



2020 ICF Canoe Polo World Championships - Rome, Italy



# INFORMATION BULLETIN n.1



EVR

ICF CANOE POLO SPONSOR



# Welcome to the 2020 ICF Canoe Polo World Championships

Greetings to everyone in the Canoe Polo community around the world! The 2020 ICF World Championships Host Organising Committee (HOC), the CANOTTIERI EUR, in partnership with Federazione Italiana Canoe Kayak are already working on welcoming the many teams and athletes to Rome, Laghetto dell'EUR and Piscina delle Rose, next summer, and we hope the information in this bulletin will be helpful to you for planning and confirming your participation in our event.

The city of Rome is one of the great tourist destinations of the world; so while we work to deliver a premier event that raises the bar for Canoe Polo as a sport, we also look forward to showcasing all the great features of the city of Rome and the Region Lazio with you to enhance your experience.

In this bulletin we focus on sharing the most important information to the participants in the event, in future editions we will expand the information provided to share more helpful details about the event including the venue, amenities, services, tourism options, and more!

Sincerely,

Canottieri EUR

President

Claudio Schermi

Federazione Italiana Canoa Kayak

President

Luciano Buonfiglio

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## City of Rome – General Information

Rome is the capital of the Italian Republic and the most populous and largest municipality in Italy and is among Europe's major capitals in terms of the amount of terrain it covers.

It is the city with the highest concentration of historical and architectural riches in the world. Its historical centre, outlined by the enclosing Aurelian Walls, layering nearly three thousand years of antiquity, is an invaluable testimony to the European western world's cultural, artistic and historical legacy and in 1980 it was, together with the Holy See's property beyond the confines of the Vatican State as well as the Basilica of St. Paul outside the Walls, were added to UNESCO's World Heritage List.

Rome, the heart of Catholic Christianity, is the only city in the world to host an entire foreign state within its confines, the enclave of the Vatican City, and it is for this very reason that it is often referred to as the capital of two States.

Over 16% of the world's cultural treasures are located in Rome (70% in all of Italy).

<http://www.turismoroma.it/en>



# EUR the business district of Rome – General Information

E.U.R. "the City within the City", a slogan that clearly defines the extraordinary and unique nature of this Pentagon, literally submerged in green belt and in the splendour of architecture and open air works of art that follow and pursue each other through time thanks to the decorative works of Giorgio Quaroni, Gino Severini, Enrico Prampolini, Fortunato Depero that embellish the various monuments and buildings.

It was 1935, when the governor of Rome, Giuseppe Bottai, suggested to Mussolini that he should put Rome forward as a candidate to hold the Universal Exhibition. The stylistic code of E42 was the planning of ample green areas, a complex of parks and gardens covering approximately 70 hectares that over time has represented a green lung for Roman citizens. Construction of model E42, as it is known, was broken off as the Second World War proceeded, making the appointment with the great Universal Exhibition of 1942 impossible.

It was the Sixties that saw a resumption of interest and curiosity regarding this quarter, more "modern" than the rest of the city. This was also thanks to Rome's candidacy for the Olympic Games.

The Olympic facilities built included the Piscina delle Rose, a 25 x 50 metre open-air Olympic swimming pool located within the delightful frame of the Lake Central Park and the large Velodrome, capable of seating 20,000 spectators.

Re-launch of the quarter meant that, after the Olympic Games, Eur developed well beyond the confines of the original pentagon, but this has not prevented the old centre from retaining the charm of a perfect cinema setting.

Architecture of great quality, in which new works have been created that will blend with the existing ones, opening a new view of the future.

Foremost among these is the Rome Convention centre La Nuvola, designed by the Architect Massimiliano Fuksas and already the contemporary symbol of Eur.

A space that appears to be suspended in the air, transparent, luminous, a geometry that inserts itself into the strictly right-angled buildings of a quarter designed to be an ideal city. "... we haven't changed the extremely simple geometry of Eur, but we have given it complexity internally." (Massimiliano Fuksas, Architect).

