



FIG ACRO
WORLD CUP
LISBON 2017

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III GCP LISBON INTERNATIONAL ACROBATIC GYMNASTICS

7 - 10 SEPTEMBER 2017
LISBON - PORTUGAL
CASAL VISTOSO HALL

WORK PLAN

www.lisbonacro.pt

lisbonacro@gcp.pt

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III GCP LISBON INTERNATIONAL ACROBATIC GYMNASTICS

Organization	Institutional Support	Media Partners	Sponsors
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1. GENERAL INFORMATION

Ginásio Clube Português is a long established based Sports Club and a National reference in Gymnastics. Given the hard work the Club has put into developing it's Acrobatics programme over the last few years it has decided, together with the support of the Lisbon City Hall and the Portuguese Gymnastics Federation, to organize an International Acrobatics Tournament.

The competition will be held in Lisbon, in Complexo Desportivo do Casal Vistoso, from 7th to 10th of September, 2017. This year's competition will run together with the FIG Lisbon Acrobatic Gymnastics World Cup 2017.

2. EVENT ORGANISERS



GINÁSIO CLUBE PORTUGUÊS

Praça do Ginásio Clube Português, nº 1

1250-111 LISBOA - PORTUGAL

Phone: +351 223841580; Fax: +351213841589

www.gcp.pt – info@gcp.pt

3. LOC CONTACT DETAILS

Praça do Ginásio Clube Português, nº 1

1250-111 LISBOA - PORTUGAL

Phone: +351 213841580; Fax: +351213841589

E-mail: lisbonacro@gcp.pt

Website: www.lisbonacro.pt

4. COMPETITION FORMAT

LIAG - Lisbon International Acrobatic Gymnastics consists of the following format, sections and age categories:

Qualifications and Finals in all 5 (five) categories.

Youth	From 8 to 16 Years	General Rules	No height deduction
Age Group 1	From 10 to 16 Years	Age Group Rules FIG 11-16	No height deduction
Age Group 2	From 10 to 18 Years	Age Group Rules FIG 12-18	
Junior	From 11 to 19 Years	Age Group Rules FIG 13-19	No exceeding difficulty deduction
Senior	Minimum 12 Years	Senior Rules	

GENERAL RULES – COMPETITION

5. COMPETITION PROGRAM

Qualifications and Finals in all five categories.

Qualifications (Youth): 1 Combined Exercise
(the difficulty is calculated as in FIG - Age Groups 11-16). – 2'00" maximum duration.

Qualifications (Age Groups 1 and 2 / Junior / Senior): 1 Balance Exercise + 1 Dynamic Exercise.

General Rules:

Pairs: choose 2 elements of the Balance Group from the table of difficulty 11-16, + 1 optional element from the FIG tables and 2 Dynamic elements from the table of difficulty 11-16, + 1 optional element from the FIG tables.

Groups: choose 1 pyramid from the table of difficulty 11-16, + 1 optional pyramid from the FIG tables (only 2 statics of 3" are necessary in the routine) and 2 Dynamic elements from the table of difficulty 11-16, + 1 optional element from the FIG tables; the optional pyramid maybe selected from one of the same categories used in the compulsory elements.

Individuals: 2 cat. 1 + 2 cat. 2 individual elements must be performed (it is not compulsory to perform a somersault).

Finals: The top six, eight or twelve of the qualifications, depending on the number of pairs / category groups (from 1 to 8 P/G - 6 finalists, from 9 to 16 P/G - 8 finalists; plus 16 P/G - 12 finalists).

Youth - Combined
(sum of the two combined exercises, qualification + Final, defines the winner).

**Age Group 1, Age Groups - Balance or Dynamic according to FIG rules 11-16
(sum of the qualifications + finals).**

**Age Group 2, Junior and Senior - Combined
(Sum of the Balance + Dynamic + Combined, defines the winner).**

6. PRELIMINARY PROGRAMME

Wednesday, 6 th September	Delegations arrival / Accreditation Deadline to submit all Tariff Sheets – At Accreditation Free Training (warm up floor – no music)
Thursday, 7 th September	18:00 - Orientation meeting 16:00 - Judges meeting 08:40 – 15:30 - Training per Schedule Session 1 17:00 – 21:30 – Training per Schedule Session 2
Friday, 8 th September	See Starting Order
Saturday, 9 th September	See Starting Order
Sunday, 10 th September	See Starting Order Award Ceremony Dinner & Farewell Party
Monday, 11 th September	Departure of all delegations

7. RESPONSIBLE PERSONS

Local Organising Committee

Mr. FERREIRA, Manuel	Chairperson
Mr. REIS, José	Event Manager
Ms. LAVADO, Alexandra	Finances
Mr. CALHEIROS, Luís	Office Manager & Logistics
Mr. MANAÇAS, José	Competition Director and Training
Ms. ZACARIAS, Ana	Judges' Director
Ms. DOMINGUES, Alfredo	Floor Manager
Ms. CRUZ, Josefina	Protocol and Ceremonies
Mr. JORGE, Patrícia	Press/Media Officer and Marketing
Mr. LISBOA, Pedro	Informatic Resources
Mr. SOARES, Sérgio	Webmaster
PixelLight	AV's & IT's
Mr. AFONSO, Ricardo	Designer
Mr. MATEUS, Sérgio	Scoring
Clube de Saúde	Physiotherapy & Medical
Appointed by the Municipality	Safety & Security

8. DELEGATION SIZE

Each Delegation may include:

1 Director
1 Head of Delegation
5 Coaches

Pairs/Groups – Unlimited Number

1 Doctor
1 Physiotherapist
1 Judge

9. JUDGES

It is compulsory that each Delegation has at least 1 Judge - 250 € will be charged if the delegation does not present any Judge.

10. COMPETITION VENUE

CASAL VISTOSO MUNICIPALITY SPORTS HALL

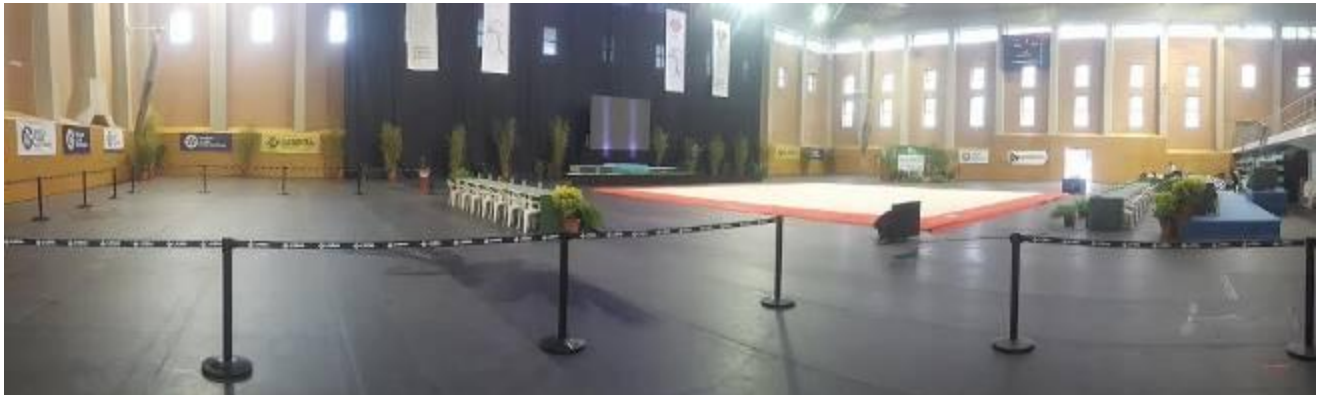
Adress: Rua João da Silva
1900-271 Lisboa
PORTUGAL

Our sports center is located at the heart of Lisbon. Just a 5 minutes walking distance from the Subway which makes this the perfect place for the gymnasts who chose this way of traveling as well as spectators.

It is also one of the premier sporting venues in the Lisbon area and has hosted several major sporting events.

The competition area is 45 meters long, 30 meters wide and 15 meters high, with a top-quality maple strip sprung floor. This hall is overlooked by spectator area on the first floor. It has a seating capacity of 1,300.

The facility complies with national and international competition standards for several sports, including, basketball, volleyball and gymnastics, among others. A secondary hall and a swimming pool also make this venue a perfect one for receiving a wide range of competitions and sports.



11. OFFICIAL ACCOMMODATION – Delegations HOTEL

ALTIS PARK Hotel

Av. Eng° Arantes e Oliveira, 9
1900-221 Lisboa
Tel.: +351 218 434 200
Email: receptionpark@altishotels.com

VIP Inn BERNA Hotel

Av. António Serpa, 13
1069-199 Lisboa
Tel: +351 217 814 000
Email: hotelberna@viphotels.com

Hotel ROMA

Av. De Roma 33
1749-074 Lisboa
Tel: +351 217 932 244
Email: info@hotelroma.pt

HOLIDAY INN EXPRESS

Av. D. Félix Niza Ribeiro, Porto Salvo
2740-314 Oeiras
Tel: +351 214 232 040
Email: expresshilo@grupo-continental.com

LEZÍRIA PARQUE Hotel

Av. Barranco de Cegos 22
2600-214 Vila Franca de Xira
Tel: +351 263 276 670
Email: leziriaparque@grupo-continental.com

All meals are included in the accommodations price. Breakfast will be served at the Hotel. Lunch and Dinner will be served at the Competition Venue.

The Head of the Delegation will receive meal tickets upon arrival. Without the meal tickets and accreditation cards, the meals will not be provided!

Buses (included in the accommodation pack offered by the LOC) will transport the participants between the Airport and the Competition Venue and between the Competition Venue and the hotels and back.

Check-in Procedures

The Official Hotel will receive a room list from the all delegations. Room keys and hotel information will be distributed to the head of delegation by the Hotel. On Check-in, credit cards imprints may be necessary to cover all incidental cases during the individuals stay.

Check-out Procedures

A copy of the individual account of each delegation member will be available the day before departure. After confirmation, the balance due must be paid in full upon check-out. Delegations will be responsible for all costs incurred.

NOTE: For those extra delegations members that don't book their accommodation through the OC, the OC decline any responsibility for the local transportation.

12. MEALS

Breakfast: At the hotel accommodation.

Lunch/Dinner: Competition Venue (*)

() Provisional Schedule*

Date	Breakfast *	Lunch *	Dinner *
Wednesday, 6 th September		12:30-14:30	19:30-21:30
Thursday, 7 th September	07:00-10:00	12:30-14:30	19:30-21:30
Friday, 8 th September	07:00-10:00	11:30-15:30	18:30-21:30
Saturday, 9 th September	07:00-10:00	11:30-15:30	18:30-21:30
Sunday, 10 th September	07:00-10:00	11:30-15:30	Final Dinner Party
Monday, 11 th September	07:00-10:00		

13. TRANSPORTATION

The LOC will provide the official delegation members with transportation from/to Lisbon International Airport and to/from the official hotel and event venues.

Official Airport Transportation Period

The LOC has designated Lisbon International Airport as the official airport for the arrival/departure of delegations and other participants from overseas.

Transport schedules to/from the airport will be based on travel information received from Delegations. This information is required to the LOC **by 1st September**.

Note: LOC can also organize transport from/ to the Oporto or Faro International Airport (300km): Prices on request

Arrivals

At the Lisbon International Airport a Welcome Person will be at arrivals area from **September 6th to 7th** at the times that delegations have advised that they will be arriving via the official travel document submitted by the Delegation. The delegations are requested to report to that Person in order to organise transport to the Competition Venue or Hotel.

Departures

Based on the information collected from delegations, transport will be coordinated from Official Hotels to the airport. This service will operate from the 10th to 11th September.

Each delegation will be asked to confirm departure details via the Information Centre during the event. A detailed schedule for departures will be distributed.

Should delegations members be departing after 12th September, transport to the airport will be your responsibility.

Shuttles Bus Services to/from Competition/Training Venues

The LOC will arrange shuttle buses - following the competition, training and meeting schedules – between official hotels, Training and the Competition Hall. These shuttle buses will only be available to all accredited personnel.

Shuttle bus routes and timetables will be provided to Heads of Delegation on arrival and will also be available at the Information Centre and on display at the official hotels.

Bus arrival/departure points at the competition/training venues are at the main entrance or otherwise advised.

14. LIAISON VOLUNTEERS

Team Liaison Volunteers will be available to assist Delegations with all general event information or needs.

15. ACCREDITATION

Each delegation should attend at the Accreditation Desk upon arrival with the following documents:

- Passports of all members of delegation;
- FIG licenses;
- Proof of total payment of costs due to the LOC;
- Proof of insurances of all delegation members.

Accreditations will be given at the Sports Hall at the arrival of the Delegations.

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

In order to accelerate the accreditation procedure, please send by email – lisbonacro@gcp.pt - to the Organizing Committee a photo of each delegation member – **NO LATER THAN September 3th (NEW DATE)**.

The specification of the photo should be as follows:

File format; JPG, JPEG, PNG, TIFF

Dimensions: 190 pixels wide x 250 pixels high

File name: NF_Surname_Firstname (example POR_CARDOSO_Ana.jpg)

Please note: Photos taken upon arrival will be charged to the National Federations at a cost of 5€ (five euros)/each.

The Heads of Delegation must submit all identity cards/passport of the participating gymnasts at the Accreditation desk. The identity cards/passports will be returned to the Heads of Delegation immediately.

They must also check the correct names of their complete Delegation verify accommodation, make the necessary payments (insurance, extra accreditations, etc.), and hand in their Official Forms and the competitors' music's (if not send by e-mail).

The accreditation system identifies individuals participating in the competition.

All participants and officials are required to wear Accreditation Cards at all times.

The accreditation is personal, non-transferable and compulsory to have access to training and competition hall, functions and official transport.

16. CURRENCY EXCHANGE

The currency accepted in Portugal is Euro (€).

Currency Exchange facilities are available at Lisbon International Airport on arrival.

17. MUSIC

To avoid having a great amount of CD's, we request that the music is sent in AAC/MP4 format (good quality) or MP3 until **September 3th (NEW DATE)**. This way, the music sequences for the performances will already be established, which will facilitate the handling, but also will prevent and reduce the number of errors during the competition.

LOC Kindly asks you to send all music's to: lisbonacro@gcp.pt (use wetransfer if needed)

Identify the MUSIC TRACKS as follows:

TOP NAME_SPECIALITY_EXERCISE_COUNTRY

Example: CARDOSO_M4_BAL_POR.mp3

18. OFFICIAL FORMS

Tariff Sheets must handed to the Competition Office, during the Accreditation in the official FIG format and computer generated.

19. INSURANCE

The participating delegations guarantee, by sending in their Nominative Entry Forms, that all members of the delegation are fully insured against illness and injury as well as for repatriation during their travel to and stay in Portugal.

The LOC decline all responsibility.

The Organising Committee will verify the insurance of all Delegations at accreditation.

Delegations who show evidence of insufficient coverage or cannot give proof of their insurance (copy of the policy e.g.) will have to take out an insurance or complete it in Portugal for the duration of the event (at the charge of the delegation).

20. FLOORS / COLOUR

Competition Floor: Spieth (blue sprung floor)

Training Floor: Spieth (blue sprung floor)

21. ORIENTATION MEETINGS

The Orientation Meeting will take place on Thursday, 7th September in the Competition Venue at **18h00**.

These meetings are intended for the Heads of Delegation or their representative and the participation is compulsory.

The meeting will be conducted in English.

22. SCORING/RESULTS

Scoring System

FGP SW provides the official scoring equipment for the Championships. The FGP SW equipment will be used for the data management of the start lists, scores and results.

Results Distribution

The list of competitors and judges will be distributed before each competition, and the results (without any details) will be distributed after each competition to:

- The judges' room;
- Information's Placard (Competition Venue and Hotel).

23. JUDGES INSTRUCTION

The judges' instruction will take place **7 September at 16h00** at the Competition Venue.

The judges' instruction is compulsory. Judges not participating will not be allowed to judge. Judges' meetings will also take place before the competitions.

24. TRAINING TIMES

There will be one training & warm up area at the Competition Venue.

Upon arrival the official training schedule for the event will be given to the head of delegation. This schedule advises when your Delegation will be training in daily.

All delegations have to respect the designated training hours and the mentioned training halls.

The organizing committee is not responsible, if delegations do not follow the official training schedules.

TRAINING BY SCHEDULE AND MEASUREMENTS – (September 7th)

	Warm Up Area 40 minutes		Floor 1 40 minutes		Competition Floor		Measurement
	In	Out	In	Out	In	Out	
USV Dobersberg (2) + Austrian GF (5) + SVG Nieder-Liebersbach (1) + GDL (2)	08:40:00	09:25:00	09:26:00	10:11:00	10:12:00	10:57:00	11:20:00
Maccabi Dan (4) + Ambitious Pro Gymnastics (3)	09:25:00	10:10:00	10:11:00	10:56:00	10:57:00	11:42:00	12:00:00
Mazkeret Batya (6) + ISR (1) + NED (2)	10:10:00	10:55:00	10:56:00	11:41:00	11:42:00	12:27:00	12:40:00
Georgia (5) + KS START Bielsko-Biala (1) + GDSC (1)	10:55:00	11:40:00	11:41:00	12:26:00	12:27:00	13:12:00	13:20:00
GCP (Youth-6) + Spain (AG2-5)	11:40:00	12:25:00	12:26:00	13:11:00	13:12:00	13:57:00	14:00:00
Spain (8) + GCP (JUN-1)	12:25:00	13:10:00	13:11:00	13:56:00	13:57:00	14:42:00	14:40:00
GCP (8)	13:10:00	13:55:00	13:56:00	14:41:00	14:42:00	15:27:00	15:20:00
France (4) + Russia (2)	17:00:00	17:45:00	17:46:00	18:31:00	18:32:00	19:17:00	19:30:00
France (3) + BUL (1) + APAGL (AG2-2)	17:45:00	18:30:00	18:31:00	19:16:00	19:17:00	20:02:00	20:15:00
APAGL (6) + Dosir Sokolnia Chorzów (4)	18:30:00	19:15:00	19:16:00	20:01:00	20:02:00	20:47:00	21:00:00
Akrobaatika Kool (8) + AcroP (2)	19:15:00	20:00:00	20:01:00	20:46:00	20:47:00	21:32:00	21:30:00

25. CEREMONIES

Opening

Two Gymnasts and one Coach from each Delegation will be requested to participate in the Opening Ceremony.
National Track Suit must be worn.

Medal Award Ceremonies

Only the medal winners will be invited to participate in the medal Award Ceremony.

For all medal Award Ceremonies, competition attire must be worn.

Farewell Party

A farewell dinner party will be organised to all accredited persons on Sunday, September 10th. Dress code for the evening will be casual.

Access to the function will be by invitation or purchase tickets only.

Note: Requests for extra tickets (on-site purchase) must be made at the very latest Friday morning.

For all other persons, the price for the dinner will be 20 €.

Requests for extra tickets must be made at the very latest Friday morning.

26. SEATING FOR DELEGATIONS

All delegation members will be assigned special seating and will be requested to be in place during competition.

27. VIDEO CAMERAS

Video cameras are not allowed in the Competition hall. Photos can be made but without flashes.

28. MEDICAL SERVICES

The Organizing Committee will provide first aid medical services. A physiotherapist will be present during the competitions as well as members of the Red Cross first aid specialized.

29. INQUIRY

Inquiries for the Difficulty Score are allowed, provided that they are made verbally and exclusively by the Delegation nominated person in the competition to the designated Superior Judge, immediately after the publication of the score.

The designated Superior Judge has to note the time of receiving it and this starts the procedure. Late verbal inquiries will be rejected. A delegation is not allowed to complain against a pair/ group difficulty score from another delegation. Inquiries for all other scores are not allowed.

The inquiry must be confirmed by the aforementioned person in writing within 4 minutes after the verbal inquiry is made and requires an agreement of payment after the competition of 250 euros for the first complaint; 400 euros for the second complaint and 900 euros for the third complaint. Should the inquiry not be confirmed in writing within the given deadline, then the procedure becomes obsolete.

Should the inquiry prove correct and is accepted, this sum will be reimbursed.

Otherwise, the sum will be transferred to the event organiser.

30. MEDIA RULES

GYMNASTS

Rules for Advertising and Publicity on competition attire must be respected.

Kiss and Cry Corner

Gymnasts are requested to follow the escort hostess immediately after the end of the routine and to reach the Kiss and Cry Corner as quickly as possible. Coaches and choreographers are invited not to stop the gymnasts before they are seated in the Kiss and Cry Corner.

Note: Gymnasts must wait for the final score to be presented before leave this zone.

Award Ceremonies

Gymnasts are requested to face all directions together, to wave to the spectators and to allow the photographers to take pictures of all medallists.

Mixed Zone

The Mixed Zone will be located at ground zero of the Sports Hall. During competitions as well as podium trainings, athletes must exit through the Mixed Zone. As they enter the Mixed Zone, journalists may collect flash quotes.

There is no obligation for an athlete to stop in the Mixed Zone, but cooperation with the press is most appreciated.

MEDIA PROFESSIONALS

Only journalists and photographers holding an official and valid press card recognised by international press agencies such as the AIPS and official Sports Journalists Associations / National Federations will be accredited.

All media representatives (journalists, photographers, TV) must request an accreditation from the O.C. Media Office as soon as possible to have access to the competition Field of Place reserved area.

Competition area / FOP (Field of Play)

It is strictly forbidden to conduct any interview or to give any quote during the competition.

Training Halls / Warm-up Halls

Training Hall is only admitted with the written authorisation of the respective Head of Delegation and of LOC.

Warm-up Hall: Restricted Area. No Media allowed.

“No Go Zone”

The purpose of this policy is to ensure that photographers and cameramen respect a certain area in the FOP where they cannot enter.

31. VISA FOR PORTUGAL

Please check immediately the visa requests for your travel to PORTUGAL. Upon request, the Organising Committee will be happy to assist with an official invitation for all delegation members.

32. OFFICIAL LANGUAGE

The official language will be English. Interpretation from and into other languages must be organised by the delegations. All documents will be given in English.

