

FÉDÉRATION INTERNATIONALE DE GYMNASTIQUE



**1ST FIG RHYTHMIC GYMNASTICS JUNIOR WORLD CHAMPIONSHIPS
INDIVIDUAL AND GROUP COMPETITIONS WITH TEAM RANKING
Moscow (RUS)
19 – 21 JULY 2019**



Directives

ID 15968

Dear President,

The FIG is pleased to herein provide you with the Directives for the 1st FIG Rhythmic Gymnastics Junior World Championships to be held in Moscow (RUS) from 19 to 21 July 2019.

These Junior World Championships will be organized following the 2019 FIG Statutes, the 2019 Technical Regulations, the 2017-2020 RG Code of Points, version valid from 01 February 2018, as well as all other Rules, Regulations and Guidelines valid starting 01 January 2019 onwards, any possible amendments by the date of these Junior World Championships, and any complements decided in the meantime.

All participating Federations commit to abide by the Statutes and all FIG Rules and Regulations. National Federations not respecting them will not be allowed to compete.

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1. FÉDÉRATION INTERNATIONALE DE GYMNASTIQUE (FIG)

FÉDÉRATION INTERNATIONALE DE GYMNASTIQUE (FIG)

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2. HOST FEDERATION AND LOCAL ORGANIZING COMMITTEE (LOC)

Host Federation:

RUSSIAN GYMNASTICS FEDERATION

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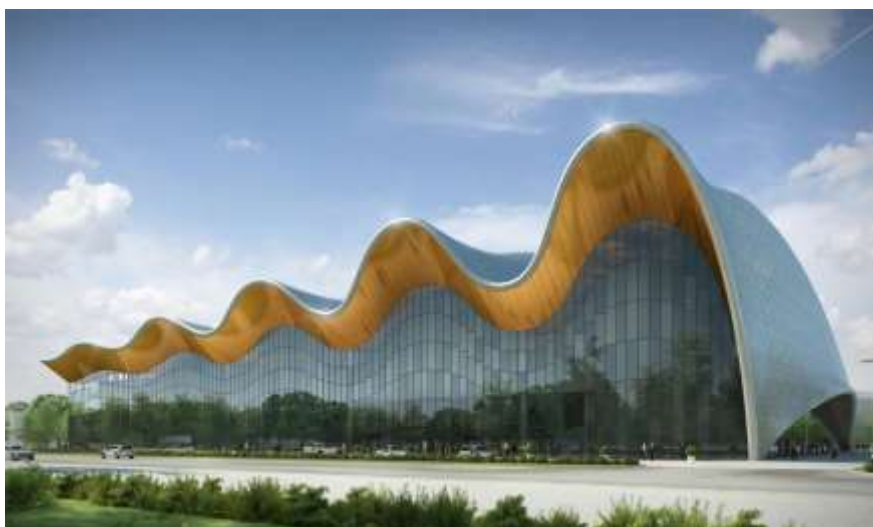
Local Organizing Committee (LOC)

RUSSIAN RHYTHMIC GYMNASTICS FEDERATION

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3. LOCATION OF THE COMPETITION, TRAINING AND WARM-UP HALLS

The competition will be held in a new Rhythmic Gymnastics Centre which is a part of the architectural and park ensemble of the Olympic complex Luzhniki. The building form resembling a ribbon wave carries an associative link between the building form and its function.



General information

| | |
|----------------------|--|
| The opening date | April 2019, currently under construction |
| The name | Rhythmic Gymnastics Centre named by Irina Viner-Uzmanova |
| Address | Luzhniki street, property 24 - Moscow |
| Capacity | 4'000 seats |
| Area of building | 25 630 m ² |
| Type of seats | Tribunes |
| Number of seats | The whole capacity is 4000 seats. |
| Floors | 6 floors (5 floors + 1 floor underground) |
| The sizes of the FOP | Length: 17.75 m |
| | Width: 17.75 m |
| | Height: 25 m |
| Training zone | Length: 48.3 m |
| | Width: 17.25 m |
| | Height: 25 m |

1st floor:

The main competition arena (54×36 m), 3 training halls, changing rooms for athletes, coaches and judges' rooms, saunas, dining room and buffet.

2nd floor:

Zone for spectators with 4 buffets, 2 dance halls, a gym and a medical recovery center.

3rd floor:

Press center with a hall for 150 people, commentators, a press bar and workshops.

4th floor:

VIP area for 80 people is located on the 4th floor.

5th floor:

Hotel for accommodation of up to 115 people in 39 rooms.

