

UNION EUROPÉENNE DE GYMNASTIQUE
EUROPEAN UNION OF GYMNASTICS
EUROPÄISCHE TURNUNION



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11TH AEROBIC GYMNASTICS EUROPEAN CHAMPIONSHIPS FOR SENIORS AND JUNIORS

**BAKU (AZE)
24 - 26 MAY, 2019**



Work Plan

**UEG Aerobic Technical Committee
O.C. of the AER European Championships, Baku (AZE)**

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Part 1 – Officials and Organizing Committee

1.1 UNION EUROPÉENNE DE GYMNASTIQUE (UEG)

UNION EUROPEENNE DE GYMNASTIQUE

Avenue de la Gare 12

CH – 1003 Lausanne, SWITZERLAND

Tel.: + 41 - 21 - 613.10.20

E-Mail: info@ueg.org

Web-site: www.ueg-gymnastics.com



UEG OFFICIALS	
UEG President, President of the Appeal Jury	Farid GAYIBOV
EC Member, Member of the Appeal Jury	Andrey RODIONENKO
General Director	Lisa WORTHMANN
Head of Media	Tina GERETS
Sports Coordinator	Linda DAVILA
Official Doctor	Lubos HRAZDIRA

AEROBIC TECHNICAL COMMITTEE	
President	Maria Cristina CASENTINI
Vice-president	Alina DRAGAN
Secretary	Olga KYSELOVICOVA
Member	Lefki FERENTINO
Member	Vladislav OSKNER
Member	Andrea SINKO
Member	Monika WIETHOFF

1.2 HOST FEDERATION & LOCAL ORGANISING COMMITTEE

AZERBAIJAN GYMNASTICS FEDERATION (AGF)

MGA – Milli Gimnastika Arenasi

178 Heydar Aliyev Avenue

AZ1029 Baku, Azerbaijan

Tel.: + 99412 493 3011

E-Mail: office@agf.az

Web-site: www.agf.az



Function	Person
LOC President	Mehriban ALIYEVA
LOC Vice-President	Azad RAHIMOV
	Altay HASANOV
Executive Director	Nurlana MAMMADZADA
Event's Manager	Natalya BULANOVA
Competitions' Secretary	Nigar MIRZAYEVA
Head of Finance	Viktoriya ABUSHOVA
Head of Accreditation	Farid MAMMADZADA
Venue Manager	Magsud FARZULLAYEV
	Narmina GULIYEVA
Head of Press	Bika ABDULLAYEVA
Press Officer	Sara ZEYNALOVA
Medical Officer & Head of Security	Namig BADIRKHANOV
Ceremonies' Director	Mariana VASILEVA
Marketing Manager	Farhad AHMADBAYLI
Volunteer Work Manager	Khagani FARAJOV
Sport Presentation	Radel VISHNEVSKI
	Lala MAHARRAMOVA
	Fatima SHAFIZADA
Responsible for Transport	Rashid MAMMADOV
International Relations Manager	Mehman ALIYEV

Part 2 – The competition

2.1 COMPETITION SCHEDULE (PROVISIONAL)

Monday, 20.05.2019		
All day	Arrival UEG/AER TC	UEG Official Hotel
All day	Meetings UEG/AER TC – OC	MGA (UEG TC Room, -2)
Tuesday, 21.05.2019		
09h00-10h00	Meetings UEG/AER TC – OC	MGA (UEG TC Room, -2)
All day	Official arrival day for delegations and accreditation, transfer to hotels	
11h00-18h00	Meeting UEG/AER TC	MGA (UEG TC Room, -2)
Wednesday, 22.05.2019		
tbc.	Training and podium training by nations as scheduled	MGA (Training & Warm-up Hall, FoP, -2)
10h00-11h00	Orientation meeting (max. 2 persons per federation)	MGA (Artistic Lounge, 1)
11h30-13h00	Judges briefing and instruction, CJP	MGA (Judges' Room, -2)
13h00-13h30	Judges scoring system instruction	MGA (FoP, -2)
14h00-15h30	Judges briefing and instruction, Difficulty	MGA (Judges' Room, -2)
16h00-18h00	City Sightseeing Tour (departure from MGA)	
19h15-20h00	Meeting UEG/AER TC	MGA (Judges' Room, -2)
Thursday, 23.05.2019		
tbc.	Training and Podium Training by nations as per schedule	MGA (Training & Warm-up Hall, FoP, -2)
09h00-10h00	Meeting UEG/AER TC	MGA (UEG TC Room, -2)
10h00-11h30	Judges briefing and instruction, Execution	MGA (Judges' Room, -2)
11h45-13h15	Judges briefing and instruction, Artistic	MGA (Judges' Room, -2)
14h00-15h00	Coaches' Round Table	MGA (Judges' Room, -2)
15h00-17h00	City Sightseeing Tour (departure from MGA)	
19h45-20h30	Meeting UEG/AER TC	UEG/AER TC room
Friday, 24.05.2019		
10h30-11h30	Judges briefing, Draw Junior ECH Qualification	MGA (Judges' Room, -2)
12h00-15h30	Junior Qualification (AD & IW/TR)	MGA (FoP, -2)
15h30-16h00	Break	
16h00-16h30	Official Opening Ceremony	MGA (FoP, -2)
16h30-19h15	Junior Qualification (IM/MP/GR)	MGA (FoP, -2)
19h15-19h45	Medal Award Ceremony Junior Team Ranking	MGA (FoP, -2)
20h15-21h15	Judges Analyses UEG/AER TC	UEG/AER TC room

