

FÉDÉRATION INTERNATIONALE DE GYMNASTIQUE



36TH FIG RHYTHMIC GYMNASTICS WORLD CHAMPIONSHIPS
INDIVIDUAL AND GROUP COMPETITIONS
SOFIA (BUL)
10 – 16 SEPTEMBER 2018



36TH RHYTHMIC GYMNASTICS
WORLD CHAMPIONSHIPS

Directives

ID 14845

Update 21 June 2018

Dear President,

The FIG is pleased to herein provide you with the Directives for the 36th Rhythmic Gymnastics World Championships to be held in Sofia (BUL) from 10 to 16 September 2018.

These World Championships will be organized following the 2017 FIG Statutes, the 2018 Technical Regulations, the 2017-2020 RG Code of Points, version valid from 01 February 2018, as well as all other Rules and Guidelines valid starting 01 January 2018 onwards, any possible amendments by the date of these World Championships, and any complements decided in the meantime.

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

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1. FÉDÉRATION INTERNATIONALE DE GYMNASTIQUE (FIG)

FÉDÉRATION INTERNATIONALE DE GYMNASTIQUE (FIG)

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2. HOST FEDERATION AND LOCAL ORGANIZING COMMITTEE (LOC)

Host Federation:

BULGARIAN GYMNASTICS FEDERATION (BGF)

Contact Person: Mr. Krasimir Dunev
75 Vassil Levski blvd.
1040 Sofia - Bulgaria
Tel: + 359.2.9300614
Fax: + 359.2.9800626
E-mail: bulgym@abv.bg

Local Organizing Committee (LOC)

BULGARIAN RHYTHMIC GYMNASTICS FEDERATION (BRGF)

Contact Person: Mrs. Rossina Atanassova
75 Vassil Levski blvd.
1040 Sofia - Bulgaria
Tel: + 359.2.9300629
Fax: + 359.2.9801670
E-mail: bulrg@abv.bg
info@rgwch2018sofia.com for general correspondence with Federations
delegations@rgwch2018sofia.com for all questions concerning visa, travel, meals
accommodation, and other delegation's issues
Event Website: www.rgwch2018sofia.com

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

The Arena Armeec is a multifunctional sports hall built in 2011. The main function of MSH Arena Armeec Sofia is to provide the best conditions for performing sport activities. The design of the hall responds to all regulations of the international federations and their rules for organising and running World and European Championships as well as high level commercial tournaments.

External view:



Field of Play:



Training Hall:



Competition Arena	ARENA ARMEEC 4th kilometer, complex BAN 1, "Asen Yordanov" str. - 1113 Sofia - Bulgaria Tel: + 359.2.9033749 - Fax: +359.02.9033750 Website: http://www.arenaarmeecsofia.com/the_arena/en	
Field of Play	Hall Capacity: 8'000 seats, as set up for these World Championships Length: 77.20 m Width: 32.80 m Ceiling height: 15.88 m Equipment: 1 Competition floor (16m x 16m)	
Warm-up Hall	Behind the dividing curtain: Equipment: 2 warm-up floors (14m x 14m)	
	Distance from the official Hotels: between 3 to 10 km, 10 to 25 minutes	
Training Halls	Arena Armeec (Basketball hall) Length: 45 m Width: 20 m Ceiling height: 10 m Equipment: 3 training floors Choreography zones Ballet bars Space for general warm-up and stretching	Arena Armeec - External Area (Balloon) Length: 60 m Width: 27 m Ceiling height: 10 m Equipment: 4 training floors Choreography zones Ballet bars – Mirrors Space for general warm-up and stretching

4. PROVISIONAL PROGRAMME (SUBJECT TO MODIFICATION)

DATE / TIME	DESCRIPTION	LOCATION
MON. 03 Sept. <i>As announced</i>	<i>Arrival of FIG Staff</i>	<i>Hotel</i>
TUE. 04 Sept. <i>As announced</i> <i>As needed</i>	<i>Arrival of FIG RG Technical Committee Members</i> Meeting FIG staff and LOC staff	<i>Hotel</i> Arena
WED. 05 Sept. 09:00 – 19:00 <i>As needed</i>	FIG RG Technical Committee Meeting Meeting FIG staff and LOC staff	TC room – Arena Arena
THU. 06 Sept. <i>As announced</i> 09:00 – 19:00 Tbd	<i>Official arrival day of Delegations for RGI competitions</i> FIG RG Technical Committee Meeting Closing ceremony rehearsal - Award ceremony rehearsal Gala and opening ceremony rehearsal	<i>Accreditation – Arena</i> TC room – Arena FoP
FRI. 07 Sept. <i>As announced</i> All day 09:00 – 10:00 10:15 – 19:00 Tbd	<i>Last arrival day of Judges for RGI competitions</i> <i>Official arrival day of Reference Judges for RGI and RGG competitions</i> Training for RGI as per schedule Orientation Meeting for RGI Competitions FIG RG Technical Committee Meeting Gala and opening ceremony rehearsal	<i>Accreditation - Arena</i> Training Halls Arena Armeec TC room – Arena FoP
SAT. 08 Sept. All day 09:00 – 19:00 09:00 – 18:00 18:00 – 18:30	Training and Podium training for RGI as per schedule FIG RG Technical Committee Meeting Draw for RGI D-Judges (Qualifications and All-Around), followed by Judges' instruction and Judges' oath for RGI Judges' instruction by Swiss Timing	Training Halls & FoP TC room – Arena Judges' Room – Arena Judges' Room & FoP
SUN. 09 Sept. All day	Training and Podium training for RGI as per schedule	Training Halls & FoP
MON. 10 Sept. All day Early morning All day Following	Training for RGI as per schedules Draw for E/T/L Judges and briefing for RGI Qualifications Hoop & Ball RGI Qualification, group A Hoop and Ball alternatively RGI Qualification, group B Hoop and Ball alternatively RGI Qualification, group C Hoop and Ball alternatively RGI Qualification, group D Hoop and Ball alternatively FIG RG Technical Committee meeting – Judges' evaluations	Training Halls & FoP Judges' Room – Arena FoP TC room – Arena

