



2016 ICF Junior & Under 23 CANOE SPRINT WORLD CHAMPIONSHIPS

July 28 to 31, 2016
Minsk BELARUS

Bulletin #1



OFFICIAL INVITATION

To All National Federations
Affiliated to the International Canoe Federation

Dear Friends in Canoe Sprint,

We have a great pleasure to invite cordially your National Federation to take part in

the 2016 ICF Junior and Under 23
Canoe Sprint World Championships

that will be held in Minsk, Belarus dated on July 28 to 31, 2016.

With a big enthusiasm, we are pleased to present you the Bulletin #1 that will give you an outline of introducing the City of Minsk and the Regatta Course facilities.

2 We are looking forward very much to welcome you in Minsk where we will meet, discuss and ensure all measures are taken to make this ICF Event more successful one for all of us.

The Organizing Committee
of the ICF Canoe Sprint World Championship
Minsk BELARUS



BELARUS CANOE ASSOCIATION

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www.canoeng.by, www.canoeminsk2016.by

Email: sprint@canoeng.by, shablyka@mail.ru



GENERAL INFORMATION



Full Name:	The Republic of Belarus
Government Type:	Presidential Republic
President:	Alexander Lukashenko
Capital:	Minsk (1 million 959,8 thousand inhabitants)
Total Land Area:	207,600 km ²
Population:	9 million 498,4 thousand
Major languages:	Belarusian and Russian are the official languages.
Monetary Unit:	Belarusian Ruble (Br)

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MINSK City

Minsk City is the capital of Belarus. It is the political, economic, scientific and cultural center of the country and the administrative center of the Minsk region.

Transportation network in Minsk

Minsk is located on the main transportation routes connecting Western Europe and the East, regions of the Black Sea coast and the Baltic States.

Minsk has a **large railway network**. There is a national airport in the capital.

The city has a very good public transportation system:

(<http://www.belarus.by/en/travel/transport-in-belarus>).

You can easily reach any place by bus, trolleybus or tram. Minsk, like most big European cities, has a fine metro system:

(<http://www.belarus.by/en/travel/transport-in-belarus/minsk-metro>).



AIRPORT



Minsk National Airport is situated 42 km far from the center of Minsk. You can easily get to the Airport by public transport or taxi as well as by your personal vehicles. The Airport offers two **guarded paid** parking in 150 and 1180 spaces. Moreover, there is a possibility to rent a car.

It is possible to find all airline partners following the link:
<http://airport.by/en/partners>

DISTANCE from Minsk to European Capitals (km)

Amsterdam	1739
Berlin	1120
Budapest	1110
Helsinki	1148
Kiev	550
London	2180
Moscow	695



Paris	2129
Prague	1141
Rome	2268
Vienna	1164
Vilnius	182
Sofia	753
Warsaw	536

For more information regarding the direct flights to Minsk from different destinations, please follow also the link:
http://www.aviabiletı.by/mobile/direct_flights.html



COMPETITION VENUE & COURSE



The Competition will be held at the National Rowing and Canoeing Olympic Center Regatta Course.

The Venue is located 15 km far from the center of the city of Minsk.

Latitude 53°59'37.79"N

Longitude 27°18'51.09"E



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In the layout below you can check the place of all facilities

The Regatta Course is 2148m long, 135m wide at the bottom, depth is 3,5m, fair conditions across all racing lanes.

The Venue has an area of 139,27 ha including water surface of 80ha.

The Regatta Course meets all technical standards and requirements of the ICF.