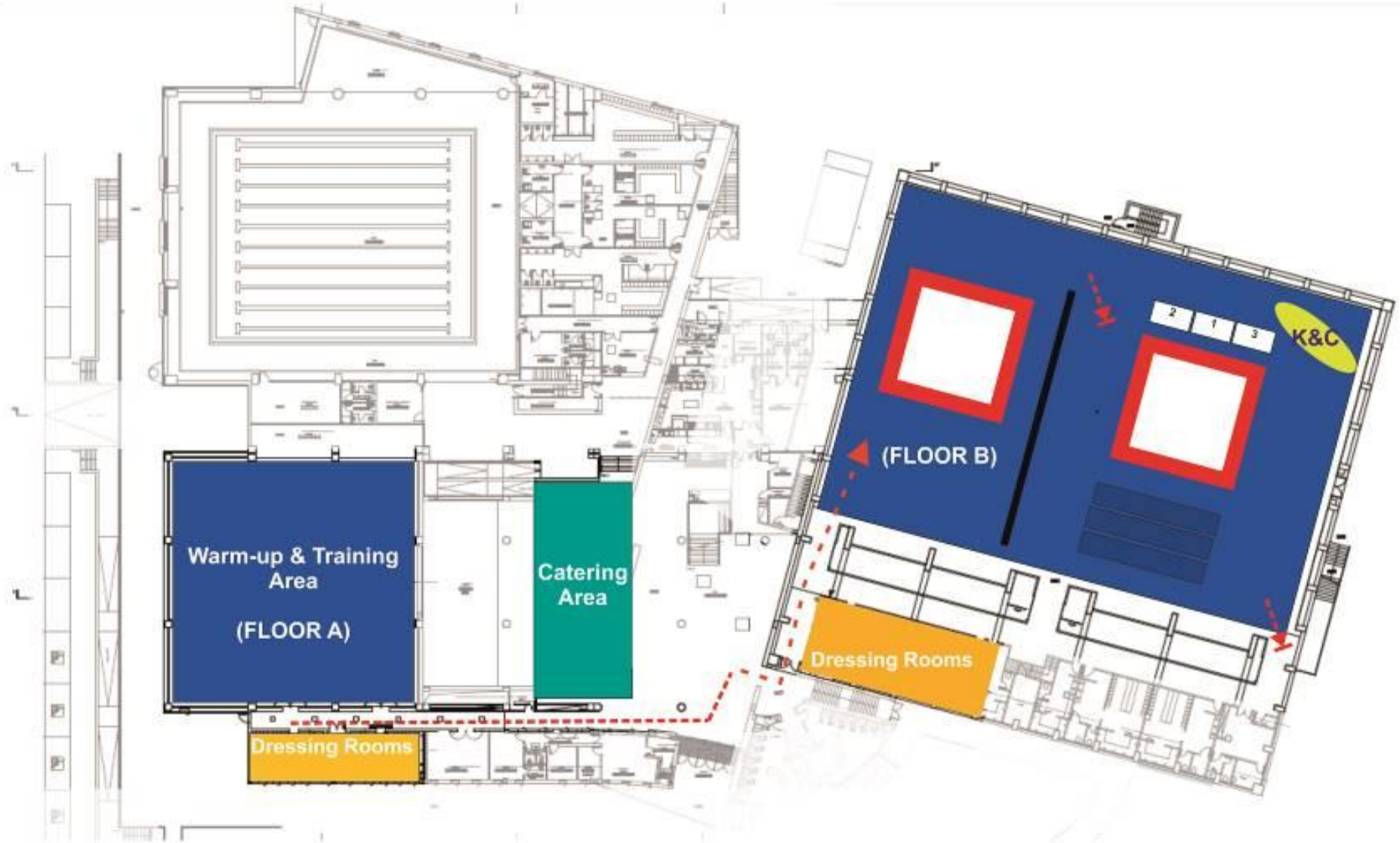
33. IMPORTANT NOTES

Federations which have not fulfilled their financial obligations towards FIG (annual membership and unpaid invoices) and the OC will not be allowed to participate in the International Tournament.

All participating Federations commit themselves to respect the Statutes and all FIG Regulations.

34. APPENDIX

Appendix 1 - Competition Venue Layout Zones





**GINÁSIO
CLUBE
PORTUGUÊS**

Praça Ginásio Clube Português, nº 1
1250 - 111 Lisboa

Phone.: (+351) 213 841 580

Fax: (+351) 213 841 589

e-mail: lisbonacro@gcp.pt

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