



# **34<sup>TH</sup> EUROPEAN WOMEN'S ARTISTIC GYMNASTICS CHAMPIONSHIPS**

**Munich (GER)**

**11 – 14 August 2022**



## **Directives**

FIG Event ID Seniors: 16904  
FIG Event ID Juniors: 17008

Dear President,

**European Gymnastics is pleased to herein provide you with the Directives for the 34<sup>th</sup> European Women's Artistic Gymnastics Championships, to be held in Munich (GER) from 11 – 14 August 2022.**

These European Championships will be organised following the FIG & European Gymnastics Statutes and Technical Regulations (TR), FIG Code of Points and relevant newsletters and help desk, FIG General Judges Rules, FIG Specific Judges Rules, FIG Anti-Doping Rules, European Gymnastics Medical Guidelines, the Medical Organisation of FIG Competitions and Events, the European Gymnastics Guidelines for the return to competitions with the Covid-19 pandemic, the FIG Framework for Safeguarding Athletes and other Participants from Harassment and abuse in Sport during Events, the FIG License Rules, European Gymnastics Media Rules, FIG Apparatus Norms, FIG Advertising and Publicity Rules, FIG Rules for Sanctioning (approval) of International Events and European Gymnastics Accreditation Directives, FIG Code of Ethics, FIG Code of Conduct, FIG Code of Discipline, Rules for Award Ceremonies as well as all other Rules and Guidelines valid starting 01 January 2021 onwards, any possible amendments by the date of these European Championships, and any complements decided in the meantime.

All participating Federations commit to abide by the Statutes and all European Gymnastics & FIG Rules and Regulations. National Federations not respecting them will not be allowed to compete.

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## 1. EUROPEAN GYMNASTICS

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### European Gymnastics

Contact person: Mrs Linda Davila

Avenue de la Gare 12

CH - 1003 Lausanne

Tel: +41 (0)21 613 10 24

Email: [ldavila@europeangymnastics.com](mailto:ldavila@europeangymnastics.com)

Website: [www.europeangymnastics.com](http://www.europeangymnastics.com)



## 2. LOCAL ORGANISING COMMITTEE & HOST FEDERATION

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### LOC Office

European Championships Munich 2022

Spiridon-Louis-Ring 22

80809 Munich

Tel: +49 89 315624 - 268

Email: [gymnastics@munich2022.com](mailto:gymnastics@munich2022.com)

Website: [www.munich2022.com](http://www.munich2022.com)

Instagram: @munich2022

Facebook: @ECMunich2022

YouTube: Munich 2022

Twitter: @ECMunich2022



### Deutscher Turner-Bund

Otto-Fleck-Schneise 8

60528 Frankfurt/Main



## 3. LOCATION OF THE COMPETITION, TRAINING & WARM-UP HALLS

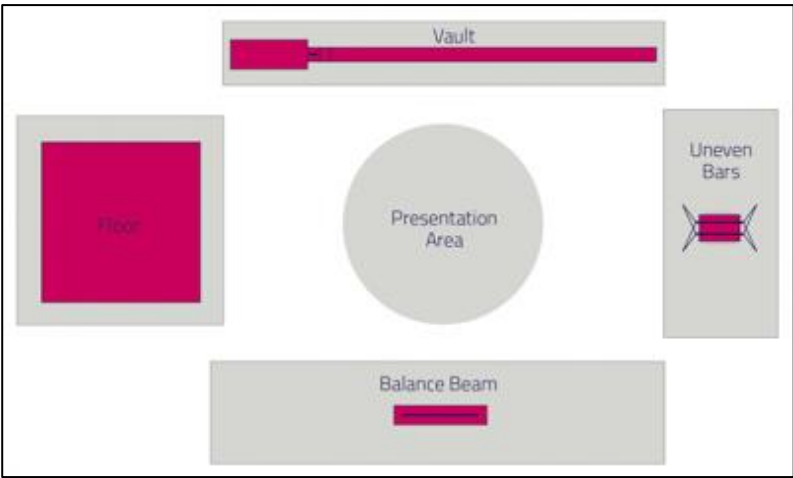
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<b>Competition Hall</b>	<b>Olympiahalle</b> Spiridon-Louis-Ring 21 80809 Munich Website: <a href="http://www.olympiapark.de">www.olympiapark.de</a>  Venue capacity: 8,800 Seats
<b>Warm-up Hall</b>	<b>Olympiahalle</b> Spiridon-Louis-Ring 21 80809 Munich
<b>Training Halls</b>	<b>TUM Campus Olympiapark</b> Connollystr. 32 80809 Munich

Olympiahalle – Competition Hall



Olympiahalle – Set-up Competition Hall



TUM Campus Olympiapark – Training Halls



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#### 4. PROVISIONAL SCHEDULE (subject to changes)

