



EUROPEAN YOUTH CUP 2015 2nd and final leg, ROME – ITALY

Version 1.2 - 24 marzo 2015



TO ALL WORLD ARCHERY MEMBER ASSOCIATIONS

_31th March 2015

Dear President,

On behalf of the Organizing Committee and the Italian Archery Federation (FITARCO) I am pleased to invite you to the second and final leg of the "EUROPEAN YOUTH CUP 2015" competition that will be held Rome, from 13th July - 18th July 2015.

This event will be organised following the "EUROPEAN YOUTH CUP COMPETITION 2015" rules for Junior Women, Junior Men, Cadet Women and Cadet Men classes in divisions of recurve and compound bow, in the discipline of Outdoor Target Archery.

Hereby you will find enclosed all the necessary documents concerning the registration, organisation and participation in this event. We kindly ask you for your response within the stated deadlines:

Preliminary Entries	08 th May	2015
Hotel Reservation Form	08 th May	2015
Final Hotel Reservation Form	30 th May	2015
Final Entries	25 th June	2015
Transportation Form	25 th June	2015
Visa Invitation Letter Form	08 th May	2015
Budget Form	25 th June	2015

I am looking forward to welcoming you in Rome, Italy.

Yours sincerely,

Mr. Sante Spigarelli
Chairman of the Organizing Committee
Vice President of the Italian Archery Federation - FITARCO





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PRELIMINARY PROGRAMME

Saturday		July 11th, 2015	Arrival of Delegations Practice field and local transportation available
Sunday		July 12th, 2015	Arrival of Delegations Practice field and local transportation available
Monday	Day 1	July 13th, 2015	Opening Ceremony Official practice and Equipment inspection Team Managers Meeting
Tuesday	Day 2	July 14st, 2015	Qualification round CADETS + First Elim. round Qualification round JUNIORS + First Elim. round
Wednesday	Day 3	July 15th, 2015	Mixed Teams Eliminations Mixed Teams Medal Matches Award Ceremony
Thursday	Day 4	July 16th, 2015	Individual Eliminations - up to 1/2 Finals
Friday	Day 5	July 17th, 2015	Team Eliminations Team Medal Matches Award Ceremony
Saturday	Day 6	July 18th, 2015	Individual Bronze and Gold Medal Matches Award Ceremony Closing Ceremony Disco party
Sunday		July 19th, 2015	Departure of Delegations

Note:

This preliminary program could be changed slightly according to the number of participants. All changes will be published and distributed to all participants in good time.





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PRELIMINARY & FINAL REGISTRATION

No entry forms will be available for registering to this event. The registration process has to be done using the World Archery Online Registration System (WAREOS)

The number of athletes that may be entered by a Member Association is limited to four (4) in each category.

All World Archery MA's are eligible to compete in European Youth Cup competitions, but only the results of the athletes from WORLD ARCHERY EUROPE MA's will be taken in consideration for Youth Cup Circuit.

In order to use WAREOS, please enter this address in your internet browser <http://register.worldarchery.org/> and use the Username and Password that World Archery has assigned to your Member Association. After entering the WAREOS, please go to "Online Registration" and register your archers for this event. **Pay attention: the date of birth is mandatory**

A "WAREOS User Manual" can be downloaded in PDF format from the same website.

For any question regarding WAREOS, please contact **Mr. Matteo Pisani** at matteo@pisani.eu

Starting date of online-registration with WAREOS is:	31th March	2015
End of Preliminary registration:	08th May	2015
End of Final registration:	25th June	2015

Please pay attention to the stated deadlines. After the deadlines have passed, MA's will not be able to enter or update data in WAREOS anymore, as the system will be blocked. In this case, if any MA would like to change or proceed with the Final registration process after the deadline, it is required to contact the Organizing Committee at sante.spigarelli@romeyouthcup.eu and **Mr. Matteo Pisani** at matteo@pisani.eu (with the OC in Cc of that email).

The Member Associations that will enter in WAREOS after **25 June 2015** (Final Registration deadline) will pay a penalty of €100 per athlete to be paid to the OC on arrival for the tournament.

The Member Association with Final registration in WAREOS that will differ by more than **4** athletes from the preliminary registration, will have a penalty fee of 100,00 Euros, to be paid to the OC upon arrival at the event.

A Member Association that has made Final entry in WAREOS and does not participate will be invoiced for the number of entries entered in the system, unless the Member Association has informed the OC and **Matteo Pisani** in writing at least one week prior to the event that they are unable to attend.

