

FIG AER WORLD CUP COMPETITION AND SERIES INVITATION LETTER AND DIRECTIVES



SUZUKI WORLD CUP 2011 22TH – 24TH APRIL 2011, TOKYO, JAPAN



CATEGORY B TOURNAMENT

Dear FIG Affiliated Member Federation,

Following the decision of the FIG Presidential Commission, the Gymnastics Federation of **JAPAN** has the pleasure to invite your Federation to participate in the aforementioned official FIG event.

Please find herein below the Invitation letter and the directives:

HOST FEDERATION	International Aerobic Federation (IAF) Crest One Bldg.3F, 5-7-10 Higashi-Oi, Shinagawa-ku, Tokyo JAPAN 140-0011 Tel.: +81 3 5796-7526 Fax.: +81 3 5796-7527 e-mail: suzuki2011oc@aerobic.or.jp Contact person: Kazi Tanaka – Secretary General
FIG	Fédération Internationale de Gymnastique (FIG) Contact Person : Alexandre Cola 12 Avenue de la Gare 1003 Lausanne Switzerland Tel: +41 (0) 21 321 55 10 / direct line: +41 (0) 21 321 55 18 Fax: +41 (0) 21 321 55 19 / Sport department +41 (0) 21 321 55 29 e-mail : acola@fig-gymnastics.org website : www.fig-gymnastics.com
LOCATION	Tokyo Gymnasium, Tokyo JAPAN
DATE	From April 20 to 25, 2011 (tentative schedule)
VENUE	Tokyo Gymnasium, Tokyo JAPAN 1-17-1 Sendagaya, Shibuya-ku, Tokyo JAPAN 151-0051 Tel.: +81-3-5474-2111 Fax.: + 81-3-5474-0145 website: http://www.tef.or.jp/tmg/index.php (Japanese only)
APPARATUS SUPPLIED	GYMNOVA
RULES AND REGULATIONS	The competition must be organized under the following FIG rules, as valid in the year of the competition, except for any deviation mentioned in the Invitation letter and the directives, see the SPECIAL RULES : <ul style="list-style-type: none"> • Statutes • Technical Regulations • Code of Points • General Judges Rules • Specific Judges' Rules for Rhythmic Gymnastics • Medical Organization of the Official FIG Competitions • Doping Control Rules • FIG Media Rules • FIG Apparatus Norms • FIG Advertising and Publicity Rules • Regulations for Awards Ceremonies and subsequent decisions of the FIG Executive Committee

