



**1ST AGF JUNIOR TROPHY IN MEN'S ARTISTIC GYMNASTICS
BAKU, AZERBAIJAN
MARCH 7 & 8, 2020**




DIRECTIVES

Event ID: 16369

Dear FIG Affiliated Member Federation,

Gymnastics Federation of **Azerbaijan** has the pleasure to invite your Federation to participate in the 1st AGF Junior Trophy in Men's Artistic Gymnastics to be held in Baku (Azerbaijan) on March 7 & 8, 2020.

DISCIPLINE	Men's Artistic
HOST FEDERATION & LOCAL ORGANIZING COMMITTEE	Azerbaijan Gymnastics Federation Contact Person: Fatima Shafizada MGA - Milli Gimnastika Arenası (National Gymnastics Arena) 178 Heydar Aliyev Avenue AZ1029, Baku, Azerbaijan Tel: +99412 493 30 11 Direct: +99412 4933011 / Mob: +99455 824 8612 Fax: +99412 493 9500 E-mail: administration@agf.az Website: www.agf.az
LOCATION	Baku, Azerbaijan
DATE	March 7 & 8, 2020
VENUE	MGA – Milli Gimnastika Arenasi (National Gymnastics Arena) 178 Heydar Aliyev Avenue AZ1029 Baku, Azerbaijan +99412 566 9699 info@mga.az www.mga.az
	
<p>The MGA was officially opened in April 2014. This gymnastics specialized Arena has already hosted many different international sport events. 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. Training and Warm-up facilities will be located within the MGA.</p>	

APPARATUS SUPPLIED	A detailed list of SPIETH Gymnastics (FIG certified) equipment to be used for this event will be published on the FIG website. For training, warm-up and competition identical apparatus will be used.
RULES AND REGULATIONS	<p>The 1st AGF Trophy in Men's Artistic Gymnastics 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"> • Statutes • Code of Ethics • Technical Regulations • Code of Points and relevant Newsletters • General Judges' Rules • Specific Judges' Rules • Doping Control Rules • License rules (except for non-competitive events) • Media Rules • Apparatus Norms • FIG Rules for Sanctioning (approval) of International Events • Advertising and Publicity Rules • Regulations for Awards Ceremonies • Medical Organization of the Official FIG Competitions and Events • Accreditation Rules <p>and subsequent decisions of the FIG Executive Committee</p>
PROVISIONAL SCHEDULE	<p>March 5: Arrival of delegations March 6: Training, podium training, Orientation meeting, Scoring System Training for Judges March 7: Qualifications / Team Competition Ranking / All-Around Ranking March 8: Apparatus Finals March 9: Departure of Delegations</p>
COMPETITION FORMAT	<p>QUALIFICATIONS <i>Qualifying for Apparatus Finals / Team Competition Ranking / All-Around Ranking</i></p> <p>TEAM COMPETITION RANKING A team consists of 3 - 5 gymnasts, of which up to 4 compete on each apparatus. The 3 best scores on each apparatus are added and make the total result. The NF nominates the team for each apparatus. It is possible to participate with individual gymnasts, if a NF does not have a sufficient number of gymnasts for a full team.</p> <p>ALL-AROUND FINAL RANKING A maximum of two gymnasts per federation are allowed to be in the list of medallists.</p> <p>APPARATUS FINALS The 8 highest ranked gymnasts on each apparatus from the qualifying competition will be qualified for the corresponding apparatus finals. A maximum of two gymnasts per federation will be allowed in the finals.</p>
FEDERATIONS INVITED	The Organizing Member Federation invite all FIG Member Federations in good standing.
SIZE OF DELEGATION AND FIG LICENSE	<p>Only gymnasts in good standing with the correct age and holding a valid FIG License (applicable for juniors) at the time of registration until the end of the competitions may participate. The maximum size of the invited delegation is as follows:</p>

