



ARCHERY WORLD CUP, STAGE 2
10 - 16 May - Medellin (Colombia)
Version 1.0 (4 January 2016)

TO ALL WORLD ARCHERY MEMBER ASSOCIATIONS

Dear President,

As Chair of the Local Organising Committee (LOC) of the 2nd Stage of the ARCHERY WORLD CUP, and the Americas' Continental Qualifier Tournament (CQT) for the Rio 2016 Olympic Games to be held in Medellin - Colombia on 10-16 May 2016, I would like to invite you all to be part of one of the most important Archery events to take place in the Americas in 2016.

Medellin is surrounded by majestic mountains. It is the country's second largest city, industrial capital, business centre, and Colombia's beating heart of commerce. Through conviction and political will, we have taken on the challenge of transforming Medellin into a city where justice, solidarity and acceptance are paramount.

The city has a deeply ingrained culture of service based on the friendliness, respect and warmth of its people. Its local government and institutions are fully committed to the city's development. Its modern infrastructure offers absolute comfort when hosting world class events.

Athletes of the world do know that Medellin is also a city where magnificent archery events can be staged. The past 3 years of World Cup stages were successfully hosted here. Participants from more than 35 countries have enjoyed the experience of shooting in our city. Those who joined us previously will certainly want to come back and be our best ambassadors to advertise our 2016 Cup among the rest of the athletes of the world.

Welcome to this amazing city that reinvents itself every day. Our targets look forward to embracing your arrows, just as our hearts are ready to make your visit unforgettably enjoyable.

"Come and discover hundreds of reasons to visit and endless excuses to come back".

Sincerely yours,

MARIA EMMA GAVIRIA
World Cup Medellin OC Chairman



IMPORTANT DATES

Start date for On-line registration (WAREOS - http://register.worldarchery.org/)	4 January 2016
Preliminary Entries deadline	10 February 2016
Final Entries deadline	19 April 2016
Preliminary Accommodation Reservation deadline	10 February 2016
Final Accommodation Reservation deadline	9 April 2016
Final Accommodation payment deadline	9 April 2016
Entry Fee Payment deadline	9 April 2016
Submission of Passport copies to Organising Committee deadline	1 April 2016
Submission of Transportation Form deadline	9 April 2016

PRELIMINARY PROGRAMME

<p>Saturday 7 May or before</p>	<p>PRACTICE IN LOCAL CLUB FACILITIES FROM 9:00 TO 17:00</p> <p>There is an additional fee of USD\$50 (per person) for early arrival airport transportation.</p> <ul style="list-style-type: none"> * There is an additional fee of USD\$15 (per person, per day) for transportation to and from the hotel to the local club practice range. * Hot buffet breakfast & dinner are included with hotel reservation. Lunch will be served at the practice field.
<p>Sunday 8 May</p>	<p>OFFICIAL ARRIVAL DAY</p> <ul style="list-style-type: none"> * Airport transportation to official hotels is provided without additional cost. * Local transportation to and from the practice field is provided without additional cost. * Practice field is open between 09:00 and 17:00 hrs. * Hot buffet breakfast & dinner are included with hotel reservation. Lunch will be served at the practice field.
<p>Monday 9 May</p>	<p>OFFICIAL ARRIVAL DAY / CONTINENTAL QUALIFICATION TOURNAMENT</p> <ul style="list-style-type: none"> * Transportation between the airport and official hotels is provided without additional cost. * Local Transportation to and from the main competition and practice fields is provided, without additional cost. * Practice field is open between 09:00 and 17:00 hrs. Competition Field will be used for the Continental Qualification Tournament and Practice for recurve athletes. Compound athletes will practice at the practice field adjacent to the main field. * Hot buffet breakfast & dinner are included with hotel reservation. Lunch will be served at the practice field.

COMPETITION PROGRAMME

DAY 1 Tuesday 10 May	Official Practice & Equipment Inspection for Recurve and Compound athletes Team Managers Meeting: 14:00hrs at the qualification venue.
DAY 2 Wednesday 11 May	QUALIFICATION RW - RM (70 m) QUALIFICATION ROUND CW – CM (50 m) Recurve Mixed Team and Compound Mixed Team Rounds 1/8 – Semifinals
DAY 3 Thursday 12 May	INDIVIDUAL ELIMINATION RW & RM 1/48 – 1/24 in the morning, and 1/16 to 1/2 in the afternoon INDIVIDUAL ELIMINATION CW & CM 1/48 – 1/24 in the morning, and 1/16 to 1/2 in the afternoon
DAY 4 Friday 13 May	TEAM ELIMINATION Recurve 1/8 – Quarterfinals & Semifinals in the morning TEAM ELIMINATION Compound 1/8 – Quarterfinals & Semifinals in the morning
DAY 5 Saturday 14 May	MEDAL MATCHES COMPOUND BOW <u>Morning:</u> TEAMS - Bronze and Gold, CW & CM <u>Afternoon:</u> MIXED TEAMS - Bronze & Gold INDIVIDUAL - Bronze & Gold, CW & CM
DAY 6 Sunday 15 May	MEDAL MATCHES RECURVE BOW <u>Morning:</u> TEAMS - Bronze and Gold, RW & RM <u>Afternoon:</u> MIXED TEAMS - Bronze & Gold INDIVIDUAL - Bronze & Gold, RW & RM
Monday 16 May	Official Departure Date Airport transportation from official hotels is provided without additional cost

