

FÉDÉRATION INTERNATIONALE DE GYMNASTIQUE



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# 33<sup>rd</sup> FIG TRAMPOLINE GYMNASTICS WORLD CHAMPIONSHIPS

**St. Petersburg (RUS)**  
**7-10 November 2018**



## DIRECTIVES

ID 15408

Dear President,

The FIG is pleased to herein provide you with the Directives for the 33<sup>rd</sup> FIG Trampoline Gymnastics World Championships to be held in St. Petersburg (RUS) from 07 until 10 November 2018.

These World Championships will be organized following the 2017 FIG Statutes, the 2018 Technical Regulations, the 2017-2020 Trampoline Code of Points as well as all other current Rules and Guidelines , any possible amendments by the date of these World Championships, and any complements decided in the meantime.

All participating Federations commit to abide by the Statutes and all FIG Rules and Regulations. Federations not respecting them will not be allowed to compete.

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## 1. FÉDÉRATION INTERNATIONALE DE GYMNASTIQUE

### FIG – Fédération Internationale de Gymnastique

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## 2. LOCAL ORGANISING COMMITTEE

### RUSSIAN GYMNASTICS FEDERATION

Lujnetskaya Naberezhnaya 8

119992 MOSCOW

Russia

Tel: +7 495 6370642

Fax: +7 465 6370922

e-mail: [rusgymnastics@mail.ru](mailto:rusgymnastics@mail.ru)

#### Contact Entity:

#### **THE TRAMPOLINE FEDERATION OF RUSSIA**

Office 456, Lujnetskaya Naberezhnaya 8

119992 MOSCOW, Russia

Tel: + 7 495 725 4717

fax: + 7 495 725 4717

e-mail: [trampoline2018@gmail.com](mailto:trampoline2018@gmail.com)

website: [www.trampoline2018.com](http://www.trampoline2018.com)

Contact person:

Elena Bityukova

mob. + 7 916 175 1371

## 3. LOCATION OF THE COMPETITION, TRAINING AND WARM-UP HALLS

Competition Hall	St. Petersburg Sports and Concert Complex
Warm-up Hall	Address: prospect Gagarina 8 196105 St. Petersburg
Training Halls	Tel: +78126709119 Email: <a href="mailto:info@spbckk.ru">info@spbckk.ru</a> Website: <a href="http://spbckk.ru">spbckk.ru</a>



#### 4. PROVISIONAL PROGRAMME (SUBJECT TO CHANGES)

<b>Thursday – 01 November</b>	
All day	Arrival of FIG Sports Managers
<b>Friday – 02 November</b>	
All day	Arrival of TRA TC
<b>Saturday – 03 November</b>	
All day	Arrival and Accreditation of delegations Free Training ( <i>training hall</i> )
<b>Sunday – 04 November</b>	
All day	Arrival and Accreditation of Delegations
All day	Training as per Schedule
16:00	Orientation meeting
<b>Monday – 05 November</b>	
All day	Training as per Schedule
tbc	TRA TC Round Table
10:00	Deadline to submit Competition Cards
16:00	Athlete's' Meeting
<b>Tuesday – 06 November</b>	
10:00 – 19:00	Training as per Schedule
14:00 – 15:30	Judges Meeting and Draw (TRA)
16:00 – 17:00	Judges Meeting and Draw (TUM)
17:30 – 18:30	Judges Meeting and Draw (DMT)
tbc	Opening Ceremony
<b>Wednesday – 07 November</b>	
10:00 – 20:00	IND Trampoline Qualifications M & W DMT Qualifications M / Tumbling Qualifications W
<b>Thursday – 08 November</b>	
10:00 – 17:30	SYN Qualifications M & W DMT Qualifications W/Tumbling Qualifications M
18:30 – 20:30	<b>Combined TEAM FINAL</b>
20:30 – 20:45	Award Ceremony Combined TEAM
<b>Friday – 09 November</b>	
09:30 – 11:00	Medical Round Table
11:30 – 12:30	FIG President Round Table
	<b>Individual Finals</b>
16:00 – 16:30	DMT Final M
16:30 – 17:00	TUM Final W
17:00 – 17:15	Award Ceremonies DMT & TUM
17:20 – 17:50	SYN Finals W
17:50 – 18:20	SYN Finals M
18:20 – 18:35	Award Ceremonies SYN