TUE. 11 Sept.		
All day	Training for RGI as per schedules	Training Halls
Early morning	Judges' briefing for RGI Qualifications Hoop & Ball	Judges' Room – Arena
All day	RGI Qualification, group C Hoop and Ball alternatively	FoP
	RGI Qualification, group D Hoop and Ball alternatively	
	RGI Qualification, group A Hoop and Ball alternatively	
	RGI Qualification, group B Hoop and Ball alternatively	
19:45 – 20:30	Opening Ceremony	
Tbd	Draw for D/E/T/L Judges for RGI Apparatus Finals Hoop and Ball	Judges' Room – Arena
20:30 – 21:00	RGI Hoop Final	FoP
21:07 – 21:37	RGI Ball Final	
Following	Award Ceremony RGI Hoop Final	
Following	Award Ceremony RGI Ball Final	
Following	FIG RG Technical Committee meeting – Judges' evaluations	Arena – TC room
WED. 12 Sept.		
<i>All day</i>	<i>Official arrival day of Delegations for RGG Competitions</i>	<i>Accreditation – Arena</i>
All day	Training for RGI as per schedules	Training Halls
Early morning	Draw for E/T/L Judges and briefing for RGI Qualifications Clubs & Ribbon	Judges' Room – Arena
All day	RGI Qualification, group D Clubs and Ribbon alternatively	FoP
	RGI Qualification, group C Clubs and Ribbon alternatively	
	RGI Qualification, group B Clubs and Ribbon alternatively	
	RGI Qualification, group A Clubs and Ribbon alternatively	
Following	FIG RG Technical Committee meeting – Judges' evaluations	TC room – Arena
THU. 13 Sept.		
<i>All day</i>	<i>Last arrival day of Judges for RGG competitions</i>	<i>Accreditation - Arena</i>
All day	Training for RGI as per schedules	Training Halls
All day	Training for RGG as per schedules	Training Halls
09:00 – 10:00	Orientation Meeting for RGG Competitions	Arena Armeec
Early morning	Judges' briefing for RGI Qualifications Clubs & Ribbon	Judges' Room – Arena
All day	RGI Qualification, group B Clubs and Ribbon alternatively	FoP
	RGI Qualification, group A Clubs and Ribbon alternatively	
	RGI Qualification, group D Clubs and Ribbon alternatively	
	RGI Qualification, group C Clubs and Ribbon alternatively	
Tbd	Draw for D/E/T/L Judges and briefing for RGI Apparatus Finals Clubs & Ribbon	Judges' Room – Arena
20:30 – 21:00	RGI Clubs Final	FoP
21:07 – 21:37	RGI Ribbon Final	
Following	Award Ceremony RGI Clubs Final	
Following	Award Ceremony RGI Ribbon Final	
Following	Award Ceremony for Team	
Following	FIG RG Technical Committee meeting – Judges' evaluations	TC room – Arena

FRI. 14 Sept. All day	Training and Podium for RGG as per schedule	Training Halls & FoP
08:30 – 12:30	Training for RGI All-Around finalists as per schedules	Training Halls
07:30 – 12:30	Draw for RGG D-Judges (General Competition), followed by Judges' instruction and Judges' oath for RGG	Judges' Room – Arena
09:30 – 11:00	Medical and anti-doping Round Table	Arena Armeec
12:30 – 13:00	Judges' Instruction by Swiss Timing for RGG Judges	Judges' Room & FoP
13:00 – 13:45	Draw for D/E/T/L- Judges and briefing for RGI All-Around Final	Judges' Room – Arena
14:00 – 16:40	RGI All-Around Final (rank 13-24)	FoP
17:00 – 19:40	RGI All-Around Final (rank 1-12)	
Following	Longines Prize of Elegance	
Following	Award Ceremony RGI All-Around Final	
20:00	Round Table for RGI and RGG with FIG President	Arena Armeec
20:00	Athletes' meeting	
Following	FIG RG TC meeting – Judges' Evaluation	TC room – Arena
SAT. 15 Sept. <i>As announced</i>	<i>Departure of RGI Delegations</i>	
08:00 – 13:00	Training for RGG as per schedules	Training Halls
14:00 – 14:45	Draw for D/E/T/L Judges and briefing for RGG General Competition	Judges' Room – Arena
15:00	RGG General Competition Group A, 5 Hoops and 3 Balls + 2 Ropes alternatively	FoP
18:00	RGG General Competition Group B, 5 Hoops and 3 Balls + 2 Ropes alternatively	
Following	Award Ceremony RGG General Competition	TC room – Arena
Following	FIG RG TC meeting – Judges' Evaluation	
SUN. 16 Sept.		
08:00 – 13:00	Training for RGG Finalists as per schedules	Training halls
14:00 – 14:45	Draw for D/E/T/L Judges and briefing for RGG Final 5 Hoops and 3 Balls + 2 Ropes Final	Judges' Room – Arena
15:00 – 15:40	RGG 5 Hoops Final	FoP
15:50 – 16:30	RGG 3 Balls + 2 Ropes Final	
Following	Award Ceremony RGG 5 Hoops Final	
Following	Award Ceremony RGG 3 Balls + 2 Ropes Final	
Following	Closing Ceremony	
Following	Gala	
21:00	Farewell Banquet	Tbd
MON. 17 Sept. <i>As announced</i>	<i>Departure of RGG Delegations</i>	
09:00 – 19:00	FIG RG Technical Committee meeting – Judges' evaluations	FIG hotel
TUE. 18 Sept.		
09:00 – 19:00	FIG RG Technical Committee meeting – Judges' evaluations	FIG hotel
WED. 19 Sept. <i>As announced</i>	<i>Departure FIG RG Technical Committee Members and FIG Staff</i>	