4. PROVISIONAL PROGRAM (SUBJECT TO MODIFICATION)

| DATE / TIME | DESCRIPTION | LOCATION |
|--|---|---|
| SUN. 14 July | <i>Arrival of FIG Staff</i> | <i>Hotel</i> |
| MON. 15 July | <i>Arrival of FIG RG Technical Committee Members</i> | <i>Hotel</i> |
| TUE. 16 July 09:00 – 19:00 | FIG RG Technical Committee Meeting | TC room – Arena |
| WED. 17 July <i>As announced</i> 09:00 – 19:00 | <i>Official arrival day of Delegations for RGI and RGG competitions</i> FIG RG Technical Committee Meeting | <i>Accreditation</i> TC room – Arena |
| THU. 18 July All day All day 09:00 – 10:00 14:30 – 15:00 15:00 – 19:00 19:00 – 19:30 | Training and Podium training for RGI and RGG as per schedule Athletes' portrait photo session Orientation Meeting for RGI and RGG Competitions Draw for D/ETR Judges for RGI and RGG Qualifications Judges' instruction and Judges' oath for RGI and RGG Judges' instruction for RGI and RGG by Swiss Timing | FoP and Training Hall TBD Meeting room - Arena Judges' room – Arena FoP |
| FRI. 19 July | Judges' draw for E/T/L Judges and briefing for RGI Qualification Rope and Ball RGI Qualification Rope and Ball alternatively Judges' draw for E/T/L Judges and briefing for RGG General Competition 5 Hoops and 5 Ribbons RGG General Competition 5 Hoops and 5 Ribbons alternatively FIG RG Technical Committee meeting – Judges' evaluations | Judges' room – Arena FoP Judges' room – Arena FoP TC room - Arena |
| SAT. 20 July | Judges' draw for E/T/L Judges and briefing for RGI Qualification Clubs and Ribbon RGI Qualification Clubs and Ribbon alternatively Judges' briefing for RGG General Competition 5 Ribbons and 5 Hoops RGG General Competition 5 Ribbons and 5 Hoops alternatively Award Ceremony RGI-RGG Team Ranking Award Ceremony RGG All-Around Ranking FIG RG Technical Committee meeting – Judges' evaluations | Judges' room – Arena FoP Judges' room – Arena FoP TC room - Arena |
| SUN. 21 July | Draw for D/ETR/E/T/L Judges and briefing for RGI Apparats Finals (4) Draw for D/ETR/E/T/L Judges and briefing for RGG Apparats Finals (2) RGI Rope Final RGI Ball Final Award Ceremony RGI Rope Final Award Ceremony RGI Ball Final RGG 5 Hoops Final Award Ceremony RGG 5 Hoops Final RGI Clubs Final RGI Ribbon Final Award Ceremony RGI Clubs Final Award Ceremony RGI Ribbon Final RGG 5 Ribbons Final Award Ceremony RGG 5 Ribbons Final Closing Ceremony and Gala Farewell party | Judges' room – Arena FoP |
| MON. 22 July <i>As announced</i> All day | <i>Departure of RGI and RGG Delegations</i> FIG RG Technical Committee meeting – Judges' evaluations | TC room - Arena |
| TUE. 23 July <i>As announced</i> | <i>Departure FIG RG Technical Committee Members and FIG Staff</i> | |

5. PARTICIPATION RIGHT AND ACCREDITATIONS

Junior Gymnasts holding a valid FIG License until the end of the competitions and with the correct age from FIG affiliated member Federations in good standing may take part in these FIG Junior World Championships.

Participation right for Individual:

- all Federations are entitled to participate with 1, 2, 3 or 4 Individual gymnasts.

Participation right for Group:

- all Federations are entitled to participate with a Group of 5 to 6 gymnasts.

Maximum size of delegation

The maximum size of each delegation, together with the number of transferable access cards (transferable within the Federation's official delegation) as per FIG Rules for Accreditation is as follows:

| Function | Indiv. | Group | Total |
|---|--------|-------|--------|
| Head of Delegation / Head of Delegation and NF President | 1 | 1 | 1 |
| NF President as Guest (not as Head of Delegation) * | 1 | 1 | 1 |
| Accompanying Person of NF President * | 1 | 1 | 1 |
| Team Manager | 1 | 1 | 2 |
| Coaches ¹⁾ | 2 | 2 | 4 |
| Additional coach or choreographer ¹⁾ * | 1 | 1 | 2 |
| Gymnasts | 4 | 6 | Max.10 |
| Judges | 1 | 1 | 2 |
| Medical Doctor | 1 | 1 | 1 |
| Paramedical Staff | 1 | 1 | 2 |
| Additional Paramedical Staff * | - | 1 | 1 |
| Guest or VIP Guest for Individual gymnasts and/or for Group * | 1 | 1 | 2 |
| Transferable access card | | | |
| Zone 1 for coach | 1-2 | 1-2 | 1-2 |
| Zone 3 Head of Delegation or Team Manager | 1 | 1 | 1 |

¹⁾ The total number of coaches and additional coaches may not exceed the total number of gymnasts.