SPECIAL RULES	<p>1. Ranking list: Since this is a combined competition grouping FIG and IAF competitors two separate ranking lists will be established. a. <u>Suzuki World Cup Ranking List</u> including all participants (FIG and IAF competitors) b. <u>FIG World Cup Tokyo Ranking List</u> including FIG competitors only.</p> <p>2. Qualifications and Finals: Qualifications: The qualifications are open for maximum two units from IAF and two units from FIG, thus a participation of four units per category. Finals: The finals are open for 2 units <u>per country</u> only. The two best will qualify for the finals irrespective of their origin (FIG or IAF).</p> <p>3. Prize money: Prize money as mentioned under PRIZE MONEY will be paid to the top three per category of the <u>Suzuki World Cup Ranking List</u>. Prize money will also be paid to the top three per category of the <u>FIG World Cup Tokyo International Ranking List</u>, provided they are not included in the top three of the <u>Suzuki World Cup Ranking List</u>.</p> <p>4. World Cup Points: World Cup Points can only be earned by FIG competitors listed in the <u>World Cup Tokyo Ranking List</u> and duly registered by their respective FIG affiliated Federation in good standing and in possession of a FIG license.</p> <p>5. Award Ceremonies Only one award ceremony (per category) will be held based on the <u>Suzuki World Cup Ranking List</u>.</p> <p>6. Registration a. FIG competitors may only be registered by their respective FIG member Federation using the FIG on-line registration system. Competitors with a FIG license must register through their respective FIG member Federation using the FIG on-line registration system. b. IAF competitors will register through the IAF member Federation directly to the OC. See also (REGISTRATION DEADLINES)</p>																		
FEDERATIONS INVITED	The World Cup Competitions are open to competitors entered by FIG member federations. The Organising Member Federation must invite all FIG Member Federations who have paid their annual membership fee for Aerobic Gymnastics.																		
PARTICIPATION	<p>Participation is limited to 2 per country in each category</p> <p>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 gymnast' Licenses. No gymnasts will be accepted without a valid FIG License at the deadline of the Nominative Registration.</p> <p>The Organising Member Federation (OMF) may limit the participation with criterias to be defined by the OMF. Those criteria must be approved by the FIG. The top eight Federations per category of the World Cup Ranking List must always be given the right to participate.</p> <p>The maximum size of the invited delegation is as follows:</p> <table border="1" data-bbox="635 1789 1268 2087"> <tr> <td>Individual Women</td> <td>2</td> </tr> <tr> <td>Individual Men</td> <td>2</td> </tr> <tr> <td>Mixed Pairs</td> <td>2</td> </tr> <tr> <td>Trios</td> <td>2</td> </tr> <tr> <td>Groups</td> <td>2</td> </tr> <tr> <td>Head of Delegation</td> <td>1</td> </tr> <tr> <td>Coaches(if 1 unite)</td> <td>1</td> </tr> <tr> <td>(if 2 and more)</td> <td>2</td> </tr> <tr> <td>Judges</td> <td>1 or 2 FIG Brevet</td> </tr> </table>	Individual Women	2	Individual Men	2	Mixed Pairs	2	Trios	2	Groups	2	Head of Delegation	1	Coaches(if 1 unite)	1	(if 2 and more)	2	Judges	1 or 2 FIG Brevet
Individual Women	2																		
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	Additional Persons (Doctor,Physiotherapist)	2															
	A unit being an individual gymnast, a pair, a trio or a group.																
AGE LIMITS	Age limit: 18 years (born in 1993 or before)																
REGISTRATION DEADLINES	<p>Provisional, Definitive and Nominative Registrations must be made exclusively on-line via the FIG website (http://www.fig-gymnastics.com) or accordingly. These registrations will only be accepted from FIG Gymnastics Member Federations</p> <table border="1"> <tr> <td>Provisional registration</td> <td>January 21, 2011</td> <td>(3 months prior to the event)</td> </tr> <tr> <td>Definitive registration</td> <td>February 21, 2011</td> <td>(2 months prior to the event)</td> </tr> <tr> <td>Nominative registration</td> <td>March 21, 2011</td> <td>(4 weeks prior to the event)</td> </tr> </table> <p>Late registrations and registrations which are not accompanied by the requested payments (if any) are subject to fines as follows:</p> <table border="1"> <tr> <td>Fine for missing the deadline of the Provisional Entry or for late Entry (if any)</td> <td>CHF 500.-</td> </tr> <tr> <td>Fine for missing the deadline of the Definitive Entry or for late Entry</td> <td>CHF 750.-</td> </tr> <tr> <td>Fine for missing the deadliNominative Nominative Entry or for late Entry</td> <td>CHF 500.-</td> </tr> </table> <p>Registrations made later than 10 days after the deadline for the Nominative Entry will not be accepted and the Delegations will not be authorized to participate.</p>		Provisional registration	January 21, 2011	(3 months prior to the event)	Definitive registration	February 21, 2011	(2 months prior to the event)	Nominative registration	March 21, 2011	(4 weeks prior to the event)	Fine for missing the deadline of the Provisional Entry or for late Entry (if any)	CHF 500.-	Fine for missing the deadline of the Definitive Entry or for late Entry	CHF 750.-	Fine for missing the deadliNominative Nominative Entry or for late Entry	CHF 500.-
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ENTRY FEES	<p>The non-reimbursable cost for the Entry Fee is of 10,000JPY per gymnast and per category.</p> <p>The invited participating federations must pay for all entry fees. At the time of the Definitive Registration on February 21, 2011, 100% of the <u>entry fee must be paid to the OC</u>. The entry fee is not refundable.</p>																
ACCREDITATION	<p>At the accreditation, the Heads of Delegation must present the following:</p> <ul style="list-style-type: none"> - Passports of all the members of the delegation - License for FIG competitors - One CD or tape for each one routine - National anthem - National flag - Valid Insurance 																
PLANNED COMPETITION	<p>The World Cup Competitions and Series consist of Qualifications and Finals in all 5 categories.</p> <p><u>Participation in the Qualifications:</u></p> <p>The Organizing Member Federation is allowed to add only for the qualifications "hors concours" competitors. These competitors are in addition to the official participants of the Organizing Member Federation's competitors, they must be named before the start of the qualifications and cannot qualify for the final. They will have to start first.</p> <p>The Organizing Member Federation is allowed to name 1 Individual Men, 1 Individual Woman, 1 Mixed pair, 1 Trio and 1 Group as "hors concours" competitors.</p> <p><u>Participation in the Finals:</u></p> <p>Category A and B tournaments must offer a Final in all 5 categories.</p> <ul style="list-style-type: none"> • The top eight gymnasts per category from the qualifications qualify for the Finals. • In addition, if the Organizing Member Federation has not qualified in any category, it may nominate one participation in max. 1 category of its choice. • Maximum participation in the finals is therefore 8+1 participants in one category and 8 in the other four categories. • Such "Wild Card Participant" must have participated in the respective category in the qualification. 																

