



2013

**EUROACRO**

**ODIVELAS • PORTUGAL**

**7<sup>TH</sup> EUROPEAN AGE GROUP GAMES**  
**ACROBATIC GYMNASTICS**

**18 - 20 OCT**



W O R K P L A N

UNION EUROPÉENNE DE GYMNASTIQUE  
EUROPÄISCHE TURNUNION  
EUROPEAN UNION OF GYMNASTICS



## **7<sup>th</sup> European Age Group Games in Acrobatic Gymnastics**

**Odivelas (POR)  
October 16<sup>th</sup> – 21<sup>st</sup>, 2013**



**EUROACRO**  
**ODIVELAS • PORTUGAL**

# **Work Plan**

**(2<sup>nd</sup> Version)**

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## Part 1 - Officials and Organizing Committee

### 1.1. Union Européenne de Gymnastique (UEG)

UEG OFFICIALS	
President	Georges GUELZEC
EC/UEG Delegate (President of the Appeal Jury)	Manuel BOA DE JESUS
EC/UEG Delegate (Member of the Appeal Jury)	Metin SAYIN
Director	Kirsi EROFEJEFF-ENGMAN
Head of Media	Oriane MARTIN Do ROSARIO
Official Doctor	Lubos HRAZDIRA

ACROBATIC'S TECHNICAL COMMITTEE	
President	Laurie COLTON
Vice-President & Secretary	Carine CHARLIER
Member	Bernardo TOMÁS
Member	Dimitry VINNIKOV
Member	Halyna KOVALCHUK
Member	Kerstin HOFFMANN
Member	Urszula WOJTKOWIAK

### 1.2 . Official UEG Contact Address:

UNION EUROPEENNE DE GYMNASTIQUE  
Case Postale 188  
CH – 1000 Lausanne 6, SWITZERLAND  
Tel.: + 41 – 21 – 613.73.32  
Fax: + 41 – 21 – 613.73.31  
E-mail: [info@ueg.org](mailto:info@ueg.org)  
Web-site: [www.ueg-gymnastics.com](http://www.ueg-gymnastics.com)



### 1.3. The host federation:

GYMNASTICS FEDERATION OF PORTUGAL  
Estrada da Luz 30A  
1600-159 LISBOA  
PORTUGAL  
Tel: +351 218 141 145  
Fax: +351 218 142 950  
E-mail: [gympor@gympor.com](mailto:gympor@gympor.com)  
Web-site: [www.fgp-ginastica.pt](http://www.fgp-ginastica.pt)





#### 1.4. 2013 E.C. Local Organizing Committee

NAME	FUNCTION
João Paulo Rocha	President
José Carlos Reis	Executive Director
Alvaro Sousa	Vice President
José Carlos Serrano	Vice President
Carlos Oliveira	Vice President
Bernardo Tomás	Consulting
Carlos Lérias	Municipality
Ricardo Lima / Isabel Falcão	Accreditation
Teresa Loureiro	Ceremonies & Protocol
Virgílio Almeida	Opening & Closing Ceremonies
Ana Zacarias	Liaison
Josefina Cruz	Hotels & Meals
Ramiro Fernandes	Volunteers
Pedro Gaspar	Venue & Security
Luis Malato	Transports
David Dias	Equipments
Marc Reis	Physiotherapy & Measurements
Diana Costa	Media & Communication
Susana Sousa	Image
Nelson Rodrigues	Website
Comograma	Results
Data Science	Marketing & Sponsorships

#### 1.5. 2013 E.C. Local Organizing Committee Contact Address

GYMNASTICS FEDERATION OF PORTUGAL

Estrada da Luz 30A

1600-159 LISBOA

PORTUGAL

Tel: +351 218 141 145

Fax: +351 218 142 950

E-mail: [geralceacro2013@gympor.com](mailto:geralceacro2013@gympor.com)

Web-site: [www.euroacro2013.pt](http://www.euroacro2013.pt)



## Part 2 - The Competition

### 2.1. Schedule

Wednesday, 16 <sup>th</sup> October		
All day	Arrival Delegations / Registration	Sport Hall
Registration	Deadline to submit Tariff Sheets	
All day	Free training (possible arrangement with organizers)	

Thursday, 17 <sup>th</sup> October		
All day	Training and Podium Training	Sport Hall
All day	Athletes' Measuring – After Training	Medical Office
All day	Checking Tariff Sheets	Judge's Room
10.00 – 13.00	Judge's Instructions	Judge's Room
14.00 – 15.00	Orientation Meeting	Auditorium