NOTE

This preliminary programme is subject to change according to the number of participants in each division and TV requirements. All changes will be published and distributed to all participants in advance.

PRELIMINARY & FINAL REGISTRATION

All registration must be done using the World Archery Online Registration System (WAREOS, formerly FORS): <http://register.worldarchery.org> . No entry forms will be accepted for registering to this event if they are not made with WAREOS.

A maximum number of **4 athletes per country** are allowed to be registered into each category of the event. Preliminary entries have to be done using the WAREOS (formerly FORS) system.

In order to use WAREOS, please login on <http://register.worldarchery.org> with your Username and Password assigned by World Archery. After entering WAREOS, please go to "Online Registration" and register your athletes for this event. A "WAREOS User Manual" can be downloaded in PDF format (English) using the same website link.

For any questions regarding WAREOS, please contact the World Archery office, Mr Jae Kyung LEE (jklee@archery.org).

- * Start date for online registration with WAREOS is: **4 January 2016**
- * End of Preliminary registration with WAREOS is: **10 February 2016**
- * End of Final registration with WAREOS is: **19 April 2016**

Please pay attention to the deadlines. National Associations will **not be** able to enter or update data of their teams in WAREOS after the deadlines as the system will be blocked. If, teams wish to make or change the Final Registration after the deadline, please contact Mr Jae Kyung LEE, World Archery Member Services Coordinator (jklee@archery.org).

Final Entries processed after the deadline will result in a penalty fee of \$50USD per athlete to be paid to the OC upon arrival at the field.

Final registrations that differ by more than 4 athletes from the preliminary registration or have been submitted after the preliminary deadline will result in a penalty fee of \$150USD to be paid to the OC upon arrival at the field.

Any entries received less than 3 days before the team captains meeting for a World Archery World Cup or World Championships will be refused if no preliminary entry and/or final entries are made prior. This decision cannot be appealed by the teams and is fully compliant with the current World Archery rules, article 3.7.1.2. Entries received after the deadlines, are subject to penalties as clearly stated in the rule book and the invitation documents of World Cups and World Championships. A Member Association that has made final entries in WAREOS and does not participate will be invoiced for the number of entries entered in the system, unless they have informed World Archery and the OC in writing, at least one week prior to the event that they are unable to attend.

In addition, any Member Associations that have penalty fees outstanding from 2015 will need to have paid these penalty fees in full, before being eligible to enter and compete.

OFFICIAL ENTRY FEES

Entry fees:

<u>Individual:</u>	USD 150 per athlete
<u>Official:</u>	USD 100 per person

Entry Fees for teams not using official hotels or book accommodation through the OC

Individual:	USD 300 per athlete
Official:	USD 200 per person

Reminder: Non-official accommodation means accommodation that has been not booked through the LOC).

The entry fee includes airport transportation (both ways) on official event dates.

Teams using non official hotels or accommodation, not booked through the LOC, will not have local transportation provided. ***Arrival and departure airport transportation is included in the entry fees only on official arrival/departure dates.***

- * Official Arrival Days: **Sunday 8 and Monday 9 May 2016**
- * Official Departure Day: **Monday 16 2016**

Payment conditions: The Grand Total (Total Entry Fees plus Total Accommodation Fees) must be paid in full, on or **before** 9 April 2016.

VISAS

If your country requires a visa to travel to Colombia, it is important that this process be started as soon as possible. Your Federation should submit your visa applications to the Colombian consulate in your country as early as required to have your visas issued in due time to travel to Medellin.

GENERAL INFORMATION

LOC Contact: Sergio FONT
Email: awcmedellin2015@gmail.com
Language: Spanish, English

ACCOMMODATION

To offer you top quality service and comfort, the official accommodation will be provided at the Dann Carlton / San Fernando Plaza Hotel Complex. This complex with two hotels is located in the heart of Medellin, very close to business, shopping and dining areas.