* Accreditation at the charge of the Federation.

Additional accreditations (to be paid to the LOC):

According to the FIG Accreditation Rules, Reg. 1.3.4:

Delegation Members who have their accommodation booked through the LOC have access to the delegation seats (VIP seating and VIP lounge for VIP Guest), the event transportation system (T3) and are invited to the Banquet.

Delegation Members who do not have their accommodation booked through the LOC have access only to the delegation seats (VIP seating and VIP lounge for VIP Guest). They are not entitled to use the event transportation system and are not invited to the Banquet.

Delegation

| Function | Price |
|--|---------|
| NF President if not as Head of Delegation, Accompanying Person of the NF President and Guests: | |
| - if accommodation booked through the LOC | EUR 200 |
| - if accommodation not booked through the LOC | EUR 250 |

| | |
|---|---------|
| NF President as VIP Guest if not as Head of Delegation, VIP Accompanying Person of the NF President and VIP Guests: | |
| - if accommodation booked through the LOC | EUR 250 |
| - if accommodation not booked through the LOC | EUR 300 |
| Additional coach or choreographer | EUR 200 |
| Additional paramedical staff | EUR 200 |

Supplementary Accreditations

The following supplementary Accreditations, either free of charge or at the charge of the FIG Authorities may also be delivered provided that a request is sent **in writing to the FIG Office** as soon as possible but no later than the deadline of the definitive registration, i.e. **24 April 2019** at the very latest.

FIG

| Function | Price |
|---|---------|
| FIG, former FIT and IFSA Honorary Members | Free |
| Council Members | Free |
| Continental Union Secretary General | Free |
| Continental Union RG TC President | Free |
| VIP Accompanying person of EC Members | Free |
| VIP Accompanying person of FIG and former FIT and IFSA Honorary Members | Free |
| VIP Accompanying person of TC Members | EUR 250 |

Media Accreditation

International and local media representatives as well as Federations' communications staff who are interested in covering the event can register online at <https://media.fig-gymnastics.com>.

In addition, Federations are requested to send a confirmation letter for their editorial staff and photographers to the FIG Media Department at mediafig@fig-gymnastics.org.

Deadline: 24 April 2019.

The FIG Accreditation Rules and Media Rules have to be strictly respected.

6. AGE LIMIT OF GYMNASTS

All participants must be 13 - 15 years old in the year of the event (i.e. born 2004 – 2006).

7. REGISTRATIONS AND ENTRY FEES

Registrations can only be made by FIG affiliated Federations in good standing, via the FIG online system (click [here](#)) and by using the National Gymnastics Federations' login (e-mail) and password.

Provisional Registration

The provisional registrations must be completed between 24 January and **27 February 2019** (until 23h59 Swiss time) at the very latest.

Definitive Registration

The definitive registrations must be completed between 28 February and **24 April 2019** (until 23h59 Swiss time) at the very latest.

Definitive registrations received in the FIG Office after the drawing of lots will be refused (i.e. the gymnasts will not be allowed to compete).

Nominative Registrations – Step 1

The nominative registrations must be completed between 25 April and **19 June 2019** (until 23h59 Swiss time) at the very latest.

Nominative Registrations – Step 2

Past the deadline of 19 June 2019, the FIG online nominative registration will reopen from 21 June until **05 July 2019** (until 23h59 Swiss time) should National Federations have to modify the composition of their Delegation (in accordance with the FIG accreditation rules).

Past this deadline, the online system will be closed and any further modifications related to the Delegation's composition will then have to be sent via e-mail to FIG Offices by using the relevant workplan Appendix.

Entry Fees

The non-reimbursable registration fees to be paid to the FIG are of:

- CHF 100.- per registered Gymnast (Individual and Group gymnasts)

The total amount of the entry fees must be paid until the date of the definitive registration deadline, **24 April 2019** at the very latest.

Fines

FIG fines - Fines for missing or late registrations

The fines after missing the Registrations deadlines or after late Registrations are as follows (as per the Technical Regulations, Section 1, Reg. 4.1):

| | |
|---|-----------|
| Fine after missing the Provisional Registration deadline or after late Provisional Registration | CHF 1'000 |
| Fine after missing the Definitive Registration deadline or after late Definitive Registration (until the gymnast's drawing of lots) | CHF 1'500 |
| Fine after missing the Nominative Registration deadline or after late Nominative Registration | CHF 1'000 |

Please note that the regulation concerning the fines will be strictly respected.

LOC fines - Change requests and late or missing payments

Change request

Change requests relevant to logistics matters such as transport information (arrival/departure details), hotel reservation (number of rooms or rooming list), meals booking etc, made after the respective LOC deadlines will be fined by the LOC.