<b>Saturday – 10 November</b>	
11:00 – 12:00	Top Coaches Meeting with FIG President (by FIG invitation)
13:30 – 15:00	IND Trampoline Semi-Final M & W
	<b>Individual Finals</b>
16:00 – 16:30	DMT Final W
16:30 – 17:00	TUM Final M
17:00 – 17:15	Award Ceremonies DMT & TUM
17:20 – 17:50	IND Trampoline Final W
17:50 – 18:20	IND Trampoline Final M
18:20 – 18:45	Award Ceremonies IND W & M and Closing Ceremony
20:30 – 01:00 (+1)	Farewell Banquet
<b>Sunday – 11 November</b>	
All day	Departure of Delegations

**Please note: Schedule is provisional and may be adjusted after the definitive and/or nominative entries are received**

## 5. PARTICIPATION RIGHT AND ACCREDITATION

Gymnasts from FIG affiliated federations in good standing, holding a valid FIG License until the end of the event and with the correct age may take part in these World Championships.

The maximum size of each delegation as per FIG Technical Regulations 2018, Section 4 and FIG Rules for Accreditation as follows:

An individual is entitled to only one accreditation card. If an individual has several valid “accreditable” functions, the highest function is normally selected, and no substitutes may directly benefit from unused accreditations.

### 5.1. Maximum Delegation Size

Gymnasts	Men	Women	Total
Trampoline Individual	4	4	8
Trampoline Synchronized	2 pairs	2 pairs	8
Reserve Individual/Synchronized	-	-	- *
Double Mini-Trampoline	4	4	8
Tumbling	4	4	8

\* Reserves for Trampoline Synchronized must come from Trampoline Individual and vice versa

Function	TRA	TUM	DMT	Mixed
Head of Delegation	1	1	1	1
Team Manager (for full team only <sup>1</sup> )	1	1	1	3
Coach (but max. 1 coach per gymnast) <sup>3</sup>	2   2	2   2	2   2	12
Judge (more judges only on request TRA-TC)	1	1	1	3
Medical Doctor				1
Paramedical Staff	1	1	1	3
Additional Medical Doctor or Paramedical Staff (if more than 12 gymnasts) <sup>2</sup>				1
Guest for delegations with up to 12 gymnasts or VIP Guest <sup>2</sup>				1
Guest for delegations with more than 12 gymnasts or VIP Guest <sup>2</sup>				2
<b>Transferable Access Cards (TAC)<sup>4</sup></b>				
Zone 1 coach	2   2	2	2	8
Zone 1 medical staff	1	1	1	1
Zone 3 for Head of Delegation or Team Manager	1	1	1	1

*Note: Additional transferable access cards may be delivered by FIG upon request by the delegation due to competition schedule / conditions*

<sup>1</sup> Is considered as a full team in TRA/TUM/DMT at least 3 men and 3 women

<sup>2</sup> Accreditation at the charge of the Federation: **100 Euro per accreditation**

<sup>3</sup> The total number of coaches per category (discipline & gender) may not exceed the total number of gymnasts in that category

<sup>4</sup> Additional transferable access cards may be delivered by FIG upon request by the delegation due to competition schedule / conditions

## 5.2. Transferable access cards (TAC):

Transferable access cards may only be used by persons already accredited and must always be used in conjunction with the primary accreditation card. They are only transferable within the Federation's official delegation and appropriate function.

**Lost TAC will not be replaced.**

## 5.3. Supplementary Accreditations

The following supplementary Accreditations (either free of charge or at the charge of the Delegations or the FIG Authority) as per the accreditation rules may also be delivered to the FIG affiliated federations and FIG Authorities, provided that a request is sent in writing to the FIG by 09 August 2017.

