



**34th European Championships
In Rhythmic Gymnastics
Guadalajara, Spain
June 1-3, 2018**



DIRECTIVES

Event ID: 15478

**Updated version: 23.01.2018
New city and arena**

Dear UEG affiliated Member Federation,

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

| | |
|-----------------------------------|---|
| DISCIPLINE | Rhythmic Gymnastics |
| HOST FEDERATION | Royal Spanish Federation of Gymnastics Real Federación Española de Gimnasia (RFEG) Ferraz, 16, 7º dcha. 28008 Madrid. SPAIN Contact person: Isabel Pagan Tel: +34915401078 Fax: +34915400990 e-mail: rfeg@rfegimnasia.es isabelpagan@rfegimnasia.es website: www.rfegimnasia.es |
| LOCAL ORGANIZING COMMITTEE | Royal Spanish Federation of Gymnastics Real Federación Española de Gimnasia (RFEG) Ferraz, 16, 7º dcha. 28008 Madrid. SPAIN Contact person: Isabel Pagan Tel: +34915401078 Fax: +34915400990 e-mail: rfeg@rfegimnasia.es isabelpagan@rfegimnasia.es website: www.rfegimnasia.es |
| LOCATION | Guadalajara, Spain |
| DATE | From June 1st to 3rd, 2018 |
| VENUE | Pabellón Multiusos Guadalajara Avda. del Vado 13, 19005. Guadalajara Tel: +34949880600 Fax: +34 949887009 e-mail: info@pdmgu.com website: http://www.pdmgu.com/ Competition hall: 48.50 mts X 49 mts. Seats for 5230 places |
| APPARATUS SUPPLIER | Gymnova- Ref. 6668 FRA- RG1 Competition hall: 1 Gymnova- Ref 6668 Evolution Warm-up area: 4 Gymnova- Ref 6668 Evolution Training hall(s): 5 Gymnova- Ref 6668 Evolution |
| 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">• FIG and UEG Statutes• FIG and UEG Technical Regulations• FIG Code of Points and relevant Newsletters |

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|-------------------------------|---|-------------------------------------|-----------------------------------|-------------------------------------|-------------------------|---------------------------------|-------------------------------------|
| | <ul style="list-style-type: none"> • FIG General Judges' Rules • FIG Specific Judges' Rules • Doping Control Rules • FIG License Rules • UEG Medical Guidelines • UEG Rules "Ceremonies of UEG Events" • UEG Accreditation Directives • UEG Media Rules • FIG Apparatus Norms • FIG Code of Ethics • UEG Advertising and Publicity Rules • FIG Rules for Sanctioning (approval) of International Events <i>and subsequent decisions of the UEG Executive Committee</i> | | | | | | |
| FEDERATIONS INVITED | The Organizing Member Federation will invite all UEG Member Federations, provided that their financial obligations to the UEG and the FIG are fulfilled. The inscriptions have to be made by the national federations | | | | | | |
| AGE LIMITS | <p>Juniors: 13 to 15 years old (born 2005, 2004 and 2003)</p> <p>Seniors: 16 years or older (born in 2002 or preceding years)</p> <p>All gymnasts must have a current valid FIG licence until the end of the event.</p> | | | | | | |
| JUDGES AND JURIES | <p>Each Federation participating in the individual and the group competition must enter 2 judges.</p> <p>Entered judges can be designated by drawing of lots to function as Reference judge.</p> <p>A Federation participating with an insufficient number of judges or without judge will have to pay a fine to the UEG.</p> <p>All judges must have a current valid FIG brevet at the time of the event and for the respective discipline (RGI and/or RGG).</p> | | | | | | |
| REGISTRATION DEADLINES | <table border="1"> <tr> <td>Definitive registration:</td> <td>March 1st, 2018</td> <td>Must be sent to the UEG Secretariat</td> </tr> <tr> <td>Nominative registration</td> <td>May 4th, 2018</td> <td>Must be sent to the UEG Secretariat</td> </tr> </table> | Definitive registration: | March 1st, 2018 | Must be sent to the UEG Secretariat | Nominative registration | May 4th, 2018 | Must be sent to the UEG Secretariat |
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| ENTRY FEES | <p>EURO 150 per gymnast (individuals and groups)</p> <p>This fee has to be paid by May 4th, 2018 at the very latest to:</p> <p>Banque Cantonale Vaudoise Place St-François 14, CP 300 1002 Lausanne, Switzerland Account Nr : L 5205.70.49 Union Européenne de Gymnastique IBAN Code: CH05 0076 7000 L520 5704 9 Swift Code: BCVLCH2LXXX</p> | | | | | | |
| ACCREDITATION | <p>Delegation accreditation will take place upon arrival at accreditation centre. For accreditation, team leaders are required to bring the following documents:</p> <ul style="list-style-type: none"> - passports of all members of the delegation, - proof of medical insurance, - CD of their National Anthem and National flag, - CD or USB stick with music for routines - FIG licenses <p>All financial obligations must be fulfilled before arrival or during the accreditation.</p> <p>Accreditation card is personal for each of the delegation members. In case of lost or stolen accreditation card the Organizing Committee must be</p> | | | | | | |

informed immediately. New card can be issued for a fee of 150 euro.