<https://www.eurspa.it/en/the-city-within-the-city/estate>



## Key Dates

December 20, 2019	Bookings open for accommodation, offsite meals, and shuttles
January 10, 2020	Closing date for confirmation of entry submitted to ICF
January 11, 2020	Opening of online entries on ICF Sports Data Platform (SDP)
February 1, 2020	Latest date for wildcard invitations
February 23, 2020	Deadline for accommodation booking (initial payment due, excluding wildcards)
March 23, 2020	Deadline for accommodation (final payment, excluding wildcards)
March 31, 2020	Closing date for confirmation of wildcard entry submitted to ICF
April 15, 2020	Deadline to request VISA Invitation Letter
April 30, 2020	Deadline for wildcard accommodation (full payment required)
July 3, 2020	Deadline for Participation Fee (full payment by this date)
July 14, 2020	Closing of numerical entries on ICF SDP (n. of athletes per team)
August 29, 2020	Closing of nominal entries and accreditation on ICF SDP (name of athletes and delegation members)
September 4, 2020	Accreditation opens & Venue opens for pre-training
September 5 - 7, 2020	Official training days and start of scrutineering
September 7, 2020	Scrutineering and training; Opening Ceremonies
September 8, 2020	Start of 2020 ICF Canoe Polo World Championships*
September 12, 2020	Championship Finals and medal ceremonies for U21 events*
September 13, 2020	Championship Finals and medal ceremonies for Senior events* Closing Ceremonies & Celebration
September 14, 2020	Departure day

# Organising Committee Structure

International Canoe Federation (ICF)

Federazione Italiana Canoa Kayak (FICK)

Host Organising Committee – Canottieri EUR

Event Manager

Event Staff

Volunteer & Staff Operational Teams

## Piscina delle Rose and Laghetto dell'EUR – Venue Informations



Canottieri Eur SSD will be the host venue for the 2020 ICF Canoe Polo World Championships.

The Circolo Canottieri Eur is the renovated Sports Centre built next to the historic swimming pool Piscina delle Rose on the Eur lake.



It is located in the welcoming nature of the Eur Central Park, and near to the Metro B stop "Palasport" from the centre of Rome.

The park is a wide green area of remarkable architectural and landscape value, both for the design of the vegetation and for the quality of the plants present, among which the enchanting cherry trees from Tokyo stand out, which bloom along a suggestive route called "Passeggiata del Giappone".

The construction of the Piscina delle Rose on the occasion of the XVII Olympiad has widened the sports facilities of the neighbourhood facilities, such as the Sports Palace and the Olympic Velodrome.

The facility includes an open-air Olympic pool of 25 × 50 m, the fitness area, the offices, a restaurant and a state-of-the-art wellness centre.

The Club's flagship, an exclusive area dedicated to canoeing and other oar and paddle activities.

The venue is a premier international flatwater sport facility and venue, with infrastructure up to date with current international standards for hosting and accessibility.

The Canottieri EUR will be focused on presenting a high-quality event, fitting of the growing and exciting sport of Canoe Polo.



## Travel (Airport Locations)

The main arrival airport for the 2020 ICF Canoe Polo World Championships will be Fiumicino (FCO) and Ciampino (CIA) International Airports, large international hubs with flights to most parts of the world.

Both Fiumicino and Ciampino Airports are located 30 minutes from the venue.



## Airport Shuttle

The Host Organizing Committee is pleased to offer Airport Transportation from both Airports to your accommodation site.

One-way fees for this service:

- Participant: **€10** per person
- Kayak: **€10** per kayak

Airport transportation must be booked in advance, the specific payment process will be provided in Bulletin 2, early in 2020.

Airport transportation must be booked and paid in full by **July 14, 2020** on the Rome 2020 Ticketing Platform.