Change requests have to be submitted to the LOC in written by completing a revised Form (relevant Directives Appendix) which will then be processed by the LOC. A fee will be charged per change request.

Fines for changes request are in addition to the cancellation costs.

| | |
|--------------------------------------|--------|
| Change request after deadline (each) | EUR 20 |
|--------------------------------------|--------|

Names changes to the FIG official nominative list as allowed in the FIG Technical Regulation cannot be fined.

Late or missing payments

The fines after missing or late payments to the LOC are as follows:

| | |
|--|---------|
| Late or missing payments (include all payment deadlines) | |
| - outstanding amount up to EUR 2'500 | EUR 250 |
| - outstanding amount up to EUR 5'000 | EUR 500 |
| - outstanding amount from EUR 7'500 | EUR 750 |

Please note that the regulation concerning the fines will be strictly respected.

8. LICENSES

The LOC will be responsible for checking the validity of the gymnasts' Licenses. No gymnasts will be accepted without a valid FIG License at the deadline of the Nominative Registration Step 1.

In order to be considered, Licence application forms (new or renewal) must be submitted at least one (1) month prior to the deadline for nominative registration.

Please consult FIG License Rules for additional information in this respect.

9. SUPERIOR JURY, JUDGES' PANEL AND JURY OF APPEAL

Superior Jury

All Technical Committee members and seven (7) additional members will form the two Superior Juries. Mrs. Nataliya Kuzmina, TC President, will be the President for both Superior Juries.

The additional members of the Superior Jury will be nominated by the TC from the pool of judges registered by the participating Federations, with the selection criteria determined for the Senior World Championships 2018 and adapted for 2019 (available in due time on the FIG website).

Judges

Each participating Federation **must** send one RGI and/or one RGG FIG brevetted judge category 1, 2 or 3 according to the Art. 5.1.2 of the 2019 Technical Regulation, section 3:

- Federations participating with Individual(s) must register one (1) judge with a valid category of RGI FIG brevet
- Federations participating with a Group must register one (1) judge with a valid category of RGG FIG brevet
- Federations participating with Individual(s) and a Group must register two (2) judges. One judge with a valid category of RGI FIG brevet and a second judge with a valid category of RGG FIG brevet (it can also be the same judge).

Failure to provide a judge will result in the FIG charging the Federation concerned with a fine of CHF 2'000.- (except those participating for the first time in World Championships) for the cost of providing another judge.

Qualifications will be evaluated by two (2) Judges' Panels as follows:

| | |
|--|-----------------|
| 2 D1-D2 Judges | min. category 2 |
| 2 D3-D4 Judges | min. category 2 |
| 2 Execution Technical Reference Judges | min. category 2 |
| 2 E1-E2 Judges | min. category 3 |
| 4 E3-E6 Judges | min. category 3 |
| 2 Line Judges | min. category 3 |
| 1 Time Judge | min. category 3 |

All RGI and RGG Judges including Reference Judges will be drawn on site from the pool of judges registered by the participating Federations. The judges' draw will be conducted in accordance with the provisions of the 2017-2020 FIG General Judges' Rules, including Reg. 7.10.3 b) of the 2019 Technical Regulation.

Judges are requested to arrive in Moscow on 17 July 2019 and to be available until 21 July 2019 included.

Judges are allowed to watch the Podium training sessions from the delegation seating only.

Jury of Appeal and Supervisory Board

The Jury of Appeal consist of two members of the Executive Committee (one acting as President) and a third person to be designated in accordance with the matter of the appeal. In case of a judge's appeal, a person not involved in the decision of the Superior Jury and in the Judging process of the apparatus concerned will be nominated.

The composition of the Jury of Appeal will be communicated in the Workplan.

10. GYMNASTS' DRAWING OF LOTS







The gymnasts' drawing of lots will decide the starting order of the Qualification competitions and the Apparatus Finals. It will take place within two weeks after the deadline of the definitive registration. The exact date, time and location will be announced in due course by the FIG to the parties concerned which are entitled to be present at the draw.

11. COMPETITION FORMAT, PROGRAMME AND RANKING

Competition Group

The Junior World Championships is classified in the Competition Group 1.

The Apparatus program for 2019 is as follows:

| | | | | | |
|-------------|---|---|---|---|---|
| Individual |  |  |  |  | |
| # exercises | 1 | 1 | 1 | 1 | Qualification and Team Ranking |
| Group | 5  | | 5  | | |
| # exercises | 1 | | 1 | | Qualification (All-Around) and Team Ranking |

Competition Format

Individual and Group

- Qualification with Team Ranking
- All-Around Ranking (Group only)
- Apparatus Finals

Individual Competition

Qualification with Team Ranking

Each Federation is entitled to participate with 1, 2, 3 or 4 Individual gymnast(s) and has the right to choose the number of exercises to be performed per gymnast (minimum 1 exercise, maximum 4 exercises) for a **maximum of 4 exercises, i.e one (1) per apparatus**.