<b>FIG and Honorary Members</b>	
FIG and former FIT Honorary Members	Free of Charge
Former Olympic and World Champions	Free of Charge
NF President as Guest if not as Head of Delegation (if accommodation booked through the Organizing Committee: access to the delegations seating, local transportation and banquet)	Free of Charge
NF President as Guest if not as Head of Delegation (if accommodation not booked through the Organizing Committee: access to the delegations seating only)	100 Euro
NF President as VIP Guest if not as Head of Delegation (if accommodation booked through the Organizing Committee: access to the VIP seating, VIP Lounge, local transportation and banquet)	Free of Charge

NF President as VIP Guest if not as Head of Delegation (if accommodation not booked through the Organizing Committee: access to the VIP seating and VIP Lounge)	100 Euro
Accompanying person of an NF President	100 Euro
VIP Accompanying person of an NF President	100 Euro
VIP Accompanying person of TC Members	Free of Charge
VIP Accompanying person of EC Members	Free of Charge
VIP Accompanying person of FIG and former FIT Honorary Members	100 Euro

#### **Organizers of future multi sports Games, World and Continental Championships (if assigned, or in case of candidature / bidding contracts) other than the next TRA World Competitions**

Observers (if accommodation booked through the Organizing Committee: access to the delegations seating, local transportation and banquet as well)	Free of Charge
Observers (if accommodation not booked through the Organizing Committee: access to the delegations seating as well)	100 Euro
VIP Observers (if accommodation booked through the Organizing Committee: access to the VIP seating, VIP Lounge, local transportation and banquet as well)	Free of Charge
VIP Observers (if accommodation not booked through the Organizing Committee: access to the VIP seating and VIP Lounge as well)	100 Euro

#### **Organizers of the next Trampoline Gymnastics World Championship Maximum 6 accreditations including 2 VIP**

Observers maximum 6 (if accommodation booked through the Organizing Committee: access to the delegations seating, local transportation and banquet as well)	Free of Charge
Observers maximum 6 (if accommodation not booked through the Organizing Committee: access to the delegations seating as well)	100 Euro
VIP Observers maximum 2 included in the above maximum 6 (if accommodation booked through the Organizing Committee: access to the VIP seating, VIP Lounge, local transportation and banquet as well)	Free of Charge
VIP Observers maximum 2 included in the above maximum 6 (if accommodation not booked through the Organizing Committee: access to the VIP seating and VIP Lounge as well)	100 Euro

#### **Additional Observers**

Additional Observers (if accommodation booked through the Organizing Committee: access to the delegations seating, local transportation and banquet as well)	Free of Charge
Additional Observers (if accommodation not booked through the Organizing Committee: access to the delegations seating as well)	100 Euro
Additional VIP Observers, if accommodation booked through the Organizing Committee: access to the VIP seating, VIP Lounge, local transportation and banquet as well.	Free of Charge
Additional VIP Observers, if accommodation not booked through the Organizing Committee: access to the VIP seating and VIP Lounge as well	100 Euro

**The accreditations for the World Age Group Competition are not valid for the World Championships and vice versa.**

In case of lost or stolen accreditation, the Organizing Committee must be informed immediately to block the accreditation. Lost or stolen accreditations may be replaced at the charge of the card holder (100 €). Lost or stolen transferable cards will not be replaced.

Media representatives as well as federations' communications staff who are interested in covering the event can register online at <https://media.fig-gymnastics.com>. In addition, federations are requested to send a confirmation letter for their editorial staff and photographers to the FIG Media Department at [mediafig@fig-gymnastics.org](mailto:mediafig@fig-gymnastics.org).

The FIG Accreditation Rules and Media Rules have to be strictly respected.

## 6. AGE LIMIT

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The competitors must fulfill the age as stated in the Technical Regulations, Reg. 5.2. The age of the senior competitors (in 2018) is minimum 17 years old (i.e. born in 2001) or older.