Friday, 18 <sup>th</sup> October			
9:00	Judge's Meeting		Judge's Room
9:30 – 12:30 (small break after 28 routines)	Age Group 11 - 16	<b>Session 1 - Qualification</b> Women's Group - Balance (27) – Panel A Women's Pair – Dynamic (22) – Panel B Men's Group – Dynamic (5) – Panel B	Sport Hall
12:30		Break	
12:45		Judge's Meeting	Judge's Room
13:00 – 13:57		<b>Session 2 - Qualification</b> Mixed Pair – Balance (10) – Panel A Men's Pair – Dynamic (9) – Panel B	Sport Hall
13:57	Break - Lunch		Judge's Room
14:40	Judge's Meeting		Judge's Room
15:00 – 17:35 (small break after 20 routines)	Age Group 12 - 18	<b>Session 3 - Qualification</b> Women's Group - Balance (21) – Panel A Women's Pair – Dynamic (20) – Panel B	Sport Hall
17:35		Break	
17:50		Judge's Meeting	Judge's Room
18:05 – 19:26		<b>Session 4 - Qualification</b> Mixed Pair – Balance (7) – Panel A Men's Pair – Dynamic (7) – Panel B Men's Group – Dynamic (8) – Panel B	Sport Hall
19:30	Opening Ceremony		Sport Hall



Saturday, 19 <sup>th</sup> October			
9:00	Judge's Meeting		Judge's Room
9:30 – 12:30 (small break after 28 routines)	Age Group 11 - 16	<b>Session 5 - Qualification</b> Women's Group - Dynamic (27) – Panel A Women's Pair – Balance (22) – Panel B Men's Group – Balance (5) – Panel B	Sport Hall
12:30		Break	Judge's Room
12:45		Judge's Meeting	Judge's Room
13:00 – 13:57		<b>Session 6 - Qualification</b> Mixed Pair – Dynamic (10) – Panel A Men's Pair – Balance (9) – Panel B	Sport Hall
13:57	Break- Lunch		Judge's Room
14:40	Judge's Meeting		Judge's Room
15:00 – 17:35 (small break after 20 routines)	Age Group 12 - 18	<b>Session 7 - Qualification</b> Women's Group - Dynamic (21) – Panel A Women's Pair – Balance (20) – Panel B	Sport Hall
17:35		Break	Judge's Room
17:50		Judge's Meeting	Judge's Room
18:05 – 19:26		<b>Session 8 - Qualification</b> Mixed Pair – Dynamic (7) – Panel A Men's Pair – Balance (7) – Panel B Men's Group – Balance (8) – Panel B	Sport Hall





Sunday, 20 <sup>th</sup> October			
10:30	Judge’s Meeting		Judge’s Room
11:00 – 11:48	Age Group 11 - 16	<b>Session 9 – Final</b> Women’s Group - Balance (8) – Panel A Women’s Pair – Dynamic (8) – Panel B	Sport Hall
11:48		Judge’s Meeting / Break	Judge’s Room
12:10 – 13:02		<b>Session 10 - Final</b> Mixed Pair – Balance (6) – Panel A Men’s Pair – Dynamic (6) – Panel B Men’s Group – Dynamic (4) – Panel B	Sport Hall
13:02		Awarding Ceremony	
13:32		Break - Lunch	Judge’s Room
14:30	Judge’s Meeting		Judge’s Room
14:50 – 15:46	Age Group 12 - 18	<b>Session 11 - Final</b> Women’s Group - Combined (8) – Panel A Women’s Pair – Combined (8) – Panel B	Sport Hall
15:50		Judge’s Meeting / Break	Judge’s Room
16:10 – 17:16		<b>Session 12 - Final</b> Mixed Pair – Combined (6) – Panel A Men’s Pair – Combined (6) – Panel B Men’s Group – Combined (6) – Panel B	Sport Hall
17:16		Awarding Ceremony	
17:50		<b>Closing Ceremony</b>	
20:00	Farewell Banquet		Hotel Altis Park

Monday, 21 <sup>st</sup> October		
All Day	Departure of Delegations	



## 2.2. Format of the competition

- **Competition I – 11-16 and 12-18 – Qualification**

**1<sup>st</sup> day**, Friday, October 18<sup>th</sup> – 1<sup>st</sup> exercise – Qualification for C [II]

**2<sup>nd</sup> day**, Saturday, October 19<sup>th</sup> – 2<sup>nd</sup> exercise – Qualification for C [II]

- The top 8 proceed to a final. If there are less than 12 entries in a category, only 6 proceed to the final.
- No more than 1 pair or group from each federation, in each category, is allowed to proceed to the individual or all-around final.
- Tie break as FIG regulations for AGG.