	<table border="1"> <tr> <td>Head of Delegation</td> <td>1</td> </tr> <tr> <td>Coaches</td> <td>2</td> </tr> <tr> <td>Gymnasts</td> <td>5</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 / 2</td> </tr> </table>	Head of Delegation	1	Coaches	2	Gymnasts	5	Medical Doctor	1	Paramedical Staff	1	Judges	1 / 2
Head of Delegation	1												
Coaches	2												
Gymnasts	5												
Medical Doctor	1												
Paramedical Staff	1												
Judges	1 / 2												
AGE LIMITS	<p>Juniors – gymnasts born in 2006-2003 (according to the FIG rules)</p> <p>All gymnasts must have a licence valid until the end of the event.</p>												
JUDGES AND JUDGES' PANELS	<p>All judges must have a current valid FIG Brevet in Men's Artistic Gymnastics.</p> <p>The Judges' Panels will be set up by a draw from the judges present at the event.</p>												
REGISTRATION DEADLINES	<table border="1"> <tr> <td>Provisional registration</td> <td>December 6, 2019</td> <td>(3 months prior to the event)</td> </tr> <tr> <td>Definitive registration</td> <td>January 6, 2020</td> <td>(2 months prior to the event)</td> </tr> <tr> <td>Nominative registration</td> <td>February 6, 2020</td> <td>(4 weeks prior to the event)</td> </tr> </table> <p>Provisional entry form shall be sent to the LOC's following e-mail address: administration@agf.az</p> <p>Definitive and Nominative entries 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>	Provisional registration	December 6, 2019	(3 months prior to the event)	Definitive registration	January 6, 2020	(2 months prior to the event)	Nominative registration	February 6, 2020	(4 weeks prior to the event)			
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DRAWING OF LOTS	<p>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.</p>												
ENTRY FEE	<p>The non-reimbursable cost for the Entry Fee is as follows:</p> <p>EUR 50.- per gymnast</p> <p>At the time of the Nominative registration (by February 6, 2020), the participating federations must pay 100% of the entry fee to the OC.</p> <p>Entries without payment of the entry fees will be considered as invalid and will be refused.</p>												

<p>ACCOMMODATION</p>	<p>Boulevard Hotel**** (Official Hotel) (located close to the city center) Address: Baku White City Baku, Azerbaijan Tel.: +99412 310 00 10 Fax.: +99412 310 00 11 Website: www.boulevardhotelbaku.com The costs per person/night at Boulevard Hotel are as follows: EUR 130.- (single room, including breakfast) EUR 90.- (twin room, including breakfast)</p> <p>Emerald Hotel*** (Low cost) (located close to the training & competition venue) Address: 4 Mehdi Abbasov str., Baku, Azerbaijan Tel.: +99412 520 4441, +99412 520 4144 Website: www.emeraldbaku.com</p> <p>The costs per person/night at Emerald Hotel are as follows: EUR 65.- (single room, including breakfast) EUR 50.- (twin room, including breakfast)</p> <p>While the Accommodation Request must be submitted to the LOC online via SmartScoring Digital Platform by January 6, 2020 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 February 6, 2020. 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>
<p>MEALS</p>	<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>Boulevard Hotel Lunch - EUR 25.- (each) Dinner - EUR 30.- (each)</p> <p>Emerald Hotel Lunch - EUR 15.- (each) Dinner - EUR 18.- (each)</p> <p>MGA (competition venue) Lunch - EUR 15.- (each) Dinner – EUR 18.- (each)</p> <p>The Meal Request must be submitted to the LOC online via SmartScoring Digital Platform by February 6, 2020 at the very latest. 100% of the costs for the meals must be paid to the LOC by February 6, 2020.</p>

<p>CANCELLATION POLICY</p>	<p>Accommodation: Rooms cancelled between January 6 and February 6, 2020 will be subject to a cancellation fee of 20% of the total accommodation payment. Rooms cancelled after February 6, 2020 until arrival of the delegations on site or “no shows” will be subject to a cancellation fee of 100% of the total accommodation cost. Meals Meals cancelled after February 28, 2020 will be subject to a cancellation fee of 100% of the total meal cost.</p>
<p>INTERNATIONAL TRANSPORTATION</p>	<p>The invited participating federations must pay for the International travel costs of their delegation members.</p> <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 (if accommodation booked through the LOC).</p> <p>The Travel Details must be submitted to the LOC online via SmartScoring Digital Platform by February 6, 2020.</p>
<p>LOCAL TRANSPORTATION</p>	<p>The LOC will organize shuttle buses from Official Hotels to the Competition Venue (training venue is within the competition venue) and back (if accommodation booked through LOC).</p>
<p>VISA</p>	<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 February 6, 2020 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:</p> <ol style="list-style-type: none"> 1) http://www.mfa.gov.az/?language=en&options=content&id=184 2) http://mfa.gov.az/?language=en&options=content&id=277 3) http://mfa.gov.az/files/file/visa%20fees.pdf 4) www.evisa.gov.az <p>The more information on visa can be obtained from the LOC’s following e-mail address: administration@agf.az</p>
<p>INSURANCE</p>	<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.</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 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 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>
<p>ACCREDITATION</p>	<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"> • The passport of gymnasts and all members of the delegations • Fulfilment of all financial obligations • Transport – Departure • The medical insurance for the members of the delegations • National anthem and national flag <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</p>

