



Jun Commonwealth Gymnastics Championships
WAG, MAG, Tramp +DMT and RG
Walvis Bay, Namibia, NAM
8 October 2016 – 16 October 2016



DIRECTIVES

Event: 14385

Dear FIG affiliated Member Federation,

The Gymnastics Federation of **NAMIBIA** has the pleasure to invite your Federation to participate in the above mentioned official CGC International Event.

DISCIPLINE	Women's Artistic Gymnastics Men's Artistic Gymnastics Trampoline Gymnastics and Synchro Double Mini-Trampoline Rhythmic Gymnastics Individual and Group	
HOST FEDERATION	Namibian Gymnastics Federation 81 Strand Street Swakopmund phone number +26464 462659 fax number +264 64 462659 e-mail valngf@iafrica.com.na web site: http://namgym.blogspot.com/	
LOCAL ORGANIZING COMMITTEE AND COORDINATOR	Valereis Geldenhuys Venter phone number +264 811283411 fax number +264 64 462659 e-mail valngf@iafrica.com.na Skype: val.geldenhuys	NGF SG- Sonja Olivier and Committees +264 811244114 Sonja.Olivier@janolivierco.com
LOCATION	Walvis Bay, Namibia	
DATE	From 08th October till 16th October 2016	
VENUE	Event Hall, Training and warm-up Hall	Jan Wilkes Stadium, 12th Road web site: www.walvisbay.cc.org.na
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: <ul style="list-style-type: none"> • Statutes • Technical Regulations • Code of Points and relevant Newsletters (Junior Rules) • General Judges' Rules • Specific Judges' Rules • Doping Control Rules • License 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>	
APPARATUS SUPPLIER	A detailed list of Equipment to be used for these Championships is herein attached.	

	<p>need to be FIG Brevet judges. Federations with larger teams will be required to provide a greater number of judges than those with smaller teams. In any case, no more than one judge per federation per panel will be permitted (except for time and line judges)</p> <p>All judges must have a current valid FIG brevet at the time of the event. Failure to provide judges as mentioned above will result in an LOC charge of 400 Euro to the federation concerned (non-refundable). This fine must be paid to the LOC by 25th September 2016.</p>				
REGISTRATION DEADLINES	<p>Please note that the provisional registration, definitive and nominative deadlines are compulsory.</p> <table border="1"> <tr> <td> <ul style="list-style-type: none"> • Provisional Entries (4 months): 17 JUNE 2016 </td> </tr> <tr> <td> <ul style="list-style-type: none"> • Definitive Entries (3 months): 5 JULY 2016 <ul style="list-style-type: none"> – Entry Fees (Non-refundable) – 50% Payment for Accommodation and meals </td> </tr> <tr> <td> <ul style="list-style-type: none"> • Nominative Entries (2 Months): 5 AUGUST 2016 <ul style="list-style-type: none"> – Remaining Payment – Travel Details <ol style="list-style-type: none"> 1. Flights details- arrival and depart 2. Copy of Photo 3. Copies of Passport information </td> </tr> <tr> <td> <p>Please do not forget to obtain a Visa for each person for Namibia</p> </td> </tr> </table>	<ul style="list-style-type: none"> • Provisional Entries (4 months): 17 JUNE 2016 	<ul style="list-style-type: none"> • Definitive Entries (3 months): 5 JULY 2016 <ul style="list-style-type: none"> – Entry Fees (Non-refundable) – 50% Payment for Accommodation and meals 	<ul style="list-style-type: none"> • Nominative Entries (2 Months): 5 AUGUST 2016 <ul style="list-style-type: none"> – Remaining Payment – Travel Details <ol style="list-style-type: none"> 1. Flights details- arrival and depart 2. Copy of Photo 3. Copies of Passport information 	<p>Please do not forget to obtain a Visa for each person for Namibia</p>
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<p>Please do not forget to obtain a Visa for each person for Namibia</p>					
ENTRY FEES	<p>Entry fee: 20Euro per participant for the Championships Failure to send all entry fees with the Definitive Registration forms shall constitute a late entry. Late fees of 50 Euro per athlete will apply.</p> <p>Bank details for payments are as follows: <u>NAMIBIAN GYMNASTIC FEDERATION</u> Bank details for payments are as follows: Account name: NGF-African Championships Bank: Bank Windhoek Branch: Swakopmund Swift Code: BWLINANX Branch code: 481-772 Account number: 8002386075</p> <p>When a payment is made kindly indicate clearly: that it is for <u>2016 CGC</u> and <u>country's name</u></p>				
ACCREDITATION	<p>Regarding accreditation procedures for all participating delegation members, electronic ID photographs must be sent via email to the LOC within the deadline set for the Nominative registration. Note: The LOC will be checking the validity of the gymnast's Licenses. No gymnast will be accepted without a valid FIG License at the deadline of the Nominative registration and until the end of the competitions</p>				
EVENT FORMAT	<p>The Junior Commonwealth Championships will comprise of qualifications and finals and will determine winners in each category, including Apparatus, All Around and Team according to the CGC Jun.TC Rules</p>				
PROVISIONAL SCHEDULE	<p>PROGRAM 2016 The Junior Commonwealth Games for Women's and Men's Artistic Championships, for Rhythmic Gymnastics and Trampoline+ DMT Gymnastics Championships from the 8th till the 16th October</p>				

