FEDERATION INTERNATIONALE DE GYMNASTIQUE



2020 Individual Apparatus World Cup - 15029 Melbourne Arena, Melbourne Australia (AUS) 20th - 23rd February 2020 Event ID: 15029



DIRECTIVES

Dear FIG affiliated Member Federation,

Following the decision of the FIG Executive Committee, the Gymnastics Federation of **Australia** 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
	1003 Lausanne
	Switzerland
	Tel: +41 (0)21 321 55 10 / Direct +41 (0)21 321 55 33
	Fax: +41 (0)21 321 55 19
	e-mail: elebre@fig-gymnastics.org
	website: www.fig-gymnastics.com
HOST FEDERATION	Gymnastics Australia
	Renata Perini
	Sports House - Level 2, 375 Albert Rd, Albert Park VIC 3206
	P: 03 8698 9714
	F: 03 8698 9799
	rperini@gymnastics.org.au
	www.gymnastics.org.au
ORGANIZING	As per Host Federation
COMMITTEE	
LOCATION	Hisense Arena
	Melbourne, Victoria
	Australia
DATES	From 20 th – 23 rd February 2020
VENUE	Competition & Warm Up Hall
3 = 13 0 =	Melbourne Arena
	Melbourne & Olympic Parks,
	Olympic Blvd, Melbourne VIC 3001
	https://melbournearena.com.au/
	Training Hall
	National Tennis Centre
	Entrance D, Olympic Boulevard
	Richmond VIC 3001
APPARATUS SUPPLIER	A detailed list of Spieth equipment to be used for this FIG Individual Apparatus World
	Cup will be published on the FIG web site.

RULES AND REGULATIONS

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 Local Organizing Committee by the given deadline in these Directives may still have the possibility to participate, but the LOC will not guarantee the hotel booking, meals and local transportation.

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:

Delegation member	Men	Women	Joint
Head of Delegation	1	1	1
Team Manager (must be a minimum of 6 men or women)	1	1	2
Coach (max. 1 per gymnast) *			
Gymnasts (max. 2 per apparatus)			
Medical Doctor*	1	1	1
Paramedical Staff*	1	1	2
Judges	2	2	4

^{*} Access to warm-up, training and FoP will be restricted to the number of gymnasts in training or competition, transferrable access cards will be given to federations upon arrival

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	Friday 15 November 2019
registration	(4 months prior to the event)
	Midnight Swiss Time
Definitive	Monday 16 December 2019
registration	(2 months prior to the event)
	Midnight Swiss Time
Nominative	Friday 17 January 2020
registration	(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.

ENTRY FEES

The non-reimbursable cost for the Entry Fee is of \$100AUD per gymnast. This entry fee includes competition entry and the final banquet.

ACCREDITATION

Accreditations can be collected, by the Head of Delegation or Team Manager, upon your team's arrival at the hotel.

All federations are asked to please send to the Local organizing committee a photo of each delegation member by email; events@gymnastics.org.au no later than **Friday 17 January 2020**.

The specification of the photo should be as follows:

File format: JPG, JPEG

Dimensions: max. 560 x 250 pixels

Size: min 1MB

File name: NOC_Function_Firstname_Surname

If a photo has to be taken at the time of the event because none has been sent within the deadline or sent in the unofficial requested format, there will be a charge of \$70AUD for each photo taken.

Head of Delegation must carry the following items on them:

- Passports of all members of the delegation
- Insurances of all members of the delegation
- National anthem (on USB) and national flag (1800x900mm)
- Competitors' music WAG (USB)
- Proof for full payment of the costs due to the LOC
- Licence of the gymnast

As far as the number of accreditation per federation is concerned, the World Cup Regulation will be strictly applied.

At the Venue Accreditation Checkpoints will be placed to limit access to operational areas to ensure the athletes, technical officials, volunteers and staff can operate to the highest possible level. Hisense will provide two Security Guards who are located at the spectator entry to Hisense Arena.

FOP access will be limited to those that are appropriately accredited and also doing a job at a particular time. There will potentially be a large number of persons that have the accreditation level to be on the FOP, however at any one time this will be limited to the bare minimum. The table below outlines the personnel that are currently planned to have FOP access.

Person	Time	Reason for Access
Athlete	Event Duration	Competition
Competition management	Event Duration	Competition
(FOP staff)		
Judges/TO's	Event Duration	Competition
Photographers/Media	Limited during event	Media Purposes
	duration	
Doctor	Event Duration	Medical

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.

