



Entry & Accommodation Procedures for the 2021 EWF European Senior Weightlifting Championships, Moscow-Russia



EWF Entries / Step 1

1st-5th February 2021

1.1

Within these five days, each federation is required to enter into the EWF Electronic Entry system a list of the athletes, coaches and associated team officials of your federation who will be participating in the 2021 Senior European Championships in Moscow-Russia.

This includes all personnel who will definitely participate in Moscow along with any personnel whose participation at this time is still uncertain / unconfirmed.

1.2

At the same time and **within these days** all federations are required to enter by way of the EWF Electronic Entry system the accommodation they require specifically, the number and type of rooms they require together with the 'check in' and 'check out' dates for all members of your group along including who will be sharing rooms.

Minimum stay is three days.

1.3

At the same time all federations are required to provide passport photographs of all team personnel.

EWF Entries Update / Step 2

1st-3rd March 2021

2.1

During this 72-hour period all Federations must confirm the complete list of their participating athletes and team personnel. **This is their opportunity (without any penalty) to change, correct, or cancel any of the participating athletes they entered in Step 1 and also to correct and confirm the accommodation they require.** Any missing photographs must also be provided at this time.

Please notice that you cannot add new athletes at this period.

2.2

Based upon their corrected and confirmed submission on 4th-5th March 2021, the Organiser will calculate the accommodation and accreditation costs for your federation based upon the following costs:

2.2(i) Single Room

€ 170 (euros) including breakfast, lunch and dinner - per person per night

2.2(ii) Double Room / Twin Bedded

€ 130 (euros) including breakfast, lunch and dinner - per person per night

2.2(iii) Triple room

€ 110 (euros) including breakfast, lunch and dinner - per person per night

2.2(iv) Arrival-Departure places, TRANSFER and TRANSPORTATION

Organizing Committee will organize transfer from / to Moscow International Airport-Official Accommodation Hotels.

Transportation from / to Moscow Airport by buss will be € 40 (euros) per person.

2.2(v) Accreditation

The fee is € 150.00 (euros) per person for all members of the participating teams.

In addition, \$ 50 for IWF Athlete Special Anti-Doping Fee which will be paid by only athletes.



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2.3 Payment Regulations

2.3(i)

EWF Executive Board Members **do not pay** for their local transportation, accommodation (including one day prior to and one day after the Executive Board meeting) and accreditation: for Moscow this means 30th March to 1st April 2021.

If an Executive Board Member wishes to attend the competition after 2nd April 2021, they are required to pay for both their accommodation, accreditation - **UNLESS** - they have also been appointed as a Technical Official for the Championships.

2.3(ii)

Technical Officials selected by the EWF including Jury Members, Referees, Technical Controllers and Doctors do **NOT PAY** for their Accommodation and the Accreditation Fee.

2.3(iii)

Members of the EWF Technical Committee, Coaching Research & Scientific Committee and Medical Committees attending their respective Committee Meetings (who are not an appointed Technical Officials) **PAY** for their accommodation but do **NOT PAY** the Accreditation Fee unless they choose to stay for the competitions.

2.3(iv)

Delegates attending the EWF Congress on 1st April 2021 **MUST PAY** for their accommodation: Should they also wish to attend the Championship Competitions after the Congress; they must also **PAY** for the Accreditation Fee.

2.3(v)

EWF Competition Officials, including Doctors and along with Anti-Doping Officials, and bona fide members of the Media including journalists, photographers along with Radio & Television reporters and technicians do **NOT** pay the Accreditation fee.

EWF Entries Team Receive Payment Invoice from Organiser / Step 3

4th-5th March 2021

3.1

Between 4th-5th March 2021, the Russian WF shall send by email to each participating federation an official, stamped invoice back listing all of the costs for which each federation is responsible for payment in respect of their participating team.

3.1(i)

If a federation disagrees with any of the costs or calculations, they must immediately inform the Russian WF by e-mail.

EWF Entries / Step 4

8th-10th March 2021

4.1

During this period each federation is required to pay 100% of costs as detailed in the Invoice emailed to each federation in the previous week.