Arrival dates (Airport to Venue)	Departure dates (Venue to Airport)
Friday September 4 <sup>th</sup> , 2020	Sunday September 13 <sup>rd</sup> , 2020
Saturday September 5 <sup>th</sup> , 2020	Monday September 14 <sup>th</sup> , 2020
Sunday September 6 <sup>th</sup> , 2020	



# Italian Visa Requirements

Each participant national federation is responsible to check if a visa is required for the nation concerned.

Please visit the following website to obtain visa requirement information about your specific country:

<http://vistoperitalia.esteri.it/home/en>.

International participants from the nations where a visa is required should be advised that upon arrival to Italy, they will be required to produce their travel Visa when proceeding through Italian Customs.

Italian Visas **are not** available at the border or airport upon entry to Italy; they must be obtained before travel to Italy.

Upon request an official Letter of Invitation will be sent via email to each Team and or National Federation.

Contact to request an official letter of invitation: [international@federcanoa.it](mailto:international@federcanoa.it)

**Please do not delay in beginning your Visa application**



## Participation Fees and Services

All participants of the 2020 ICF Canoe Polo World Championships (Athletes, Coaches, Team Staff and Team Leaders) must pay a daily Participation Fee to access the World Championships Competition. Participation fees must be paid in full to validate issuance of event accreditation passes.

**Cost: €270 per participant**

Participation fee entitles each participant to the services listed below for a total of nine (9) days:

- September 5-7, three (3) official training days
- September 8-13, six (6) competition days

## Services included with the participation fee

- |   |  |
|---|--|
| <ul style="list-style-type: none"><li>• Accreditation</li><li>• Daily lunch at venue</li><li>• Use of club facilities</li><li>• Use of venue and pitches</li><li>• Drinking water at venue</li><li>• Boat racking</li></ul> | <ul style="list-style-type: none"><li>• On-site security</li><li>• On-site medical services</li><li>• Free venue WIFI</li><li>• Attendance at Opening Ceremony</li><li>• Transportation to/from Opening Ceremony</li></ul> |
|---|--|

**Participation fee does not include dinner, accommodation or shuttle to official hotels. If official hotels are booked through our agency a shuttle service is included (see later).**

# Entries and accreditation process

## Principles

For the initial confirmation of the entry (10 January 2020) a simple reply to invite is required as per invitation letter and this will be added to SDP by ICF HQ. Numerical entries, nominal entries and accreditation requests must be made by the National Federation using the ICF's online entries system (SDP): <https://icf.msl.es/icf/icf.jsp>.

For detailed instructions on how to submit entries, please read the [SDP user guide](#). Any questions or issues relating to entries or accreditation should be sent to [sdp@canoecf.com](mailto:sdp@canoecf.com) prior to the respective deadline.

SDP user guide [http://www.canoecf.com/sites/default/files/nf\\_userguide\\_v2.2.pdf](http://www.canoecf.com/sites/default/files/nf_userguide_v2.2.pdf)

## Numerical entries

- **Numerical entries close: 14<sup>th</sup> July 2020**
- You must submit through SDP the number of athletes you will enter into each event. Please also give indicative numbers for the overall number of athletes and team personnel who will attend the event with your delegation.

## Nominal entries

- **Nominal entries close: 29<sup>th</sup> August 2020**
- Each athlete competing must be entered by name. Team personnel must also be submitted for accreditation at this time. These entries will be used to produce the accreditation cards for all teams.

## Reminder

Entries or accreditation requests sent directly to the committee or the competition organiser will NOT be accepted.

## Accommodation - General Information

The HOC is pleased to provide four all-inclusive accommodation options to participants, each including breakfast and transportation shuttle to/from venue, with dinner also available as an additional option. Other options will be added, if necessary, on the Roma 2020 Ticketing Platform

EUR is the business and commercial district in Rome, but it is a major fair and exhibition centre for congresses, conferences and big events too, close to public and private offices and branches of Italian and international big companies.

Nevertheless, you can also find points of cultural interest, such as the Museum of Roman Civilization, the Museum of Prehistoric Age and the Exhibition Building. In the same area you'll have the chance to have a pleasant walk by the shores of the characteristic "Laghetto dell'EUR", an artificial one in the heart of the district.

