



2018 Rhythmic Gymnastics Junior Pan American Championships
1-5 May 2018 Medellín, COL

DIRECTIVES

Event ID: 15768

Dear PAGU affiliated Member Federation,

The Pan American Gymnastics Union (PAGU) through the Colombian Gymnastics Federation has the pleasure to invite your Federation to participate in the aforementioned official FIG and PAGU International Event and **Youth Olympic Games Qualifier for RG for 2018**.

DISCIPLINE	Rhythmic Gymnastics (Individual and Groups)										
PAN AMERICAN GYMNASTICS UNION	Pan American Gymnastics Union Camino a Santa Teresa #482 Colonia Peña Pobre, C.P. 14060 Mexico City, MEX Tel.: +52 55 4993-3983 E-mail: info@upag-pagu.org										
HOST FEDERATION	Colombia Gymnastics Federation Calle 14 # 10-72 Centro Comercial Meditropoli Suamox Oficina 301 Sogamoso, Boyacá 152210, Colombia Phone/Fax: +57.8.7712325 E-mail: fedecolq@yahoo.com Web: www.fedecolqim.co Contact person: Juan Navor Medina López Phone: +57 3208494393 E-mail: juanmedinapresidente@hotmail.com										
EVENT MANAGEMENT	Local Organizing Committee: <table border="1" style="width: 100%;"> <tr> <td>President</td> <td>Leonardo González</td> <td>leogonza1@hotmail.com</td> </tr> <tr> <td>Sport Manager</td> <td>Juan Pablo Ramírez</td> <td>jramirezcarmona@googlemail.com</td> </tr> <tr> <td>RG Local Technical Director</td> <td>Dora Alejandra Forero</td> <td>alegym18@hotmail.com</td> </tr> </table> <p>PAGU TC President: RG – Laura Acosta (lauacosta64@hotmail.com)</p>		President	Leonardo González	leogonza1@hotmail.com	Sport Manager	Juan Pablo Ramírez	jramirezcarmona@googlemail.com	RG Local Technical Director	Dora Alejandra Forero	alegym18@hotmail.com
President	Leonardo González	leogonza1@hotmail.com									
Sport Manager	Juan Pablo Ramírez	jramirezcarmona@googlemail.com									
RG Local Technical Director	Dora Alejandra Forero	alegym18@hotmail.com									
LOCATION	Medellin, Colombia										

DATE	From 1 to 5 May, 2018
VENUE	Competition and training venue: Coliseo Cubierto Jorge Hugo Giraldo Unidad Deportiva Atanasio Girardot Cra. 74 #48010 Medellín, Antioquia, Colombia
APPARATUS SUPPLIER	Floor Spieth 1790280 “Beijing”
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 or the PAGU Technical Regulations: <ul style="list-style-type: none"> • Statutes • Technical Regulations • Code of Points and Newsletters • General Judges’ Rules • Specific Judges’ Rules • Doping Control Rules • License Rules • Media Rules • Apparatus Norms • Rules for Sanctioning (approval) of International Events • Advertising and Publicity Rules <i>and subsequent decisions of the FIG and PAGU Executive Committee</i>
INVITED FEDERATIONS	The Pan American Gymnastics Union will invite all PAGU Member Federations in good standing.
AGE	Junior: 13-15 years old by 31 December 2018. All gymnasts must possess the FIG license valid until the end of the event.
INFORMATION ABOUT THE QUALIFICATION FOR YOUTH OLYMPIC GAMES 2018	Only the individual gymnasts born between January 1 st and December 31 st 2003 will be eligible to obtain a quota place for their NOC, based on the all-around results from the qualification competition. See the enclosed documents: “FIG YOG Rules 2018” and “Buenos Aires YOG 2018 Qualification System”.
JUDGES AND JURIES	Each Federation may register a maximum of 3 judges (up to 2 judges for the Individual competition and 1 judge for the Group competition). Federations with PAGU TC Members can register that Member in addition to their registered judges. The fine for not registering at least one judge in the competitions (RGI and/or RGG) where the Federation is registered is USD\$1,000.00 per each, Individuals and Groups Competition. This fine must be paid to PAGU by 8 March 2018 at the latest and it does not apply to those Federations that do not have FIG brevet judges in the