Saturday, 25.05.2019		
09h00-10h00	Meeting UEG/AER TC	MGA (UEG TC Room, -2)
10h30-12h00	Judges briefing, Draw Senior Qualifications	MGA (Judges' Room, -2)
12h00-15h30	Senior Qualification (AD & IW/TR)	MGA (FoP, -2)
15h30-16h30	Break	
16h30-19h00	Senior Qualification (IM/MP/GR)	MGA (FoP, -2)
19h00-19h30	Medal Award Ceremony Senior Team Ranking	MGA (FoP, -2)
20h00-21h00	Judges Analyses UEG/AER TC	MGA (UEG TC Room, -2)
Sunday, 26.05.2019		
08h00-09h30	Meeting UEG/AER TC	MGA (UEG TC Room, -2)
08h15-09h40	Judges briefing & Draw - Junior and Senior Finals	MGA (Judges' Room, -2)
09h50-10h00	Junior Finals - Presentation of the Nations	MGA (FoP, -2)
10h00-11h20	Junior Finals IW, IM & MP	MGA (FoP, -2)
11h20-11h45	Medal Award Ceremony Junior Finals IW, IM & MP	MGA (FoP, -2)
11h45-13h00	Junior Finals TR, GR & AD	MGA (FoP, -2)
13h00-13h30	Medal Award Ceremony Junior Finals TR, GR & AD	MGA (FoP, -2)
13h30-14h25	Judges briefing - Senior Finals Break	MGA (Judges' Room, -2)
14h25-14h40	Senior Finals - Presentation of the Nations	MGA (FoP, -2)
14h40-14h45	Step Contest	MGA (FoP, -2)
14h45-16h05	Senior Finals IW, IM & MP	MGA (FoP, -2)
16h05-16h30	Medal Award Ceremony Senior Finals IW, IM & MP	MGA (FoP, -2)
16h30-17h55	Senior Finals TR, GR & AD	MGA (FoP, -2)
17h55-18h25	Medal Award Ceremony Senior Finals TR, GR & AD	MGA (FoP, -2)
18h30-19h15	Meeting UEG/AER TC	MGA (UEG TC Room, -2)
20h00	Farewell Party	tbc.
Monday, 27.05.2019		
All day	Departure of participants and the UEG/AER TC	

2.2 COMPETITION FORMAT

1st day, Friday, May 24th

**Junior ECh Qualification (IW/TR/AD)
Junior ECh Qualification (IM/MP/GR)
Junior ECh Team Ranking**

The maximum number for the Qualifying Round is:

two per category and federation for IM, IW, MP, TR

one per category and federation for GR, AD

2nd day, Saturday, May 25th

**Senior ECh Qualification (AD/IW/TR)
Senior ECh Qualification (IM/MP/GR)
Senior ECh Team Ranking**

The maximum number for the Qualifying Round is:

two per category and federation for IM, IW, MP, TR

one per category and federation for GR, AD

3rd day, Sunday, May 26th

**European Championship Junior Finals
European Championship Senior Finals**

The top eight of IW, IM, MP, TR, GR Junior / Seniors may participate in the finals.

The top 8 of AD Junior may participate in the finals

The top 5 of AD Senior may participate in the finals

max. 2 per NF for IM, IW, MP, TR

max. 1 per NF for Groups and AD

2.3 TEAM RANKING JUNIORS AND SENIORS

- To participate in the Team Ranking, federations must participate with at least one participant in the qualifications of the following categories: Individual Men and/or Individual Women, Mixed Pair, Trio, Group and Aerobic Dance.
- The team ranking list will be established by adding the 5 best rankings obtained during the qualifications in the following categories: Individual Men or Individual Women, Mixed Pair, Trio, Group, Aerobic Dance.
- The NF with the lowest number of points is declared Team European Champion.