Not far the Palalottomatica, the sport building where great concerts are often held. This modern part of Rome offers you so much: from museums to functionalist architecture.

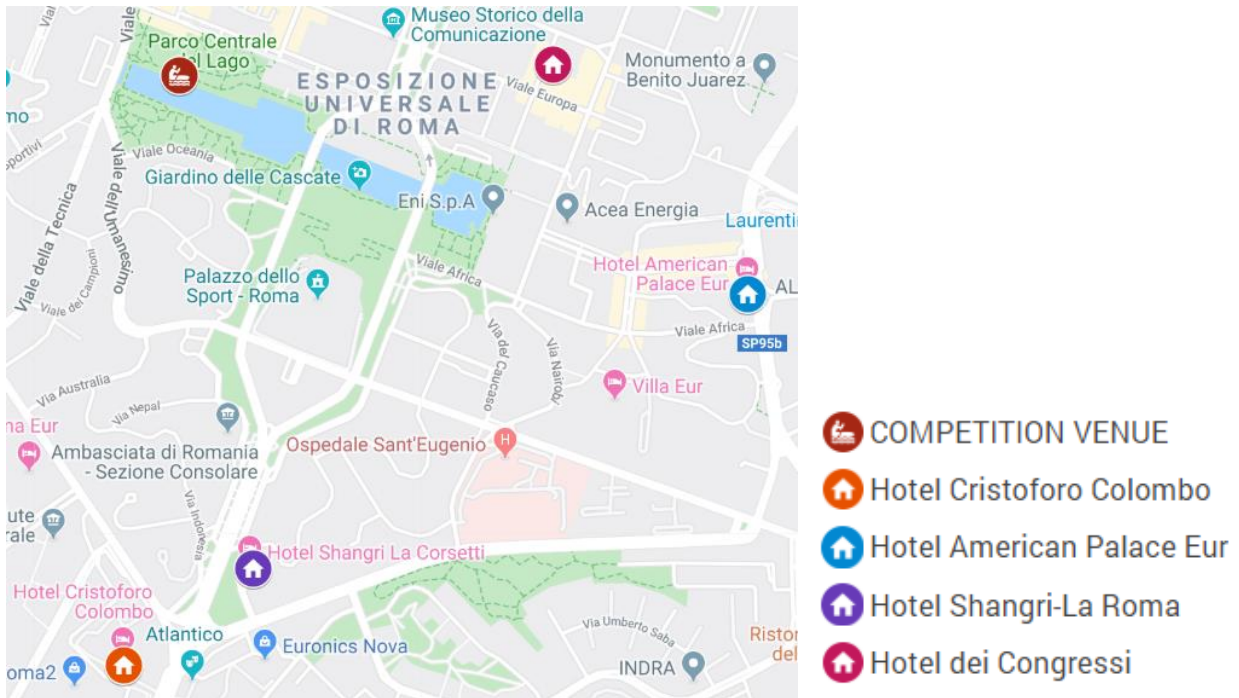
Official arrivals from 4<sup>th</sup> September and official departures until 14<sup>th</sup> September 2020. All the prices are inclusive of VAT and buffet breakfast.

**The Rome city overnight accommodation tax is not included and should be paid directly to the hotel (see page 21).**



# Accommodation – proposal

## Location



In order to reach the hotels from Fiumicino Airport Leonardo Da Vinci, take the train “Leonardo Express” to Termini Station and from Ciampino Airport take the shuttle bus to Termini Station.

By train from Termini Station take the blue subway (Line B) and get off at the final stop “LAURENTINA” (hotel American Palace), or the stop before “FERMI” (Hotel dei Congressi and hotel Shangri La’) or the stop before “PALASPORT” (Hotel Cristoforo Colombo and Racing Course).

