



## European 3D Championships 2018 Gothenburg (SWE) 17 - 22 September

TO ALL World Archery Europe MEMBER ASSOCIATIONS

Dear President,

On behalf of the Organizing Committee (OC) of the European 3D Championships 2018, Gothenburg, we would like to invite your country to the 2018 European 3D Championships, which will be held from 17 – 22 September.

Please find enclosed the necessary documents of registration, organization and participation for this event. Please complete your registration in WAREOS before the deadlines:

### Summary of deadlines:

- |  |            |
|--|------------|
| • Preliminary Entries                  | 2018-06-18 |
| • Preliminary Hotel Reservation        | 2018-06-18 |
| • Preliminary Transportation           | 2018-06-18 |
| • Visa Support                         | 2018-06-18 |
| • Final Hotel Reservation<br>& Payment | 2018-08-27 |
| • Final Transportation                 | 2018-08-27 |
| • Final Entries                        | 2018-08-27 |

Looking forward to welcoming you in Gothenburg.

Sincerely yours,

Mr Bo Palm  
President  
Organizing Committee



## **PRELIMINARY PROGRAMME:**

- 17-sep-18 Official practice and equipment control  
Monday Team manager meeting
- 18-sep-18 First day of qualification  
Tuesday
- 19-sep-18 Second day of qualification  
Wednesday
- 20-sep-18 Individual elimination and semifinal  
Thursday
- 21-sep-18 Team elimination and semifinal  
Friday
- 22-sep-18 Team Finals and individual finals and closing party  
Saturday
- 23-sep-18 Departure  
Sunday

### **NOTE:**

This preliminary program is subject to change according to the number of participants and special requirements. All changes will be published and distributed in good time.

## **PRELIMINARY & FINAL REGISTRATION**

No entry forms are available for registering to WAE events. The registration process should be done using the World Archery Online Registration System (WAREOS).

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 find the event, from the list, you wish to register your athletes. Select/press the "Entries" button to see the list of categories in the event. Select/press the "Category" to enter the athlete and official numbers/details participating for that event. A "WAREOS User Manual" can be downloaded in PDF format (English) using the same website link.

For any questions regarding the WAREOS, please contact the World Archery office, Mr. JK LEE ([jklee@archery.org](mailto:jklee@archery.org)).

Starting date of online-registration with WAREOS is:	2018-04-26
End of Preliminary registration:	2018-06-18
End of Final registration:	2018-08-27

Please respect the stated deadlines.

Member Associations should only use WAREOS to make any changes/amendments to their entries and will be able to do so at any time. Any changes made in WAREOS an email will instantly be automatically sent to the Organizing Committee and Member Association with the updated information.

However, any changes that are made after the deadlines specified or if entries differ by more than 4 athletes from the preliminary entries, the following penalty fees will automatically be applied.

Final registrations that differ from the preliminary entries by more than 4 athletes/officials will result in a penalty fee of 140,00 € per entry to be paid in cash to the LOC upon arrival at the venue.

Failure to have made preliminary entries before the deadline date but then submitting final entries will result in a penalty fee of 140,00 € per entry to be paid in cash to the LOC upon arrival at the venue.

Any entries received less than 3 days before the team managers meeting will be refused if no preliminary entry and/or final entry are made prior.

As a final note, only member Associations in good standing will be eligible to compete. This means that World Archery fee 2018 must have been paid prior the participation.

## **ACCOMMODATION & GENERAL INFORMATION**

The official hotel is the Scandic Crown Hotel. Accommodation includes breakfast and dinner with non-alcoholic drinks.

### **Non-official hotels**

Participants who book their accommodation in non-official hotels will have to pay double entry fee, and the LOC is not responsible to provide any transportation or meals from NON-Official Hotels. In addition, no information will be distributed to the nonofficial hotels. Furthermore, they have to register at accreditation no later than the day before the official practice. If they do not register the day before, no changes will be made to the entry list and it is likely that they will not be allowed to compete.

To confirm hotel reservation, a 50% deposit of the total amount is required to be bank transferred to the OC before **18 June 2018**. Reservations after this date will be considered only according to availability.

