



10th European TeamGym Championships
Reykjavik, Iceland, (ISL)
Date October 13th -18th, 2014



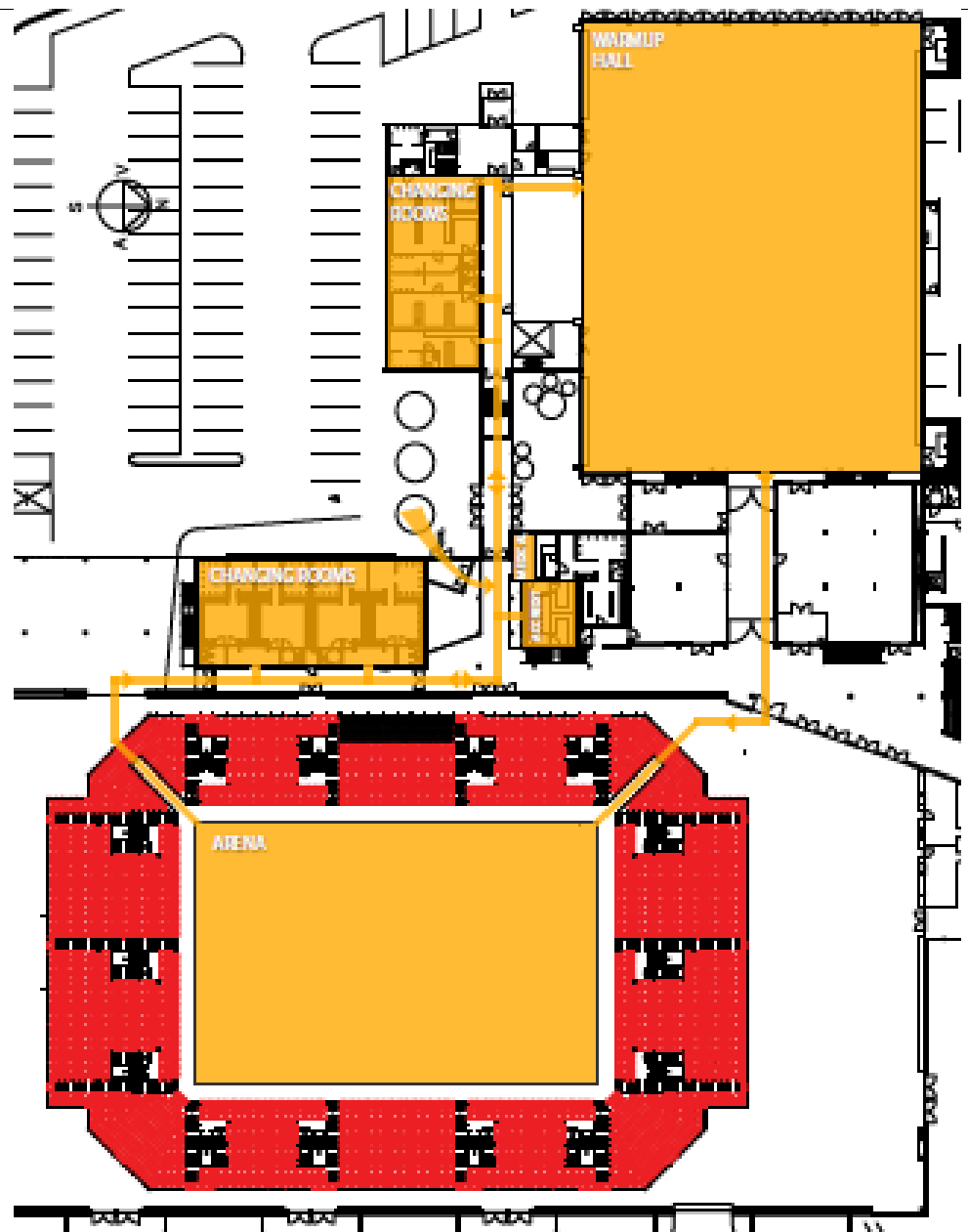
DIRECTIVES

Dear UEG affiliated Member Federation,

The Gymnastics Federation of Iceland has the pleasure to invite your Federation to participate in the aforementioned official UEG Event.

