FEDERATION INTERNATIONALE DE GYMNASTIQUE



FIG ARTISTIC GYMNASTICS INDIVIDUAL APPARATUS WORLD CUP AGF TROPHY Baku Azerbaijan



Baku, Azerbaijan March 16-19, 2017

DIRECTIVES

Dear FIG affiliated Member Federation,

Following the decision of the FIG Executive Committee, the Gymnastics Federation of Azerbaijan has the pleasure to invite your Federation to participate in the aforementioned official FIG Individual Apparatus World Cup.

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	Switzerland			
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	Fax: +41 (0)21 321 55 19			
	e-mail: ttoivanen@fig-gymnastics.org			
	website: www.fig-gymnastics.com			
HOST FEDERATION	Azerbaijan Gymnastics Federation Contact Person: Nurlana Mammadzada			
	MGA - Milli Gimnastika Arenası (National Gymnastics Arena)			
	108 Heydar Aliyev Avenue			
	AZ1029, Baku, Azerbaijan Tel: +99412 493 30 11 / Direct: +99412 5984082 / Mob: +99450 385 39 69			
	Fax: +99412 493 95 00			
	E-mail: office@agf.az			
	Website: www.agf.az			
LOCATION	Baku, Azerbaijan			
DATES	March 16-19, 2017			
VENUE	MGA - Milli Gimnastika Arenası (National Gymnastics Arena)			
	108 Heydar Aliyev Avenue			
	AZ1029, Baku, Azerbaijan			
	Tel: +99412 566 9699			
	Fax: +99412 566 9694			
	Website: www.mga.az			



The MGA was officially opened in April 2014. This gymnastics specialized Arena has already hosted the 30th Rhythmic Gymnastics European Championships (June 13-15, 2014), the 1st WTF World Cadet Taekwondo Championships (July 24-27, 2014), as well as 2015 NN Table Tennis Club ITTF-Europe Top 16 CUP" (February 6-8), Open Joint Azerbaijan Championships in Gymnastics Disciplines (held as a Test Event for the 1st European Games, March 4-6, 2015), Competitions in 6 Gymnastics Disciplines of the 1st European Games (June 14-21, 2015), the FIG Artistic Gymnastics World Challenge Cup AGF Trophy (February 19-21, 2016), the FIG Trampoline Gymnastics World Cup AGF Trophy (March 5 & 6, 2016). The Arena has the ability to stretch from 5,000 to 9,600 seats, depending on the size and the nature of the event it hosts. This sports facility has become a favourite training camp venue of many gymnasts all over the world.

During the given World Cup, Training and warm-up facilities will be located within the MGA.

APPARATUS SUPPLIER

RULES AND REGULATIONS

A detailed list of SPIETH Gymnastics (FIG certified) equipment to be used for this FIG Individual Apparatus World Cup will be published on the FIG web site.

The competition will be organized under the following FIG rules, as valid in the year of the competition, except for any deviation mentioned in the Rules for Individual Apparatus World Cup Series in Artistic Gymnastics:

- Statutes
- · Code of Ethics
- Technical Regulations
- License Rules
- Code of Points and relevant Newsletters
- Rules for the FIG Individual Apparatus World Cup Series in Artistic Gymnastics
- General Judges' Rules
- Specific Judges' Rules for Artistic Gymnastics
- Medical Organization of the Official FIG Competitions
- Anti-Doping Rules
- Media Rules
- Apparatus Norms
- Advertising and Publicity Rules
- Accreditation Rules
- Regulations for Awards Ceremonies

and subsequent decisions of the FIG Executive Committee

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 this Individual Apparatus World Cup.