By Car: from the GRA (the ring of Rome) and take exit n.26 direction Rome



## Option A – HOTEL CRISTOFORO COLOMBO

The Hotel Cristoforo Colombo, situated in the heart of Rome's business centre.

It can be found amid the lush greenery of the EUR district between Fiumicino/Leonardo Da Vinci Airport and Rome's historic centre.

The hotel is a modern complex made up of three buildings, furnished with marble and stuccos and designed to meet every Guest's need.

Room and laundry services make our offer even more complete. Staff will be glad to help you organising and booking excursions, city tours, restaurants, tickets for museums. Cars can be parked in our large parking area.

Walking - you can easily reach a huge mall, Euroma2, open till night and located by the hotel. During the summer you can refresh yourself from the hot roman sun in a wonderful pool, equipped with sun beds and umbrellas and a characteristic drinks stall.

At the hotel an internet point with Wi-Fi connection is available and every morning free newspapers.

The modern services are thought to grant guests a special stay, peaceful and relaxing.



## Option B – AMERICAN PALACE HOTEL

The new "American Palace", a 4-star hotel in EUR, the strategic business district of Rome.

Well connected to the main centre of Rome, the Hotel is well located close to public transports and just 50 m away from the subway B - LAURENTINA.

The Hotel American Palace Eur provides several services in order to grant its guests an unforgettable and unique holiday:

- The reception is open 24/7 to welcome you and you can ask there for information, suggestion and assistance;
- Room service available from 7.00 am to 10.00 pm;
- Free wi-fi connection in the whole building;
- Laundry service with delivery within 24 hours;
- Free newspaper in the common areas;

Hotel American Palace Eur is situated in Via Laurentina 554 and it has got a central location in Rome Eur green district, near the subway station and 20 minutes away from the airport.

This position is perfect for both leisure and business guests.



## Option C – HOTEL SHANGRI-LA

Surrounded by greenery and located in the contemporary business area of Eur, The Hotel Shangri-La Rome is the crown jewel of the Lo.An Group.

Just few steps away from the Leonardo da Vinci airport, Palazzo dei Congressi-home of many cultural events in the city- and the Palalottomatica- a heaven for sports' enthusiasts – at The Hotel Shangri-La you'll be able to relax and retreat in your very own oasis of peace.

At the Hotel Shangri-La Roma we'll also offer you the opportunity to discover the Apertivo.

Quintessential of the italian lifestyle, you will be spending your aperitif time in the company of your friends while drinking an Aperol Spritz or, warm cup of coffee.



## Option D – Hotel DEI CONGRESSI

Hotel dei Congressi was the first Hotel opened in the EUR neighbourhood in 1958. Elegance, attention to customer service and a quite atmosphere make Hotel dei Congressi one of the best known and exclusive hotels in the EUR neighbourhood.



# Accommodation Rates

All accommodation locations and options include:

- Overnight stay
- Breakfast
- Shuttle venue / hotel
- The dinner at the hotel is an additional option.

## Hotels prices

Price per person, per night					
	Quadruple room	Triple room	Double room	Single room	Capacity
HOTEL COLOMBO	46 €	53 €	58 €	90 €	180 rooms
HOTEL AMERICAN PALACE	X	58 €	63 €	95 €	100 rooms
HOTEL SHANGRI-LA	X	63 €	67 €	105 €	130 rooms
HOTEL DEI CONGRESSI	X	45 €	55 €	90 €	15 singles, 38 doubles, 4 triples

## Dinner price

HOTEL COLOMBO	25 €
HOTEL AMERICAN PALACE	25 €
HOTEL SHANGRI-LA	25 €
HOTEL DEI CONGRESSI	28 €

# City overnight accommodation taxes

## “TASSA DI SOGGIORNO”

Accommodation Facility	Rate per Night	Max. Number of Nights
1 & 2-Star Hotels	€3.00	10
3-Star Hotels	€4.00	10
4-Star Hotels	€6.00	10
5-Star Hotels	€7.00	10
Bed & breakfasts, Rented Rooms, Holiday Homes & Holiday Apartments	€3.50	10
Farmhouse Accommodation & Residences	€4.00	10
Open air facilities, camping grounds & areas equipped for temporary stops	€2.00	5

How to pay? You can pay cash or by card, at the end of your stay, directly on site. You will be given a personal receipt. The overnight accommodation tax is applicable up to a maximum of 10 consecutive nights within one solar year, provided that you spend the nights at the same accommodation facility. The payment is due for a maximum of 5 nights for the guests of camping grounds, open air facilities and areas equipped for temporary stops.