1. DISCIPLINE	TeamGym
2. HOST FEDERATION AND LOCAL ORGANIZING COMMITTEE	Icelandic Gymnastics Federation Sólveig Jónsdóttir Engjavegi 6 104 Reykjavik Iceland +354-514-4060 info@teamgym2014.is www.fimleikasamband.is www.teamgym2014.is
3. LOCAL ORGANIZING COMPANY	Athygli conferences Þórunn Dögg Harðardóttir Síðumúli 28 108 Reykjavík, Iceland Sími/Tel 354 568 2800 thorunn@athygliradstefnur.is www.athygliradstefnur.is
4. LOCATION	Reykjavik, Iceland
5. DATES	From October 13 th to 18 th 2014
6. VENUE	Laugardalshöll Engjavegi 8 104 Reykjavik Iceland +354-585-3300 ish@ish.is www.ish.is The warm-up hall is connected to the main competition hall. See section 7.

7. VENUE LAYOUT



8. APPARATUS SUPPLIER AND APPARATUS

The LOC has an exclusive agreement with LEG Equipment that ensures an identical setup in both the training hall and competition hall. This means that we can provide all teams with the best equipment during the championships.

FLOOR:

Dimension: 18m x 14m, consisting of 9 mats 14m x 2m each 35mm thick.

Colour: Light blue.

Border line: 5cm white Velcro

Connection: 10cm light blue Velcro connects the mats to each other.

TUMBLE

Run-up: 16m x 1m, consisting of 8 blocks of 2m x 1m and a running mat 16m x 1m, 25mm thick, on top of the blocks, in light blue colour.

Tumbling Track: 15m x 2m, consisting of 15 steel sections with 18 glass fibre rods inserted in each section. On top of the glass fibre rods is a felt mat 15m x 2m, 35mm thick and it lies upside down with the felt downwards to the rods. On top of felt mat it is an EVA foam mat 15m x 2m with thickness of 60mm. Upper surface is a cover connected to the steel frame by Velcro and to the run-up and landing mat with Velcro.

