

DIRECTIVES

Event ID: 9544

Dear Club/ Federation,

Singapore Gymnastics, the Gymnastics Federation of **SINGAPORE (SIN)**, has the pleasure to invite your Club/ Federation to participate in the aforementioned International Event.

DISCIPLINE	Men's Artistic Women's Artistic		
HOST FEDERATION	Singapore Gymnastics sgoffice@singaporegymnastics.org.sg http://www.singaporegymnastics.org.sg Tel: (65) 6258 4851 Fax: (65) 6258 4853 Event Website: http://www.singaporegymnastics.org.sg/singaporeopen		
LOCATION	Singapore		
DATES	From 6 th to 8 th June 2013		
VENUE	Bishan Sports Hall		
APPARATUS SUPPLIER	Janssen – Fritsen & Gymnova, please refer to the list of Apparatus attached.		
RULES AND REGULATIONS	<p>The event will be organized under the following FIG rules for 2013, except for any deviation mentioned in these directives:</p> <ul style="list-style-type: none"> • Statutes • Technical Regulations • Code of Points and relevant Newsletters • General Judges' Rules • Specific Judges' Rules • Doping Control Rules • Licence rules (except for non-competitive events) • Media Rules • Apparatus Norms • FIG Rules for Sanctioning (approval) of International Events • Advertising and Publicity Rules <p align="center"><i>and subsequent decisions of the FIG Executive Committee</i></p>		
FEDERATIONS INVITED	Singapore Gymnastics will invite all Member Federations in good standing with FIG.		
AGE CATEGORY	Category	Age	
	MAG - International Junior	14 to 17 (born 1997 – 2000)	
	MAG - International Senior	18 & above (born 1996 & before)	
	WAG - International Junior	13 to 15 (born 1999 – 2001)	
	WAG - International Senior	16 & above (born 1998 & before)	
REGISTRATION DEADLINES	Definitive Registration	Friday 7th March, 2014	3 months before event
	Nominative registration	Friday 4th April, 2014	2 months before event
ACCREDITATION	Each member of the delegation will be issued an Accreditation Pass		

	entitling them to access to required areas. Gymnasts and Officials will have different access rights.	
SPECTATORS	Tickets will be on sale through an online system, and also available at the door at the event itself.	
EVENT FORMAT	<u>Awards & Competition Format</u>	
	TEAM - Competition IV (Day 1)	Max 6 gymnasts – 5 to compete – 4 scores to count on each apparatus
	INDIVIDUAL ALL-AROUND (IAA) – Competition II (Day 1)	Maximum 2 per club/ federation Top 3 awarded
	INDIVIDUAL EVENT FINAL (IEF) – Competition III (Day 2)	<ul style="list-style-type: none"> • Top 8 per apparatus proceed to IEF Competition • Maximum 2 per each club/ federation • Top 3 awarded
PROVISIONAL SCHEDULE	Thursday 5 th June	Arrival of Overseas Delegations
	Friday 6 th June	<ul style="list-style-type: none"> • WAG/ MAG FIG Podium Training • WAG/ MAG FIG Orientation Meeting • WAG/ MAG FIG Judges Instruction & Draw
	Saturday 7 th June	<ul style="list-style-type: none"> • WAG/ MAG FIG Competition I (Qualifications), II (All-round) & IV (Team)
	Sunday 8 th June	<ul style="list-style-type: none"> • WAG/ MAG FIG Competition III (Individual Event Finals) • Final Banquet
	Monday 9 th June	Departure of Overseas Delegations
PRE COMPETITION TRAINING	Pre-Competition Training is available upon request.	
EVENT COORDINATOR	Chong Yi Mei Yimei@singaporegymnastics.org.sg	
MEDICAL SERVICES	<ul style="list-style-type: none"> • First Aid available throughout the event. • Nearest Hospital – Tan Tock Seng Hospital (http://www.ttsh.com.sg/visitor-guide/) 	
INSURANCE	<p>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 (excepts gymnasts and judges).</p> <p><u>A copy of valid insurance must be submitted by the Orientation Meeting.</u></p>	
VISA	<p>Please verify immediately with your travel agent or the Singapore Embassy or Consulate in your country if a visa is required for your travel to Singapore. The Organizing Committee will be happy to assist each Delegation member with an official invitation letter, provided that the request is made before Friday 4th April 2014 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 application support letter must be sent to.</p>	
TRAVEL	<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 Friday 4th</p>	