To accelerate the process of accreditation each participating federation should send recent (6 month max), photos of each member of its delegation (gymnasts, head of delegations, team leaders, judges, coaches, medical staff etc). must be submitted to the LOC online via European Championships website by 21 April 2018 at the very latest. The direct webpage link is as follows: www.registracionechgresp.com
secretariagr@rfegimnasia.es

Photos should be in JPG format, size 35x45 mm, and resolution 600x800 pxl.

Delegations not having sent the photos have to pay 5 euros for each photo.

EVENT FORMAT

Seniors:

Multiple Competition – qualifying for Apparatus Finals:

Group competition (5 gymnasts) with two different exercises, one executed with one apparatus (5 hoops), the other with different apparatus (3 balls/2 ropes).

Apparatus Finals

Competition of the 8 best groups per apparatus of the qualifying competition.

Individual All Around Competition Final

24 gymnasts participate. They will be invited according to the results obtained at Qualifying Competition of the preceding Europe Championship (max. 2 gymnasts per federation) by adding the best three scores. This invitation is not nominative but will be sent to the federations concerned.

The organising federation can participate with one gymnast if it has no gymnast qualified among the 24 bests (25th gymnast).

Juniors:

Qualification for Apparatus Finals

Individual competition with 1 - 4 gymnasts per federation with the 4-apparatus indicated in the FIG programme for the respective year. The competition includes 8 exercises according to the junior programme and in the order fixed by FIG (hoop, ball, clubs, ribbon).

A gymnast may participate with 2 - 4 exercises.

If a NF participates with only 1 gymnast – see TR 2017 II/3.1./Juniors a)

If a NF does not participate in the Team Competition (i.e. competes without senior gymnasts), only a maximum of 2 gymnasts can compete who have to present exercises with all 4 apparatus. They can only qualify for the Apparatus Finals (1 gymnast per NF).

Apparatus final

Apparatus final (4 apparatus) of the 8 best gymnasts of qualification (max. 1 gymnast per federation) per apparatus according to the FIG and UEG rules.

JUNIORS Individuals & SENIORS Groups:

Team Competition

The winner of the Team Competition is designated as follows:

1st day:

Juniors – Individual Gymnasts: the result of 2 of the 4 apparatus

Seniors – Groups: the result of the exercise with 1 apparatus

2nd day:

Juniors – Indiv. Gymnasts: the result of the 2 remaining apparatus

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| | <p>Seniors –Groups: the result of the exercise with 2 different apparatus</p> <p><u>From the Junior individual:</u> the best 6 scores of each team</p> <p>The above-mentioned results of the 1st and 2nd day will be added – the best Federation will receive the title “European Team Champion”.</p> | |
| PROVISIONAL SCHEDULE | Sunday 27 May | Arrival of the TC members |
| | Monday 28 May | Tc meeting and meeting with LOC |
| | Tuesday 29 May | Arrival of the delegations and UEG officials |
| | Wednesday 30 May | Official training |
| | | Orientation meeting |
| | Thursday 31 May | Official training |
| | | Judges Instructions |
| | Friday 1 June | Qualification for individual junior gymnasts, 2 apparatus (hoop, ball) |
| | | Qualification for group senior exercises (5 hoops) |
| | Saturday 2 June | Qualification for individual junior gymnasts, 2 apparatus (Clubs, Ribbon) |
| | | Qualification for group senior exercises rope, ball) |
| | | All Around for individual senior |
| | | Award ceremony Individual Senior |
| | | Award ceremony Junior Team |
| Sunday 3 June | Award ceremony Senior Groups All around | |
| | Junior Individual Apparatus final | |
| | Award ceremony Junior finals | |
| | Senior groups apparatus final | |
| Monday 4 June | Award ceremony senior group final | |
| | Departure of the delegations | |
| Tuesday 5 June | Departure of the TC members | |
| EVENT MANAGER | <p>Contact person: Isabel Pagán Tel: +0034607222756 Fax: +0034915401080 E-mail: isabelpagan@rfegimnasia.es</p> | |
| MEDICAL SERVICES | <p>Medical premises and services to be provided in accordance with the UEG/FIG Directives for the medical organisation of official competitions and Anti-Doping.</p> | |
| VISA | <p>Please verify immediately with your travel agent or the Spanish Embassy or Consulate in your country if a visa is required for your travel to Spain. The Organizing Committee will be happy to assist each Delegation member with an official invitation letter, provided that the request is made before 1st March 2018 to the LOC.</p> <p>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 Organizing Committee, the UEG 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 foresee that all participating Federations are responsible for making their own arrangements to have the necessary valid insurance coverage.</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: 30 € per person/day.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|--|--|------------|-------------------|------------|-------------------|-------------|-------|-------|-------|-------------|-------|-------|-------|-------------|-------|-------|-------|--|------------|------------|-------------------|-------------|-------|-------|-------|-------------|-------|-------|-------|-------------|-------|-------|-------|--|------------|------------|-------------------|-------------|-------|-------|------|-------------|-------|-------|------|-------------|-------|------|------|
| <p>INTERNATIONAL TRANSPORTATION</p> | <p>The participating federations must pay for the travel costs of their delegation members to Madrid Barajas Airport.</p> <p>The Travel Schedule Form must be returned to the LOC by May 4, 2018.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>LOCAL TRANSPORTATION</p> | <p>Delegations booking accommodation through the LOC will be offered free transport:</p> <ul style="list-style-type: none"> - From Madrid Barajas Airport to the competition venue or hotel and back provided notifications of flights details have been sent prior May 4, 2018. - From their hotels to the competition venue <p>Delegations not booking their accommodation through the LOC will be offered transport from and to Madrid Airport at a 100 euros cost per person, given they transfer their payment by no later than May 4, 2018.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>ACCOMMODATION</p> | <p>CATEGORY A **** The costs per person/night in this first hotel are as follows:</p> <table border="1" data-bbox="459 992 1316 1137"> <thead> <tr> <th></th> <th>Full board</th> <th>Half board</th> <th>Bed and Breakfast</th> </tr> </thead> <tbody> <tr> <td>Single room</td> <td>170 €</td> <td>155 €</td> <td>145 €</td> </tr> <tr> <td>Double room</td> <td>145 €</td> <td>130 €</td> <td>115 €</td> </tr> <tr> <td>Triple room</td> <td>130 €</td> <td>120 €</td> <td>105 €</td> </tr> </tbody> </table> <p>CATEGORY B *** The costs per person/night in this first hotel are as follows:</p> <table border="1" data-bbox="459 1256 1316 1402"> <thead> <tr> <th></th> <th>Full board</th> <th>Half board</th> <th>Bed and Breakfast</th> </tr> </thead> <tbody> <tr> <td>Single room</td> <td>155 €</td> <td>145 €</td> <td>125 €</td> </tr> <tr> <td>Double room</td> <td>130 €</td> <td>120 €</td> <td>105 €</td> </tr> <tr> <td>Triple room</td> <td>125 €</td> <td>115 €</td> <td>100 €</td> </tr> </tbody> </table> <p>CATEGORY C ** The costs per person/night in this first hotel are as follows:</p> <table border="1" data-bbox="459 1529 1316 1675"> <thead> <tr> <th></th> <th>Full board</th> <th>Half board</th> <th>Bed and Breakfast</th> </tr> </thead> <tbody> <tr> <td>Single room</td> <td>115 €</td> <td>105 €</td> <td>95 €</td> </tr> <tr> <td>Double room</td> <td>110 €</td> <td>100 €</td> <td>90 €</td> </tr> <tr> <td>Triple room</td> <td>100 €</td> <td>95 €</td> <td>85 €</td> </tr> </tbody> </table> <p>The prices charged for the hotel rooms do not exceed the usual hotel rates, given that these prices are all including transport from/to Madrid Airport, tickets for the banquet and local transportation.</p> <p>While the Accommodation Form must be returned to the LOC by May 4 2018 at the very latest, the Hotel rooms will be allocated on a “first come, first served” basis.</p> <p>The participating federations must pay for their accommodation costs.</p> <p>At the time of the Definitive registration (March 1, 2018) 50% of the</p> | | Full board | Half board | Bed and Breakfast | Single room | 170 € | 155 € | 145 € | Double room | 145 € | 130 € | 115 € | Triple room | 130 € | 120 € | 105 € | | Full board | Half board | Bed and Breakfast | Single room | 155 € | 145 € | 125 € | Double room | 130 € | 120 € | 105 € | Triple room | 125 € | 115 € | 100 € | | Full board | Half board | Bed and Breakfast | Single room | 115 € | 105 € | 95 € | Double room | 110 € | 100 € | 90 € | Triple room | 100 € | 95 € | 85 € |
| | Full board | Half board | Bed and Breakfast | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Single room | 170 € | 155 € | 145 € | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Double room | 145 € | 130 € | 115 € | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Triple room | 130 € | 120 € | 105 € | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Full board | Half board | Bed and Breakfast | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| | <p>accommodation costs must be paid to the LOC. Entries without the payment of the 50% of the accommodation costs will be considered as invalid and will be refused. The remaining 50% of the accommodation costs must be paid no later than May 4, 2018.</p> <p>Delegations booking their accommodation outside the OC are invited to purchase the following services:</p> <ul style="list-style-type: none"> • Transfer by bus from/to Madrid Airport: 100 euros/person for both ways • Banquet ticket: 70 euros per person • Local transportation from/to the hotels and venue: 100 euros per person <p>All these services must be included in the first payment</p> |
| MEALS | <p>All meals will be provided at the official hotels and hostels. Free local transportation will allow all delegations to arrive on due time to the lunch and dinner times.</p> <p>The LOC will also arrange with the hotel and hostels the chance to have some lunch packages ready for those participants not willing or able to return to their accommodations during the event.</p> |
| CANCELATION POLICY | <p>Rooms with or without full board cancelled until March 6th, 2018 at the very latest will be subject to no cancellation fee.</p> <p>Rooms with or without full board cancelled from March 6th, 2018 until May 4th, 2018 at the very latest will be subject to a cancellation fee of 50% to be paid by the Federation concerned.</p> <p>Rooms with or without full board cancelled from 4th May 2018 until the arrival of the delegations on site or “no show” will be subject to a cancellation fee of 100% to be paid by the Federation concerned.</p> |
| FINAL BANQUET | <p>Final banquet will be organized. All individuals booking their accommodation via the LOC will get their tickets without any additional payment.</p> <p>Those delegations not booking their accommodation with the LOC will need to contact the LOC in order to buy tickets for the banquet. The tickets for the final banquet (70 euros) must be paid to the LOC by May 4th, 2018.</p> |
| BANK ACCOUNT INFORMATION | <p>All payments for the hotel booking must be made by bank transfer:</p> <p>Name of beneficiary: FEDERACION ESPAÑOLA DE GIMNASIA - Address of beneficiary: C/ FERRAZ 16, 7º DCHA - Name of Bank: BANCO POPULAR - Address of Bank: PASEO DE RECOLETOS, 19, MADRID (SPAIN) - IBAN: ES42 0075 1787 0106 0073 9609 - SWIFT code: POPUESMM</p> <p>Each participating member Federation is kindly requested to integrate the payment’s purpose as follows: NF ECHGR2018</p> <p>The participating federation is responsible for covering all bank fees in connection with the bank transfers.</p> |
| MARKETING MEDIA | <p>UEG advertising and publicity norms must be respected</p> <p>Contact person: Andrea Caicoya Menendez Tel: + 0034607222756 Fax: + 0034915401080 e-mail: andreacaicoya@rfegimnasia.es</p> <p>Only journalists and photographers holding an official and valid press card recognized by international press agencies such as the AIPS and official Sports Journalists Associations / National Federations will be accredited. All media representatives (journalists, photographers, TV) must request an Accreditation from the UEG Head of Media as soon as possible to have access to the media centre on the competition venue.</p> |

