



CREDIT: G. SCALA / DEEPBLUEMEDIA EU

INFORMATION BULLETIN

EUROPEAN SYNCHRONISED SWIMMING CHAMPIONS CUP

05-07 MAY 2017

CUNEO

STADIO DEL NUOTO



Dear friends,

The Italian Swimming Federation has the honour and pleasure to invite you to the European Synchronised Swimming Champions Cup 2017, to be held in Cuneo, Italy.

Cuneo has lots of experience in organizing Synchronised Swimming Event.

We welcome you to Cuneo !

CUNEO: LET'S DISCOVER A GREEN TOWN

Maybe you still don't know our region, do you? Here we give you 5 good reasons to come very soon to the province of Cuneo:

- ✓ To breath some fresh air thanks to the uncontaminated nature of the many parks and valleys of our territory!
- ✓ To taste the local produce of the land and the excellent Piedmontese gastronomy: there's no doubt that even the more exigent gourmet will be completely satisfied!
- ✓ To travel through the centuries and deepen oneself into another culture or simply



walking under the wonderful old arcades of the town of Cuneo

✓ Grottoes, churches, abbeys, castles, festivals and a lot of markets are impatiently waiting for your visit!

All you wish is here, waiting for you, in the Province of Cuneo



Tourist Board

Tourist Office IAT - A.T.L. del Cuneese: Via Vittorio Amedeo II, 8/a – 12100 CUNEO

Ph.+39.0171.690217

e-mail: accoglienza@cuneoholiday.com



ABOUT THE SPORTS COMPLEX

On 26 September 2015, the City of Cuneo inaugurated the New Swimming Stadium, an excellence structure for swimming at the international level.

The Swimming Stadium was built ex novo, and includes the new pool, input building system, and locker room.

Overall 6350 mq of new construction. Inside, it houses the new indoor pool with 8 lanes – 51,50 x 21 mt, depth from 1,20 mt to 2,30 mt – provided with two fixed heads and a draw-bridge, the tribune for the public with capacity until 616 persons, and a cafeteria that overlooks the pool.



The stadium has multiple entrances, with different levels. In particular it is possible to access the structure from one place in front of the urban elevator.



From this entrance you can reach the Desk of the Stadium with a spectacular staircase or by means of an elevator that guarantees accessibility.

The other entrances are normally accessible from parking areas.

The large windows overlooking the Alps gives this pool a unique light.

Over the last three years the Swimming Stadium of Cuneo hosted for two consecutive years the Italian Championships in Synchronized swimming, with ever sold out spectator stands.



COMPETITION AND ENTRY INFORMATION

The European Synchronised Swimming Champions Cup will start on May 5th 2017 and end on May 7th 2017.

Below the competition schedule already confirmed by LEN.

On May 4th, a Team Leaders Meeting will take place in the Sports Complex, time to be determined.

	FRIDAY 5 MAY	SATURDAY 6 MAY	SUNDAY 7 MAY
MORNING SESSION	Duet Technical, Duet Mixed Technical	Team Technical	Highlight routine
AFTERNOON SESSION	Team Free	Duet Free preliminaries Free Combination	Duet Free final, Duet Mixed Free GALA

At the end of the competition a Champions Gala will be held, in which we invite the medalists of each event to perform their routine again. Federations are invited at this time to enter their (show) routines for this gala.

Training Facilities

Training opportunities will be available from May 3rd in the Sport Complex.

The training schedule will be sent on a later stage.

ACCESSIBILITY

Airport

Torino Caselle is situated 2 hrs drive from Cuneo.

Pick up from Milano Malpensa and Milano Linate can be arranged upon request. The cost is 50 Euros per person.



Transport

All the hotels, except Cristal Hotel (3 km) are walking distance to the venue. For Cristal Hotel shuttle service will be arranged.

HOTEL INFORMATION

For reservations, please fill in the attached booking form.

All bookings will be handled on a first come, first serve basis.

For more information, please contact:

CONITOURS – CONSORZIOOPERATORITURISTICI PROVINCIA DI CUNEO

Logistics assistance - turistic information - hotel reservations

Via Avogadro, 32 – 12100 – Cuneo

Tel. +39.0171.696206 – 698749

Ref. Daniela Alberto & Sonia Arnaudo info@cuneohotel.it – www.cuneoalps.it



We are pleased to assist you!