**Please check the age of your gymnasts carefully!!!  
No changes of category will be allowed.**

## 7. REGISTRATIONS AND ENTRY FEES

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Registrations can only be made by FIG affiliated federations in good standing, via the **FIG** on-line system (click [here](#)) and by using the National Gymnastics Federations' login (e-mail) and password.

### 7.1. Provisional Registration

The provisional registrations must be completed by entering the composition of the delegation online and by using the National Gymnastics Federations' intranet login and password, from 04 April 2018 until 06 June 2018 (23:59 Swiss time) at the very latest.

### 7.2. Definitive Registration

The definitive registrations must be completed by entering the composition of the delegation online and by using the National Gymnastics Federations' intranet login and password, from 07 June 2018 until 08 August 2018 (23:59 Swiss time) at the very latest.

Definitive Registrations which are not accompanied by the registration fees as mentioned in point 7.4 are not valid.

### 7.3 Nominative Registration

The nominative entries must be completed by entering the composition of the delegation online and by using the National Gymnastics Federations' intranet login and password, from 09 August 2018 until 10 October 2018 (23:59 Swiss time) at the very latest.

Nominative registrations received in the FIG Offices after the drawing of lots will be refused (i.e. the gymnasts will not be allowed to compete).

### 7.4 Entry Fees

The non-reimbursable registration fee is of CHF 100.- per gymnast and per discipline and must be paid to the FIG at the very latest at the time of the definitive registration by **08 August 2018**.

### 7.5 Fines

The fines after missing the Registrations deadlines or after late Registrations are as follows (as per the Technical Regulations):



Fine after missing the Provisional Registration deadline or after late Provisional Registration	CHF 1'000
Fine after missing the Definite Registration deadline or after late Definite Registration	CHF 1'500
Fine after missing the Nominative Registration deadline or after late Nominative Registration (until the gymnast's draw of lots)	CHF 1'000

## 8. LICENSES

The LOC 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.**

In order to be considered, Licence application forms (new or renewal) must be submitted at least one (1) month prior to the deadline for nominative registration.

Please consult FIG License Rules for additional information in this respect.

## 9. JUDGES

The FIG brevetted judges are designated by their Federation and selected for the panels by draw, taking into consideration the degree of the brevet, according to the General and Specific Judges' Rules.

### Jury of Appeal and Supervisory Board

The Jury of Appeal will be nominated by the FIG President, the Secretary General or the President of the TRA-TC in St. Petersburg and consist, if possible, of two members of the Executive Committee (one acting as President) and a third person to be designated in accordance with the matter of the appeal. In case of a judge's appeal, a person not involved in the decision of the Superior Jury and in the Judging process of the apparatus concerned will be nominated.

## 10. DRAW - (Starting Order)

The draw will decide the starting order of the qualifications and will take place within two weeks after the deadline of the nominative entry.

The draw is made by name and randomly, no matter the order gymnasts have been registered in the system. The result of the draw will be the starting order for these World Championships. Gymnasts cannot switch places after the draw.

The Draw of Lots will take place in the FIG Headquarters (Lausanne), 23 October 2018 – 11H00.

## 11. COMPETITION FORMAT AND PROGRAMME

The competition will be conducted according to the FIG Technical Regulations, 2018 edition including Section 4: Special Regulations for Trampoline Gymnastics.

In 2018 a new "test event" will take place: **ALL AROUND TEAM COMPETITION**

Please see appendix 7 for all details for this competition.

## 12. MEDIA

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### 12.1 Media accreditation

International and local media representatives as well as federations' communications staff who are interested in covering the event can register online at <https://media.fig-gymnastics.com>. In addition, National Federations are requested to send a confirmation letter for their editorial staff and photographers to the FIG Media Department at [mediafig@fig-gymnastics.org](mailto:mediafig@fig-gymnastics.org).  
**Deadline: 19 September 2018.**

The FIG Accreditation Rules and Media Rules have to be strictly respected.

### 12.2 Publicity

As the Code of Points foresee deductions should the FIG Rules for Advertising and Publicity on attire and equipment not be respected, each federation may fill-in the online FIG Publicity form (FIG Rules for Advertising and Publicity Appendix E for men and F for women) if deemed necessary **by 07 October 2018**, at the very latest in order to have it approved.

