

DIRECTIVES OLYMPIC GYM TRIAL JULY 5TH, 2020

The Royal Belgian Gymnastics Federation has the pleasure to invite your Federation to participate in the **Olympic Gym Trial**, an **international tournament on a podium for senior Women's Artistic Gymnastics teams and individuals that have already qualified for the 2020 Olympic Games**.

DISCIPLINE	Women's Artistic Gymnastics
HOST FEDERATION	Royal Belgian Gymnastics Federation - Address: Roodebeeklaan 44 – 1040 Brussels - Phone number: + 32 (0)9 243 12 00 - E-mail: info@frbg-kbt.be
ORGANIZING COMMITTEE	Gymnastiekfederatie Vlaanderen vzw (=Flemish League of the Royal Belgian Gymnastics Federation)  - Address: Zuiderlaan 13 - 9000 Ghent - Contact person: Leen Foré - Phone number: +32 (0)9 243 12 00 - Fax number: +32 (0)9 243 12 29 - E-mail: info@gymfed.be - Website: www.gymfed.be
LOCATION	Ghent - Belgium
DATES	Sunday July 5 th , 2020
VENUE	Topsportal Vlaanderen - Address: Zuiderlaan 14 - 9000 Ghent - Phone number: +32 (0)9 244 72 22 - Website: www.topsportal.be The Competition Hall, the Training and the Warm-up Hall are all located in the same venue.
WEBSITE OC	http://www.gymfed.be
APPARATUS SUPPLIER	Spieth (TBC: Senoh for uneven bars) The competition will take place on a podium
RULES AND REGULATIONS	The event will be organized under the following FIG-rules, as valid in the year of the event, except for any deviation mentioned in these directives: • Senior = Sen FIG-code • Technical Regulations • Code of Points and relevant Newsletters

	• General Judges' Rules • Specific Judges' Rules																					
FEDERATIONS INVITED	The top 12 Federations from the Team Ranking of the World Championship 2019 in Stuttgart will be invited for this competition. The top 3 Federations from the Team Ranking of the WAG Team Final at the World Championships 2019 in Stuttgart will be offered free accommodation (only for max. 6 gymnasts). Individual gymnasts from other Federations can participate if they have already qualified for individual participation in the 2020 Olympic Games. The maximum size of a delegation is as follows: <table><tr><td></td><td>TEAM</td><td>INDIVIDUAL</td></tr><tr><td>Head of Delegation/ Team Manager</td><td>1</td><td>1</td></tr><tr><td>Coach(es)</td><td>2</td><td>1</td></tr><tr><td>Gymnast(s)</td><td>6</td><td>1</td></tr><tr><td>Judge(s)</td><td>2</td><td>1</td></tr><tr><td>Doctor/Physiotherapist</td><td>1</td><td>1</td></tr><tr><td>Total</td><td>12</td><td>5</td></tr></table> The Federations who participate with a team are allowed to bring maximum 3 extra delegation members, however, this depends on the available capacity of the hotel rooms. For the accreditation of these persons an additional cost of 50€ per person will be charged.		TEAM	INDIVIDUAL	Head of Delegation/ Team Manager	1	1	Coach(es)	2	1	Gymnast(s)	6	1	Judge(s)	2	1	Doctor/Physiotherapist	1	1	Total	12	5
	TEAM	INDIVIDUAL																				
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Total	12	5																				
AGE LIMITS	• Senior: born in 2004 or earlier. All gymnasts must have a valid FIG license until the end of the event.																					
JUDGES AND JURIES	Each Federation must send minimum one FIG-qualified judge. When you participate with: - a team: 2 judges are required - an individual gymnast: 1 judge is required. Failure to provide judges as mentioned above will result in an OC charge of €500 to the Federation concerned (non-refundable). This fine must be paid to the OC by April 30th, 2020. The number of Apparatus Juries (judges' panels) will be decided by the OC depending on the number of participating competitors and judges.																					
REGISTRATION DEADLINES	Definitive and Nominative Registrations must be made exclusively online. <table><tr><td>Definitive Registration: 18-12-2019</td></tr><tr><td>Nominative registration: 30-05-2020</td></tr></table>	Definitive Registration: 18-12-2019	Nominative registration: 30-05-2020																			
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ENTRY FEE	The entry fee for delegations that book their accommodation through the OC is: - € 250 for 1 team - € 50 per individual gymnast (1 coach is included) The cost for the accreditations of extra delegation members (max. 2, only for teams) is 50€ per person. This must be paid by the OC by December 18th, 2019. Delegations that don't book their accommodation through the OC will have to pay an entry fee of € 100 per delegation member .
ACCREDITATION	Each delegation will be taken to the accreditation desk upon arrival. The following items will be checked there: - Total payment of participation - Insurance - every delegation member needs a valid insurance - Music for floor exercise on USB-stick - National anthem and national flag - Transport - Departure Your accreditation badge will be available there. Please wear your accreditation at all times.
COMPETITION FORMAT	<u>Format:</u> • 6-4-3: 6 gymnasts in the team, 4 of these perform, 3 scores count on each apparatus. (The 2 other gymnasts can also compete at each apparatus after the 4 that compete for the team result) • Individual gymnasts will compete in a mixed group Team result and award ceremony Individual allround result and award ceremony
PROVISIONAL SCHEDULE	Friday July 3rd, 2020 Arrival of delegations Free training Saturday July 4th, 2020 Podium training Free training Orientation meeting Sunday July 5th, 2020 Competition Judges meeting Monday July 6th, 2020 Departure of delegations

