



**World Archery Field Championships 2024**  
**Lac la Biche, Alberta (CAN)**  
**16 - 22 September**



v1.0 – 08 April 2024

TO ALL World Archery MEMBER ASSOCIATIONS

Dear President,

On Behalf of Archery Canada and as Chair of the Local Organising Committee (LOC) of the 2024 World Archery Field Championships to be held in Lac La Biche, Alberta – Canada Sept 16-22, 2024, I would like to invite you all to be part of one of the most important Field archery events to take place in the North America in 2024. This championship event will start at the beautiful Herb Erickson Archery Field, nestled in the beautiful boreal forest, and end with finals overlooking the shores of Lac la Biche Lake at the Golf and Country Club.

Lac La Biche is situated on the cusp of the Continental Divide in north-eastern Alberta. It is a wild and relatively untouched area with over 150 lakes, verdant forests, and abundant wildlife. There is a wide range of natural assets and unique cultural attractions that offer visitors the opportunity to create truly memorable experiences.

Archers of the world already know that Lac La Biche is also a location where magnificent archery events can be staged. The town and its community successfully hosted the 2019 World Archery 3D Championships. Participants from more than 25 countries have enjoyed the experience of shooting in our country. Those who joined us previously will certainly want to come back and be our best ambassadors to advertise our 2024 event among the rest of the athletes of the world.

The motto of the Lac La Biche community is 'Welcoming by Nature', and we can't wait to 'Welcome the World'.

On behalf of the Local Organizing Committee (LOC), it is my great pleasure to invite you to participate in the 2024 World Archery Field Championships!

Sincerely yours,

A handwritten signature in cursive script, reading "Rene Schaub".

Mr. Rene Schaub  
Chair  
Organising Committee



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

Summary of Key Dates:

- |  |                       |
|--|-----------------------|
| • Registration Open (WAREOS)                         | 8 April 2024          |
| • <b>Preliminary Entries (50% deposit)</b>           | <b>17 June 2024</b>   |
| • <b>Preliminary Hotel Reservation (50% deposit)</b> | <b>15 July 2024</b>   |
| • Preliminary Transportation                         | 15 July 2024          |
| • Visa Support                                       | 15 July 2024          |
| • <b>Final Hotel Reservation &amp; Payment</b>       | <b>7 August 2024</b>  |
| • Final Transportation                               | 7 August 2024         |
| • <b>Full Refund Cancellation Deadline*</b>          | <b>14 August 2024</b> |
| • <b>Final Entries</b>                               | <b>26 August 2024</b> |

\* 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.



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v1.0 – 08 April 2024

**PRELIMINARY PROGRAM**

15 Sept 2024 Sunday	Arrival of Participants Accreditation and Registration Local transport available
16 Sept 2024 Monday	<b>Official Practice (for all)</b> Registration & Equipment Inspection Team Managers Meeting Opening Ceremony
17 Sept 2024 Tuesday	<b>1<sup>st</sup> Qualification Round</b> 24 Targets - Unmarked
18 Sept 2024 Wednesday	<b>2<sup>nd</sup> Qualification Round</b> 24 Targets – Marked
19 Sept 2024 Thursday	<b>Eliminations</b> <b>Individual Semi-Finals</b>
20 Sept 2024 Friday	<b>Team Quarter &amp; Semi-Finals</b> <b>Team Junior Quarter &amp; Semi-Finals</b> <b>Mixed Team Quarter &amp; Semi-Finals</b>
21 Sept 2024 Saturday	<b>Finals -Team</b> Award Ceremonies
22 Sept 2024 Sunday	<b>Finals – Individual Finals</b> Award Ceremonies Closing Ceremony Banquet
23 Sept 2024 Monday	Departure of Teams

Note: This is a preliminary program and subject to change according to the number of participants and TV requirements. All changes will be published and distributed in advance.



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v1.0 – 08 April 2024

**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](mailto: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** at ([info@wafc2024.ca](mailto:info@wafc2024.ca))

A maximum of **three (3) athletes per country** (the host country included) are allowed to be registered in each category of the event. Preliminary entries must be completed using WAREOS.

Start of online registration using WAREOS:	<b>8 April 2024</b>
End of Preliminary registration using WAREOS:	<b>17 June 2024</b>
End of Final registration using WAREOS:	<b>26 August 2024</b>

Please respect the stated deadlines.

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



**World Archery Field Championships 2024**  
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**16 - 22 September**



v1.0 – 08 April 2024

**ACCREDITATION FEES**

Individual	500 USD
Team Manager	180 USD
Coach	250 USD
Medical	180 USD
Guest	750 USD

There is no entry fee for teams.