### **1. Scandic Crown Hotel (3 Star)**

- Single Room **EUR 165**
- Double/Twin Room **EUR 200**
- Three bed Room **EUR 245**
- Four bed Room **EUR 295**
- All Rooms (including Breakfast & Dinner Buffet)
- <https://www.scandichotels.com/hotels/sweden/gothenburg/scandic-crown>

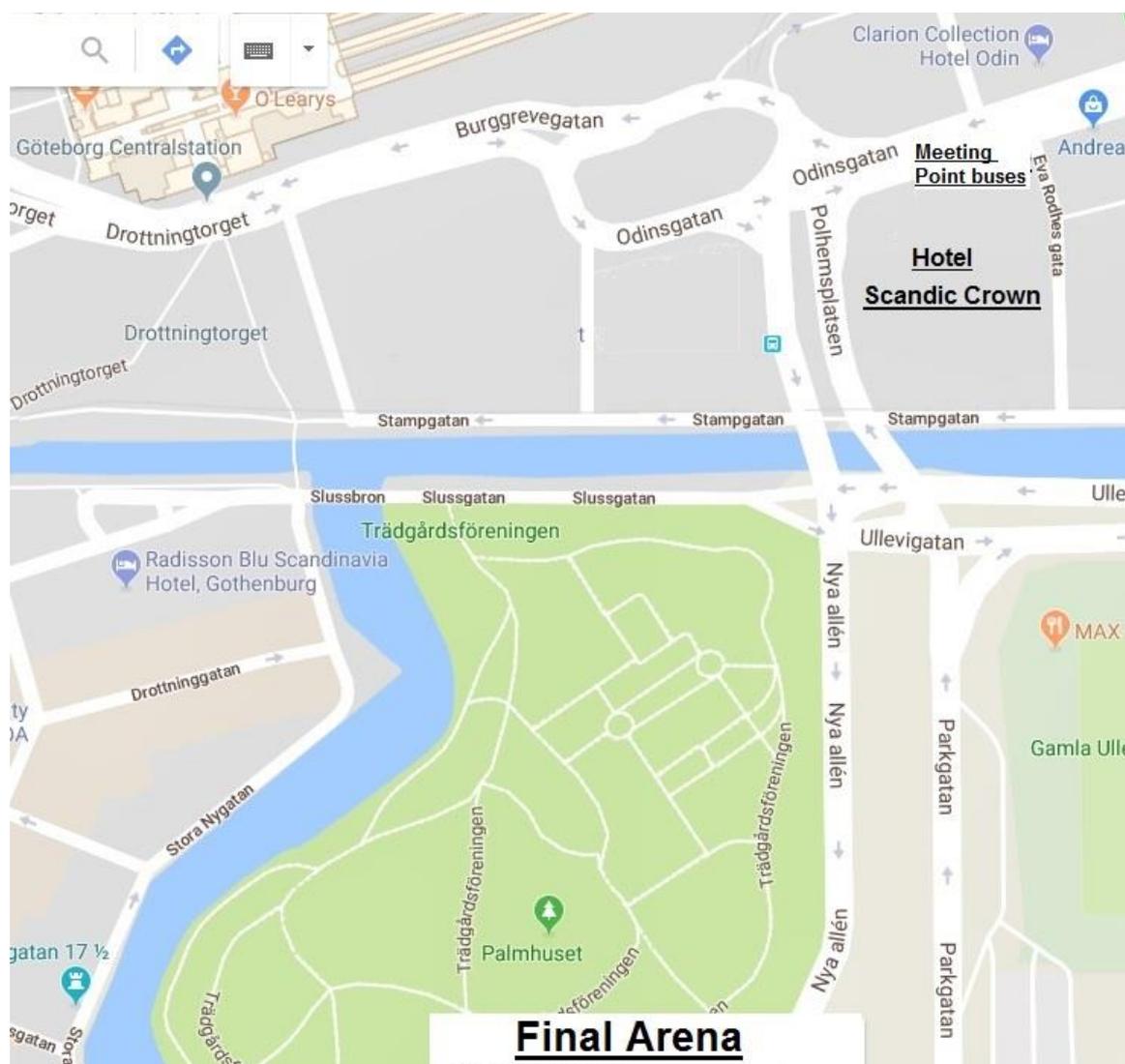
### **1. Hotel**



- 2-minute walk from Meeting Point buses and 10-minute walk to the final arena.
- Hotel has Jacuzzi, Gym, Sauna, Free Wi-Fi, Continental breakfast and Full-service restaurant, Bar, Lounge and much more.