Federations which have not fulfilled their financial obligations towards the Local

	Organizing Committee by the given deadline in these Directives may still have the possibility to participate, but the LOC will not guarantee the hotel booking, meals and local transportation.					
PARTICIPATION AND FIG LICENSE	Only senior gymnasts in good standing with the correct age and holding a valid FIG License may participate. The Organizing Committee 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. The maximum size of the invited delegation is as follows:					
	Delegation meml		Men	Women	Joint	
	Head of Delegatio		1	1	1	_
	Team Manager (if women)	min. 6 men or	1	1	2	
	Coach (max. 1 pe	,				
	Gymnasts (max. 2	? per apparatus)		1 .		_
	Medical Doctor		1	1	1	_
	Paramedical Staff		2	2	2	_
	Judges * Access to warm-ur	training and FoP w		_	4 number of	
		* Access to warm-up, training and FoP will be restricted to the number of gymnasts in training or competition				
AGE LIMITS	Age limit for MAG: 18 years (born in 1999 or before)					
REGISTRATION DEADLINES	Age limit for WAG: 16 years (born in 2001 or before) Provisional, Definitive and Nominative Registrations must be made exclusively on-line via the FIG website (http://www.fig-gymnastics.com). These on-line registrations will only be accepted from FIG Gymnastics Member Federations. Registrations and payments made after the gymnasts' drawing of lots will not be accepted and the Delegations members concerned will not be authorized to participate.					
	Provisional	November 10, 20				
	registration	(4 months prior to Midnight Swiss Ti		:)		
	Definitive	January 10, 2017				
	registration	(2 months prior to Midnight Swiss Ti		<u>.</u>)		
	Nominative February 10, 2017 registration (4 weeks prior to the event) Midnight Swiss Time					
	Late registrations are subject to fines as follows:					
	Fine for missing or late Provisional registration CHF 500					
	Fine for missing or late Definitive registration CHF 750					
	Fine for missing or late Nominative registration CHF 500					
	Registrations made after the gymnasts' drawing of lots will not be accepted and the Delegations members concerned will not be authorised to participate.					
ENTRY FEES	No Entry Fee will be applied for this event.					
ACCREDITATION	Accreditation cards will be distributed at the Accreditation Centre situated at the Competition Venue upon arrival of the delegations.					

The following items will be checked there with the Heads of delegations:

- The passport of gymnasts and judges including all members of the delegations
- Transport Departure
- The medical insurance for the members of the delegations
- WAG 2 sets of Audio CD's of the music and a form with the duration and the author of the music has to be filled in; official titles/interpreters have to be indicated
- · National anthem and national flag

In order to accelerate the process of the accreditation, each participating Federation is kindly requested to upload photos and passport copy of each member of its delegation (gymnasts, head of delegation, team manager, judges, coaches, medical staff and etc.) into the LOC's online program in the following link via Azerbaijan Gymnastics Federation's website: registration.agf.az

The deadline for the photos upload (identity colour photo in JPG format, size – 45mm x 35mm, resolution: 800x600plx) is **February 10, 2017**. Please clearly indicate the corresponding full name (with correct spelling) in the file title.

Uploading of photos in due time will prevent the delegations from waiting at the accreditation centre.

COMPETITION FORMAT

The Individual Apparatus World Cup competitions consist of: Qualifications and Apparatus Finals

Qualifications:

- Participation is limited to 2 gymnasts per NF on each apparatus.
- FIG Competition III rules will be applied for vault.
- In case of a tie at any place, the tie-breaking rules as outlined up for the Olympic Games (TR sec 2) shall be applied. Nevertheless, the gymnasts not qualified for the Finals and with the same final score will receive the same World Cup Points.

Finals:

- The best eight gymnasts per apparatus from the qualifications qualify for the Finals
- Participation is limited to 2 gymnasts per NF and each apparatus.
- FIG Competition III rules will be applied for vault.

DRAWING OF LOTS/REPLACEMENT POLICY

The gymnasts' drawing of lots for all FIG Individual Apparatus World Cup events will take place at the FIG Office in Lausanne (SUI) within two weeks after the closing date of the nominative registration.

At the time of the nominative registration, the apparatus on which the gymnast will compete must be mentioned. In cases of change of gymnasts, the replacement may only compete on the apparatus of the replaced gymnast.