- **Competition II – 11-16 Balance or Dynamic Final**

**3<sup>rd</sup> day**, Sunday, October 20<sup>th</sup> – 3<sup>rd</sup> exercise – Final

- Women's Pairs: Dynamic
- Mixed Pairs: Balance
- Men's Pairs: Dynamic
- Women's Groups: Balance
- Men's Groups: Dynamic

- **Competition II – 12-18 Combined Final**

**3<sup>rd</sup> day**, Sunday, October 20<sup>th</sup> – 3<sup>rd</sup> exercise – Final

- The competition starts from mark of zero. Competitors with the highest score in each category are declared European Age Group winners.

## 2.3. Competition I – Balance and Dynamic - Qualification (CI)

- The starting order for the competition is made according to the draw of lots carried out in Berlin, on the 24<sup>th</sup> of August 2013, by the UEG Acrobatics Technical Committee. (Appendix 7 and 8)
- In accordance with FIG/UEG Regulations for Age Group 11-16 and 12-18.
- This event can be entered by all pairs or groups intending to qualify for Competition II and to receive a ranking for the final.
- The top 8 proceed to a final. If there are less than 12 entries in a category, only 6 proceed to the final.
- No more than 1 pair or group from each federation, in each category, is allowed to proceed to the final.

## 2.4. Competition II – Finals in Balance, Dynamic or Combined (CII)

- The starting order for the competition is made according to the draw of lots carried out in Berlin, on the 24<sup>th</sup> of August 2013, by the UEG Acrobatics Technical Committee. (Appendix 7 and 8)
- In accordance with FIG/UEG Regulations for Age Group 11-16 and 12-18.
- 11-16 performs one exercise, balance or dynamic in accordance with the category.
- 12-18 performs one combined exercise.
- The competition starts from mark of zero. The pairs or groups with the highest score in each category are declared European Age Group winners.



## 2.5. Access to the competition area

- The competition area is accessible to members of the various juries, competing gymnasts and their accredited coaches, auxiliary personnel of the Jury, the official UEG doctor, the official OC doctor, team doctors and medical staff. A team medical person is permitted to accompany the gymnasts and coaches during all Competitions.
- Persons concerned with the apparatus.
- Interpreters may not enter the competition area without the permission of the President of the UEG ACRO-TC. The competition area is strictly forbidden to all other persons.
- The use of any kind of electronic devices (video, mobile phones, etc.) is strictly forbidden in the competition area

### 13.1 Sanctions. [UEG Technical Regulations 2013]

*If a mobile phone or any other electronic communication device should be used on the field of play during the entire competitions of the European Championships, the person concerned (gymnast, coach, etc.) will be immediately expelled. The gymnasts will not be ranked and not be authorized to participate in the remaining competitions.*

*If this rule is violated by a coach, all his gymnasts who are at the moment of the violation on the field of play will also be expelled!*

*The decision is made by the Jury of Appeal following the advice of the Superior Jury.*

## 2.6. Award ceremonies

- All award ceremonies will take place after each session of finals. It will be carried out in accordance with the UEG Regulations for Award Ceremonies.
- The medal winners must participate in the medal award ceremony in competition attire.
- On the podium, awards will only be presented to the medal winners as follows:
  - Final (CII) Pairs or Groups ranked 1<sup>st</sup> to 3<sup>rd</sup> place.

## 2.7. Apparatus supplier

- The apparatus supplier of these European Championships is Gymnova. The color of the floor is cream and red.
  - 1 in competition area
  - 2 in training area (one with music)
  - 4 mats (14mx4m) for stretching

## 2.8. Scoring and distribution of results

- Comograma scoring system will provide the official scoring service and management of the start lists, scores and results.
- The scores of the exercises will be published on an electronic display board indicating the name of the gymnast, the execution, artistry, difficulty and final scores as well as the penalties.
- The secretary of the competition will provide, after each competition, the following information through the delegation boxes in the OC office:
  - List of ranking after Competition I in balance (11-16 and 12-18)
  - List of ranking after Competition I in dynamic (11-16 and 12-18)
  - List of qualified gymnasts for Competition II (11-16 and 12-18)
  - List of ranking after Competition II in balance (11-16 and 12-18)
  - List of ranking after Competition II dynamic (11-16 and 12-18)
- At the end of the competition all delegations will be provided with a complete set of results for all competitions.