DATE/TIME	DESCRIPTION	LOCATION
<b>Sun. 7<sup>th</sup> Aug.</b>	<b>Optional Arrival Day of WAG Senior Delegations</b> Arrival of the WTC Arrival of WAG Judges Meeting – European Gymnastics Staff & LOC Staff	Munich  Olympiahalle
<b>Mon. 8<sup>th</sup> Aug.</b> All day 13:30 – 20:00 15:00 – 18:00	<b>Official Arrival Day of WAG Delegations</b> Training on Request Judges Instruction & Draw for QC Juniors & Seniors & TF Seniors	Training Halls Olympiahalle
<b>Tues. 9<sup>th</sup> Aug.</b> As per schedule As per schedule <b>09:00 – 10:00</b> 09:30 10:00 – 19:50	WAG Training - Juniors WAG Senior Warm-up <b>Orientation Meeting</b> D-Panel Briefing Senior Women's Podium Training – Subdivision 1-4	Training Halls Warm-up Hall <b>Olympiahalle</b> FOP
<b>Wed. 10<sup>th</sup> Aug.</b> As per schedule As per schedule 09:30 10:00 – 19:50	WAG Training – Seniors WAG Junior Warm-up D-Panel Briefing Junior Women's Podium Training – Subdivisions 1-4	Training Halls Warm-up Hall FOP
<b>Thurs. 11<sup>th</sup> Aug.</b> As per schedule As per schedule 08:30 <b>10:00 – 19:55</b>  10:00 – 12:02 12:24 – 14:26 15:28 – 17:31 17:53 – 19:55 Immediately after	WAG Training - Juniors WAG Senior Warm-up Judges Briefing – WAG Senior <b>Senior Women's Qualification Competition including All-Around Finals and qualification for Team &amp; Individual Apparatus Finals</b>  Subdivision 1 Subdivision 2 Subdivision 3 Subdivision 4 <b>Medal Ceremony – Seniors All Around Champion</b>	Training Halls Warm-up Hall  <b>FOP</b>
<b>Fri. 12<sup>th</sup> Aug.</b> As per schedule As per schedule 08:30 <b>10:00 – 19:50</b>  10:00 – 12:00 12:20 – 14:20 15:20 – 17:20 17:50 – 19:50 Immediately after	WAG Training – Seniors WAG Junior Warm-up Judges Briefing – WAG Junior <b>Junior Women's Qualification Competition including All-Around Final &amp; Team Final plus qualification for Individual Apparatus Finals</b>  Subdivision 1 Subdivision 2 Subdivision 3 Subdivision 4 <b>Medal Ceremony – Junior Team &amp; All-Around Champion</b>	Training Halls Warm-up Hall Olympiahalle <b>FOP</b>

<b>Sat. 13<sup>th</sup> Aug.</b> As per schedule As per schedule 12:00 <b>14:00 – 15:40</b> <b>Immediately after</b>	WAG Training WAG Senior Warm-up Judges Briefing – WAG Senior <b>Senior Women’s Team Final</b> <b>Medal Ceremony – Senior Team Champions</b>	Training Halls Warm-up Hall  FOP FOP
<b>Sun. 14<sup>th</sup> Aug.</b> As per schedule 08:30 – 09:30 08:30 <b>10:00 – 13:04</b>  13:00 – 14:00 13:30 <b>14:30 – 17:31</b>	WAG Junior & Senior Warm-up Podium Training - Juniors Judges Briefing – WAG Junior <b>Junior Women’s Individual Apparatus Finals &amp; Medal Ceremonies</b>  Podium Training – Seniors Judges Briefing – WAG Senior <b>Senior Women’s Individual Apparatus Finals &amp; Medal Ceremonies</b> WAG Closing Ceremony WAG Farewell Banquet	Warm-up Hall FOP  FOP  FOP FOP
<b>Mon. 15<sup>th</sup> Aug.</b> All Day	<b>Official Departure Day of WAG Delegations</b> Departure of WTC and Judges  Official Arrival Day of MAG Delegations	Munich



## 5. PARTICIPATION RIGHT AND ACCREDITATIONS

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Senior and Junior Gymnasts holding a valid FIG licence until the end of the competitions, and with the correct age from European Gymnastics and FIG affiliated Federations in good standings, may take part in these European Championships. An individual is entitled to only one accreditation card. If an individual has several valid “accreditable” functions, the highest function is normally selected and the access zones of the functions are cumulated. No substitutes may directly benefit from unused accreditations. The functions of a judge and a gymnast cannot be combined with any other function, except for a gymnast who can also act as Head of Delegation.

### Maximum Delegation Size

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All federations are entitled to participate with either a team composed of 3 to 5 gymnasts, or a maximum of 2 individual gymnasts. The maximum size of each delegation, as per European Gymnastics Accreditation Rules, is as follows:

Function	Junior	Senior	Combined
Gymnasts	5	5	10
Head of delegation	1	1	1
Team manager	1	1	2
Coaches	2	2	4
Doctors	1	1	1
Physiotherapist	1	1	2
Judges*	1	1	2

\*Note: see also Point “9. Judging “below for additional information

Additional accreditations are at the charge of the delegations. The cost of these accreditations are as follows:

Additional Coach	EURO 180
Additional Paramedical Staff	EURO 180
Guest	EURO 180
VIP Guest	EURO 250

The cost for additional accreditations must be paid directly to the LOC. An additional invoice will be sent to the concerned NF, including the bank details of the LOC.