The accommodation fee includes continental breakfast, hot buffet lunch and dinner (lunch will always be served at the archery venues), service charges and taxes.

Teams choosing to book their accommodation at non-official hotels (not through the Organizing Committee) will have to pay "Non-Official Entry Fees" (double entry fee).



The lobby of the San Fernando Hotel



The lobby of the Dann Carlton Hotel



The twin room at the San Fernando



The twin room at the Dann Carlton



The swimming pool at the San Fernando



The swimming pool at the Dann Carlton

Cancellations & Changes

Cancellations must be in writing and received by the LOC on or before 14 April 2016 to qualify for a full refund of payment. All refunds will be processed by the LOC after 18 May 2016. For any cancellations made after 14 April 2016, **NO REFUND** will be awarded. The same applies to changes made after April 14 to the final number of participants whose full or partial payment was transferred to the Local Organising Committee.

Name change (same Category and Division) will be accepted up to 72 hours before the event without any additional charge. Teams should email the LOC immediately of any changes by emailing awcmedellin2015@gmail.com at the latest 72 hours prior to arrival. For teams that arrive later than their original schedule, the room charges will start from the original date as indicated in their accommodation request sent by the Member Association.

Airport Transportation

Transportation from the airport will start Sunday 8 May and Monday 9 May (two (2) days before official practice day) and will end Monday 16 May (the day after finals). Team entry fees include airport transportation both ways on official days.

Practice Fields

Before the official event dates

- * There will be a practice field available at the "Unidad Deportiva de Belen" beginning Wednesday 4 May 2016. It is located approximately 20 minutes from the official hotels.

During the official dates for the event

- * From Monday 9 May 2016 to Friday 13 May the practice field will be located at the competition venue (walking distance from the competition field). Practice on Saturday 14 May for athletes competing on Sunday 15 May will be at the Unidad Deportiva de Belen. Transportation for practice on Saturday 14 May will be provided by the Organizing Committee at no additional cost but this service needs to be requested through the OC on Friday 13 the latest.

Meals

- * Breakfast: Continental Breakfast will be provided to teams staying at official accommodation hotels: served from 06:00-09:00 hrs.
- * Lunch will always be provided at the competition venue: Hot Buffet will be served 11:30-14:00 hrs, only to participants staying at the official hotels.
- * Dinner: dinner will be served from 18:00-21:00 hrs at the official hotels.

Climate

Medellin is a city where it is never cold and very seldom hot. Temperatures in May are expected to range between 20 and 28 degrees Celsius. The average in the last few years has been 25 degrees Celsius.

There are chances of rain, mainly in the afternoons.

ACCOMMODATION RESERVATION FORM

Preliminary accommodation reservations will be accepted from 9 February 2016. Reservations are processed in the order they are received. Hotel priority is on a first come, first serve basis.

LOC Contact: Sergio FONT Email: - awcmedellin2015@gmail.com

Country/Team: _____ Email: _____

Contact Given Name: _____ Family Name: _____

HOTEL	Room type/ Occupancy	Number of Rooms by TYPE	Numbers of Persons		Total People		Fee per Person		Nights		Total
			Female	Male							
Dann Carlton / San Fernando Plaza	Single					x	\$170	X		=	
	Double					x	\$140	X		=	
	Triple						\$115	X			
Total Accommodation											

FULL BOARD OPTION (Breakfast, Lunch and Dinner, including Taxes)

Federation contact person / Phone: _____ Fax: _____

Arrival Date: _____ Departure Date: _____

- * All accommodation is subject to availability at the time of booking.
- * Please check here if you require facilities for the disabled.
- * Please inform us if any of your team members have any dietary requirements or food allergies.

ENTRY FEES AND PAYMENT FORM

LOC Contact: Sergio FONT

Email: awcmedellin2015@gmail.com

Country/Team: _____

Email: _____

Contact Given Name: _____

Family Name: _____

Phone: _____

Fax: _____

Entry Fees	Number of Persons		Total People		Cost PP (USD)		TOTAL USD
	Female	Male					
Individual Entry Fee Official Hotel				X	USD 150	=	
Official Entry Fee Official Hotel				X	USD 100	=	
Early Arrival Airport Transportation Fee				X	USD 50	=	
Early Arrival practice Fee				X	USD 15	=	
Accommodation Total:						=	
GRAND TOTAL DUE:						=	

*

Participants who elect to book their accommodation at other hotels (Non-Official Accommodation), or if participants have booked their accommodation without the LOC will have to pay double entry fee. **Individual Entry Fee Non-Official Hotel USD \$300 and Official Entry Fee Non-Official Hotel USD \$200**