	<p>(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 February 6, 2020. Please clearly indicate the corresponding full name (with correct spelling) in the file title.</p> <p>Uploading of photos in due time will prevent the delegations from waiting at the accreditation centre.</p>										
FINANCIAL OBLIGATIONS	<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>										
BANK ACCOUNT INFORMATION	<p>Beneficiary: Azerbaijan Gymnastics Federation Beneficiary's account: AZ75PAHA38190EURHC0190012035 Bank: "PASHA Bank", Baku, Azerbaijan SWIFT PAHAAZ22 Correspondent: Raiffeisen Bank International AG Account with Institution: Am Stadtpark 9, 1030 Vienna Correspondent account: 1-55.081.095 SWIFT BIC: RZBAATWW</p> <p>Each participating member Federation is kindly requested to integrate the payment's purpose as follows: the 1st AGF Trophy in Men's Artistic Gymnastics in 2020. The participating federation is responsible for covering all bank fees in connection with the bank transfers.</p>										
EVENT MANAGER	<p>Natalya Bulanova Tel.: +99412 493 3011 E-mail: td@aqf.az</p>										
MEDIA	<p>Communication policy is planned to be implemented via the Federation's official website, Facebook page and twitter account. Press Officer Sara Zeynalova Tel: +99412 493 3011 E-mail: media@aqf.az</p>										
SOCIAL MEDIA	<p>www.facebook.com/pages/Azerbaijan-Gymnastics-Federation/156431321068611 https://www.youtube.com/channel/UCI8-Mfc5w5pchi33D2aWmxA www.twitter.com/AzerbaijanGym https://www.instagram.com/aqf.az/</p>										
MEDICAL SERVICES	<p>The Local Organizing Committee will provide first aid medical services. Physiotherapists will be present during the competitions.</p>										
SCORING, RESULT SERVICE AND VIDEO CONTROL	<p>SMART SCORING Company will provide a scoring and result service, including video control system.</p>										
DEADLINES SUMMARY	<table border="1"> <tr> <td>Provisional Registration (via email)</td> <td>December 6, 2019</td> </tr> <tr> <td>Definitive Registration (via e-mail)</td> <td>January 6, 2020</td> </tr> <tr> <td>Nominative Registration (online, via SmartScoring Digital Platform)</td> <td>February 6, 2020</td> </tr> <tr> <td>Accommodation Request (online, via SmartScoring Digital Platform)</td> <td>January 6, 2020</td> </tr> <tr> <td>Travel Details' Submission (online, via SmartScoring Digital Platform)</td> <td>February 6, 2020</td> </tr> </table>	Provisional Registration (via email)	December 6, 2019	Definitive Registration (via e-mail)	January 6, 2020	Nominative Registration (online, via SmartScoring Digital Platform)	February 6, 2020	Accommodation Request (online, via SmartScoring Digital Platform)	January 6, 2020	Travel Details' Submission (online, via SmartScoring Digital Platform)	February 6, 2020
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Visa Request Form (online, via SmartScoring Digital Platform)	February 6, 2020
Meals' Request (online, via SmartScoring Digital Platform)	February 6, 2020
Upload of photos to accelerate accreditation process	February 6, 2020
100% payment of the Accommodation Costs	February 6, 2020
100% payment of the Meals	February 6, 2020

Sincerely yours,

Place and date: Baku, November 12, 2019



Nurlana Mammadzada
 Secretary General
 Azerbaijan Gymnastics Federation