World Cup Competitions may not be combined with any other Competitions.

<p>SCHEDULE (TENTATIVE)</p>	<p>April 20 Arrival April 21 Welcome Meeting HOD, Coaches, Judges Meeting Opening Rehearsals Judges' Meeting Podium Training April 22 Podium Training Qualifications April 23 Qualifications April 24 Finals Farewell Party(planned) April 25 Departure</p>														
<p>MEDICAL</p>	<p>During all days – trainings and competition, official medical persons who will be in the training and competition venue will be provided by the OC.</p>														
<p>DOPING CONTROLS</p>	<p>For World Cup Competitions and Series, A and B Category, the Organizing Member Federation has to provide a minimum of 5 doping controls at its own charge.</p>														
<p>VISA</p>	<p>Please verify immediately with your travel agent or the Japanese Embassy or Consulate in your country if a visa is required for your travel to Japan. The Organizing Committee will be happy to assist each Delegation member with an official invitation letter, provided that the request is made before Feb. 21, 2011 to the OC. 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.</p>														
<p>INSURANCE</p>	<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. 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 OC 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 OC in advance. The OC will subsequently offer insurance at the Federations own charge as follows: 400yen per person/day.</p>														
<p>INTERNATIONAL TRANSPORTATION</p>	<p>The invited participating federations must pay for the travel costs of their delegation members (see exception herein below).</p> <p>The Travel Schedule Form must be returned to the OC by February 21, 2011.</p>														
<p>LOCAL TRANSPORTION</p>	<p>The members of the invited participating federations must pay for their international transportation.</p> <p>The OC provides local transportation to all delegation members from Narita(or Haneda) International Airport to the official hotel and back, and bus to the Tokyo Gym. every morning and the return JR train tickets provided that the OC receives the Form B (Travel Schedule) before February 21, 2011.</p> <p>This transportation costs 8,000JPY per person. This includes "a meeting service" for one flight/delegation upon arrival to the airport.</p>														
<p>ACCOMMODATION</p>	<p>All the rates are per person, per night including all taxes and service charges. <u>Meals are NOT included.</u></p> <table border="1" data-bbox="555 1787 1353 1944"> <thead> <tr> <th rowspan="2"></th> <th colspan="2">Hotel Metropolitan</th> </tr> <tr> <th>A rank rooms</th> <th>B rank rooms</th> </tr> </thead> <tbody> <tr> <td>Single</td> <td>12,500 JPY</td> <td>11,500 JPY</td> </tr> <tr> <td>Twin (2 beds)</td> <td>8,500 JPY</td> <td>8,000 JPY</td> </tr> <tr> <td>Triple (3 beds)</td> <td>8,000 JPY</td> <td>7,500 JPY</td> </tr> </tbody> </table> <p>Form A (Accommodation Form) must be sent to the OC no later than February 21, 2011. The OC then forward the Form A to the OC's designated travel agent and the agent will start making official reservation and the 50% of the total accommodation</p>		Hotel Metropolitan		A rank rooms	B rank rooms	Single	12,500 JPY	11,500 JPY	Twin (2 beds)	8,500 JPY	8,000 JPY	Triple (3 beds)	8,000 JPY	7,500 JPY
	Hotel Metropolitan														
	A rank rooms	B rank rooms													
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	<p>fees must be wired to the agent no later than March 7, 2011, and will not be reimbursed.</p> <p>If there is a reduction on the number of the persons in the delegation after February 21, 2011, the travel agent will put the money to the balance of the total accommodation fees.</p> <p>The remaining 50% of the accommodation fees must be paid to the travel agent no later than March 21, 2011, and will not be reimbursed.</p> <p>All bookings must be made through the OC's travel agent. For those delegations that did not book their accommodation through the agent, the OC decline any responsibility for the local transportation (from hotel to Tokyo Gym. and vice-versa).</p> <p>Those delegations and/or extra persons exceeding the above mentioned maximum size of delegation would be accredited for the price of 8,000JPY/person (transportation) and 3,000JPY/person (Farewell party ticket(planned)). These fees must be paid to the travel agent no later than March 21, 2011, and will not be reimbursed.</p> <p>The prices charged for the hotel rooms will not exceed the usual hotel rates. While the Accommodation Form must be returned to the OC by March 21, 2011 at the very latest, the Hotel rooms will be allocated on a "first come, first serve" basis.</p>
MEALS	The invited participating federations must pay for the meals expenses of their delegation members.
FINAL BANQUET	<p>On April 24, 2011, after the Finals there will be a farewell party at the Hotel Metropolitan.</p> <p>The OC provides entrance tickets (Light meal with one drink) for the official delegation for free of charge provided that the accommodation is made through the travel agent.</p>
FIG TECHNICAL DELEGATE AND EC MEMBER	<p>The FIG Technical Delegate and EC member (if applicable) will be designated by the FIG.</p> <p>The FIG Technical Delegate will serve as President of the Superior Jury.</p>
JUDGES AND JURIES	<p>The number of Juries (judges' panels) may be decided by the organizing member federation depending on the number of participating competitors and judges.</p> <p>The Juries are set up by a draw - directed by the FIG Technical Representative - from the judges present at the event. Priority will be given to the judges of the highest category.</p> <p>A jury must consist of one Chair of Judges' Panel, 4 Artistic, 4 Execution and 2 Difficulty judges.</p> <p>No panel may include more than one member from a single federation (excluding the CJP and D judges)</p> <p>The CJP must be of Cat. I</p> <p>The Difficulty Judges must be Cat. 1 or 2</p> <p>The Execution and Artistic judges must be Cat. 1, 2 or 3</p> <p>The FIG Technical Representative will serve as President of the Superior Jury.</p> <p>Each participating federation must provide minimum one judge. Failure to do so will result in a fine of Swiss Francs 2'000.- to be paid to the Organizing Member Federation.</p> <p>The Organizing Member Federation is responsible that there are enough FIG brevetted judges present with the appropriate category of brevet for their function. At the latest 4 days after the deadline of nominative entry, the Organizing Member Federation sends to the FIG the nominative list of judges. Should there not be sufficient judges, the Organizing Member Federation may propose to the FIG for approval the name of neutral additional judges to complete the panels (plus 1 reserve). These judges, once approved, have to be invited at the cost of the Organizing Member Federation. Should the Organizing Member Federation fail to propose names for additional judges, the FIG will invite such judges at the cost of the Organizing Member Federation.</p>