	<p>Side Safety Strips: 6m x 0.5m each side and level with the tumbling track.</p> <p>Landing Area: A total area of 4m x 7m consisting of 4 mats; 3 at 4m x 2m and 1 at 4m x 1m, plus a top stability mat with 50mm thickness. The stability mat has a marked landing zone in grey colour of 2m x 4m.</p> <p>One additional safety mat is provided for tumbling and it consist of a foam mat in grey colour of 2m x 4m, 100mm thick.</p> <p>TRAMPET</p> <p>Run-ups: Two felts mats in light blue colour. Each mat is 25m x 1m, 25mm thick with anti-slip underneath.</p> <p>Vaulting Table: Model Tarpan with grey/dark blue colour.</p> <p>Trampets: Dorado-36 and Dorado-40. In addition a softer LEG-32 (32 steel springs) will be available (special approval for this Championships to allow performance review under the proposal in the Equipment Standards document).</p> <p>Landing Area: A combined landing area with a total area of 7m x 8m. It consists of 8 mats; 6 at 4m x 2m and 2 at 4m x 1m plus a top stability mat with 50mm thickness. The stability mat has 2 landing zones marked in grey colour of 2m x 4m.</p> <p>One additional mat for trampet is provided and it consists of a foam mat in grey colour of 2m x 4m, 100 mm thick.</p>				
<p>9. RULES AND REGULATIONS</p>	<p>The competition will be organized according to the current UEG regulations. We refer to the current Technical Regulations Edition 2014, which includes the Specific Rules for TeamGym, plus the Code of Points for TeamGym, September 2013, which includes Revision A, issued in March 2014.</p> <p>Also we refer to the TeamGym Directives for Equipment, September 2013 and the TeamGym Standards for Equipment, September 2013. Note that the teams are no longer allowed to bring their own trampet.</p>				
<p>10. FEDERATIONS INVITED</p>	<p>All National Federations (NF) affiliated to the UEG are admitted to the TG ECh, provided that their financial obligations to the UEG are fulfilled. The inscriptions have to be made by the national federations.</p>				
<p>11. AGE LIMITS</p>	<p>Seniors The minimum age is 16 years (born in 1998 or before)</p> <p>Juniors Minimum age 13 years, maximum age 17 years (born between 1997 and 2001)</p> <p>Gymnasts have the right to participate if they reach this age during the year of the competition. For clarification, if gymnasts have their 16th or 17th birthday during 2014, they may be entered in either Senior or Junior Championship – but NOT both.</p>				
<p>12. JUDGES AND JURIES</p>	<p>All judges must be holders of the UEG TeamGym brevet for the corresponding cycle.</p> <p>Each participating NF is obliged to nominate at least one judge who is guaranteed a position on a judging panel.</p>				
<p>13. REGISTRATION DEADLINES</p>	<table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td style="padding: 5px;">Definitive registration:</td> <td style="padding: 5px;">July 14th 2014</td> </tr> <tr> <td style="padding: 5px;">Nominative registration</td> <td style="padding: 5px;">September 16th 2014</td> </tr> </table>	Definitive registration:	July 14 th 2014	Nominative registration	September 16 th 2014
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	<p>Please allow us to remind you of the registration sanctions. Invitation 2014 TeamGym European Championships Page 4 of 4</p> <p>Registration Sanctions:</p> <ul style="list-style-type: none"> - Definitive entry received after the deadline Euro 1,500 - Nominative entry received after the deadline Euro 1,000 - Non-participation of a team (Information at the venue) Euro 1,000
14. ENTRY FEES	<p>The Entry fee for this event will be Euro 400 per team.</p>
15. OTHER SANCTIONS	<p>Mobile Phones: If a mobile phone or any other electronic communication device should be used on the field of play at any time during the competitions of the European Championships, the person concerned (gymnast, coach, etc.) will be immediately expelled.</p> <p>The gymnasts will not be ranked and will not be authorized to participate in the remaining competitions.</p> <p>If a coach violates this rule, all his gymnasts who are at the moment of the violation on the field of play will also be expelled!</p> <p>Following the advice of the Superior Jury, the Jury of Appeal makes the decision.</p> <p>Obligation of the National Federations to attend the Orientation Meeting:</p> <p>The Organizing Committee and the UEG provide very important information during the Orientation Meeting of UEG events. It is mandatory for all Heads of delegation of the federations to attend. Unjustified failure to attend will result in a sanction against the federation of Euro 1,000.</p>
16.ACCREDITATION	<p>Accreditation will be held at the Laugardalshöll Arena (Competition arena). Each delegation will be taken to the accreditation desk upon arrival. The Accreditation Centre will be open 13th of October 2014 between 14:00 and 20:00.</p> <p>There will be a possibility for a late accreditation on 14th of October 2014 between 09:00 and 20:00.</p> <p>Following documents must be presented at the accreditation:</p> <ul style="list-style-type: none"> - Passport of every participant - Proof of insurance – otherwise an insurance has to be signed locally - Payments of outstanding accounts - Advertising applications forms - Written declaration for use of medications <p>Only the Head of Delegation is allowed to enter the accreditation area.</p> <p>After accreditation the groups should continue their journey to register at their hotel.</p> <p>All accreditation must be obtained by the booking system. For those delegations that have not ordered the accommodation package from the organizer, please contact ATHYGLI conferences for further information.</p> <p>thorunn@athygliradstefnur.is</p> <p>All delegation members will receive an accreditation ID-card. The ID-card is personal, non-transferable and compulsory to get access to the competition arena, warm-up and training area, local transportation, lunches, dinners and the closing banquet.</p> <p>All participants and officials are required to wear the ID-cards at all times.</p>

In order to make a smooth accreditation each delegation is requested to send in photos to the LOC office at the same time as the Nominative entry on the 15th of September 2014. Photos should be passport size and be sent in jpg format. Remember to file each picture with the gymnast's name. Photos should be uploaded through the booking system.