### Accreditation Application Process

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Each National Federation (NF) needs to apply for Accreditation through the Munich 2022 Event Management System (Munich 2022 EMS). All the details on how to access the portal and description of the application process are provided to each NF by the Munich 2022 LOC via the EMS User Guide (view Appendix 2).

The Munich 2022 EMS has opened on **10<sup>th</sup> February 2022** and will be closed on **04<sup>th</sup> July 2022** (23:59 Swiss Time). The single point of contact of each NF will receive an email as soon as the Munich 2022 EMS has opened.

### Photograph requirements

The photograph must follow the same requirements as for a passport:

- It must be in **colour**, must be a recent and accurate likeness and must not have been altered in any way
- It must be a **front view of your face, head and shoulders (facing forward and looking straight at the camera)**; hats, hair bands or dark glasses must not be worn
- It must show the full head, without any head covering, unless worn for religious beliefs or medical reasons
- With a neutral expression and with the mouth closed
- With eyes open and clearly visible (no sunglasses or tinted glasses and no hair across the eyes)
- Free from reflection or glare on the glasses and frames must not cover eyes (we recommend that, if possible, glasses are removed for the photo)
- No objects, other people, or shadows in the photo
- The **background must be plain and light colour, preferably white** but light blue and light grey will be accepted (NO black, dark blue, red, green, etc.)
- Be clear and in sharp focus
- Be taken within the last 6 months
- Not torn, creased, marked or stamped

### Photograph technical requirements

The photograph must adhere to the following requirements:

- JPG format ONLY
- Be vertical orientation
- Have adequate space between face/shoulders and the edges of the photograph
- Should have a minimum size of 100KB and maximum of 2MB
- The face should be at least 300 pixels wide

The digital photograph can be taken with a good quality mobile phone, provided it meets all the passport requirements mentioned above and is taken against a plain clear background in good light.

Details should be entered for all participants of the European Championships Munich 2022. This includes applications for accreditation of additional coaches, paramedical staff and guests for whom the NF will assume the participation costs, as described above.

Accreditation applications without a photo will not be accepted and Accreditation cards will not be pre-printed.

All data submitted by NFs via the Munich 2022 EMS are subject to European Gymnastics' approval and verification.

The European Gymnastics Accreditation Rules will be strictly applied, notably as far as the number of accreditations per Federation is concerned. No further accreditations may be issued. Any additional person is considered a spectator and must buy entry tickets.

Accreditation Cards will not be delivered unless all financial and insurance obligations have been successfully completed.

In addition, each NF **must also** register the full delegation on the **European Gymnastics GymData Online registration system** by the stated entry deadlines for Definitive & Nominative entry (see point 7 below).

### Media Accreditations

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All media accreditations must be requested via Munich 2022. Links for registration will be provided and communicated by the LOC and European Gymnastics with the media portal and accreditation expected to open in March 2022 (exact date to be confirmed).

The accreditation deadline for media is **30<sup>th</sup> June 2022**.



## 6. AGE LIMIT OF GYMNASTS

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The age of WAG Juniors in 2022 is age 14 – 15 years old (born 2008 - 2007).

The age of WAG Seniors in 2022 is minimum 16 years old (born 2006) or older.

Gymnasts who have participated in a Senior World Championships, a Senior Continental Championships, a World Cup / World Challenge Cup, and Multi-Sport Games, may not participate afterwards in Junior competitions.

**All gymnasts must have a valid FIG licence until the end of the event.**

## 7. REGISTRATION AND ENTRY FEES

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Registrations can only be made by European Gymnastics and FIG affiliated federations in good standing, via the **European Gymnastics GymData Online registration system** from SmartScoring (<http://registry.gymdata.online/>) and by using the National Gymnastics Federations' login and password.

### Definitive Registration

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The definitive registrations must be completed by entering the composition of the delegation **until 2<sup>nd</sup> May 2022 (23:59 Swiss time) at the very latest.**

### Nominative Registration

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The nominative registrations must be completed by entering the composition of the delegation **until 4<sup>th</sup> July 2022 (23:59 Swiss time) at the very latest.**

Reminder: Together with the nominative registration, delegations must also complete their accreditation application via the Munich 2022 EMS (see point 5).

**No late registration can be accepted after the drawing of lots.**

### Entry Fees

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**The Entry Fee for this event will be: EUR 150 per gymnast**

To be transferred to **European Gymnastics Account** by **4<sup>th</sup> July 2022:**

Beneficiary	European Gymnastics
Account	L 5205.70.49 European Gymnastics
Bank	Banque Cantonale Vaudoise Place St-Francois 14, CP 300 1002 LAUSANNE, Switzerland
IBAN	<b>CH05 0076 7000 L520 5704 9</b>
SWIFT/BIC	BCVLCH2LXXX

All bank fees in connection with the bank transfer must be covered by the respective Federation. Please state the name of the Federation and the payment purpose on the transfer (i.e. 'GER\_2022 WAG ECH Registration Fees').

