

DIRECTIVES

Event ID: 17461

Dear FIG affiliated Member Federation,

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

DISCIPLINE	Trampoline Gymnastics
HOST FEDERATION	Royal Dutch Gymnastics Federation Mr. H. Jansen PO Box 142 7360 AC Beekbergen 00 31 55 5058731 jansen@kngu.nl www.kngu.nl
LOCAL ORGANIZING COMMITTEE	Stichting Dutch Trampoline Open contact person: Jimmy Demmers full address: Charta 77-vaart 106, 2033 BH HAARLEM phone number: 00 31 610169220 e-mail: info@dutchtrampolineopen.com website: www.dutchtrampolineopen.com
LOCATION	Alkmaar, Noord-Holland, The Netherlands
DATE	Competition on days 16th and 17th March 2024
VENUE	Event Hall: De Meent full address: Terborchlaan 301, 1816 MH Alkmaar phone number: 00 31 72 5489310 e-mail: info@alkmaarsport.nl web site: www.demeentalkmaar.nl Warm-up Hall, Training Hall and Event Hall are on this location
APPARATUS SUPPLIER	Please refer to the attached apparatus list.
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 • Code of Ethics • Code of Conduct • Technical Regulations • Code of Discipline • Code of Points and relevant Newsletters • General Judges' Rules • Specific Judges' Rules • Anti-Doping Rules • Licence rules (except for non competitive events) • FIG Framework for Safeguarding Athletes and other Participants from Harassment and abuse in Sport during Events • FIG Medical Guidelines for FIG Competitions and Events • Media Rules • Apparatus Norms • Rules for Sanctioning (approval) of International Events • Advertising and Publicity Rules • Regulations for Award Ceremonies

	<ul style="list-style-type: none"> • Accreditation Rules <i>and subsequent decisions of the FIG Executive Committee</i> 				
FEDERATIONS INVITED	<p>The Organizing Member Federation will invite all Member Federations according to the following principles: All FIG Member Federations in good standing who have paid their annual membership fee for Trampoline Gymnastics are invited. All competition groups and events are also open to clubs and regional Federations.</p>				
AGE LIMITS	<p>TRA: - IND: * AG 1 / AG 2 / AG 3 / AG 4 * Senior: - SYN: * AG 1 / AG 2 / AG 3 / AG 4 * Senior: All gymnasts must have a valid FIG licence until the end of the event.</p>				
JUDGES AND JURIES	<p>Each participating Club or Federation with 3 or more competitors has to sign in at least with 1 judge. When 10 or more competitors are registered, they have to sign in at least with 2 judges. Judges must be available on both two competition days. If not, a penalty of € 25.- will be calculated for each competitor. The same penalty will be payable in case of withdrawal at any moment or last-minute absence of Judges. All judges must have a current valid FIG brevet at the time of the event, for the respective discipline.</p>				
REGISTRATION DEADLINES	<p><i>Deadlines: "or earlier when the maximum number of competitors has been registered"</i></p> <table border="1"> <tr> <td>Definitive registration:</td> <td>31/12/2023</td> </tr> <tr> <td>Nominative registration</td> <td>31/01/2024</td> </tr> </table>	Definitive registration:	31/12/2023	Nominative registration	31/01/2024
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Nominative registration	31/01/2024				
ENTRY FEES	<p>The Entry fee for this event will be: € 50.- for each individual competitor € 50.- for each synchronized pair No Entry fee will be applied for the Team competition</p>				
ACCREDITATION	<p>Entries arriving later than registration deadlines (date internet-registration): dependent on the number of entries and the state of preparations, the LOC maintain the right to place them on the reserve list, or refuse them. All registrations (including late registration) are subject to all rules in these Directives, from the moment they have been accepted by the LOC. Note: In case deadline for payment has already passed at the moment of registration, that does not relieve the delegation from (immediate) payment obligation; No refund will be made for cancellations after deadline December 31; the full outstanding amount must be paid nevertheless. It is not allowed to compete in any class other than the one that the participator has enrolled in. All Clubs registered must be members of a FIG federation.</p>				
EVENT FORMAT	<p>Individual competition: Seniors and Age Group Competition Team competition: Seniors and Age Group Competition Synchro competition: Seniors and Age Group Competition (According to: "Competition Rules") possibility for Training Camp in weeks before and after the event.</p>				
PROVISIONAL SCHEDULE	<p>The schedule is provisional and a.o. depending on the number of registrations</p> <p><u>Competition Office: OPEN all hours during training and competition</u> for: *Accreditation - *Competition Cards - *Information - *Results - *Contact with the Organizing Committee</p> <p>Arrival and departure date are flexible, as some of the delegations might sign in for training facilities preceding or after the event.</p> <p>Pre-comp. day: Friday – 15/03/2024 (13:00-21:00) TRAINING in Warmup & Training hall and in Competition hall</p>				