	Saturday	08 Oct 2016	Arrival of WAG and MAG delegations, Accreditation of WAG and MAG Scheduled training in afternoon WAG and MAG
	Sunday	09 Oct 2016	Scheduled training for WAG and MAG Accreditation of WAG and MAG Orientation meeting for WAG and MAG Technical meetings WAG and MAG
	Monday	10 Oct 2016	Arrival of delegations for RG and Trampoline Accreditation for RG and TRAMP Orientation Meeting RG and TRAMP Scheduled training RG and TRAMP Scheduled Training MAG and WAG OPENING CEREMONY + FUNCTION for VIP
	Tuesday	11 Oct 2016	Judges Meeting WAG and MAG Podium Training 1 Competition WAG and MAG Team and All-round Technical Meetings RG and Tramp and DM Scheduled Training RG and TRAMP
	Wednesday	12 Oct 2016	Judges Meeting WAG and MAG Podium Training 2. Competition WAG and MAG Apparatus Finals Competition CLOSING FUNCTION MAG and WAG Scheduled Training RG and TRAMP
	Thursday	13 Oct 2016	Judges Meeting RG and TRAMP. Podium Training 3. Competition RG Team and All-round and Competition TRAMPOLINE Qualifying Departure of WAG and MAG
	Friday	14 Oct 2016	Judges Meeting RG and TRAMP. Podium Training RG and TRAMP 4. Competition RG Apparatus finals and Competition TRAMPOLINE Synchro Qualifying DMT Qualifying
	Saturday	15 Oct 2016	Judges Meeting DM and TRAMP. Podium Training DM and TRAMP Finals 5. Competition TRAMPOLINE and TRAMPOLINE Synchro Finals and DMT Finals CLOSING FUNCTION RG and TRAMP
	Sunday	16 Oct 2016	Departure of delegations
MEDICAL SERVICES	Emergency Medical Team on site with stand-by Ambulance. Event Doctor on call. Welwitschia Hospital next door to Championships Venue.		
VISA	<p>Please verify immediately with your travel agent or the Namibian Embassy or Consulate in your country if a visa is required for your travel to Namibia (NAM) The Organizing Committee will be happy to assist each Delegation member with an official invitation letter, provided that the request is made before 05 July 2016 to the LOC. 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> <p>Comments: Visa form will assist NGF to assist you with the application of your visa. All candidates not mentioned below must apply for Visa in own country. If you fly through Johannesburg they will not allow you to continue if you do not have a visa to enter Namibia. NGF can assist with a letter to assist your application. Citizens and holders of ordinary passports of the following number of countries can enter Namibia without a visa's Countries from which entry to Namibia is visa-free that are typed in the list below is listed below in BLACK .In RED must obtain visas</p>		



