



**The 14th Heathrow Aerobic Gymnastics
International Club Competition,
Bracknell, GBR
1st June – 2nd June 2019**

DIRECTIVES

Dear FIG affiliated Member Federation/Club,

Heathrow Aerobic Gymnastics Club have pleasure in inviting your Club to participate in the aforementioned International Club Event.

DISCIPLINE	Aerobic Gymnastics
LOCAL ORGANISING COMMITTEE / LOC	Heathrow Aerobic Gymnastics Club Contact: Gary Jarvis Contact Email: gary@heathrowaerobicsgymnastics.co.uk Phone: 0044 1344 488885 Website: www.heathrowaerobicsgymnastics.co.uk
FEDERATION	BRITISH GYMNASTICS Lilleshall NSC, Nr Newport, Shropshire. TF10 9NB United Kingdom
LOCATION	Bracknell Sports and Leisure Centre, Bracknell, Berkshire, RG12 9SE, United Kingdom.
DATES	Arrival of Delegations: 31 st May 2019: Departure: 3 rd June 2019.
VENUE	Bracknell Sports and Leisure Centre, Bracknell, Berkshire, RG12 9SE UK www.bracknell-forest.gov.uk/bracknellleisurecentre
APPARATUS SUPPLIER	Gymnova , Aerobic Gymnastics Floor. 6630
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 <p style="text-align: center;"><i>and subsequent decisions of the FIG Executive Committee</i></p>
FEDERATIONS/CLUBS INVITED	The organising member federation and Heathrow Aerobic Gymnastics Club will invite all Member Federations/Clubs in good standing.

AGE LIMITS	AER: National Development & Group1 [FIG Regulations]		
REGISTRATION DEADLINES	Provisional Registration	1st March 2019	Must be filed 2 months prior to the event
	Definitive Registration	1st April 2019	Must be filed 8 weeks prior to the event
	Nominative Registration	1st April 2019	Must be filed 8 weeks prior to the event
ENTRY FEES	<p>First Entry: IW, IM, MP, TR & GR: £38.50 per person.</p> <p>Additional Entry: £18.50 per person.</p> <p><i>Example - If you enter a gymnast as an Individual the fee would be £38.50 if you also enter that gymnast in a Mixed Pair then you would add an additional £18.50 per gymnast</i></p> <p>Entry fees are calculated at the Nominative entry stage by our online entry system.</p>		
ACCREDITATION	<p>The accreditation will take place at the Bracknell Sports Centre Sports Hall. The accreditations will only be handed out to the Head of Delegation. All delegations must deliver 1 music CD for each routine (<i>in addition to uploading music online – see below</i>), insurance declaration and passports of all members.</p> <p>A Difficulty Elements list by email for each routine will be requested prior to the event.</p>		
PROVISIONAL EVENT FORMAT	<p>Number of Participants:</p> <p>1 Head of Delegation Unlimited Gymnasts per category. 1 or 2 Judges with a current cycle Brevet qualification, minimum Category IV</p> <p>1st June Age Group 2 & Senior, IM / IW – Qualifications (<i>dependant on the number of entries in each age group and category</i>) - Finals will be on Sunday 2nd June.</p> <p><i>(Any age group / category with insufficient entries for a qualification round will compete in finals only on Sunday 2nd June.)</i></p> <p>2nd June - Age Group 1, Age Group 2 & Senior, IM / IW, MP, TR & GR - Finals</p> <p>The Final Program will be confirmed after the Nominative Entry Date.</p>		

PROVISIONAL SCHEDULE	<p>Friday, 31st May 2019 All Day Arrival of the delegations Podium training Time -TBC</p> <p>Saturday, 1st June 2019 Qualifications: AG2, Senior Podium training Time - TBC</p> <p>Sunday, 2nd June 2019 Finals: AG1, AG2 & Senior IM / IW, Mixed Pairs, Trios, & Groups.</p> <p>Monday, 3rd June 2019 All Day Departure of the delegations.</p>
EVENT MANAGER	Gary Jarvis gary@heathrowaerobicsgymnastics.co.uk
MEDICAL SERVICES	LOC will ensure the coordination of all medical matters.
VISA	<p>Please verify immediately with your travel agent or the British Embassy or Consulate in your country if a visa is required for your travel to The United Kingdom. The Organizing Committee will be happy to assist each Delegation member with an official invitation letter, provided that the request is made before 10th March 2019 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 Members as well as the address/city that the visa application support letter must be sent to.</p>
INSURANCE	<p>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.</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.</p>
INTERNATIONAL TRANSPORTATION	The invited Participating Federations/Clubs must pay for the travel costs of their delegation members.
LOCAL TRANSPORTATION	<p>Transport can be arranged for you from Gatwick, Stansted, Luton, Heathrow Airports at extra cost. Please let us know as soon as possible if you require transport; by 1st May 2019.</p> <p>Further information:</p> <p>Bracknell is close to Martin's Heron (Railway Station) with good road and rail links to all London airports.</p> <p>The Travel Schedule Form must be returned to the LOC by 1st May 2019.</p> <p>The Hilton Hotel and the Grange Bracknell Hotel (The Official Hotels) are within walking distance from the competition Venue.</p>