PROVISIONAL				
SCHEDULE	March 14 (Tuesday)	Arrival of delegations		
	March 15 (Wednesday)	Training, Podium Training,		
	, ,	Orientation Meeting, Judges' Instruction		
		Scoring System Training for Judges		
	March 16 (Thursday) Qualifications - MAG: FX, PH, SR			
		WAG: VT, UB (2 subdivisions)		
	March 17 (Friday)	Qualifications - MAG: VT, PB, HB		
	WAG: BB, FX			
		(2 subdivisions)		
	March 18 (Saturday) Apparatus Finals - MAG: FX, PH, SR WAG: VT, UB			
	March 19 (Sunday)	Apparatus Finals – MAG: VT, PB, HB WAG: BB, FX		
	March 20 (Monday)	Departure of delegations		
EVENT MANAGERS	Natalya Bulanova	Rza Aliyev		
	Tel.: +99412 493 3011	Tel.: +99412 493 3011		
	E-mail: td@agf.az	E-mail: events@agf.az		
MEDIA	official website, facebook page	lanned to be implemented via the Federation's		
	Press Officer PR Manager			
	Sara Rajabova	Farhad Ahmadbayli		
	Tel: +99412 493 3011	Tel: +99412 493 3011		
000141 147014	E-mail: media@agf.az	secretary@agf.az		
SOCIAL MEDIA	www.facebook.com/pages/Azerbaijan-Gymnastics Federation/156431321068611			
	www.twitter.com/Azerbaijan@			
MEDICAL CEDVICES		zerbaijangymnasticsfederation/		
MEDICAL SERVICES	The Organizing Committee will provide first aid medical services. Physiotherapists will be present during the competitions.			
OFFICIAL HOSPITAL	M POLI			
	45, Uzeyir Hajibayov str., Ba	ku, Azerbaijan		
	Tel.: +99412 497 0911			
DOPING CONTROLS	The Organizing Member Federation will provide at its own charge a minimum of 6 doping controls, 3 for Women and 3 for Men.			
VISA	1	ith your travel agent or Embassy or Consulate of a visa is required for your travel to Azerbaijan.		
	The delegations members who need a visa to enter Azerbaijan have to obtain their visas at the Embassy of Azerbaijan of the corresponding country beforehand (before arrival). Only the citizens of the countries where there is no Embassy of Azerbaijan will be issued a visa upon their arrival at Heydar Aliyev International Airport. If this is the case, the OC will send the Federations concerned authorization from the Migration Service of the Ministry of Foreign Affairs of the Azerbaijan Republic enabling them to get their visas at the airport, provided that the request is made in due time.			
	The further details regarding the visa (documents required both for getting the visa at the Embassies of Azerbaijan abroad and Heydar Aliyev Airport) and visa fees can be found at the following links:			
	' '	nguage=en&options=content&id=184		
	2) http://mfa.gov.az/?language=en&options=content&id=277 3) http://mfa.gov.az/files/file/visa%20fees.pdf The Organizing Committee will be happy to assist each Delegation member			