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ENTRIES & REGISTRATION

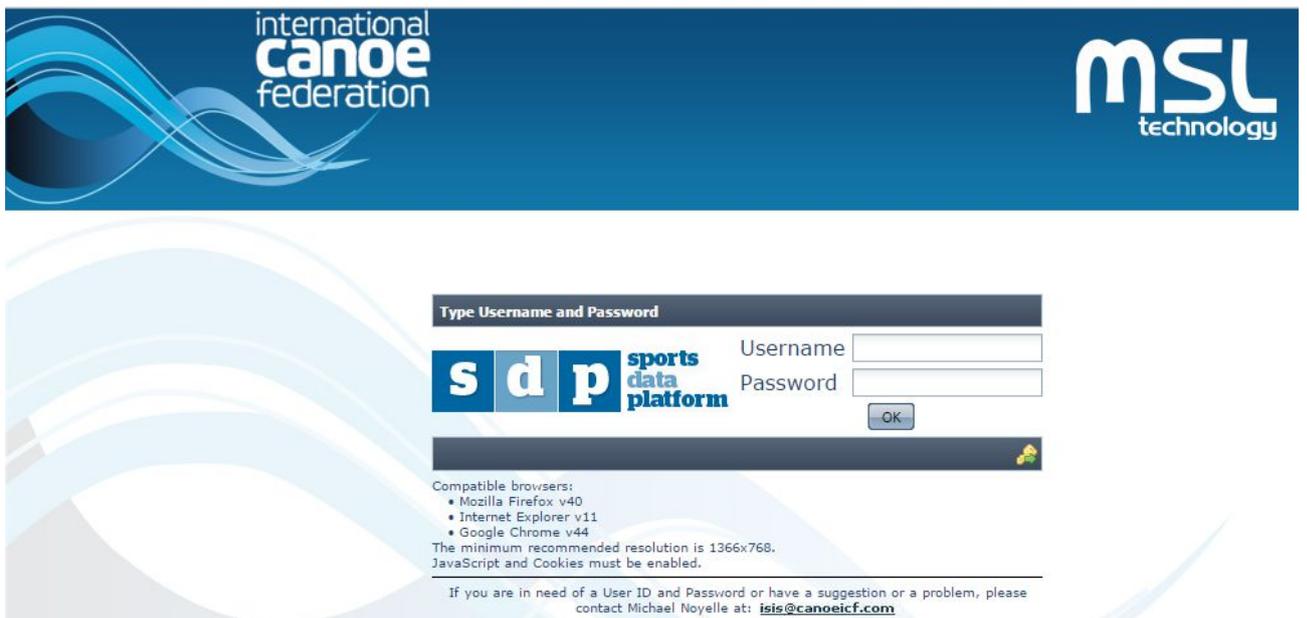
Please find attached forms for your preliminary entry.
We kindly ask you to submit back all forms concerning the deadlines as follows:

Preliminary Entry Form	April 15th, 2016
Accommodation Reservation	April 15th, 2016
Visa Request Form	April 30th, 2016

The registration system to be used will be responsibility of the International Canoe Federation during the whole period.

Preliminary, Numerical and Nominal entries have to be made ONLY online via the ICF SDP (ISIS) system. Please, follow the link <https://icf.msl.es/icf/main.jsp>

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The screenshot shows the login interface for the ICF SDP (ISIS) system. At the top, there are logos for the International Canoe Federation and MSL technology. The main content area features a login form with the following elements:

- A header: "Type Username and Password"
- The SDP logo: "s d p sports data platform"
- Input fields for "Username" and "Password"
- An "OK" button
- Compatible browsers list:
 - Mozilla Firefox v40
 - Internet Explorer v11
 - Google Chrome v44
- System requirements: "The minimum recommended resolution is 1366x768. JavaScript and Cookies must be enabled."
- Contact information: "If you are in need of a User ID and Password or have a suggestion or a problem, please contact Michael Noyelle at: isis@canoeicf.com"

The Forms for Final Travel Info and Boats Transportation will be sent later on.



ACCOMODATION & PARTICIPATION FEE

ACCOMMODATION

Category 1 (4 star Hotels):

Single Room	– 130 EUR per person per day
Double Room	– 110 EUR per person per day

Category 2 (3 star Hotels):

Single Room	– 115 EUR per person per day
Double Room	– 90 EUR per person per day

Category 3 (3 and 2 star Hotels):

Single Room	– 85 EUR per person per day
Double Room	– 70 EUR per person per day
Triple Room	– 55 EUR per person per day

The prices are per person per day with full board. All meals will be served in each hotel restaurant.

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All ICF ITOs will be staying in the same hotel and Organizing Committee will cover the cost of their accommodation and meals.

The Organizing Committee does not take any responsibility for extra services of the hotels (mini bar, telephone, parking, etc.). Please be ready to provide your personal credit card during check-in to guarantee any possible extra services. Early check-in (before 12:00pm) is subject to room availability at the hotels. In all hotels check-out time is 12:00 p.m. on the day of the departure.

The Organizing Committee cannot be held responsibility for the quality and price of individually reserved accommodation.