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4.1(i)

This payment must be by bank transfer (in euros) directly to the following account:

IBAN : **40703978338001000651**

Swift code: **SABRRUMM**

Bank: **Sberbank**

Address of Bank: **19 Vavilova str. Moscow, Russia**

Correspondent Bank: **DEUTSCHE BANK AG S.W.I.F.T. code of Correspondent Bank: DEUTDEFF**

IBAN Sberbank in Correspondent Bank: **10094987261000**

Beneficiary: RUSSIAN WEIGHTLIFTING FEDERATION

For payment in dollars (\$ 50 for IWF Special Anti-Doping Fee which will be paid by only athletes).

Beneficiary: **RUSSIAN WEIGHTLIFTING FEDERATION, RWF**

Beneficiary Bank: **Sberbank**

Address of Beneficiary Bank: **19 Vavilova str. Moscow, Russia**

S.W.I.F.T. code of Beneficiary Bank: **SABRRUMM**

Beneficiary's account number

with JSC Sberbank: **40703840438180231997**

4.1(ii)

At the same time as each federation makes its payment it is required to email to the Russian Weightlifting Federation a copy of the bank transfer documentation confirming that the transfer has been made email: the email address for this confirmation is;

info@rwwf.ru

4.2

Please note that compliance with the procedures described above is obligatory for all national member federations of the European Weightlifting Federation. Any failure to provide the required information and/or payment may result in the cancellation of their federation's requested accommodation.

5 Cancellations, Additional Bookings & Changes

5.1(i)

Should any federation wish to cancel any room reservations after 3rd March 2021 they must immediately contact the Russian WF in writing (by email).

When the RWF receives such a cancellation request, they will ask the hotel to re-sell the cancelled rooms: if they are successful in re-selling the room(s) the RWF will refund the federation by bank transfer less the bank charges, financial costs of cross-border transfers and exchange rate differences incurred in making the refund.

5.1(ii)

Accreditation Fees will also be refunded by the RWF by bank transfer for any cancelled participants less the bank charges financial costs of cross-border transfers and exchange rate differences incurred in making the refund.

5.2

After 3rd March 2021, should a federation request any additional hotel rooms the RWF will use their 'best efforts' to accommodate the additional team members in the same hotel as the other members of the team. However, this cannot be guaranteed.

Between the 16th-18th March 2021 all payments for additional accommodation must be paid by bank transfer upon



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receipt of a supplementary Invoice from the RWF / OC which will also include the additional costs for accreditation.

5.3

For any additional requests made after 22nd March 2021, the accommodation and accreditation costs must be paid upon arrival in cash as detailed on the supplementary invoice from the RWF.

6 Important Notes

6.1 No accommodation is guaranteed until the full payment is received.

6.2 First Accreditation Office will be located at the AZIMUT Hotel Smolenskaya. Second Accreditation office location will be stated upon agreement between RWF and EWF.

6.3 If teams arrive at Moscow International Airport, they will be transferred to the one of the official accommodation hotel in Moscow and Team Managers will be taken to the one of the Accreditation offices, which location will be stated upon agreement between RWF and EWF to verify that all payments have been made and to collect your team's accreditation cards.

Once the Team Manager has verified the accommodation list and collected the accreditation cards, he/she will receive the room authorization for his/her team's rooms to present to the hotel reception: the task of the RWF is to process each team within 30 minutes of their arrival.

6.4

Any member of a team abusing or behaving improperly towards the RWF Accommodation and Accreditation team may have their personal accreditation card withheld.

6.5

If a team has any questions or concerns regarding this procedure, they are required to contact;

Contact Person:

Name and Surname: Yulia Alekseeva

Phone: +7 906 089 3722 (WhatsApp)

Contact e-mail: moscoweuro2020@rfwf.ru

EWF General Secretary

Dr. Hasan Akkus

+90 532 c3632115

secretariat@ewfed.com

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Team Manager's Meeting – Verification of Final Entries Meeting in AZIMUT Hotel Moscow on 1st April 2021 at 18.00-19.00

7.1

One or two Team Manager from each participating National Federations is required to attend this meeting to confirm the names, categories and entry totals of their athletes including the correct spelling of their athletes' names as they appear in their respective passports.

7.2

All team Managers are required to attend at **18.00** at which time there will be a roll call of the national federations.

7.3

At this meeting there will be a briefing of all the arrangements relating to accommodation, meals, local transportation, training and competition. This will also be the main opportunity for Team Managers to ask any questions.

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