**The payment must be made in EUR only.**

Federations which have not fulfilled their financial obligations towards European Gymnastics or FIG (e.g. annual

membership fees, unpaid invoices etc.) and the LOC (e.g. hotel, meals, etc.) will not be allowed to participate in these European Championships.

In case of non-participation or partial participation the fee will not be reimbursed.

## Sanctions

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The sanctions are as follows as per European Gymnastics /TR (Article 3.2.5)

Definitive entry received after the deadline	EUR 1500.00
Nominative entry received after the deadline <i>Note: No late registration can be accepted after the drawing of lots</i>	EUR 1000.00
Non-participation of a Team, but participation of Individuals (information given at the competition venue)	EUR 1000.00
Non-participation of Individuals, no participation at all (noticed at venue)	EUR 1000.00

## 8. LICENCES

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**No gymnasts will be accredited without a FIG licence valid** until the end of the competitions.

Licence application forms (new or renewal) must be submitted **at least one (1) month prior to the deadline for the nominative registration**.

Please consult the FIG licence rules for additional information in this respect.

## 9. JUDGING

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Each National Federation with a Team or Individual gymnasts for the Senior **or** Junior competitions has the obligation to nominate one judge. Each National Federation with Teams or Individual gymnasts for the Senior **and** Junior competitions must nominate two judges.

If a Federation does not enter a judge or comes with an insufficient number of judges, European Gymnastics, in line with the Technical Regulations, will request payment in the sum of EUR 2'000 per missing judge.

**All judges must have a current valid FIG brevet and category**, for their function **according to FIG Judges rules at the time of the event**.

**Note:** All judges should be booked into the Official Hotel, The Westin Grand Munich.

European Gymnastics will cover the double room accommodation & full board costs for all participating Senior Judges (see Art. 17).

## 10. DRAWING OF LOTS

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The gymnasts' drawing of lots will take place after the deadline of the Nominative Registration, on **7<sup>th</sup> July 2022** at the Head Office of European Gymnastics.

The composition of subdivisions is decided by drawing of lots among the teams and individual gymnasts.

**For Juniors**, the draw will be **open**, and will start with the final Subdivision and work its way back to Subdivision 1. As federations are drawn, they will be placed horizontally across the apparatus working in Olympic order. The draw will continue until all federations have been drawn.

**For Seniors**, the draw will start with the **4 highest ranked European Teams from the Qualification Competition at the Tokyo 2020 Olympic Games**, drawn in the final subdivision and placed horizontally across the apparatus working in Olympic order.

The draw will then continue with the remaining teams and individual gymnasts to complete the final Subdivision and then work its way back to Subdivision 1. As federations are drawn, they will be placed horizontally across the apparatus working in Olympic order. The draw will continue until all federations have been drawn.

## 11. COMPETITION FORMAT

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According to FIG TR 2022, the 2022 European Championships is a qualifying event for the World Championships. For details, see the FIG TR **Art. 5.1.1 Qualifications Pathway to the World Championships**. To be confirmed.

### Competition Format

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#### QUALIFYING COMPETITION

**Seniors - Qualifying Competition including All-Around Final, plus qualification for Apparatus Finals and Team Final**

**Juniors - Qualifying Competition including All-Around and Team Final, plus qualification for the Apparatus Finals**

A Senior and Junior team consists of 3 - 5 gymnasts, of which up to 4 compete on each apparatus. The 3 best scores on each apparatus are added together to make the team total on that apparatus. The NF nominates the team on each apparatus.

If a Federation does not have a sufficient number of gymnasts for a full team, it is possible to participate with Individual gymnasts.

A separate All-Around Final result list will be produced including the 24 gymnasts with the highest ranking obtained.

A maximum of 2 gymnasts per Federation will be taken into consideration.

The results from the Senior Qualifying competition will determine the All-Around Senior European Artistic Gymnastic Champion 2022.

The results from the Junior Qualifying competition will determine the Junior European Artistic Gymnastics Team Champions 2022 as well as the All-Around Junior European Artistic Gymnastic Champion 2022.

#### SENIORS & JUNIORS - Apparatus Finals

The 8 highest ranked gymnasts on each apparatus from the Qualifying Competition will qualify for the respective Apparatus Final. A maximum of two gymnasts per federation will be allowed in the finals.

#### SENIORS - Team final

The 8 best Teams from the Qualifying Competition will participate in the Team Final. Teams consist of 3 to 5 gymnasts. 3 gymnasts will compete on each apparatus with all 3 scores counting towards the total score for the Team on that apparatus.

#### RESERVE GYMNASTS:

For the Apparatus Finals, the following number of reserve gymnasts will be designated, by taking into account the respective Apparatus ranking results in the Qualification Competition:

- Three (3) gymnasts per apparatus

If called upon, a reserve works in accordance with the order of the gymnasts replaced. Reserves must be prepared to compete and must be present in the warm-up hall in case they are called upon.

The provisional training, warm-up and competition schedules will be included in the Work Plan.

## 12. EQUIPMENT

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The Manufacturer Supplier will be SPIETH Gymnastics. Please refer to Appendix 1 for the complete List of Apparatus which will be used, including the certified product names and article numbers.