- **Accreditation and registration**
Hand in the competition cards on Friday, latest at 18:30
- **Training per schedule**
Stretch & Relaxhall is available before each training- or competition-group.

Entrance only at the timeslots corresponding with the training group number on your accreditation card (this will be a registered preference of the Delegation). Each Delegation may choose training in the free training block (5) instead of in the granted training group (0*)/1/2/3/4.

Training groups (0)/1/2/3/4: each group is limited to 65 athletes training on 3 panels equal to competition panels.*

**(training group 0 will be opened in case that is required)*

	training group 1	training group 2	training group 3	training group 4	free training 5
Stretching at the Warmup & Training hall (ground fl)	13:30-13:55				
Stretch & Relax hall [2 nd fl]		14:30-14:55	15:30-15:55	16:30-16:55	17:30-21:00
Warmup & Training hall [ground fl]	14:00-14:55	15:00-15:55	16:00-16:55	17:00-17:55	18:00-21:00
Competition hall [1 st fl]	15:00-15:55	16:00-16:55	17:00-17:55	18:00-18:55	19:00-21:00

Dinner will be provided on Friday – when registered – see MEALS

Touch Down [1st fl]:

21:00-21:30: Information & welcome meeting for coaches and heads of Delegations

**Comp. day 1: Saturday – 16/03/2024
Qualification Individual and Teams**

Judges meeting: 08:15 Touch Down [1st fl]

Stretch & Relax hall [2nd fl]: available 07:45-19:30

Competition Office: 07:30-21:30

Each delegation with no more than 2 registered coaches will, by draw of lots, as much as possible exclusively be competing in even or in uneven groups, so coaches are able to coach and support all of their athletes in the Warmup & Training hall as well as in the Competition hall.

morning qualification:

	Warmup & Training hall	Competition hall		
Rotation		March in	2-touch	Competition
1	08:00-08:50	09:00-	-09:15	09:15-10:00
2	09:00-09:50	10:00-	-10:15	10:15-11:00
3	10:00-10:50	11:00-	-11:15	11:15-12:00
4	11:00-11:50	12:00-	-12:15	12:15-13:00

13:00-13:30 Judges lunch - Touch Down [1st fl]

12:00-14:00 Delegations lunch – Delegations restaurant, “spiegelzaal”, [1st fl]

afternoon qualification:

	Warmup & Training hall	Competition hall		
Rotation		March in	2-touch	Competition
5	12:30-13:20	13:30-	-13:45	13:45-14:30
6	13:30-14:20	14:30-	-14:45	14:45-15:30
7	14:30-15:20	15:30-	-15:45	15:45-16:30
8	15:30-16:20	16:30-	-16:45	16:45-17:30

17:30-18:00 Judges dinner - Touch Down [1st fl]

17:00-20:30 Delegations dinner – Delegations restaurant, “spiegelzaal”, [1st fl]

evening qualification:

	Warmup & Training hall	Competition hall		
Rotation		March in	2-touch	Competition
	March in of judges, flag parade & official moment	18:00		
9	17:00-17:50	18:00-	-18:15	18:15-19:00
10	18:00-18:50	19:00-	-19:15	19:15-20:00
11	19:00-19:50	20:00-	-20:15	20:15-21:00

**Deadline to return Competition Cards for synchronized competition:
Saturday, March 16, 14:00**

Comp. day 2: Sunday – 17/3/2024

Qualification rounds synchronized and ALL Finals

Judges meeting: 08:15 Touch Down [1st fl]

Stretch & Relax hall [2nd fl]: available 07:45-18:30

Competition Office: 07:30-21:00

Synchronized qualification:

	Warmup & Training hall	Competition hall		
Rotation		March in	2-touch	Competition
1	08:00-08:50	09:00-	-09:15	09:15-10:00
2	09:00-09:50	10:00-	-10:15	10:15-11:00
3	10:00-10:50	11:00-	-11:15	11:15-12:00
4	11:00-11:50	12:00-	-12:15	12:15-13:00

13:00-13:30 Judges lunch - Touch Down [1st fl]

12:00-14:00 Delegations lunch - Delegations restaurant, “spiegelzaal”, [1st fl]

Synchronized Finals:

	Warmup & Training hall	Competition hall		
Rotation		March in	1-touch	FINALS
FS 1	12:50-13:20	13:30	13:35...	...14:00
FS 2	13:20-13:50	14:00	14:05...	...14:30
FS 3	13:50-14:20	14:30	14:35...	...15:00

30 minutes break; preparing for Team finals

Team Finals:

	Competition hall

	Panel 1	Panel 2	Warmup Training	&	March in	1-touch	FINALS																																			
	SENIOR Teams	Age Group Teams	15:00-15:25		15:30	15:35...	...16:15																																			
	<p>16:15 - 17:00 Judges dinner - Touch Down [1st fl] 16:30 - 20:30 Delegations diner – Delegations restaurant, “spiegelzaal”, [1st fl]</p> <p>45 minutes break; preparing for Individual finals</p> <p>Individual Finals:</p> <table border="1"> <tr> <td></td> <td>Warmup & Training hall</td> <td colspan="3">Competition hall</td> </tr> <tr> <td>Rotation</td> <td></td> <td>March in</td> <td>2-touch</td> <td>FINALS</td> </tr> <tr> <td></td> <td></td> <td>Judges</td> <td></td> <td></td> </tr> <tr> <td>FI 1</td> <td>16:15-16:50</td> <td>17:00</td> <td>17:05...</td> <td>...17:45</td> </tr> <tr> <td>FI 2</td> <td>17:00-17:35</td> <td>17:45</td> <td>17:50...</td> <td>...18:30</td> </tr> <tr> <td>FI 3</td> <td>17:45-18:20</td> <td>18:30</td> <td>18:35...</td> <td>...19:15</td> </tr> <tr> <td>FI 4</td> <td>18:30-19:05</td> <td>19:15</td> <td>19:20...</td> <td>...20:00</td> </tr> </table> <p>20:00-21:00 Award ceremony</p>								Warmup & Training hall	Competition hall			Rotation		March in	2-touch	FINALS			Judges			FI 1	16:15-16:50	17:00	17:05...	...17:45	FI 2	17:00-17:35	17:45	17:50...	...18:30	FI 3	17:45-18:20	18:30	18:35...	...19:15	FI 4	18:30-19:05	19:15	19:20...	...20:00
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MEDICAL SERVICES	<p>Medical services (First Aid and sport therapist) will be provided by the Organising Committee during all training and competition sessions. During competition, a sports’ doctor as well will be provided.</p>																																									
COVID 19	<p>The LOC should follow local guidelines in management of COVID-19. The LOC must facilitate COVID-19 testing for delegations when it is required to have a negative test for return to their country.</p>																																									
VISA	<p>Please verify immediately with your travel agent or the Dutch Embassy or Consulate in your country if a visa is required for your travel to The Netherlands. The LOC will be happy to assist each Delegation member with an official invitation letter, provided that the request is made before January 1st, 2024</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 Member as well as the city the visa application support letter must be sent to.</p>																																									
INSURANCE	<p>The Host Federation, the LOC and the FIG will not be held responsible for any liabilities in case of accidents, illness (including COVID-19), 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 repatriation for all the members of their Delegation.</p> <p>Basic insurance (sickness, accident and repatriation) in your country of residence is compulsory in order to be able to benefit from coverage by FIG IMSSA subsidiary insurance (for additional information regarding the FIG IMSSA insurance for Athletes and Judges: go to https://www.gymnastics.sport/site/pages/medical-insurance.php).</p> <p>The LOC will verify the insurance coverage upon arrival of the delegation members (e.g. cover note or photocopy of the valid policy). The insurance must be valid at least starting from the arrival day of the delegation and must last for the delegations’ entire stay</p> <p>Participation is at own risk. The foundation Dutch Trampoline Open cannot be held responsible for accidents, theft or loss of money, goods or other property or persons.</p>																																									
SAFEGUARDING	<p>From the official event day of arrival until the official day of departure, participants (gymnasts, coaches, judges and any other delegation members) have the possibility to contact by phone or e-mail the LOC Safeguarding Officer</p>																																									