While the Publicity Rule Chart is available on the FIG website under “Rules - Publicity” for additional information, you may also contact [tv@fig-gymnastics.org](mailto:tv@fig-gymnastics.org) for further assistance if required.

### 12.3 Biographies

Athlete biographies are available online at [http://fig-gymnastics.com/publicdir/athletes/bio\\_view.php](http://fig-gymnastics.com/publicdir/athletes/bio_view.php) and will be updated before the World Championships.

## 13. AMBASSADORS

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The first Olympic Trampoline champions Irina Karavaeva and Alexander Moskalenko are the Gymnastics Ambassadors for these World Championships. They will present medals and will also be available for photo shoots, autograph sessions, meeting with athletes, interview requests and other activities from the FIG and the Local Organising Committee on site.

## 14. EQUIPMENT

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### Trampolines:

Manufacturer Supplier: Eurotramp Ultimate 4x4  
 Spotter mats “Acrosport”  
 Mats around Trampoline “Acrosport”

### Tumbling Track:

Supplier: Tumbling Track “Acrosport” AS-612

### Double Mini-Trampolines:

Manufacturer Supplier: Eurotramp  
 Landing mats “Acrosport”  
 Landing mat covers “Acrosport”  
 DMT Run-ups 25 m “Acrosport”

## 15. VISA

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Please verify immediately with your travel agent or the Russian Embassy or Consulate in your country if a visa is required for your travel to Russia. The Organizing Committee will be happy to assist each Delegation member with an official letter of invitation, provided that the request is made

before **by 15 September 2018** by email to [trampoline2018@gmail.com](mailto:trampoline2018@gmail.com). The request (word of excel files) must include the function, full name, gender, date of birth, citizenship and passport number, passport expiration date, and the arrival and departure dates of the Delegation Member. Please use form in Appendix 6.

A copy of Passport is needed together with the Appendix 6.

General visa information can be obtained at:

<https://www.russianembassy.net/>

## 16. TRANSPORTATION

### 16.1. International Transportation

The international travel to St. Petersburg (LED) will be at each delegation's own expenses. The FIG and the LOC strongly recommend that each Federation take cancellation insurance for their transportation.

### 16.2. Local Transportation

Accredited team delegations staying at one of the official hotels and book their accommodation through the Organizing Committee will be provided with local transport from St. Petersburg Airport or St. Petersburg's Rail Way Stations to the hotel and back, and from hotels to the venue and back.

Federations that do not stay at one of the official hotel do not book their accommodations through the Organizing Committee and/or do not complete the airport transportation form for their arrival and departure **will not** be entitled to use the event airport system and will be responsible for their own transportation.

Please use Appendices 2 and 3, and send back to LOC [trampoline2018@gmail.com](mailto:trampoline2018@gmail.com) by **10 October 2018**.

## 17. ACCOMMODATION

The Organizing Committee is the official entity authorized to receive and manage your reservations for accommodation, meals and transportation.

The Organizing Committee is delighted to provide FIG and official delegations members with a selection of hotels covering three different categories (2\*, 3\* & 4\*)

### Official FIG hotel (Cat. A)

#### **Hotel PARK INN PULKOVSKAYA**

*Ploschad Pobedy 1,*

*196240 St. Petersburg*

*Tel. +7 812 740 3900*

*Web: <https://www.parkinn.com/hotelpulkovskaya-stpetersburg>*

#### **Half Board** – Bed, Breakfast and Dinner

Suite – 170 EUR per person per day

Single room – 120 EUR per person per day

Double room – 100 EUR per person per day

#### **Full Board** – Bed, Breakfast, Lunch and Dinner

Suite – 185 EUR per person per day

Single room – 135 EUR per person per day

Double room – 115 EUR per person per day

**Note!** Rooms are limited and will be allocated strictly in order of booking receipt. In other words, hotel rooms will be allocated on a "first come, first serve" basis.

