



10<sup>TH</sup> CANTANHEDE INTERNATIONAL OPEN COMPETITION  
AEROBIC GYMNASTICS – AGE GROUPS & SENIORS  
PORTUGAL  
25<sup>TH</sup> TO 29<sup>TH</sup> MARCH, 2020



**DIRECTIVES**

**Event ID: 16257**

Dear FIG affiliated Member Federation,

The Gymnastics Federation of Portugal has the pleasure to invite your Federation to participate in the aforementioned official FIG International Event.

<b>DISCIPLINE</b>	<b>Aerobic Gymnastics</b>
<b>HOST FEDERATION</b>	<b>Gymnastics Federation of Portugal</b> Contact Person: Paula Araújo Adress: Estrada da Luz, n.º 30-A, 1600-159 Lisboa / Portugal Tel: (+351) 21 814 11 45 / Fax: (+351) 21 814 29 50 E-mail: <a href="mailto:gympor@gympor.com">gympor@gympor.com</a> / Website: <a href="http://www.fgp-qinastica.pt">http://www.fgp-qinastica.pt</a>
<b>LOCAL ORGANIZING COMMITTEE</b>	<b>Academia CantanhedeGym</b> Contact Person: João Dias Adress: Rua da Concórdia, Lote 12, 3060 – 149 Cantanhede / Portugal Mobile: +351 925123182 E-mail: <a href="mailto:academia.cantanhedegym@gmail.com">academia.cantanhedegym@gmail.com</a> / Website: <a href="http://www.cantanhedegym.com">www.cantanhedegym.com</a>
<b>LOCATION</b>	City of <b>Cantanhede</b> – Coimbra – Portugal
<b>DATE</b>	From <b>25<sup>th</sup> to 29<sup>th</sup> March, 2020</b>
<b>VENUE</b>	<b>Pavilhão Marialvas</b> Rua Luís de Camões, Nº 19, 3060 – 183 Cantanhede Portugal Tel: +351 231 422 101
<b>APPARATUS SUPPLIER</b>	Competition Hall: GYMNOVA - GYMNOVA - Ref. 6632 “Cancun” Training Hall: GYMNOVA - Ref. 6632 “Cancun”
<b>RULES AND REGULATIONS</b>	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: <ul style="list-style-type: none"><li>• Statutes</li><li>• Technical Regulations</li><li>• Code of Points and relevant Newsletters</li><li>• General Judges’ Rules</li><li>• Specific Judges’ Rules</li><li>• Anti-Doping Rules</li><li>• Licence rules (except for non competitive events)</li><li>• Media Rules</li><li>• Medical Organization of the Official FIG Competitions and Events</li><li>• Apparatus Norms</li><li>• FIG Rules for Sanctioning (approval) of International Events</li><li>• Advertising and Publicity Rules</li><li>• Accreditation Rules</li></ul> <i>and subsequent decisions of the FIG Executive Committee</i>
<b>FEDERATIONS INVITED</b>	The Organizing Member Federation must invite all FIG Member Federations who have paid their annual membership fee for Aerobic Gymnastics.
<b>AGE LIMITS</b>	AG1: 12-14 Years / AG2-Juniors 15-17 years / Seniors 18 + years <b>All gymnasts must have a licence valid until the end of the event</b>
<b>JUDGES AND JURIES</b>	The number of Juries (judges’ panels) may be decided by the Organizing Member Federation depending on the number of participating competitors and judges. <b>All judges must have a current valid FIG brevet.</b> The Juries are set up by a draw and directed by the Technical Delegate from