	<p>respective Competition.</p> <p>The National Federation must inform PAGU in advance (at the time of the definitive registration) to allow appointment of an invited neutral judge.</p> <p>All judges must have a current valid FIG brevet at the time of the event and for the respective discipline (RGI and/or RGG).</p>																								
REGISTRATION DEADLINES	<table border="1"> <tr> <td>Provisional registration</td> <td>31 January 2018</td> <td>info@upag-pagu.org</td> </tr> <tr> <td>Definitive registration:</td> <td>26 February 2018</td> <td>PAGU intranet</td> </tr> <tr> <td>Nominative registration</td> <td>5 April 2018</td> <td>PAGU intranet</td> </tr> </table> <p>Definitive and Nominative registrations will be submitted using PAGU intranet. Information about this new system will be sent to the Federations in due time.</p>	Provisional registration	31 January 2018	info@upag-pagu.org	Definitive registration:	26 February 2018	PAGU intranet	Nominative registration	5 April 2018	PAGU intranet															
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ENTRY FEES	<p>The entry fee for this event will be: USD\$50.00 per gymnast and must be paid to PAGU until <u>26 February 2018</u> at the latest.</p>																								
DELEGATION SIZE	<table border="1"> <thead> <tr> <th>Function</th> <th>Individual</th> <th>Groups</th> <th>Mix</th> </tr> </thead> <tbody> <tr> <td>Gymnasts</td> <td>4</td> <td>6</td> <td>10</td> </tr> <tr> <td>Coaches</td> <td>1 (1-2 gym.) 2 (3-4 gym.)</td> <td>2</td> <td>4</td> </tr> <tr> <td>Judges' category 1, 2 or 3 (in addition to PAGU TC Members)</td> <td>2</td> <td>1</td> <td>3</td> </tr> <tr> <td>Medical personnel</td> <td>1</td> <td>1</td> <td>2</td> </tr> <tr> <td>Head of Delegation</td> <td>1</td> <td>1</td> <td>1</td> </tr> </tbody> </table> <p>The cost of accreditation of additional Delegation Members is USD\$100.00 per person and must be paid to the LOC by <u>8 March 2018</u> at the latest.</p> <p>Only the following persons can receive an additional accreditation: Coach, Doctor, Physiotherapist and Team manager.</p>	Function	Individual	Groups	Mix	Gymnasts	4	6	10	Coaches	1 (1-2 gym.) 2 (3-4 gym.)	2	4	Judges' category 1, 2 or 3 (in addition to PAGU TC Members)	2	1	3	Medical personnel	1	1	2	Head of Delegation	1	1	1
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Gymnasts	4	6	10																						
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Head of Delegation	1	1	1																						
ACCREDITATION	<p>Along with the Nominative Registration all Federations must send a copy of the passport and a photograph of each delegation member, via e-mail to: fedecolg@yahoo.com</p> <p>Requirements of the photos:</p> <ul style="list-style-type: none"> • File Format: JPEG • Dimension: min 210 x 270 pixels; Max 420 x 540 pixels • Width 35 x 45 High • File Size: no more than 1 MB • Plain and light background <p>Each document must be identified with the Country Code, Last name, Name, Competition (RGI or RGG) and function of each member.</p> <p>Example: COL_FERNANDEZ_Ana_RGI Gymnast</p> <p>These documents must be sent no later than <u>5 April 2018</u>.</p> <p>In case of not sending the photo as described, the LOC will take it upon arrival with an extra cost of USD\$10.00 per photo.</p>																								

	<p>In case of theft or loss of accreditation, it must be informed immediately to Local Organization Committee for the cancellation of the accreditation.</p> <p>The replacement of the lost or stolen accreditation will cost USD\$20.00 to the holder of the accreditation.</p> <p>Accreditation will be distributed upon arrival at the registration desk.</p> <p>More information on the access zones for each accreditation will be given in the Work plan.</p>
EVENT FORMAT	<p>3 days of competition</p> <ul style="list-style-type: none"> • Day 1: Qualification Individual and Groups • Day 2: Qualification Individual and Groups • Day 3: Apparatus Finals Individuals and Groups <p>Junior FIG Rules.</p> <p>Note: For the Team Competition the gymnasts can perform 12 routines and the best 10 scores count for the total Team score.</p>
PROVISIONAL PROGRAM	<p>29/April Arrival of PAGU RG TC president and PAGU representatives</p> <p>30/April Arrival of delegations Limited trainings upon request</p> <p>1/May All day – trainings Delegates’ technical meeting</p> <p>2/May Judges’ briefing Podium training</p> <p>3/May Qualification competition: Individuals 2 apparatus, Groups 1^o routine</p> <p>4/May Opening Ceremony Qualification competition: Individuals 2 apparatus, Groups 2^o routine Teams and All-Around award ceremonies</p> <p>5/May Apparatus Finals competition: Individuals (4) and Groups (2) Award ceremonies per apparatus Farewell Banquet</p> <p>6/May Departure of delegations and other PAGU representatives RG TC Meeting</p> <p>7/May Departure of RG TC President and Members</p>