## **Other Delegation's Hotels**

### **Cat. B**

#### **Hotel ROSSYA**

*Plotschad Chernyshevskogo 11A*

*196126 St. Petersburg*

*Tel. +7 812 612 8200*

*Web: <http://rossiya-hotel.ru/eng/>*

**Half Board** – Bed, Breakfast and Dinner

Single room – 110 EUR per person per day

Double room – 90 EUR per person per day

**Full Board** – Bed, Breakfast, Lunch and Dinner

Single room – 125 EUR per person per day

Double room – 105 EUR per person per day

**Note!** Rooms are limited and will be allocated strictly in order of booking receipt. In other words, hotel rooms will be allocated on a “first come, first serve” basis

### **Cat. C**

#### **Hotel ROSSYA (economy)**

*Plotschad Chernyshevskogo 11A*

*196126 St. Petersburg*

*Tel. +7 812 612 8200*

*Web: <http://rossiya-hotel.ru/eng/>*

**Half Board** – Bed, Breakfast and Dinner

Single room – 100 EUR per person per day

Double room – 85 EUR per person per day

**Full Board** – Bed, Breakfast, Lunch and Dinner

Single room – 115 EUR per person per day

Double room – 100 EUR per person per day

**Note!** Rooms are limited and will be allocated strictly in order of booking receipt. In other words, hotel rooms will be allocated on a “first come, first serve” basis

### **Media hotel**

The media representatives and the others are going to be accommodated at the Delegations' hotels.

Please contact LOC at the following e-mail: [trampoline2018@gmail.com](mailto:trampoline2018@gmail.com)

Packages are available from 03 to 11 November 2018.

For earlier or later arrivals/departures, please contact the Organizing Committee ([trampoline2018@gmail.com](mailto:trampoline2018@gmail.com)).

Transportation to/from other national traffic points (airports, etc.) can be arranged on payment.

*All personal expenses (in terms of hotel services, laundry, room services, telephone, mini bar, etc.) are not included.*

## Reservations

### General Principles

- FIG affiliated member federations should request their accommodation as a matter of priority. Rooms are limited and will be allocated strictly in order of booking receipt. In other words, hotel rooms will be allocated on a “first come, first serve” basis.

*Should your chosen category not be available, the LOC will then contact you to discuss alternative options.*

*Do NOT make direct booking with the hotels as transfers would then not be offered.*

*The deposit is not refundable.*

### Booking & Deposit

Please book your accommodation by sending an Accommodation form at the following e-mail: [trampoline2018@gmail.com](mailto:trampoline2018@gmail.com) until **08 August 2018**.

- A **50% DEPOSIT** shall be paid **simultaneously** to secure your booking.

*Should your deposit not be received by due date, the LOC would no longer guarantee the availability and price of selected accommodation.*

### Balance Payment

Rooming list to be completed at the following e-mail: [trampoline2018@gmail.com](mailto:trampoline2018@gmail.com) until **10 October 2018**.

- **TOTAL BALANCE PAYMENT** for accommodation and meals (see section below) shall be paid after receiving our official final invoice, **NO LATER THAN 10 October 2018**.
- Please send back to LOC *Appendix 1* by **08 August 2018**.

## **18. MEALS & FAREWELL PARTY**

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A meal plan for lunch will be arranged and offered from 03 to 10 November 2018 by the Organizing Committee at the Venue.

### **18.1. Breakfast & Dinner**

Included in the accommodation packages and will be served at the hotels.

### **18.2. Lunch**

Lunches for World Championships: In the arrival day the accommodation starts with a dinner and finishes with lunch in the departure day. Therefore the lunch for the World Championships shall start on the 04 November 2018.

- Meal times will be listed on the final schedule.
- This plan is not compulsory and delegations are free to make their own arrangements to eat at their own expenses.
- Lunch could be purchased separately by the Delegations who are not using the Official Accommodation of the LOC at the price of **17 Euro per person per day**.
- Please send back Appendix 4 to LOC by **08 August 2018**.

