



**AGF 2<sup>ND</sup> JUNIOR TROPHY  
IN RHYTHMIC GYMNASTICS  
BAKU (AZERBAIJAN)  
APRIL 20 & 21, 2019**



**DIRECTIVES**

**EVENT ID: 16073**

Dear FIG Affiliated Member Federation,

Gymnastics Federation of **Azerbaijan** has the pleasure to invite your Federation to participate in the AGF 2<sup>nd</sup> Junior Trophy International Tournament in Rhythmic Gymnastics to be held in Baku (Azerbaijan) on April 20 & 21, 2019.

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| <b>HOST FEDERATION &amp; LOCAL ORGANIZING COMMITTEE</b> | Azerbaijan Gymnastics Federation<br>Contact Person: Fatima Shafizada<br>MGA - Milli Gimnastika Arenası (National Gymnastics Arena)<br>178 Heydar Aliyev Avenue<br>AZ1029, Baku, Azerbaijan<br>Tel: +99412 493 30 11<br>Direct: +99412 4933011 4082 / Mob: +99455 824 8612<br>Fax: +99412 493 9500<br>E-mail: <a href="mailto:administration@agf.az">administration@agf.az</a><br>Website: <a href="http://www.agf.az">www.agf.az</a>   |
| <b>LOCATION</b>   | Baku, Azerbaijan   |
| <b>DATE</b>   | April <b>20 &amp; 21</b> , 2019  |
| <b>VENUE</b>  | <b>MGA – Milli Gimnastika Arenasi (National Gymnastics Arena)</b><br>178 Heydar Aliyev Avenue<br>AZ1029 Baku, Azerbaijan<br><br>+99412 566 9699<br><a href="mailto:info@mga.az">info@mga.az</a><br><a href="http://www.mga.az">www.mga.az</a><br><br>The MGA was officially opened in April 2014. This gymnastics specialized Arena has already hosted many different international sport events.<br><br>The Arena has the ability to stretch from 5,000 to 9,600 seats, depending on the size and the nature of the event it hosts. This sports facility has become a favourite training camp venue of many gymnasts all over the world.<br><br>Training and Warm-up facilities will be located within the MGA. |