PRIZE MONEY

The organising member federation must pay a minimum prize money per medallist as follows (amounts in Swiss Francs – CHF)

The Prize Money, free of any deductible taxes, will be distributed in **Japanese yen** as follows:

■ Suzuki World Cup:

Total: 3,000,000JPY (approx. CHF37'500 as of May 2010)

	IW/IM/MP*/TRIO*/GROUP*
1 st place	300,000 JPY (approx. 3,750 CHF)
2 nd place	200,000 JPY (approx. 2,500 CHF)
3 rd place	100,000 JPY (approx. 1,250 CHF)

*: for MP/TRIO/GROUP, the prize money is divided among the members

■ FIG World Series Tokyo International:

Total: 955,000JPY (approx. CHF11,900 as of May 2010)

1 st place	50,000 JPY (approx. 555 CHF) for IM, IW 100,000 JPY (approx. 1,110 CHF) for Pair 150,000 JPY (approx. 1,665 CHF) for Trio 180,000 JPY (approx. 2,000 CHF) for Group
2 nd place	25,000 JPY (approx. 277 CHF) for IM, IW 50,000 JPY (approx. 555 CHF) for Pair 75,000 JPY (approx. 833 CHF) for Trio 120,000 JPY (approx. 1,333 CHF) for Group
3 rd place	10,000 JPY (approx. 111 CHF) for IM, IW 20,000 JPY (approx. 222 CHF) for Pair 30,000 JPY (approx. 333 CHF) for Trio 60,000 JPY (approx. 666 CHF) for Group

No prize money will be given if there are less than 4 participating Member Federations per category.