## 13. PUBLICITY

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FIG advertising and publicity rules must be respected.

As the Code of Points outlines deductions should the FIG rules for Advertising and Publicity on attire and equipment not be respected, each Federation may fill in the online FIG Publicity form (FIG Rules for Advertising and Publicity Appendix F for women) if deemed necessary and send it to European Gymnastics by **4<sup>th</sup> July 2022** at the very latest in order to have it approved.

While the Publicity Rule Chart is available on the FIG website under “Rules – Publicity” for additional information, you may also contact [ldavila@europeangymnastics.com](mailto:ldavila@europeangymnastics.com) for further assistance if required.

## 14. WAG MUSIC

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Please send the files of the WAG floor music of your gymnasts and fill out the music form via the following link by **4<sup>th</sup> July 2022**:

[Link WAG Music Form](#)

The music files must be in a WAV or at least high resolution mp3 (256 kbps) format. The file name must contain Country Code\_Age\_Name\_Firstname\_year of birth (e.g. GER\_SEN\_Mustermann\_Maria\_1996.wav // GER\_JUN\_Mustermann\_Maria\_1996.wav).

By sending the music form you:

- Confirm that the music used does not violate any copyrights and that it can be broadcasted within sports. Any claims due to violations of copyrights will have to be borne by the National Federation.
- Confirm that your music files meet the criteria of the LOC.

At the same time, we are strongly requesting the WAG participants also bring a USB-stick with the athletes' floor music on it for backup.

## 15. VISA

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For citizens of the European Union as well as citizens of the Schengen Area no additional visa is required to enter Germany. Citizens of the following countries need to apply for a visa at an embassy of the Federal Republic of Germany:

- Albania\*
- Armenia
- Azerbaijan
- Belarus
- Bosnia and Herzegovina\*
- North Macedonia\*
- Moldova\*
- Russia
- Turkey
- Ukraine\*

\*not for citizens with biometric passports

For complete and current information about visa requirements, please see the overview of the Federal Foreign Office. For information of the Federal Foreign Office about the visa process as well as requesting visas, please see the respective section on [www.auswaertiges-amt.de](http://www.auswaertiges-amt.de).

The LOC is happy to assist with visa invitation letters, if needed. Please contact [gymnastics@munich2022.com](mailto:gymnastics@munich2022.com) for any queries.

## 16. TRANSPORTATION

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All accredited teams and judges who have booked an official hotel through the Munich 2022 LOC will be provided with transportation if the booking deadlines are adhered to.

### International Transportation

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The invited participating Federations must pay for the travel costs of their delegation members. The official arrival airport is Munich Airport (MUC).

All accredited teams and judges who have booked an official hotel through the Munich 2022 LOC will be provided with transfers from and to Munich Airport (MUC) or Munich Main Station. The deadline for travel details via the Munich 2022 EMS is **04<sup>th</sup> July 2022**.

### Local Transportation

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All accredited teams and judges who have booked an official hotel through the Munich 2022 LOC **and** uploaded their arrival and departure information onto the Munich 2022 EMS by **4<sup>th</sup> July 2022** will be provided with shuttles between the official hotels and Olympiahalle.

There will be no transport from and to the training venue due to sustainability reasons and the proximity between the training and competition venue, with a maximum walking time of 10 minutes (Please note: there will be back-up vehicles in case of special situations, e.g., rain).

The team shuttle buses will run according to the training and competition sessions.

Should any member of your Federation have accessibility requirements, please advise of this at the time of booking in the Munich 2022 EMS, under special requests and the LOC will be in contact to discuss arrangements.

NFs who do not stay at one of the official hotels and do not upload arrival and departure information onto the Munich 2022 EMS will not be entitled to arrival and departure transfers.

## 17. ACCOMMODATION

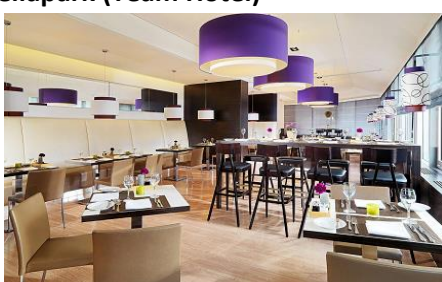
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The LOC is delighted to provide European Gymnastics and NFs with the following selection of hotels, which will be provided to WAG delegations **from 7<sup>th</sup> to 15<sup>th</sup> August 2022**.

**Note:** European Gymnastics will cover the accommodation costs in double room and full board for all participating Senior Judges of these European Championships. A separate information letter will be sent to all National Federations, informing them on the refund procedure. However, National Federations have to book and pay as usual for all delegation members including all judges, and European Gymnastics will arrange the corresponding refunds for Senior Judges separately.

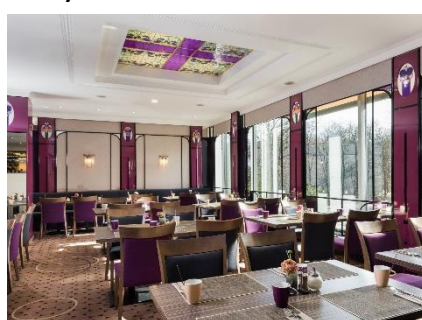
Hotel category prices are per night/per person (including full board – breakfast, lunch, and dinner – at the hotel, incl. VAT, airport transfer and daily shuttle transfer from the hotel to the competition hall; currently the City of Munich does not charge a city tax).