|   | <p><b>Junior Group competitions:</b><br/>All-Around which also serves as qualification for the Routine Final:</p> <ul style="list-style-type: none"> <li>All Groups have to participate in the All-Around / Qualifications</li> </ul> <p>Final Group Routines:</p> <ul style="list-style-type: none"> <li>The top eight (8) groups of each Group Routines will qualify for the Finals.</li> </ul> <p><b>Note: 1 individual gymnast and 1 group from each participating country can be qualified for the final. Host federation may have 2 individual gymnasts in the finals.</b></p>   |                               |                   |                               |                         |                |                              |                              |        |                         |   |                |   |                   |   |        |   |
|---|--|-------------------------------|-------------------|-------------------------------|-------------------------|----------------|------------------------------|------------------------------|--------|-------------------------|---|----------------|---|-------------------|---|--------|---|
| <b>FEDERATIONS INVITED</b>                | The Organizing Member Federation invite all FIG Member Federations in good standing.   |                               |                   |                               |                         |                |                              |                              |        |                         |   |                |   |                   |   |        |   |
| <b>SIZE OF DELEGATION AND FIG LICENSE</b> | <p>Only junior gymnasts in good standing with the correct age and holding a valid FIG License at the time of registration until the end of the competitions may participate.</p> <p>The maximum size of the invited delegation is as follows:</p> <table border="1"> <thead> <tr> <th></th> <th>Individual</th> </tr> </thead> <tbody> <tr> <td>Head of Delegation</td> <td>1</td> </tr> <tr> <td>Coaches</td> <td>Max. 3</td> </tr> <tr> <td>Gymnasts - junior individual</td> <td>Max. 3</td> </tr> <tr> <td>Gymnasts - junior group</td> <td>6</td> </tr> <tr> <td>Medical Doctor</td> <td>1</td> </tr> <tr> <td>Paramedical Staff</td> <td>1</td> </tr> <tr> <td>Judges</td> <td>1</td> </tr> </tbody> </table> <p><b>Host Federation may have unlimited number of gymnasts.</b></p> |                               | Individual        | Head of Delegation            | 1                       | Coaches        | Max. 3                       | Gymnasts - junior individual | Max. 3 | Gymnasts - junior group | 6 | Medical Doctor | 1 | Paramedical Staff | 1 | Judges | 1 |
|   | Individual   |                               |                   |                               |                         |                |                              |                              |        |                         |   |                |   |                   |   |        |   |
| Head of Delegation                        | 1  |                               |                   |                               |                         |                |                              |                              |        |                         |   |                |   |                   |   |        |   |
| Coaches                                   | Max. 3   |                               |                   |                               |                         |                |                              |                              |        |                         |   |                |   |                   |   |        |   |
| Gymnasts - junior individual              | Max. 3   |                               |                   |                               |                         |                |                              |                              |        |                         |   |                |   |                   |   |        |   |
| Gymnasts - junior group                   | 6  |                               |                   |                               |                         |                |                              |                              |        |                         |   |                |   |                   |   |        |   |
| Medical Doctor                            | 1  |                               |                   |                               |                         |                |                              |                              |        |                         |   |                |   |                   |   |        |   |
| Paramedical Staff                         | 1  |                               |                   |                               |                         |                |                              |                              |        |                         |   |                |   |                   |   |        |   |
| Judges                                    | 1  |                               |                   |                               |                         |                |                              |                              |        |                         |   |                |   |                   |   |        |   |
| <b>AGE LIMITS</b>                         | <b>Juniors</b> – gymnasts born in 2004-2006 (according to the FIG rules)   |                               |                   |                               |                         |                |                              |                              |        |                         |   |                |   |                   |   |        |   |
| <b>JUDGES AND JUDGES' PANELS</b>          | <p>All judges must have a current valid FIG Brevet for RGI and RGG.</p> <p>The Judges' Panels will be set up by a draw from the judges present at the event.</p>   |                               |                   |                               |                         |                |                              |                              |        |                         |   |                |   |                   |   |        |   |
| <b>REGISTRATION DEADLINES</b>             | <table border="1"> <tbody> <tr> <td>Definitive registration</td> <td>February 15, 2019</td> <td>(2 months prior to the event)</td> </tr> <tr> <td>Nominative registration</td> <td>March 15, 2019</td> <td>(4 weeks prior to the event)</td> </tr> </tbody> </table> <p>Definitive entry form shall be sent to the LOC's following e-mail address: <a href="mailto:administration@agf.az">administration@agf.az</a>.</p> <p>Nominative entry forms must be made to the LOC on-line via SmartScoring Digital Platform. The link and appropriate code to access the online platform will be sent to each participating Federation after the deadline of the Definitive Registration.</p>   | Definitive registration       | February 15, 2019 | (2 months prior to the event) | Nominative registration | March 15, 2019 | (4 weeks prior to the event) |                              |        |                         |   |                |   |                   |   |        |   |
| Definitive registration                   | February 15, 2019  | (2 months prior to the event) |                   |                               |                         |                |                              |                              |        |                         |   |                |   |                   |   |        |   |
| Nominative registration                   | March 15, 2019   | (4 weeks prior to the event)  |                   |                               |                         |                |                              |                              |        |                         |   |                |   |                   |   |        |   |
| <b>DRAWING OF LOTS</b>                    | The gymnasts' drawing of lots will take place at the AGF Office in Baku (AZE) after the closing date of the nominative registration and the participating countries will be informed of the starting order accordingly.  |                               |                   |                               |                         |                |                              |                              |        |                         |   |                |   |                   |   |        |   |
| <b>ENTRY FEES</b>                         | <p><b>Individual gymnast: 50 EUR (each)</b></p> <p><b>Group: 150 EUR</b></p>   |                               |                   |                               |                         |                |                              |                              |        |                         |   |                |   |                   |   |        |   |
| <b>ACCOMMODATION</b>                      | <p><b>Boulevard Hotel***** (Official Hotel)</b><br/>Address: Baku White City<br/>Baku, Azerbaijan<br/>Tel.: +99412 310 00 10<br/>Fax.: +99412 310 00 11<br/>Website: <a href="http://www.boulevardhotelbaku.com">www.boulevardhotelbaku.com</a></p>  |                               |                   |                               |                         |                |                              |                              |        |                         |   |                |   |                   |   |        |   |