**All accommodation requests received outside of the LOC negotiated hotel deadline dates, 16 September 2018 through 23 September 2018 are subject to higher hotel rates.**

Participants who book their accommodation in non-official hotels will have to pay double entry fee, and the LOC is not responsible to provide any transportation or meals from NON-Official Hotels. Transportation will be provided to and from official hotels only. In addition, no information will be distributed to the nonofficial hotels. Furthermore, they have to register at accreditation no later than the day before the official practice. If they do not register the day before, no changes will be made to the entry list and it is likely that they will not be allowed to compete.



<https://www.google.se/maps/@57.707051,11.9764618,17z/data=!5m1!1e4>



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## **ENTRY FEE**

**Entry fee:**

Individual: **150 EUR** per athlete

Officials: **50 EUR** per person

Teams: **75 EUR** per person

Entry fees include daily local transport to and from the practice field to/from official hotels during the qualification, elimination and finals venues (timetable to be confirmed on web site [www.3dec2018.se](http://www.3dec2018.se) .

**PAYMENT CONDITIONS:**

The entry fees should be paid in full upon arrival.

Payment of accommodation, a minimum deposit of 50% should be made when booking by **18 June 2018**. The final outstanding balance shall be made via bank transfer before arrival. Accommodation cannot be guaranteed after this deadline.

**NOTE:**

- Please indicate in the reference/notes section the team or reservation name that corresponds to the payment
- All payment shall be made in EUR by BANK TRANSFER or CASH upon arrival
- All bank wire charges will be paid by the participant
- CREDIT CARDS or TRAVEL CHECKS will not be accepted as payment

**BANK INFORMATION for ACCOMMODATION, TRANSPORTATION and ENTRY FEES:**

BANK: Swedbank AB Göteborg

ADDRESS: Lindholmspiren 9, Göteborg

BANK ACCOUNT HOLDER NAME: Swedbank AB

ACCOUNT NO: SE09 8000 0810 5996 4833 1420

SWIFT CODE: SWEDSESS

**TO GUARANTEE RESERVATIONS**

The 50% deposit of the accommodation must be paid in advance by **18 June 2018** made by bank transfer. The balance payment is due before arrival and within **27 August 2018**.



## **ADDITIONAL INFORMATION**

### **Transportation**

Transportation will be provided from the official arrival airport, Göteborg-Landvetter Airport / GOT, to the official hotel, distance 27 Km. A bus or car will drive you from a meeting place on 15 or 16 September and return trip will be on 23 September, the day after the closing day. Return ticket price **15 EUR**.

### **Cancellations & Changes**

- Cancellations received **before 18 June 2018** a full refund of the deposit payment will be made.
- Cancellations received **after 27 August 2018**, no refund will be given.
- Refunds will be processed after the event.
- Name changes to team officials or athletes (same category and division) will be accepted up to **72 hours before** the event without any additional charge.
- Should flight arrival details change last minute, please contact the Organizing Committee using the details indicated in the Team Managers' Booklet.
- If a participant's arrival is later than the original scheduled arrival date, the room will be charged from the date of the original booking.

### **Training**

A training range will be available starting from **15 September 2018**. For teams that wish to arrive and practice earlier than this date, please contact the LOC directly to make arrangements. Travel expenses will be added for training days before 17 September.

### **Daily lunch**

Daily lunch will be served at the competition site from Monday to Friday. Lunch consists of a main course and a meal drink. Cost **18 EUR** per lunch and person.

### **Closing Banquet**

The closing Banquet will be held on 22 September 2018 at Hotel Scandic Crown. Mingle buffet including a glass of wine or beer, Cost **29 EUR** per person.

### **Weather**

According to weather information, the average temperature in September is expected to be 59 to 68°F / 15 to 20 °C.

### **Media Registration:**

Media representatives can apply for registration by emailing [info@3dec2018.se](mailto:info@3dec2018.se)



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### Internet

Will be available in the official hotels for free (in hotel rooms and in the lobby).

### Water

Bottled water will be available at training and competition venues.

