



**Luxembourg Open**  
**Luxembourg Hall Omnisport Belair (LUX)**  
**12 – 13 April 2024**



**DIRECTIVES**

**Event ID:**

Dear FIG affiliated Member Federation,

The Gymnastics Federation of Luxembourg (FLGym) has the pleasure to invite your Federation to participate in the Luxembourg Open, official FIG International Event.

<b>DISCIPLINE</b>	<b>Men's Artistic Gymnastics</b> <b>Women's Artistic Gymnastics</b>
<b>HOST FEDERATION</b>	<b>Luxembourg Gymnastics Federation / Fédération Luxembourgeoise de Gymnastique (FLGym)</b> contact person: FLGym Secretariat 3, route d'Arlon L-8009 Strassen Phone: +352 485 999 E-mail: secretariat@flgym.lu www.flgym.lu
<b>LOCATION</b>	Luxembourg, Luxembourg
<b>DATE</b>	From <b>12 to 13 April 2024</b>
<b>VENUE</b>	<b>Hall Omnisport Belair</b> 14, rue d'Ostende L-2271 Luxembourg
<b>APPARATUS SUPPLIER</b>	<b>Please refer to the attached apparatus list</b>
<b>RULES AND REGULATIONS</b>	The event will be organized under the following FIG rules, as valid in the year of the event, except for any deviation mentioned in these directives: <ul style="list-style-type: none"> <li>• Statutes</li> <li>• Code of Ethics</li> <li>• Code of Conduct</li> <li>• Technical Regulations</li> <li>• Code of Discipline</li> <li>• Code of Points and relevant Newsletters</li> <li>• General Judges' Rules</li> <li>• Specific Judges' Rules</li> <li>• Anti-Doping Rules</li> <li>• License rules (except for non-competitive events)</li> <li>• FIG Framework for Safeguarding Athletes and other Participants from Harassment and Abuse in Sport during Events</li> <li>• FIG Medical Guidelines for FIG Competitions and Events</li> <li>• Media Rules</li> <li>• Apparatus Norms</li> <li>• Rules for Sanctioning (approval) of International Events</li> <li>• Advertising and Publicity Rules</li> <li>• Regulations for Award Ceremonies</li> <li>• Accreditation Rules</li> </ul> <i>and subsequent decisions of the FIG Executive Committee</i>
<b>FEDERATIONS INVITED</b>	The Organizing Member Federation will invite all Member Federations in good standing.