Entry fees include daily local transport to and from the practice field to/from official hotels during the qualification, elimination, and finals venues (the transportation timetable will be confirmed on-site).

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 World Championships will be refused if no preliminary entry and/or final entry is 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 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.

\*VIP ACCESS – Must be approved by LOC before credentials are issued. Examples of VIP's include Presidents of Federations, Secretary General, World Archery Officers, etc. VIP credentials provide access to the VIP area at the finals venue and specialized transportation. Please note that transportation is not available from non-official hotels.

VIP and Guest entry fees do not include Field of Play access for qualification or elimination rounds.



# World Archery Field Championships 2024 Lac la Biche, Alberta (CAN) 16 - 22 September



v1.0 – 08 April 2024

## ACCOMMODATIONS

The official accommodations are BCMInns, Parkland Motels I & II, Ramada and Canalta Hotels. There are also a limited number of Cabins (10) and Tipis (2) that accommodate larger groups. Due to limited capacity, a “First Come, First Serve” policy will be followed. All accommodations are serviced by the event shuttle.

Teams who do not reserve their accommodation through the organizing committee will be charged 100USD/day of competition/individual as per the [Policies and Procedures Athletes, Officials and Team Management](#).

- Final Hotel Reservation & Transportation on or before **7 August 2024**

To confirm the reservation, a 50% deposit of the total amount is required to be bank transferred to the LOC on or before **15 July 2024**. Reservations after this date will be considered only according to availability.

### **IMPORTANT!**

There will be a limited number of rooms at each hotel. To ensure that you stay at your preferred hotel, please book your hotel as soon as possible. Reservations are only final after the LOC has received the deposit of 50%. Due to limited capacity, a ‘First Come, First Serve’ policy will be followed. According to the availability of the rooms, the LOC reserves the right to direct the teams to hotels of the same level. None of the accommodations has a full-service restaurant on the premises.

Half Board rates are per room, per night, breakfast\*, lunch and local transportation.

Full Board rates are per room, per night, breakfast\*, lunch, dinner and local transportation.

Teams that do not select Full Board will be responsible for arranging their own dinner meal.

\*Cabin and Tipi accommodations do not include breakfast.

In addition, the LOC will not be responsible for providing event information to any hotel that is not on the official accommodation list.

Teams that book non-official accommodation will need to register at the accreditation desk no later than the day before the official practice day. Failing to do so will result in no changes being made to the entry list and it is likely that participation in the event will be refused if registration is not completed in time.



# World Archery Field Championships 2024 Lac la Biche, Alberta (CAN) 16 - 22 September



v1.0 – 08 April 2024  
**ACCOMMODATIONS**

### BCMinns – 4.0 star 40 Rooms



Located a 7-minute drive down the road from the Qualification/Elimination venue.  
All rooms have kitchenettes with stove burner, fridge, microwave and coffee maker.  
Laundry facilities available.  
Breakfast served onsite.  
Transportation to venues provided.

Room Category	# Guests	Half Board	Full Board
1 Occupant (2 Queens)	1	\$131	\$154
2 Occupants (2 Queens)	2	\$146	\$192
3 Occupants (2 Queens)	3	\$176	\$245
4 Occupants (2 Queens)	4	\$207	\$298

Hotel website: <https://bcminns.com/>

### Parkland Motels I & II – 3.5 star 100 Rooms



Located a 10-minute drive down the road from the Qualification/Elimination venue.  
Some rooms have kitchenettes with stove burner, fridge, microwave and coffee maker.  
Breakfast served offsite each morning.  
Transportation to venues provided.

Room Category	# Guests	Half Board	Full Board
1 Occupant (1 Queen)	1	\$95	\$118
2 Occupants (1 Queen)	2	\$122	\$167
2 Occupants (2 Queens)	2	\$144	\$190
3 Occupants (2 Queens)	3	\$171	\$239
4 Occupants (2 Queens)	4	\$198	\$289
Family Suite 5 Occupants (3 Queens)	5	\$236	\$350
Family Suite 6 Occupants (3 Queens)	6	\$274	\$410





**World Archery Field Championships 2024**  
**Lac la Biche, Alberta (CAN)**  
**16 - 22 September**



v1.0 – 08 April 2024

Hotel website: <http://parklandmotels.com/>

**Ramada Hotel- 4.5 star 25 Rooms**



Located a 10-minute drive down the road from the Qualification/Elimination venue.  
 Amenities include indoor pool, fitness centre, laundry facilities, and free Wi-Fi.  
 Breakfast served onsite.  
 Transportation to venues provided.

Room Category	# Guests	Half Board	Full Board
1 Occupant (1 King)	1	\$150	\$173
2 Occupants (1 King)	2	\$166	\$211
2 Occupants (2 Queens)	2	\$166	\$211
3 Occupants (2 Queens)	3	\$196	\$264
4 Occupants (2 Queens)	4	\$226	\$318

Hotel website: [wyndhamhotels.com](http://wyndhamhotels.com)

**Canalta Hotel- 4.5 star 27 Rooms**



Located a 10-minute drive down the road from the Qualification/Elimination venue.  
 Amenities include fitness centre, in room coffee maker and free Wi-Fi.  
 Breakfast served onsite.  
 Transportation to venues provided.

Room Category	# Guests	Half Board	Full Board
1 Occupant (2 Queens)	1	\$144	\$167
2 Occupants (2 Queens)	2	\$160	\$205
3 Occupants (2 Queens)	3	\$190	\$258
4 Occupants (2 Queens)	4	\$220	\$312

Hotel website: <https://canaltahotels.com/hotels/canalta-lac-la-biche/>





**World Archery Field Championships 2024  
Lac la Biche, Alberta (CAN)  
16 - 22 September**



v1.0 – 08 April 2024

**Sir Winston Churchill Cabins-10 Cabins and 2 Tipis available**



Located a 20-minute drive down the road from the Qualification/Elimination venue and a 7-minute drive to the Finals venue.

Cabins with limited services have full kitchens, bathroom access to shower house.

Tipis have access to shower house and cook house.

**Breakfast is *not* provided.**

Transportation to venues provided.

Room Category	# Guests	Half Board	Full Board
<b>Cabin (full services)</b>	n/a		
1 Occupant	1	\$148	\$171
2 Occupants	2	\$163	\$209
3 Occupants	3	\$179	\$247
4 Occupants	4	\$194	\$285
5 Occupants	5	\$209	\$323
6 Occupants	6	\$224	\$361
<b>Cabin (limited services)</b>	n/a		
1 Occupant	1	\$137	\$160
2 Occupants	2	\$152	\$198
3 Occupants	3	\$167	\$236
4 Occupants	4	\$182	\$274
5 Occupants	5	\$198	\$312
6 Occupants	6	\$213	\$350
<b>Tipi (limited services)</b>	n/a		
1 Occupant	1	\$114	\$137
2 Occupants	2	\$129	\$175
3 Occupants	3	\$144	\$213
4 Occupants	4	\$160	\$251

Parks website: <https://www.albertaparks.ca/>

The Cabin Experience- All the comforts of home for up to 6 people while enjoying the beauty of Alberta’s only island provincial park. The cabins are lakefront sites on Lac La Biche, close to trails.

The Tipi Experience- ‘Oneness with nature’. Tipis have platform beds (4) on a raised deck, a canvas covering stretched over traditional pine poles between you and the wilderness.



**World Archery Field Championships 2024**  
**Lac la Biche, Alberta (CAN)**  
**16 - 22 September**



v1.0 – 08 April 2024

**PAYMENT**

**Payment Conditions**

All fees should be paid in full before arrival.

Payment of accommodation and local transportation: When booking, a minimum deposit of 50% of the total amount owed should be made by **17 June 2024**. The final outstanding balance shall be transferred by **14 August 2024**. Accommodation cannot be guaranteed after this deadline. A balance invoice will be provided via WAREOS.

**Bank Information for all Fees:**

BANK:	Scotia Bank
ADDRESS:	P.O. Box 690 Lac La Biche Alberta Canada
BANK ACCOUNT HOLDER NAME:	Lakeland Archers Club
ACCOUNT NO:	619290022012
BIC/SWIFT CODE:	NOSCCATT

**NOTE:** All payments shall be made in USD by BANK TRANSFER by **14 August 2024**

Bank transfer fees are the responsibility of the SENDER.  
CREDIT CARDS and TRAVEL CHECKS will not be accepted.

**CANCELLATION POLICY**

**Cancellations & Changes**

All cancellations and changes must be made through WAREOS.

- Cancellations received **before 14 August 2024**, a full refund will be given.
- Cancellations received **after 14 August 2024**, no refund will be given.
- Refunds will be processed after the event.
- All cancellations and changes must be made through WAREOS. Changes made to the athlete and/or team official names after the final entry deadline date and within 3 days prior to the start of the event will be subject to a 50 CHF charge.
- The organising committee should be informed immediately about any changes in travel arrangements 72 hours prior to arrival.
- If your arrival is later than your original schedule, the room charges start from the original date indicated by the Member Association in their WAREOS accommodation reservation.
- An email will automatically notify the Organising Committee and Member Association of any changes made in WAREOS.