Tie breaking rules for the team ranking:

In case of a tie in points at any place in the Team Ranking, the ranking will be determined by the following criteria:

1. the best ranked Group
2. the best ranked Trio

If there is still a tie, the tie will not be broken.

2.4 QUALIFICATIONS

- The drawing of lots for **the starting order of the qualifications** took place in Budapest, March 1st 2019 (Appendix A). Please note that the order indicated on the nominative entry form will determine the place of the competitor(s) and the number of the draw (starting list). No changes will be allowed.
- If a National Federation reduces the number of participating gymnasts after the definitive inscriptions, the UEG/AER TC has the right to adjust the starting order in order to ensure the best possible running of the competition.
- In case of a tie at any position at the end of the qualification see FIG TR. Sec. 6 – 3.3
- The order of all categories for JUNIOR competitions in the qualifications will be:
 - 1st part IW / TR / AD
 - 2nd part IM / MP / GR
- The order of all categories for SENIOR competitions in the qualifications will be:
 - 1st part AD / IW / TR
 - 2nd part IM / MP / GR

2.5 FINALS

- The **starting order of the finals** is made according to the draw of lots carried out in Budapest, March 1st 2019, by the official representatives of the UEG (Appendix A).
- The top eight of IW, IM, MP, TR, GR categories are qualified for the final.
- The top eight of AD Junior category are qualified for the finals.
- The top five of AD Senior category are qualified for the finals
- The order of all categories for competitions in the juniors and senior finals will be:
 - IW, IM, MP, TR, GR, AD
- The list of the finalists, with two reserves, will be distributed to the head of delegation after each qualification.
- The AER Step Contest will take place on Sunday 26th of May 2019
 - Note: AER Step will not be a final but only a contest (due to insufficient number of participants).

2.6 EQUIPMENT

The apparatus supplier of this edition of the European Championships is Spieth.
Aerobics Floor "Baku" Ref. 1790560 produced by Janssen-Fritsen: Aerobics Floor 2014 Ref. 1790560

All Aerobic Steps are supplied by Venturelli. Reference: Art. STE16.

2.7 SCORING AND DISTRIBUTION OF RESULTS

Smart Scoring will provide the official scoring service and management of the start lists, scores and results. All lists and results will be available on the Mobile Application and will also be sent by E-mail and WhatsApp Group to the Heads of Delegation (contact info of the HoD will be collected at accreditation for this purpose). At the end of the European Championships, the results book including the judges' individual scores for all competitions will be sent by e-mail to the Heads of Delegation.

2.8 ACCESS TO THE COMPETITION AREA

- The competition area is accessible to members of the various juries, competing gymnasts and their accredited coaches, to local group leaders, to the auxiliary personnel of the Jury, to the President of the UEG Medical Commission, to the official doctor, to the team doctors, medical staff and to persons concerned with the apparatus. A team medical person is permitted to accompany the gymnasts and coaches during all Competitions.
- Interpreters may not enter the competition area without permission of the President of the UEG AER TC.

- The competition area is strictly forbidden to all other persons.
- The use of mobile phones or any other electronic communication device by gymnasts, coaches, judges or medical staff of the delegations on the field of play is forbidden during the entire duration of all UEG Competitions. If this rule is violated, the concerned persons will receive a written warning. If this behaviour is repeated after the written warning is issued, the concerned person will be excluded for the rest of the competition. It is the responsibility of the Superior Jury to decide these disciplinary measures. Appeals against these decisions must be submitted to the Jury of Appeal whose decision is final.

2.9 AWARD CEREMONIES

The ceremonies in the competition venue will take place as follows:

- For Junior ECH Team ranking, on Friday, 24th May, at 19h15;
- For Senior ECH Team ranking, on Saturday, 25th May, at 19h00;
- For Junior ECH – on Sunday, 26th May, at 11h20 for IW, IM and MP;
- For Junior ECH – on Sunday, 26th May, at 13h00 for TR, GR and AD.
- For Senior ECH – on Sunday, 26th May, at 16h05 for, IW, IM and MP;
- For Senior ECH – on Sunday, 26th May, at 17h55 for TR, GR and AD.

For all award ceremonies gymnasts have to wear their national **tracksuits**.

2.10 MUSIC

All music (National Anthem included) used during the 11th Aerobic Gymnastics European Championships must be submitted online via Smart Scoring digital platform until April 25th, 2019, using the link and sign in details sent by the LOC.

MUSICS have to be uploaded in the following format:

File format: .mp3

Name of file must contain:

- The name of the nation (official abbreviation of the country);
- The first and last name of the individual competitor/s and the last name of MP, TR, GR AD, AS;
- The category (IM, IW, MP, TR, GR, AS, AD);
- The Junior or Senior (Example: AZE_HUSEYNOVA_Narmina_Senior_IW2.mp3)

NATIONAL ANTHEM has to be uploaded in the following format:

File format: .mp3

Name: Official abbreviation of the country + Anthem (Example AZE_Anthem)

If you need help, you can write to the following e-mail address: administration@agf.az

Uploading the music via SmartScoring digital platform, each delegation confirms that the pieces of music chosen are not forbidden to be played, including during a sports event, and authorizes the LOC to use them during the competition.

Delegation members are requested to keep in their possession a CD and USB key of their music for their training sessions and in case of the technical problems.

At accreditation, the Heads of delegation have to hand in the Music Release form (Appendix B).

Part 3 – The jury

3.1 JURY COMPOSITION

Jury A

Chair of judges	fixed by draw
2 difficulty judges	fixed by draw
4 artistic judges	fixed by draw
4 execution judges	fixed by draw
1 line judge	fixed by draw
1 time judge	fixed by draw
1 artistic reserve judge	fixed by draw
1 execution reserve judge	fixed by draw

Jury B

Chair of judges	fixed by draw
2 difficulty judge	fixed by draw
4 artistic judges	fixed by draw
4 execution judges	fixed by draw
1 time judge	fixed by draw
1 artistic reserve judge	fixed by draw
1 execution reserve judge	fixed by draw

3.2 JURY OF APPEAL

President of the Appeal Jury	Farid Gayibov, UEG President
Member of the Appeal Jury UEG	Andrey Rodionenko, UEG EC Member
Member of the Appeal Jury LOC	Mariana Vasileva, AGF Executive Committee Member

3.3 SUPERIOR JURY

UEG AER TC President	Maria Cristina CASENTINI
UEG AER TC Vice-president	Alina DRAGAN
Invited judge BUL	Dimitrina KANDEVA
UEG AER TC Member	Lefki FERENTINO
UEG AER TC Member	Vladislav OSKNER
UEG AER TC Member	Andrea SINKO
UEG AER TC Member	Monika WIETHOFF

3.4 JUDGES' INSTRUCTION AND DRAWING OF LOTS

All judges have to participate in the briefing sessions as described in the Competition Schedule. Short judges' briefings will take place before each competition.

According to the FIG/TR, the presence of the judges to the judges' instruction is mandatory.

The judges' instruction will be held in English.

The judges' oath will be carried out at the end of the judges' instruction, by one of the host federation judge.

3.5 JUDGES' MEETINGS

According to the Competition Schedule:

Wednesday, 22nd May

11h30-13h00 Judges Briefing and Instructions, Chair
13h00-13h30 Judges Scoring System Instruction
14h00-15h30 Judges Briefing and Instructions, Difficulty

Thursday, 23rd May

10h00-11h30 Judges Briefing and Instructions, Execution
11h45-13h15 Judges Briefing and Instructions, Artistic

Friday, 24th May

10h30-11h30 Judges Briefing and the draw for Junior ECh Qualification

Saturday, 25th May

10h30-12h00 Judges Briefing and the draw for Senior ECh Qualification

Sunday, 26th May

08h15-09h40 Judges Briefing and the draw for Junior and Seniors ECh Finals
13h30-14h25 Judges Briefing for Senior ECh Finals

3.6 INQUIRIES PROCEDURE

- Inquiries for the difficulty scores only are allowed, provided that they will be made verbally immediately after the publication of the score or at the very latest before the end of the exercise of the following gymnast. For the last gymnast of a rotation, this limit is **one minute** after the score is shown on the scoreboard. The person designated to receive the verbal inquiry will have to note the time of receiving it and this will start the procedure. Only the accredited coaches in the competition area will be entitled to submit an inquiry. Late verbal inquiries will be rejected.
- A federation will not be allowed to complain against a gymnast from another federation.
- The inquiry will have to be confirmed as soon as possible in writing, but within **4 minutes** at the latest after the verbal inquiry and will require an agreement of payment of:
 - EUR 300.-- for the first complaint
 - EUR 500.-- for the second complaint and
 - EUR 1'000.-- for the third complaint
- Should the inquiry not be confirmed in writing within 4 minutes, then the procedure will become obsolete.
- Should the final score be higher, this sum will **not** be invoiced by UEG to the Federation. However, should the final score remain unchanged or be lower, the sum will be invoiced by UEG.
- Every inquiry will be examined by the Superior Jury and a final decision, which may not be appealed, will be taken at the very latest:
 - At the end of the rotation (group) for the qualifying competitions.
 - Before the score of the following gymnast is shown for the finals.
- The detailed procedure is laid down in the UEG & FIG Technical Regulations.