<b>AGE LIMITS</b>	<p><b>Age Limit for MAG Juniors</b>  <b>Age Limit for MAG Seniors</b>  <i>NFs must declare through the gymnast's FIG profile whether their 18-year-old gymnasts will compete as junior or senior prior to their first competition for the year concerned (according to FIG Technical Regulations 2024, Section 1, Art. 5.2 Age of Participants).</i></p> <p><b>Age Limit for WAG Juniors</b>  <b>Age Limit for WAG Seniors</b>  <b>All gymnasts must have a FIG license valid until the end of the event.</b></p>																																																				
<b>JUDGES AND JURIES</b>	<p>For MAG and WAG, Senior and Junior, the participating member federations must send qualified judges according to the following rules (MAG and WAG):  1 Senior Team = 1 judge  1 – 3 Junior individuals = 1 judge  1 Junior Team + Senior individuals = 2 judges  1 Senior Team + 1 Junior Team = 2 Teams = 2 judges  1 Senior Team + 1 Junior Team + Junior individuals = 3 judges  <b>All judges must have a current valid FIG brevet at the time of the event, for the respective discipline.</b>  Time and Line may be National judges.  Failure to provide judges as mentioned above at the time of the definitive registration will result in a LOC charge of EUR 1,000 per judge to the federation concerned (non-refundable). This fine must be received on the FLGym account not later than <b>10 March 2024</b>.  Depending on the number of participating teams and judges, the LOC will determine the number of Apparatus Juries (judges' panels).</p>																																																				
<b>REGISTRATION DEADLINES</b>	<p>Please use the respective forms.</p> <table border="1" data-bbox="454 925 1460 999"> <tr> <td>Definitive registration:</td> <td><b>10 February 2024</b></td> <td>(2 months before event)</td> </tr> <tr> <td>Nominative registration:</td> <td><b>10 March 2024</b></td> <td>(1 month before event)</td> </tr> </table> <p>Registrations will only be accepted through national federations.</p> <p>Please note: The definitive registration can be seen as your application for participation. The LOC will send out participation confirmations the day after the definitive registration deadline at the latest. It is as the discretion of the LOC to allocate the starting places and only after the LOC's confirmation your participation is guaranteed.</p>	Definitive registration:	<b>10 February 2024</b>	(2 months before event)	Nominative registration:	<b>10 March 2024</b>	(1 month before event)																																														
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<b>ENTRY FEES</b>	<p>No Entry Fee will be applied for this event for all delegation members who book their accommodation through the LOC.  <b>Delegations that will not book their accommodation through the LOC will have to pay an entry fee of EUR 150 per person.</b>  The payment to the LOC <u>must be received</u> on the account no later than <b>10 February 2024</b> (refer to "bank account information" below). The entry fee is non-refundable. Entries without payment of the entry fees in time will be considered as invalid and will be refused.</p>																																																				
<b>ACCREDITATION</b>	<p>Accreditation will be given to all members of the delegation upon arrival and when all costs have been paid.  In addition, the LOC will distribute information regarding the gymnasts' safeguarding plan.</p>																																																				
<b>SIZE OF DELEGATION AND FIG LICENSE</b>	<p><b>Only gymnasts in good standing with the correct age and holding a valid FIG License until the end of the competitions may participate.</b>  The maximum size of the invited delegation shall be as follows:</p> <table border="1" data-bbox="454 1742 1460 2054"> <thead> <tr> <th rowspan="2">Function</th> <th colspan="2">WAG</th> <th colspan="2">MAG</th> <th rowspan="2">Combined</th> </tr> <tr> <th>Junior</th> <th>Senior</th> <th>Junior</th> <th>Senior</th> </tr> </thead> <tbody> <tr> <td>Gymnasts</td> <td>8</td> <td>8</td> <td>8</td> <td>8</td> <td>32</td> </tr> <tr> <td>Coaches</td> <td colspan="5">Not more than one coach per gymnast.</td> </tr> <tr> <td>Head of Delegation</td> <td>1</td> <td>1</td> <td>1</td> <td>1</td> <td>1</td> </tr> <tr> <td>Team Manager</td> <td>1</td> <td>1</td> <td>1</td> <td>1</td> <td>2</td> </tr> <tr> <td>Physiotherapist</td> <td>1</td> <td>1</td> <td>1</td> <td>1</td> <td>4</td> </tr> <tr> <td>Doctor</td> <td>1</td> <td>1</td> <td>1</td> <td>1</td> <td>1</td> </tr> <tr> <td>Judges</td> <td>1-2</td> <td>1-2</td> <td>1-2</td> <td>1-2</td> <td>4 (up to 8)</td> </tr> </tbody> </table>	Function	WAG		MAG		Combined	Junior	Senior	Junior	Senior	Gymnasts	8	8	8	8	32	Coaches	Not more than one coach per gymnast.					Head of Delegation	1	1	1	1	1	Team Manager	1	1	1	1	2	Physiotherapist	1	1	1	1	4	Doctor	1	1	1	1	1	Judges	1-2	1-2	1-2	1-2	4 (up to 8)
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<b>PLANNED COMPETITION FORMAT</b> <b>WAG + MAG Senior</b>	<p>There will be Senior competitions for WAG and MAG with a qualification competition (including All-Around and Team-Final ranking and awards ceremony) and Apparatus Finals.</p> <p><b>Team Competition:</b>  Not more than <b>5</b> gymnasts of each team compete on any single apparatus and the <b>3</b> highest scores are taken into account for the team total.  <b>(5 – 5 – 3 system).</b>  Please note: A NF may register one team and individuals or two teams or only individuals with respect to the maximum size of a delegation.</p> <p><b>Apparatus Finals:</b>  On each apparatus, the <b>8</b> gymnasts (with <b>only two gymnasts per NF</b>) who have obtained the highest scores in the qualification competition qualify for the respective Apparatus Finals.</p> <p>In addition to the 8 finalists, if the Organizing Member Federation is not represented in the Finals (men or women), it has the right of maximum 2 wild cards as follows: 1 man and 1 woman gymnast only at one apparatus each.</p>	
<b>PLANNED COMPETITION FORMAT</b> <b>WAG + MAG Junior</b>	<p>There will be Junior competitions for WAG and MAG with a qualification competition (including All-Around and Team-Final ranking and awards ceremony) and Apparatus Finals.</p> <p><b>Team Competition:</b>  Not more than <b>5</b> gymnasts of each team compete on any single apparatus and the <b>3</b> highest scores are taken into account for the team total.  <b>(5 – 5 – 3 system).</b>  Please note: A NF may register one team and individuals or two teams or only individuals with respect to the maximum size of a delegation.</p> <p><b>Apparatus Finals:</b>  On each apparatus, the <b>8</b> gymnasts (with <b>only two gymnasts per NF</b>) who have obtained the highest scores in the qualification competition qualify for the respective Apparatus Finals.</p> <p>In addition to the 8 finalists, if the Organizing Member Federation is not represented in the Finals (men or women), it has the right of maximum 2 wild cards as follows: 1 man and 1 woman gymnast only at one apparatus each.</p>	
<b>PROVISIONAL SCHEDULE</b>	<p>Thursday, 11 April 2024</p> <p>Friday, 12 April 2024</p> <p>Saturday, 13 April 2024</p> <p>Sunday, 14 April 2024</p> <p>For earlier arrivals or later departures and accommodation please contact the LOC.</p>	<p>Arrival Day</p> <p>Podium Training MAG and WAG (until 22h00 local time)</p> <p>Orientation Meeting (20h00 local time)</p> <p>Judges Meetings MAG and WAG</p> <p>Junior Qualification Competition</p> <p>Senior Qualification Competition</p> <p>Award ceremony Junior and Senior MAG and WAG (All-Around and Team)</p> <p>Judges Meetings MAG and WAG</p> <p>Apparatus Finals Juniors MAG and WAG</p> <p>Apparatus Finals Seniors MAG and WAG</p> <p>Award ceremony Junior and Senior MAG and WAG</p> <p>Departure Day</p>
<b>MEDICAL SERVICES</b>	<p>Medical services will be provided, but no physio(s) will be available.</p>	
<b>COVID 19</b>	<p>The LOC should follow local guidelines in management of COVID-19. The LOC must facilitate COVID-19 testing for delegations when it is required to have a negative test for return to their country.</p>	