Delegations who omit to send in photos at the Nominative Entry deadline will have to pay ISK 1.000 for each photo that has to be taken by the LOC during accreditation.

To replace a lost ID-card will cost ISK 3.500.

The national federation is responsible for the following:

- The correct age of their gymnasts
- The gymnasts having the nationality of the nation they represent
- The eligibility of the gymnasts to represent their federation and country
- The valid insurance of the gymnasts
- Written approval of gymnasts performing triple saltos

17. EVENT FORMAT

There are three sections in the Senior Competition and three in the Junior Competition:

	Junior	Senior
Section 1	a boy's team	a men's team
Section 2	a girl's team	a women's team
Section 3	a mixed team	a mixed team

A gymnast may only compete for one team.

In the senior's category, each Federation may enter one team per section, in the junior's category also one team per section. A team consists of 8 - 12 male / female gymnasts (the reserve gymnasts are included in this number).

A maximum of 12 gymnasts per team could be accredited.

In all disciplines, all performing gymnasts are judged. A mixed team must consist of 50% of male and 50% of female gymnasts

Each team must perform 3 disciplines:

Discipline 1 – Floor Programme

Discipline 2 – Tumbling

Discipline 3 – Trampet

All gymnasts participating in the competition must perform on floor programme.

The order of the teams will be decided by an official drawing of lots with the representatives of the TC and the OC. The draw will take place in Iceland on the 16th of August 2014. Federations may attend.

The six teams with the highest ranking from the Qualification are qualified for the Finals.

The team's total score is the sum of the final scores of all three disciplines. The winning team for each of the sections shall receive the title European TeamGym Champion.

The maximum size of the official delegation for each federation is as follows:

Gymnasts	SENIOR competitors	JUNIOR competitors
Women	12	12
Mixed	12	12
Men	12	12
Coaches	9 (3x3)	9 (3x3)

Head of delegation	1
Deputy Head of delegation	1
Team Leader	1
Doctor	1
Physiotherapist	6 (1x6)
Judges	4

A maximum of 3 Coaches and 1 Physiotherapist per team.

18. PROVISIONAL SCHEDULE

October 2014		Event
Monday	13 th	Arrival of delegations and accreditation
Tuesday	14 th	Late accreditation Judges' meeting Training - Junior teams Orientation meeting
Wednesday	15 th	Training - Senior teams Opening Ceremony Qualification – Junior mixed Qualification – Junior women Qualification – Junior men
Thursday	16 th	Qualification – mixed Qualification – women Qualification – men
Friday	17 th	Finals – Junior mixed Finals – Junior women Finals – Junior men Banquet - junior
Saturday	18 th	Finals – mixed Finals – women Finals – men Banquet - senior

19. NUMBERING OF GYMNASTS

In these Championships we would like to help the media and audience to identify specific gymnasts within their teams. Also, during the competition, statistics from gymnasts' performance will be collected. In these statistics the number of performed rounds, difficulty values of the rounds and the average of DV's will be shown. From these values the success rate and the effectivity rate of the gymnast will be calculated. (effectivity rate = sum of all values in all successfully completed rounds). Based on these statistics an "ALL STAR"- team will be named at the end of the championships.

All gymnasts will have their own competitor number within a team. Every team has the numbers from 1-20 to choose from. Teams can assign the numbers for every gymnast in any way they want (use alphabetical order/ draw lots/ just choosing).

The number of every gymnast must be announced in the **nominative entry form**.

Every team should mark their gymnasts with the numbers according to the following guidelines:

- all numbers inside the team must be same size and same font
- fastening of the numbers must be secure and tight
- Placing the numbers:
 - o when wearing long trousers/ leggings the numbers must be placed on both thighs, to the side, to the upper part of the thigh (see picture)
 - o when wearing shorts the numbers must be placed in to both sides, as low as possible
 - o when wearing only a leotard (no trousers/shorts/leggings) the numbers must be placed in both sides, above the hipbone
- numbers must be clear, from 8mm to 10mm thick and 8cm high
- numbers must differentiate clearly from the background (e.g. white numbers on black trousers)
- numbers can be printed straight on to the trousers/shorts/leotard or on a separate piece of cloth (similar colour as the area where it will be fastened) which then must be sewn to the competition dress
- numbers will be used in all disciplines

For example





20. MEDICAL SERVICES

Doping is forbidden in all its forms. Concerning the anti-doping fight, the UEG and the FIG has established rules specifically based on the Anti-Doping Code of the World Anti-Doping-Agency.