3.7 TIE BREAKING RULE

- In case of a tie at any position at the end of the qualifications and finals see *FIG TR. Sec. 6 – 3.3*

Part 4 – The organization of the event

4.1 COMPETITION VENUE

Milli Gimnastika Arenasi (MGA, National Gymnastics Arena)

178 Heydar Aliyev Avenue
AZ1029 Baku, Azerbaijan

- Delegations' seats will be located at Level 0. Athletes' Lounge and VIP area will be allocated on Level 1.

4.2 ACCREDITATION

Accreditation Application Process

Accreditation cards will be distributed at the Accreditation Centre situated at the MGA Competition Venue upon arrival of the delegations.

For the accreditation process, only the Head of Delegation (and/or his representative) is requested to present him-/herself at the accreditation centre. The following items will be checked there with the Heads of Delegations:

- The passport of all delegation members;
- The licences of gymnasts, judges and medical staff
- The medical insurance of all delegation members, except gymnasts & judges;
- Transport – Departure
- Prove of the fulfilment of all financial obligations to the LOC;
- Music check; the form with the duration and the author of the music has to be filled in; official titles/interpreters have to be indicated;
- National anthem and national flag
- Distribution of log-in details to the Heads of Delegations to access mobile application where all the information concerning the events will be available

In order to accelerate the process of the accreditation, each participating Federation is kindly requested to upload photos and passport copy of each member of its delegation (gymnasts, head of delegation, team leaders, coaches, judges, doctor, physiotherapist) into the Smart Scoring digital platform (the link and sign in details are sent to the participating delegations by the LOC after the definitive entry's deadline).

The deadline for the photos & passport copies upload (identity colour photo in JPG format, size – 45mm x 35mm, resolution: 800x600px) is **April 25, 2019**. Please clearly indicate the corresponding full name (with correct spelling) in the file title.

Submission of photos in due time will prevent the delegations from waiting at the accreditation centre.

Each NF **must also** register the full delegation on the UEG **GymData Online** registration system by the stated entry deadlines for Definitive & Nominative entry (see point 7 below).

- Guest or VIP guest accreditations are at the charge of the Federation.
- For additional accreditations, we refer to the UEG Accreditation Rules.

Media Accreditations

Media representatives as well as Federations' communications staff who are interested in covering the event can register online at: <http://www.ueg.org/page/media>

4.3 DELEGATION BOXES

The Main Information Desk will operate at the MGA competition venue (near the delegations' entrance). Information Desks will also be available at the official hotels.

Mailboxes will be set up at the competition venue where the delegations' members can find all necessary information.

No hard copies of any documents (start list, results & etc.) will be available for distribution.

All documents will be sent by e-mail to the responsible person from each delegation provided that the correct e-mail address was submitted at accreditation.

The relevant documents will also be available on the mobile application. The LOC will distribute log-in details to the Heads of Delegations to access the application concerned.

All the necessary information will also be communicated via WhatsApp group (mobile phone numbers of HoD will be collected for this purpose).

4.4 ORIENTATION MEETING

- This orientation meeting for all delegations (maximum 2 persons per federation) will take place on Wednesday, May 22nd, 2019, 10h00 – 11h00 at MGA, Artistic Lounge (Level 1).
- This orientation meeting will be held in English only.
- Unjustified failure to attend will result in a sanction against the federation of Euro 1.000.

4.5 COACHES' ROUND TABLE DISCUSSION

- The Coaches' round table discussion will take place on May 23rd, 2019 from 14:00 to 15:00 at the MGA, Judges' Room (Level -2).
- A maximum of 3 Coaches are invited to participate in the Round Table discussion.
- A more detailed agenda and topics will be given to the federations at accreditation at the latest.

4.6 TRAINING INFORMATION

- The training will start on Wednesday, May 22nd and will take place in the training and competition halls.
- A detailed timetable for the warm-up will be handed out to the Heads of delegation upon arrival.
- The timetable of the training and the warm-up of the finalists will be given to the Heads of delegation on Saturday evening 25th May 2019 for Juniors and Seniors.

4.7 OPENING CEREMONY

The Official Opening Ceremony will be held on Friday May 24th, 16:00 to 16:30

4.8 MEDICAL

The OC will provide the necessary medical services.

Doping Controls

Any doping is prohibited. A doping control can be requested at any time, in accordance with the FIG/UEG regulations. Doping controls will be carried out in accordance with the WADA/FIG regulations.

Medical certificate – official doctor

Only the official doctor or his representatives are authorised to establish the necessary medical certificate.

- Official doctor of the OC: Dr. Namig Badirkhanov
- Official doctor of the UEG: Dr. Lubos HRAZDIRA

4.9 FAREWELL PARTY

- The LOC will host a Farewell Banquet for all Delegation members at the conclusion of the event on Sunday – May 26th, 2019 at 20h00. The venue of the Farewell Banquet to be confirmed later.
- A dinner will be served at the banquet.
- Transportation to the banquet will be organised from each official hotel.
- The Federation's relevant diplomas will be distributed during this banquet.
- The legal drinking age in Azerbaijan is 18. Gymnasts will seat separately from the other official members of delegations and they will not be served with alcohol.
- 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.
- Extra tickets for the banquet can be purchased for EUR 85.- per person, provided that a request is sent to the LOC mail address (administration@agf.az) well in advance.

4.10 HOTELS

Landmark Hotel**** / UEG Official Hotel

Address: 90A Nizami St, Baku 1010

Tel.: +99412 465 20 00

Website: <http://www.thelandmarkhotel.az>

Park Inn By Radisson Baku Hotel****

Address: 1 Azadliq Avenue, AZ1000, Baku, Azerbaijan

Tel.: +994 12 490 6000

Website: <http://www.rezidorparkinn.com/>

Emerald Hotel***

Address: 4 Mehdi Abbasov str., Baku,
Azerbaijan

Tel.: +99412 520 4441, +99412 520 4144

Website: www.emeraldbaku.com

Corniche Hotel***

Address: 20/C Nobel Ave, Baku,

Tel.: +99412 489 08 66

Website: <http://www.cornichehotelbaku.com>

4.11 MEALS

Breakfast will be served at the hotels and is included in each hotel booking.
For lunch and dinner options, please see the Directives with all the details.

The Meal Request must be submitted to the LOC via SmartScoring digital platform by **April 25th, 2019** at the very latest (the link and sign in details to access the online program will be sent to the participating countries after the definitive entry's deadline).

Meal schedule for the delegations who have booked meals at hotels/MGA is as follows:

	Breakfast	Lunch	Dinner
Park Inn by Radisson Baku Hotel	06:00 – 10:00	13:30 – 16:30	19:00 – 22:30
Emerald Hotel	06:00 – 10:00	13:30 – 16:30	19:00 – 22:30
Corniche Hotel	06:00 – 10:00	13:30 – 16:30	19:00 – 22:30
MGA	-	13:30 – 16:30	19:00 – 22:30

4.12 TRANSPORTATION

- The international transportation costs are covered by the participating delegations. The UEG and the Organising Committee strongly recommend that each Federation takes cancellation insurance for their international transportation.
- Accredited delegations who:
 1. will stay at one of the official hotels
 2. booked their accommodation through the Organising Committee and
 3. filled in on the SmartScoring online system their “travel schedule” form for arrivals and departures by April 25th at the very latest,
 will be provided with local transport from the Aliyev International Airport to the Accreditation Centre. Upon receipt of the schedules, further instructions will be provided to the Delegations as required.

4.13 VISA

Please verify immediately with your travel agent or Embassy or Consulate of Azerbaijan in your country if a visa is required for your travel to Azerbaijan. The LOC will assist you with a visa support letter provided that the request is made to the LOC online via SmartScoring Digital Platform by **April 25th, 2019 at the latest**. The link and sign in details to access the online program were sent to the participating countries by the LOC after the definitive entry’s deadline.

More information about the visa can be obtained on the following links:

- 1) <http://www.mfa.gov.az/?language=en&options=content&id=184>
- 2) <http://mfa.gov.az/?language=en&options=content&id=277>
- 3) <http://mfa.gov.az/files/file/visa%20fees.pdf>
- 4) www.evisa.gov.az

All the questions concerning visa can be addressed to the LOC’s following e-mail address: administration@agf.az

4.14 INSURANCE

The Host Federation, the Organizing Committee, the UEG and the FIG will not be held responsible for any liabilities in case of accidents, illness, repatriation and the like.

The UEG & FIG Technical Regulations foresee that all participating Federations are responsible for making their own arrangements to have the necessary valid insurance coverage.

The LOC will verify the insurance (e.g. cover note or photocopy of the valid policy) upon arrival of the delegation members (except gymnasts and judges as they are covered by the FIG licence as well as a contractual agreement between UEG and IMSSA International Medical & Security Sports Assistance).

Delegation members with insufficient insurance cover must inform the LOC in advance.

The LOC will subsequently offer insurance at the Federations’ own charge as follows: 15 Euro per person/day.