	<p>the judges present at the event. Priority will be given to the judges of the highest category. If, on the day of the competition, there are no sufficient numbers of judges in the requested categories, the Technical Delegate may take whatever action needed to secure the running of the event. Each participating federation must provide minimum one judge Cat. 1, 2, 3 or 4 with current valid brevet. Failure to do so, will result in a fine of CHF 2'000.- to be paid to the LOC until the Definitive Registration date (22-01-2020).</p>						
<b>REGISTRATION DEADLINES</b>	<table border="1"> <tr> <td>Provisional registration</td> <td>27, November, 2019</td> </tr> <tr> <td>Definitive registration</td> <td>22, January, 2020</td> </tr> <tr> <td>Nominative registration</td> <td>26, February, 2020</td> </tr> </table> <p>Registrations and payments made after the gymnasts' drawing of lots will not be accepted and the Delegation members concerned will not be authorized to participate.</p>	Provisional registration	27, November, 2019	Definitive registration	22, January, 2020	Nominative registration	26, February, 2020
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<b>ENTRY FEES</b>	<p>The costs for the entry fees are:  <b>IW/IM:</b> 30,00€ - <b>MP:</b> 45,00€ - <b>TRIO:</b>55,00€ - <b>GROUP:</b> 65,00€ - <b>Aerodance:</b> 70,00€</p> <p>The invited participating federations must pay for all entry fees. At the time of the Definitive entry (2 months prior to the event) 100% of the entry fee must be paid to the LOC. All the entry fees are not refundable.</p>						
<b>ACCREDITATION</b>	<p>In addition, the LOC will distribute information regarding the gymnasts' safeguarding plan.</p> <p>The accreditation will take place at the Sports Hall "Os Marialvas" upon arrival to Cantanhede. The accreditations will only be handed out to the Head of Delegation.</p> <p>All delegations must deliver 2 memory sticks with the musics of all routines, national anthem and flag, <b>SPORTIVE INSURANCE declaration</b>, passports of all members and FIG Licenses.</p>						
<b>EVENT FORMAT</b>	<p>The Aerobic Gymnastics International Open Competition will have Qualifications and Finals in all categories. Aerobic Gymnastics Categories: IW, IM, MP, TR, GR &amp; GRAD. Qualifications: Participation is not limited by nation / category / age group.</p> <p>The participation in the finals is limited to 2 units per country in each category.</p>						
<b>PROVISIONAL SCHEDULE</b>	<ul style="list-style-type: none"> <li>- Day 1, 23<sup>rd</sup> March: Arrival of Delegations/Training Sessions (Depending of the number of participants)</li> <li>- Day 2, 24<sup>th</sup> March: Training Sessions (Depending of the number of participants)</li> <li>- Day 3, 25<sup>th</sup> March: (Depending of the number of participants) <ul style="list-style-type: none"> <li>- Qualifications</li> <li>- Orientation meeting, judges meeting (IOC &amp; Youth Competition)</li> </ul> </li> <li>- Day 4, 26<sup>th</sup> March: Qualifications</li> <li>- Day 5, 27<sup>th</sup> March: Qualifications</li> <li>- Day 6, 28<sup>th</sup> March: Finals</li> <li>- Day 7, 29<sup>th</sup> March: Finals</li> <li>- Day 8, 30<sup>th</sup> March: Departure of Delegations (All day)</li> </ul>						
<b>EVENT MANAGER</b>	<p>LOC: João Dias  Rua da Concórdia, Lote 12, 3060-149 Cantanhede - Portugal  Tel: + 351 925123182 / E-mail: <a href="mailto:academia.cantanhedegym@gmail.com">academia.cantanhedegym@gmail.com</a></p>						
<b>MEDICAL SERVICES</b>	<p>The Local Organizing Committee will provide first aid medical services. A physiotherapist will be present during the competitions as well members of the Portuguese Red Cross specialized in first aids. Medical support is also available at 5 min. distance.</p>						
<b>VISA</b>	<p>Please verify immediately with your travel agent or the <b>Portugal</b> Embassy or Consulate in your country if a visa is required for your travel to <b>Portugal</b>. The LOC will be happy to assist each Delegation member with an official invitation letter, provided that the request is made before <b>20, January, 2020</b> to the LOC.</p> <p>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</p>						

