FEDERATION INTERNATIONALE DE GYMNASTIQUE



FIG ARTISTIC GYMNASTICS INDIVIDUAL APPARATUS WORLD CUP AGF TROPHY



Baku, Azerbaijan March 12-15, 2020 ID: 14996

DIRECTIVES

Dear FIG affiliated Member Federation,

Following the decision of the FIG Executive Committee, the Gymnastics Federation of **Azerbaijan** has the pleasure to invite your Federation to participate in the aforementioned official FIG Individual Apparatus World Cup.

FIG	Fédération Internationale de Gymnastique (FIG) Contact Person : Eunice Lebre Avenue de la Gare 12 A 1003 Lausanne Switzerland Tel : +41 (0)21 321 55 10 / Direct +41 (0)21 321 55 35 Fax: +41 (0)21 321 55 19 e-mail : elebre@fig-gymnastics.org website: www.fig-gymnastics.com
HOST FEDERATION	Azerbaijan Gymnastics Federation Contact Person: Nurlana Mammadzada MGA - Milli Gimnastika Arenası (National Gymnastics Arena) 178 Heydar Aliyev Avenu66 AZ1029, Baku, Azerbaijan Tel.: +99412 493 3011 / Mob: +99450 385 3969 Fax: +99412 493 95 00 E-mail: office@agf.az Website: www.agf.az
LOCATION	Baku, Azerbaijan
DATES	March 12-15, 2020
VENUE	MGA – Milli Gimnastika Arenasi (National Gymnastics Arena) 178 Heydar Aliyev Avenue AZ1029 Baku, Azerbaijan Tel.: +99412 566 9699 E-mail: info@mga.az Website: www.mga.az



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 favorite training camp venue of many gymnasts all over the world.

Training and Warm-up facilities will be located within the MGA during the competition concerned.

APPARATUS SUPPLIER

RULES AND REGULATIONS

A detailed list of SPIETH Gymnastics (FIG certified) equipment to be used for this FIG Individual Apparatus World Cup will be published on the FIG website. For training, warm-up and competition identical apparatus will be used.

The competition will be organized under the following FIG rules, as valid in the year of the competition, except for any deviation mentioned in the Rules for Individual Apparatus World Cup Series in Artistic Gymnastics:

- Statutes
- Technical Regulations
- License Rules
- Code of Points and relevant Newsletters
- Rules for the FIG Individual Apparatus World Cup Series in Artistic Gymnastics
- General Judges' Rules
- Specific Judges' Rules for Artistic Gymnastics
- Medical Organization of the Official FIG Competitions
- Anti-Doping Rules
- Media Rules
- Apparatus Norms
- Advertising and Publicity Rules
- Accreditation Rules
- Regulations for Awards Ceremonies

and subsequent decisions of the FIG Executive Committee

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 this Individual Apparatus World Cup.

Federations which have not fulfilled their financial obligations towards the LOC will not be accredited upon arrival.

PARTICIPATION AND FIG LICENSE

Only senior gymnasts in good standing with the correct age and holding a valid FIG License may participate. The Organizing Committee 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. The maximum size of the invited delegation is as follows:

Individual Apparatus World Cup Competitions

Delegation member		Women	Joint
Head of Delegation	1	1	1
NF President or Secretary General ²	1	1	1
Team Manager (4-12 MAG and 4-8 WAG gymnasts only)	1	1	2
Coach (max. 1 per gymnast) 1			
Gymnasts (max. 2 per apparatus)			
Medical Doctor	1	1	1
Paramedical Staff	1	1	2
Judges	2	2	4

¹ Access to warm-up, training and FoP will be restricted to the number of gymnasts in training or competition

AGE LIMITS

Age limit for MAG: 18 years (born in 2002 or before) Age limit for WAG: 16 years (born in 2004 or before)

REGISTRATION DEADLINES

Provisional, Definitive and Nominative Registrations must be made exclusively on-line via the FIG website (http://www.fig-gymnastics.com). These on-line registrations will only be accepted from FIG Gymnastics Member Federations.