### Four Points by Sheraton Munich Arabellapark (Team Hotel)



<b>Name</b>	Four Points by Sheraton Munich Arabellapark		
<b>Rating *</b>	4*		
<b>Address</b>	Arabellastr. 5		
<b>City</b>	Munich		
<b>Postal code</b>	81925		
<b>Web link (in English)</b>	<a href="#">click here</a>		
<b>Single Room (per person)</b>	€139.23 (breakfast)	€164.22 (half board)	€197.54 (full board)
<b>Twin Room (per person)</b>	€79.73 (breakfast)	€104.72 (half board)	€138.04 (full board)

### Leonardo Munich Arabellapark (Team Hotel)



<b>Name</b>	Leonardo Munich Arabellapark		
<b>Rating *</b>	4*		
<b>Address</b>	Effnerstr. 99		
<b>City</b>	Munich		
<b>Postal code</b>	81925		
<b>Web link (in English)</b>	<a href="#">click here</a>		
<b>Single Room (per person)</b>	€131.17 (breakfast)	€141.51 (half board)	€152.08 (full board)
<b>Twin Room (per person)</b>	€68.90 (breakfast)	€79.24 (half board)	€89.81 (full board)



## Super 8 City West (Team Hotel)



<b>Name</b>	Super 8 City West		
<b>Rating *</b>	3*		
<b>Address</b>	Landsbergerstr. 270		
<b>City</b>	Munich		
<b>Postal code</b>	80687		
<b>Web link (in English)</b>	<a href="#">click here</a>		
<b>Single Room (per person)</b>	€127.33 (breakfast)	€154.11 (half board)	€172.55 (full board)
<b>Twin Room (per person)</b>	€69.02 (breakfast)	€95.20 (half board)	€113.95 (full board)

## Westin Grand Munich (Official & Judges Hotel)



<b>Name</b>	Westin Grand Munich		
<b>Rating *</b>	5*		
<b>Address</b>	Arabellastr. 6		
<b>City</b>	Munich		
<b>Postal code</b>	81925		
<b>Web link (in English)</b>	<a href="#">Click here</a>		
<b>Single Room (per person)</b>	€139.23 (breakfast)	€164.22 (half board)	€197.54 (full board)
<b>Double Room (per person)</b>	€79.73 (breakfast)	€104.72 (half board)	€138.04 (full board)

Hotel	Distance to Olympiahalle (Competition & Warm-Up venue)	Distance to TUM (Training venue)	Wifi	Public transportation
<b>Four Points by Sheraton Munich Arabellapark</b>	7.9km ~11min by car ~36min by public transportation	8.3km ~14min by car ~38min by public transportation	+	nearby
<b>Leonardo Munich Arabellapark</b>	8.1km ~10min by car ~42min by public transportation	9.5km ~16min by car ~47min by public transportation	+	nearby
<b>Super 8 City West</b>	6.5km ~17min by car ~37min by public transportation	8.3km ~14min by car ~43min by public transportation	+	nearby
<b>Westin Grand Munich</b>	7.8km ~10min by car ~37min by public transportation	8.0km ~13min by car ~38min by public transportation	+	nearby



## Reservations

The following steps must be followed to book the official hotels:

- One single point of contact of each NF who manages Accommodation and Arrivals & Departures data for their delegation will get access to the Munich 2022 EMS system. The accommodation portal will open in February 2022.
- Once the online booking process has been completed, an invoice including payment notification is generated and sent by email. This is required by **2 May 2022, 23:59hrs (BST)** at the very latest.
- Upload the rooming list to the Munich 2022 EMS by **4 July 2022, 23:59hrs (BST)** at the very latest.