	<p>in case of harassment and abuse of any type or if they are worried and do not feel comfortable.</p> <p>The information regarding the LOC Safeguarding Officer will be communicated upon arrival of the delegations on site.</p> <p>In addition, posters of the “10 Golden Rules of Gymnastics”, the FIG campaign to raise awareness about youth protection in Gymnastics, will have to be displayed in several locations, including training and warm-up halls and public zones.</p>
INTERNATIONAL TRANSPORTATION	<p>The invited participating federations must pay for the travel costs of their delegation members.</p> <p>The Travel Schedule Form must be sent in to the LOC as soon as possible, but at the latest 31-01-2024</p>
LOCAL TRANSPORTATION	<p>Airport shuttle service and a shuttle bus between the hotels and the venue, (as well as meals) can be booked in the registration module. Services have to be booked and paid latest before deadline, 31-12-2023.</p> <p>If extra, not avoidable costs* are incurred because of any circumstance, not due to the LOC, these will be passed on to the Delegation. (*<i>F.i.: Delegations Travel schedule, divided into more than one travel moments, late return of the Travel Schedule Form or any alteration which leads to extra costs*</i>)</p> <p>Cancellation and reimbursement Policy is identically to the Policy abt. the Registration fee.</p>
ACCOMMODATION	<p>Each Federation/Club will organize their accommodations themselves; bookings have to be made at sales@zuiderduin.nl.</p> <p>[Use reference “Dutch Trampoline Open” to obtain children’s discount and a special cancellation policy (up to 3 days before eta cancellation would be free of costs)].</p> <p>Hotel rooms will be allocated on a “first come, first serve” basis. <i>The hotel is the one with shuttle bus service as before mentioned as “local transportation”.</i></p> <p>Address of the accommodation :</p> <p>1) Beach Hotel Golfzang **** Boulevard 8, 1931 CJ Egmond aan Zee 0031 72 750 2010 sales@zuiderduin.nl</p> <p>The costs per person / night in this hotel are: € 95,00 (single room, including breakfast) € 52,50 (2/3/4-p room, pp, including breakfast) Children 3/14 years’ old have a 50% discount when staying in a room with at least 1 adult.</p> <p>Hotel, directly at the beach, free WIFI, free sauna. <i>85 rooms are available in this Hotel.</i> <i>Parking garage and parking in surroundings of the hotel available (not free)</i></p>
MEALS	<p>The invited participating Federations must pay for the meals expenses of their delegation members (except registered judges on competition days).</p> <p><i>*Times are provisional and depending on time-schedule.</i></p> <p>The LOC will arrange opportunity for lunch (€ 15,00) and dinner (€ 22,50) at the competition venue (either as part of the service package or separately)</p> <ul style="list-style-type: none"> - Friday, March 15: delegations’ dinner: 17:00-20:30 * - Saturday, March 16: delegations’ lunch: 12:00-14:00 * / Judges lunch: 13.00-13.30 delegation’s dinner: 17:00-20:30 * / Judges’ dinner: 17:30-18:00 - Sunday, March 17: delegations’ lunch: 12:00-14:00 * / Judges lunch: 13.00-13:30