Registrations and payments made after the gymnasts' drawing of lots will not be accepted and the Delegations members concerned will not be authorized to participate.

Provisional registration	November 7, 2019 (4 months prior to the event) Midnight Swiss Time
Definitive registration	January 7, 2020 (2 months prior to the event) Midnight Swiss Time
Nominative registration	February 7, 2020 (4 weeks prior to the event) Midnight Swiss Time

Late registrations are subject to fines as follows:

Fine for missing or late Provisional registration	CHF 500
Fine for missing or late Definitive registration	CHF 750
Fine for missing or late Nominative registration	CHF 500

Registrations made after the gymnasts' drawing of lots will not be accepted and the Delegations members concerned will not be authorised to participate.

² Only for World Cup competitions qualifying for the Olympic Games

ENTRY FEES

The non-reimbursable cost for the entry fee is 50 EUR per gymnast.

At the time of the Nominative registration (February 7, 2020), the participating federations must pay 100% of the entry fee to the OC.

Entries without payment of the entry fee will be considered as invalid and will be refused.

ACCREDITATION

Accreditation cards will be distributed at the Accreditation Centre situated at the Competition Venue upon arrival of the delegations.

The following items will be checked there with the Heads of delegations:

- The passport of gymnasts and judges including all members of the delegations
- Transport Departure
- The medical insurance for the members of the delegations
- Fulfilment of all financial obligations
- WAG 2 sets of Audio CD's of the music and a form with the duration and the author of the music has to be filled in; official titles/interpreters have to be indicated
- National anthem and national flag

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, team manager, judges, coaches, medical staff and etc.) onto the SmartScoring Digital Platform (https://gymdata.online/, access code will be sent to each participating Federation after the deadline of the Provisional Registration). The deadline for the photos upload (identity colour photo in JPG format, size – 45mm x 35mm, resolution: 800x600plx) is **February 7, 2020**. Please clearly indicate the corresponding full name (with correct spelling) in the file title.

Uploading of photos in due time will prevent the delegations from waiting at the accreditation centre.

COMPETITION FORMAT

The Individual Apparatus World Cup competitions consist of:

Qualifications and Apparatus Finals

Qualifications:

- Participation is limited to 2 gymnasts per NF on each apparatus.
- FIG Competition III rules will be applied for vault.
- In case of a tie at any place, the tie-breaking rules as outlined up for the Olympic Games (TR sec 2) shall be applied. Nevertheless, the gymnasts not qualified for the Finals and with the same final score will receive the same World Cup Points.

Finals:

- The best eight gymnasts per apparatus from the qualifications qualify for the Finals
- Participation is limited to 2 gymnasts per NF and each apparatus.
- FIG Competition III rules will be applied for vault.

DRAWING OF LOTS/REPLACEMENT POLICY

The gymnasts' drawing of lots for all FIG Individual Apparatus World Cup events will take place on site immediately after the orientation meeting or during a separate function organized for the draw.

At the time of the nominative registration, the apparatus on which the gymnast will compete must be mentioned. Modifications can be made until accreditation. Gymnast may be changed and apparatus can be added as long as 2 gymnasts/apparatus/NF is respected.