**World Archery Field Championships 2024**  
**Lac la Biche, Alberta (CAN)**  
**16 - 22 September**



v1.0 – 08 April 2024

**ADDITIONAL INFORMATION**

**TRANSPORTATION**

Transportation will be provided from Edmonton International Airport (YEG) two days before the official practice day and one day after the closing day. It is 155 mi /250 km from Edmonton International Airport Edmonton, Alberta (YEG) to the venue and official hotels.

The cost of this service is \$150 USD per person return to/from Edmonton International Airport.

Local transport will be available between official hotels and archery venues. Transport timetables will be confirmed. Buses and/or vans will be provided.

Lac La Biche has a limited public transit system to assist in moving throughout the community.

Fares (per ride) Individual-\$2.00

For more information about the community access program, visit:

<https://www.laclabichedcounty.com/p/community-access-system-busing->

**TRAINING**

The Lakeland Archery Centre Practice Field will be available for training 14 -15 September.

**FOOD AND BEVERAGE**

*Wristbands will be issued to participants who have Half or Full Board Accommodations. You must show your wristband to the Access Control volunteer for access to Lunch and Dinner venues.*

**Lunch**

Half Board and Full Board Accommodations include a hot lunch at the Lakeland Archery Field.

**Dinner**

Full Board Accommodations include Dinner at the Bold Centre. Teams that don't sign up for dinner service at the Bold Centre will be responsible for their own meals and evening transportation to and from meals. A small number of dinner tickets, \$40 USD, will be available for purchase.

**Closing Gala Banquet**

The LOC is once again planning a Closing Gala Dinner on Sunday, September 22nd. A small number of tickets, \$40 USD, will be available for purchase.



# World Archery Field Championships 2024

## Lac la Biche, Alberta (CAN)

### 16 - 22 September



v1.0 – 08 April 2024

#### **Social Events**

The LOC is planning social events for each evening. We want to provide you with a full and unique Canadian cultural experience. Performances and crafts by Indigenous performers and artisans, traditional trapping demonstrations, food, entertainment and offerings from a mosaic of Canadian cultures. Get ready to eat off a pitchfork and attend a classic rodeo!

#### **Ceremonies**

Opening Ceremonies will take place on 16 September in the heart of the community. All award ceremonies will take place at the Finals Field. Details to be provided.

#### **Water on the Venue**

Hydration stations will be available at the field. Bring a reusable water bottle.

#### **Internet**

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

#### **Photographs**

There will be two professional photographers from the LOC taking photos. A link to images will be sent to Team Managers to share with participants.

#### **Media Registration**

Media representatives can apply for registration by emailing [info@wafc2024.ca](mailto:info@wafc2024.ca)

#### **VISA SUPPORT**

All participants who need an entry visa to Canada, will be required to complete the Visa Support Form in WAREOS no later than **15 July 2024**.

It is the applicants' responsibility to supply 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 will not be shared with other parties.

Please note that the Organizing Committee can provide an invitation letter for the period of the World Archery Field Championships only.



**World Archery Field Championships 2024**  
**Lac la Biche, Alberta (CAN)**  
**16 - 22 September**



v1.0 – 08 April 2024

**Weather**

Average Temperature	11° C
Low Temperature	7° C
High Temperature	16° C
Sunshine Hours	12.45 Hours
Rainfall days	19 days
Sunrise	7.00h
Sunset	19.45h

**Medical**

Lac La Biche Healthcare Centre – Emergency  
9110 93 Street  
Lac La Biche, Alberta  
+1-780-623-4404  
+1-780-623-5959 (after hours)

EMS will be onsite during all events.

**LOC Contact**

President Organizing Committee: Rene Schaub  
Email: [rene.schaub@canwestair.com](mailto:rene.schaub@canwestair.com)  
Phone: +1-780-689-8488  
Executive Producer: Aimée Barnabé  
Email: [info@wafc2024.ca](mailto:info@wafc2024.ca)  
Language: (English)  
Official website: [WAFC2024.ca](http://WAFC2024.ca)

**Lac La Biche Alberta**

For information on places to go and things to see in Alberta, check out:

[travelalberta.com](http://travelalberta.com)

For more information on the Lac La Biche Region, check out:

[laclabicheregion.com](http://laclabicheregion.com)



# World Archery Field Championships 2024 Lac la Biche, Alberta (CAN) 16 - 22 September



v1.0 – 08 April 2024

## 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





# World Archery Field Championships 2024

## Lac la Biche, Alberta (CAN)

### 16 - 22 September



v1.0 – 08 April 2024

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 as 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)