**Exemptions.** Persons who are residents of Rome, children up to 10 years of age, all those who accompany patients for health reasons, members of the State police force and the other armed forces, and one coach driver and one tour leader/tourist guide for every 23 group members.

If you require further information, please call +39 060608 or visit: [www.comune.roma.it](http://www.comune.roma.it).



## How to Book Accommodation?

Booking of accommodations will be completed through our partner's 2MS Events srl.

2MS Events are a team of professionals specializing in sport- events organization who are committed to keeping costs as low as possible for amateur athletes.

Note: Transactions charges may apply depending on method of payment, please consult 2MS Events srl for further information

To Book your rooms please visit our **ticketing platform** on [www.123bookeasy.com](http://www.123bookeasy.com),

**This link will be active starting December 20<sup>th</sup>, 2020**

## Ticketing Platform

A ticketing platform will be available for the Roma 2020 – ICF World Canoe Polo Championships: [www.123bookeasy.com](http://www.123bookeasy.com).

You can book and pay the following services:

GROUP A	GROUP B
<ul style="list-style-type: none"><li>• Official Hotel Accommodation</li><li>• Dinners</li><li>• Parking at Racing Course</li><li>• Side events</li><li>• Any other service</li></ul>	<ul style="list-style-type: none"><li>• Transfers from/to airports</li><li>• Transfer of the kayak from/to airports</li></ul>

The services under “Group A” can be booked both from National Teams and Supporters individually.

The Services under “Group B” can be booked only by National Teams.

Supporters have free access to the platform for individual booking of services.

The National Federations will receive credentials with ID and Password from the Organizing Committee.

National Federations have to buy all services from the platform with their credentials, both the services under group A and the Services under Group B.

**The cost of the service is Euro 0,80 per ticket.**

## Payment Process

Payment is to be made in full for the participant fee and airport transfer by **July 3rd, 2020**.

Here is the Key information to assist in completing payment ONLY for participation fee (ALL THE OTHER PAYMENTS TO “2MS EVENTS” ON THE TICKETING PLATFORM):

Canottieri EUR ssd Bank: Credito Valtellinese Ag. 27 Roma

IBAN: IT85W0521603227000000003509

SWIFT: BPCVIT25

## Cancellation Policy

In the event a booking is cancelled, a charge will be made equivalent to any loss suffered by Canottieri EUR.

The amount of any cancellation fee will be calculated according to notice given after the following dates:

May 11, 2020	30% of total costs
June 6, 2020	50% of total costs
June 29, 2020	100% of total costs



## Medical Insurance

The HOC asks that all participants of the World Championship take out a medical insurance policy in their respective country.

All costs above the regular first aid and ambulance services are to be covered by this medical insurance policy.

**The HOC, Canottieri EUR, will not cover any expenses in connection with hospital, dental or other medical treatment.**

## Participant Checklist

To ensure teams are clear on the steps required to confirm registration in the 2020 World Championships the HOC presents this simple checklist to use in conjunction with the key dates found on page 6:

- Become familiar with key dates (p. 6)
- Launch Visa application process (p. 11)
- Register your team through SDP portal (p. 13)
- Book your accommodation and offsite meals through CSTT (p. 22)

## Contact

If you have any questions about the information contained in this bulletin, please email the HOC: [info@canoepolorome2020.com](mailto:info@canoepolorome2020.com).

We will be happy to reply to you within 48 hours.



**We wait for you...**  
**Join us!!!**