Accommodation for athletes and support staff

All prices mentioned below include:

- ✓ Full board (breakfast, lunch and dinner)
- ✓ Free use of the bus shuttle between the airport and hotels
- ✓ Free use of Shuttle from Hotel Cristal and Sports Complex

Please note:

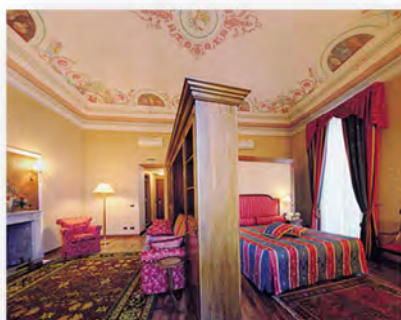
- ✓ All prices mentioned below are applicable until 13th March 2017
- ✓ All extra costs, such as internet, telephone and (mini)bar have to be paid upon checkout



	Price per night per person		Distance to the venue
	Single room	Double room	
BW Hotel Principe 4*	€ 150,00	€ 110,00	250 mt
Hotel Lovera 4*	€ 150,00	€ 120,00	550 mt
Cristal Hotel 3*	€ 115,00	€ 100,00	3 km
Hotel Royal Superga 3*	€ 115,00	€ 100,00	550 mt
Hotel Figure 2*	€ 110,00	€ 90,00	550 mt

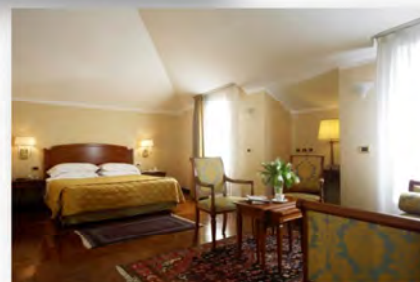
BEST WESTERN HOTEL PRINCIPE ****

An elegant palace built at the beginning of the '800s, completely restored, houses the Best Western Hotel Principe that turns the cornice into one of the most beautiful and largest squares in Italy, and it's the only hotel of Cuneo facing to the square. The limited size of the hotel guarantees a tranquil stay along with a timely and personalized service. Best Western Hotel Principe neighbours the oldest streets and places in Cuneo, testimony of a story with medieval origins and, today, showcase of the most exclusive shops in the city.



HOTEL PALAZZO LOVERA ****

Located in the historic center of Cuneo Via Roma 37, Hotel Palazzo Lovera has an enviable history that starts in the sixteenth century, the time when this palace was the residence of Counts Lovera di Maria. Throughout history, famous guests stayed there, including Pope Pius VII, on a visit to Cuneo (city that was founded in 1198), and King Francis I of France. A careful renovation has restored the building to its former glory, giving birth in 1998 a four-star hotel that is linked to the old traditions of hospitality. Forty-seven, the large rooms, a small fitness area with sauna and restaurant associated with the Italian Union of the Good Dishes remember.



HOTEL ROYAL SUPERGA CUNEO ***

We are located in a historic building of the late nineteenth century with direct access to the historic Piazza Galimberti , one of the largest squares in Italy. Since 1887 the Hotel Royal Superga represent the Cuneo hospitality with several families in its management . His name was born as a tribute to " Casa Reale " when it was transiting to the hot springs . Today, the hotel looks like a cozy home *** S restructured to meet the needs of its customers . Being right in the city center is the ideal solution for travel and stay for both business travelers and families.



LIGURE HOTEL ***

The Hotel Ligure, run by the Calandri family since 1939, greets and welcomes you to Cuneo. The hotel is located in the beautiful historic city center, adjacent to the main streets and the most exclusive and beautiful shops.

Hotel services: Rooms/Facilities for Disabled Guests - Elevator - Electronic security lock - Air conditioning - Independent heating - Automatic Hairdryer - Towel warmer - national and international TV - Direct dial phone - Secure private parking - Free Wi-Fi access- all major credit cards accepted- Pets allowed - sports equipment storeroom- bicycle and motorcycle maintenance room – bicycle rental - cooking classes offered.



