

TO ALL World Archery Member Associations

Dear President,

As President of the Chinese Archery Association, I have great pleasure to invite you to participate in the first stage of the Hyundai Archery World Cup which will be held in Shanghai, China on 23-28 Apr 2024.

The city of Shanghai is the largest city in China. In its bid to become an international capital of sports events, Shanghai is committed to upgrading the city's capacity and expanding its international influence by hosting high-profile sports competitions. For nearly 20 years, the Archery World Cup has actively promoted archery not only as a sport but also as a culture. After more than ten years of cultivation and development, the event has gained popularity with fascinating games to watch, and has won widespread acclaims, gradually becoming a hallmark event of the city.

With the guidance and support of the World Archery Federation and the Chinese Archery Association and the elaborate preparations made by the Organizing Committee, I believe there will be many new highlights that will surely bring all participants an excellent experience.

Looking forward to welcoming you in Shanghai, China

Sincerely yours,



Mr. LIANG Chun
President
Chinese Archery Association

Important Dates:

Please find enclosed detailed information regarding this event. To register participation, please complete all the necessary sections in WAREOS (<https://extranet.worldarchery.sport>) within the deadlines listed below.

Summary of deadlines:

| | |
|--|-----------------|
| Registration Opening date on WAREOS | 09 January 2024 |
| Preliminary Entries / 50% down-payment | 24 January 2024 |
| Final Entries / Full invoice payment | 02 April 2024 |
| Transportation | 20 March 2024 |
| Visa support | 18 March 2024 |
| Full refund cancellation deadline | 30 March 2024 |

* After this deadline, the LOC is allowed to retain all amounts due by the Member Association.

Please adhere to the provided deadlines. It is imperative for Member Associations to update WAREOS with any changes, including cancellations or modifications, even after submitting a preliminary entry. Non-compliance may result in additional penalties.

PRELIMINARY PROGRAMME

| | |
|----------------------------|--|
| 21 April 2024 Sunday | Arrival of participants Practice field and local transport available |
| 22 April 2024 Monday | Arrival of participants Practice field and local transport available |
| 23 April 2024 Tuesday | Official Practice & Qualification Round Official Practice Compound 50m Round |
| 24 April 2024 Wednesday | Team Eliminations & Qualification Compound Team Matches & Recurve Qualifications |
| 25 April 2024 Thursday | Individual Eliminations Team Eliminations (Recurve Team Matches and Compound Individual Matches) |
| 26 April 2024 Friday | Mixed Team Eliminations & Individual Eliminations (Mixed Team Matches and Recurve Individual Matches) |
| 27 April 2024 Saturday | Finals – Compound |
| 28 April 2024 Sunday | Finals – Recurve |
| 29 April 2024 Monday | Departure of teams |

NOTE: This preliminary programme is subject to change according to participation and TV requirements. All changes will be published and distributed in good time.

PRELIMINARY & FINAL REGISTRATION

All entries, accommodation reservations, transport needs, flight arrival/departure information and visa invitation letter requests are to be completed using the World Archery Online Registration System WAREOS <https://extranet.worldarchery.sport>. This system handles the entire registration process for this event. No entry forms, hotel reservations or transportation forms will be accepted; all information must be entered into WAREOS.

Member associations can login to WAREOS at <https://extranet.worldarchery.sport> with the username and password assigned by World Archery. After entering WAREOS, selecting the event from the list will allow a member association to register their 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) upon login.

Contact wareos@archery.sport with any questions regarding **technical problems on WAREOS**. For any question regarding the organisation of the event (transport, accommodation, meals, invoices, visa etc.) please contact **directly the LOC**.

A maximum number of 4 athletes per country can be registered into each category of the event. Preliminary entries should be completed using WAREOS.

Member Associations can only use WAREOS to make any changes or amendments to entries and will be able to do so at any time. An email will automatically notify the Organising Committee and Member Association of any changes made in WAREOS.

ACCREDITATION FEES

| | |
|--------------|---------|
| Individual | 595 USD |
| Team Manager | 215 USD |
| Coach | 297 USD |
| Medical | 215 USD |
| Guest | 892 USD |

All other fees applicable to the event can be found in the [Policies and Procedures Athletes, Officials and Team Management](#).

Member Associations that have penalty fees outstanding from 2023 will need to have paid these penalty fees before being eligible to enter and compete.

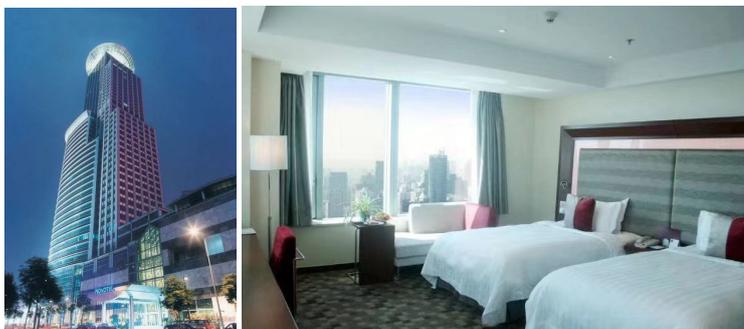
Any entries received less than 3 days before the team managers meeting for a Hyundai Archery World Cup or World Championships will be refused if no preliminary entry and/or final entry are made prior. This decision cannot be appealed by the teams and is fully compliant with the current World Archery 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 Organising Committee in writing at least one week prior to the event that they are unable to attend.