	with an official invitation letter, provided that the request is made to the LOC online via Azerbaijan Gymnastics Federation's website (registration.agf.az) by February 10, 2017 at the latest . The direct link is as follows: registration.agf.az		
	The request must include the function, full name, gender and other passport details, the arrival and departure dates of the Delegation Member as well as the city the visa application support letter must be sent to. In addition, the online system will require upload of passport copy for each member of the delegation.		
INSURANCE	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 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.		
	The LOC will subsequently offer insurance at the Federations own charge as follows: 15 Euro per person/day.		
INTERNATIONAL TRANSPORTATION	The invited participating federations must pay for the travel costs of their delegation members.		
	The LOC will meet and see of the official members of the delegations at Heydar Aliyev International Airport (GYD), bus or railway station in Baku.		
	The Travel Details must be submitted to the LOC online via Azerbaijan Gymnastics Federation's website by February 10 , 2017 . Direct webpage link is as follows: registration.agf.az		
LOCAL TRANSPORTATION	The OC will organize shuttle buses from Official Hotels to the Competition Venue (training venue is within the competition venue) and back. The OC will organize buses for sightseeing tour and farewell banquet as well.		
ACCOMMODATION	i i		
ACCOMMODATION	Boulevard Hotel***** (Official Hotel) Address: Baku White City Baku, Azerbaijan Tel.: +99412 310 00 10 Fax.: +99412 310 00 11 Website: www.boulevardhotelbaku.com The costs per person/night in Boulevard Hotel are as follows: EUR 120 (single room, including breakfast)		
	EUR 75 (twin room, including breakfast)		
	Intourist Hotel***** (Second Hotel) Address: Mikail Useynov Avenue 51 AZ1003, Baku, Azerbaijan Tel.: +99412 310 3310 Fax: +99412 310 3323 Website: www.intouristhotelbaku.com The costs per person/night in Intourist Hotel are as follows: EUR 150 (single room, including breakfast)		
	EUR 90 (twin room, including breakfast)		

The costs per person/night in Emerald Hotel are as follows:

EUR 55.- (single room, including breakfast)

EUR 45.- (twin room, including breakfast)

The prices charged for the hotel rooms will not exceed the usual hotel rates. While the Accommodation Request must be submitted to the LOC online via Azerbaijan Gymnastics Federation's website by **January 10, 2017** at the very latest, the Hotel rooms will be allocated on a "first come, first served" basis. The direct webpage link is as follows: registration.agf.az

The invited participating federations must pay for the accommodation expenses of their delegation members (see exception herein below).

100% of the total accommodation payment shall be transferred to the LOC bank account by **February 10, 2017**. Failure to forward the payment by the required dates will result in the reservations being cancelled.

Payment for the accommodation must be made to the OC bank account (see bank account section).

The Organising Member Federation must pay for:

 Accommodation expenses, including full board, for the gymnasts ranked 1-3, per apparatus, as follows:

For the 2016-2017 World Cup competitions (held in November 2016 and February – March 2017), the three best ranked finalists per apparatus at the 2016 Olympic Games (including tied gymnasts if any)

For all other World Cup competitions the three best ranked Finalists per Apparatus from the last World Championships preceding the competition (including tied gymnasts if any).

The Organising member Federation shall determine among the official hotels at its discretion, but may not chose the "low cost" category hotel.

MEALS

The LOC proposes the following options for having meals at the belowmentioned hotels/competition venue and costs which can be ordered by delegations if they wish:

Boulevard Hotel

Lunch - EUR 25.- (each)

Dinner - EUR 25.- (each)

Intourist Hotel

Lunch - EUR 25.- (each)

Dinner - EUR 25.- (each)

Emerald Hotel

Lunch - EUR 15.- (each)

Dinner - EUR 15.- (each)

Lunch will also be offered at MGA (competition venue) at the cost of EUR 15.- (each).

The invited participating federations must pay for the meals expenses of their delegation members (see exception herein below).

The Meal Request must be submitted to the LOC online via Azerbaijan Gymnastics Federation's website by **February 10, 2017** at the very latest. The direct webpage link is as follows: registration.agf.az

100% of the costs for the meals must be paid to the LOC by **February 10**, **2017**.