All questions concerning the anti-doping fight must take reference from these rules, in particular the procedures to be followed for the controls and sanctions to be taken.

21. VISA

Please verify immediately with your travel agent or the Icelandic Embassy or Consulate in your country if a visa is required for your travel to Iceland. The Organizing Committee will be happy to assist each Delegation member with an official invitation letter, provided that the request is made before 15th of July 2014 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.


Further information at the Icelandic Directorate of Immigration's [web site](#).

22. INSURANCE

The Host Federation, the Organizing Committee and the UEG will not be held responsible for any liabilities in case of accidents, illness, repatriation and the like. The UEG Technical Regulations require 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 (except for gymnasts and judges).

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.

If delegations are not in the possession of these documents, the LOC offers an adequate insurance for the delegation to buy.

<p>23.INTERNATIONAL TRANSPORTATION</p>	<p>The participating national federations shall pay for the travelling and accommodation expenses (including meals) of their delegations. The Travel Schedule Form must be returned to the LOC by 15th of September 2014.</p>
<p>24. LOCAL TRANSPORTATION</p>	<p>Transportation by bus to and from Keflavík airport is included in the competition package price given that transportation information has been sent in due time. Delegations not booking the competition package can find information about transportation to and from Keflavik airport at the Flybus website. Arena, both competition and training, is in walking distance from all hotels offered by the LOC. No buses will be provided. If some federations would like to add shuttle bus to their registration, the possibility will be offered at the registration site.</p> 
<p>25.ACCOMMODATION</p>	<p>We offer four packages from which the delegations can choose: (all hotels are within 10 minute walk to Venue)</p> <p>Category UEG: 33.790 ISK per person / night Accommodation in 4+ Star hotel (2 beds/room) Full board: Breakfast at hotel. Lunch and dinner close to the competition venue. Banquet – dinner and disco Transport – shuttle bus service to and from airport to hotel</p> <p>Category 1: 25.305 ISK per person / night Accommodation in 4 Star hotel (2-3 beds/room) Full board: Breakfast at hotel. Lunch and dinner close to the competition venue. Banquet – dinner and disco Transport – shuttle bus service to and from airport to hotel</p> <p>Category 2: 22.920 ISK per person / night Accommodation in 3 Star hotel (2 beds/room) Full board: Breakfast at hotel. Lunch and dinner close to the competition venue. Banquet – dinner and disco Transport – shuttle bus service to and from airport to hotel</p>

	<p>Category 3: 19.700 ISK per person / night Accommodation in 2-Star hotel (2-3 beds/room) Full board: Breakfast at hotel. Lunch and dinner close to the competition venue. Banquet – dinner and disco Transport – shuttle bus service to and from airport to hotel</p> <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 14th of July 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.</p> <p>The costs for the accommodations must be paid as follows:</p> <p>50% 14th of July 2014 100% 16th of September 2014</p> <p>Note the Cancellation/Reimbursement Policy</p>
26. MEALS	<p>Breakfast is included in all packages and is served at each hotel. Lunch and dinner will be served in premises close to competition venue.</p> <p>Juniors will have their banquet after their finals on Friday night at Hotel Grand. Saturday night they will have free night with possibility to go with their team to restaurant or pre-order at registration a night at bowling-hall with pizza included.</p> <p>Seniors will have their banquet after their finals on Saturday night at restaurant in Reykjavik.</p> <p>The invited participating federations must pay for the meals expenses of their delegation members.</p>
27. CANCELLATION POLICY	<p>Notification of cancellation of booking must be sent in writing to the LOCAL ORGANIZING COMPANY: Athygli conferences (thorunn@athygliradstefnur.is).</p> <p>Cancellations received before August 15th 2014 will be fully refunded. If a cancellation arrives later, the LOC refunds 50% of the amount until September 16th 2014. No refunds can be made for cancellations received after September 16th but substitutions can be made any time. If there will be more than 5 changes to each group booking there will be additional charge of ISK 5.000</p>
28. FINAL BANQUET	<p>Junior Banquet – Friday 17th of October 2014 Location: Grand Hotel Dinner: buffet style Disco Time: 19:30 – 24:00 Dress code: smart casual</p> <p>Senior Banquet – Saturday 18. October 2014 Location: restaurant in Reykjavik Dinner - three course dinner Disco Time: 19:30 – 01:00 Dress code: smart casual</p>