HOTEL CRISTAL CUNEO ***

Just 2 km from the centre of Cuneo, Cristal Hotel guarantees you a pleasant stay in an understated, sophisticated environment: rooms with plenty of natural light, designed in line with modern architectural principles, welcome our clients in a elegant setting perfect for business trips or holidays.



Booking information

By making your reservations through our web site you agree with the rules and regulations of the accommodation agency and you will be billed for the amount due.

Rules and regulations:

- ✓ Reservations will be handled on a first come, first serve basis
- ✓ Your reservations will be confirmed by our travel agency
- ✓ By paying the proforma-invoice of 30% within March 13th your reservation turns into a booking
- ✓ Payment will be confirmed by our travel agency
- ✓ For cancellations between March 23rd and April 4th you will be charged 30% of the costs of the reservation
- ✓ The balance payment (70%) is due within April 5th 2017

Entries

Please return your Preliminary Entry Form to the LOC and to LEN by no later than 13th March 2017. You will find the procedure and form at the end of this information booklet.

- ✓ Deadline for Preliminary Entry is March 13th, 2017.
- ✓ Deadline for Final Entry is April 25th, 2017.

Officials

As in any LEN event, judges will have to be on the LEN list and will have to have passed the FINA judges test (new rules). the rules for judges have been amended as follows:

- ✓ Cup-SY 7.1 Each participating Federation is obliged to enter at least one judge from the LEN or FINA List. The participating Federations may also enter a second judge from the LEN or FINA List. The selected judges must have passed the current FINA School. They are obliged to take part in all meetings and must be present to all competition sessions.
- ✓ Cup-SY 7.2 Non-participating Federations may enter a judge from the current LEN or FINA List..
- ✓ Cup-SY 7.4 Entered judges shall be approved by the LEN TSSC.

Please enter the number of judges your federation will enter in the Preliminary Entry Form.

REGULATIONS

CUP-SY 1 ORGANISATION

Cup-SY 1.1 The Cup shall be held every odd year over three (3) or four (4) days.

Cup-SY 1.2 The organising Federation, the date and the place where the Cup shall be held shall be decided by the LEN Bureau and circulated by the LEN Office.

Cup-SY 1.3 Two (2) Delegates, one (1) to be appointed by the Bureau and one (1) by the LEN Technical Synchronised Swimming Committee (LEN TSSC), shall be responsible for and supervise the organisation and the correct conduct of the competitions according to LEN Rules and Regulations.

The Delegates shall decide on all matters arising on site at the competitions which require an immediate decision.

Cup-SY 1.4 In addition the LEN TSSC shall nominate:

- a) one (1) Referee;
- b) one (1) Chief Recorder;
- c) one (1) Evaluator.

CUP-SY 2 PARTICIPATION AND EVENTS

Cup-SY 2.1 Events are:

- a) Duet
- b) Team
- c) Free Combination
- d) Synchro Highlight Routine

Cup-SY 2.2 Federations may submit entries for:

- a) one (1) duet Technical with maximum one reserve;
- b) one (1) Duet Free with maximum one (1) reserve;
- c) one (1) Duet Mixed Technical;
- d) one (1) Duet Mixed Free;
- e) one (1) Technical team of four (4) to eight (8) members with maximum four (4) reserves



f) one (1) Free team of four (4) to eight (8) members with maximum four (4) reserves;

g) one (1) Free combination of six (6) to ten (10) members with maximum four (4) reserves;

h) one (1) synchro highlight routine of eight (8) to twelve (12) members;

Note: one (1) reserve refers to one (1) swimmer.

The total number of competitors entered may not exceed twelve (12).

Cup-SY 2.3 Federations are not obliged to enter all events.

CUP-SY 3 FORMAT

Cup-SY 3.1 If there are more than twelve (12) entries in any event, Preliminaries may be held.

Cup-SY 3.2 If there are no Preliminaries, the draw for sessions will be an Open Draw.

Cup-SY 3.3 The composition of the Duet, Team, Free Combination, and Highlight Routine shall be declared no later than two hours before the commencement of the session in which the event shall take place.

Cup-SY 3.4 If Finals are held, withdrawals from any Final shall be announced no later than one (1) hour after the end of the Preliminaries concerned; otherwise they shall be fined (see Rule € 17.6).

CUP-SY 4 AWARDS

Cup-SY 4.1 The added scores achieved by each Federation in each event shall decide the ranking in the Cup Competition. If Finals are held, the score of the finals shall be used.

Cup-SY 4.2 In case of a tie the highest classification shall be awarded to the Federation having obtained the highest score in the Team event. If there is still a tie, the higher ranked in the event "Free Combination" shall determine the place, and if there is still a tie, the higher ranked in the Duet event.

Cup-SY 4.3 The Federation ranked 1st shall be awarded a Cup engraved «European Synchronised Swimming Champions Cup 20xx».

The Federations ranked 2nd and 3rd shall be awarded a Cup.

Cups are on the costs of the organising Federation.



CUP-SY 5 ENTRIES

Cup-SY 5.1 Preliminary Entries shall be submitted to the organising Federation, with copy to the LEN Office, no later than the date circulated by the LEN Office.

A Federation having made a Preliminary Entry may withdraw up to the date circulated by the LEN Office.

Cup-SY 5.2 Named Entries shall be submitted to the organising Federation, with copy to the LEN Office, no later than ten (10) days before the first day of the competition, if not announced otherwise.

CUP-SY 6 ACCREDITATIONS

Cup-SY 6.1 Entered Federations shall receive accreditation for:

- a) the President of the Federation;
- b) the Head of the Delegation;
- c) the entered competitors;
- d) one medical person;
- e) five team staff members.

Cup-SY 6.2 Team staff members include everybody servicing the team: Team Leaders, Chaperones, Coaches, Physiotherapists, Interpreters, etc., but not officials such as judges, referees, etc.

CUP-SY 7 OFFICIALS

Cup-SY 7.1 Each participating Federation is obliged to enter at least one (1) judge from the LEN or FINA list. The Participating Federations may also enter a second judge from the LEN or FINA list.

The selected judges must have passed the current FINA School. They are obliged to take part in all meeting and must be present to all competition sessions.

Cup-SY 7.2 Non participating Federations may enter a judge from the current LEN or FINA list..

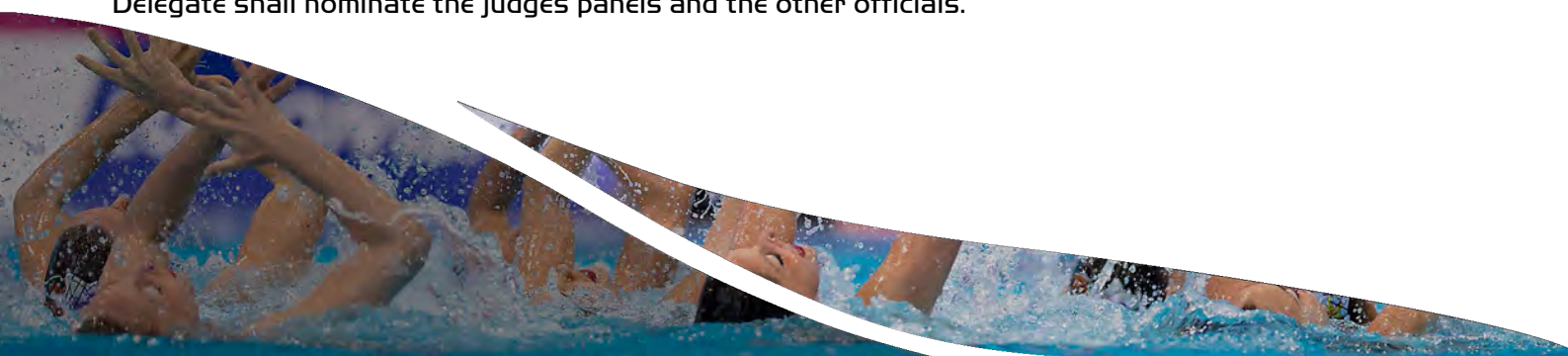
Cup-SY 7.3 Nominations shall be submitted to the LEN Office no later than the date circulated by the LEN Office.

Cup-SY 7.4 Entered judges shall be approved by the LEN TSSC.

Cup-SY 7.5 Officials approved by the LEN TSSC are on the costs of the nominating Federation.

Cup-SY 7.6 The organising Federation shall provide all other officials.