In case if the accommodation and catering are NOT booked through the Organizing Committee, the participation fee will be charged for 20 EUR per person per day for a minimum staying of 5 days.

The accreditation upon an individually reserved accommodation will NOT include Local Transportation, Transportation to/from the regatta course and any meals.



PARTICIPATION FEE

Every participant (athletes, coaches, and team staff) will be charged 20 EUR per day and person for organization cost.

The Participation Fee will not be charged to ICF Officers (including ICF Jury, Technical Officials, ICF Sponsors and Suppliers, Board of Directors, ICF HQ Staff), National Federations' Presidents and Secretaries General, not part of the NF team management.

Participation fee as well accreditation fee are to be paid for the terms of your team staying when the services mentioned below are provided.

The fees apply for the period July 22nd to August 1st, 2016.

The participation fee includes:

Accreditation Costs;

Shuttle Bus Service transfer from **Minsk National (MSQ) Airport** or from **Minsk Central Railway Station** to booked accommodation on your day of arrival and return journey on the day of departure;

Shuttle Bus Service transfer between regatta course and accommodation

Fees for the use of the regatta course and its facilities;

Medical Care at the regatta course;

Security service at the regatta course;

9 Fully comprehensive insurance of the event;

Vehicle permit and parking permit for one boat trailer and one vehicle;

Miscellaneous Services, including drinking or mineral water during the days of competition, the Internet access, etc.

TERMS OF PAYMENT

50% of total cost has to be paid before the 1st of May, 2016

100% of total cost has to be paid before the 1st of July, 2016

NO reservations are made until 50% is paid. The Organizing Committee may cancel any reservation if no regular payments are made.

NO transport from airport or railway station is guarantee or accreditation will be given without 100% payment has been done.

CANCELATION TERMS

Until 60 days before arrival

– Refund 100%

Until 30 days before arrival

– Refund 50%

From 29 to 15 days before arrival

– Refund 25%

Less than 15 days before arrival

– NO Refund



ACCOUNT DETAILS

There are the recommendations for transferring the money for NF Accommodation and Participation Fees during the 2016 ICF Junior & U23 Canoe Sprint World Championships on the account of the State Institution "Belsportobespechenie" as follows:

Bank Correspondents:

Currency	Account	Correspondent
EUR	949817110	DEUTSCHE BANK AG, Frankfurt SWIFT code: DEUTDEFF
EUR	400886650101	COMMERZBANK, Frankfurt SWIFT code: COBADEFF
USD	04-098-340	DEUTSCHE BANK TRUST CO. AMERICAS, New York SWIFT code: BKTRUS33

Beneficiaries bank: The management of BELINVESTBANK (JSC),
in Minsk and Minsk region
29 Masherova av., MINSK CITY,
BELARUS, SWIFT code: BLBBBY2X

Beneficiary: Name: State Enterprise "Belsportobespechenie"
Address: 35 str.Y.Kolas,
MINSK CITY, BELARUS

Account No. **3632900072063 - EUR**
3632900072076 - USD

Payment can be made by means of bank remittance only in EUR or USD.
You are kindly requested to send a copy of the bank confirmation after remittance to the email sprint@canoeing.by.

All bank cost MUST be paid by remitter



COMPETITION PROGRAMME & PROVISIONAL SCHEDULE OF EVENTS

COMPETITION PROGRAMME

JUNIOR

Men (9 events):

K1 200m, 1000m
K2 200m, 1000m
K4 1000m
C1 200m, 1000m
C2 1000m
C4 500m

Women (7 events):

K1 200m, 500m
K2 500m
K4 500m
C1 200m, 500m
C2 200m

UNDER 23

Men (9 events):

K1 200m, 1000m
K2 200m, 1000m
K4 1000m
C1 200m, 1000m
C2 1000m
C4 500m

Women (7 events):

K1 200m, 500m
K2 500m
K4 500m
C1 200m, 500m
C2 200m

July 23th, Saturday
July 25th, Monday

Regatta Course is open for official training sessions
Pre-Competition Boat Control