5. PARTICIPATION RIGHT AND ACCREDITATIONS

Senior Gymnasts holding a valid FIG License and with the correct age from FIG affiliated member federations in good standing may take part in these World Championships:

Participation right for Individual Competitions:

- Unlimited participation. All National Federations are entitled to participate either with a team of 3 to 4 Individual gymnasts or with 1 or 2 Individual gymnasts

Participation right for Group Competitions:

- all National Federations are entitled to participate with one Group

Maximum size of delegation

The maximum size of each delegation, together with the number of transferable access cards (transferable within the Federation's official delegation) as per FIG Rules for Accreditation is as follows:

Function	Indiv.	Group	Total
Head of Delegation	1	1	1
Team Manager			
- Individuals only	-	-	-
- 0-2 Individuals and 1 Group	-	1	1
- 3-4 Individuals and 1 Group	1	1	2
Coaches (but never more coaches than gymnasts, including additional coach(es) and choreographer)	2	2	4
Additional coach or choreographer *	1	1	1
Gymnasts	4	6	10
Judges **	1	1	2
Medical Doctor	1	1	1
Paramedical Staff	1	1	2
Additional Paramedical Staff *	-	1	1
Guest or VIP Guest for Individual gymnasts and/or for Group *	1	1	2
Transferable access card zone 1 for coach	2	1-2	3-4
Transferable access card zone 3 Head of Delegation or Team Manager	1	1	1

Note: additional transferable access cards may be delivered by FIG upon request by the delegation due to competition schedule / conditions

* Accreditation at the charge of the Federation

** see Technical Regulation section 3, reg: 5:1:2 and "Judges and Jury of Appeal" under Point 9 below.

Additional accreditations (to be paid to the LOC):

Additional accreditations	Price
Additional coach or choreographer	EUR 200
Additional paramedical staff	EUR 200
Guest, if accommodation booked through the LOC:	
- access to the delegations seating, local transportation and banquet	EUR 200
Guest if accommodation not booked through the LOC:	
- access to the delegations seating only	EUR 250
VIP Guest if accommodation booked through the LOC:	
- access to the VIP seating, VIP Lounge, local transportation and banquet	EUR 250
VIP Guest if accommodation not booked through the LOC:	
- access to the VIP seating and VIP Lounge	EUR 300

Supplementary Accreditations

The following supplementary Accreditations as per the accreditation rules may also be delivered to the FIG affiliated member federations and FIG Authorities, **provided that a request is sent in writing to the FIG** by the time of the definitive registration, **13 June 2018 at the very latest**.

FIG former Champions and Authorities	Price
Former FIG Olympic and World Champions	Free
FIG and former FIT and IFSA Honorary Members	Free
FIG Council Members	Free

NF President as Guest if not as Head of Delegation	Price
NF President as Guest if accommodation booked through the LOC: - access to the delegations seating, local transportation and banquet	EUR 200
NF President as Guest if accommodation not booked through the LOC: - access to the delegations seating only	EUR 250
NF President as VIP Guest if accommodation booked through the LOC: - access to the VIP seating, VIP Lounge, local transportation and banquet	EUR 250
NF President as VIP Guest if accommodation not booked through the LOC: - access to the VIP seating and VIP Lounge	EUR 300

Accompanying Persons	Price
VIP Accompanying person of EC Members, including TC President	Free
VIP Accompanying person of FIG and former FIT and IFSA Honorary Members	Free
Accompanying person of TC Members	EUR 200
VIP Accompanying person of TC Members	EUR 250
Accompanying person of an NF President (either as Guest or Head of Delegation)	EUR 200
VIP Accompanying person of an NF President (as Guest or Head of Delegation)	EUR 250

Organizers of the next Rhythmic Gymnastics World Championships (Baku (AZE) 2019) - (maximum 6 accreditations including maximum 2 VIP)	Price
Observers if accommodation booked through the LOC: - access to the delegations seating, local transportation and banquet	Free
Observers if accommodation not booked through the LOC: - access to the delegations seating	Free
VIP Observers if accommodation booked through the LOC: - access to the VIP seating, VIP Lounge, local transportation and banquet	Free
VIP Observers if accommodation not booked through the LOC: - access to the VIP seating and VIP Lounge	Free