4.15 REGULATIONS

The 11th European Junior and Senior Aerobic Gymnastics Championships, BAKU (AZE), 2019, will take place under the following regulations;

- FIG and UEG Statutes
 - FIG and UEG Technical Regulations
 - FIG Code of Points, relevant Newsletters
 - FIG General Judges' Rules and AER specific rules
 - FIG Anti-Doping Rules
 - UEG Medical Guidelines
 - FIG License Rules
 - UEG Media Rules
 - FIG Apparatus Norms
 - FIG Rules for Sanctioning (approval) of International Events
 - UEG Accreditation rules
 - UEG Directives for ceremonies
 - FIG Code of Ethics
- and subsequent decisions of the UEG Executive Committee

The members of the UEG/EC/TC will handle unforeseen incidents or events that might occur during these championships.

Kind reminder for important deadlines:

FOR THE UEG

	Opening Date	Closing Date
Nominative Registration <i>GymData Online</i>	25.02.2019	25.04.2019
Entry Fee	25.04.2019	

FOR THE LOC

	Deadline
Visa Request (not compulsory) / SmartScoring digital portal	April 25, 2019
Travel Schedule (Arrivals/Departures) / SmartScoring digital portal	April 25, 2019
Accommodation: Rooming List / SmartScoring digital portal	April 25, 2019
Music upload / SmartScoring digital portal	April 25, 2019
Documents (photos and passport) / SmartScoring digital portal	April 25, 2019
Meals / SmartScoring digital portal	April 25, 2019

Payment (to be made to the LOC)	Deadline
Accommodation Costs (last 50%)	April 25, 2019
Meals (100 %)	April 25, 2019
Accreditations at the charge of the Delegations	April 25, 2019

EUROPEAN UNION OF GYMNASTICS

Maria Cristina Casentini
UEG AER TC President

APPENDIX A

11th AEROBIC GYMNASTICS EUROPEAN CHAMPIONSHIPS

JUNIORS

Friday, May 24, 2019

QUALIFICATIONS DRAW – Budapest, 1st March, 2019

#	IM	#	IW	#	MP	#	TR	#	GR	#	AD
1	MDA	1	ITA1	1	LTU1	1	FIN1	1	RUS	1	GER
2	ITA1	2	SUI1	2	ROU1	2	ITA1	2	BUL	2	AUT
3	POR1	3	BUL1	3	POR1	3	GER1	3	LTU	3	AZE
4	LTU1	4	LTU1	4	UKR1	4	RUS1	4	UKR	4	HUN
5	ROU1	5	AUT1	5	ITA1	5	ESP1	5	POR	5	ITA
6	RUS1	6	ESP1	6	RUS1	6	ROU1	6	ITA	6	UKR
7	UKR1	7	FRA1	7	FRA	7	BUL1	7	FIN	7	RUS
8	GBR1	8	MDA1	8	POR2	8	UKR1	8	GBR	8	ROU
9	TUR	9	UKR1	9	TUR	9	FRA1	9	CZE	9	ESP
10	POR2	10	RUS1	10	HUN	10	GRE1	10	ROU	10	POR
11	BUL	11	GRE1	11	ROU2	11	HUN1	11	ESP		
12	LTU2	12	POR1	12	UKR2	12	POR1	12	HUN		
13	ITA2	13	HUN1	13	LTU2	13	ROU2	13	GRE		
14	GBR2	14	CZE1	14	ITA2	14	POR2	14	GER		
15	RUS2	15	FIN1	15	BUL	15	FIN2				
16	HUN	16	EST1	16	RUS2	16	EST				
17	UKR2	17	GBR1	17	ESP	17	CZE				
18	ROU2	18	LTU2			18	BUL2				
19	ESP	19	ITA2			19	AUT				
		20	AUT2			20	UKR2				
		21	FIN2			21	GER2				
		22	HUN2			22	ESP2				
		23	AZE			23	FRA2				
		24	SVK			24	GBR2				
		25	GER			25	TUR				
		26	MDA2			26	ITA2				
		27	GRE2			27	RUS2				
		28	FRA2			28	MDA				
		29	BUL2			29	HUN2				
		30	SUI2			30	GRE2				
		31	CZE2								
		32	RUS2								
		33	UKR2								
		34	ESP2								
		35	TUR								
		36	POR2								
		37	ROU								
		38	GBR2								
		39	EST2								

11th AEROBIC GYMNASTICS EUROPEAN CHAMPIONSHIPS

SENIORS

Saturday, May 25, 2019

QUALIFICATIONS DRAW – Budapest, 1st March, 2019

#	IM
1	HUN1
2	BUL1
3	FRA1
4	ESP1
5	TUR1
6	ITA1
7	ROU1
8	RUS1
9	AZE1
10	AZE2
11	TUR2
12	BUL2
13	ROU2
14	POR
15	LTU
16	ESP2
17	ITA2
18	HUN2
19	RUS2
20	FRA2
21	UKR
22	SUI