## 2.9. Pictorial declaration of exercises

- Delegations are asked to submit 1 copy of each exercise during the accreditation on Wednesday 16<sup>th</sup> October. (appendix 4)
- Only tariff sheets as published in the current FIG Code of Points will be accepted. The following rules will apply:
  - showing the page number, the element number and value (computer filled if possible)
  - drawn in the order in which elements will be performed;
  - incomplete or incorrect sheets will be returned to the Head of Delegation or the Team judge;
  - late submission will incur a penalty in accordance with 48.2 FIG Code of Points;
  - Requests from CJP / Difficulty Judges relating to clarification of the tariff sheets will be posted in a designated place and coaches are required to make themselves available to explain any contentious submissions. Information will be given at accreditation.

## 2.10. Tables of conversion

- Difficulty will be calculated in accordance with the FIG Tables of Conversion:
  - 11-16 CI and CII – tables of conversion for 11-16.
  - 12-18 CI – tables of conversion for qualifications 12-18 in balance and dynamic exercise.
  - 12-18 CII – tables of conversion for finals 12-18 in combined exercise.

## 2.11. New elements

- Only elements in the Tables of Difficulty or an official newsletter can be performed for difficulty credit, any other document will not be accepted.

## 2.12. Competition Attire – Publicity

- Please pay attention to UEG Rules for Advertising & Publicity. Publicity or advertising on competition attire must be approved by the UEG.
- Please also pay attention to the minimum and maximum dimension of the National Emblems.

## 2.13. Athletes' Measuring

- Immediately following podium training on Thursday, October 17<sup>th</sup>, all gymnasts must be present themselves at the Medical Office for measuring.
- In the case of obstructive behavior or non-compliance by the gymnasts, conditions and sanction in accordance with the Article 5 of FIG Technical Regulations 2013 will be applied.



## 2.14. Music

- Upon arrival, the delegations must hand-in music CDs to the Organizing Committee as per the norms given in the FIG Code of Points. 2 CDs per exercise are requested.
- The following information must be written on each CD:
  - Federation (country abbreviation)
  - Name of gymnasts
  - Category (WP, MP, MXP, WG, MG)
  - Type of Exercise (Balance, Dynamic, Combined)
  - Type of the recording (mono or stereo)
  - Title of the music
  - The composer(s) of the music used
  - Total time (in minutes and seconds)
  - Gymnasts should have an extra copy for each exercise, labeled as listed above, for use in the training hall.

## 2.15. Doping control

- Under the supervision of the UEG, doping control will be arranged by the Organizing Committee during this competition in accordance with the valid WADA Doping Control Regulations. The doping controls may take place at any time during the training, podium training or competition times.



## Part 3 - The jury

### 3.1. The Jury

- The CJP's were nominated by the UEG/ACRO-TC.
- The D1 judges were nominated by the UEG/ACRO-TC.
- The D2 judges will be drawn during the judge's meeting on the 17<sup>th</sup> of October 2013 by the UEG/ACRO-TC.
- The D1 and D2 judges will remain the same throughout the competition.
- The E and A judges' panels will be decided by drawing of lots. If possible, for competition C II, only judges from federations without qualified gymnasts are allowed to judge in the E-jury and A-jury.

### 3.2. Jury of Appeal

- The Jury of Appeal is composed of 2 members of the UEG Executive Committee (one of them acting as President) and a third person to be designated from the O.C. who was not involved in the decision of the Superior Jury and in the judging process of the apparatus.

Function	Names
President	Mr. Manuel Boa de Jesus, UEG EC Member
Member	Mr. Metin Sayin, UEG EC Member
Member	To be nominated, OC member

### 3.3. Superior jury

- The Superior jury is composed of:
  - Laurie Colton – President of Superior Jury
  - Carine Charlier
  - Urszula Wojtkowiak
  - Bernardo Tomás
  - Dimitry Vinnikov
  - Halyna Kovalchuk
  - Kerstin Hoffmann

### 3.4. Judges' instruction

- Instruction for all judges will be on Thursday, October 17<sup>th</sup>, from 10h00 to 13h00; Draw of lots for E and A jury, before start of the competition. In Accordance with the FIG/TR, attendance at the judges' meetings and instruction is mandatory.
- Judges are requested to take Artistry and Technical judging forms to the competition (30 copies of each form). Failure to bring those copies will result in delegation having to pay the printed price to the OC. (appendix 2 and 3)
- The judges' instruction will be held in English.
- The judges' oath will be carried out during the opening ceremony by one judge of the host federation (Portuguese language) and by one judge from one invited federation (English language).