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| | Each request for media accreditation must be submitted via the Media Manager platform https://media.fig-gymnastics.com and must receive approval from the UEG. | |
| SOCIAL MEDIA | Twitter Account: @rfe гимнасия Facebook Page: Real Federacion Española de Gimnasia Instagram: rfe гимнасия Youtube Channel: RFE G CHANNEL | |
| DEADLINES SUMMARY | <u>UEG Deadlines:</u> | |
| | Definitive Registration | 1st March 2018 |
| | Entry Fee payment | 4th May 2018 |
| | Nominative Registration | 4th May 2018 |
| | <u>LOC Deadlines:</u> | |
| | Accommodation Form | 1st March 2018 |
| | Visa Request Form | 1st March 2018 |
| | Payment of the Entry Fee | 4th May 2018 |
| | Payment of the Accommodation Costs (first 50%) | 1st March 2018 |
| | Payment of the Accommodation Costs (second 50%) | 4th May 2018 |
| | Travel Schedule Form | 4th May 2018 |
| Payment of the local transportation | 4th May 2018 | |
| Payment of the Final Banquet | 4th May 2018 | |
| Passport photo for accreditation (on line) | 4th May 2018 | |

Sincerely Yours,



Stamp

Ignacio Marrón Moya
Signature of the President or
Secretary General of the UEG affiliated NF

Madrid 23 January 2018
Place and date: