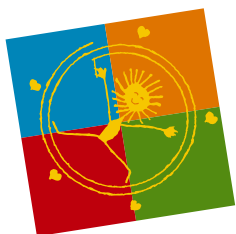
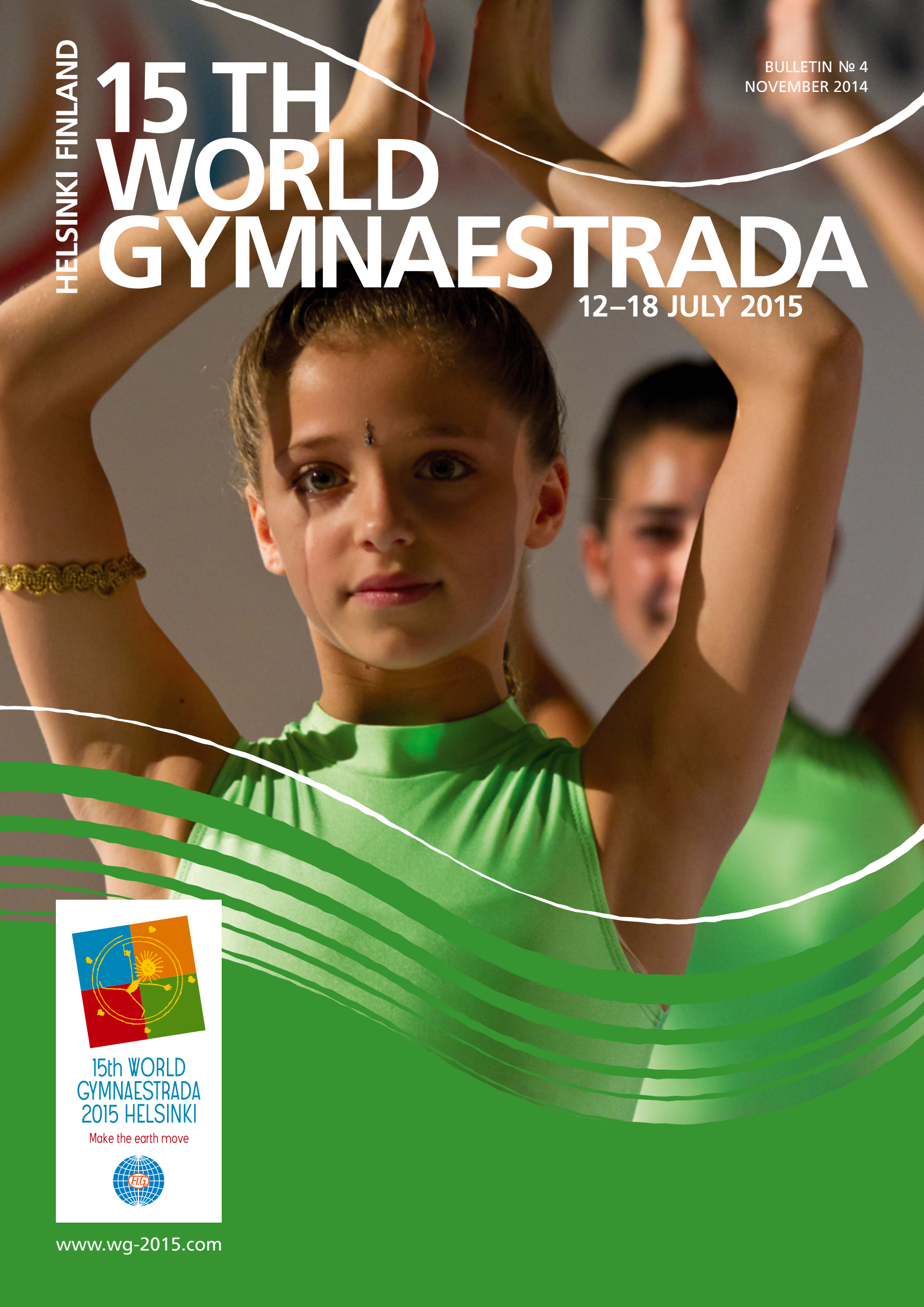


HELSINKI FINLAND

15 TH WORLD GYMNAESTRADA

12-18 JULY 2015

BULLETIN № 4
NOVEMBER 2014



15th WORLD
GYMNAESTRADA
2015 HELSINKI

Make the earth move



www.wg-2015.com



WORLD GYMNAESTRADA 2015 BULLETIN 4

English
Cover photo: WG2011 Philip Meier

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15TH WORLD GYMNAESTRADA 2015 HELSINKI

WELCOME

In less than 300 days you will meet the volunteers in green who will welcome you, our international guests, to the 15th World Gymnaestrada. Ready to make your stay in Helsinki one of a kind.

You will meet happy, helpful and friendly volunteers, all offering you their knowledge, services and smiles. Doing everything to make sure you return home with great memories that last a lifetime. Unforgettable experiences. New friendships.

We will do our best to bring you a well-organized and joyous event. It is said that the volunteers are the heart of the event. Together with you we can create a unique atmosphere, the true spirit of the World Gymnaestrada.

See you in Helsinki!
Kimmo Rautio
Volunteer



Photo: Katriina Sahala

The Finnish Gymnastics Federation, the City of Helsinki and the State of Finland together with the International Gymnastics Federation (FIG) warmly welcomes all FIG affiliated Federations to the 15th World Gymnaestrada from July 12 to 18, 2015. The World Gymnaestrada is an international non-competitive Gymnastics for All -event that gives everyone the opportunity to participate. It brings together people of all genders, age groups, abilities and cultures.



Photo: Francois Schweizer

PROVISIONAL REGISTRATIONS

As many as 56 FIG Member Federations have sent their provisional registrations for the World Gymnaestrada 2015. Almost 25.000 participants are expected to come to Helsinki. The Local Organising Committee is very happy with the numbers.



Photo: WG2011 Aristeia Massaras

Here is the list of the FIG Member Federations who have provisionally registered.

Definitive registrations are carried out via Gymnaplana and are expected until December 31, 2014 at the latest.



CELEBRATING SIBELIUS IN 2015

Next year marks the 150th anniversary of the birth of legendary Finnish composer Jean Sibelius (1865-1957). To mark the anniversary, numerous special events will be held in Helsinki throughout the year. Helsinki is filled with memories of Sibelius. Places connected to his life include the Great Hall of the University of Helsinki, the Esplanade and Kallio Cathedral. The most important places and moments in the life of the composer have been collected together to form a travel route that reflects his path through life. The Path of Sibelius also provides an opportunity to catch a glimpse of Sibelius-era Finland, its colorful history and the landscapes that inspired the composer. For further information and a full program for the anniversary year,

Please see: sibelius150.org

NEW ATTRACTIONS AND EXPERIENCES IN HELSINKI

One of the latest novelties in Helsinki is the Finnair Sky Wheel in the Market Square. Located at Katajanokanlaituri 2, the Sky Wheel offers spectacular views over maritime Helsinki. The Sky Wheel is open daily.

<http://finnair-skywheel.com/en>

Since last summer, visitors to Helsinki have been able to enjoy Lonna, a new recreational island destination in the archipelago. In the 1880s the island was used by the Russian Navy to store mines, in the 1920s it was used as a base for clearing mines, and in the post-war period ships were demagnetized there. Now it is open to the public. The island hosts a restaurant and a café where visitors can purchase ready-packed picnic baskets.

Read more: <http://www.visithelsinki.fi/en/see-and-experience/sights-and-attractions/new-recreational-island-lonna>

Watch a video about Lonna online at lonna.fi.

EXCURSIONS AND TOURS

There are many opportunities for visits and sightseeing tours before, during and after the World Gymnaestrada. All tours and excursions are provided by the Travel Experience, official partner for the World Gymnaestrada. Booking has now started.

See more: <http://www.wg-2015.com/helsinki/excursions-and-tours>

Excursions and tours are a good way to find out more about Helsinki, Finland and Finnish culture not to mention the neighbouring countries. There will be a great deal of interesting excursions and tours, - something for everyone.



Photo: Sibelius Monument, Paul Williams

TIMETABLE

The World Gymnaestrada lasts for seven days including the Opening and Closing Ceremonies. The World Gymnaestrada week will be full of performances and demonstrations from the entire range of Gymnastics for All, exclusive of competitions. Changes are still possible. Rehearsal times will be communicated later.

■ OLYMPIC STADIUM
 ■ ICE HALL
 ■ SONERA STADIUM
 ■ OUTDOOR AREAS
■ MESSUKESKUS HELSINKI EXPO AND CONVENTION CENTRE
 ■ AMFI EXHIBITION CENTRE

	SUNDAY JULY 12TH	MONDAY JULY 13TH	TUESDAY JULY 14TH	WEDNESDAY JULY 15TH	THURSDAY JULY 16TH	FRIDAY JULY 17TH	SATURDAY JULY 18TH
09:00							
09:30							
10:00							
10:30							GET TOGETHER
11:00							FIG GALA 3
11:30							
12:00							
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* Rehearsals not marked here

Wednesday
Special Large Group Day

Registrations must be made through the FIG Member Federations. This program is in accordance with the FIG-GfA Regulations Manual, edition 2009. Please note that participants under the age of 16 should be organised into groups of up to ten (10) and placed in the care of an adult identified by name.

OPENING CEREMONY

At the Olympic Stadium on Sunday July 12 at 16:00 (duration max. 2 hours)

Theme: Make the Earth Move

The Opening Ceremony will start with the marching in of the World Gymnaestrada participants and everyone is welcome to take part. You can also choose to watch the marching in from the stands (you will be informed about seating in advance). Federations are kindly asked to estimate the number of their participants marching in, and the number of participants watching the marching in by December 31.

Please, give us your estimation on extranet (see: wg-2015.com/extranet/programme/openingceremony)

Several sports fields will be used for gathering, which starts at 14:00. The length of the marching/walking route will be no more than one kilometer. Each country will follow their national flag and name board. Federations are asked to name the person carrying the national flag. Gymnasts taking part in the marching in must wear their national clothing/tracksuit, and behaving appropriately and according to the instructions provided by the organizers. Let's make this an athletic, cheerful marching in with a great feeling. After the marching, all participants will go to their allocated seats to watch the ceremony. After the Opening Ceremony the Get Together area will be open.

CLOSING CEREMONY

At the Olympic Stadium on Saturday July 18, at 15:00 (duration max. 1½ hours)

The World Gymnaestrada 2015 will end with a festive show. The Local Organising Committee is keeping the program of this ceremony secret.

Some gymnastics will be seen, such as the Gymnaestrada World Team (International Large Group Program).

MIDNIGHT SUN SPECIAL - EVENING FOR LARGE GROUP PERFORMANCES

At the Olympic Stadium on Wednesday July 15 at 21:00 (duration app. 1½ hours)

Idea: In Finland the sun shines throughout the whole night at midsummer and we have lots of energy and fun because of it. Let's all enjoy it and really move the Earth. Theme: We make the Earth move under the Midnight Sun with the joy and energy of Large Group Performances. This evening is for Large Group Performances, and it is included in the Participant card.

We will see programs from Denmark, Finland, Germany, Norway, Portugal, Slovakia and Switzerland. We will also see the very first Gymnaestrada World Team program here.

REHEARSALS SCHEDULE

Each program: one hour on Tuesday or Wednesday (you will be informed of the schedule later). Final dress rehearsal for all programs and all gymnasts on Wednesday at 18:00 – 19:30. All music via Gymnaplana by May 31, at the latest.

GROUP PERFORMANCES

At the Messukeskus Expo and Convention Centre, July 13 – 17, daily at 09:00 – 18:00

Groups shall comprise no less than ten active performers. Performances shall be indoors on three occasions. Duration of each performance is either 10 or 15 minutes, max. Measurements: Amfi-hall (Helsinki hall) 40 m x 20 m, one arena size 40 m x 20 m, seven arenas size 20 m x 20 m. Groups are invited backstage 45 minutes before their performance time. All music via Gymnaplana by May 31, at the latest.

LARGE GROUP PERFORMANCES

At Sonera Stadium, July 14 – 17, in the afternoons, duration max. 15 minutes, shown three times throughout the week.

Large Groups shall comprise of no less than 200 active performers/gymnasts. All music via Gymnaplana by May 31, at the latest.

NATIONAL EVENINGS

At the Ice Hall on July 13, 14 and 16

Rehearsal schedules have been sent to the relevant Federations. Tickets for the National Evenings are not included in the Participant card. Federations can book tickets for their participants until December 31, via Gymnaplana. However, tickets cannot be guaranteed, as numbers are limited. Ticket sales for audiences will start on Monday February 2, online. Send music by regular mail to the LOC-Office by CD or MD format (one whole show = one CD).

	Monday 13 July	Tuesday 14 July	Thursday 16 July
At 18:00 – 19:30	Switzerland	Portugal & Brazil	Pan-American Continental
At 21:00 – 22:30	Switzerland	Nordic Countries	Japan

NATIONAL AFTERNOONS

At Messukeskus Expo and Convention Centre, July 14 – 17

Four unique afternoon shows at the Amfi-hall. Rehearsal schedules have been sent to the relevant Federations.

Tickets for the National Afternoons are not included in the Participant card. Federations can book tickets for their participants until December 31, via Gymnaplana. However, tickets cannot be guaranteed, as numbers are limited. Ticket sales for audience will start on February 2, online. Send music by regular mail to the LOC-Office by CD or MD format (one whole show = one CD).

	Tue 14 July	Wed 15 July	Thu 16 July	Fri 17 July
At 13:00 – 14:00	Czech Republic	Germany	South-Africa	Italy

FIG GALA

At the Ice Hall, on Friday July 17 at 18:00 and at 21:00, on Saturday July 18 at 10:00

Theme: Live, love & laugh

We will see programs from the following countries: Austria, Brazil, Canada, Chile, Czech Republic, Denmark, Estonia, Finland, Germany, Great Britain, Israel, Japan, Portugal, Russia, South Africa, Sweden, Switzerland and the United States.

Tickets for the FIG Galas are not included in the Participant card. Federations can book tickets for their participants until December 31, via Gymnaplana. However, tickets cannot be guaranteed, as numbers are limited. Ticket sales for

audience will start on February 2, online. All music via Gymnaplana by May 31, at the latest.

INTERNATIONAL LARGE GROUP PROGRAM – GYMNAESTRADA WORLD TEAM

Theme: From near or far – Come as you are! At the Olympic Stadium both at the Midnight Sun Special Evening and at the Closing Ceremony.

- Midnight Sun Special Evening:
on Wednesday July 15 at 21:00

- Closing Ceremony:
on Saturday July 19 at 15:00

REHEARSAL SCHEDULE

- On Tuesday July 14 at 13:00 – 14:00 voluntary training (please attend if you want to make sure you know the program)
- On Tuesday July 14 at 14:00 – 16:00 all gymnasts
- On Wednesday July 15 at 13:00 – 15:15 all gymnasts
- On Wednesday July 15 at 18:00 – 19:30 final dress rehearsal, all gymnasts (for all programs)

WORLD TEAM OUTFIT

- T-shirt: pink, logo on sleeve, 100% cotton, model classic or lady fit, orders to be carried out with the Definitive Registration via Gymnaplana, price 10 euro
- Trousers/leggings: black/dark, bring your own



CITY PERFORMANCES (Extra Program)

Outdoor Stages around the city of Helsinki,
July 13 - 17
The World Gymnaestrada is not just for the participants. We also want to show gymnastics to the

citizens and tourists of Helsinki. There will be 3 – 4 stages in central places around the City of Helsinki. Groups can have between one and three performances. In addition to this a number of smaller stages will be used (neighbouring cities Vantaa, Espoo, etc.). All music via Gymnaplana by May 31, at the latest.

GET TOGETHER – EVENING PROGRAM

A World Gymnaestrada Get Together area (“the Village”) will be situated in Paavo Nurmi Square next to the Olympic Stadium and it will feature a great program and fabulous atmosphere.

There will be catering points (food and drinks), evening shows and concerts. Note that there is a special area for alcohol, and that the age limit for this is 18 in Finland.

There will be a special program for young people at Töölö Sports Hall (Sunday, Wednesday, and Saturday).

Let’s enjoy the festive atmosphere together.

WORKSHOPS – LET'S MOVE TOGETHER!

There will be two kinds of workshops. On Saturday July 18 there will be gymnastics workshops for participants at the Messukeskus Expo and Convention Centre. During the week there will be open workshops for citizens and tourists on outdoor stages and in parks.

Now we are looking for inspiring instructors from all over the world to give some workshops. Workshops are a great opportunity for the FIG Member Federations to introduce their new ideas about gymnastics.

WORKSHOPS FOR PARTICIPANTS – FUN AND FITNESS – ALL TOGETHER AROUND THE EARTH

- date: Saturday July 18, 10:00 – 13:30
- short workshops, 25 minutes
- long workshops, 55 minutes
- venue: Messukeskus Expo and Convention Centre
- for questions, contact the office@wg-2015.com

WORKSHOPS FOR EVERYONE – FUN AND FRIENDSHIP – JOIN US!

- preliminary dates and times:
 - on Wednesday July 15, 8:30 – 10:30
 - on Thursday July 16, 18:00 – 22:00
 - on Friday July 17, 8:30 – 10:00
- short workshops, 25 minutes
- long workshops, 55 minutes
- easy movements, happy atmosphere, easy to join in
- venue: outdoor stages and parks, in Helsinki, Vantaa, Espoo
- for questions, contact the office@wg-2015.com

SPEAKERS' CORNER

At the Messukeskus Expo and Convention Centre, in the Exhibition area, there will be a dedicated place where Federations and other partners can briefly share information and experiences with participants and the public. For example, you can provide information about your future festivals and events or educational achievements or ideas, and anyone passing by can stop and listen. There will be a specific schedule for this. For questions, contact the office@wg-2015.com.



Photo: WG2011 Florian Aeby

MUSIC

All music must be provided by the end of May, 2015
No changes will be possible after the music has been submitted.

Upload music via Gymnaplana

MP3 format, maximum file size is 50MB, minimum bitrate 192 kb/s. The upload is requested for the following performances:

- Group performances
- Large Group Performances
- City performances
- Midnight Sun Special
- FIG Gala

Send music by regular mail to the LOC-Office by

CD or MD format (one whole show = one CD).

This is valid for the following performances:

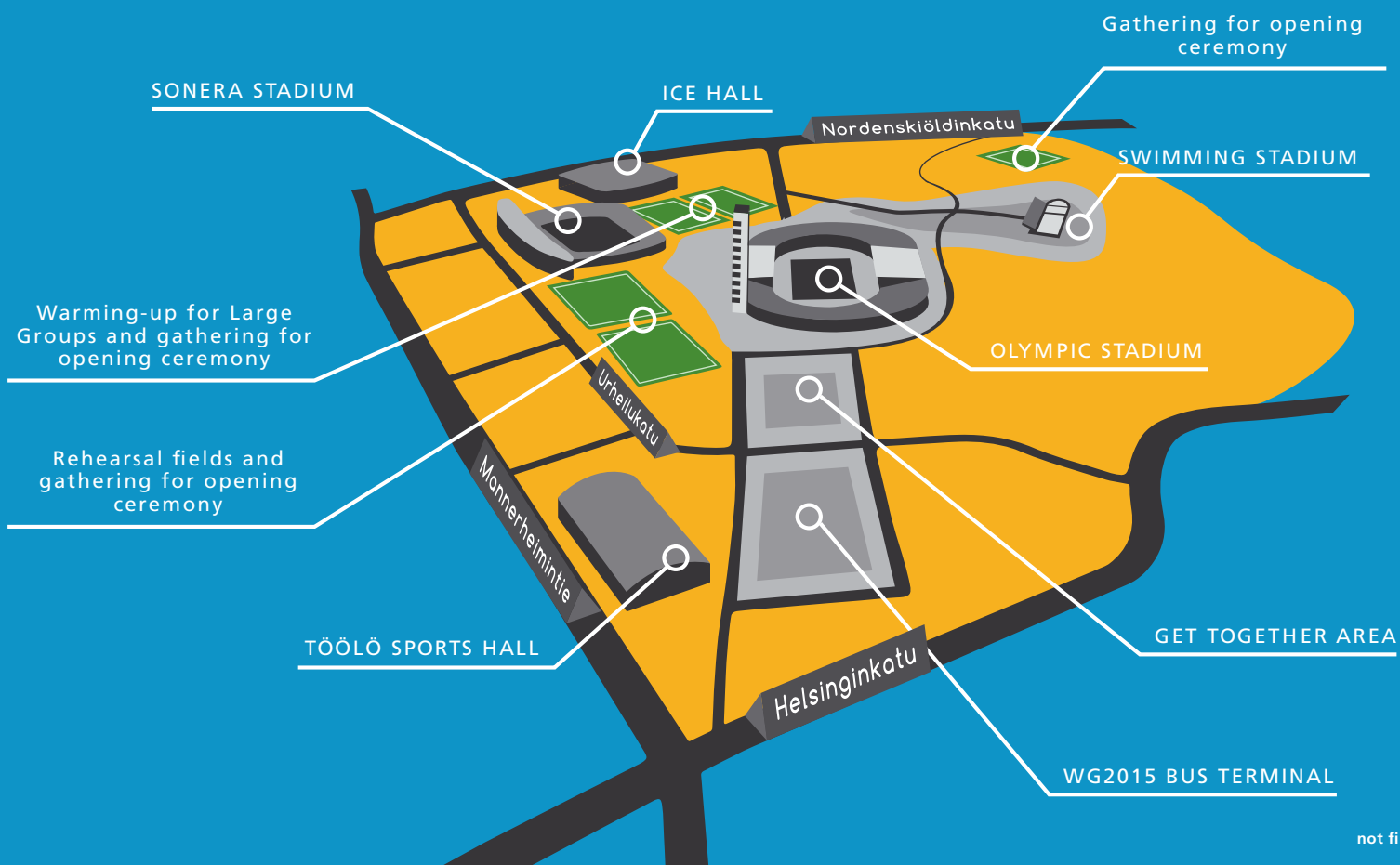
- National Afternoons
- National Evenings

Important: CDs and/or music files must clearly indicate the country name and the group number (Gymnaplana)

For example: FIN0013

WG 2015 VENUES

15th WORLD GYMNAESTRADA HELSINKI

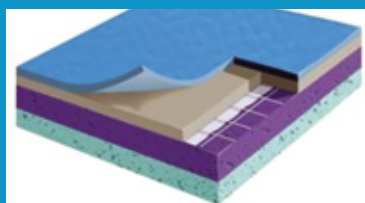


not final

Information and photos of
all venues on the website
www.wg-2015.com

MESSUKESKUS HELSINKI, EXPO AND CONVENTION CENTRE

Group Performances, National Afternoons, Catering, Exhibition/ Stands, Offices, Media centre



Arenas divided into “streets” for the spectators. Spectators and performers mainly use different entrances for the Halls. During the World Gymnaestrada the Messukeskus Expo and Convention Centre will provide arenas for Group Performances.

TECHNICAL (GROUP PERFORMANCES)

Lighting: Static open white wash for performing area

Sound: Full range PA system for audience and full range MON system for performing area

No video projection, no rigging

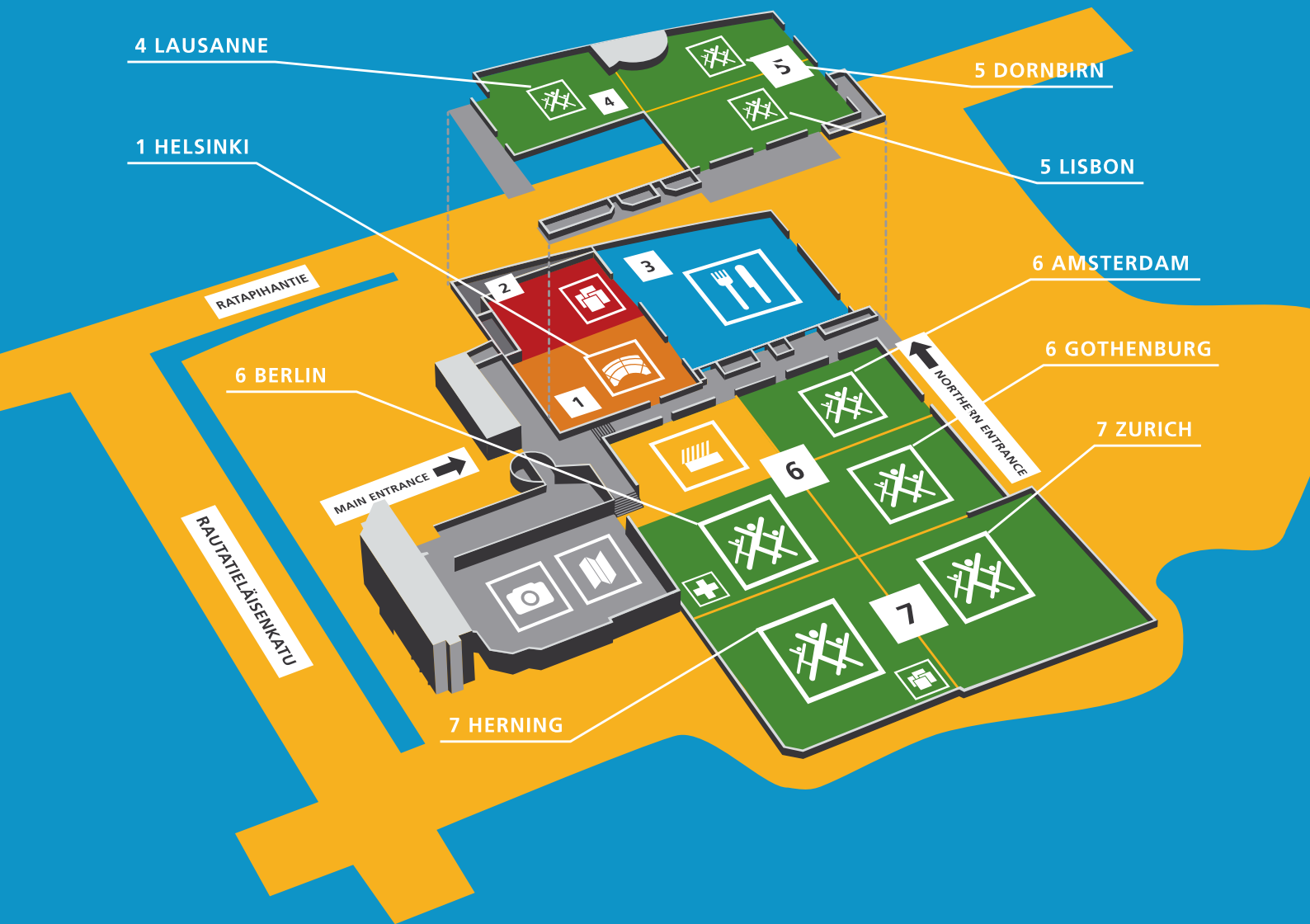
Demonstration floor surface: Taraflex, color Blue Lagoon

Back curtain: white

Apparatus available: see Bulletin 3

TECHNICAL SUMMARY

	Hall 4	Hall 5	Hall 5	Hall 6	Hall 6	Hall 6	Hall 7	Hall 7	Amfi-Hall
Gymnaestrada Name of the Hall	Lausanne	Dornbirn	Lissabon	Gothenburg	Berlin	Amsterdam	Herning	Zurich	Helsinki
Group Performances	X	X	X	X	X	X	X	X	X
National Afternoon	-	-	-	-	-	-	-	-	X
Number of spectators	1000	1000	1000	1000	1000	1000	1000	1000	3000
Performance area (in meters)	20x20	20x20	20x20	20x20	20x20	20x20	20x40	20x20	20x40
Free height (in meters)	9,30	8,80	8,80	8,00	8,00	8,00	10-14	10-14	12-16,7
Basic atmosphere lighting	X	X	X	X	X	X	X	X	X
Extra lighting possible (only for NA)	-	-	-	-	-	-	-	-	X
Sound system (CD/MD)	X	X	X	X	X	X	X	X	X
Floor covering: Taraflex, Blue Lagoon	X	X	X	X	X	X	X	X	X
Warm up area: carpet covering	X	X	X	X	X	X	X	X	X
Background Curtain	white	white	white	white	white	white	white	white	white
Distance between the stands (spectators) and the performance area (2,5/side and 4 meters/front)	X	X	X	X	X	X	X	X	X
Width of gymnasts' entrance (approx. 3 meters)	X	X	X	X	X	X	X	X	X



-  NATIONAL AFTERNOONS / GROUP PERFORMANCES – HALL 1 (AMFI-HALL)
-  FIRST AID – HALL 6
-  CATERING – HALL 3
-  GROUP PERFORMANCES – HALLS 4, 5, 6, 7
-  EXHIBITION
-  OFFICES
-  MEDIA
-  STORAGE – HALLS 2,7



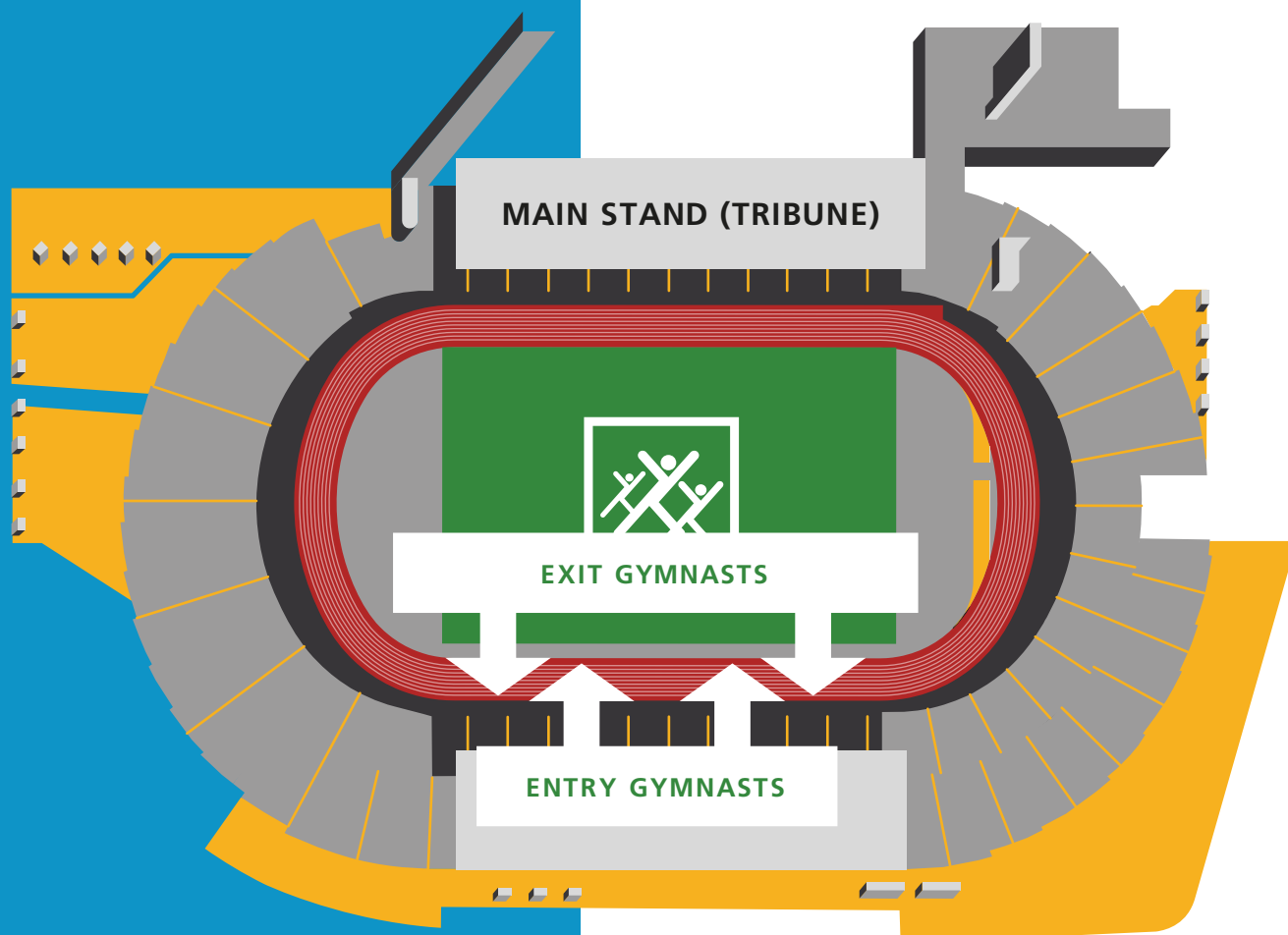
OLYMPIC STADIUM

Opening Ceremony,
Closing Ceremony,
Midnight Sun Special –evening

TECHNICAL

Field surface/covering: grass
Dimensions of the grass area: 68 m x 106 m
Ground markings: every 2 m x 2 m (see photo in Bulletin 2, page 23)
Running track “Mondo”: not permitted to use any vehicles or drag anything
Number of spectators: approx. 40.000
Lighting: no lighting
Sound: PA system for audience, MON system for performing area
Apparatus available: see Bulletin 3

Entry and Exit routes in the picture are for the Midnight Sun Special evening. The entry routes and seats for the Opening Ceremony and Closing Ceremony will be informed later.



TECHNICAL

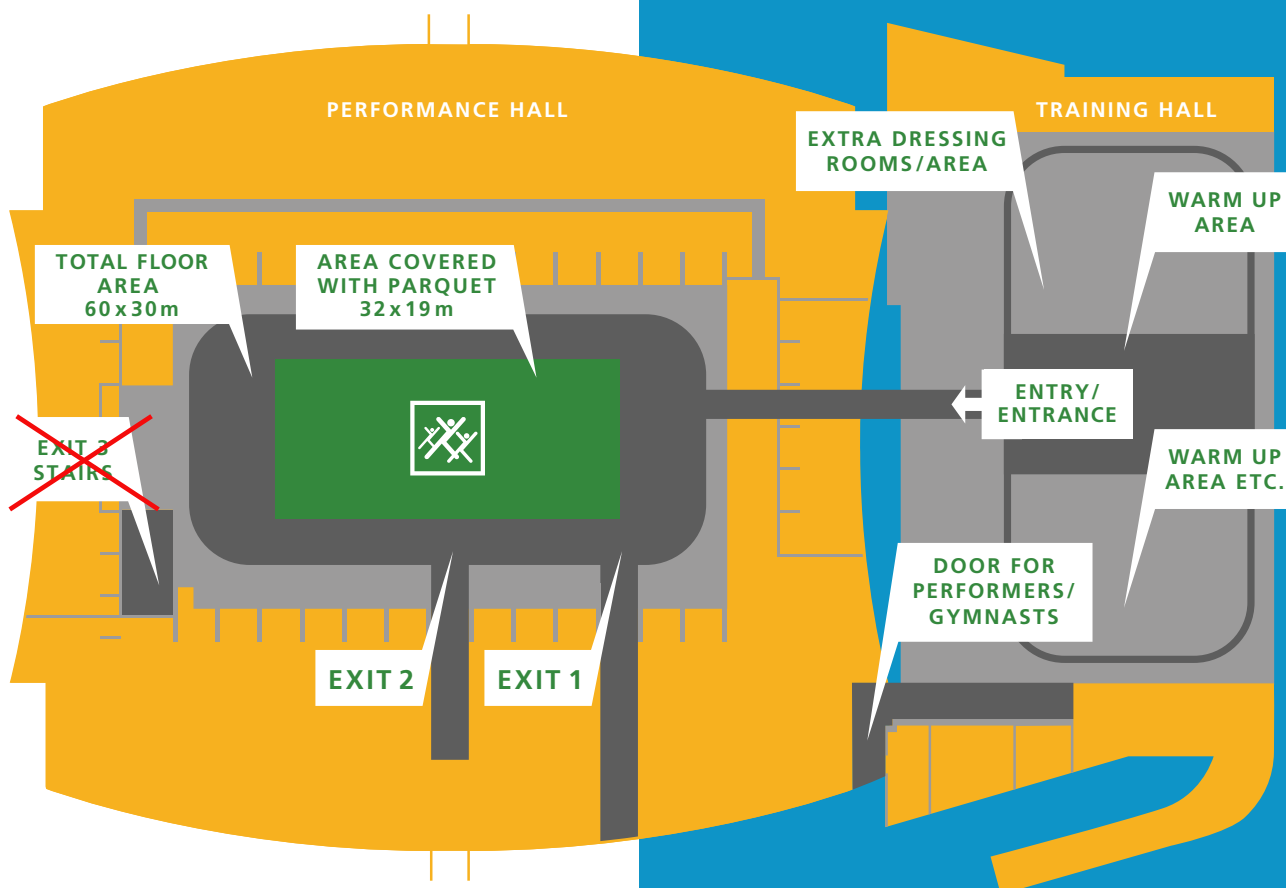
Number of spectators: 7.000 spectator seats (audience on all sides, all around the arena)
Performance area of 3.200 square meters: parquet floor 32 m x 19 m, total area approx. 60 m x 30 m
Height on sides: 12 meters
Height in the middle, under video cube (LED screen): 8 meters
Video cube: aspect ratio 4:3, content size example 1024 x 768
Lighting and sound opportunities have been communicated to the Federations performing National Evenings or taking part in the FIG Gala.

Entry and exit routes to and from the performance area:

- entry route from the warm up area: corridor width 4 m, height 2,2 m
 - exit 1: corridor width 3,2 m and height 2,92 m
 - exit 2: corridor width 2 x 1,9 m and height 2 m
 - No exit 3! Note that this has changed from earlier information.
- Apparatus available: see Bulletin 3

ICE HALL

National Evenings, FIG Gala
Spectators on all sides



SONERA STADIUM

Large Group Performances

TECHNICAL

Modern, versatile football stadium

Ground markings on the field every 2 m x 2 m (see photo in Bulletin No 2, page 23)

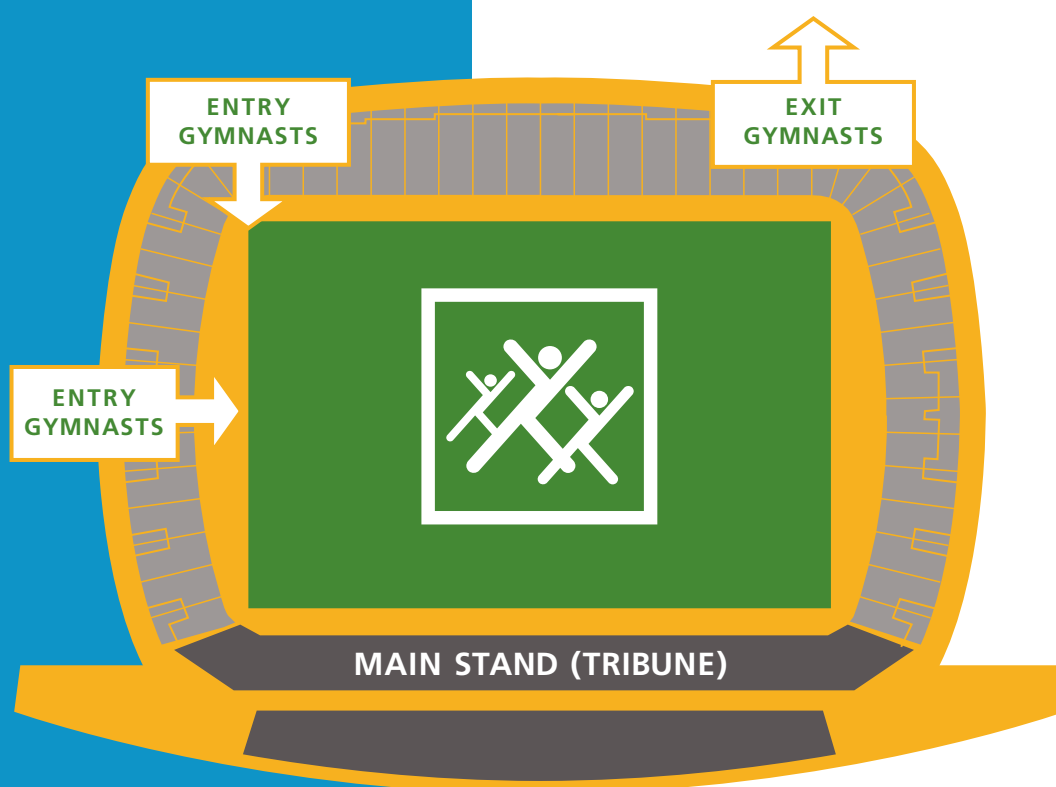
Number of spectators: 10.000 seats

Lighting: no lighting

Sound: PA system for audience, MON system for performing area

Field surface: artificial grass

Apparatus available: see Bulletin 3



CITY PERFORMANCES (Extra Program)

Groups will have the opportunity to perform on stages (three to four stages) around the city. The stages will be located at central/busy points, where residents and tourists are able to watch and enjoy gymnastics programs.

Each group has the opportunity to perform one to three times (max. 3 performances) depending on requests. The LOC reserves the right to make changes.

STAGE A: PAAVO NURMI SQUARE

In front of the Olympic Stadium (Get Together area)

- * performing area: 15 m x 12 m (width x depth)
- * stage deck height from ground: 1,8 m
- * stage deck loading capacity: 450 kg/m²
- * clearance from stage deck to ceiling: 8 m
- * apparatus on stage A (look Bulletin 3)
- * background and side curtain: black
- * gymnastics apparatus available here

STAGE B: SENATE SQUARE

In front of Helsinki Cathedral

- * performing area: 14 m x 11 m (width x depth)
- * stage deck height from ground: 1,8 m
- * stage deck loading capacity: 450 kg/m²
- * clearance from stage deck to ceiling: 8 m
- * background and side curtain: black

STAGE C: LINNANMÄKI

Amusement Park

- * stage 12 m/wide/front, 8 m/wide/back, 9 m/deep

STAGE D: CITIZENS' SQUARE

Next to the Music House

- * stage app. 12 x 10 x 1,5 m, optional/not decided

TÖÖLÖ SPORTS HALL

During the World Gymnaestrada this venue will be used for different kinds of gymnastics activities. Also the venue for youth evening program (Sunday, Wednesday, Saturday).

DRAFT IMAGE OF THE STAGES
(CHANGES MAY OCCUR)



STAGE C: LINNANMÄKI



The main partner for gymnastics equipment is Kerko Sport Oy (Kerko).

Kerko will provide the equipment in cooperation with Janssen-Fritsen Gymnastics BV (JF), Eurotramp-Trampoline Kurt Hack GmbH (Eurotramp) and Linden Equipment for Gymnastics AB (LEG).

The list of apparatus provided by the LOC is listed in Bulletin 3.

Gymnastics apparatus will be provided free of charge up to certain limit for Group Performances, National Afternoons, National Evenings, FIG Gala, City Performances (1 stage) and Large Group Performances.

All apparatus must be ordered separately including roll mats (14 x 2 m) for Group Performances. The order must be made through the Gymnaplana registration system by the deadline of December 31.

Storage places for delegation-specific apparatus will be provided. However, delegations are responsible for taking care of the transportation of their apparatus.

If delegations are using apparatus that are the products of companies other than our partners, all visible logos and other company identifiers must be covered during performances (e.g. with tape).



Photo: Francois Schweizer

TRANSPORTATION

ARRIVAL AND DEPARTURE DETAILS

Please, inform us of your travel details (date, time and flight number for arrival and departure), and order transportation via Gymnaplana right after you have received information about your school, and by the end of February at the latest. For all orders made after February 28 the LOC cannot guarantee transportation to your designated accommodation.

WELCOME DESKS AT HELSINKI AIRPORT

There will be World Gymnaestrada Welcome Desks at Helsinki Airport. Volunteers will help participants with any situation at the airport: lost luggage, finding their way to transport to their accommodation, etc.

TRANSFERS FROM THE AIRPORT, MAIN RAILWAY STATION, HARBOURS BY LOC

World Gymnaestrada buses to official accommodation

1. From/to Helsinki Airport to official accommodation (schools and hotels)

- Individually (by person)

Price is 16 euro/person/one-way. Gymnaplana will inform you of the color of the relevant bus line to your accommodation. Please, follow the signs and volunteers' instructions at the airport.

- Group Bus (max 50 persons per bus)

Price is 400 euro/bus/one-way. Your group bus can go to many schools/hotels if you want to, and if your destinations are on the same route. Gymnaplana and LOC will help with arrangements. Please contact LOC if you have any questions.

2. From/to main railway station or harbors to official accommodation (schools and hotels)

- Group Bus (max 50 persons per bus)

Price is 400 euro/bus/one-way. Your group bus can go to many schools/hotels if you want to, and if your destinations are on the same route. Gymnaplana and LOC will help with arrangements. Please contact LOC if you have any questions.

World Gymnaestrada buses to unofficial accommodation

Please, contact transportation@wg-2015.com - and we try to help you whenever possible.

PARTICIPANTS WITHOUT TRANSPORT ORDERED FROM LOC.

Public transportation from the airport

Please, note that the capacity of public transportation is limited. For information about public transportation from Helsinki Airport to the city center, please go to: <https://www.finavia.fi/en/helsinki-airport/to-and-from/bus-service>

Finnair City Bus (to the city center, one way 6,30 euro in 2014) <http://www.finnair.com/INT/GB/information-services/at-the-airport/transportation>

HSL Airport Bus 615 (to the city center, one way 5,00 euro in 2014) <http://aikataulut.reittiopas.fi/linjat/en/s615.html>

HSL Ring Rail line is a railway to central Helsinki. It will be ready by the beginning of July 2015.

Public transport from main railway station or harbors.

The Helsinki Region Transport (HSL) journey planner will help you to find your way to your accommodation. <http://www.reittiopas.fi/en>

HOW TO USE A PUBLIC TRANSPORTATION CARD (HSL TRANSPORT CARD)

The head of delegation is responsible for delivering HSL transport cards to participants upon arrival. Participants will need the HSL transport cards when they plan to use public transportation to travel to their accommodation sites. Please remember to keep the HSL transport card with you during the event. You need to show it to electronic admission devices in buses, trains, trams and metro.

AREA COVERED BY PARTICIPANT CARD

The Participant card with an HSL transport card is valid for free-of-charge public transport between your official accommodation and the venues. If your official accommodation is in Helsinki, the HSL transport card is valid in Helsinki. If your official accommodation is in Espoo or Vantaa, the HSL transport card is valid in Helsinki, Espoo and Vantaa. If a participant has made their own bookings for accommodation, the HSL transport card is valid in Helsinki

ARRIVING WITH YOUR OWN VEHICLES

We strongly advise participants to use public transportation during the event. There is a parking-building next to Messukeskus Expo and Convention Centre for private cars (11 euro/day in 2014). The LOC will point out parking place for buses near to Messukeskus Expo and Convention Centre. The drop-off places next to the venues are exclusively for WG2015 vehicles.

DEPARTURE AFTER GYMNAESTRADA

LOC will provide detailed departure lists to schools and hotels for those who have ordered transportation from LOC via Gymnaplana. Lists will be distributed two to three days before departure. From the list, participants may check their departure time from their accommodation. This will be approx. three hours before flight time.

FINNAIR

Finnair is the event's official airline. Event fare flight tickets can be purchased from the Finnair web-site after login. Click "Finnair Gymnaestrada dedicated fares available online", username 15TH0002 and password 15GYMHEL

http://www.finnair.com/FI/GB/company-travel/my-corporate-travel?utm:campaign=Finnair+Corporate+Program+confirmation&utm_source=corporate-newsletter2&utm_medium=email&utm_content=Read+more+Corporate+Online

CATERING

MORNINGS

Breakfast is included in the school accommodation (eight basic breakfasts from Sunday to Sunday). Breakfast time is from 6:30 to 9:00 at schools. No takeaways - eating at tables only. Hot/cold drinks, bread, cheese, yogurt, fruit. Hotels normally include breakfast (check this).

MIDDAY

Participants have an opportunity to purchase a lunch-package (seven lunches). The lunch-package costs 100 euro per participant (seven lunches from Sunday July 12 to Saturday 18). Lunches take place in the Messukeskus Expo and Convention Centre, Hall 3 between 11:00 – 15:00. Each day there is a “basic menu” and a “vegetarian menu”. The vegetarian menu needs to be ordered at the same time as the Definitive Registration and is ordered for the whole week. Preliminary menus can be found from the extranet. Final menus will be published in the Bulletin 5.

EVENINGS

In the evenings, everyone can purchase food at the World Gymnaestrada Get Together Area next to the Olympic Stadium. This is the place to go for having a good time together with other participants. For those who wish to visit the city, Helsinki is full of restaurants offering flavors from all over the world.

More information: <http://www.visithelsinki.fi/en/stay-and-enjoy/eat>

ACCOMMODATION

SCHOOL ACCOMMODATION

The schools are located within a 16-kilometer radius, in the cities of Helsinki, Espoo and Vantaa. Locations are a maximum of 30 minutes walking distance or a maximum of 30 minutes travel by public transport. The official arrival days are

Saturday July 11 and Sunday July 12, and the official departure days Saturday July 18 and Sunday July 19.

Allocation will be based on the number of Definitive Registrations (December 2014). The Federations will be informed of the schools at the beginning of 2015. Note that it is each Federation's responsibility to allocate the schools for clubs and participants, and also specify classrooms for the clubs via Gymnaplana.

Schools are for sleeping and for breakfasts – not for party, cooking, smoking or consumption of alcohol. School rules will be published on the web pages.

EXTRA NIGHTS ONLY ON SPECIAL REQUEST

Extra nights at schools at an extra charge can be arranged for a limited number of participants. Priority will be given for groups arriving from the furthest away, and for the largest delegations. Extra nights only on special request; for requests contact the office@wg-2015.com. Extra night costs: 35 euro/night/person (including light breakfast).

Note that the school for an extra night might be different from the one where the participant is staying for the World Gymnaestrada week. The participant might need to move to another school (with the participant card, or at her/his own expense).

Important: the maximum width of the mattress used in the schools is 80 cm for security and safety reasons.

HOTEL ACCOMMODATION

Hotel rooms for participants are booked via Confedent International Ltd. The booking of rooms has started and the request of an offer form can be found in Gymnaplana (log in to the Federation's extranet Gymnaplana). Make your hotel reservations now.

OFFICIAL HOTEL

The Official Hotel is Holiday Inn Helsinki Messukeskus Expo & Convention Centre. Federations

were able to request the number of rooms from the LOC via Gymnaplana until November 1. Each Federation has had the possibility to book rooms based on the size of the delegation.

The LOC will confirm these rooms for the Federations during November. The number of rooms can be changed if the Definitive Registration is significantly different from the Preliminary Registrations. The charges for these rooms will be included in your overall invoice.

Official hotel guests must be assigned and allocated to the rooms by April 8. Allocating participants/guests will be done via Gymnaplana.

The minimum period for reservations is July 11 – 19. Extra nights are possible on request, depending on other bookings.

COMFORT ITEMS

Comfort items can be ordered in connection with the Definite Registrations until December 31. Ordered items cannot be canceled or returned. See Bulletin 3, page 39.

MERCHANDISING

The first official products of the World Gymnaestrada 2015 are now available. The range of products will increase monthly in the official online shop gymnaestrada.sanser.fi as we get closer to summer. More information is available from webshop@sanser.fi

TICKETS

For ticket prices see Bulletin 3, page 40.

TICKETS FOR PARTICIPANTS

Tickets for participants can be ordered in connection with the Definitive Registration until December 31. Orders will be confirmed by the end of January. Ordered tickets cannot be canceled or returned.

TICKETS FOR THE PUBLIC

Ticket sales for the public will start on February 2, 2015 via our partner Ticketmaster.

STANDS

WG-2015 INFORMATION STANDS

Throughout the entire event, the WG2015 information stand will be at the Messukeskus Expo and Convention Centre and in the Get Together Area. There you can access general information on the World Gymnaestrada, and city of Helsinki Tourist Information.

FEDERATIONS' INFORMATION STANDS

At the Messukeskus Expo and Convention Center, in Hall 6 there will be an exhibition area. This is where you will find Federations' stands as well as commercial stands. Stand reservations are open for Federations until December 31 (please see the Extranet). The online ordering system FairNet will be opened at the beginning of 2015 for additional orders.

COMMERCIAL STANDS

Commercial stand reservations will start in January. Commercial stand prices are different.

SCHEDULE FOR THE STANDS

The Exhibition Area will be open:

- on Sunday July 12, 9:00 – 15:30
- from Monday July 13, to Friday July 17, 9:00 – 18:00
- on Saturday July 18, 9:00 – 14:30

The opening hours for staff are from 8:00 – 18:30. The setting-up time for stands is on Saturday July 11 from 9:00 to 18:00.

The dismantling time for stands is on Sunday July 19 from 9:00 to 18:00.

Collection of merchandise by truck: on Monday July 20 from 9:00 to 18:00.

FREIGHT FORWARDING AND CUSTOMS CLEARANCE

Niemi Palvelut Oy (Niemi Services Ltd.) is the official logistics partner for the event.

CONSIGNMENT INFORMATION

Please consign all shipments from Finland and the EU area to:

Niemi Palvelut Oy
15th World Gymnaestrada 2015 Helsinki
Name of the Client/ Subscriber
Messuaukio 1 00520 Helsinki, Finland
Tel. +358 9 5420 5461

Please inform Niemi Palvelut Oy of all incoming shipments in advance either by telephone +358 9 5420 5461 or via email expo@niemi.fi. Niemi will check the condition and quantity of each shipment immediately upon the shipment's arrival to our terminal and the shipment details will be confirmed and verified. After this the client is informed of the arrival.