	<p>delegation's dinner: 16:30-20:30*/ judges' dinner: 16:15-17:00</p> <p>Participants can obtain meals at the venue when booked and paid in advance; during the event it is almost sure not possible anymore to order extra meals as the quantity of meals is ordered in advanced at an external party. The costs for the meals must be paid to the LOC upon receipt of the invoice, latest 10/01/2024 by Bank transfer (see: Bank account information) In case of cancellation after December 31, 2023 obligatory to pay all costs. For coaches, both competition days coffee/tea/fruits will be provided without charge.</p>										
CANCELLATION POLICY	<p>The LOC will email the invoice for costs for the participation and services after deadline of Definitive Registration (31/12/2023). Cancellation after December 31, 2023 will not be taken into account; and can/will not be reimbursed (and in case of late registration will still be invoiced and has to be paid).</p> <p>In case of force majeure, the LOC is to settle unavoidable costs in the first place before proceeding to a refund to the extent that is possible.</p> <p>After December 31 2023, the registration program cannot be used for cancellation; it will only stay open until January 31, 2024 for</p> <ul style="list-style-type: none"> • Notification of alteration of participants or services • alteration in e.g. pairs and teams, and for • filling out competition cards. 										
FINAL BANQUET / EVENT	<p>There will be side events during the days of competition (organized by Stichting Dutch Trampoline Event). There is no final banquet but also on Sunday, there is an offer for delegations' dinner (see: Meals)</p>										
PRIZE MONEY	<p>individual Senior Men and individual Senior Women: prize money will be available; The Prize Money, free of any deductible taxes, will be distributed in € (Euro) as follows:</p> <table border="1" data-bbox="639 1140 1339 1317"> <thead> <tr> <th colspan="2">Prize Money in €</th> </tr> <tr> <th>Ranking</th> <th></th> </tr> </thead> <tbody> <tr> <td>1</td> <td>250</td> </tr> <tr> <td>2</td> <td>150</td> </tr> <tr> <td>3</td> <td>100</td> </tr> </tbody> </table> <p>Grand total of the Prize Money: 1.000 (one thousand) in € (Euro)</p>	Prize Money in €		Ranking		1	250	2	150	3	100
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1	250										
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3	100										
BANK ACCOUNT INFORMATION	<p>Each participating Club or Federation is kindly requested to integrate the payment's purpose as follows: Total amounts to be paid per bank transfer upon receipt of the invoice (by mail). Please include the full name under which the delegation has registered.</p> <p>Payments to: Stichting Dutch Trampoline Open, Alkmaar. Account number: IBAN: NL21 RABO 0318 1574 46 Rabobank Alkmaar. Bank Identifier Code (BIC/SWIFT code): RABONL2U Bank charges are for the account of the applicant</p> <p>In case of cancellation after December 31, 2023 it will be obligatory to pay all costs.</p> <p>The participating Federation is responsible for covering all bank fees in connection with the bank transfers. Note: only payments by bank transfer will be accepted before the indicated closing date. Cash payment during the event cannot be accepted.</p>										
MARKETING MEDIA	<p>FIG and LOC advertising and publicity norms must be respected</p> <p>We kindly ask media to contact the LOC when they attend to be present at the Dutch Trampoline Open. Press Room with internet access is available, as well as workspace in the Competition Hall. Pls check in at the Competition Office upon your arrival. Access to Training and Warm - up area for delegations only.</p>										

	LOC's media contacts: (info@dutchtrampolineopen.com)																			
SOCIAL MEDIA	website: https://dutchtrampolineopen.com facebook: https://www.facebook.com/dutchtrampolineopen/ instagram: https://www.instagram.com/dutchtrampolineopen/ twitter: https://twitter.com/DutchTrampOpen YouTube: https://www.youtube.com/channel/UCfDbUVgrAG-hpVL3WvfKdhw																			
	<i>Availability of Live stream and -results: the LOC will inform you by social media before the competition.</i>																			
DEADLINES SUMMARY	All forms available: in pdf and ONLINE on the website of the LOC, www.dutchtrampolineopen.com , "registration and forms" Manual for online registration to be found on the website of the LOC. <i>Deadlines: **Or earlier when the with regards to the applicable circumstances maximum number of competitors has been registered</i>																			
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ADDITIONAL INFORMATION	- See the Competition Rules of the LOC at www.dutchtrampolineopen.com / Competition info - Possibility for training camp in week before or after the event (First come first served). Information about conditions: www.dutchtrampolineopen.com / training facilities. Request / interest can be mailed to info@dutchtrampolineopen.com - Service packages at cost € 175,- to be booked in the online registration module , containing: all meals at the venue on Fr/Sat/Sun, airport transportation, shuttle bus service between hotel and venue on Fr/Sat/Sun. * <i>Each of those services can also be booked separately</i> * <i>Judges service packages are free of charge, except for any additional airport shuttle costs</i>																			

Sincerely Yours,



Beekbergen, 12.10.2023

Monique Kempff
President of the affiliated Federation