### LOC Contact:

Name: Registration Manager  
Email: [OC@3dec2018.se](mailto:OC@3dec2018.se)  
Language: English or Swedish  
Official website: [www.3dec2018.se](http://www.3dec2018.se)

### Visa:

For all nations needing visa permits, please make sure that you apply for it as early as possible in your country of origin before leaving. If our help is needed you may contact us immediately on: [visa@3dec2018.se](mailto:visa@3dec2018.se). For official invitations please apply before 27 August 2018 on the form provided with copies of passports attached.





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**Preliminary Hotel Form:**

**Federation/Country:**

**Contact Name:**

**Contact Email:**

**Telephone:**

**Fax: N/A**

**Transportation**

Arrival by Car

Arrival by Airplane

**Accommodation**

Hotel Name: .....					
Room Type	Rate - PPPN	No of Rooms	Arrival Date	Departure Date	Number of Nights
Single					
Twin / Double					
Three beds					
Four beds					

Any Special requirements.....  
.....

PLEASE:

Return the form to the OC before 18 June 2018 email to [OC@3dec2018.se](mailto:OC@3dec2018.se)

Signature of President/Secretary General: \_\_\_\_\_

Date: \_\_\_\_\_



## TRANSPORTATION FORM

**Federation/Country:**

**Contact Name:**

**Contact Email:**

**Telephone:**

Arrival by Car      Date:.....      Estimated time of arrival:.....

Arrival by Airplane

### ***Arrival Flight***

Number of Passengers:	Arrival Airport:
Airline:	Flight Number :
Date:	Arrival Time:

### ***Departure Flight***

Number of Passengers:	Arrival Airport:
Airline:	Flight Number :
Date:	Departure Time:

Any Special requirements.....

PLEASE, Return the form to the OC before 27 August 2018 email to [OC@3dec2018.se](mailto:OC@3dec2018.se)

Signature of President/Secretary General: \_\_\_\_\_

Date: \_\_\_\_\_

## Final Entry Forms

**Federation/Country:**

**Contact Name:**

**Contact Email:**

**Telephone:**

**Fax: N/A**

### Transportation

Arrival by Car

Arrival by Airplane

### Accommodation

Hotel Name:.....

Room Type	Rate - PPPN	No of Rooms	Arrival Date	Departure Date	Number of Nights
Single					
Twin / Double					
Three beds					
Four beds					

### Arrival Flight

<b>Number of Passengers:</b>	<b>Arrival Airport:</b>
<b>Airline:</b>	<b>Flight Number:</b>
<b>Date:</b>	<b>Arrival Time:</b>

### Departure Flight

<b>Number of Passengers:</b>	<b>Arrival Airport:</b>
<b>Airline:</b>	<b>Flight Number:</b>
<b>Date:</b>	<b>Departure Time:</b>

Any Special or Dietary Requirements

.....  
PLEASE, Return the form to the OC before 27 August 2018 email to [OC@3dec2018.se](mailto:OC@3dec2018.se)

Signature of President/Secretary General: \_\_\_\_\_

Date: \_\_\_\_\_

## Budget Form

### 1. Entry Fee

Position	No. of persons	No. of persons	Cost	Total
Athlete			€	€
Official			€	€
Team			€	€
			Total 1	€

### 2. Accommodation

Hotel: Scandic Crown				
Room	No. of Nights	No. of People	Cost	Total
Single			€	€
Twin/Double			€	€
Three beds				
Three beds				
			Total 2	€

### 3. Transport

Airport	Cost Per Person	No. of Passengers	Total
Landvetter Airport GOT	€ 15		
		Total 3	€

### 4. Closing Banquet

Banquet	No. of Persons	Costs	Total
		€ 29	
		Total 4	€

### 5. Lunch

Daily Lunch	No. of Persons	Costs	Total
		€ 18	
		Total 5	€

Total (1+2+3+4+5) € \_\_\_\_\_

Signature of President/Secretary General: \_\_\_\_\_

Date: \_\_\_\_\_

PLEASE:

Return the form to the OC before 18 June 2018 email to [OC@3dec2018.se](mailto:OC@3dec2018.se)

## Rooming List

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**Federation/Country:**

**Contact Name:**

**Contact Email:**

**Telephone:**

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	Room Type	Guest	Guest
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			

PLEASE:

Return the form to the OC before 27 August 2018 email to [OC@3dec2018.se](mailto:OC@3dec2018.se)