EVENT MANAGER	Event Manager: Leen Foré Contact: +32 (0)9 243 12 00 – info@gymfed.be
MEDICAL SERVICES	A medical staff and a doctor will be present during competitions. According to the WADA (World Anti-Doping Agency) regulations, doping control is possible.
VISA	Please verify immediately with your travel agent or the Belgian Embassy or Consulate in your country if a visa is required for your travel to Belgium. The Organizing Committee will be happy to assist each Delegation member with an official invitation letter, provided that the request is made before April 30th, 2020 to the OC, so they can send you the Visa Request Form. The request must include the function, full name, gender, date of birth, citizenship and passport number, passport expiry date, the arrival and departure dates of the Delegation Member as well as the city the visa application support letter must be sent to. Federations are responsible for all costs related to this Visa Request.
INSURANCE	The Host Federation and the Organizing Committee cannot be held responsible for any liabilities in case of accidents, illness, repatriation and the like. 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 OC 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 OC in advance and have to pay all costs that are related to this. The OC will subsequently offer insurance at the Federations own charge as follows: € 5 per person/day with a minimum of € 50 per contract.
INTERNATIONAL TRANSPORTATION	All the participating Federations must pay for the travel costs of their delegation members. The Travel Schedule Form must be completed online by April 30th, 2020.
LOCAL TRANSPORTATION	Delegations that book their accommodation through the OC will be offered transport from Brussels airport (Zaventem) or the railway station (Ghent St. Pieters) to the hotel and back on the official arrival and departure days. Note: if the delegation arrives in Brussels South Charleroi Airport, an extra fee of € 30 per person will be charged (one-way).
ACCOMMODATION	Accommodation will be provided in the Sporthotel, a low budget hotel situated next to the competition- and training hall. The accommodation package includes: - Room (single or twin) + city tax - Full board

	- Transport from the Brussels airport (Zaventem) or railway station (Ghent St. Pieters) to the hotel and back (on the official arrival and departure days) Sporthotel - <u>LOW BUDGET HOTEL</u> The cost per person/night: € 100 - single room € 85 - twin room    The prices charged for the hotel rooms will not exceed the usual hotel rates. While the Accommodation Form must be completed online by December 18th, 2019 at the very latest, the hotel rooms will be allocated on a "first come, first serve" basis. The organisation will pay for the accommodation expenses of the top 3 Federations from the Team Ranking of the WAG Team Final at the World Championships 2019 in Stuttgart (only max. 6 gymnasts for 3 nights in a twin room). Other participating Federations must pay for the accommodation expenses of their delegation members.
MEALS	Each Federation, except the top 3 Federations from the Team Ranking of the WAG Team Final at the World Championships 2019 in Stuttgart (only max. 6 gymnasts), must pay for the meal expenses of their delegation members. Delegations that book the accommodation through the OC have breakfast, lunch and dinner in their package. All meals will be served in the event hotel. Extra lunch and diner tickets: € 25 per meal

CANCELLATION POLICY	The LOC strongly recommend that each Federation takes a cancellation insurance. The cancellation policy is as follows: <u>Accommodation (incl. meals):</u> • Cancellations are accepted until January 30th, 2020 without any penalties. • Cancellations from January 31st, 2020 until April 30th, 2020 at the very latest will be subject to a cancellation fee of 50% of the total amount of the cancellation, to be paid by the Federation concerned. • Cancellations from May 1st, 2020 until the arrival of the delegations on site or "no show" will be subject to a cancellation fee of 100%, to be paid by the Federation concerned.
BANK ACCOUNT INFORMATION	Gymnastiekfederatie Vlaanderen vzw Zuiderlaan 13 9000 Ghent Belgium Account n°: 442-8021711-35 Bank KBC Potuit - 9040 Ghent (Belgium) IBAN: BE57 4428 0217 1135 Swift code: KREDBEBB Each participating Federation is kindly requested to integrate the payment's purpose as follows: Olympic Summer Trial - Your Country or Federation - Subject The participating Federation is responsible for covering all bank fees in connection with the bank transfers.
MEDIA	Local Press Officer: Delphine Gosseye Contact: +32 (0)9 243 12 00 – info@gymfed.be
SOCIAL MEDIA	Follow the event on: Facebook www.facebook.com/Gymnastiekfederatie Twitter www.twitter.com/gymfed Instagram www.instagram.com/wearegym

DEADLINES SUMMARY	Definitive Registration (online)	18.12.2019
	Payment Entry Fee	
	Accommodation Form (online)	
	Payment of the Accommodation costs - 50%	30.01.2020
	Payment of the Accommodation costs - 100%	30.04.2020
	Payment of the fine for missing judge	
	Visa Request Form	
	Travel Form (online)	
	Meals Form (online)	
	Payment of the meals	
	Nominative Registration (online)	30.05.2020
	Music (send by e-mail – info later)	
GO DIRECTLY TO THE REGISTRATION! (click the links!)	<u>Definitive Registration</u>	
	<u>Accommodation Form</u>	
	<u>Nominative Registration</u>	
	<u>Travel Form</u>	
	<u>Meals Form</u> → only for delegations who don't book accommodation through the OC	

Sincerely Yours,



Sonja Deneyer
Secretary-General Royal Belgian Gymnastics Federation