Only after having paid the penalty fees to the OC, a Member Association can register the athletes in order to participate into the competition.

Since entries will be made through WAREOS only, MA's declare that their athletes and officials are aware of the participation waiver and anti-doping agreement, and we recommend MA's to advise their athletes on this matter.





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However, accepting the conditions of the athlete participation waiver and anti-doping agreement are an eligibility requirement to participate in the event.

As a final note, only member Associations in good standing will be eligible to compete. This means that World Archery fee 2015 must have been paid prior to participation.

ACCOMMODATION & GENERAL INFORMATION

There will be three official hotels available. All Hotels are 3* or 2* stars category.

The room rates:

- Are per person per night;
- **include full board** accommodation, taxes and IVA (VAT). (Breakfast and dinner will be in the hotel, lunch will be served on the venue);
- City tax 3,50 Euro per person per day, to be paid to the organization together with the payment of the hotel.

Reservations should be made before **30th May 2015**.

To confirm the reservation, a 80% deposit of the total amount is required to be bank transferred to the OC before **May 30th 2015**. Reservations after this date will be considered only according to availability, the room rate can change and we cannot guarantee rooms in HOTELS.

HOTEL	Category	Single room Price per room per night	Double room Price per person per night	BLOCKS: triple room Price per person per night
<u>SCUOLA DELLO SPORT</u>	3*	€ 95,00	€ 80,00	€ 70,00
<u>Camping bungalow FLAMINIO VILLAGE</u>	2*	Please to see the attached schedule		
<u>Hotel Villa Dei Giuochi Delfici</u>	3*	€ 95,00	€ 80,00	€ 70,00

On the final day (Saturday, 18th July 2015) the dinner will be served in the respective hotels. After dinner there will be music and dancing from 21,30 to 24.00. The cost is 10,00 Euro including 3 bier (for adult only) or 3 soft drink.

Note:

Please refer to the Accommodation pages below for detailed hotel information. Ensure that you complete all the necessary forms by the specified dates and make full payment for the accommodation at the time of booking. See detailed payment instructions below.





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THE ORGANIZING COMMITTEE RESERVES THE RIGHT TO ACCOMMODATE YOUR ATHLETES ACCORDING TO HOTEL OCCUPANCIES, IN ORDER OF REQUESTS' ARRIVAL THE ORGANIZING COMMITTEE RESERVES THE RIGHT TO ACCOMMODATE YOUR ATHLETES IN EQUAL CHARACTERISTICS IF NECESSARY.

TO IMPROVE THE SPEED 'OF SERVING ROOMS, IS ASKED TO SEND IN ADDITION TO BE PREFERRED HOTEL ALSO NAMED OCCUPANTS OF EVERY ROOM ACCOMMODATION, SINGLE, DOUBLE, TRIPLE , QUADRUPLE.

Participants who will decide to book their accommodation in other hotels (non-official hotel) will have to pay a **double entry fee**, and the LOC will not be responsible to provide transportation from that Hotel to the venue (transport for these teams will be provided only to and from airport). Also, it is not possible to distribute any information at the non-official hotels.

ADDITIONAL INFORMATION

Entry fees:

Individual:	60,00 € per athlete
Officials:	Free
Teams:	Free

Your entry fee includes daily local transportation to and from practice and competition field to the event official hotel and venues during the qualification, elimination and finals (transportation timetable has to be confirmed).

Transportation fees from/to the airports:

The OC will collect the teams from 2 airports, and 2 railway station. You have to pay the transportation fee (including arrival and departure) as follows:

Fiumicino – Leonardo da Vinci International Airport (39 km)	40,00 €/person
Ciampino – G.B. Pastine International Airport (36 km)	35,00 €/person
Roma Termini railway station (6 km)	20,00 €/person
Roma Tiburtina railway station (4 km)	15,00 €/person

The last date for the payment of the transportation fee is **25th June 2015**.

From the airports to the hotel (return trip), the organiser will use buses, small buses, vans and cars, what will depend of number of persons scheduled for transportation.

Transportation from the airports will start two days before the official practice day and will end in one day after the closing day.

Local transportation will be available between hotel and competition venues. Exact transportation timetables will be confirmed. Buses and/or vans will be used.