<p>ACCOMMODATION</p>	<p>Option 1 - Hilton Hotel Bracknell, (5 minutes walking distance) Bagshot Road, Bracknell, RG12 0QJ Phone:0044-1344 424801</p> <p>The invited participating federations must pay for the accommodation expenses of their delegation members.</p> <p>A discount of 18% off of their Best Available Rate for the Heathrow Open. This special discount will be available until the allocated amount of rooms have been sold, whichever comes first. To book your stay, simply click on "Book Now" below and complete your reservation at your special group rate.</p> <p style="text-align: center;">Book Now</p> <p><u>Please note - rooms need to be booked ASAP</u> - rooms will be allocated on a "first come, first served" basis.</p> <p>You can book rooms at the special rate through a link provided by Hilton Hotels on the LOC website;</p> <p>http://eventsathilton.com/show/5c3ca01b917ce83a55fb2af6</p> <p>The Hilton Hotel is within walking distance of the venue and was used by all teams last year.</p>
	<p>Option 2 - Grange Bracknell Hotel, (20 minutes walking distance) Charles Square, Bracknell, RG12 1DF Phone: 0044-1344 474 000</p> <p>The invited participating federations must pay for the accommodation expenses of their delegation members.</p> <p>Prices are for 30th 31st May 1st 2nd June <u>Single or Double room for £70.00 per room per night (inclusive of breakfast and VAT).</u> <u>Triple room for £80.00 per room per night (inclusive of breakfast and VAT).</u> <u>Quad room for the rate of £90.00 per room per night (inclusive of breakfast and VAT).</u> <u>Suites that have a lounge and a small kitchen. These can take up to 2 adults and 3 children. The rate for a suite is £125.00 per night (inclusive of breakfast and VAT).</u> Please note there is no Supplement for a Monday Tuesday order Wednesday when booking Suites rooms.</p> <p>You can book rooms at the special rate; Guests can call or email quoting 310519H to get one of the rooms on hold.</p> <p>e-mail:bracknell.reservations@grangehotels.com For any one that wants to stay on the Monday add an additional £10.00 per night and for the Tuesday and/or Wednesday an additional £20.00</p>
<p>MEALS</p>	<p>The invited Participating Federations/Clubs must pay for the meals expenses of their delegation members.</p> <p>Meals need to be organised by the Participating Federations/Clubs and can be purchased from the competition venue and the official hotels.</p>

JUDGES AND JURIES	<p>All judges must have a current valid FIG brevet at the time of the event. Each Club/Delegation must send 1 or 2 judges with a valid FIG Brevet Qualification for this cycle, minimum Cat IV Brevet.</p> <p>FIG Judging Panels will conform to FIG COP configuration i.e. 4 Artistic, 4 Execution, 2 Difficulty and Chair of Judges, 1 Time and 2 Lines. Failure to bring one judge with your delegation will result in a fine of: £200 GBP to be paid to the LOC by the deadline of 1st April 2019</p>															
BANK ACCOUNT INFORMATION	<p>Entry Fees can be made online through the LOC Website with a credit/debit card at the nominative stage.</p> <p>Alternatively</p> <p>Please make your bank transfers to:</p> <p>Nat West Bank Ltd. International Bank Account Number (IBAN) : GB63NWBK51812286165046 Bank Identification Code (BIC) : NWBKGB2L NatWest Bank, 5 High Street, Bracknell, Berkshire, RG12 1DH, United Kingdom.</p> <p>The Participating Federation/Club is responsible for COVERING and PAYING ALL BANK CHARGES and FEES incurred in connection with Bank Transfers.</p>															
MARKETING	FIG advertising and publicity norms must be respected.															
MEDIA	<p>For media enquires please contact Gary Jarvis. gary@heathrowaerobicsgymnastics.co.uk</p>															
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MUSIC	<p>Music for each routine will need to be uploaded by: <i>date TBC.</i></p> <p>Full details of this will be provided nearer the date. <i>This will be in addition to providing 1 music CD for each routine at registration.</i></p>															
ADDITIONAL INFORMATION	<p>Running Order and Entry Lists: Entry Lists, Start List, Running Order etc. will be published on our Website www.heathrowaerobicsgymnastics.co.uk in due course.</p>															

Sincerely Yours, Gary Jarvis

Place and date: 05/02/19