Each gymnast must perform at least one (1) routine.

Apparatus Final

The best 8 gymnasts of the Qualifications on each of the 4 apparatus of the program are designated to participate in the Individual Apparatus Finals.

Group competition

General Competition

Each Group shall present one exercise with 5 Hoops and the other one with 5 Ribbons.

Each Federation may enter 5 to 6 gymnasts for the total program of group exercises (2 exercises and 2 finals). In case of 6 gymnasts, all 6 gymnasts must take part in at least one exercise. Should one gymnast not take part in any exercise, the group is disqualified.

The group composition must be submitted for both exercises at the time of the nominative registration.

The identity of each gymnast will be checked before entering the competition floor for all exercises. The coach will be informed should the group composition not correspond to the one submitted. He/she will be given the possibility to modify the group composition to be in accordance with the one declared. Should the coach let his/her group compete with a different composition will result in the disqualification of his/her group from the respective exercise(s). As a result, the group will not be ranked in the All-Around Ranking List nor in the Ranking List of the routine it was disqualified from.

Modifications of the group composition can be accepted on site only with a medical certificate verified by the official FIG doctor.

All-Around Ranking

The All-Around Ranking is established by adding the 2 results of the Qualification.

Apparatus Finals

The best 8 Groups of the Qualifications on 5 Hoops and on 5 Ribbons exercises are designated to participate in the Apparatus Final.

Team Ranking

The Team Ranking is established by adding the 4 scores of the Individual Qualification and the 2 scores of the Group Qualification.

The Provisional training, warm-up, and competition schedules will be included in the Workplan.

No early training will be available at the official competition or training venues.

12. ATHLETES' BIOGRAPHIES

Athletes' biographies are available online at http://www.gymnastics.sport/site/athletes/bio_view.php and will be updated before the Junior World Championships.

13. ATHLETES' PORTRAIT PHOTO SESSION

Information on an **official and compulsory athlete photo session on 18 July 2019** for Individual and Group gymnasts whose portrait photos have not been submitted prior to the championships will be announced at the orientation meeting. Further information will be mentioned in the Workplan.

14. PUBLICITY

As the Code of Points foresees deductions in the case the FIG Publicity Rules for Advertising and Publicity on attire and equipment are not be respected, each Federation may fill-in the online FIG Publicity form ([FIG Rules for Advertising and Publicity Appendix F](#)) if deemed necessary by **19 June 2019** at the very latest in order to have it approved.

While the Publicity Rule Chart is available on the FIG website under "[Rules](#)" for additional information, you may also contact tv@fig-gymnastics.org for further assistance if required.

15. EQUIPMENT

Floors:

The Manufacturer Supplier will be SPIETH, reference "Beijing" 179280.

The dimensions and references are:

- 16 x 16 m for the competition, colour savanna beige, (former reference 1790290)
- 14 x 14 m for training and warm-up, colour savanna beige, (former reference 1790580)

LOC Replacement apparatus:

Rope: Sasaki M-280
Hoop: Pastorelli Rodeo 85 sm
Ball: Sasaki M - 207BRM or M-207M or M-207AU 18,5sm
Clubs: Chacott 455mm
Ribbon: Chacott (5 m)
Stick for ribbon: Sasaki M - 781 (60mm)

16. HAND APPARATUS

The changes of the Apparatus Norms for the Hand Apparatus valid for Apparatus Manufacturers and Gymnasts enter into force from 01 January 2019.

The list of the RG Hand Apparatus with valid certificates is published on the FIG website ([here](#)) and updated regularly. Make sure that your gymnasts use only FIG certified Hand Apparatus for this event and for any other FIG recognized competitions, as they will not be allowed to compete with an Apparatus which does not comply with the norms.

Random checks on the FIG and Manufacturers' Logos will be carried out during the Junior World Championships in Moscow.

17. VISA

All participants (gymnasts, judges, members of the official delegations, FIG members and official guests, as well as media representatives) of the 2019 1st FIG Rhythmic Gymnastics Junior World Championships will enjoy a special facilitated visa procedure. According to it the visas are to be issued on a priority basis at any Russian Consulate regardless of citizenship. No extra fee will be charged for urgent applications. LOC and the Russian Foreign Ministry will give every support to each and every visa applicant to make the procedure smooth and effortless.

Please verify immediately with your travel agent or the Russian Embassy or Consulate in your country if a visa is required for your travel to Moscow. The LOC will be happy to assist each Delegation member with an official invitation letter, provided that the Visa request is made to the LOC by completing the Visa Request Form (Appendix 1) before **01 July 2019**.