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|                                     | <p>The costs per person/night at <b>Boulevard Hotel</b> Hotel in the city centre are as follows:<br/> EUR 130.- (single room, including breakfast)<br/> EUR 80.- (twin room, including breakfast)</p> <p><b>Emerald Hotel****</b> (Low cost)<br/> Address: 4 Mehdi Abbasov str., Baku, Azerbaijan<br/> Tel.: +99412 520 4441, +99412 520 4144<br/> Website: www.emeraldbaku.com</p> <p>The costs per person/night in Emerald Hotel are as follows:<br/> EUR 65.- (single room, including breakfast)<br/> EUR 50.- (twin room, including breakfast)</p> <p>While the Accommodation Request must be submitted to the LOC online via SmartScoring Digital Platform <b>by March 15, 2019</b> at the very latest, the Hotel rooms will be allocated on a “first come, first serve” basis. The link and appropriate code for access to the online platform will be sent to each participating Federation after the deadline of the Provisional Registration.</p> <p>100% of the accommodation costs must be paid to the LOC by <b>March 15, 2019</b>.<br/> Those Federations which do not wish to use the offered accommodation packages and to reserve rooms through the LOC, will not be provided with transport.</p> |
| <b>MEALS</b>                        | <p>The LOC proposes the following options for having meals at the below-mentioned hotels/competition venue and costs which can be ordered by delegations if they wish:</p> <p><b>Boulevard Hotel</b><br/> Lunch - EUR 20.- (each)<br/> Dinner - EUR 25.- (each)</p> <p><b>Emerald Hotel</b><br/> Lunch - EUR 15.- (each)<br/> Dinner - EUR 18.- (each)</p> <p>Lunch will also be offered at MGA (competition venue) at the cost of EUR 15.- (each).</p> <p>The Meal Request must be submitted to the LOC online via SmartScoring Digital Platform by <b>March 15, 2019</b> at the very latest.</p> <p>100% of the costs for the meals must be paid to the LOC by <b>March 15, 2019</b>.</p>   |
| <b>CANCELLATION POLICY</b>          | <p><b>Accommodation:</b><br/> Rooms cancelled <b>between March 15 and March 30, 2019</b> will be subject to a cancellation fee of 20% of the total accommodation payment.</p> <p>Rooms cancelled after <b>March 30, 2019</b> until arrival of the delegations on site or “no shows” will be subject to a cancellation fee of 100% of the total accommodation cost.</p> <p><b>Meals</b><br/> Meals cancelled after <b>April 10, 2019</b> will be subject to a cancellation fee of 100% of the total meal cost.</p>   |
| <b>FINAL BANQUET</b>                | <p>The Organizing Committee will host a Farewell Banquet for all Delegation members (free of any charge, <b>if accommodation booked through LOC</b>) at the conclusion of the event in the evening on April 21, 2019.</p>   |
| <b>INTERNATIONAL TRANSPORTATION</b> | <p>The invited participating federations must pay for the International travel costs of their delegation members.</p>   |

