

## DIRECTIVES

Dear Friends,

Gymnastics Federation of Azerbaijan has the pleasure to invite you to participate in the Open Azerbaijan Championships and Open Baku Championships among age categories in Trampoline Gymnastics to be held in Baku (Azerbaijan) on February 15 & 16, 2024.

<b>LOCAL ORGANIZING COMMITTEE</b>	Azerbaijan Gymnastics Federation Contact Person: Shafiga Yolchuyeva MGA - Milli Gimnastika Arenası (National Gymnastics Arena) 178 Heydar Aliyev Avenue AZ1029, Baku, Azerbaijan Tel.: +994 12 493 30 11 E-mail: administration@agf.az Website: www.agf.az
<b>DISCIPLINE</b>	Trampoline Gymnastics
<b>LOCATION</b>	Baku, Azerbaijan
<b>DATE</b>	February 15 & 16, 2024
<b>VENUE</b>	Baku Olympic Sports Complex Olympic str. 7, Baku, Azerbaijan AZ1072 +99412 465 2274 
<b>INVITED CLUBS / COUNTRIES</b>	Azerbaijan Gymnastics Federation is pleased to invite the representatives of the clubs wishing to join to the tournament.
<b>APPARATUS SUPPLIER</b>	Apparatus manufacturer: Eurotramp Trampoline FIG ID: 610 HDTMD FIG ID: 269 Safety Mats FIG ID: 548

<b>PROVISIONAL SCHEDULE</b>	<p>February 13: Arrival of delegations, trainings  February 14: Training and Podium training  Orientation meeting  Judges' Instruction-Scoring System Instruction for Judges  February 15: Competition day 1  February 16: Competition day 2 &amp; Sightseeing tour  February 17: Departure of delegations  Detailed schedule of the competitions will be provided upon arrival.</p>												
<b>COMPETITION FORMAT</b>	<p>2017 born  Individual exercises</p> <p>2014-2016 born  Individual and synchronized exercises</p> <p>2012-2013 born  Individual and synchronized exercises – as per FIG Program</p> <p>2008-2011 born  Individual and synchronized exercises – as per FIG Program</p> <p>2007 born and older  Individual and synchronized exercises – as per FIG Program</p> <p><b>The winners will be defined as per results of the Qualifications.</b></p> <p><b>Only 1 athlete/unit per club and 2 athletes/units from host country will be awarded in each age category.</b></p>												
<b>SIZE OF DELEGATION</b>	<p>The maximum size of invited delegation is as follows:  Priority will be given to FIG Brevetted judges.</p> <table border="1" data-bbox="453 1252 1289 1397"> <thead> <tr> <th></th> <th>Individual</th> <th>Group</th> </tr> </thead> <tbody> <tr> <td>Coach</td> <td>No limit</td> <td>No limit</td> </tr> <tr> <td>Gymnasts</td> <td>No limit</td> <td>No limit</td> </tr> <tr> <td>Judges</td> <td colspan="2">Max. 2 (per country)</td> </tr> </tbody> </table>		Individual	Group	Coach	No limit	No limit	Gymnasts	No limit	No limit	Judges	Max. 2 (per country)	
	Individual	Group											
Coach	No limit	No limit											
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<b>AGE LIMITS</b>	<p>2017 born and older  2014-2016 born  2012-2013 born  2008-2011 born  2007 born and older</p>												
<b>JUDGES AND JUDGES' PANELS</b>	<p>Judges having at least National judging category in the current 2022-2024 Olympic Cycle can judge at the competition.</p>												
<b>REGISTRATION DEADLINES</b>	<table border="1" data-bbox="628 1697 1305 1771"> <tbody> <tr> <td>Definitive registration</td> <td>January 18, 2024</td> </tr> <tr> <td>Nominative registration</td> <td>January 29, 2024</td> </tr> </tbody> </table> <p>Definitive and Nominative entry forms shall be sent to the LOC's following e-mail address: <a href="mailto:performance@aqf.az">performance@aqf.az</a></p>	Definitive registration	January 18, 2024	Nominative registration	January 29, 2024								
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<b>DRAWING OF LOTS</b>	<p>The gymnasts' drawing of lots will take place after the closing date of the nominative registration and the participating countries will be informed of the starting order accordingly.</p>												

<p><b>ACCOMMODATION</b></p>	<p><b>Courtyard Baku by Marriott 4*</b>  Address: 300-303 quarter, intersection of M. Fuzuli and A. Topchubashov streets, Nasimi district, Baku, AZ1009  Tel.: +994 12 310 40 40  Website: <a href="https://www.marriott.com/hotels/travel/gydcy-courtyard-baku/">https://www.marriott.com/hotels/travel/gydcy-courtyard-baku/</a></p> <p>The costs <b>per person/night</b> at Courtyard Baku by Marriott Hotel are as follows:  <b>EUR 125</b> - (single room, including breakfast)  <b>EUR 85</b> - (twin room, including breakfast)</p> <p><u>Distances</u>  Airport – 26,6 km (32 min. drive)  Training/competition venue – 10,5 km (17 min. drive)</p> <p><b>Sport Plaza Hotel &amp; Apartments 3* (low cost)</b>  115 Heydar Aliyev Avenue, Building 187 C, Baku AZ1029  Tel: +99412 565 05 55  Website: <a href="http://www.sportplaza.org">www.sportplaza.org</a></p> <p>This sport hotel located within the area of the Athletes` Village used during the Baku 2015 First European Games, offers rooms like at the standard Olympic Village with single and twin occupancy with separate and shared bathroom. It is just opposite the MGA.</p> <p>The costs <b>per room</b> at Sport Plaza hotel are as follows:  <b>60 EUR</b> – (single room, including breakfast)  <b>70 EUR</b> – (twin room with shared bathroom, including breakfast)  <b>85 EUR</b> – (twin room with separate bathroom, including breakfast)</p> <p><u>Distances</u>  Airport – 17,5 km (18 min. drive)  Training/competition venue – 4,7 km (6 min. drive)</p> <p>The prices charged for the hotel rooms cannot exceed the usual hotel rates.  The accommodation request should be made by email (<a href="mailto:administration@agf.az">administration@agf.az</a>) at the time of the definitive entry (<b>January 18, 2024</b>). The hotel rooms will be allocated on a “first come, first served” basis.</p> <p><b>*Note: the above-mentioned hotel prices are valid before the accommodation deadline which is January 18, 2024. The hotel prices will increase automatically by €5 per person per night at all the official hotels after the accommodation deadline.</b></p> <p>100% of the total accommodation payment shall be transferred to the LOC bank account (see bank account section) by <b>January 29, 2024</b>. 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><b>MEALS</b></p>