	<p>Please note: In Iceland it is prohibited to sell or supply alcohol to individuals younger than 20 years old. Whenever there is reason to believe that the buyer has not reached this age, the person concerned will be asked for proof of age by showing a photo ID. Head of delegations are asked to make this clear to all participants' prior to arrival to Iceland. The HOD will be held responsible for enforcement of this for their team.</p>																				
<p>29. BANK ACCOUNT INFORMATION</p>	<p>Each participating member Federation is kindly requested to transfer the payments to the account as follows:</p> <p>Bank details: Islandsbanki, Fjardargata 19, 220 Hafnarfjordur Athygli Conferences ID.No.: 520199-2929 IBAN: IS86 0545 2600 6368 5201 9929 29 SWIFT: GLITISRE</p> <p>The participating federation is responsible for covering all bank fees in connection with the bank transfers.</p>																				
<p>30. MARKETING</p>	<p>UEG advertising and publicity norms must be respected</p>																				
<p>31. MEDIA</p>	<p>Media Officer Eyrún Jónsdóttir, for any information please contact eyrunj@gmail.com</p>																				
<p>32. SOCIAL MEDIA</p>	<p>www.teamgym2014.is www.facebook.com/TeamGym2014 www.youtube.com/user/teamgym2014</p>																				
<p>33. DEADLINES SUMMARY</p>	<table border="1"> <tr> <td>Definitive Registration</td> <td>14th of July 2014</td> </tr> <tr> <td>Nominative Registration</td> <td>16th of September 2014</td> </tr> <tr> <td>Accommodation Form</td> <td>14th of July 2014</td> </tr> <tr> <td>Travel Schedule Form</td> <td>14th of July 2014</td> </tr> <tr> <td>Visa Request Form</td> <td>14th of July 2014</td> </tr> <tr> <td>Payment of the Entry Fee</td> <td>14th of July 2014</td> </tr> <tr> <td>Payment of the Accommodation Costs</td> <td></td> </tr> <tr> <td></td> <td>50% 14th of July 2014</td> </tr> <tr> <td></td> <td>100% 16th of September 2014</td> </tr> <tr> <td>Payment of the fine for missing judge</td> <td>16th of September 2014</td> </tr> </table>	Definitive Registration	14 th of July 2014	Nominative Registration	16 th of September 2014	Accommodation Form	14 th of July 2014	Travel Schedule Form	14 th of July 2014	Visa Request Form	14 th of July 2014	Payment of the Entry Fee	14 th of July 2014	Payment of the Accommodation Costs			50% 14 th of July 2014		100% 16 th of September 2014	Payment of the fine for missing judge	16 th of September 2014
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<p>34. ADDITIONAL INFORMATION</p>	<p>Free admittance to Laugardalur swimming pool for accredited Participants ordering the competition package.</p> <p>Side Event - Media outreach Head of sports for the Icelandic national broadcasting service, amongst others, talk about TeamGym and TV. The event will take place in the Venue Friday the 17th at 11 o'clock to 16 o'clock.</p> <p>Tourist packages More information will be available on the TeamGym 2014 Web site</p> <p>Flight Information Information regarding the most favorable flight prices will be sent you the following days.</p>																				

We look forward to seeing you in Iceland

Yours Sincerely,

Arnar Ólafsson,

President of Icelandic Gymnastic Federation