Organizers of future multi sports Games, Rhythmic World and Rhythmic Continental Championships (if assigned, or in case of candidature / bidding contracts) other than the next Rhythmic World Championships	Price
Observers if accommodation booked through the LOC: - access to the delegations seating, local transportation and banquet	EUR 200
Observers if accommodation not booked through the LOC: - access to the delegations seating	EUR 250
VIP Observers if accommodation booked through the LOC: - access to the VIP seating, VIP Lounge, local transportation and banquet	EUR 250
VIP Observers if accommodation not booked through the LOC: - access to the VIP seating and VIP Lounge	EUR 300

Media Accreditation

International and local media representatives as well as federations' communications staff who are interested in covering the event can register online at <https://media.fig-gymnastics.com>.

In addition, National Federations are requested to send a confirmation letter for their editorial staff and photographers to the FIG Media Department at mediafig@fig-gymnastics.org.

Deadline: 27 June 2018.

The FIG Accreditation Rules and Media Rules have to be strictly respected.

6. AGE LIMIT OF GYMNASTS

All participants must be minimum 16 years old in the year of the event (i.e. born in 2002 or earlier).

7. REGISTRATIONS AND ENTRY FEES

Registrations can only be made by FIG affiliated federations in good standing, via the FIG online system (click [here](#)) and by using the National Gymnastics Federations' login (e-mail) and password.

Provisional Registration

The provisional registrations must be completed from now on until **11 April 2018** (23h59 Swiss time) at the very latest.

Definitive Registration

The definitive registrations must be completed from 12 April 2018 until **13 June 2018** (23h59 Swiss time) at the very latest.

Definitive registrations received in the FIG Office after the drawing of lots will be refused (i.e. the gymnasts will not be allowed to compete).

Nominative Registrations – Step 1

The nominative registrations must be completed from 14 June until **08 August 2018** (23h59 Swiss time) at the very latest.

For the qualification competition of Individual/Team: at the time of the nominative registration, particular attention must be given to the apparatus chosen, as well as to the starting order of the gymnasts. Unit 1 is the first gymnast of her Federation to start at the prescribed apparatus, Unit 2 the second and Unit 3 (Hoop and Ball only) being the third gymnast to compete.

Nominative Registrations – Step 2

Each Federation will have the possibility to modify, if necessary, the apparatus and the starting order submitted at the nominative registration - Step 1 for its Individual gymnasts. For this purpose, the online nominative system will reopen from 10 August until **22 August 2018** (23h59 Swiss time) to allow the Federations concerned to submit the necessary modifications.

Past this deadline, the online system will be closed and no further modifications related to the apparatus chosen or to the starting order will be accepted. In the case an adjusted starting order is not received by the deadline of 22 August 2018, the initial Nominative registration submitted by 08 August 2018 will be used.

Entry Fees

The non-reimbursable registration fees to be paid to the FIG amount to:

CHF 50.- per Individual Gymnast

CHF 200.- per Group

The total amount of the entry fees must be paid until the date of the definitive registration deadline, **13 June 2018 at the very latest.**

Fines

FIG fines - Fines for missing or late registrations

The fines after missing the Registrations deadlines or after late Registrations are as follows (as per the Technical Regulations):

Fine after missing the Provisional Registration deadline or after late Provisional Registration	CHF 1'000
Fine after missing the Definitive Registration deadline or after late Definitive Registration (until the gymnast's drawing of lots)	CHF 1'500
Fine after missing the Nominative Registration deadline or after late Nominative Registration	CHF 1'000

Please note that the regulation concerning the fines will be strictly respected.

LOC fines - Change requests and late or missing payments

Change request

After the deadlines, a change request has to be submitted to the LOC in written form. A fee of EUR 20 will then be charged per change request.

Fees for changes' request are in addition to the cancellation costs.

Names changes as allowed in the FIG Technical Regulation cannot be fined.

Change requests (after the deadlines)	EUR 20
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Late or missing payments

The fines after missing or late payments to the LOC are as follows:

Late or missing payments (include all payment deadlines)	
outstanding amount up to EUR 2500	EUR 250
outstanding amount up to EUR 5000	EUR 500
outstanding amount from EUR 7500	EUR 750

Please note the regulation concerning the fines will be strictly respected.

8. LICENSES

The LOC will be responsible for checking the validity of the gymnasts' Licenses. No gymnasts will be accepted without a valid FIG License at the deadline of the Nominative Registration.

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

Please consult FIG License Rules for additional information in this respect.

9. JUDGES AND JURY OF APPEAL

Judges

Each delegation may send RGI and/or RGG FIG brevetted judge(s) category 1, 2 or 3 as follows:
Federations participating with:

- Individuals only may register one (1) judge with a valid category of RGI FIG brevet
- A Group only may register one (1) judge with a valid category of RGG FIG brevet
- Individuals and a Group may register two (2) judges. One judge with a valid category of RGI FIG brevet and a second judge with a valid category of RGG FIG brevet. (It can also be the same judge).

Please refer to Art. 5.1.2 of the 2018 Technical Regulation, section 3.

The RGI and RGG judges' draw will be conducted in Sofia in accordance with the provisions of the 2017-2020 FIG General Judges' Rules, including Reg. 7.10.3 b) of the 2018 Technical Regulation.

The FIG Presidential Commission will appoint the Reference Judges on the proposal of the RG Technical Committee. The Reference judges will keep the same position for all phases of the competitions (RGI and RGG).

Judges are requested to arrive in Sofia one day before the Judges' Instruction at the very latest, and to be available until the last day (Apparatus Final) of the respective competition (RGI and/or RGG) they have been registered at by their Federation.

Judges are allowed to watch the Podium training sessions from the delegation seating only.

Jury of Appeal and Supervisory Board

The Jury of Appeal consist of two members of the Executive Committee (one acting as President) and a third person to be designated in accordance with the matter of the appeal. In case of a judge's appeal, a person not involved in the decision of the Superior Jury and in the Judging process of the apparatus concerned will be nominated.

The composition of the Jury of Appeal will be communicated in the Workplan.

10. DRAWING OF LOTS

The gymnasts' drawing of lots will decide the starting order of the qualification competitions and the finals. It will take place within two weeks after the deadline of the definitive entry. The exact date, time and location will be announced in due course by the FIG to the parties concerned which are entitled to be present at the draw.

11. COMPETITION FORMAT AND PROGRAMME

The competitions will be conducted according to the 2018 FIG Technical Regulations including Section 3 for Rhythmic Gymnastics, Reg. 5. (Individual qualifications, All-Around and Apparatus Finals, Team ranking, Group general competition and Apparatus Finals).

These World Championships also represent:

- The 1st Olympic Qualification for the 2020 Olympic Games in Tokyo (JPN)

as the three (3) best ranked Federations from the results of the Group General Competition will qualify one (1) Group quota place. Please refer to the [Tokyo 2020 Qualification System](#).

12. ATHLETE BIOGRAPHIES

Athlete biographies are available online at http://fig-gymnastics.com/publicdir/athletes/bio_view.php and will be updated before the World Championships.

13. AMBASSADOR

A Gymnastics Ambassador for the World Championships, who is a former champion of the discipline, will present medals, especially the gold medal to the All-Around winner. She will also be available for photo shoots and autograph sessions, meeting with athletes, interview requests and other activities from the FIG and the Local Organising Committee on site.

14. PUBLICITY

As the Code of Points foresees deductions should the FIG Publicity 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](#)) if deemed necessary by **08 August 2018** at the very latest in order to have it approved.

While the Publicity Rule Chart is available on the FIG website under "Rules" for additional information, you may also contact tv@fig-gymnastics.org for further assistance if required.

15. EQUIPEMENT

The Manufacturer Supplier is Spieth. The floors' reference is "RG floor Beijing 1790280" colour savanna beige.

The dimensions are:

- 16x16m for the competition
- 14x14m for training and warm-up

16. HAND APPARATUS

Please strictly observe the new norms for RG hand apparatus which entered into force 01 January 2018, which you can find by clicking [here](#) and in the Appendix 2.

Refer to:

- Page 71, 72 and 73 of the Apparatus norms:

"All hand apparatuses which are supposed to be used at FIG sanctioned events shall have markings according to FIG rules. The markings shall not be removable. At FIG sanctioned events only FIG approved hand apparatuses shall be used."

- Article 4 of the RG Code of Points:

«Each apparatus used by an Individual gymnast or by each gymnast in the Group must have the manufacturer's logo and "FIG approved logo" in specified places for each apparatus (rope, hoop, ball, clubs, ribbon).

The dates and time of the checking procedure will be included in the Workplan.

Any apparatus which does not conform to the regulations will be refused.

17. VISA

Please verify immediately with your travel agent or the Bulgarian Embassy or Consulate in your country if a visa is required for your travel to Bulgaria. The LOC will be happy to assist each Delegation member with an official invitation letter, provided that the Visa request is made to the LOC via the LOC online system before **16 July 2018**. 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.

Bulgaria applies a visa-free system for holders of valid Schengen visas.

General visa information can be obtained at <http://www.mfa.bg/setlang/en/>.

18. TRANSPORTATION

International Transportation

The international travel to Sofia (SOF) will be at each delegation's own expenses. The FIG and the LOC strongly recommend that each Federation take cancellation insurance for their international transportation.

Local Transportation

The LOC offer free local transportation to the official hotels and back for all accredited persons (if applicable) from:

1. International Airport of Sofia (13 km from the official hotels, 5 - 25 minutes by car)
2. Sofia Central Railway
3. Sofia Bus station

The LOC will apply an extra charge of EUR 40 up to 4 people and EUR 80 for more than 4 people for each extra transportation for Delegations arriving or departing in a different date than the official arrival/departure dates mentioned in the general programme (point 4).

Event local transportation service from the official hotels to the venue and back, as well as to any other official activities and back, will be provided to all delegations that stay at one of the official hotels, book their accommodation through the LOC and submit via the LOC online system their Travel Schedule for Arrival and Departure by **08 August 2018**.

Delegations that do not stay at one of the official hotels, did not book their accommodation through the LOC and did not enter their Travel Form in due course, will not be entitled to use the event local transportation service and will be responsible to be on time !

19. ACCOMMODATION

Official Hotels

The LOC is delighted to provide FIG and official delegations members with the following selection of hotels (all rates include VAT and service charge).

Official FIG hotel

Hotel Marinela 5 *

100 James Bourcher Blvd., 1407 Sofia

<http://www.hotel-marinela.com>

Located in the city center at 7 km / 15 minutes driving distance from the competition arena.

Prices per room per night including breakfast:

Single standard room	EUR 130
Twin/Double standard room	EUR 180
Single deluxe room	EUR 200
Twin/Double deluxe room	EUR 240

Hotel for Judges

Hotel Holiday Inn 5*

Sofia 1766 Mladost 4,
111, Alexander Malinov Blvd., Sofia
<https://www.hisofiahotel.com/>

Judges will not stay with their delegation but will be all automatically accommodated together in the Judges' hotel. Nevertheless, please note that the Judges' hotel also has to be booked by the Federations via the online LOC system.

Prices per room per night including breakfast:

Single standard room	EUR 130
Twin/Double standard room	EUR 180
Single executive room	EUR 200
Twin/Double executive room	EUR 240

Hotels for Delegations:

I CATEGORY – only 10 rooms (in each hotel)

Grand Hotel Sofia 5*

1 Gurko Str Sofia - 1000 Sofia
<http://www.grandhotelsofia.bg>

Located in the city centre at 6.2 km / 15 minutes driving distance from the competition arena.

Prices per room per night including breakfast:

Single superior room	EUR 160
Double/twin superior room	EUR 240
Single executive room	EUR 200
Double/twin executive room	EUR 260

Hilton Hotel 5*

1 Bulgaria Boulevard, 1421 Sofia, Bulgaria
<http://www3.hilton.com/en/hotels/bulgaria/hilton-sofia-SOFHII/index.html>

In the heart of Sofia and surrounded by South Park, Hilton Sofia offers modern accommodations, premium amenities and stunning views of Vitosha Mountain. Opposite the National Palace of Culture and within 10 minutes on foot from the very heart of the city.

II CATEGORY

Vitosha Park Hotel 4*

1, Rosario Str., 1700 Sofia
<http://www.vitoshaparkhotel.com>

Located in the city centre at 2 km / 5 minutes driving distance from the competition arena.

Prices per room per night including breakfast:

Single room	EUR 100
Twin/Double room	EUR 160

Suite Hotel 4*

1A, Yordan Yossifov Str., Studentski grad, 1700 Sofia

<http://suitehotelsofia.bg>

Located in the city center at 4 km /10 minutes driving distance from the competition arena.

Prices per room per night including breakfast:

Single standard room	EUR 100
Twin/Double room	EUR 160

Tsarsko Selo Spa Complex 4*<http://www.tsarskoselo-bg.com/index-en.php>

Located at 7 km/15 minutes driving distance from the competition arena.

Prices per room per night including breakfast:

Single standard room	EUR 100
Twin/Double standard room	EUR 160

Hotel Novotel Sofia 3*

115 N Tsarigradsko Shosse Blvd, Sofia

<http://www.novotel.com/gb/hotel-8468-novotel-sofia/index.shtml>

Located at 5 minutes driving distance from the competition arena, near the Mall (100m away).

Prices per room per night including breakfast:

Single standard room	EUR 100
Twin/Double standard room	EUR 160

Hotel Best Western Premier 4*

(near the International Airport)

www.hotelpremiersofia.com/

This brand-new hotel (1 year) is located between the Venue and Sofia airport. The distance to the venue is 15 min by car or bus.

Prices per room per night including breakfast:

Single standard room	EUR 100
Twin/Double standard room	EUR 160

Triada Hotel 4*

Venera Str. 5 - Sofia

<http://www.hoteltriada.com/en>

Located in the city center, at 2 km/5 minutes driving distance from the competition arena.

Prices per room per night including breakfast:

Single room	EUR 80
Twin/Double room	EUR 120
Triple room	EUR 120

III CATEGORY

Dream Hotel 3*

Sofia 1799, Mladost 2
74, Alexander Malinov Blvd,
<http://hoteldream.eu/en>

Prices per room per night including breakfast:

Single room	60 EUR
Twin/Double room	90 EUR
Triple room	105 EUR

HOTEL ACCORD 3*

17 Vladimir Vazov Blvd. and 1 Baba Vida str., Sofia
<http://hotel-akord.com/>

Prices per room per night including breakfast:

Single standard room	EUR 60
Twin/Double standard room	EUR 90
Triple room	EUR 105

ATM Hotel 3*

131, Tsarigradsko Shosse Blvd., 1784 Sofia
www.atm-hotel.com

Prices per room per night including breakfast:

Single standard room	EUR 50
Twin/Double standard room	EUR 80
Triple room	EUR 90

Media Hotel

In case of necessity for accommodation, please contact the LOC.

Best Western Expo Hotel 4*

<https://www.hotelexposofia.com/bg/>

Prices per room per night including breakfast:

Single standard room	EUR 80
Twin/Double standard room	EUR 120

See Appendix 1 for maps showing the distances between the venue and official hotels

Hotel Reservations

Federations should request their accommodation as a matter of priority as rooms are limited and will be allocated strictly in order of booking receipt (i.e. "first come, first served"). To secure your preferred category it is strongly recommended to submit your reservation request via the LOC online system well in advance of the due date, respectively **13 June 2018** at the very latest.