MEDICAL SERVICES	The Local Organizing Committee will provide first aid services at the competition and training sites during the official activities.
VISAS	<p>Please verify immediately with your travel agent or the COL Embassy or Consulate in your country if a visa is required for your travel to Colombia. The LOC will be happy to assist each Delegation member with an official invitation letter, provided that the request is made before <u>5 April 2018</u> to the LOC.</p> <p>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's member, as well as the city the visa application support letter must be sent to.</p>
INSURANCE	<p>The Host Federation, the LOC, the PAGU and the FIG will not be held responsible for any liabilities in case of accidents, illness, repatriation and the like.</p> <p>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.</p> <p>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 no later than <u>5 April 2018</u>.</p> <p>The LOC will subsequently offer an insurance at the Federations own charge as follows: USD\$60.00 per person and includes the official dates of the event.</p>
INTERNATIONAL TRANSPORTATION	<p>The invited participating federations must pay for the international travel costs of their delegation members.</p> <p><u>International Airport of arrival</u> José María Córdova (MDE)</p> <p>The Travel Itinerary Form must be returned to the LOC by <u>5 April 2018</u> at the latest.</p>
LOCAL TRANSPORTATION	<p>Airport transportation will only be provided to the delegations booking through the official accommodation packages.</p> <p>The Local Organizing Committee will provide local transportation from airport to the hotel and vice versa only on the official arrival date of Monday 30 April and departure date of Sunday 6 May (except the TC members and FIG and PAGU representatives that may arrive or leave in different days).</p> <p>If the Delegations arrive or leave on a different date, the Local Organizing Committee may provide transportation with an additional charge, that will be <u>USD\$25.00</u> per person and per way.</p>

The Local Organizing Committee will provide transportation according to the official schedule to all delegation members duly accredited, from the official hotels to the training and competition venues and vice versa.

ACCOMMODATION AND MEALS

OFFICIAL HOTELS

Option 1: HOTEL TRYP MEDELLIN

Calle 50 No. 70-124
Sector Estadio
Medellin, COL

<https://www.melia.com/en/hotels/colombia/medellin/tryp-medellin-hotel/index.html>

The TRYP Medellin Hotel is located close to the competition venues. Along with a full-service hotel restaurant and additional amenities include complimentary wireless Internet in guest rooms, laundry service and fitness center.

Limited number of rooms available.

Occupancy	Price per person/night	Comments
Single room	USD\$135.00	Includes: • 1 breakfast • 1 lunch • 1 dinner
	USD\$ 115.00	Includes: • 1 breakfast
Double / Triple room	USD\$ 110.00	Includes: • 1 breakfast • 1 lunch • 1 dinner
	USD\$ 90.00	Includes: • 1 breakfast

The meals service starts with the dinner on the day of arrival and finishes with the breakfast on the day of departure.

Option 2: HOTEL EL DORADO LA 70

Cra. 70 #44b66
Medellin, COL

www.hoteldoradola70.com/

The Hotel Dorado la 70 is located close to the competition venues. Along with a full-service restaurant in the hotel, there are other restaurants nearby. Additional facilities include free wireless internet in guest rooms, laundry service, fitness center and casino.

Occupancy	Price per person/night	Comments
Single room	USD\$ 110.00	Includes: <ul style="list-style-type: none"> • 1 breakfast • 1 lunch • 1 dinner
	USD\$ 90.00	Includes: <ul style="list-style-type: none"> • 1 breakfast
Double / Triple room	USD\$ 90.00	Includes: <ul style="list-style-type: none"> • 1 breakfast • 1 lunch • 1 dinner
	USD\$ 70.00	Includes: <ul style="list-style-type: none"> • 1 breakfast

The meals service starts with the dinner on the day of arrival and finishes with the breakfast on the day of departure.

Option 3: HOTEL SAUCES DEL ESTADIO

Carrera 69 # 49 A - 30
Medellin, Antioquia, COL
www.hotelsaucesdelestadio.com/

The Hotel Sauce del Estadio is strategically located in the sector of the stadium near the sports unit Atanasio Girardot and their fortress is aimed at athletes – executives – families.

The hotel is close to the metro stations Stadium and South America, banking entities, shopping centers, restaurants and the Plaza Mayor Convention Center.

