



**31th MTM NARODNI DOM LJUBLJANA
LJUBLJANA, SI-SLOVENIA
7^h-8th APRIL 2018**



DIRECTIVES

Event ID: 15584

Dear FIG affiliated Member Federation,

The Gymnastics Federation of Slovenia has the pleasure to invite your Federation to participate in the aforementioned official FIG International Event.

DISCIPLINE	Rhythmic Gymnastics
HOST FEDERATION	GYMNASTICS FEDERATION OF SLOVENIA Contact person: Mrs. Urša Bavdek Koprska cesta 29, 1000 Ljubljana, SLOVENIA phone number: 00 386 1 256 66 22, mobile 00 386 40 256 661 fax number: 00 386 1 256 66 26 e-mail: gimnastika@siol.net web site: www.gimnasticna-zveza.si
LOCAL ORGANIZING COMMITTEE	KRG NARODNI DOM LJUBLJANA Contact person: Mrs. Ana Rebov phone number: 00 386 31 343 522 (mobile) e-mail: info@ritmika.si web site: http://rgform.eu/event.php?id_prop=237 , www.klubrg-narodnidom.si
LOCATION	LJUBLJANA, SLOVENIA
DATE	From 7th April to 8th April 2018
VENUE	SPORT HALL "Gimnastični center", Koprska 29, 1000 Ljubljana, Slovenia Šport Ljubljana
APPARATUS SUPPLIER	FIG certified SPIETH RG competition floor "BEIJING" 14 x 14 m, ref. number 1790280
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• General Judges' Rules• Specific Judges' Rules• Doping Control Rules• Licence rules (except for non competitive events)• Media Rules• Apparatus Norms• FIG Rules for Sanctioning (approval) of International Events• Advertising and Publicity Rules <i>and subsequent decisions of the FIG Executive Committee</i>
FEDERATIONS INVITED	The Organizing Member Federation will invite all Member Federations according to the following principles: We invite all FIG member federation in good standing.
AGE LIMITS	SENIOR individual: 2002 and older

	JUNIOR individual: 2003-2005 All gymnasts must have a valid FIG licence until the end of the event.
JUDGES AND JURIES	For the FIG competition Senior and Junior – All judges must have a current valid FIG brevet at the time of the event, in the respective discipline
REGISTRATION DEADLINES	Definitive registration: 7 th February 2018 Preliminary registration: 7 th January 2018
ENTRY FEES	The Entry fee for this event will be: 40 EURO per each individual gymnast
ACCREDITATION	The delegations will receive accreditations at the venue. No special procedure (photos) needed.
EVENT FORMAT	Insert details with regards to your event and your discipline Saturday: All-around competition Seniors - individual (hoop, ball, clubs, ribbon) Juniors - individual (hoop, ball, clubs, ribbon) FIG program 2017-2020 Sunday: Apparatus finals (juniors, seniors)
PROVISIONAL SCHEDULE	Friday 6 th April 2018: <ul style="list-style-type: none"> • arrival of delegations • official training • technical meeting and judge's instruction Saturday 7 th April 2018: <ul style="list-style-type: none"> • competition all around Sunday 8 th April 2018: <ul style="list-style-type: none"> • Finals (juniors, seniors) Monday 9 th April 2018: <ul style="list-style-type: none"> • departure of delegations
EVENT MANAGER	Ana Rebov, info@ritmika.si
MEDICAL SERVICES	Doctor will be present on official training and both days of competition. The competition hall also has AED defibrillator. Nearest hospital is very close by. UKC Ljubljana - University Medical Centre Ljubljana Zaloška cesta 2, Ljubljana
VISA	Please verify immediately with your travel agent or the Slovenian Embassy or Consulate in your country if a visa is required for your travel to Slovenia. The LOC will be happy to assist each delegation member with an official invitation letter, provided if request is made before 7 th February 2018. 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.
INSURANCE	The Host Federation, the LOC 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.

INTERNATIONAL TRANSPORTATION	The invited participating federations must pay for the travel costs of their delegation members (see exception herein below). The Travel Schedule Form must be returned to the LOC by 17 th March 2018.										
LOCAL TRANSPORTATION	The LOC will cover the transportation to/from hotel from the airport Jože Pučnik in Ljubljana, Ljubljana train station or Ljubljana bus station upon arrival and by departure. The LOC will cover the transportation to/from hotel to/from the Competition Hall.										
ACCOMMODATION	<p>M HOTEL Derčeva 4, 1000 Ljubljana, SLOVENIA phone number: 00 386 1 513 70 00 fax number: 00 386 1 513 70 90 e-mail: info@m-hotel.si web site: www.m-hotel.si</p> <p>The costs per person in this hotel are as follows: 70 € / person /day (double room, including all meals and transfers) 90 € / person / day (single room, including all meals and transfers)</p> <p>While the Accommodation Form must be returned to the LOC by 17th March 2018 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>Bank: NLB d.d. Trg republike 2, 1000 Ljubljana SWIFT (BIC) LJBASI2X SI56 02053-0010794153</p>										
MEALS	The accommodation fee includes the costs for meals from Friday 6 th (dinner), Saturday 7 th (breakfast in the hotel, lunch package in gym and dinner in hotel or banquet in gym) and Sunday 8 th April 2018 (breakfast in hotel, lunch package or banquet) and Monday 16 th April 2018 (breakfast in hotel), transfers from hotel to the hall for above mentioned days.										
CANCELATION POLICY	No cancellation fee.										
FINAL BANQUET	The accommodation fee includes also banquet.										
PRIZE MONEY	No prize money										
BANK ACCOUNT INFORMATION	Each participating member Federation is kindly requested to integrate the payment's purpose as follows: On clubs bank account. Bank: NLB d.d. Trg republike 2, 1000 Ljubljana SWIFT (BIC) LJBASI2X SI56 02053-0010794153										
MARKETING	FIG advertising and publicity norms must be respected										
MEDIA	RTV Slovenija - Radiotelevizija Slovenija, STA-Slovenian Press Agency and other										
SOCIAL MEDIA	W: www.klubrg-narodnidom.si FB: Klub za ritmično gimnastiko NARODNI DOM LJUBLJANA										
DEADLINES SUMMARY	<table border="1"> <tr> <td>Definitive Registration</td> <td>7th March 2018</td> </tr> <tr> <td>Nominative Registration</td> <td>17th March 2018</td> </tr> <tr> <td>Accommodation Form</td> <td>7th March 2018</td> </tr> <tr> <td>Travel Schedule Form</td> <td>17th March 2018</td> </tr> <tr> <td>Visa Request Form</td> <td>7th February 2018</td> </tr> </table>	Definitive Registration	7 th March 2018	Nominative Registration	17 th March 2018	Accommodation Form	7 th March 2018	Travel Schedule Form	17 th March 2018	Visa Request Form	7 th February 2018
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	Meals Form	17 th March 2018
	Payment of the Entry Fee	7 th April 2018
	Payment of the Accommodation Costs	7 th April 2018
	Payment of the local transportation	FREE
	Payment of the Meals	FREE
	Payment of the Final Banquet	FREE
	Payment of the fine for missing judge	50 € / no charge if sufficient
ADDITIONAL INFORMATION	<i>At the same time we organise competition for younger categories as follows: Prejunior, Children, baby, B level</i>	

Sincerely Yours,



GIMNASTIČNA ZVEZA SLOVENIJE

Ljubljana, 24.11.2017

Signature of the President of
Slovenian gymnastics federation