Please be aware that additional lighting may be used to assist with the Sports Presentation of the overall event. Lighting will be similar to the 2017 Artistic World Championships in Montreal with all the apparatus being highlighted and the audience lighting being lowered.

DRAWING OF LOTS/REPLACEMENT POLICY

The gymnasts' drawing of lots for all FIG Individual Apparatus World Cup events will take place at the FIG Office in Lausanne (SUI) within two weeks after the closing date of the nominative registration.

At the time of the nominative registration, the apparatus on which the gymnast will compete must be mentioned. In cases of change of gymnasts, the replacement may only compete on the apparatus of the replaced gymnast.

PROVISIONAL SCHEDULE

Pre Event Training – Avaliable from Satuday 15 February 2020

To register your Federation for training proir to the competiton, please click the link below;

https://form.jotform.co/92377978569887

Draft Schedule

Draft Schedule	
Saturday 15 February	Teams Begin to Arrive
	Training Hall Training Offered * Federations MUST pre book this training
Sunday 16 February	Training Hall Training Offered * Federations MUST pre book this training
Monday 17 February	Training Hall Training Offered * Federations MUST pre book this training
Tuesday 18 February	Training Hall Training Offered * Federations MUST pre book this training
	Orientation Meeting – Evening
Wednesday 19 February	Podium Training
	Judges Meeting
Thursday 20 February	Qualifications
	MAG FX, PH, SR
	WAG: VT, UB
Friday 21 February	Qualifications
	MAG VT, PB, HB
	WAG BB, FX
Saturday 22 February	Apparatus Finals – 18'00
	MAG FX, PH, SR
	WAG: VT, UB
Sunday 23 February	Apparatus Finals – 15'00
	MAG VT, PB, HB
	WAG BB, FX
	Final Banquet – Location TBC
Monday 24 February	Departure of Delegations
	•

EVENT MANAGER

Gymnastics Australia

Renata Perini

Sports House - Level 2, 375 Albert Rd, Albert Park VIC 3206

P: 03 8698 9714 F: 03 8698 9799

rperini@gymnastics.org.au www.gymnastics.org.au

MEDIA	Shannon Knaus Marketing & Communications Manager Sports House - Level 2, 375 Albert Rd, Albert Park VIC 3206 P: 03 8698 9701 F: 03 8698 9799 sknaus@gymnastics.org.au Media will be requested to apply for accreditation online in advance of the event, and will be managed in accordance with the FIG Media Guidelines.
SOCIAL MEDIA	A wide variety of marketing/ PR/ Communications initiatives will be planned including distribution of Club Marketing Kits, Event Reminder Emails, Social Media (Facebook, Twitter and Instagram), GA News Articles, Event advertisements on websites, Banners with Tourism Vic, postcards, School Ticket offers. Gymnastics Australia is active on all forms of Social Media. The Gymnastics Australia Facebook page currently has over 29,000 followers, the GA Instagram currently over 30,000 and twitter in excess of 13,000. The YouTube Channel enjoys over 10,000 views per month. At the 2016 Australian Gymnastics Championships the organising committee also launched SnapChat which proved very successful.
MEDICAL SERVICES	During all days — trainings and competition an official medical person will be in attendance as per the Medical Organisation of the Official FIG Competitions. Federations are strongly encouraged to bring their own medial staff for maintenance of their athletes. Medical rooms will be provided at the competition venue.
OFFICIAL HOSPITAL	The Alfred Hospital 55 Commercial Rd, Melbourne VIC 3004 alfredhealth.org.au (03) 9076 2000
DOPING CONTROLS	The Organizing Member Federation will provide at its own charge a minimum of 6 doping controls, 3 for Women and 3 for Men.
VISA	Visa Requirements Under Australia's universal visa system, all visitors to Australia must have a valid visa to travel to and enter Australia (other than New Zealand passport holders who will normally be granted a Special Category visa on arrival, provided they meet health and character requirements; and permanent residents of Norfolk Island who may be granted a Permanent Resident of Norfolk Island visa on arrival). For more information, see the fact sheet: www.border.gov.au/about/corporate/information/fact-sheets/17nz Find your Visa: https://www.homeaffairs.gov.au/Trav/Visa-1 If you require a written letter for your Visa application please contact the LOC at wtsgoldcoast@ironman.com if you require a letter to assist with your visa application. Information to be provided to the LOC:

Full Name

Date of Birth (Day, Month, Year. Eg. 1 September 1991)

Role (ie: Athlete; Coach; Medical; Media etc)

International Federation

Country of residence

Passport number, issue date (Day, Month, Year. Eg. 1 September 1991) and expiry date (Day, Month, Year. Eg. 1 September 1991).