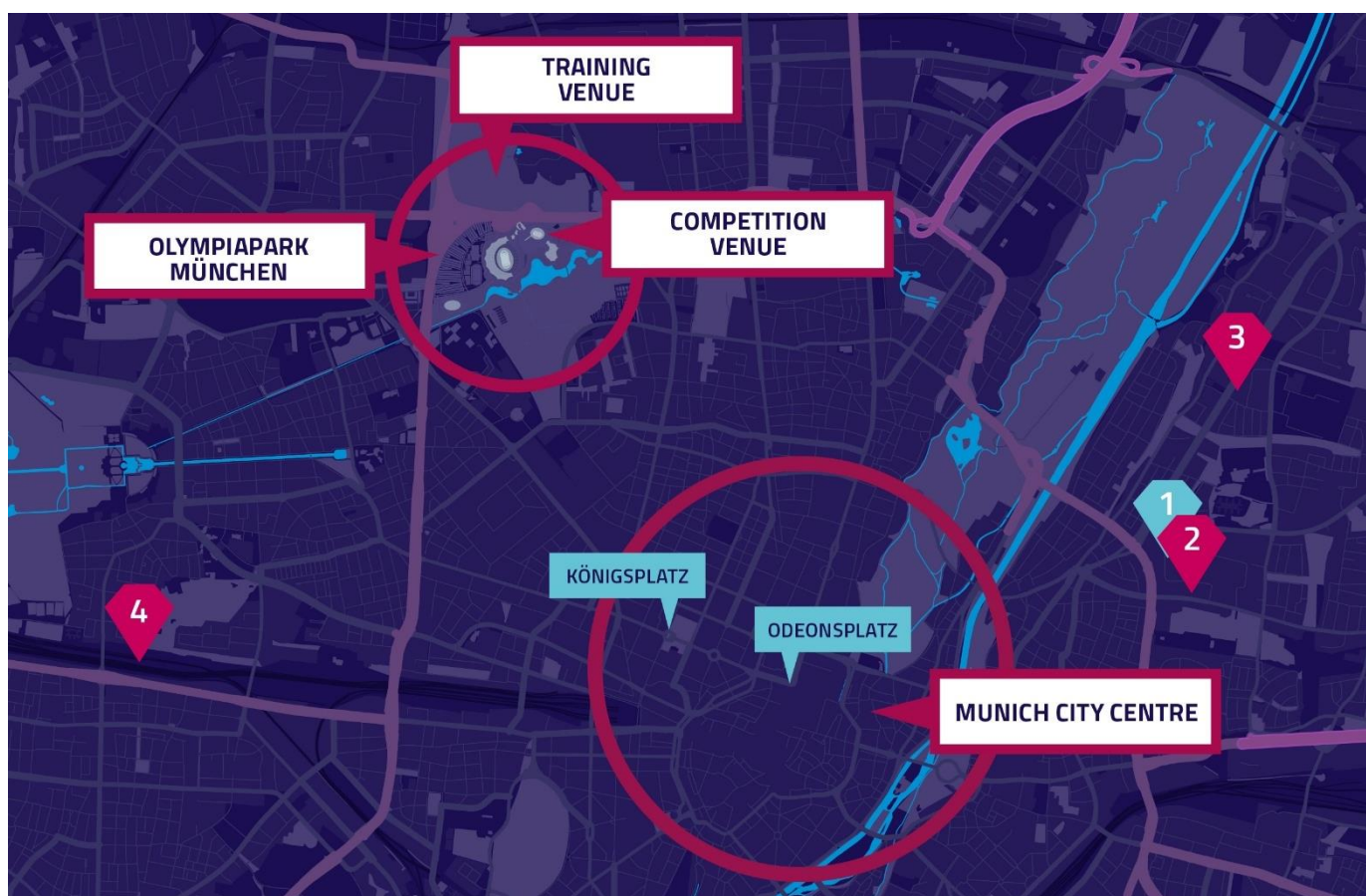
Accommodation should be booked as soon as possible to ensure a timely reservation. Accommodation is provided on a first-come, first-served basis.

Accommodation for Competition Judges has been secured in The Westin Grand Munich (Official Hotel). The booking will also be handled by the single point of contact of each NF via the Munich 2022 EMS.

**All Technical Officials should be booked into the Official Hotel, The Westin Grand Munich.**

Please note that the LOC will provide User Guides with a step-by-step outline of the registration and booking processes before the opening of the system.

Upon arrival, the single point of contact of each NF must deposit a credit card at the respective hotel. This credit card will be used to charge any additional costs incurred during the stay.



► **Family/Official Hotel**  
1 Westin Grand Hotel (5\*)  
Arabellastr. 6  
81925 Munich

► **Team Hotel**  
2 Four Points by Sheraton  
Arabellapark (4\*)  
Arabellastr. 5  
81925 Munich

► **Team Hotel**  
3 Leonardo Arabellapark (4\*)  
Effnerstr. 99  
81925 Munich

► **Team Hotel**  
4 Super 8 City West (3\*)  
Landsbergerstr. 270  
80687 Munich

## 18. MEALS

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Breakfast, lunch, and dinner will be offered at the hotel. The mealtimes at the hotel are aligned with the athletes' competition schedule.

During the booking process the teams and judges can book their preferred meal option such as breakfast, half board and full board for their stay.

### Farewell Banquet

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The Farewell Banquet for WAG delegations will take place on Sunday, the 14<sup>th</sup> August 2022 after the last competitions.

Accredited Delegation members (with the exception of E- and R- media), who will stay at one of the official hotels and will book their accommodation through the LOC will receive a free ticket for the Farewell Banquet. All other persons wishing to attend the Banquet will be entitled to do so, provided that a request is sent to the LOC by emailing [gymnastics@munich2022.com](mailto:gymnastics@munich2022.com) by **4<sup>th</sup> July 2022**, requesting the number of tickets required. The cost will be confirmed at a later date in a separate communication to NFs.

## 19. PAYMENTS TO THE LOC

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Payment for accommodation and meal options must be made via Munich 2022 EMS online portal. There is the choice between credit card payment and invoice payment. The invoice will include the bank details of the LOC.

All bank fees in connection with the bank transfer must be covered. Please state your **costumer and invoice number** as the payment purpose on the transfer. Both numbers can be found in the invoice. The payment must be made in **EUR** only.