#	IW
1	POR1
2	LTU1
3	FRA1
4	FIN1
5	TUR1
6	HUN1
7	RUS1
8	ITA1
9	ROU1
10	UKR1
11	GBR1
12	SVK1
13	CZE1
14	AZE1
15	BUL1
16	ESP1
17	TUR2
18	SVK2
19	BUL2
20	CZE2
21	AZE2
22	GBR2
23	UKR2
24	HUN2
25	ITA2
26	ESP2
27	LTU2
28	BLR
29	FIN2
30	POR2
31	FRA2
32	ROU2
33	MDA
34	GER
35	RUS2
36	SUI
37	GRE

#	MP
1	ESP1
2	ROU1
3	UKR1
4	TUR1
5	HUN1
6	RUS1
7	FRA1
8	ITA1
9	UKR2
10	HUN2
11	RUS2
12	FRA2
13	GER
14	ESP2
15	TUR2
16	ROU2
17	POR
18	ITA2
19	AZE
20	LTU
21	BUL
22	BLR

#	TR
1	ROU1
2	ITA1
3	UKR1
4	RUS1
5	FIN1
6	ESP1
7	UKR2
8	FRA
9	ITA2
10	GER
11	HUN
12	POR
13	ROU2
14	RUS2
15	TUR
16	CZE
17	AZE
18	ESP
19	MDA
20	FIN2

#	GR
1	GBR
2	ROU
3	CZE
4	ESP
5	HUN
6	ITA
7	GER
8	RUS
9	AZE
10	BUL
11	BLR
12	UKR

#	AD
1	GER
2	UKR
3	ITA
4	AZE
5	RUS
6	ROU
7	HUN

11th AEROBIC GYMNASTICS EUROPEAN CHAMPIONSHIPS

JUNIORS

Sunday, May 26, 2019

FINALS DRAW – Budapest, 1st March, 2019

Qualification Ranking	Final Starting Order IM
1	7
2	8
3	3
4	1
5	4
6	5
7	2
8	6

Qualification Ranking	Final Starting Order IW
1	8
2	5
3	3
4	4
5	2
6	1
7	7
8	6

Qualification Ranking	Final Starting Order MP
1	3
2	7
3	1
4	8
5	5
6	6
7	4
8	2

Qualification Ranking	Final Starting Order TR
1	4
2	7
3	6
4	2
5	5
6	1
7	3
8	8

Qualification Ranking	Final Starting Order GR
1	8
2	6
3	7
4	5
5	2
6	3
7	1
8	4

Qualification Ranking	Final Starting Order AD
1	5
2	6
3	2
4	8
5	1
6	7
7	3
8	4

11th AEROBIC GYMNASTICS EUROPEAN CHAMPIONSHIPS

SENIORS

Sunday, May 26,
2019

FINALS DRAW – Budapest, 1st March,
2019

Qualification Ranking	Final Starting Order IM
1	7
2	3
3	8
4	6
5	2
6	4
7	5
8	1

Qualification Ranking	Final Starting Order IW
1	8
2	6
3	4
4	1
5	5
6	2
7	7
8	3

Qualification Ranking	Final Starting Order MP
1	2
2	5
3	3
4	6
5	1
6	7
7	4
8	8

Qualification Ranking	Final Starting Order TR
1	7
2	1
3	5
4	3
5	6
6	2
7	4
8	8

Qualification Ranking	Final Starting Order GR
1	5
2	7
3	3
4	6
5	1
6	8
7	4
8	2

Qualification Ranking	Final Starting Order AD
1	1
2	5
3	3
4	2
5	4

Qualification Ranking	Final Starting Order AS
1	RUS
2	UKR

Maria Cristina Casentini
UEG AER TC President



APPENDIX B – Music Release

(Distribution to all participating nations)

Please, describe the music you will use for the

Nation: _____ **Competitor(s):** _____

Music Length: _____ min. _____ sec.

Music title: _____

Artist: _____

Recording company: _____

Regarding MUSIC COPYRIGHT, I understand that I am personally responsible for the selection of my music and for any copyright implications. I also understand that the UEG cannot guarantee that my music CD, as I have prepared, will be broadcast. By signing this document, I agree that the UEG reserves the right to broadcast my music, my performance, and appearance in any program or other broadcast related to the championship without any type of payment or compensation to me, of any kind. Nor does the UEG require my permission to broadcast or utilize my image in any such program or related promotion. I understand that if I falsify this document in anyway or fail to fill it out in its entirety, I risk being either penalized or disqualified.

I have carefully read, understand, and hereby agree to comply with the above:

Date: _____

Signature: _____

JUNIOR

Individual Woman Individual Man Mixed Pair Trio Group Aerobic Dance

SENIOR

Individual Woman Individual Man Mixed Pair Trio Group Aerobic Dance Aerobic Step