### 18.3. Farewell Party

- Accredited Delegation members (provided their accommodation was booked through the LOC and with the exception of E- and R- media) will receive a free ticket for the Farewell Banquet on 10 November 2018.
- Farewell Banquet's tickets are limited. Their cost, for those who booked accommodation direct to the hotels (not through LOC) is **50 Euro per person**.
- The exact place and time will be confirmed during the orientation meeting. The official results as well as the Federation's relevant diplomas will be distributed during this banquet.
- Please send back Appendix 5 to LOC by **08 August 2018**

### 18.4. Reservations

For your convenience, all meals and farewell party reservations shall also be made via the following e-mail: [trampoline2018@gmail.com](mailto:trampoline2018@gmail.com) no later than **08 August 2018**.

- **TOTAL PAYMENT** for meals and farewell party shall be paid along with balance for accommodation, after receiving our official final invoice, **NO LATER THAN 10 October 2018**.

## 19. FINANCIAL OBLIGATIONS – PAYMENT

### 19.1. Payments to FIG

The non-reimbursable registration fee of CHF 100.- per gymnast and per discipline must be paid to the FIG at the time of the Definitive Registrations, otherwise the gymnasts will not be included in the Starting Order.

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 these World Championships either.

Each participating member Federation is kindly requested to clearly state payment's purpose as follows:

#### **NF Event ID Discipline Event Level Year Host Country**

(Example: SUI 15408 TRA WCH 2018 RUS)

Failing to do so will lead to an unidentified fund transfer and may cause your federation to appear not to have met its financial obligations.

The participating federation is responsible for covering all bank fees in connection with the bank transfers.

Total amount of the FIG entry fees to be paid to:

#### **19.1.1. Bank transfer:**

Beneficiary	Fédération Internationale de Gymnastique Av. de la Gare 12 A, CH-1003 Lausanne/Switzerland
Bank Account / IBAN	CH40 0027 2272 5630 1649 0
Bank	UBS Switzerland SA, Nidaugasse 49, CH-2501 Bienne/Switzerland
SWIFT/BIC	UBSWCHZH80A

The payment must be made in CHF only.

### 19.1.2 Credit card:

Should you wish to pay by credit card, please contact the FIG Finance Dpt (finance@fig-gymnastics.org) and provide the following information:

- NF – FIG Event ID - Event - Location (*Example: SUJ 15408 TRA WCH18 RUS*)
- Amount and currency
- email address to be used for sending the link which will allow you to directly enter the credit card details

### 19.2. Payments to the Trampoline Federation of Russia

The payment for Accommodations, Meals and Farewell Party ticket (if applicable) must be made exclusively in Euro to the Trampoline Federation of St.Petersburg by bank transfer:

- No later than 08 August 2018 for the 50% deposit on accommodation and meals
- By 10 October 2018 at the latest, for the balance on accommodation and the meals and the full amount of the farewell party tickets

Failure to forward your payment by required dates will result in the reservations being cancelled and in the deposit payment being forfeited.

#### **Beneficiary: The Trampoline Federation of St.Petersburg**

Address of the beneficiary: **Rizhsky prospect 31, St.Petersburg, 190020, Russia**

Bank of the beneficiary: **JSC VTB BANK (OPERY BRANCH)**

Address of the bank: **Bolshaya Morskaya str., 29, St.Petersburg, 190000, Russia**

Bank account: **407 039 786 390 000 000 92**

SWIFT: **VTBRRUM2NWR**

All bank fees in connection with the bank transfers must be covered. Please state the name of the federation (or the FIG Authority), the contact person and the payment purpose on the transfer. Please send a copy of the bank transfer to [trampoline2018@gmail.com](mailto:trampoline2018@gmail.com)

### 19.3. Cancellation Policy

Rooms cancelled will be submitted to the following penalty fees:

<b>Cancellation period</b>	<b>Penalty fee</b>
Until 08 August 2018	No penalty
From 09 August to 10 October 2018	50 % of the amount of the cancellation
From 11 October 2018 to arrival of delegation (incl. no show)	100 % of the amount of the cancellation

In regards to meal cancellations, meals are non-refundable from 10 October 2018 to the conclusion of the event.