PROVISIONAL			
SCHEDULE	March 10 (Tuesday)	Arrival of delegations	
	March 11 (Wednesday) Training, Podium Training, Orientation Meeting, Judges' Instruction		
	March 12 (Thursday)	Scoring System Training for Judges Qualifications - MAG: FX, PB, SR WAG: VT, UB	
	March 13 (Friday)	(2 subdivisions) Qualifications - MAG: VT, PH, HB WAG: BB, FX (2 subdivisions)	
	March 14 (Saturday)	Apparatus Finals - MAG: FX, PB, SR WAG: VT, UB	
	March 15 (Sunday)	Apparatus Finals – MAG: VT, PH, HB WAG: BB, FX	
	March 16 (Monday)	Departure of delegations	
EVENT MANAGER	Natalya Bulanova Tel.: +99412 493 3011 E-mail: td@agf.az		
MEDIA	Communication policy is plar website, Facebook page and	nned to be implemented via the Federation's official I twitter account.	
	Press Officer Bika Abdullayeva Tel.: +99412 493 3011 E-mail: info@agf.az		
SOCIAL MEDIA	www.facebook.com/pages/Azerbaijan-Gymnastics Federation/156431321068611		
	https://www.youtube.com/channel/UCl8-Mfc5w5pchi33D2aWmxA www.twitter.com/AzerbaijanGym https://www.instagram.com/agf.az/		
MEDICAL SERVICES	The Organizing Committee will provide first aid medical services. Physiotherapists will be present during the competitions.		
OFFICIAL HOSPITAL	City Hospital 18 Yusif Vezir Chamanzaminli str., Baku, Azerbaijan		
DODING CONTROL O	Tel.: +99412 449 9274		
DOPING CONTROLS	6 doping controls, 3 for Wom		
VISA	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 via SmartScoring Digital Platform (https://gymdata.online/ , access code will be sent to each participating Federation after the deadline of the Provisional Registration) by February 7, 2020 at the latest. More information about the visa can be obtained on the following links:		
	2) http://mfa.gov.az/?languag 3) http://mfa.gov.az/files/file/visa 4) www.evisa.gov.az	nguage=en&options=content&id=184 ge=en&options=content&id=277 a%20fees.pdf a can be obtained from the LOC's following e-mail:	

INSURANCE The Host Federation, the Organizing Committee 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). 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: 5 Euro per person/day. **INTERNATIONAL** The invited participating federations must pay for the international travel costs of TRANSPORTATION their delegation members. 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, provided that their accommodation was booked through the Organizing Committee. The Travel Details must be submitted to the LOC via SmartScoring Digital Platform (https://gymdata.online/, access code will be sent to each participating Federation after the deadline of the Provisional Registration) by February 7, The LOC will organize shuttle buses from Official Hotels to the Competition LOCAL Venue (training venue is within the competition venue) and back. **TRANSPORTATION** The LOC will organize buses for sightseeing tour and farewell banquet as well. Landmark Hotel**** / FIG Official Hotel **ACCOMMODATION** Address: 90A Nizami St. Baku 1010 Tel.: +99412 465 20 00 Website: http://www.thelandmarkhotel.az **Boulevard Hotel****** 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) Park Inn By Radisson Baku Hotel**** Address: Azadliq Avenue 1, AZ1000, Baku, Azerbaijan Tel.: +994 12 490 6000 Fax: +994 12 496 8900 Website: http://www.rezidorparkinn.com/ The costs per person/night at Boulevard Hotel are as follows: EUR 120.- (single room, including breakfast) EUR 80.- (twin room, including breakfast) Emerald Hotel*** (Low cost) Address: 4 Mehdi Abbasov str., Baku, Azerbaijan Tel.: +99412 520 4441, +99412 520 4144 Website: www.emeraldbaku.com The costs per person/night in Emerald Hotel are as follows: EUR 65.- (single room, including breakfast) EUR 50.- (twin room, including breakfast)

While the Accommodation Request must be submitted to the LOC via SmartScoring Digital Platform (https://gymdata.online/) by **January 7, 2020** at the very latest, the Hotel rooms will be allocated on a "first come, first serve" basis. Appropriate access code will be sent to each participating Federation after the deadline of the Provisional Registration.

The invited participating federations must pay for the accommodation expenses of their delegation members (see exception herein below).

*Note: the above-mentioned hotel prices are valid before the accommodation deadline which is January 7, 2020. The hotel prices will increase automatically by €5 per person per night at all the official hotels after the accommodation deadline.

100% of the total accommodation payment shall be transferred to the LOC bank account (see bank account section) by **February 7**, **2020**.