18. TRANSPORTATION

International Transportation

The international travel to Moscow will be at each delegation's own expenses. The FIG and the LOC strongly recommend that each Federation take a cancellation insurance for their international transportation.

Local Transportation

The LOC offer free local transportation to the official hotels and back for all accredited persons (if applicable) from:

1. International airport of Sheremetyevo (SVO) - travel time to hotel appr. 1 hour
2. International airport of Domodedovo (DME) – travel time to hotel appr. 1 hour
3. International airport of Vnukovo (VKO) – travel time to hotel appr. 30 minutes

The LOC will apply an extra charge of EUR 80 up to 4-8 people and EUR 160 for more than 8 people for each extra transportation for Delegations arriving or departing in a different date than the official arrival/departure dates mentioned in the general program (article 4).

Event local transportation service from the official hotels to the venue and back, as well as to any other official activities and back, will be provided to all delegations that stay at one of the official hotels, book their accommodation through the LOC and submit their Travel Form (Appendix 2) by 21 June 2019.

Delegations that do not stay at one of the official hotels, did not book their accommodation through the LOC and did not submit their Travel Form in due course, will not be entitled to use the event local transportation service and will be responsible to be on time !

19. ACCOMMODATION

The LOC is delighted to provide FIG and Delegation members with the following selection of official hotels. The below prices **are per room per night** and include breakfast, VAT and service charge.

Hotel for FIG Officials and for Judges:

Judges will not stay with their delegation but will be all automatically accommodated together in the Judges' hotel. Nevertheless, please note that the Judges' hotel also has to be booked by the Federations by using the appropriate Accommodation Form (Appendix 3 and Appendix 5).

| | |
|--|--|
| Radisson Slavyanskaya Hotel 4* Square of Europe, 2 - Moscow http://radisson-slavyanskaya.moscow-hotels.org | Located at 6 km / 15 minutes driving distance from the competition arena |
| Single standard room | EUR 195 |
| Twin/Double standard room | EUR 195 |
| Single executive room | EUR 280 |
| Twin/Double executive room | EUR 280 |
| Suite | EUR 280 |

Hotels for Delegations:

| | |
|--|--|
| Korston Hotel 4* Kosygina street, 15 – Moscow https://www.korston.ru/en/moscow | Located at 6 km / 15 minutes driving distance from the competition arena |
| Single superior room | EUR 98 |
| Double/twin superior room | EUR 118 |

| | |
|--|---|
| Astrus Hotel 3* Leninskiy prospect 146 – Moscow http://www.astrus.ru/en/ | Located at 10 km / 20 minutes driving distance from the competition arena |
| Single superior room | EUR 68 |
| Double/twin superior room | EUR 78 |

| | |
|---|--|
| Yunost hotel 3* Khamovnicheskiy Val, 34 – Moscow http://hotelyunost.com/en/ | Located at 3 km / 7 minutes driving distance from the competition arena. |
| Single superior room | EUR 70 |
| Double/twin superior room | EUR 70 |

See Appendix 4 for map showing the distances between the venue and official hotels.

All personal expenses (in terms of hotel services, laundry, room services, telephone, minibar, etc.) have to be settled to the hotels upon departure. Please note that the hotels will request a valid credit card or a deposit upon the arrival.

Hotel Reservations

Federations should request their accommodation as a matter of priority as rooms are limited and will be allocated strictly in order of booking receipt (i.e. "first come, first served"). To secure your preferred category it is strongly recommended to submit your reservation request to the LOC with the Accommodation Form (Appendix 3, number of rooms needed) well in advance of the due date, respectively **by 01 May 2019** at the very latest.

The nominative Accommodation Form (Appendix 5, names-to-rooms assignment) has to be submitted by e-mail to oc2019hotel@gmail.com by **19 June 2019** at the very latest.

Do not book directly with the hotel as local transportations and other negotiated services will not be offered.

20. MEALS

Breakfast is included in the price of each hotel room. The Meal Plan (lunch and dinner) is not compulsory and the delegations are free to make their own meals arrangements for lunch and dinner.

Arrangements

Breakfast, lunch and dinner will be served at the respective hotels as follows:

Breakfast: from 07:00 am – 10:00 am
Lunch: from 12:00 am – 16:00 am
Dinner: from 19:00 am – 22:00 am

Meals Bookings

The price for one meal ticket is:

Radisson Slavyanskaya Hotel 4*

- 35 EUR per lunch
- 35 EUR per dinner

Korston Hotel 4*

- 25 EUR per lunch
- 25 EUR per dinner

Astrus Hotel 3*

- 17 EUR per lunch
- 17 EUR per dinner

Yunost Hotel 3*

- 15 EUR per lunch
- 15 EUR per dinner

Meal Plan requests for the Delegation Members must be made in advance by filling-in and submitting to the LOC the Meals Form (Appendix 6) by **19 June 2019** at the very latest.