The Accommodation (names-to-rooms assignment) has to be submitted via the LOC online system by **08 August 2018** at the very latest.

Do **not** book directly with the hotel as local transportations and other negotiated services will **not** be offered.

20. MEALS

Breakfast is included in the price of each room. The Meal Plan (lunch and dinner) is not compulsory and the delegations are free to make their own meals arrangements for lunch and dinner.

Meals Bookings

The price for one meal ticket is:

- 20 EUR per lunch
- 25 EUR per dinner

Meal Plan requests for the delegation members can be made in advance via the LOC online system by **13 June 2018** at the very latest.

Breakfast is taken at the hotel from 07:00 am – 10:00 am

Lunch is taken at the Arena from 12:00 am to 15:00 pm (one big restaurant for delegation members and a separate restaurant for Technical Committee members and working Judges)

Dinner is taken at the hotel from 19:00 pm to 22:30 pm.

Farewell Banquet

Accredited Delegation members (with the exception of E- and R- media), who stay at one of the official hotels and book their accommodation through the LOC will receive a free ticket for the Farewell Banquet.

All other persons willing to attend the Banquet will be able to do so, provided that a request is sent to the LOC via the LOC online system requesting the number of tickets needed. The request and the amount of **50 EUR** per person must be paid in full to the LOC by **08 August 2018**.

21. FINANCIAL OBLIGATIONS – PAYMENT

Payments to FIG:

The non-reimbursable registration fee of CHF 50.- per gymnast and CHF 200.- per group must be paid to the FIG.

Registrations without the appropriate payment of the registration fee at the time of the Definitive Registration (funds received by the FIG) will be considered invalid (e.i. the athletes will not be allowed to compete).

Federations which have not fulfilled their financial obligations towards the FIG (e.g. annual membership fees, unpaid invoices etc.) will not be allowed to participate in these World Championships either.

Each participating member Federation is kindly requested to clearly state payment's purpose as follows:

NF Event ID Discipline Event level Year Host Country

Example: SUI 14845 RG WCH 2018 BUL

Failing to do so will lead to an unidentified fund transfer and may cause your federation to appear not to have met its financial obligations.

The participating federation is responsible for covering all bank fees in connection with the bank transfers.

The payment must be made in **CHF** only. Total amount of the FIG entry fees to be paid to:

Bank transfer

Beneficiary	Fédération Internationale de Gymnastique Av. de la Gare 12 A - CH-1003 Lausanne/Switzerland
Bank Account / IBAN	CH40 0027 2272 5630 1649 0
IBAN	UBS Switzerland SA, Nidaugasse 49, CH-2501 Bienne/Switzerland
SWIFT/BIC	UBSWCHZH80A

Credit card

Should you wish to pay by credit card, please contact the FIG Finance Department (finance@fig-gymnastics.org) and provide the following information:

NF Event ID Discipline Event level Year Host Country

Example: SUI 14845 RG WCH 2018 BUL

- **Amount and currency**

- **e-mail address** to be used for receiving the link which will allow you to directly enter the credit card details.

Payments to the LOC:

Federations which have not fulfilled their financial obligations towards the LOC by the given deadlines herein mentioned may still have the possibility to participate, but the LOC will not guarantee the hotel booking, meals and local transportation.

Payment for the supplementary accreditations and fines (if any) must be made via bank transfer in EUR only to:

Beneficiary	Bulgarian Rhythmic Gymnastics Federation
Beneficiary address	75, "Vasil Levski" blvd., 1040 Sofia, Bulgaria
Account number	9300 0000 2248 52
Bank	DSK BANK
Bank address	Shipchenski prohod blvd., bl. 240
Iban	BG37 STSA 9300 0000 2248 52
Swift code	STSABGSF

Payment for the accommodation meals (if applicable) must be made via bank transfer in EUR only to:

Beneficiary	Bulgarian Live Music
Beneficiary address	62 Tsanko Tserkovski str., 1164 Sofia, Bulgaria
Account number	70001523220089
Bank	UNICREDIT BULBANK
Bank address	7 Sveta Nedelia sq., 1000 Sofia, Bulgaria
Iban	BG53UNCR70001523220089
Swift code	UNCRBGSF

All bank fees in connection with the bank transfers must be covered. Please state the name of your National Federation and the payment purpose on the transfer (i.e. SUI - RG World Championships Sofia 2018 - Accommodation Payment).

The costs for the accommodation must be paid to the LOC as follows:

- 13 June 2018: first 50% of the total amount
- 08 August 2018: last 50 % of the total amount

The costs for the meals and additional banquet tickets must be paid to the LOC as follows:

- 08 August 2018: 100 %

All personal expenses (in terms of hotel services, laundry, room services, telephone, mini bar, etc.) will have to be settled to the hotels upon departure. Please note that the hotels will request a valid credit card or a deposit upon the arrival.

Cancellation Policy

The FIG and the LOC strongly recommend that each Federation take a cancellation insurance for their accommodation and meals booking.