Please contact Niemi Palvelut Oy staff by telephone +358 9 5420 5461 or via email expo@niemi.fi for shipments coming from outside the EU area, so that all the documents related to customs clearance, etc. can be fully completed. These kinds of shipments should be handled on a case-by-case basis.

The LOC requests that all shipments arrive no earlier than June 1, 2015.

SECURITY

The overall security situation in Finland is stable and calm. The LOC will work in close cooperation with the local authorities. A private security company will have the operative responsibility for security during the event.

The LOC reminds participants to take care of their belongings and not to leave them unguarded in

public places. Pickpockets operate in locations populated by tourists in broad daylight.

SECURITY IN SCHOOLS

All schools are located in residential areas. The normal rhythm of life goes on around the schools: people going to work, shopping, jogging and sleeping. At least two school hosts will be present at every school at all times. They are well briefed and trained. They are familiar with the building and its technical properties.

School hosts always occupy the entrance to schools. Schools hosts will check access rights. Only those who are accommodated in the school are allowed to enter. The Federations official staff has the access to schools of their delegation. There will be only one entrance to each school. All other doors will be locked from the outside. In case of emergency, school hosts will make contact with the relevant emergency services for their immediate assistance.

MEDICAL SERVICES

Every World Gymnaestrada venue will have a first aid service run by the LOC and the Finnish Red Cross.

The main first aid station will be at Messukeskus Expo and Convention Centre.

OTHER FIRST AID STATIONS WILL BE AT:

- **Olympic Stadium**
- **Helsinki Ice Hall**
- **Sonera Stadium**

The city performance stages will have mobile first aid units run by the Finnish Red Cross. First aid facilities are marked with a Red Cross or white cross on a green background. Operating times will follow scheduled rehearsal times and the official program.

All schools will have information on medical services nearby. School hosts will help with any situation in an emergency.

In case of a real emergency you can also dial 112 (no area or national codes). You will be provided with first aid guidance and directed to a suitable health care destination. Local paramedics and first response units are all professionals. Local and university hospitals/health care stations operate 24 hours a day. Private health care stations and hospitals are also very close by and are easily accessible.

It is important that you hold valid travel insurance and have your personal documents with you and when entering a hospital abroad. Different documents are needed for different nationalities (EU and EEA vs. non-EU) - make sure you check these before leaving home. Take your medication and prescriptions with you (it is also recommended to have a list of any medication, including the names of active ingredients rather than product names) as most medication requires a Finnish or European prescription in Finland when purchasing it at a pharmacy.

CONSULTATION ROOMS FOR DELEGATIONS' MEDICAL TEAMS

If your delegation would like to have a consultation room for your own medical team, please contact the LOC/office. Rooms can be arranged at the Messukeskus Expo and Convention Centre. Price is determined by the time of use.

INSURANCE

Everyone must have insurance that covers medical costs abroad and for events. This is obligatory for all participants. It can be either your own insurance or insurance ordered from the LOC. Your own insurance: If you purchase insurance in your own country, you must inform us of the name of the

insurance company and the insurance number via Gymnaplana.

INSURANCE ORDERED FROM LOC, BY EUROOPPALAINEN INSURANCE COMPANY LTD.:

Duration of stay in Finland max 9 days (July 11 – 19, 2015): price 30 euro per person. Duration of stay in Finland max 16 days: price 40 euro per person.

The insurance covers medical treatment expenses incurred in Finland as a result of travel illness or travel accident during the period of validity of the insurance. Medical treatment expenses are covered up to a maximum of 8.500 euro. The insurance is subject to the Foreign Citizen travel insurance terms (see Extranet). Note that this Foreign Citizen insurance is valid only in Finland and covers medical treatment administered in Finland. The insurance is not valid in competitive sports or in training for competitive sports. Please, note that this insurance also covers reasonable and necessary repatriation and medical evacuation expenses subject to advance approval by Eurooppalainen Insurance Company Ltd. The insurance can be ordered via Gymnaplana in connection with the Definitive Registration.

We would still like to emphasize that insurance which covers medical costs abroad and for events is obligatory for all participants.

ENTERING FINLAND – VISAS

VISA REQUIREMENT AND TRAVEL DOCUMENTS

Note that visas need to be applied for well in advance. Federations are responsible for taking care of their delegations' visa requirements and travel documents. Please find the updated information from the Finnish Ministry for Foreign Affairs homepage. More information can be found from the WG2015 Extranet.

MEDIA ACCREDITATION

The LOC and the International Gymnastics Federation (FIG) warmly welcome all professional journalists and photographers to the 15th World Gymnaestrada 2015 in Helsinki, to report on and document the atmosphere of the world-wide Gymnastics for All event, and to be part of the Gymnaestrada spirit.

Media accreditation for the World Gymnaestrada will start on January 2015. Accreditation is mandatory. Without the media accreditation card there will be no entrance to the performance halls and grandstands at the World Gymnaestrada venues. We invite all interested persons to register on the FIG web-site at the following address: <https://www.fig-gymnastics.com/media/> starting January 2015. If you are participating in a FIG event for the first time, you need to open an account (Create a new account) before successful accreditation.

IMPORTANT

Representatives of the National Federations who wish to act as media representatives at the World Gymnaestrada must send a request for accreditation to FIG by email mediafig@fig-gymnastics.org or fax +41 21 321 5519. The request must include a document signed by the Federation to certify the media function of said person. After receiving this certificate a "Press Upgrade Pass" (PUP) will be issued.

For more information on media accreditation please visit www.wg-2015.com/media (information only in English) or email the LOC at the following address: media@wg-2015.com

TELEVISION RIGHTS

Television rights for the 15th World Gymnaestrada are the property of the LOC. The Finnish Broadcasting Company (Yle) will act as the Host Broadcaster for the event. According to the Host

Broadcasting contract, state-of-the-art TV production in HD quality will be offered of:

- the Opening Ceremony (Sunday July 12)
- the National Evening of the Nordic Countries (Tuesday July 14)
- Midnight Sun Special – evening (Wednesday July 15)
- the FIG Gala (Friday July 17)
- 10-minute highlights package each day

The signals will be made available for international distribution via the Eurovision Network. Television companies have the opportunity to acquire television rights from the LOC and:

- get access to the signal provided by Yle ► air the signal on their own channel
- discuss production assistance with Yle ► opportunity to ask Yle to record certain programs or performances and send the signal for the order
- accredit their own production crew for the event

For more details about production assistance and international distribution, please contact media@wg-2015.com

You can find more information and materials for the media on the website www.wg-2015.com/media Information and press releases will be only published in English. The page will be updated during the year.

BE PART AND BENEFIT

Every participating delegation has an opportunity to be part of the marketing and communication acts made by the LOC. Make sure your country is also represented in following:

- Gymnastics Moves stories. Share inspiring stories and experiences how gymnastics or the World Gymnaestrada has affected some one's life in your delegation. Stories will be published www.wg-2015.com/Gymnasticsmoves
- send marketing text and pictures to us and introduce your National Afternoon or National Evening.

What will be seen and why people should buy tickets to your shows? Introductions of the shows will be published online www.wg-2015.com/programme

- be active and invite gymnasts of your delegation to like and follow 15th World Gymnaestrada in social media. You will get the latest news, are able to send your own pictures and communicate with other friends on social media.

You can find us from Facebook:

<https://www.facebook.com/wg2015Helsinki>

and from Twitter:

[Twitter@wg_2015](https://twitter.com/wg_2015) https://twitter.com/wg_2015

On social media we also use:

[#WG2015](#), [#Helsinki](#) and [#Make the Earth Move](#)

VOLUNTEERS

The World Gymnaestrada offers a unique opportunity to see and feel this joyful and international Gymnastics Festival behind the scenes in Helsinki. The volunteers are the heart and soul of the World Gymnaestrada. We are looking for up to 5000 event volunteers for different kinds of tasks. You must be at least 16 years old, ready to work around 8 hours per day, speak at least English, and have a cheerful and service minded attitude. Volunteers will have access to the gymnastics events, be offered lunch and coffee, get free transportation on Helsinki's public transport, and receive training for their tasks and a certificate. Volunteers will wear appropriate clothing during the event. Note: the organisers will not cover any travel costs to and from Helsinki nor accommodation costs during the event in Helsinki. More information and volunteers' application form: <http://www.wg-2015.com/organisation/volunteers>

MEETINGS

The first Head of Delegation meeting takes place on Sunday July 12, at 10:00 at the Messukeskus Expo and Convention Centre. The daily morning

meetings for Head of Delegations will take place at 8:15 also at the Messukeskus Expo and Convention Centre. Meetings for the media will be informed in Bulletin 5.

IMPORTANT DATES

WORLD GYMNAESTRADA REGULATIONS, 5.3 REGISTRATION PROCEDURE

Until November 1, 2014

Official Hotel reservations

Until December 31, 2014

Definitive Registration (via GYMNAPLANA)
(50% payment of participant cards as a deposit)

March 2015

Bulletin 5

Until April 30, 2015

Final payment

April 30, 2015

Performance schedule sent to all participating federations

July 12-18, 2015

World Gymnaestrada 2015 Helsinki

DEFINITIVE REGISTRATION

Due date for the Definitive Registration is December 31, 2014. All information concerning the registration of participants must be completed in time via Gymnaplana. The first payment is based on the number of registered participants.