Farewell Banquet

Accredited Delegation members (with the exception of E- and R- media), who stay at one of the official hotels and book their accommodation through the LOC will receive a free ticket for the Farewell Banquet.

All other persons willing to attend the Banquet will be able to do so, provided that a request with the number of tickets needed is sent to the LOC. The request and the amount of **100 EUR** per ticket must be paid in full to the LOC by **01 July 2019**.

21. FINANCIAL OBLIGATIONS – PAYMENT

Payments to FIG:

The non-reimbursable registration fee of CHF 100.- per registered gymnast (Individual and Group Gymnast) must be paid to the FIG.

Registrations without the appropriate payment of the registration fee at the time of the Definitive Registration (funds received by the FIG) will be considered invalid (the gymnasts will not be allowed to compete).

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 Junior World Championships either.

Each participating member Federation is kindly requested to clearly state payment's purpose as follows:

NF Event ID Discipline Event level Year Host Country

Example: SUI 15968 RG JWCH 2019 RUS

Failing to do so will lead to an unidentified fund transfer and may cause your Federation to appear not to have met its financial obligations.

The participating Federation is responsible for covering all bank fees in connection with the bank transfers.

The payment must be made in **CHF** only. Total amount of the FIG entry fees to be paid to:

Bank transfer

| | |
|---------------------|--|
| Beneficiary | Fédération Internationale de Gymnastique Av. de la Gare 12 A - CH-1003 Lausanne/Switzerland |
| Bank Account / IBAN | CH40 0027 2272 5630 1649 0 |
| IBAN | UBS Switzerland SA, Nidaugasse 49, CH-2501 Bienne/Switzerland |
| SWIFT/BIC | UBSWCHZH80A |

Credit card

Should you wish to pay by credit card, please contact the FIG Finance Department (finance@fig-gymnastics.org) and provide the following information:

NF Event ID Discipline Event level Year Host Country

Example: SUI 15968 RG JWCH 2019 RUS

- **Amount and currency**

- **e-mail address** to be used for receiving the link which will allow you to directly enter the credit card details.

Payments to the LOC:

Federations which have not fulfilled other financial obligations towards the LOC by the given deadlines herein mentioned may still have the possibility to participate, but the LOC will not guarantee the hotel booking, meals and local transportation.

Payment for Accommodation, Meals, extra local transportation, Additional Banquet tickets, supplementary Accreditations and fines (if any) must be made via bank transfer in EUR only to:

| | |
|---------------------|--|
| Beneficiary | easyway Logistics OHG |
| Beneficiary address | Buchholzallee 46 19370 Parchim |
| Iban | DE58130700240314511700 |
| Beneficiary Bank | Deutsche Bank Privat und Geschäftskunden |
| BIC CODE: | DEUTDEDBROS |

All bank fees in connection with the bank transfers must be covered by the participating Federations. Please do not make a payment without invoice and state the name of your Federation and the payment purpose on the transfer (i.e. SUI - RG Junior World Championships Moscow 2019 - Accommodation Payment in _____ "insert the hotel name you will be accommodated in).

When you travel to Moscow please do not forget to bring your bank confirmation as this document is mandatory.

The **100%** of the accommodation costs and the **50%** of the meal costs must be paid to the LOC by **01 June 2019** at the very latest. Remaining 50% of the meal cost can be paid by bank by **19 June 2019**.

The 100% of the additional accreditation costs must be paid to the LOC by **01 July 2019** at the very latest.

Cancellation Policy

The FIG and the LOC strongly recommend that each Federation take a cancellation insurance for their accommodation and meals booking.

Accommodation cancelled:

| Date | Cancellation fee |
|---------------------|-------------------------------|
| Before 01 June 2019 | No fee for any cancellation |
| 02 – 15 June 2019 | 50% fee for any cancellation |
| After 15 June 2019 | 100% fee for any cancellation |

Meals cancelled:

| Date | Cancellation fee |
|---------------------|-------------------------------|
| Before 19 June 2019 | No fee for any cancellation |
| 20 – 30 June 2019 | 50% fee for any cancellation |
| After 30 June 2019 | 100% fee for any cancellation |

22.INSURANCE

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 (Section 1, article 11.10) 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.

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 writing in advance but no later than **01 July 2019**. The LOC will subsequently offer insurance at the Federations own charge as follows:

| Sum insured | Insurance (for the whole period) |
|--------------------|----------------------------------|
| 75'000 EUR/person | 37.80 EUR/person |
| 100'000 EUR/person | 50.80 EUR/person |

23. WORKPLAN

The Workplan will be published on the FIG online calendar six weeks at the latest before the start of the competitions.