Cancellations & Changes:

- Cancellation must be in writing by email to secretariat@romeyouthcup.eu and Matteo Pisani (matteo@pisani.eu)





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Following conditions will apply:

- cancellation received before and included 25th May 2015 for full refund of the deposit,
- cancellation received between and included 26th May 2015 and 25th June 2015 for 50% refund of the deposit,
- cancellation received after 25th June 2015 - there will be no refund of the deposit payment.

All rates for payments after deadlines are subject to additional charges without prior notice.
All refunds, if any, will be processed after the event.

Name change (the same category and division) will be accepted up to 72 hours before the event without any additional charge.

OC has to be informed about changes in the travel programme 72 hours prior arrival. If your arrival is later than your original schedule, the room charges are starting from the original date indicated by the Member Association in their Accommodation form.

Meals at the venue:

Lunch will be served in the restaurant on the field.

Drinking water will be available on the competition field free of charge.

All other costs made in cafeteria at the archery venue or in the hotel (snacks, drinks, small meals) are not included in the entry fee and hotel payment and must be paid on consumptions.

Weather

In July you can expect in Rome the temperature 30 - 35°C with around ten hours of sunshine per day. Nights can be 20 - 25°C.

Most of the time it is sunny, but we suggest you to have some piece of rain clothes. The rain day is unusual in this time of the year.

Accreditation and Team Managers Meeting

Accreditation will take place upon arrival of the teams on the field.

For all Ceremonies WA dress code is obligatory.

More details will be provided at the Team Managers Meeting.

The OC suggests all teams **to bring 2 of their national flags** dimensions 2x1m.

Training

The practice field will be available starting from 11th July 2015. The practice field is beside the competition field and close to hotels.

Visas

Please apply for your visa as soon as possible, if you need any additional information regarding visa, please let us know.





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Application for and obtaining travel visas are completely and solely the responsibility of the participating teams. The process for obtaining a visa requires each individual to submit an application through a Italy Embassy or Italy Consulate. This is a process that **MUST** be done by the applicant – the Organizing Committee cannot do it for you. It cannot be emphasized enough to start the application process early. Please note that the application and interview process in your country may very well be in advance of the team selection date, so in many cases, you will need to start the application process prior to confirming your final team.

Visa Invitation Letter (VERY IMPORTANT):

To make an official invitation for you we will need real size photo, good quality passport copy (scanned) from every team member.

The visa application fee (in the Italian Consulates or Embassies in your country) has to be covered by the participant.

Instead of the traditional invitation letter in the Italian Embassy or Consulate in your country you will be required to show the “case number” for the whole team that we will send you in 5-6 days after we receive your documents.

- Please fill in the Visa Invitation Letter Form as soon as possible and send it with passport copies to secretariat@romeyouthcup.eu

Disco party

On the final day (Saturday, 18th July 2015) standard meal dinner will be served in the restaurant of the hotel. After the dinner, music and dancing will take place from 21:30 till 24:00h. Place of disco party will be confirmed.

OC contacts

Phone for assistance when traveling

24 hours English

Mobile 337784038-3771162495

E-mail: logistics_mng@romeyouthcup.eu

➤ For all matters

- 24 hours English

Mobile 335374613-337784038- E-mail:- secretariat@romeyouthcup.eu





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HOTEL RESERVATION FORM

PLEASE RETURN THIS HOTEL RESERVATION FORM TO THE ORGANISER BEFORE **08th May 2015** by e-mail secretariat@romeyouthcup.eu

Country/Team from: _____

Team Manager: _____

Mobile: _____

e-mail: _____

HOTEL: _____

Number of Rooms:

Single room:	
Double room:	
Triple room:	
Quadruple accommodation (only in bungalow village)	

Please check this box if you need facilities for persons with disabilities.

Team Arrival Date: _____

Team Departure Date: _____

Date: _____

Signature of President/Secretary General: _____





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FINAL HOTEL RESERVATION FORM

ONLY IF YOU CHANGE NUMBER OR TYPE OF ORDERED ROOMS STATED IN PRELIMINARY HOTEL REERVATION FOR.

PLEASE RETURN THIS HOTEL RESERVATION FORM TO THE ORGANISER BEFORE **30th May 2015** by e-mail -secretariat@romeyouthcup.eu

Country/Team from: _____

Team Captain: _____

Mobile: _____

e-mail: _____

HOTEL: _____

Number of Rooms:

Single room:

Double room:

Triple room

Quadruple accommodation
(only in bungalow village)

Please check this box if you need facilities for persons with disabilities.