### 3.5. Judges' meetings

The judges' meetings will take place in the judge's room before the start of each session.

### 3.6. Inquiries procedure

- In accordance with the UEG TR Art.6 regarding inquiries of the score.

### 3.7. Tie Break Rules

- In case of a tie in (CI), the ranking will be determined by the following criteria:
  - The highest sum of the E-score of Balance and Dynamic exercise. If the tie remains, the tie will not be broken.
  - In the case of tie in CI with competitors from the same Federation, the highest sum of the E-score of Balance and Dynamic exercise. If the tie remains, qualification will be made by a draw.
- In Finals - the tie is not broken.



## Part 4 - The organization of the event

### 4.1. Orientation meeting

- The orientation meeting for the Heads of delegation will take place on Thursday, October 17<sup>th</sup>, 2013 at 14h00 in the Auditorium of the Sport Hall. The OC and the ACRO-TC/UEG will give practical information on the organization and running of the competition.
- The presence of the participating National Federations at the orientation meeting is compulsory. A maximum of 2 persons per delegation is allowed, including the Head of delegation. Unjustified failure by a federation to attend will result in a sanction of 1000. - Euro.
- Advertising on the gymnasts' competition attire has to be presented to the UEG for approval.
- The Heads of Delegation must present confirmation as to who is authorized to make inquiries.

### 4.2. Training information

- A detailed program of the training schedule will be provided to the participating National Federation at registration.

### 4.3. Delegation

- In accordance with the 2013 UEG Technical Regulation the maximum composition of the delegation for the Acrobatics European Championships is as follows:

Age Group 11-16			Age Group 12-18		
Gymnasts		26	Gymnasts		26
Head of delegation		1	Head of delegation		1
Team leader	if 4 and more units	1	Team leader	if 4 and more units	1
	if 8 and more units	2		if 8 and more units	2
Coaches	if 1 unit	1	Coaches	if 1 unit	1
	if 2 to 5 units	2		if 2 to 5 units	2
	if 6 to 8 units	3		if 6 to 8 units	3
	9 units and more	4		9 units and more	4
Additional coach for 4 or more units *		1	Additional coach for 4 or more units *		1
Judges		2	Judges		2
Doctor		1	Doctor		1
Physiotherapist		1	Physiotherapist		1
Additional Doctor or Param. Staff *	if 4 and more units	1	Additional Doctor or Param. Staff *	if 4 and more units	1
	if 8 and more units	2		if 8 and more units	2
Guest for delegations *	with 1 to 4 units	1	Guest for delegations *	with 1 to 4 units	1
	with 5 and more units	2		with 5 and more units	2

\*Accreditation at the charge of the Federation – 125 € each

- Different types of accreditations are also available, please consult the guidelines.
- Gymnasts who do not have a valid FIG License (or the validity of the license is expired) are not allowed to compete. All licenses will be checked by the OC after the nominative inscriptions.



#### 4.4. Accreditation

- In order to accelerate the accreditation procedure, please send to the Organizing Committee a photo of each delegation member (electronic format) together with the Nominative Registration. 10€ will be charged for each photo the OC has to take at the arrival of the delegation.
- The specification of the photo should be as follows:
  - File format: JPG, JPEG
  - File name: NOC\_Surname\_Firstname (ex: POR\_SANTOS\_Rita.jpg)
- The accreditation is personal, non transferable and compulsory to control access to training, competition hall, functions and official transport. It identifies individuals participating in the Championships and ensures controlled access to each area.
- All participants and officials are required at all times to wear Accreditation Cards and respect those personnel responsible for monitoring entry.
- The address of the accreditation centre is as follows:

**COMPETITION VENUE** (Multiusos de Odivelas)  
Alameda do Porto  
Pinheiro - 2675 Odivelas, Portugal)
- At accreditation process the Head of Delegation or his representative must provide to the organizing committee the following:
  - Tariff sheets (appendix 4) for all competitors [only one copy of each exercise is required]. Sheets that are not completed correctly will be returned to the Head of Delegation or delegated team Judge;
  - Check and confirm the correct names of their complete delegation;
  - Verify accommodation requirements;
  - Present passports of all competitors and judges for the control of Nationality and age;
  - Present the FIG licenses of the gymnasts;
  - Confirm the medical insurance for all the members of the delegation;
  - Prove that they fulfilled their financial obligation to the O.C.
  - The completed music form and 2 copies of competitor's music. The CD's will be returned to the Heads of Delegation after the gymnasts' last competition. It is recommended that a spare CD is brought for safety reasons.
  - Music Form send by September 16<sup>th</sup> 2013 (appendix 5)
  - National flag and anthem (clearly marked with the name of the country)
  - Accreditation for the Senior and Junior championships is not valid for the EAGG.
  - For the accreditation process, only the Head of Delegation (or his representative) is requested to present him/her self at the accreditation centre.
  - All participants and officials are required to wear the Accreditation Card at all time. The accreditation is personal, non-transferable and compulsory to have access to the training, warm-up and competition hall.
  - The accreditation card is also necessary to pass the security controls.
  - If lost, a new accreditation card can be purchase for 150€, with approval from UEG.
  - The access in the warm-up hall is strictly limited to the gymnasts participating in the specific competition and according to the warm-up schedule.

#### IMPORTANT

The accommodation offer is not compulsory, but if accommodation is not arranged through the Organizers, access to the transport system will not be provided for airport transfers, training, competition, meetings and the farewell banquet. Federations who have not booked accommodation through the OC, will be charged 200 € per each delegation's member.



#### 4.5. Official UEG hotel

##### **Category 1**

###### **VIP EXECUTIVE ART'S \*\*\*\* - Official Hotel**

Avenida D. João II, Lote 1.18

1998-028 Lisboa

Portugal

Telefone: +351 210 020 400

Fax: +351 210 020 401

Web site: [www.viphotels.com](http://www.viphotels.com)

E-mail: [hotelarts@viphotels.com](mailto:hotelarts@viphotels.com)

GPS: 38°46'23.31"N | 9°5'52.53"W

Notes: Continental Breakfast

#### 4.6. The other hotels (delegations)

##### **Category 2**

###### **ALTIS PARK HOTEL \*\*\***

Avenida Eng. Arantes e Oliveira, 9

1900-221 Lisboa

Portugal

Telefone: +351 218 434 200

Fax: +351 218 460 838

Web site: [www.altishotels.com](http://www.altishotels.com)

Email: [receptionspark@altishotels.com](mailto:receptionspark@altishotels.com)

GPS: 38°41'30.86"N | 9° 07'36.76"W

Notes: Continental Breakfast

##### **Category 3**

###### **PARQUE DAS NAÇÕES YOUTH HOSTEL**

Rua de Moscavide, Lt 47 – 101

1998-011 Lisboa

Portugal

Telefone: +351 218 920 890

Web site: [http://microsites.juventude.gov.pt/Portal/en/PousadasRegiao/urbana/PParque\\_das\\_Nacoes.htm](http://microsites.juventude.gov.pt/Portal/en/PousadasRegiao/urbana/PParque_das_Nacoes.htm)

Fax: 351 217 232 101

Email: [lisboaparque@movijovem.pt](mailto:lisboaparque@movijovem.pt)

GPS: 38°46'41,38"N | 9°5'53,61"W

Notes: Simple Breakfast



#### 4.7. Meals

- Delegations who booked their accommodation through the OC have accommodation, breakfast and final banquet included in their package.
- The OC will offer a meal package for food at the competition hall.
  - Age Group - 135€/person – October 16<sup>th</sup> – 20<sup>th</sup>, 2013
- Meals are served as follows:
  - Breakfast will be available at the hotels.
  - Lunch will be provided at the Sport Hall from 12h00 to 15h00.
  - Dinner will be provided at the Sport Hall from 18h00 to 21h00.
- Outstanding payment for meal package, [the remaining 50% payment must be paid by Federations [who have ordered] by September 16<sup>th</sup>, 2013.
- Extra tickets for meals (30€/person/meal) can be ordered through the OC to be made by September 16<sup>th</sup>, 2013.
- Claims for refunds made later than September 16<sup>th</sup>, 2013 will not be accepted.