	The Organising Member Federation must pay for:			
	Full board, for the gymnasts ranked 1-3, per apparatus, as follows:			
	For the 2016-2017 World Cup competitions (held in November 2016 and February – March 2017), the three best ranked finalists per apparatus at the 2016 Olympic Games (including tied gymnasts if any)			
	For all other World Cup competitions the three best ranked Finalists per Apparatus from the last World Championships preceding the competition (including tied gymnasts if any).			
CANCELATION POLICY	Accommodation Rooms cancelled between February 10, 2017 and February 27, 2017 will be subject to a cancellation fee of 20% of the total accommodation payment.			
	Rooms cancelled after February 27 , 2017 until arrival of the delegations on site or "no shows" will be subject to a cancellation fee of 100% of the total accommodation cost.			
	Meals Meals cancelled after March 6, 2017 will be subject to a cancellation fee of 100% of the total meal cost.			
FINAL BANQUET	The Organizing Committee will host a Farewell Banquet for all Delegation members (provided their accommodation was booked through the Organizing Committee) at the conclusion of the event in the evening on March 19, 2017.			
FIG TECHNICAL DELEGATE AND EC MEMBER	The FIG Technical Delegate and EC member (if applicable) will be designated by the FIG.			
	The FIG Technical Delegates will serve as Presidents of the Superior Jury.			
JUDGES AND PANELS	Each Judge's panel will be composed as follows:			
PANELS	Series 2016-2018:			
	• 2 D judges (min. cat. 2), 5 E judges (min. cat. 3), plus 1 Supervisor (cat. 1)			
	 Not more than one judge per Federation per panel will be permitted (except for Time and Line Judges (min. cat. 4)). 			
	Series 2018-2020:			
	 2 D judges (min. cat. 2), 2 RE judges (min. cat. 2), 5 E judges (min. cat. 2), plus 1 Supervisor (cat. 1) 			
	 For 2018-2020, the Supervisors and the RE Judges will be nominated by the FIG. 			
	 Not more than one judge per Federation per panel will be permitted (except for Time and Line Judges min. cat. 4) 			
	The judges' panels are set up by a draw from the judges present at the event. The draw must be directed by the MAG and WAG Technical Delegates. 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. The Organizing Member Federation will apply a fine of CHF 2'000 per missing judge (to be paid to the LOC) should a federation fail to bring the required number of judges. This fine must be paid to the LOC by February 10, 2017 .			
	The Organizing Member Federation is responsible that there are enough FIG brevetted judges present with the appropriate valid category of brevet for their function. Should there not be sufficient judges as per the on-line nominative			
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registration, the Organizing Member Federation must propose to the FIG for approval the name of neutral additional judges to complete the panels (plus 2 reserves, 1 man and 1 woman). These judges, once approved, have to be invited at the cost of the Organizing Member Federation. Such invitation must be made through the respective Member Federation. Should the Organizing Member Federation fail to propose names for additional judges, the FIG Office in consultation with the TC Presidents concerned will invite these judges at the cost (in terms of international and local travel, accommodation and meals) of the Organizing Member Federation. For additional judge's requirements see the Specific Judges' Rules.

VIDEO CONTROL SYSTEM

SMART SCORING Company will provide video control system, which allows to treat inquiries and records all exercises of the competition in a quality which allows to judge the exercises.

PRIZE MONEY

The organising member federation must pay the minimum Prize Money of CHF 32'500.- for FIG Individual Apparatus World Cup events as follows, per apparatus:

The Prize Money, free of any deductible taxes, will be distributed in CHF (or its equivalent in Euro) as follows:

Ranking	Amount CHF
1	1000
2	750
3	500
4	300
5	250
6	200
7	150
8	100

If after application of the tie breaking rules for Apparatus Finals at the Olympic Games outlined in the TR Section 2 there is still a tie, the prize money of the tied ranks will be added and divided by the number of ties.

ASSIGNMENT OF WORLD CUP POINTS FOR INDIVIDUAL APPARATUS WORLD CUP RANKING LIST

In principle, the results and the updated FIG Individual Apparatus World Cup Ranking List will be published on the FIG web site within 24 hours after the end of the competitions provided that all the requirements before and after the competitions are duly respected by the Organizing Member Federation. Separate men's and women's World Cup Ranking Lists are established. These lists begin with the first World Individual World Cup event of the series and end with the last Individual Apparatus World Cup event of the series as follows:

 6 World Cup Ranking Lists for Men and 4 World Cup Ranking Lists for Women

Men Women Floor Vault

Pommel Horse Uneven Bars Rings Balance Beam

Vault Floor

Parallel Bars Horizontal Bar

The World Cup Points are assigned to the competitors by name:

	Individual Apparatus World Cup Points			
		Rank	Points	ug.
		1	30	
		2	25	
		3	20	
		4	18	
		5	16	
		6	14	
		7	12	
		8	10	
		9	8	
		10	7	
		11	6	
		12	5	
	The gymnasts Points	s with the same final s	core will receive the same	World Cup
WINNER OF THE FIG INDIVIDUAL APPARATUS WORLD	The winner of the FIG Individual Apparatus World Cup Series is the gymnast with the highest number of points for each apparatus after the last event of the Series.			
CUP SERIES	The top 3 results out of 8 possible events are taken into consideration for the ranking list.			
	Should there b	e a tie, it will be broken a	as follows:	
	The number of ranks of the three counting competitions achieved by the respective gymnast will be added and the gymnast with the lowest total will prevail. If there is still a tie, the final score of the three counting exercises will be added and the gymnast with the highest total score will prevail. If there is still a tie, the total execution score of the three counting exercises will be added and the gymnast with the highest total execution score will prevail.			
BANK ACCOUNT INFORMATION	Beneficiary: Azerbaijan Gymnastics Federation Beneficiary's account: AZ81PAHA000000000010176788 Bank: "PASHA Bank", Baku, Azerbaijan SWIFT PAHAAZ22 Correspondent: Raiffeisen Bank International AG Account with Institution: Am Stadtpark 9, 1030 Vienna Correspondent account: 1-55.081.095 SWIFT BIC: RZBAATWW Each participating member Federation is kindly requested to integrate the payment's purpose as follows: FIG Artistic Gymnastics Individual Apparatus World Cup AGF Trophy 2017.			
MADIZETINO	The participating federation is responsible for covering all bank fees in connection with the bank transfers.			
MARKETING	FIG advertising and publicity norms must be respected			
TELEVISION	For the Individual Apparatus World Cup competitions television coverage is compulsory.			

	The Organizing Member Federation must guarantee the production of a basic feed (international signal). Please refer to Reg 12.3 of 2016 Rules for the FIG Individual Apparatus World Cup Series in Artistic Gymnastics for additional information. Host Broadcaster – AzTV Idman (Sports Channel of Azerbaijan Television and Radio Broadcasting Closed Joint-Stock Company) Contact persons			
	Elsevar Dunyamaliyev	Arzu Abdullayev		
	Deputy Chairman	Technical Director		
	E-mail: aztv.elsever@mail.ru Mob.: +99450 319 33 00	E-mail: webmaster@aztv.az Mob.: +99450 212 08 90		
DEADLINES				
SUMMARY	Provisional Registration (FIG online)	November 10, 2016		
	Definitive Registration (FIG online)	January 10, 2017		
	Accommodation Request (online, LOC)	January 10, 2017		
	Nominative Registration (FIG online)	February 10, 2017		
	Visa Request (online, LOC)	February 10, 2017		
	Travel Details (online, LOC)	February 10, 2017		
	Meal Request (online, LOC)	February 10, 2017		
	Upload of photos to accelerate accreditation process (online, LOC)	February 10, 2017		
	Payment of the Accommodation Costs (100%)	February 10, 2017		
	Payment of the Meals' costs (100%)	February 10, 2017		
	Payment of the fine for missing judge	February 10, 2017		

FÉDÉRATION INTERNATIONALE DE GYMNASTIQUE



The Federation of: AZERBAIJAN

hereby commits to host the event in 2017/2018, 2018/2019 and 2019/2020 and submits a proposal of dates as follows:

Dates for 2017/2018 (Competition Days): March 15-18, 2018

Dates for 2018/2019 (Competition Days): March 14-17, 2019

Dates for 2019/2020 (Competition Days): March 12-15, 2020

NOTE: One day difference is made for each of the above mentioned dates in order always to have the finals on Saturdays and Sundays each year. Saturdays and Sundays each year.

Sincerely Yours,

Baku, June 18, 2016

Farid Gayibov Secretary General

Azerbaijan Gymnastics Federation