Occupancy	Price per person/night	Comments
Single room	USD\$ 90.00	Includes: <ul style="list-style-type: none"> • 1 breakfast • 1 lunch • 1 dinner
	USD\$ 70.00	Includes: <ul style="list-style-type: none"> • 1 breakfast
Double / Triple room	USD\$ 80.00	Includes: <ul style="list-style-type: none"> • 1 breakfast • 1 lunch • 1 dinner
	USD\$ 60.00	Includes: <ul style="list-style-type: none"> • 1 breakfast

The meals service starts with the dinner on the day of arrival and finishes with the breakfast on the day of departure.

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 **8 March 2018** at the very latest, the Hotel rooms will be allocated on a “first come, first serve” basis.

The invited participating federations must pay for the accommodation and/or meals expenses of their delegation members.

	<p>The costs for the accommodation/meals must be paid to the LOC by 8 March 2018 at the latest.</p> <p>The prices will not be guaranteed if the request and/or payments are submitted after the deadlines.</p>								
CANCELATION POLICY	<p>Cancellation policy: PAGU and the Local Organizing Committee strongly recommend that each Federation take cancellation insurance for their accommodation and meal reservation.</p> <table border="1"> <thead> <tr> <th>Date</th> <th>Cancellation penalty</th> </tr> </thead> <tbody> <tr> <td>From 15 to 31 March 2018</td> <td>50%</td> </tr> <tr> <td>From 1 to 15 April 2018</td> <td>80%</td> </tr> <tr> <td>From 16 April 2018</td> <td>100%</td> </tr> </tbody> </table>	Date	Cancellation penalty	From 15 to 31 March 2018	50%	From 1 to 15 April 2018	80%	From 16 April 2018	100%
Date	Cancellation penalty								
From 15 to 31 March 2018	50%								
From 1 to 15 April 2018	80%								
From 16 April 2018	100%								
FINAL BANQUET	<p>Farewell Banquet will be on Saturday 5 May 2018 and will have no additional cost for the accredited members of the participating delegations lodged at the official hotel and that made their reservation through the LOC.</p> <p>Additional tickets for the Farewell Banquet can be requested to the LOC no later than 8 March 2018 at the time of the Accommodation/meals request. The price for these additional tickets is USD\$50.00 each.</p>								
BANK ACCOUNT INFORMATION	<p>Bank: Name: BANCOLOMBIA Code (SWIFT): COLOCOBM Account Number: 35869092595 Address: Calle 30ª N° 6 – 75 Mezzanine Torre Sur City: Bogotá Country: COL</p> <p>Beneficiary: Name: FEDERACION COLOMBIANA DE GIMNASIA ID: 860535259 Address: Transversal 21 Bis # 60 – 35 Telephone: +57 1 2326289 City: Bogotá Country: COL</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	<p>Media representatives, as well as Federation’s personnel in charge of the communications that are interested in cover the event, can request their registration to PAGU (info@upag-pagu.org) no later than 5 April 2018.</p> <p>Also, we ask the National Federations to send a letter to PAGU confirming this request.</p>								

DEADLINES SUMMARY	To PAGU	
	Provisional Registration	31 January 2018 (to PAGU)
	Definitive Registration	26 February 2018 (to PAGU)
	Nominal Registration	5 April 2018 (to PAGU)
	Payment of the Entry fee	26 February 2018 (to PAGU)
	Payment of the fine for missing judge	8 March 2018 (to PAGU)
	To LOC	
	Payment for additional accreditation	8 March 2018 (to LOC)
	Accommodation and meals Form	8 March 2018 (to LOC)
	Payment of 100% for Accommodation and Meals	8 March 2018 (to LOC)
	Travel Itinerary Form and payment for transportation on non-official dates	5 April 2018 (to LOC)
	Visa Request Form	5 April 2018 (to LOC)
	Documents for Accreditation	5 April 2018 (to LOC)
	Send music by email	5 April 2018 (to LOC)
Insurance Application and payment	5 April 2018 (to LOC)	
ADDITIONAL INFORMATION	<p>Music While the LOC guarantees respect for copyright and the dissemination of musical works, each National Federation must verify that the music of its RG gymnasts does not infringe any copyright and may be disseminated in the media. This confirmation must be done along with the nominative registration, no later than 5 April 2018. Each Federation will be asked to report on the duration, composer, artist and title of the music used for each of the routines. Along with this information, they must send via email to the LOC the music (mp3 format) for each of the routines of their federation properly identified. Ex. COUNTRY-First-Last Name-RGI/RGG-Apparatus</p> <p>National Anthem National Anthem of your country, must be delivered onsite during the registration.</p> <p>National Flag National Flag of your country, must be delivered onsite during the registration.</p>	

Sincerely Yours,



Patricia Dieguez
PAGU Secretary General



Juan Navor Medina Lopez
President of the Colombian Gymnastics Federation

Mexico City, Mexico
February 23th, 2018