"Wild Card Participants" will receive medals and prize money.

**WORLD CUP
SERIES RANKING
POINTS**

In principle, the results and the updated FIG World Cup Ranking List will be published on the FIG web site within 24 hours after the end of the competitions provided that all procedures before and after the competitions are duly respected by the Organizing Member Federation.

Separate World Cup Series Ranking Lists are established for every category beginning with the first World Cup event of the year and ending with the last World Cup event of the year as follows:

- Men Individual
- Women Individual
- Mixed Pairs
- Trio
- Groups

For Individual competitors, World Cup Points are assigned to the competitor **by name**.

Mixed Pairs are listed **by name**, but considered **as an entity**.

In case of change of partner, the Mixed Pair is considered as a new Pair.

Trios are listed **by name**, but considered **as an entity**.

One change of name in a Trio is allowed, but in case of a second change of name, the Trio is considered as a new Trio.

Groups are listed **by Federation**. The World Cup Points are assigned to the Federation.

If more than one Group per Federation starts at an event, only the better result will be considered.

The World Cup Points are assigned to the competitors as follows:

Finals: ranking from 1st to 8th place
Qualifications: ranking from 9th to 16th place

Rank	Tournaments Cat. B
1	30
2	25
3	20
4	18
5	16
6	14
7	12
8	10
9	8
10	7
11	6
12	5
13	4
14	3
15	2
16	1

In the case that there are less than four (4) federations participating per apparatus or per category, no World Cup Points will be given.

“Wild Card Participants” will not receive any World Cup Points.

WINNER OF THE ANNUAL WORD CUP

The winner of the annual World Cup per category is the individual gymnast / pair / trio / group with the highest number of points of the World Cup Ranking List after the last event of the year as follows:

- If 8 World Cup Competitions take place per year, the best 4 are counted.
- If 7 World Cup Competitions take place per year, the best 4 are counted
- If 6 World Cup Competitions take place per year, the best 4 are counted
- If 5 World Cup Competitions take place per year, the best 4 are counted
- If 4 or 3 World Cup Competitions take place per year all points are counted.

A special award ceremony will be held at the last World Cup Competition of the year (Cat. A) in which the World Cup winner will receive the World Cup.

Ties at any place will be broken as mentioned in the Technical Regulations.

BANK ACCOUNT

■ ENTRY FEE (to be paid to the OC):

- Name of Bank: Mizuho Bank, Yutenji Branch
- Account#: 1839043
- Account name: International Aerobic Federation
- Address: 2-1-6 Yutenji, Meguro-ku, Tokyo JAPAN 153-0052
- SWIFT CODE: MHBKJPJT

■ ACCOMMODATION, TRANSPORTATION FEE (to be paid to the travel agent):

The travel agent’s bank account information will be specified when the agent will contact each participating federation.

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 Tournaments of A Category, television coverage is compulsory.

The Organizing Member Federation will guarantee the production of a basic feed (international signal) at least for the Final rounds.

For Tournaments of B Category, the same requirements will apply as for Tournaments of A Category provided that a television production is available even if not compulsory.

DEADLINES	Provisional Registration	21st January 2011
	Definitive Registration	21st February 2011
	Nominative Registration	21st March 2011
	Accommodation (Form A)	21st February 2011
	Travel Schedule (Form B)	
	Visa Request (Form C)	
	Payment of the fine for missing judge	7th March 2011
	Payment of the Accommodation Costs (first 50%)	
	Payment of the Accommodation Costs (last 50%)	21st March 2011
	Payment of the Transportation & Banquet	
	RELEASE(Music, Injury & Portrait)	

Sincerely Yours,



.....
 Morinari Watanabe
 Executive Director
 Japan Gymnastic Association
 Place and date: Tokyo, June 27, 2010



Stamp



.....
 Hiro Yamagishi
 President
 International Aerobic Federation

Fédération Internationale de Gymnastique
 André Gueisbuhler
 Secretary General