Team Arrival Date: _____

Team Departure Date: _____

Date: _____

Signature of President/Secretary General: _____





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TRANSPORTATION FORM

Country/Team from: _____

Number of passengers: _____ person/s

Arrival information

We will arrive by plane:

Airport: _____

Flight Nr: _____

Railway station _____

Train nr. _____

Date: _____

Arrival Time: _____

Departure information

We will depart by plane:

Airport: _____

Flight Nr: _____

Railway station _____

Train nr. _____

Date: _____

Arrival Time: _____

Date, _____

President/Secretary General MA: _____

PLEASE RETURN THIS RESERVATION FORM TO THE ORGANISER BEFORE **25th June 2015**.





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BUDGET FORM

Member Association: _____

Contact person: _____

Telephone: _____

Mobile: _____

E-mail: _____

1) Entry Fees

Position	Cost		Number of persons	Total
Athlete	€ 60,00	x	_____	€ _____
Total 1			€ _____

2) Accommodation

Hotel name: _____

Room	Cost	Nr of Persons	Nr of nights	Total
Single room	€ _____ x	_____ x	_____	€ _____
Double room	€ _____ x	_____ x	_____	€ _____
Triple room	€ _____ x	_____ x	_____	€ _____
Quadruple				
(bongalow)	€ _____ x	_____ x	_____	€ _____
City tax	€ _3,5_x	_____ x	_____	€ _____
Total 2			€ _____

3) Transportation + DISCO PARTY

Airport:	Cost		Number of Persons	Total
L. da Vinci - Fiumicino	€ 40,00	x	_____	€ _____
G.B. Pastine - Ciampino	€ 35,00	x	_____	€ _____
Railway station:				
Termini – Rome	€ 20,00	x	_____	€ _____
Tiburtina – Rome	€ 15,00	x	_____	€ _____
Disco Party	€ 10,00	x	_____	€ _____
Total 3			€ _____

TOTAL (1+2+3)

€ _____

Date _____

President/Secretary General MA: _____

- PLEASE RETURN THIS BUDGET FORM TO THE ORGANISER BEFORE 25th June 2015 by e-mail to secretariat@romeyouthcup.eu





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PAYMENT INSTRUCTIONS:

BANK: BANCA POPOLARE DELL'EMILIA ROMAGNA Succ. 0

ADDRESS: ROMA Largo Irpinia

ACCOUNT . IBAN- IT23R0538703213000002290771

BIC. BPMOIT22XXX

A/C NAME: **COMITATO O.E.S.A.**

Via Bruno Pontecorvo, - Italy

NOTE:

ALL PAYMENTS ARE REQUIRED TO BE DONE IN EUROS BY BANK TRANSFER BEFORE THE MAY 30th 2015 IN THE AMOUNT OF 80%;

FINAL PAYMENT IS REQUIRED TO BE DONE IN EUROS BY BANK TRANSFER BEFORE THE JUNE 25th 2015;

IN CASE OF NOT PAYING THE BANK TRANSFER, YOU WILL BE CHARGED FOR THE DIFFERENCE UPON ARRIVAL, AT THE ACCREDITATION;

ALL BANK TRANSFER HAVE TO BE PAID BY PARTICIPATING MA'S (you need to state OUR option when paying).

- **NO CREDIT CARDS**
- **NO TRAVEL CHECKS**

- **PLEASE SEND THE COPY OF THE BANK TRANSFER TO THE ORGANISER by email to treasurer@romeyouthcup.eu and sante.spigarelli@romeyouthcup.eu**





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VISA INVITATION LETTER FORM

Country/Team from: _____

Contact person: _____

PLEASE SEND US ALL PASSPORT COPIES (REAL SIZE, GOOD QUALITY, CLEAR) WITH THIS FORM:

Nº	Full name (As it is written in the passport)	Date of birth	Place of Birth	Passport Number	Passport expiration date	Occupation	Country

Date: _____

President/Secretary General MA: _____

- PLEASE RETURN THIS VISA INVITATION LETTER FORM TO THE ORGANISER AS SOON AS POSSIBLE (**latest by 08th May 2015**) by email to secretariat@romeyouthcup.eu

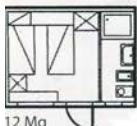
VILLAGE FLAMINIO

ROOM APARTMENT BUNGALOW PARK

3 KM FROM THE FIEL COMPETITION,

500 METERS FROM THE TRAIN TO THE CITY CENTER'

PRICE IS FOR PERSON IN FULL BOARD



12 Mq

BUNGALOW FIRENZE

- Twin room, bathroom, air conditioning/heating, fridge
- Zweibettzimmer, Bad, Klimaanlage/Heizung, Mini-Kühlschrank
- Camera doppia solo letti singoli, bagno, aria condizionata, riscaldamento, minifrigo