PACKAGE OPTIONS	April 2014.		
	Package	Included	Price
	Package 1	<ul style="list-style-type: none"> ✓ Accreditation & Participation Fee ✓ Lunch at competition venue ✓ Final Banquet 	\$150 in total per person
	Package 2	<ul style="list-style-type: none"> ✓ HOTEL Accommodation based on 2 sharing with breakfast ✓ Welcome & Airport Pick up ✓ Internal Transport ✓ Accreditation ✓ Final Banquet 	\$160 per person per night
Package 3	<ul style="list-style-type: none"> ✓ HOTEL Accommodation based on Single Room with breakfast ✓ Airport Pick up ✓ Internal Transport ✓ Accreditation & Participation fee ✓ Lunch at competition venue ✓ Final Banquet 	\$250 per person per night	
SHUTTLE SERVICE	<ul style="list-style-type: none"> • For Package 2 and 3, Singapore Gymnastics will meet your delegation at the airport and arrange for Airport Transfers to and from the hostel/ hotel. • For Package 2 and 3, delegations will be provided with a 'Shuttle Services Schedule' to transport delegations from hotel to competition venue. • Clubs/ Federations who do not book their accommodation through the Organising Committee (Package 1) will not be entitled to use the organised transport and will be responsible to arrive at the competition venue on time. 		
ACCOMMODATION	<p>Hotel (Package 2/3) Days Hotel http://www.dayshotelsingapore.com/ Address: 1 Jalan Rajah, 329133</p>  <p style="text-align: center;">- Shorter travelling time to competition venue</p> <p>While the Accommodation Form must be returned to the LOC by Friday 4th April 2014 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 as per the package prices above. Full fee is payable 2 months before the deadline after which no refund is available. No accommodation will be booked without full payment.</p>		
MEALS	Meals are only provided as per the package details. For meals not catered by Singapore Gymnastics, local eateries can easily be found around the hotel / gym hall.		
FINAL BANQUET	All the overseas participants and officials are welcome to the Final Banquet.		

ORIENTATION MEETING	<p>All Team Managers and Coaches are required to attend the Orientation Meeting: Date: 6th June 2014 Time: 4pm Venue: Bishan Sports Hall (Singapore Gymnastics VIP Lounge)</p> <p>All Individual music is required to be submitted in CD format with participant's name/ event/ apparatus and composer of music clearly labeled on the disc. Submission of all CDs must be made during the Orientation meeting.</p>	
JUDGES AND JURIES	<p>The Apparatus Jury (or Juries) will be composed as follows: 2 Difficulty judges, min. 4 Execution judges 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. Judges should arrive with Judges attire and have a current valid FIG Brevet. Failure to provide judges as mentioned above will result in an LOC charge of \$1000 SGD to the federation concerned (non-refundable). The number of Apparatus Juries (judges' panels) will be decided by the organizing member federation depending on the number of participating competitors and judges. The Apparatus Juries are set up by a draw from the judges present at the event. For additional judge's requirements see the Specific Judges' Rules.</p>	
BANK ACCOUNT INFORMATION	<p>Payable to: Singapore Gymnastics Bank: DBS Bank 6 Shenton Way DBS Building Tower 1 Singapore 068809 Current Account Number: 001-901445-0 Swift Code: DBSSSGSG</p> <p>Each participating member Federation is kindly requested to reference the payment's purpose as follows: SGOPEN14–'club/federation name'. The participating federation is responsible for covering all bank fees in connection with the bank transfers.</p>	
MARKETING	<p>FIG advertising and publicity norms must be respected</p>	
MEDIA	<p>Journalists and Photographers – Media Coordinator: sara@singaporegymnastics.org.sg</p>	
DEADLINES SUMMARY	Definitive Registration	7st March 2014
	Nominative Registration Set - Including Package Price - Accommodation Form - Travel Schedule	4th April 2014
	Visa Request Form	4th April 2014
	Payment	4th April 2014
CANCELLATION POLICY	<ul style="list-style-type: none"> • Failure to make payment of registration fee along with the submission of the registration form will render the registration void. • Registration forms received later than the allocated deadline will NOT be accepted. • Withdrawal 1-2 months before start of event – 50% fee refunded • Withdrawal 0-1 month before start of event – no refund permitted 	

We look forward to welcoming you to Singapore!

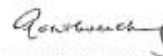
Sincerely Yours,
Singapore Gymnastics

Singapore 28/01/2014

Place and date:


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Stamp



Mdm Goh Hwee Cheng
President
Singapore Gymnastics