ACCOMMODATION

NOVOTEL ATLANTIS SHANGHAI HOTEL - Four Star Hotel

- Single Room price: USD 190.00 per room
- Number of rooms: 37
- Double/Twin Room price: USD 270.00 per room
- Number of rooms: 62
- Board plan: full board
- Check-in from 20.04.2023
- Late check-out Additional half day's charge will apply at the regular room rate for late check-outs between 14:00-18:00. Any check-outs after 18:00 will be charged at a full day's regular room rate.
- Hotel website: <https://all.accor.com/china/index.en.shtml>
- Photo



FOUR POINTS BY SHERATON - Four Star Hotel

- Single Room price: USD 165.00 per room
- Number of rooms: 40
- Double/Twin Room price: USD 220.00 per room
- Number of rooms: 80
- Board plan: full board
- Check-in from 20.04.2023
- Late check-out Additional half day's charge will apply at the regular room rate for late check-outs between 14:00-18:00. Any check-outs after 18:00 will be charged at a full day's regular room rate.
- Hotel website: <https://www.marriott.com/en-us/hotels/shapf-four-points-shanghai-pudong/overview>
- Photo



Luxemon Hotel Shanghai - Four Star Hotel

- Single Room price: USD 130.00 per room
- Number of rooms: 20
- Double/Twin Room price: USD 170.00 per room
- Number of rooms: 70
- Board plan: full board
- Check-in from 20.04.2023
- Late check-out Additional half day's charge will apply at the regular room rate for late check-outs between 14:00-18:00. Any check-outs after 18:00 will be charged at a full day's regular room rate.
- Photo



Rooms are allocated on a first come, first serve basis. Accommodation includes breakfast and lunch and dinner with non-alcoholic drinks. Lunch and dinner will be served at the hotel.

In addition, the LOC will not be responsible to provide any event information at this hotel or provide transportation to the venues.

TRANSPORTATION

Transportation will be provided from Shanghai Pudong International Airport or Shanghai Hongqiao International Airport to the official hotels, from two days before the official practice day and until two days after the closing day for free. Local transport will be available between the official hotel, practice and competition venues for free. Transport timetables will be confirmed.

VISA

All participants who need an entry visa to China, will be required to complete the **Visa Support sections** in WAREOS by no later than **18 March 2024**.

It is the applicants' responsibility for supplying the necessary information, ensuring all details are up to date, correct and submitted by the deadlines specified.

In addition, all participants that require a visa are kindly requested to supply a copy of their latest/valid passport. Copies of each application can be uploaded on WAREOS. All passport copies and personal details entered/uploaded to WAREOS will be held securely and in the strictest of confidence and not shared with other parties.

BANK INFORMATION FOR ACCOMMODATION, TRANSPORTATION AND ENTRY FEES

| | |
|---------------------------|--|
| BANK: | BANK OF CHINA SHANGHAI YANGJING SUB-BRANCH |
| ADDRESS: | NO.276 GU SHAN ROAD, PUDONG DISTRICT, SHANGHAI, CHINA |
| BANK ACCOUNT HOLDER NAME: | SHANGHAI PUDONG NEW AREA SPORTS FEDERATION |
| ACCOUNT NO: | 454684162932 |
| SWIFT CODE: | BKCHCNBJ300 |

NOTE: ALL PAYMENTS SHALL BE MADE IN USD BY BANK TRANSFER. THE ACCOUNT WON'T BE AVAILABLE TILL THE MIDDLE OF JANUARY 2024.

CANCELLATIONS & CHANGES

All cancellations and changes must be made through WAREOS:

- Should flight arrival details change last minute, please contact the Organising 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 in WAREOS.
- An email will automatically notify the Organising Committee and Member Association of any changes made in WAREOS.

HEALTH REGULATIONS

INFORMATION

- Everybody should follow the Government/public health authorities measures (national and sport-specific regulations) and be aware of the travel restrictions.
- Please kindly check the latest entry requirements for your travel to China.

Medical emergency contact and location

Shanghai Oriental Hospital

Address: No. 551 South Pudong Road, Pudong New Area, Shanghai, China

Phone No.: +86 21 38804518

ADDITIONAL INFORMATION

Training

A training field will be available starting from **21 April 2023**. The training field is near the competition field and is about **3-5 km** from the hotels.

Weather

Temperatures in April are expected to range between 14 and 22 degrees Celsius.

Media Registration

Media representatives can apply for registration by emailing awcshanghai@outlook.com.

Internet

Will be available in the official hotels for free (in hotel rooms and in the lobby). There will also be Wi-Fi available for access to results on venue.

Water

Each participant will receive clean bottles of water.