INFORMATION FOR THE PAYMENT

LOC Contact: Sergio FONT

Email: awcmedellin2015@gmail.com

Country/Team: _____ Email: _____

Contact Given Name: _____ Family Name: _____

Telephone: _____ Fax: _____

Bank Transfer

A/C Name:	Federación de Arqueros de Colombia
Federation's Address:	Carrera 66B N 31 A 15
Telephone number:	(57 4) 2659510
City and Country:	Medellin - Colombia
Bank:	Bancolombia
Account Number:	362 7044-2473 (cuenta corriente)
Swift Bancolombia:	COLOCOBM
Bank's address:	Transversal 39B N 73-47 local 104
Bank's Phone:	57- 4 2505040
City:	Medellin, Colombia

TRANSPORTATION REQUEST FORM

Please send this form to the LOC with the Final Accommodation Reservation form prior to 9 April 2016
Email: awcmedellin2015@gmail.com

Country/Team: _____ Email: _____

Contact Given Name: _____ Family Name: _____

Phone: _____ Fax: _____

Number of people in your Group: _____

ARRIVAL INFORMATION: We will arrive at Jose Maria Cordoba International Airport by plane:

Date: (DD/MM/YYYY) _____ Carrier (i.e. Delta, United): _____

Flight Number: _____

Flight Arrival Time _____

Check here if you are renting a vehicle and **DO NOT NEED** transportation from the airport.

DEPARTURE INFORMATION: We will depart from Jose Maria Cordoba International Airport by plane

Date: (DD/MM/YYYY) _____ Carrier (i.e. Delta, United): _____

Flight Number: _____

Flight Departure Time _____

Check here if you are renting a vehicle and **DO NOT NEED** transportation from the airport.

Official airport drop-off date is **Monday 17 May 2016**. Departures after this date, teams will need to pay an additional cost for return airport transportation. Please contact the LOC for a quotation.

IMPORTANT INFORMATION REGARDING COLOMBIA VISAS

Applications for and obtaining travel visas to Colombia is completely and solely the responsibility of the participating teams. The process for obtaining a visa requires each individual to submit an application through a Colombian Embassy or Colombian Consulate. **This is a process that MUST be done by the individual applicants – the organising committee cannot do this on their behalf!** The information contained in this document is current at the time of distribution. For updated information regarding visa requirements when traveling to Colombia, please refer to their Colombian Embassy.

Countries and territories whose citizens require a Colombian visa:

CODE	COUNTRY	CODE	COUNTRY	CODE	COUNTRY
ALG	Algeria	HAI	Haiti	NCA	Nicaragua
ARM	Armenia	HON	Honduras	NEP	Nepal
AZE	Azerbaijan	HUN	Hungary	NFI	Norfolk Islands
BAN	Bangladesh	IND	India	NGR	Nigeria
BEN	Benin	IRI	Islamic Republic of Iran	NIG	Niger
BER	Bermuda	IRQ	Iraq	PAK	Pakistan
BIH	Bosnia and Herzegovina	ISV	Virgin Islands	PRK	Democratic People's Republic of Korea
BLR	Belarus	KEN	Kenya	QAT	Qatar
CAF	Central African Republic	KGZ	Kyrgyzstan	RWA	Rwanda
CAM	Cambodia	KIR	Kiribati	SEN	Senegal
CHA	Chad	KOS	Kosovo	SLE	Sierra Leone
CHI	Chile	KSA	Saudi Arabia	SOM	Somalia
CHN	People's Republic of China	KUW	Kuwait	SRB	Serbia
CIV	Ivory Coast	LAO	Lao People's Democratic Republic	SRI	Sri Lanka
CMR	Cameroon	LBA	Libyan Arab Jamahiriya	SUD	Sudan

COD	COUNTRY	COD	COUNTRY	COD	COUNTRY
COD	Democratic Republic of the Congo	LIB	Lebanon	TGA	Tonga
COM	Comoros	MAC	Macau	THA	Thailand
CUB	Cuba	MAR	Morocco	TJK	Tajikistan
EGY	Egypt	MAW	Malawi	TOG	Togo
FLK	Falkland Islands	MDA	Republic of Moldova	TPE	Chinese Taipei
FPO	Tahiti	MGL	Mongolia	TUN	Tunisia
FRO	Faroe Islands	MKD	F.Y.R.O. Macedonia	UGA	Uganda
GAB	Gabon	MNE	Republic of Montenegro	UKR	Ukraine
GEO	Georgia	MRI	Mauritius	UZB	Uzbekistan
GHA	Ghana	MYA	Myanmar	VAN	Vanuatu
GUI	Guinea	NAM	Namibia	VIE	Vietnam