FIG and LOC strongly recommend that each Federation subscribe to their own cancellation insurance for their accommodation.

## 20. INSURANCE

The Host Federation, the LOC and the FIG will not be held responsible for any liabilities in case of accidents, illness, and repatriation. 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.

Each delegation is requested to send to the LOC a copy of their insurance, by 10 October 2018. Delegation members with insufficient insurance coverage must inform the LOC in writing in advance via email or fax but no later than 10 October 2018. The LOC will subsequently offer insurance at the Federations own charge as follows:

- 5 Euro per person per day

## 21. WORKPLAN

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The Workplan will be sent to all the participating federations at the latest six weeks before the start of the competitions.

## 22. OFFICIAL HOSPITAL

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The Official Hospital is:

The Municipal Hospital No. 26  
Address: Kostushko str., 2, St.Petersburg, 196247

## 23. DOPING CONTROLS

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Under the supervision of the FIG, anti-doping control will be organized according to the valid WADA Code, Standards and FIG Anti-Doping Rules.

The anti-doping controls may take place at any time.

As per the applicable FIG Therapeutic Use Exemption (TUE) procedure in effect concerning the participation at FIG Events, any gymnast in need of a TUE is responsible, together with his/her Federation, to submit his/her request to the FIG no later than 30 days before the start of this competition,

No TUE request will be accepted nor approved on spot, except for duly justified emergency cases  
Doping controls will be made as per the Doping Control Regulations of the FIG and WADA.

## 24. IMPORTANT REMARKS

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- After the Definitive Registrations, no additional gymnasts will be accepted (only withdrawals can be accepted).
- Registrations received after the draw **will not be taken into consideration**. The same action will be taken for not paying the entry fee in time.
- Federations which have not fulfilled their financial obligations towards FIG (e.g. annual membership fees, unpaid invoices etc.) and the Organizing Committee will not be allowed to participate in the World Championships.

All participating Federations commit themselves to respect the Statues and all FIG rules and regulations. Especially the age and nationality of the gymnasts as well as the respective Regulations concerning "Insurance" art. 12.10 of the Technical Regulations.



## 25. DEADLINES SUMMARY

### FOR THE FIG

Online Registrations (FIG web site)	Opening Date	Closing Date
Provisional Registration	04 April 2018	06 June 2018
Definitive Registration	07 June 2018	08 August 2018
Nominative Registration	09 August 2018	10 October 2018

Publicity	Opening Date	Closing Date
Publicity (not compulsory)	04 April 2018	18 October 2018

Request for Supplementary Accreditations	Deadline
Written request to FIG	08 August 2018

Payment (to be made to the FIG)	Deadline
Registration Fee	08 August 2018

### FOR THE LOC

Forms to be sent to the Organizing Committee	Deadline
Accommodation Request	08 August 2018
Visa Request (not compulsory)	15 September 2018
Travel Schedule (Arrivals)	15 September 2018
Travel Schedule (Departures)	15 September 2018
Meals / Banquet (if booked through LOC)	08 August 2018

Farewell Party (if applicable)	Deadline
Written information to LOC via the Booking Form	08 August 2018

Payment (to be made to the OC)	Deadline
Accommodation Costs (50%)	08 August 2018
Accommodation Costs (Balance)	10 October 2018
Meal Cost (50%)	08 August 2018
Meal Cost (Balance)	10 October 2018
Farewell Party (if applicable)	08 August 2018
Accreditations at the charge of the Delegations or the FIG Authority	15 September 2018

Lausanne. 20 April 2018

Sincerely Yours,



André Gueisbuhler  
Secretary General

**Incl:**

- Appendix 1 – Accommodation Form
- Appendix 2 – Arrival Form
- Appendix 3 – Departure Form
- Appendix 4 – Meals Form
- Appendix 5 – Final Banquet Form
- Appendix 6 – Visa Form
- Appendix 7 – All Around Team Competition Rules