#### 4.8. Transportation

- The journey to Lisbon will be at each delegation's own expenses. The OC strongly recommends that each federation take cancellation insurance for their transportation.
- Accredited delegations who stay in one of the official hotels, booked their accommodation through the Organizing Committee and who will return their Travel Schedule Form (appendix 6) – indicating arrival and departure date and time by September 16<sup>th</sup>, 2013 will be provided with a shuttle service from the Lisbon airport or train and bus stations to the Sport Hall, official's hotels, sport hall, and back.
- Federations who did not book their accommodation through the Organizing Committee will not be entitled to use the transportation system and will be responsible for being on time at all events.

#### 4.9. Competition hall

- The competition hall is:  
Multusos de Odivelas,  
Alameda do Porto Pinheiro  
2675 Odivelas  
Portugal
- The organizing committee will provide reserved seats for the Heads of Delegation and reserved seats for the members of delegation that are not involved in the competition.

#### 4.10. Warm-up and training halls

- The competition, training and warm-up halls are located in one building.

#### 4.11. Delegation boxes

- Delegation Boxes will be set up in the competition hall for all participating federations. Information regarding competition, warm-up, trainings, and notification of meetings, transport, official functions as well as UEG and OC correspondences will be distributed via the delegation "mailboxes".
- A special "Mail Box" authority card will be issued to each Head of Delegation. This card must be shown by the Head of Delegations (or his representative) when collecting all information and results from their Delegation Mail Box. The delegation member designated to collect the information from the Delegation Mail Box will be required to sign for information collected.



#### **4.12. The media/press conferences**

- Media representatives (journalists, photographers, TV) must request a special accreditation from the UEG. Applicants must contact the UEG as soon as possible. The media will be assigned special seating and working conditions.
- All gymnasts have to pass through the Mixed Zone when leaving the competition area.

#### **4.13. Medical Services**

- The OC will provide medical and physiotherapist services. Doping controls will be made according FIG Anti-Doping Rules.

#### **4.14. Video Recording**

- All routines will be recorded on video, the videos are used in case of protest and for the evaluation of the juries.

#### **4.15. Farewell Party**

- The OC will host a farewell party for all Delegation members (provided their accommodation was booked through the OC) on the conclusion of the event on Sunday, 20<sup>th</sup> October at the Hotel Altis Park from 20.00h to 00.00h.
- The access to the party will be by accreditation card only.
- The official results as well as the Federation's diplomas will be distributed during the dinner.
- The transportation will be provided from the Sport Hall to the hotels. The bus schedule to the Farewell Party at Altis Park and return to the delegation's hotel are given during the registration.
- The minimum age for alcohol consumption is 18. Proper identification, such as passport or driver's license must be shown as proof of age in order to purchase alcoholic beverages.
- The tickets for the Farewell Party must be paid to the OC by September 16<sup>th</sup>, 2013.
- Only participants and officials are allowed to participate in the farewell party

#### **4.16. Insurance**

- The host Federation, the Organizing Committee and the UEG will not be held responsible for any liabilities in case of accidents, illness or repatriation.
- The FIG Technical Regulations (Section 1, Article 12.10) foresees that all participating Federations are obliged to cover the expenses for all members of their Delegation for the necessary insurance coverage against accidents and illness.
- The Organizing Committee will verify the insurance of all countries at accreditation. Athletes without insurance will not be allowed to compete.

#### **4.17. Visa**

- Please check immediately with your travel agent or the Portuguese Embassy or Consulate in your country if a visa is required for your travel to Portugal.





#### 4.18. Regulations

The 10<sup>th</sup> European Age Group Games in Acrobatics Gymnastics, Odivelas (POR), 2013, will take place under the following regulations;

- 2011 UEG Statutes;
- 2013 UEG Technical Regulation for Acrobatics Gymnastics;
- 2013 FIG Technical Regulations
- FIG Code of Points 2013-2016 - edition March 2013;
- FIG ACRO World Age Group Rules 2013-2016 – edition May 2013;
- FIG Tables of Difficulty – edition January 2013;
- 2009 UEG Regulations for Advertising and Publicity;
- Official FIG Newsletters;
- 2012 UEG Medical Guidelines;
- 2013 UEG Media Rules;
- FIG Rules for Accreditation – edition 2013;
- 2013 UEG Awarding Ceremonies

**The members of the UEG/EC/TC will handle unforeseen incidents or events that might occur during these championships.**

President UEG/ACRO -TC,  
Laurie COLTON