Bottled water will be available at the qualification and practice venues.

CAA CONTACT

Name: Yuran ZHU

Email: archery2010@126.com

Language: Mandarin and English

Official Website: www.archery.sport.org.cn

LOC CONTACT

Name: Weiqian Chen
Email: awcshanghai@outlook.com
Language: Mandarin and English

Looking forward to welcoming you in Shanghai, China.

Terms and Conditions

Introduction

The Member Association acknowledges to have understood and accepted in their whole and without any restrictions the sale and purchase terms and conditions of this invitation package, and of the registration platform <https://extranet.worldarchery.sport/wareos/>.

Consequently, the Member Association who wishes to register to an event, and book some or all associated extras proposed by the local organizing committee acknowledges that they are fully aware present terms and conditions are accepted by entering information in WAREOS.

Any Member Association declares that it is entitled to enter a contractual relationship with the Local Organising Committee of the event, in accordance with these terms and conditions.

The Local Organising Committee commits itself to communicate, within reason, to its potential clients the greatest information available on the following topics:

Description of the main characteristics of the proposed products and of their use.

Pricing

Information on the methods of payment and reimbursement conditions.

Article 1: Entirety

The platform <https://extranet.worldarchery.sport/wareos/> is the propriety of, has been designed and created and is managed by World Archery Federation at Lausanne, Switzerland, and put at the disposal of the Local Organising Committee to facilitate registration to World Archery events. The present terms and conditions include any and all rights and obligations of the parties. No single, specific, or general term or condition that may appear on documentation sent, given, or handed over to a Member Association will alter, replace, or complete parts of or the entirety of these terms and conditions. World Archery reserves the right to modify at any time and without any preliminary notification of any kind these terms and conditions.

Article 2: Object

The present terms and conditions define the rights and obligations of the parties in relation to the registration made through the platform <https://extranet.worldarchery.sport/wareos/> of services offered by the Local Organising Committee in the scope of the event it has been set for.

Article 3: Contractual documents

The present terms and conditions and the registration process make up the contractual documents between the parties.

Article 4: Electronic signature:

The Member Association's entering registration information is the electronic signature which is binding

between the parties in the same sense as a handwritten signature would be.

Article 5: Registration Confirmation – Contract

The contract is validated as soon as the Member Association has entered its preliminary registration by entering information in WAREOS. A modification of the registration is possible until the deadline for registration set in the document. Modifications may be subject to penalty fees.

Article 6: Prices

The official prices are listed in the "Policies and Procedures Athletes, officials and team management", the invitation package prices will be based on the official price list, converted to the currency elected by the LOC for invoicing (CHF, EUR, or USD).

The official prices valid on the date that the registration confirmation is sent to the Member Association are binding between the parties.

Article 7: Payment methods

All payments shall be made by bank transfer to the organising committee respecting the stated deadlines, with all bank charges paid by the Member Association. For any open invoices that are not settled 21 days prior the beginning of the event, the Local Organising committee will be entitled to charge a 5% surcharge on all open amounts.

Any payments received cash by World Archery on behalf of the organising committee will incur a 10% additional service fee, to be paid to World Archery.

Article 8: Payment deadlines and refunds

After the final deadlines of registration mentioned in this document, Member Association will not be entitled to any refund, and all remaining unpaid amounts shall be paid to the Local Organising Committee.

Failure to do so, will result in an immediate suspension of the Member Association, who will be set as not in good standing on the day of the official practice of the event, and so until the full amount is paid to the LOC.

Article 9: Availability of services

The availability of services is guaranteed on a first come, first serve basis, provided that the payment of such service has been paid to the local organising committee, partially or in full as mentioned in this document.

The local organising committee is not required to hold services for a Member Association that has not paid in full such service.

Article 10: Force-majeure

None of the two parties will have failed in their respective contractual obligations if their execution is delayed or prevented by a case of force-majeure. Cases considered to be a force majeure are extraordinary events or circumstances beyond the control of the parties, such as a war, strike, riot, crime, or an event described by the legal term "act of God" (e.g., flooding, earthquake, volcano eruption, etc). However, force majeure is not intended to excuse negligence or other malfeasance of a party, as where non-performance is caused by the usual and natural consequences of external forces, or where the intervening circumstances are specifically contemplated. The party experiencing a force majeure must notify in writing with 24 hours after becoming aware of the occurrence. The parties will then, within 7 business days examine, unless the force majeure prevents it, if and how the contractual obligations will be met.

Article 11: Privacy statement

All information exchanged by the Parties will be treated with the utmost confidentiality

All information requested by World Archery and the Organising Committee from the Member Association are necessary to process the event registration and can therefore be communicated only to the contractual partners of World Archery and the Local Organising Committee.

World Archery and the Local Organising committee are authorized to send informative and promotional e-mails to the Member Association, using the WAREOS e-mail address and the contact person provided by the Member Association during the registration.

October 2023 by World Archery Federation, Maison du Sport International, Avenue de Rhodanie 54 - 1007 Lausanne (Switzerland)