Cup-SY 7.7 For each part of a competition, the Referee, the Evaluator and the LEN Technical Delegate shall nominate the judges panels and the other officials.



Cup-SY 7.8 Acting judges shall be evaluated.

CUP-SY 8 FINANCIAL REGULATIONS

Cup-SY 8.1 The organising Federation shall provide:

- a) transport from the nearest airport to the official hotel and back for participating teams, Delegates and nominated Officials;
- b) transport from official hotels to the pool and back for training and competitions within the town of the venue for participating teams, Delegates and nominated Officials;
- c) sessions of minimum two (2) hours per day for training in the competition pool beginning three (3) days before the competitions.

All other requirements, including the reimbursement of the expenses of the LEN Delegate(s), are as fixed in the relevant Contract (see Rule € 9.4).

Cup-SY 8.2 Each participating Federation shall be financially responsible for the expenses for accommodation and travel of its team.

GALA GUIDELINES

A Cultural Exchange -

- ✓ Every federation to take part in a spectacular show to close the competition
- ✓ A maximum of 1 min 30 is available
- ✓ Each federation to choose music that represents their culture - a famous piece that is recognised.
 - Positive and upbeat music - that the audience can sing/dance/clap
- ✓ Can start on deck or in the water
- ✓ Federations can combine and work together to create a single piece
- ✓ Accessories are allowed
- ✓ Champions to showcase a highlight/segment from their routine?

Music and explanation to be submitted in advance (4 weeks before competition)

- ✓ Background of music
- ✓ How many swimmers will be involved. - our preference is to have as many as possible for each routine.
- ✓ Information about the story/costumes/etc



Sports Presentation

Order of swim will be decided beforehand.

LEN to consider how to present - lighting, audience engagement, social media plans, the production/ choreography/backdrop of the gala - to make interesting.

A commentator who can host the event - MC - on deck. Needs to be engaging the audience.

Event contacts

If you have any questions or queries regarding the information provided in this document, please feel free to contact the Organizing Committee :

Flaminia Guidi & Simona Spurio Schiavoni

email international@federnuoto.it

Tel +390636200406 or 457

LEN Office

Any questions for LEN can be sent by email to lenoffice@len.eu or visit the web site: www.len.eu.

PRELIMINARY ENTRY FORM

We recommend our [online entry form](#) for your convenience. please go to the online entry form and fill out the form there.

Federation:

Federation code:

Contact:

Designation:

Email address:

Phone number:

Fax number:

Duet	YES	NO
Mix Duet	YES	NO
Team	YES	NO
Combination	YES	NO
Highlight Routine	YES	NO

*please circle the correct answer

Estimated number of competitors (max 12):

Estimated number of staff (max 7):

Number of judges (min 1):

DATE: _____

SIGNATURE: _____

FEDERATION STAMP _____

Please return this form to the **Italian Swimming Federation** latest by **March 13th 2017**.

Email: international@federnuoto.it

With a copy to the **LEN office** Email: lenoffice@len.eu

HOTEL BOOKING FORM

Federation Data				
	CODE			
Name				
Address				
Email				
Contact Person:				

HOTEL BOOKING			
1 st Choice Hotel			
2 nd Choice Hotel			
Rooms	Single	Twin	D.S.O.
Check-in			
Check-out			

CANCELLATION POLICY

For cancellations between **March 23rd** and **April 4th** you will be charged 30% of the costs of the reservation

The balance payment (70%) is due within **April 5th 2017**

Please send back this form to the CONITOURS and Italian Swimming Federation

E-mail: info@cuneohotel.it and international@federnuoto.it
 With a copy to the LEN office Email: lenoffice@len.eu

TRAVEL FORM

Federation Data				
	CODE			

FIRST GROUP – N. of Person

Arrival Date		Arrival Time	
Flight Number		Airport	

Departure Date		Departure Time	
Flight Number		Airport	

SECOND GROUP – N. of Person

Arrival Date		Arrival Time	
Flight Number		Airport	

Departure Date		Departure Time	
Flight Number		Airport	

Please send back this form to the CONITOURS and Italian Swimming Federation

E-mail: info@cuneohotel.it and international@federnuoto.it
 With a copy to the LEN office Email: lenoffice@len.eu

DEADLINE March 13th 2017