<b>VISA</b>	<p>Please verify immediately with your travel agent or the Luxembourg Embassy or Consulate in your country if a visa is required for your travel to Luxembourg. The LOC will be happy to assist each Delegation member with an official invitation letter, provided that the request is made before <b>10 March 2024</b> to the LOC.</p> <p>The request must include the function, full name, gender, date of birth, citizenship and passport number, passport expiry date, the arrival and departure dates of the Delegation Member as well as the city the visa application support letter must be sent to.</p>
<b>INSURANCE</b>	<p>The Host Federation, the LOC and the FIG will not be held responsible for any liabilities in case of accidents, illness (including COVID-19), repatriation and the like.</p> <p>The FIG Technical Regulations foresee that all participating Federations are responsible for making their own arrangements to have the necessary valid insurance coverage against illness, accidents and repatriation for all the members of their Delegation.</p> <p>Basic insurance (sickness, accident and repatriation) in your country of residence is compulsory in order to be able to benefit from coverage by FIG IMSSA subsidiary insurance. Please also refer to <a href="https://www.gymnastics.sport/site/pages/medical-insurance.php">https://www.gymnastics.sport/site/pages/medical-insurance.php</a> for additional information regarding the FIG IMSSA insurance for Athletes and Judges. The LOC will verify the insurance coverage upon arrival of the delegation members (e.g. cover note or photocopy of the valid policy). The insurance must be valid at least starting from the arrival day of the delegation and must last for the delegations' entire stay.</p>
<b>SAFEGUARDING</b>	<p>From the official event day of arrival until the official day of departure, participants (gymnasts, coaches, judges and any other delegation members) have the possibility to contact by phone or e-mail the LOC Safeguarding Officer in case of harassment and abuse of any type or if they are worried and do not feel comfortable.</p> <p>The information regarding the LOC Safeguarding Officer will be communicated upon arrival of the delegations on site.</p> <p>In addition, posters of the "10 Golden Rules of Gymnastics", the FIG campaign to raise awareness about youth protection in Gymnastics, will have to be displayed in several locations, including training and warm-up halls and public zones.</p>
<b>INTERNATIONAL TRANSPORTATION</b>	<p>The invited participating delegations must pay for the travel costs of their delegation members. The Travel Schedule Form must be returned to the LOC by <b>10 March 2024</b>.</p>
<b>LOCAL TRANSPORTATION</b>	<p>Local transportation between Luxembourg Airport (LUX)/ Luxembourg train station and the official hotels as well as between the official hotels and the competition venue will be provided by the LOC for all delegation members from the official arrival day to the official departure day.</p> <p>All delegations that have not booked their accommodation with the LOC have to organize their local transportation on their own.</p> <p><b>Pickup and drop-off at the airport/ train station can only be guaranteed if the Travel Schedule Form is returned to the LOC by 10 March 2024.</b></p> <p>Delegations arriving earlier and departing later than the specified event period have to organize and pay for their local transport outside the covered event slot themselves.</p>
<b>ACCOMMODATION</b>	<p>The invited participating federations must pay for the accommodation expenses of their delegation members. The LOC will offer three different hotel categories.</p> <p><b>Category I : Parc Hotel Alvisse****</b>  120 route d'Echternach, 1453 Luxembourg, Luxembourg.  Website: <a href="http://www.parc-hotel.lu">www.parc-hotel.lu</a>  The costs in this Hotel are as follows:  135,00 EUR per single room/night  160,00 EUR per double room/night  195,00 EUR per triple room/night</p>