	application support letter must be sent to.
<b>INSURANCE</b>	<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. 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). Delegation members with insufficient insurance cover must inform the LOC in advance.</p> <p>The LOC will subsequently offer insurance at the Federations own charge as follows: <b>40€ (forty euros)</b> per person/day.</p>
<b>INTERNATIONAL TRANSPORTATION</b>	<p>The invited participating federations must pay for the travel costs of their delegation members.</p> <p>The Travel Schedule Form must be returned to the LOC by 22, January, 2020.</p>
<b>LOCAL TRANSPORTATION</b>	<p>The Organizers will arrange at a determined fee, the transport service from the LISBON International airport and OPORTO International airport to the accommodation place in Cantanhede and to the competition hall</p> <p><b>The costs are per person.</b></p> <p>Transportation from Oporto Airport to the competition venue or hotel and back – 55€ (fifty five Euros).  Transportation from Lisbon Airport to the competition venue or hotel and back – 80€ (eighty Euros).</p> <p>The LOC only ensure the Local Transportation between the hotels and the hall of the competition to the participants who booked the accommodation by the LOC.</p> <p>The invited participating federations must pay for the transportation expenses of their delegation members until 22, January, 2020.</p>
<b>ACCOMMODATION</b>	<p>The Organizers will arrange at a determined fee, accommodation and meals from the 23<sup>rd</sup> to 30<sup>th</sup> March, see Entry Forms (see attached) as follows:</p> <p><b>B&amp;B Hotels Cantanhede / Coimbra:</b></p> <ul style="list-style-type: none"> <li>- Av. Comandante Xavier Gomes Gama, 1 * 3060-209 Cantanhede</li> <li>- (+315) 231410220</li> <li>- e-mail: <a href="mailto:hotel.cantanhedecoimbra@hotelbb.com">hotel.cantanhedecoimbra@hotelbb.com</a></li> <li>- web site: <a href="http://www.hotel-bb.es">www.hotel-bb.es</a></li> </ul> <p>The costs per person/night in this first Hotel are as follows:</p> <ul style="list-style-type: none"> <li>• 80,00€ (single room, including breakfast)</li> <li>• 65,00€ (double room, including breakfast)</li> </ul> <p><b>Hotel Quinta da Lagoa:</b></p> <ul style="list-style-type: none"> <li>- Quinta da Lagoa * 3070-150 Mira</li> <li>- (+351)</li> <li>- e-mail: <a href="mailto:hotelquintadalagoa@sapo.pt">hotelquintadalagoa@sapo.pt</a></li> <li>- web site: <a href="http://www.hotelquintadalagoa.pt">www.hotelquintadalagoa.pt</a></li> </ul> <p>The costs per person/night in this second Hotel are as follows:</p> <ul style="list-style-type: none"> <li>• 80,00€ (single room, including breakfast)</li> <li>• 65,00€ (double room, including breakfast)</li> <li>• 50,00€ (triple room, including breakfast)</li> </ul> <p><b>Herdade Lago Real:</b></p> <ul style="list-style-type: none"> <li>- Rua das Palmeiras * 3070-153 Mira</li> <li>- (+351)</li> </ul>