The Organising Member Federation must pay for:

 Accommodation expenses, including full board, for the gymnasts ranked 1-3, per apparatus, as follows:

For the 2019-2020 World Cup competitions (held in November 2019 and February – March 2020), the three best ranked finalists per apparatus at the 2019 World Championships (including tied gymnasts if any)

For all other World Cup Competitions, the three best ranked Finalists per Apparatus from the last World Championships preceding the competition (including tied gymnasts if any).

The Organising member Federation shall determine among the official hotels at its discretion, but may not choose the "low cost" category hotel.

MEALS

The LOC proposes the following options for having meals at the belowmentioned hotels/competition venue and costs which can be ordered by delegations if they wish:

Boulevard Hotel

Lunch - EUR 25.- (each) Dinner - EUR 30.- (each)

Park Inn by Radisson

Lunch - EUR 20.- (each) Dinner - EUR 25.- (each)

Emerald Hotel

Lunch - EUR 15.- (each) Dinner - EUR 15.- (each)

MGA (competition venue)

Lunch - EUR 15.- (each)

The invited participating federations must pay for the meal expenses of their delegation members (see exception above in the accommodation section).

The Meal Request must be submitted to the LOC via SmartScoring Digital Platform (https://gymdata.online/) by **February 7, 2020** at the very latest.

100% of the costs for the meals must be paid to the LOC by February 7, 2020.

7

CANCELLATION POLICY	Accommodation Rooms cancelled between January 7 and February 7, 2020 will be subject to a cancellation fee of 20% of the total accommodation payment. Rooms cancelled after February 7, 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.
FINAL BANQUET	The Organizing Committee will host a Farewell Banquet for all Delegation members (provided that their accommodation was booked through the Organizing Committee) at the conclusion of the event in the evening on March 15, 2020.
FIG TECHNICAL DELEGATE AND EC MEMBER	The FIG Technical Delegate and EC member (if applicable) will be designated by the FIG. The FIG Technical Delegates will serve as Presidents of the Superior Jury.
JUDGES AND	Each Judge's panel will be composed as follows:
PANELS	Series 2016-2018:
	 2 D judges (min. cat. 2), 5 E judges (min. cat. 3), plus 1 Supervisor (cat. 1 or 2)
	 Not more than one judge per Federation per panel will be permitted (except for Time and Line Judges (min. cat. 4)).
	Series 2018-2020:
	 2 D judges (min. cat. 2), 2 RE judges (min. cat. 2), 5 E judges (min. cat. 2), plus 1 Supervisor (cat. 1 or 2)
	 For 2018-2020, the Supervisors and the RE Judges will be nominated by the FIG.
	 Not more than one judge per Federation per panel will be permitted (except for T/L min. cat 3) The judges' panels are set up by a draw from the judges present at the event. The draw must be directed by the MAG and WAG Technical Delegates. The participating member federations must send minimum one qualified judge for MAG if they participate with male gymnasts and one qualified WAG judge if they participate with female gymnasts.
	The Organizing Member Federation will apply a fine of CHF 2'000 per missing judge (to be paid to the LOC) should a federation fail to bring the required number of judges. This fine must be paid to the LOC by February 7, 2020.
	The Organizing Member Federation is responsible that there are enough FIG brevetted judges present with the appropriate valid category of brevet for their function. Should there not be sufficient judges as per the on-line nominative registration, the Organizing Member Federation must propose to the FIG for approval the name of neutral additional judges to complete the panels (plus 2 reserves, 1 man and 1 woman). These judges, once approved, have to be invited at the cost of the Organizing Member Federation. Such invitation must be made through the respective Member Federation. Should the Organizing Member Federation fail to propose names for additional judges, the FIG Office in consultation with the TC Presidents concerned will invite these judges at the cost (in terms of international and local travel, accommodation and meals) of the Organizing Member Federation. For additional judge's requirements see the Specific Judges' Rules.

VIDEO CONTROL SYSTEM

SMART SCORING Company will provide a scoring and result service, including video control system, which allows the recording, storage and provision of compilation of the recorded images.