Australia



The Bahamas



Barbados



Bermuda



Canada



Cayman Islands



Cyprus



Falkland Islands



India



Northern Island



Isle of Man



Jamaica



Lesotho



Zambia



Mozambique



Malaysia



Namibia



New Zealand



Nigeria



Pakistan



Malta



Seychelles



Singapore



South Africa



Trinidad & Tobago



Scotland



Wales



England

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 The LOC needs to verify the insurance before arrival of the delegation members (e.g. cover note or photocopy of the valid policy and requests all delegations to submit cover note of the valid policy electronically). A copy of valid insurance must also be submitted by the Orientation Meeting</p>
INTERNATIONAL TRANSPORTATION	<p>The invited participating federations must pay for the travel costs of their own delegation members</p> <p>Port of entry for delegations flying into WALVIS BAY NAMIBIA –NOT WINDHOEK which is 400km away</p> <p>The Travel Schedule Form must be returned to the LOC by latest the 5 August 2016</p> <p>If you need assistance feel free to contact ULTRA TRAVEL CENTRE Latitia Ruis latitiat@ultratravel.net Walvis Bay Tel +26464207997</p>
LOCAL TRANSPORTATION	<p>Local transportation (i.e. from/to the WALVIS BAY airport, as well as from/to the Chalets / Hotel and the Event, Training, and Warm-up Halls) will be provided Sightseeing transport could be arranged at own cost. Arrange with LOC</p>
ACCOMMODATION	<p>The invited participating federations must pay for the accommodation and meals expenses of their delegation members. The cost per person / night is including 3 meals per day:</p> <p>65Euro for the Food, transport and accommodation at the Lagoon Chalets per day sharing.</p> <p>95Euro for food ,transport and accommodation at the Protea Hotel per day sharing</p> <p>At the time of Definitive registration (5 July 2016) 50% of the costs for the accommodation and meals must be paid to the LOC. The remainder of the payment must be paid to the LOC at the deadline for Nominative registration (5 Aug 2016)</p>
CANCELATION POLICY	<p>Accommodation and Entry Fees are non-refundable after Nominative registration is confirmed (5 Aug 2016).</p>
FINAL BANQUET	<p>The Final Banquet will be free of charge. All participating delegation members are welcome to attend the Closing Function.</p> <p>The tickets of the Closing Function for other non-delegation Members must be booked and paid to the LOC by 25th September 2016</p>
BANK ACCOUNT INFORMATION OF FEDERATION	<p><u>NAMIBIAN GYMNASTIC FEDERATION</u> Bank details for payments are as follows: Account name: NGF-African Championships Bank: Bank Windhoek Branch: Swakopmund Swift Code: BWLINANX Branch code: 481-772 Account number: 8002386075</p> <p>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	Media Officer: Britt Adonis Anita de Klerk and TV Martin Ukarerani / Trimo Herbst - Sakkie Shikupa NBC TV	
SOCIAL MEDIA	http://namgym.blogspot.com/	
DEADLINES SUMMARY	Provisional Registration	17 June 2016
	Definitive Registration	5 July 2016
	Nominative Registration	5 August 2016
	Accommodation Form	5 August 2016
	Travel Schedule Form	5 August 2016
	Visa Request Form	5 July 2016
	Payment Entry Fee	5 July 2016
	Payment Accommodation/Meals Costs	5 July 2016 50% 5 August 2016 Full
	Payment fine for missing judge	25 September 2016
ADDITIONAL INFORMATION	For Federations wishing to visit after the Championships to enjoy our super tourism, arrangements can be made to lengthen your stay at the accommodation and transport can be arranged as well if need be as many local tourist companies collect one at your accommodation on short tours. THIS IS AT OWN COST however NGF will assist with the extension of your visit to ensure your comfort. Please inform the LOC not later than the 5 Sept of your intention. NGF will circulate excursion information very soon.	
EDUCATIONAL TOUR	Those wishing to stay for 3 days extra for the EDUCATIONAL TOUR (before WAG/MAG or after RG and T&DM the Championships) must please inform Valereis Geldenhuys Venter not later than 5 July 2016. This cost will be 65 Euro per person per day for food, accommodation and transport. The tour includes Safari with Game and a total Educational program. Botany, Zoology, Archology, Geography and History.	

Looking forward to welcoming you all to Namibia

Sincerely Yours,

Valereis Geldenhuys Venter

NGF President +LOC

SEAS, Zone VI & UAG Executive Member

FIG Council Member

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**Namibian Gymnastics Federation (NGF)
President: Valereis Geldenhuys Venter**

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Skype: val.geldenhuys



Valereis Geldenhuys Venter

Swakopmund... 5th March 2014

Place and date:

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