For all questions related to the Definitive Registration contact: office@wg-2015.com. For all technical matters contact Lukas Köb: lukas@blackriver.at

Pre-accreditation in April via Skype: [wg2015office](https://www.skype.com/join/wg2015office) (only for call, no chat)

Final accreditation in July upon arrival in Helsinki. Booking times for both accreditation: office@wg-2015.com

PRICES FOR PARTICIPANS

Participant card (July 11-19) **210 euro**
SchoolAccommodation(July11-19)(8nights)**190euro**
Lunch (7 lunches) **100 euro**
National Afternoons **18 euro**
National Evenings, category A **30 euro**
National Evenings, category B **25 euro**
FIG Gala, category A **35 euro**
FIG Gala, category B **30 euro**

Comfort Items

* package (mattress+blanket+pillow+towel) **79 euro**
* mattress **30 euro**
* blanket **25 euro**
* pillow **10 euro**
* towel **20 euro**
* pump **5 euro**

FINANCES

According to the FIG GfA Regulations.

See Bulletin 3, page 45.

50% of the cost of the Participant cards paid to the LOC by December 31, 2014. Remaining 50% of the Participant cards together with all other services ordered, paid to the LOC by April 30, 2015. Invoices will be sent by the LOC.

Payments by bank transfer to the following account:

Name: Finnish Gymnastics Federation,
World Gymnaestrada 2015.
Bank: Nordea Bank Plc.
Address: Tukholmankatu 2, 00020 Nordea, Finland
BIC code: NDEAFIHH
IBAN: FI961555 3000 1197 69 (new account number)
VAT: FI02001154

All bank fees in connection with the bank transfers must be covered by the National Federations. The LOC must receive the exact amount in question in euro.

Terms of Payment: see Intranet

Terms of Cancelation: see Intranet

VIP CARDS

Participating Federations will get complimentary VIP cards according to the size of their delegation. Size of the delegation = Participant cards ordered and paid for.

1 – 99 participants, 1 VIP card
100 – 499 participants, 2 VIP cards
500 or more participants, 3 VIP cards

A VIP card includes:

Entry to the events of the World Gymnaestrada with the exception of the National Afternoons, National Evenings and the FIG Gala.

Local transportation for the duration of the event
The official program and participant guide.

Lunches (in the VIP area in the Messukeskus Expo and Convention Centre), July 12-18 (seven lunches).

Delegations are also able to purchase extra VIP cards in addition to the complimentary VIP cards. This must be done in connection with the Definitive Registration in Gymnaplana. The extra VIP card costs 450 euro.

In addition to the complimentary VIP cards you can buy VIP cards based on the size of your delegation:
Size of the delegation = Participant cards ordered and paid for.

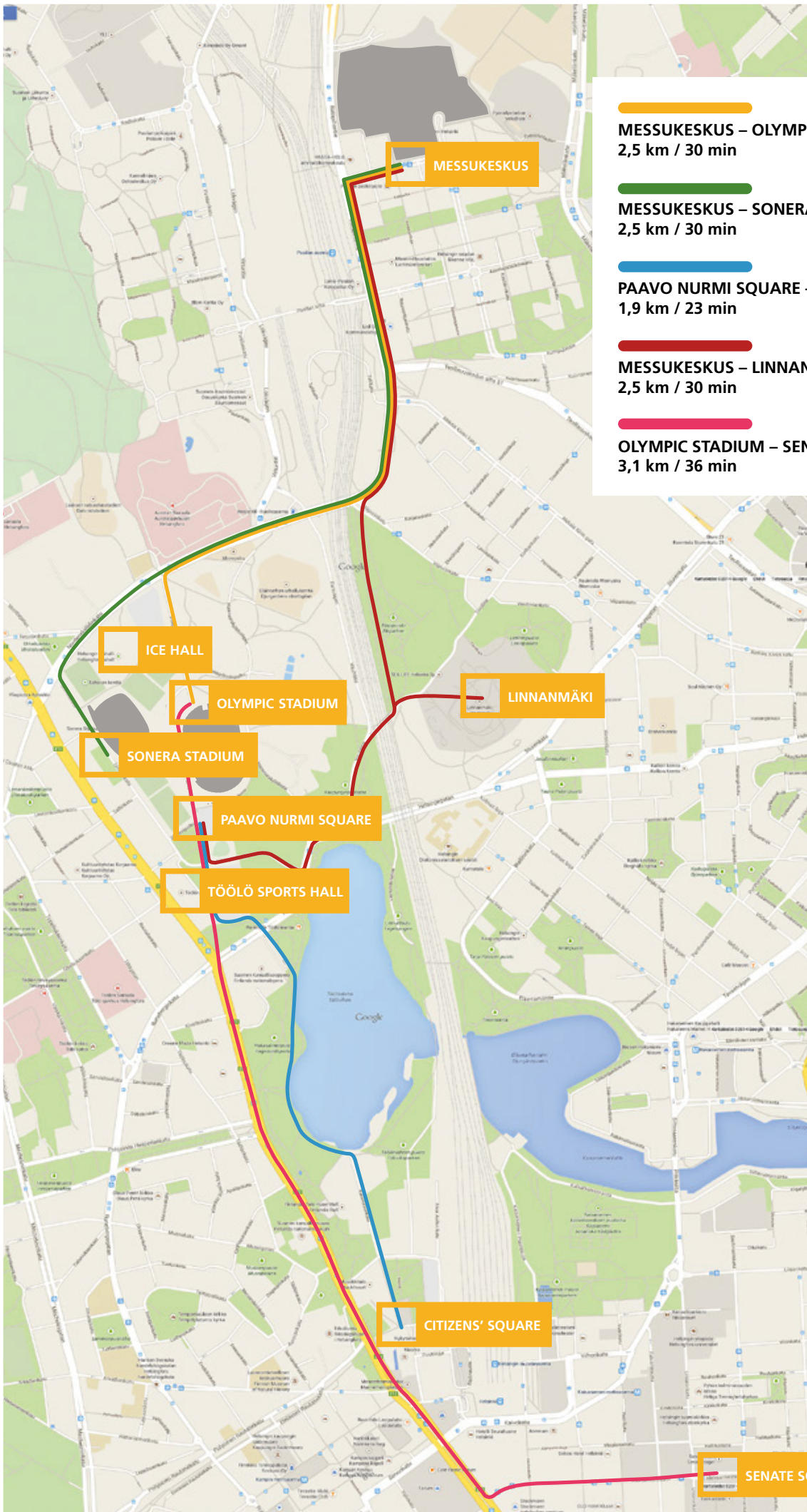
1 – 99 participants, max +2 VIP card (1 + 2 = 3)
100 – 499 participants, max +3 VIP cards (2 + 3 = 5)
500 or more participants, max +6 VIP cards (3 + 6 = 9)

RECEPTIONS

Federations wishing to organize receptions during the World Gymnaestrada are requested to contact the LOC-OFFICE office. We will be happy to help you with your requirements.



Photo: Jan de Koning



MESSUKESKUS – OLYMPIC STADIUM
2,5 km / 30 min

MESSUKESKUS – SONERA STADIUM
2,5 km / 30 min

PAAVO NURMI SQUARE – CITIZENS' SQUARE
1,9 km / 23 min

MESSUKESKUS – LINNANMÄKI – PAAVO NURMI SQUARE
2,5 km / 30 min

OLYMPIC STADIUM – SENATE SQUARE
3,1 km / 36 min

ICE HALL

OLYMPIC STADIUM

SONERA STADIUM

PAAVO NURMI SQUARE

TÖÖLÖ SPORTS HALL

LINNANMÄKI

CITIZENS' SQUARE

SENATE SQUARE

CONTACTS & ORGANISATION

CONTACTS

LOC:

The WG2015 Office
World Gymnaestrada 2015 Helsinki
Local Organising Committee LOC
Address: Hämeentie 105 A, 00550 Helsinki, Finland
Tel. + 358 45 138 2206
Email: office@wg-2015.com
www.wg-2015.com

FIG:

Fédération Internationale de Gymnastique
Address: Avenue de la Gare 12, 1003 Lausanne,
Switzerland
Tel: + 41 21 321 55 10 Fax: +41 21 321 55 19
Contact person: Mr. Alexandre Cola
Email: acola@fig-gymnastics.org
www.fig-gymnastics.com

OFFICE (GENERAL SECRETARIAT, PERSONNEL)

firstname.lastname@wg-2015.com

Ms Maria Laakso,
Secretary General
Ms Päivi Tamminen,
Deputy Secretary General
Ms Kirsi Hänninen,
Logistics Manager
Ms Jenna Nakari,
Project Coordinator (Accreditation, Contacts)
Ms Eevakaisa Niemi,
Project Manager, Social Program & Schools
Ms Katriina Sahala,
Volunteers Manager
Ms Sanna Yli-Patola,
Communication Manager
Ms Saija Suominen,
Project Manager, City of Helsinki
Ms Iina Siren,
Project Coordinator (Tickets)(part-time)

Tervetuloa! Welcome!



Participants of the 2nd Information Meeting
Photo: Aki Rask

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