLICY	<p>Cancellation policy: The PAGU and the Local Organizing Committee strongly recommend that each Federation take cancellation insurance for their accommodation and meals reservation.</p> <table border="1"> <thead> <tr> <th>Date of cancellation</th> <th>Reimbursement for cancellation</th> </tr> </thead> <tbody> <tr> <td>From September 11 to 16, 2019</td> <td>50%</td> </tr> <tr> <td>After 16 September 2019</td> <td>No reimbursement</td> </tr> </tbody> </table>	Date of cancellation	Reimbursement for cancellation	From September 11 to 16, 2019	50%	After 16 September 2019	No reimbursement				
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FAREWELL PARTY	<p>The Farewell Party will be held on Sunday 13 October 2019 and there will be no additional cost for the accredited members of the participating delegations who stay in one of the official hotels and have made the reservation through the LOC. Additional tickets for the Farewell Party may be requested to LOC by 16 August 2019, at the time of booking the accommodation/meals packages. The price of each additional ticket is USD\$50.00.</p>										
BANK INFORMATION	<p>Bank: Name: BBVA Banco Francés S.A. Code (SWIFT): BFRPARBAXXX Account number: 3544 033305 00 Address: Reconquista 199 CP. C1003ABC CABA City: Ciudad Autonoma de Buenos Aires Country: Argentina Beneficiary: Name: Sintec Tur SA Cuit: 3051615507-4 Address: 25 de Mayo 704 Pso.4° (1002) City: Ciudad Autonoma de Buenos Aires Country: Argentina Number of savings account in USD: 0170575126000000002709 The participating federation is responsible for covering all bank fees in connection with the bank transfers.</p>										
MARKETING MEDIA	<p>FIG advertising and publicity norms must be respected.</p> <p>The media representatives, as well as the communications staff of the federations who are interested in covering the event, may apply for registration to PAGU (info@upag-pagu.org) no later than 13 September 2019. In addition, the National Federations are asked to send a confirmation letter to the PAGU.</p>										
DEADLINES SUMMARY	<p>To PAGU</p> <table border="1"> <tbody> <tr> <td>Provisional Registration</td> <td>21 June 2019 (to PAGU)</td> </tr> <tr> <td>Definitive Registration</td> <td>16 August 2019 (to PAGU)</td> </tr> <tr> <td>Nominative Registration</td> <td>13 September 2019 (to PAGU)</td> </tr> <tr> <td>Copy of passports</td> <td>13 September 2019 (to PAGU)</td> </tr> <tr> <td>Payment of the fine for missing judge</td> <td>16 August 2019 (to PAGU)</td> </tr> </tbody> </table>	Provisional Registration	21 June 2019 (to PAGU)	Definitive Registration	16 August 2019 (to PAGU)	Nominative Registration	13 September 2019 (to PAGU)	Copy of passports	13 September 2019 (to PAGU)	Payment of the fine for missing judge	16 August 2019 (to PAGU)
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DEADLINES SUMMARY	To the Local Organizing Committee	
	Payment of the Entry fees	16 August 2019 (to LOC)
	Payment for additional accreditation	16 August 2019 (to LOC)
	Accommodation Form	16 August 2019 (to LOC)
	50% payment of Accommodation and Meals	16 August 2019 (to LOC)
	Remaining 50% payment of Accommodation and Meals	20 September 2019 (to LOC)
	Request and payment of additional tickets for the Farewell Party	16 August 2019 (to LOC)
	Travel itinerary Form	13 September 2019 (to LOC)
	Request and payment for transportation from/to the airport in non-official dates	13 September 2019 (to LOC)
	Visa Request Form	13 September 2019 (to LOC)
	Documents for accreditation (photos and passports)	13 September 2019 (to LOC)
	Submission of music by e-mail	13 September 2019 (to LOC)
	Submission of AER music form	13 September 2019 (to LOC)
	Request and payment of insurance	13 September 2019 (to LOC)
ADDITIONAL INFORMATION	<p>AER Music</p> <p>While the LOC guarantees respect for copyright and the dissemination of musical works, each National Federation must verify that the music of its Aerobic Gymnastics athletes does not infringe any copyright and that can be disseminated in the media.</p> <p>This confirmation must be done along with the nominative registration, no later than 13 September 2019. Each Federation will be asked to report on the duration, composer, artist and title of the music to be used for each exercise.</p> <p>Along with this information, the Federation must send via e-mail to the LOC the music (mp3 format) of each of the gymnasts/units, duly identified. Example: ARG_SENIOR_IF_PEREZ_Juana</p> <p>The MP3 music and the music form must be sent to: panaer2019@gmail.com</p> <p>During the registration the Heads of Delegation must present the following documents:</p> <ul style="list-style-type: none"> - Passport of each member of the delegation - Proof of medical coverage of all members of the delegation - The music for each routine (gymnast/unit) in MP3 format (pen drive) - National Anthem - Flag of the country 	

Sincerely yours,



Patricia Dieguez
PAGU Secretary General



Sr. Sergio Wurch
President of the Argentinian Gymnastics Federation



Mexico City, Mexico
April 29th 2019