Accommodation cancelled:

Date	Cancellation fee
Until 13 June 2018	0%
From 14 June until 01 July 2018	50% of the total amount due
From 02 July until 08 August 2018	80% of the total amount due
From 09 August 2018	100% of the total amount due

Meals cancelled:

Date	Cancellation fee
Until 08 August 2018	0%
From 09 August 2018	100% of the total amount due

22. INSURANCE

The Host Federation, the LOC 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 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 writing in advance but no later than **08 August 2018**. The LOC will subsequently offer insurance at the Federations own charge as follows: 10 EUR per person / day.

23. WORK PLAN

The Workplan will be published on the FIG online calendar six weeks at the latest before the start of the competitions.

24. OFFICIAL HOSPITAL

The Official hospital will be:

Name: Sofiya Med Hospital
Address: bul. "G: M: Dimitrov" N°16 - 1797 Sofia – Bulgaria
Tel: + 359 02 / 465 0000 Mobile phone:+ 359 895 555 444

The name of the Medical Doctor will be communicated in the Work Plan.

This official hospital as well as the medical personnel assigned duly accept the International SOS (IMSSA insurance card) for all athletes holding a valid FIG License as well as for all judges with an International FIG Judges Brevet valid at the time of these World Championships.

25. DOPING CONTROLS

Doping controls will be made according to FIG Anti-Doping Rules and WADA Code and Standards.

26. MUSIC

The **Digital Platform (LOC online system)** will be available starting from two months before the event. The platform will allow each Delegation to create a profile and upload pictures, music (.mp3 or .wga), and national anthems.

The Music can be uploaded as soon as the digital platform is open but by **31 August 2018 at the very latest**.

Delegation members are requested to keep in their possession a specimen of their CD and USB key for your training sessions and in case of a technical problem.

27. MUSIC FORM

While the LOC guarantees the respect for the rights of author and broadcasting of the musical works, each Federation will also have to confirm that the music used does not violate any copyrights and that it can be broadcasted within sports.

This confirmation will have to be made by filling-in the online Music Form at the time of the nominative registration via the FIG online system. All requested information must be completed otherwise the Form will be rejected.

28. ATHLETES' MEETING

The FIG and its Athletes' Representative for Rhythmic Gymnastics, Ms. Liubou Charkashyna, invite athletes from all participating Federations to the Athletes' meeting which will be held on Friday 14 September 2018 at 20:00. All gymnasts are more than very welcome. Additional information will be included in the Workplan.

29. MEDICAL AND ANTI-DOPING ROUND TABLE

The Medical and Anti-doping Round Table will be held on Friday 14 September 2018 from 09:30 to 11:00. Participation is compulsory.

Further information will be included in the Workplan.

30. LOC ONLINE SYSTEM

The online LOC system will open soon after the deadline of the provisional registration. Before its opening, the LOC will send to each participating Federation the link and sign in details to access the system.

31. INFORMATION SOFIA

Sofia is the capital and largest city of Bulgaria. 1.4 million people live in the city and 1.68 million people live in its metropolitan area. The city is at the foot of Vitosha Mountain in the western part of the country. Being in the centre of the Balkan peninsula, it is midway between the Black Sea and the Adriatic Sea, and closest to the Aegean Sea.

Weather in Sofia in September

Average max: Temperature 23°C (73.4 °F)

Average min: Temperature 12°C (53.6 °F)

Currency: Bulgarian lev (BGN)

The fixed rate against EUR established by the Bulgarian National Bank is as follows :

1 EUR = 1.95583 BGN

1 BGN = 0.511292 EUR

The banks and currency exchange offices apply very small differences to the rates.

32. SUMMARY OF THE DEADLINES AND PAYMENTS

For the FIG

	Deadline
Provisional Registration - online	11 April 2018
Definitive Registration - online	13 June 2018
Nominative Registration – Step 1 - online	08 August 2018
Nominative Registration – Step 2 - online	22 August 2018
Payment of the FIG Registration Fees	13 June 2018
Written request for Supplementary Accreditations	13 June 2018
Media accreditation	27 June 2018
Music Release Form – Paper Form	08 August 2018
Music Release Form – Paper Form (<i>if changes between step 1 and step 2</i>)	22 August 2018
Online Publicity (not compulsory)	08 August 2018

Payments to the FIG

	Deadline
Payment of the FIG Registration Fees	13 June 2018

For the LOC (Forms / Accommodation)

	Deadline
Accommodation (number of rooms) (online)	13 June 2018
Meal Plan (online)	13 June 2018
Visa Request (online)	16 July 2018
Travel details (online)	08 August 2018
Accommodation (names-to-rooms assignment) (online)	08 August 2018
Insufficient insurance Coverage	08 August 2018
Photo for Accreditation (online)	08 August 2018
Music Release Form – Paper Form	08 August 2018
Music Release Form – Paper Form (<i>if changes between step 1 and step 2</i>)	22 August 2018
Music for Individuals and for Groups (online)	31 August 2018

Payments to the LOC

Accommodation 50%	13 June 2018
Accommodation up to 100%	08 August 2018
Meals 100%	08 August 2018
Additional accreditation LOC	08 August 2018
Additional Banquet tickets	08 August 2018

Sincerely Yours,

FÉDÉRATION INTERNATIONALE DE GYMNASTIQUE



André Gueisbuhler
Secretary General

Appendix 1: Maps showing the distances between the Venue and official Hotels
Appendix 2: FIG Apparatus Norms, page 71, 72, 73