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|                             | <p>The LOC will meet and see of the official members of the delegations at Heydar Aliyev International Airport (GYD), bus or railway station in Baku <b>(if accommodation booked through LOC)</b>.</p> <p>The Travel Details must be submitted to the LOC online via SmartScoring Digital Platform by <b>March 15, 2019</b>.</p>   |
| <b>LOCAL TRANSPORTATION</b> | <p>The LOC will organize shuttle buses from Official Hotels to the Competition Venue (training venue is within the competition venue) and back <b>(if accommodation booked through LOC)</b>.</p> <p>The LOC will organize buses for sightseeing tour and farewell banquet as well.</p>   |
| <b>VISA</b>                 | <p>Please verify immediately with your travel agent or Embassy or Consulate of Azerbaijan in your country if a visa is required for your travel to Azerbaijan. The LOC will assist you with a visa support letter provided that the request is made to the LOC online via SmartScoring Digital Platform by <b>March 15, 2019</b> at the latest. The link and sign in details to access the online platform will be sent to the participating countries after the definitive entry's deadline.</p> <p>More information about the visa can be obtained on the following links:<br/> 1) <a href="http://www.mfa.gov.az/?language=en&amp;options=content&amp;id=184">http://www.mfa.gov.az/?language=en&amp;options=content&amp;id=184</a><br/> 2) <a href="http://mfa.gov.az/?language=en&amp;options=content&amp;id=277">http://mfa.gov.az/?language=en&amp;options=content&amp;id=277</a><br/> 3) <a href="http://mfa.gov.az/files/file/visa%20fees.pdf">http://mfa.gov.az/files/file/visa%20fees.pdf</a><br/> 4) <a href="http://www.evisa.gov.az">www.evisa.gov.az</a></p> <p>The more information on visa can be obtained from the LOC's following e-mail address: <a href="mailto:administration@agf.az">administration@agf.az</a>.</p> |
| <b>INSURANCE</b>            | <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. The LOC will verify the insurance upon arrival of the delegation members (e.g. cover note or photocopy of the valid policy).</p> <p>Delegation members with insufficient insurance cover must inform the LOC in advance. The LOC will subsequently offer insurance at the Federations own charge as follows: 15 Euro per person/day.</p>   |
| <b>ACCREDITATION</b>        | <p>Accreditation cards will be distributed at the Accreditation Centre situated at the Competition Venue upon arrival of the delegations.</p> <p>The following items will be checked there with the Heads of delegations:</p> <ul style="list-style-type: none"> <li>• The passport of gymnasts and all members of the delegations</li> <li>• Fulfilment of all financial obligations</li> <li>• Transport – Departure</li> <li>• The medical insurance for the members of the delegations</li> <li>• 2 sets of Audio CD's of the music</li> <li>• National anthem and national flag</li> </ul> <p>In order to accelerate the process of the accreditation, each participating Federation is kindly requested to upload photos and passport copy of each member of its delegation (gymnasts, head of delegation, judges, coaches, medical staff and etc.) to the LOC via SmartScoring Digital Platform.</p> <p>The deadline for the photos upload (identity colour photo in JPG format, size – 45mm x 35mm, resolution: 800x600plx) is <b>March 15, 2019</b>. Please clearly indicate the corresponding full name (with correct spelling) in the file title.</p>   |