DOUBLE USE 65,00

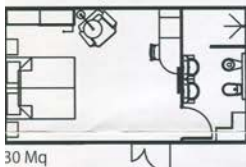


18 Mq

BUNGALOW VENEZIA

- Double / Twin room, bathroom, sat tv, air conditioning/heating, fridge, veranda
- Zwei/doppelbett, Bad, sat. Fernseher, Klimaanlage/Heizung, Mini-Kühlschrank, Veranda
- Camera matrimoniale/doppia, bagno, tv satellitare, aria condizionata/riscaldamento, minifrigo, veranda

DUBLE USE 80,00



30 Mq

BUNGALOW SUITE SORRENTO

- Double room with bathroom, air condition/heating, panoramic view, luxury design, sat tv 32", fridge, hairdryer, third bed possibility.
- Doppelbett mit Bad, Klimaanlage/Heizung, Panoramablick, hochwertige und moderne Ausstattung, 32" sat. Fernsehen, Mini-Kühlschrank, Föhn, zusätzliches Bett für eine dritte Person.
- Camera matrimoniale con bagno, aria condizionata, riscaldamento, posizione panoramica, finiture di lusso, tv satellitare 32", minifrigo, asciugacapelli, possibilità terzo letto.

DOUBLE USE 95,00

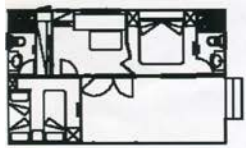


standard 24 mq

BUNGALOW CAPRI

- Two rooms apartment with a double/twin room + 2 beds, bathroom, equipped kitchenette, sat tv, air conditioning/heating, fridge, veranda
- Apartment mit 1 Zweibettzimmer + 2 Betten, Bad, ausgestattete Küche, sat. Fernseher, Klimaanlage/Heizung, Mini-Kühlschrank, Veranda
- Bilocale con camera doppia/matrimoniale + 2 posti letto, bagno, angolo cottura attrezzato, tv satellitare, aria condizionata/riscaldamento, minifrigo, veranda.

TRIPLE USE- 70,00.



30 Mq

BUNGALOW ISCHIA

QUADRUPLE USE 65,00x4

- Three rooms apartment with 1 double room, + 1 triple, 2 bathrooms, equipped kitchen, living room, sat tv, air conditioned/heating, fridge, veranda
- Apartment mit 2 Zweibettzimmern, 2 Bäder, ausgestattete Küche, Wohnzimmer, sat Fernseher, Klimaanlage/Heizung, Mini-Kühlschrank, Veranda
- Trilocale una matrimoniale e una tripla, 2 bagni, angolo cottura attrezzato, soggiorno, tv satellitare, aria condizionata/riscaldamento, minifrigo, veranda.

- SERVICES INCLUDED IN THE PRICE: water, electricity, blankets, sheets, safe boxes (at the reception), buffet breakfast, final cleaning, parking, swimming pool (in summer)
- IM PREIS IMBEGRIFFENE LEISTUNGEN: Wasser, Strom, Bettwäsche, Handtücher, Sicherheitskassette (bei der Rezeption), Frühstücksbuffet, Endreinigung, Parkplatz, Schwimmbad (im Sommer)
- SERVIZI INCLUSI NEL PREZZO: acqua, elettricità, lenzuola, asciugamani, deposito Valori (alla reception), colazione a buffet, pulizia finale, parcheggio, piscina (nella stagione estiva)

EXTRA:

City Tax of Comune di Roma. €3,5 per person (over 10 years) per night up to 5 overnights.

CHANGE OF TOWELS PER PERSON - Handtuchwechsel pro Person	€ 4,00	DAILY CLEANING ON REQUEST "Firenze" - "Venezia" - "Sorrento"	€ 10,00
CHANGE OF LINEN PER PERSON - Bettwäschewechsel pro Person	€ 4,00	Tägliche Reinigung "Capri"	€ 15,00
		Pulizia giornaliera a richiesta "Ischia"	€ 20,00
		BBY COT - Kinderbett - Culla	€ 7,00
		EXTRA FOR DOG PER NIGHT	€ 10,00
		PARKING - Parkplatz - Parcheggio	Gratis/Free