Arrival and Departure details (date and flight numbers where possible Flight numbers)

Please note visa applications can take up to 8 weeks once filed with Australian Immigration. Gymnastics Australia does not have the authority to speed up this process. All visa letter requests must be made by **Friday 13 December 2019**. We will endeavour to provide your letter within 48hours of receiving the email.

Please email Rperini@gymnastics.org.au to arrange your visa letter

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.

LOCAL TRANSPORTATION

Airport Arrivals and Transfers

The LOC is able to provide airport transfers for federations staying at one of the official accommodation locations. All transfer cost are covered by the LOC.

Airport transfers **MUST be pre booked** – Please compete the airport transfers booking form below by Friday 24 January 2020

https://form.jotform.co/92377396980878

Federations who choose to stay at one of the official hotels will also receive complementary transport to and from the venue **if the accommodation is not within walking distance.**

ACCOMMODATION

Melbourne has a wide range of 5 star, boutique right through to budget accommodation. Gymnastics Australia utilise a travel company who is able to book all accommodation for registrants. Transport will be provided from all below accommodation to the competition venue should it be required.

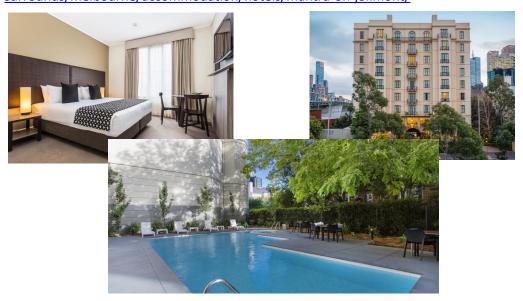
All prices are per night and per person, including breakfast and taxes

Hotel Name	Single Room	Twin Room	Quad Room
Team Accommodation	\$250 AUD	\$160 AUD	Not Available
The Mantra Jolimont			
Team Accommodation	\$300 AUD	\$175 AUD	\$140 AUD
Mantra Southbank			

All hotels are non-smoking

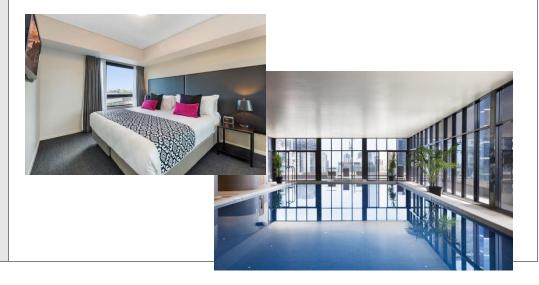
MANTRA JOLIMONT (★★★★)

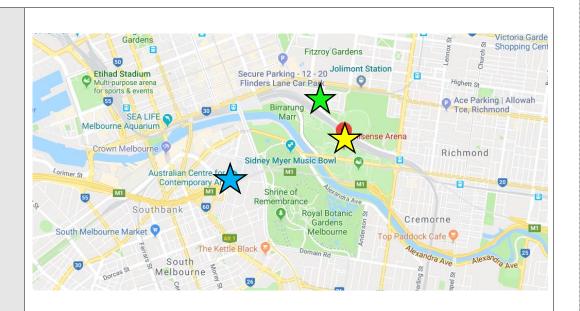
Walking distance from the competition venue https://www.mantra.com.au/victoria/melbourne-and-surrounds/melbourne/accommodation/hotels/mantra-on-jolimont/



MANTRA SOUTHBANK (★★★★★)

https://www.mantra.com.au/victoria/melbourne-and-surrounds/melbourne/accommodation/hotels/mantra-southbank/gallery/







Competition Venue & Warm Up Venue



Accommodation - Mantra Jolimont



Accommodation - Mantra Southbank

The prices charged for the hotel rooms will not exceed the usual hotel rates and include all transport costs; note that some weekends attract a higher rate. While the Accommodation Form must be returned to the LOC by Monday 16 December 2019 at the very latest, the Hotel rooms will be allocated on a "first come, first served" basis.

MEALS

BREAKFAST

Breakfast is included at all official hotels – Federations who do not stay at the official accommodation will need to arrange their own breakfast.