	<p>Only 10 triple rooms are available. These are twin rooms with an additional bed. Rates include Breakfast, VAT and taxes.</p> <p><b>Category II : Coque Hotel***</b> 2 rue Léon Hengen, 1745 Luxembourg, Luxembourg Website: <a href="https://coque.lu/coque-hotel-superior/coque-hotel-superior">https://coque.lu/coque-hotel-superior/coque-hotel-superior</a> The costs in this Hotel are as follows: 100,00 EUR per single room/night 108,00 EUR per double room/night Only limited rooms are available. Rates include Breakfast, VAT and taxes.</p> <p><b>Category III : Institut National des Sports</b> 66 rue de Trèves, 2630 Luxembourg, Luxembourg. Website: <a href="https://sports.public.lu/fr/people/acteurs/ins/hebergement.html">https://sports.public.lu/fr/people/acteurs/ins/hebergement.html</a> The costs in this Hotel are as follows: 50,00 EUR per single room/night 70,00 EUR per double room/night 90,00 EUR per triple room/night Rates include Breakfast, VAT and taxes.</p> <p>The prices charged for the hotel rooms will not exceed the usual hotel rates. While the Accommodation Form must be returned to the LOC by <b>10 February 2024</b> at the very latest, the Hotel rooms will be allocated on a “first come, first serve” basis.</p> <p>Hotel rooms before or after the official competition period are upon request only and subject to availability. These room rates may differ from the prices during the event period.</p>
<b>MEALS</b>	<p>Lunch and Dinner will be served at the venue. The meal prices are: Lunch: 18 EUR / per person Dinner: 22 EUR / per person</p> <p>The Meals Form must be returned to the LOC by <b>10 February 2024</b>.</p>
<b>CANCELTION POLICY</b>	<p>The whole amount will be refunded for cancellations by the federations submitted before <b>10 February 2024</b>. For any partial or total cancellation after <b>10 February 2024</b> by the federations, no money will be refunded. <b>If accommodation and other services are booked after the respective deadlines, the amount is due immediately and no money is refunded in case of a cancellation by the federations.</b> If the event has to be cancelled due to force majeure, the LOC will try to provide a refund of the costs but the financial responsibility for all costs remains with the NFs. Therefore, the LOC strongly recommends that all NFs purchase a travel cancellation insurance.</p>
<b>BANK ACCOUNT INFORMATION</b>	<p>Please address the payment to: Beneficiary: Fédération Luxembourgeoise de Gymnastique Bank name: Spuerkeess Bank Account/ IBAN: LU63 0019 6200 0062 6000 SWIFT/ BIC: BCEELULL</p> <p>The participating National Federation is kindly requested to integrate the payment’s purpose as follows: <b>Luxembourg Open 2024 / [your federation] / Accommodation (respectively meals or fine)</b></p> <p><b>The participating federation is responsible for covering all bank fees in connection with the bank transfers.</b></p> <p>Registrations without timely payment of accommodation costs and other services are considered invalid and will be cancelled.</p>

<b>MARKETING MEDIA</b>	FIG advertising and publicity norms must be respected	
	FLGym Secretariat Phone: +352 485 999 E-mail: <a href="mailto:secretariat@flgym.lu">secretariat@flgym.lu</a>	
<b>SOCIAL MEDIA</b>	Information and relevant links will be made available on: <a href="http://www.flgym.lu/Luxembourg_Open">www.flgym.lu/Luxembourg_Open</a> .	
<b>DEADLINES SUMMARY</b>	Definitive Registration	10 February 2024
	Nominative Registration	10 March 2024
	Accommodation Form	10 February 2024
	Travel Schedule Form	10 March 2024
	Visa Request Form	10 March 2024
	Meals Form	10 February 2024
	Payment of the Entry Fee	10 February 2024
	Payment of the Accommodation Costs	10 February 2024
	Payment of the Meals	10 February 2024
	Payment of the fine for missing judge	10 March 2024

Sincerely Yours,



Strassen November 16<sup>th</sup> , 2023:

Roby Rollinger  
President of the LUX NF