24. OFFICIAL HOSPITAL

The Official hospitals will be:

For teenagers under 18 years old:

- the Municipal Children's Clinical Hospital №13 n.a. N. F. Filatov, Sadovaya-Kudrinskaya Street, 15.

For all other delegation members:

- the Botkin Hospital, 2-nd Botkinskiy proezd, 5.

The name of the Medical Doctor is Vladimir Zotkin.

This official hospital as well as the medical personnel assigned duly accept the International SOS (IMSSA insurance card) for all athletes holding a valid FIG License as well as for all judges with an International FIG Judges Brevet valid at the time of these World Championships.

25. DOPING CONTROLS

Under the supervision of the FIG, doping control will be organized according to the current WADA Code, Standards and FIG Anti-Doping Rules. The doping controls may take place at any time.

As per the applicable FIG Therapeutic Use Exemption (TUE) procedure in effect concerning the participation at FIG Events, any gymnast in need of a TUE is responsible, together with her Federation, to submit her request to the FIG no later than 30 days before the start of this competition. No TUE request will be accepted nor approved on spot, except for duly justified emergency cases. Should you need further assistance about TUE requests, please contact the FIG at antidoping@fig-gymnastics.org.

26. MUSIC

The **LOC Digital Platform** will be available starting from two months before the event. The LOC platform will allow each Delegation to create a profile and upload the music (.mp3 or .wga). The music must be uploaded by **01 July 2019** at the very latest.

27. MUSIC FORM

While the LOC guarantees the respect for the rights of author and broadcasting of the musical works, each Federation will also have to confirm that the music used does not violate any copyrights and that it can be broadcasted within sports.

This confirmation will have to be made by filling-in the FIG online Music release Form at the same time as the nominative registration. Each Federation will also be requested to inform on the apparatus, duration, title, author and interpreter composer, title of music, and artist/performer of the Music used. The Music Form must be returned by e-mail in format excel only to the FIG and to the LOC by 19 June 2019 at the latest.

28. PRIZE MONEY

No Prize money will be paid to the winners.

29. MEDICAL AND ANTI-DOPING ROUND TABLE

A Medical and Anti-doping Round Table will be held during the event. The exact date and time be will communicated in the Workplan.

30. INFORMATION MOSCOW

Weather in Moscow in July

Average max: Temperature 25°C (77°F)

Average min: Temperature 18°C (64°F)

Currency: Rubles

Time: UTC +3

31. SUMMARY OF THE DEADLINES AND PAYMENTS

For the FIG

| | Deadline |
|--|-------------------------|
| Provisional Registration - online | 27 February 2019 |
| Definitive Registration - online | 24 April 2019 |
| Nominative Registration – Step 1 - online | 19 June 2019 |
| Nominative Registration – Step 2 - online | 05 July 2019 |
| Payment of the FIG Registration Fees | 24 April 2019 |
| Written request for Supplementary Accreditations | 24 April 2019 |
| Media accreditation | 24 April 2019 |
| Music Release Form– Paper Form | 19 June 2019 |
| Online Publicity (not compulsory) | 19 June 2019 |
| Music Release Form – Paper Form (<i>if changes between step 1 and 2</i>) | 05 July 2019 |

For the LOC (Paper Forms)

| | Deadline |
|---|--------------|
| Accommodation - number of rooms (Appendix 3) | 01 May 2019 |
| Accommodation - names-to-rooms assignment (Appendix 5) | 19 June 2019 |
| Meal Plan (Appendix 6) | 19 June 2019 |
| Photo for Accreditation (online) | 19 June 2019 |
| Music Release Form – Paper Form | 19 June 2019 |
| Travel details (Appendix 2) | 21 June 2019 |
| Music for Individuals and for Groups (online) | 01 July 2019 |
| Visa Request (Appendix 1) | 01 July 2019 |
| Insufficient insurance Coverage | 01 July 2019 |
| Music Release Form – Paper Form (<i>if changes between step 1 and step 2</i>) | 05 July 2019 |

Payments to the LOC

| | Deadline |
|------------------------------|--------------|
| 50% of Meals | 01 June 2019 |
| Meals remaining 50% | 19 June 2019 |
| 100% of Accommodation costs | 01 June 2019 |
| Additional accreditation LOC | 01 July 2019 |
| Additional Banquet tickets | 01 July 2019 |

Sincerely Yours,

FÉDÉRATION INTERNATIONALE DE GYMNASTIQUE



André Gueisbuhler
Secretary General

- Appendix 1: Visa Form
- Appendix 2: Travel Form
- Appendix 3: Accommodation Form (numbers)
- Appendix 4: Maps showing the distances between the Venue and official Hotels
- Appendix 5: Accommodation Form (names-to-rooms assignment)
- Appendix 6: Meals Form