Payment deadlines
<b>Until 01 March 2022</b> 50% deposit payment required upon booking
<b>Until 02 May 2022*</b> 50% deposit payment (remaining amount)
<i>*Please note: 01 May 2022 (Sunday) is an international public holiday, whereas the following Monday (02 May 2022) is a regular working day in Germany.</i>
The teams and the judges are kindly requested to proceed with the first deposit payment within five (5) working days after the receipt of the invoice email, but no later than 01 March 2022 to guarantee the hotel booking. The invoice will be sent via email after the booking is finalised. The remaining amount is due by 02 May 2022*. The accommodation booking will be guaranteed only after receipt of the full payment of the accommodation costs. In case the full payment is not received within the deadlines, the reservation will be cancelled, and the rooms released. Cancellations within the applicable deadlines will be refunded.

Each participating National Federation is kindly requested to integrate the payment's purpose as follows: **The 34<sup>th</sup> European Women's Artistic Gymnastics Championships.**

## 20. CANCELLATION POLICY

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European Gymnastics and the LOC strongly recommend that each Federation take a cancellation insurance for their accommodation and meal options.

Cancellation conditions
<b>Until 01 March 2022</b> 100% of the booked rooms per night can be cancelled free of charge
<b>Until 02 May 2022</b> 85% of the booked rooms per night can be cancelled free of charge
<b>Until 04 July 2022</b> 20% of the booked rooms per night can be cancelled free of charge
<b>After 04 July 2022</b> Cancellations made after that date – 100 % of the total accommodation costs incl. meals will be charged – no refund will be possible
For any cancellations made until 01 March 2022, no cancellation fee will be charged and 100 % of the booked rooms can be cancelled. After this date, only a percentage of rooms can be cancelled free of charge. The rest of the booked rooms cannot be cancelled and must be paid fully incl. meals.

## 21. INSURANCE

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The Host Federation, the Organizing Committee, European Gymnastics and the FIG will not be held responsible for any liabilities in case of accidents, illness, repatriation and the like. The European Gymnastics and 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 FIG insurance IMSSA (International Medical & Security Sports Assistance) for gymnasts and judges with a valid FIG License / Brevet is valid for these European Championships. Please address to the information on the FIG Intranet.

**All other delegation members are NOT included in this insurance and must present a proof of insurance at the accreditation.**

Important! All delegation members must have a medical insurance that also covers Covid-19 (this should be specified in the document) in order to take part in the event.

The LOC will verify the insurance upon arrival of the delegation members (e.g. cover note or photocopy of the valid policy in English writing).

The responsibility for eventual quarantine and/or positive Covid-19 cases remains with the National Federation concerned. This includes the covering of all costs.

Delegation members with insufficient insurance coverage will subsequently be offered with insurance at the Federations own charge as follows: 10 Euro per person/day.

## 22. WORK PLAN

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European Gymnastics should issue the work plan to Federations and other persons concerned six weeks prior to the start of the competition.

## 23. DOPING CONTROLS

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Under the supervision of the International Testing Agency, anti-doping controls will be organized according to the valid WADA Code, International Standards and FIG Anti-Doping Rules. The anti-doping controls may take place at any time.

## 24. OFFICIAL HOSPITAL

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The official hospital of the European Championships Munich 2022 will be communicated in the Work Plan.

## 25. TICKETS

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Get your tickets for the European Championships Munich 2022 via <https://www.munich2022.com/en/tickets>.

## 26. COVID-19

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Depending on the development of the COVID-19 situation, European Gymnastics and the LOC reserve the right to take additional decisions for this matter and to publish an update of these directives.

If still applicable for June 2022, COVID Guidelines for the event will be published in due time before and it is the responsibility of the NF that all of their delegation members commit to fully respect these.

Should at a later stage the event will have to be cancelled the LOC will try its' best to handle the force majeure situation. However, the financial responsibility for all bookings (travel, accommodation, meals) remains with the NF.

## 27. SUMMARY OF DEADLINES AND PAYMENTS

### European Gymnastics Deadlines

Items	Closing Date
Definitive Registration	May 02, 2022
Nominative Registration of the judges	May 02, 2022
Nominative Registration	July 04, 2022
Publicity Form	July 04, 2022
<b>Payment to European Gymnastics</b>	
Items	Closing Date
Registration Fee	July 04, 2022

### LOC Deadlines

Items	Closing Date
Accommodation by numbers	March 01, 2022
Media accreditation deadline	June 30, 2022
Travel schedules	July 04, 2022
Accommodation by name	July 04, 2022
Team accreditation	July 04, 2022

<b>Payment to LOC</b>	
Accommodation and meals   50% deposit payment required upon booking	March 01, 2022
Accommodation and meals   50% deposit payment (remaining amount)	May 02, 2022

We look forward to seeing you in Munich.

Yours Sincerely,



Markus Schnetzer  
LOC Management

Frank Seipp  
LOC Management

Munich, 10.02.2022

## APPENDICES

Appendix 1 – List of Apparatus

Appendix 2 – EMS User Book