PRIZE MONEY

The organising member federation must pay the minimum Prize Money of CHF 32'500.- for FIG Individual Apparatus World Cup events as follows, per apparatus:

The Prize Money, free of any deductible taxes, will be distributed in **CHF** as follows:

Ranking	Amount CHF
1	1000
2	750
3	500
4	300
5	250
6	200
7	150
8	100

If after application of the tie breaking rules for Apparatus Finals at the Olympic Games outlined in the TR Section 2 there is still a tie, the prize money of the tied ranks will be added and divided by the number of ties.

ASSIGNMENT OF WORLD CUP POINTS FOR THE ALL-AROUND WORLD CUP RANKING LIST

In principle, the results and the updated FIG Individual Apparatus World Cup Ranking List will be published on the FIG web site within 24 hours after the end of the competitions provided that all the requirements before and after the competitions are duly respected by the Organizing Member Federation. Separate men's and women's World Cup Ranking Lists are established. These

lists begin with the first World Individual World Cup event of the series and end with the last Individual Apparatus World Cup event of the series as follows:

• 6 World Cup Ranking Lists for Men and 4 World Cup Ranking Lists for Women

Men Women Floor Vault

Pommel Horse Uneven Bars Rings Balance Beam

Vault Floor

Parallel Bars Horizontal Bar

The World Cup Points are assigned to the competitors by name:

World Challenge Cup competitions		
Rank	Points	
1	30	
2	25	
3	20	
4	18	
5	16	

		6	14	
		7	12	
		8	10	
		9	8	***
		10	7	•••
		11	6	
		12	5	
	The gymnasts	with the same final score	e will receive the same World	Cup Points.
WINNER OF THE FIG INDIVIDUAL APPARATUS WORLD CUP SERIES	The winner of the FIG Individual Apparatus World Cup Series is the gymnast with the highest number of points for each apparatus after the last event of the Series.			
COI SERIES	The top 3 restranking list.	ults out of 8 possible even	ents are taken into consider	ation for the
	Should there b	e a tie, it will be broken a	as follows:	
	The number of ranks of the three counting competitions achieved by the respective gymnast will be added and the gymnast with the lowest total will prevail.			
	If there is still a tie, the final score of the three counting exercises will be added and the gymnast with the highest total score will prevail.			
			score of the three counting e hest total execution score wi	
BANK ACCOUNT INFORMATION	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			
	Each participating member Federation is kindly requested to integrate the payment's purpose as follows: FIG Artistic Gymnastics Individual Apparatus World Cup AGF Trophy 2020.			
	connection wit	h the bank transfers.	onsible for covering all ba	ank fees in
MARKETING		g and publicity norms mu	•	
TELEVISION	For the Individual compulsory.	dual Apparatus World C	up competitions television of	overage is
	feed (internation	onal signal). Please refe IG Individual Apparatus	ust guarantee the productior r to Reg 12.3 of 2016-2018 World Cup Series in Artistic (,2018-2020
		ster – AzTV Idman (Sport asting Closed Joint-Stock	ts Channel of Azerbaijan Tel (Company)	evision and

	Contact person Murad Jafarov International Sports & Events Coordinator E-mail: sport.sat@aztv.az Mob.: +994772775406	
DEADLINES SUMMARY	Provisional Registration (online, FIG) Definitive Registration (online, FIG) Nominative Registration (online, FIG) Accommodation Form (online, LOC) Visa Request Form (online, LOC) Travel Schedule Form (online, LOC) Meal request (online, LOC) Photos' upload (online, LOC) Payment of the 100% of the entry fee Payment of the 100 % of the Accommodation Costs Payment of the fine for missing judge	November 7, 2019 January 7, 2020 February 7, 2020 January 7, 2020 February 7, 2020

Sincerely Yours,



Jones of

Baku, June 21, 2019

Nurlana Mammadzada Secretary General Azerbaijan Gymnastics Federation