LUNCH & DINNER

Lunches and dinners can be organised for federations at the following costs;

Lunch, per person, per day \$25AUD

Dinner, per person, per day 35AUD

Meal forms for lunches and dinner must be submitted by Friday 24 January 2020–You can find the meal form below;

https://form.jotform.co/92377856620870

FINAL BANQUET

A Final Banquet will be held following competition on Sunday 23 February. All team members with an accreditation are welcome to attend this function. The venue for the function is still TBC and will be communication with all participating federations.

	For catering purposes, please RSVP to the link below by Friday 24 January 2020; https://form.jotform.co/92377846419875
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 PANELS	Each Judge's panel will be composed as follows: 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) 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 Time and Line Judges min. cat. 4) 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 24 January 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. 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	Should IRCOS not be available, the Organizing Member Federation will provide another video control system which allows to treat inquiries and records all exercises of the competition in a quality which allows to judge the exercises.
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 Australian Dollars (AUD) at the exchange rate as at the time of the event:

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 will receive the same World Cup Points
WINNER OF THE FIG INDIVIDUAL APPARATUS	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.
WORLD CUP SERIES	The top 3 results out of 8 possible events are taken into consideration for the ranking list.
	Should there be a tie, it will be broken 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.
	If there is still a tie, the total execution score of the three counting exercises will be added and the gymnast with the highest total execution score will prevail.
BANK ACCOUNT INFORMATION	Each participating member Federation is kindly requested to integrate the payment's purpose as follows: Bank name Westpac Banking Corporation Bank address 150 Collins Street, Melbourne, Vic 3000 Australia BSB 033-157 Account Number 662 943 Account Name Gymnastics Australia Limited Swift Code WPACAU2S (For those banks requiring an 11-character SWIFT code, use WPACAU2SXXX)
	The participating federation is responsible for covering all bank fees in connection with the bank transfers.
MARKETING	FIG advertising and publicity norms must be respected
TELEVISION	For the Individual Apparatus World Cup competitions television coverage is compulsory.
	The Organizing Member Federation must guarantee the production of a basic feed (international signal). Please refer to Reg 12.3 of 2016 Rules for the FIG Individual Apparatus World Cup Series in Artistic Gymnastics for additional information.
	Gymnastics Australia will guarantee the international feed which will planned to deliver to international standards for major events in Australia.
	Production costs will be covered through Gymnastics Australia's Event Production Company. Gymnastics Australia is currently in discussions with local providers to provide the international signal (basic feed), as outlined in the information provided to meet international standards as per major events in Australia.

DEADLINES SUMMARY

For FIG

Provisional Registration (on line)	15 November 2019
Definitive Registration (on line)	16 December 2019
Nominative Registration (on line)	17 January 2020

For LOC

Visa Request Form	13 December 2019
Accommodation Form	16 December 2019
Accreditation Photos	
Airport Transfer Form	24 January 2020
Closing Function RSVP	
Meals Form	

PAYMENTS	
Payment of the Entry Fee	
Payment of the Accommodation Costs	31 January 2020 – Gymnastics Australia will send each federation an invoice for payment
Payment of the local transportation	
Payment of the Meals	
Payment of the Final Banquet	
Payment of the fine for missing judge	mission payment

An Invoice will be sent to federations for payment - please wait for invoice before making payment

ADDITIONAL INFORMATION

The Gymnastics Australia Events team have proven capability in running Events to a high standard with minimum issues and a number of staff with experience in international event delivery including Olympic and Commonwealth Games events. The team continually strive to take events to the next level through:

- 1. Driving effectiveness through improved event design and marketing;
- 2. Working with Technical committees to achieve a truly marketable and memorable event for stakeholders: spectators, sponsors, participants and officials;
- 3. Positioning the event and sessions within the event, to deliver specific outcomes and allocate resources to best effect to achieve targets and outcomes;
- 4. Leverage best practice ours and others to streamline activities to deliver a world-class event.

To this end the team will prepare an operating plan in order to ensure that all Event stakeholders have a fantastic event experience.

FÉDÉRATION INTERNATIONALE DE GYMNASTIQUE



The Federation of:Australia_		
Sincerely Yours,		
	A.C.N. F 125 115 424 COMMON SEAL	Patty Clith
Melbourne, Australia, 27/8/19	A Company of the Comp	
Place and date:	Stamp	Signature of the President or Secretary General of the FIG affiliated NF