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|  | Uploading of photos in due time will prevent the delegations from waiting at the accreditation centre.  |
| <b>FINANCIAL OBLIGATIONS</b>                     | <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> <p>Federations which have not fulfilled their financial obligations towards the Organizing Member federations upon arrival will not be accredited.</p>  |
| <b>BANK ACCOUNT INFORMATION</b>                  | <p>Beneficiary: Azerbaijan Gymnastics Federation<br/> Beneficiary's account: AZ75PAHA38190EURHC0190012035<br/> Bank: "PASHA Bank", Baku, Azerbaijan<br/> SWIFT PAHAAZ22<br/> Correspondent: Raiffeisen Bank International AG<br/> Account with Institution: Am Stadtpark 9, 1030 Vienna<br/> Correspondent account: 1-55.081.095<br/> SWIFT BIC: RZBAATWW</p> <p>Each participating member Federation is kindly requested to integrate the payment's purpose as follows: <b>AGF Junior Trophy in Rhythmic Gymnastics 2019</b>.<br/> The participating federation is responsible for covering all bank fees in connection with the bank transfers.</p> |
| <b>EVENT MANAGER</b>                             | <p>Natalya Bulanova<br/> Tel.: +99412 493 3011<br/> E-mail: <a href="mailto:td@agf.az">td@agf.az</a></p>  |
| <b>MEDIA</b>                                     | <p>Communication policy is planned to be implemented via the Federation's official website, Facebook page and twitter account.</p> <p>Press Officer<br/> Bika Abdullayeva<br/> Tel: +99412 493 3011<br/> E-mail: <a href="mailto:info@agf.az">info@agf.az</a></p>   |
| <b>SOCIAL MEDIA</b>                              | <p><a href="https://www.facebook.com/pages/Azerbaijan-Gymnastics-Federation/156431321068611">www.facebook.com/pages/Azerbaijan-Gymnastics-Federation/156431321068611</a><br/> <a href="https://www.youtube.com/channel/UCI8-Mfc5w5pchi33D2aWmxA">https://www.youtube.com/channel/UCI8-Mfc5w5pchi33D2aWmxA</a><br/> <a href="https://www.twitter.com/AzerbaijanGym">www.twitter.com/AzerbaijanGym</a><br/> <a href="https://www.instagram.com/agf.az/">https://www.instagram.com/agf.az/</a></p>   |
| <b>MEDICAL SERVICES</b>                          | The Local Organizing Committee will provide first aid medical services. Physiotherapists will be present during the competitions.   |
| <b>SCORING, RESULT SERVICE AND VIDEO CONTROL</b> | SMART SCORING Company will provide a scoring and result service, including video control system.  |
| <b>RULES AND REGULATIONS</b>                     | <p>The competition will be organized under the following FIG rules, as valid in the year of the competition, except for any deviation mentioned in these directives:</p> <ul style="list-style-type: none"> <li>• Anti-Doping Rules</li> <li>• Apparatus Norms</li> <li>• Code of Ethics</li> <li>• Code of Points and relevant Help Desk</li> <li>• General Judges' Rules</li> <li>• Licenses Rules</li> <li>• Media Rules</li> <li>• Medical Organization of the Official FIG Competitions and Events</li> <li>• Regulations for Awards Ceremonies</li> </ul>   |



- Specific Judges' Rules for Rhythmic Gymnastics
- Statutes
- Technical Regulations

and subsequent decisions of the FIG Executive Committee

**DEADLINES  
SUMMARY**

|   |                          |
|---|--------------------------|
| <b>Definitive Registration</b><br>(via e-mail)                                | <b>February 15, 2019</b> |
| <b>Nominative Registration</b><br>(online, via SmartScoring Digital Platform) | <b>March 15, 2019</b>    |
| Accommodation Request<br>(online, via SmartScoring Digital Platform)          | March 15, 2019           |
| Travel Details' Submission<br>(online, via SmartScoring Digital Platform)     | March 15, 2019           |
| Visa Request Form<br>(online, via SmartScoring Digital Platform)              | March 15, 2019           |
| Meals' Request<br>(online, via SmartScoring Digital Platform)                 | March 15, 2019           |
| Upload of photos to accelerate accreditation process                          | March 15, 2019           |
| 100% payment of the Accommodation Costs                                       | March 15, 2019           |
| 100% payment of the Meals   | March 15, 2019           |

Sincerely yours,



Place and date: Baku, January 10, 2019

Nurlana Mammadzada  
Secretary General  
Azerbaijan Gymnastics Federation