	<p>- e-mail: <a href="mailto:geral@lagoreal.pt">geral@lagoreal.pt</a>  - web site: <a href="http://www.lagoareal.pt">www.lagoareal.pt</a></p> <p>The costs per person/night in this second Hotel are as follows:</p> <ul style="list-style-type: none"> <li>• 80,00€ (single room, including breakfast)</li> <li>• 65,00€ (double room, including breakfast)</li> <li>• 50,00€ (triple room, including breakfast)</li> </ul> <p>The prices charged for the hotel rooms will not exceed the usual hotel rates. While the Accommodation Form must be returned to the LOC by 22, January, 2020 at the very latest, the Hotel rooms will be allocated on a “first come, first serve” basis.</p> <p>The invited participating federations must pay for the accommodation expenses of their delegation members.</p> <p>The costs for the accommodations must be paid to the LOC by 22, January, 2020.</p>														
<b>MEALS</b>	<p>The invited participating federations must pay for the meals expenses of their delegation members.</p> <p><b>Lunch</b> – at B&amp;B Hotels Cantanhede / ETPC – 20,00€  <b>Dinner</b> – at the Hotel of Accommodation – 20,00€</p> <p>While the Meals Form must be returned to the LOC by 22, January, 2020 at the very latest.</p> <p>The costs for the meals must be paid to the LOC by 22, January, 2020.</p>														
<b>CANCELATION POLICY</b>	Full reimbursement until <b>22<sup>nd</sup> January 2020</b> . No reimbursement shall be made after this date.														
<b>FINAL BANQUET</b>	<p>There will be tickets for the Final Banquet available at the entry cost of 22,00€/person. The tickets for the Final Banquet must be paid to the LOC until 22, January, 2020.</p> <p>Tickets for the Final Banquet are not refundable.</p>														
<b>BANK ACCOUNT INFORMATION</b>	<p>All payments must be made in euros, through bank transfer to the following account:</p> <p><u>Account Name</u>: ACADEMIA CANTANHEDEGYM  <u>Bank</u>: Crédito Agrícola  <u>Agency</u>: Cantanhede  <u>IBAN</u>: PT50004530204023223856527  <u>Swift code</u>: CCCMPTPL  <u>Reference</u>: CANTANHEDE AER International Open Competition 2020_(Country)</p> <p>The participating federation is responsible for covering all bank fees in connection with the bank transfers.</p>														
<b>MARKETING</b>	FIG advertising and publicity norms must be respected														
<b>MEDIA</b>	<p>Only journalists and photographers holding an official and valid press card recognized by international press agencies such as the AIPS and official Sports Journalists Associations / National Federations will be accredited.</p> <p>All media representatives (journalists, photographers, TV) must request an accreditation from the O.C. Media Office as soon as possible to have access to the media center on the competition venue.</p>														
<b>DEADLINES SUMMARY</b>	<table border="1"> <tr> <td>Provisional Registration</td> <td>27<sup>th</sup> November 2019</td> </tr> <tr> <td>Definitive Registration</td> <td>22<sup>nd</sup> January 2020</td> </tr> <tr> <td>Nominative Registration</td> <td>26<sup>th</sup> February 2020</td> </tr> <tr> <td>Accommodation Form</td> <td>22<sup>nd</sup> January 2020</td> </tr> <tr> <td>Travel Schedule Form</td> <td>22<sup>nd</sup> January 2020</td> </tr> <tr> <td>Visa Request Form</td> <td>22<sup>nd</sup> January 2020</td> </tr> <tr> <td>Meals Form</td> <td>22<sup>nd</sup> January 2020</td> </tr> </table>	Provisional Registration	27 <sup>th</sup> November 2019	Definitive Registration	22 <sup>nd</sup> January 2020	Nominative Registration	26 <sup>th</sup> February 2020	Accommodation Form	22 <sup>nd</sup> January 2020	Travel Schedule Form	22 <sup>nd</sup> January 2020	Visa Request Form	22 <sup>nd</sup> January 2020	Meals Form	22 <sup>nd</sup> January 2020
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	Payment of the Entry Fee	22 <sup>nd</sup> January 2020
	Payment of the Accommodation Costs	22 <sup>nd</sup> January 2020
	Payment of the local transportation	22 <sup>nd</sup> January 2020
	Payment of the Meals	22 <sup>nd</sup> January 2020
	Payment of the Final Banquet	22 <sup>nd</sup> January 2020
	Payment of the fine for missing judge	22 <sup>nd</sup> January 2020
<b>ADDITIONAL INFORMATION</b>	Federations which have not fulfilled their financial obligations towards the FIG and LOC (e.g. annual membership fees, insurance, missing payments in previous editions, etc.) will not be allowed to participate in the International Tournament. All participating Federations must commit themselves to respect the Statutes and all FIG rules and regulations.	

Sincerely Yours,



Place and date:  
Lisbon, 5<sup>th</sup> of August 2019

Signature of the President or  
Secretary General of the FIG affiliated NF