	<p>The meals request should be made by email (<a href="mailto:administration@agf.az">administration@agf.az</a>) at the time of the nominative entry (<b>January 29, 2024</b>).</p> <p>100% of the costs for the meals must be paid to the LOC by <b>January 29, 2024</b>.</p>
<b>CANCELLATION POLICY</b>	<p><b>Accommodation</b> Rooms cancelled after <b>January 18, 2024</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> Meals cancelled after <b>January 29, 2024</b> will be subject to a cancellation fee of 100% of the total meal cost.</p>
<b>INTERNATIONAL TRANSPORTATION</b>	<p>The invited participating federations must pay for the 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, provided that their accommodation was booked through the Organizing Committee.</p> <p>The travel details should be sent by email (<a href="mailto:administration@agf.az">administration@agf.az</a>) at the time of the nominative entry (<b>January 29, 2024</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.</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.</p> <p>The LOC will be happy to assist each Delegation member with an official letter of invitation, provided that the request is made to the LOC via email (<a href="mailto:administration@agf.az">administration@agf.az</a>) by <b>January 29, 2024</b>.</p> <p>More information on visa can be obtained from the LOC’s following e-mail: <a href="mailto:administration@agf.az">administration@agf.az</a></p>
<b>MEDICAL SERVICES</b>	<p>The Organizing Committee will provide first aid medical services. Physiotherapists will be present during the competitions.</p>
<b>COVID 19</b>	<p>The LOC should follow local guidelines in management of COVID 19. The LOC must facilitate COVID-19 testing for delegations when it is required to have a negative test for return to their country.</p> <p>Although the situation with COVID-19 is under control, there is still quarantine in the country. Closer to the event, the necessary information regarding the COVID-19 preventive measures will be communicated to the delegations if necessary.</p>
<b>INSURANCE</b>	<p>The LOC will not be held responsible for any liabilities in case of accidents, illness (including COVID-19), repatriation and the like.</p> <p>The participating clubs 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 EUR per person/day.</p>
<b>FINANCIAL OBLIGATIONS</b>	<p>Participating clubs 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>Participating clubs 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 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/club are kindly requested to integrate the payment's purpose as follows: <b>Open Azerbaijan Championships and Open Baku Championships among age categories in Trampoline Gymnastics</b></p> <p>The participating federation is responsible for covering all bank fees in connection with the bank transfers.</p>																
<b>EVENT MANAGER</b>	<p>Natalya Bulanova Tel: +994 12 493 3011 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. Press Officer: Aysel Sultanova Tel: +99455 709 95 57 E-mail: <a href="mailto:press@agf.az">press@agf.az</a></p>																
<b>OFFICIAL HOSPITAL</b>	<p>Central Clinic Hospital 76 Parliament Avenue, Baku, Azerbaijan Tel: +99412 492 10 92</p>																
<b>SCORING, RESULT SERVICE AND VIDEO CONTROL</b>	<p>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.</p>																
<b>SOCIAL MEDIA</b>	<p><a href="https://www.facebook.com/ocaggymsportclub">https://www.facebook.com/ocaggymsportclub</a> <a href="https://www.instagram.com/ocaggymsportclub/">https://www.instagram.com/ocaggymsportclub/</a> <a href="https://www.tiktok.com/@ocaggymsportclub">https://www.tiktok.com/@ocaggymsportclub</a></p>																
<b>MEDICAL SERVICES</b>	<p>The Local Organizing Committee will provide first aid medical services.</p>																
<b>SAFEGUARDING</b>	<p>From the official event day of arrival until the official day of departure, participants (gymnasts, coaches, judges and any other delegation members) have the possibility to contact by phone or e-mail the LOC Safeguarding Officer in case of harassment and abuse of any type or if they are worried and do not feel comfortable.</p> <p>The information regarding the LOC Safeguarding Officer will be communicated upon arrival of the delegations on site.</p> <p><b>In addition, posters of the "10 Golden Rules of Gymnastics", the FIG campaign to raise awareness about youth protection in Gymnastics, will have to be displayed in several locations, including training and warm-up halls and public zones.</b></p>																
<b>RULES AND REGULATIONS</b>	<p>AGF Statutes AGF License Rules AGF Discipline Rules AGF Ethics Rules AGF Technical Regulations AGF Media Rules AGF Safeguarding Rules</p>																
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Sincerely Yours,

Baku, 08.01.2024

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Nurlana Mammadzada  
AGF Secretary General