July 27th, Wednesday

Team Leaders' Meeting

July 27th, Wednesday
July 28 to 31, 2016
July 31st, Sunday

Opening Ceremony
Competitions following the Schedule
Closing Ceremony



PROVISIONAL SCHEDULE OF EVENTS

1st Day – the 28th of July, 2016 – Thursday

MORNING

– HEATS 1000m and K4 Women 500m –

K4 Junior Women 500m
K1 Junior Men 1000m
C1 Junior Men 1000m
K1 U23 Men 1000m
C1 U23 Men 1000m
K2 Junior Men 1000m
C2 Junior Men 1000m
K2 U23 Men 1000m
C2 U23 Men 1000m
K4 U23 Women 500m

AFTERNOON

– SEMI FINALS 1000m and K4 Women 500m –

K4 Junior Women 500m
K1 Junior Men 1000m
C1 Junior Men 1000m
K1 U23 Men 1000m
C1 U23 Men 1000m
K2 Junior Men 1000m
C2 Junior Men 1000m
K2 U23 Men 1000m
C2 U23 Men 1000m
K4 U23 Women 500m

2nd Day – the 29th of July, 2016 – Friday

MORNING

– HEATS 500m and K4 Men 1000m –

K4 Junior Men 1000m
K1 Junior Women 500m
C1 Junior Women 500m
K1 U23 Women 500m
C1 U23 Women 500m
C4 Junior Men 500m
K4 U23 Men 1000m
K2 Junior Women 500m
K2 U23 Women 500m
C4 U23 Men 500m

– SEMI FINALS 500m and K4 Men 1000m –

K4 Junior Men 1000m
K1 Junior Women 500m
C1 Junior Women 500m
K1 U23 Women 500m
C1 U23 Women 500m
C4 Junior Men 500m
K4 U23 Men 1000m
K2 Junior Women 500m
K2 U23 Women 500m
C4 U23 Men 500m

AFTERNOON

– HEATS 200m –

K1 Junior Men 200m
K1 Junior Women 200m
C1 Junior Men 200m
C1 Junior Women 200m
K1 U23 Men 200m
K1 U23 Women 200m
C1 U23 Men 200m
C1 U23 Women 200m



C2 Junior Women 200m
K2 Junior Men 200m
K2 U23 Men 200m
C2 U23 Women 200m

3rd Day – the 30th of July, 2016 – Saturday

MORNING

– FINALS 500m and 1000m –

K4 Junior Women 500m
K1 Junior Men 1000m
C1 Junior Men 1000m
K1 U23 Men 1000m
C1 U23 Men 1000m
K4 U23 Women 500m
K2 Junior Men 1000m
C2 Junior Men 1000m
K2 U23 Men 1000m
C2 U23 Men 1000m

AFTERNOON

– SEMI FINALS 200m –

K1 Junior Men 200m
K1 Junior Women 200m
C1 Junior Men 200m
C1 Junior Women 200m
K1 U23 Men 200m
K1 U23 Women 200m
C1 U23 Men 200m
C1 U23 Women 200m
C2 Junior Women 200m
K2 Junior Men 200m

4th Day – the 31st of July, 2016 – Sunday

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MORNING

– FINALS 200m –

C1 Junior Women 200m
K1 Junior Men 200m
K1 Junior Women 200m
C1 Junior Men 200m
C2 Junior Women 200m
K2 Junior Men 200m
C1 U23 Women 200m
K1 U23 Men 200m
K1 U23 Women 200m
C1 U23 Men 200m
C2 U23 Women 200m
K2 U23 Men 200m

AFTERNOON

– FINALS 500m and K4 Men 1000m –

K4 Junior Men 1000m
K1 Junior Women 500m
C1 Junior Women 500m
K1 U23 Women 500m
C1 U23 Women 500m
C4 Junior Men 500m
K4 U23 Men 1000m
C4 U23 Men 500m
K2 Junior Women 500m
K2 U23 Women 500m



BOATS

NELO rental

For all the information concerning the NELO Boats, please follow the link:
<http://nelorental.com/events/canoe-sprint-world-championships-junu23>

Booking deadline: June 1, 2016
Delivery Dates: July 24 to July 31, 2016



<http://plastex-composite.com/>

More information about Boats Rental from Plastex Composite will be published in the Bulletin #2.

In corporation with the Organizing Committee, **the Pro Wave GmbH** suggests the Boat Transportation from Kassel/Germany to Minsk, Belarus Regatta Course and back to Germany.

The Pro Wave GmbH offers following Services:

Transport to Minsk Venue and back to German;

Loading and lushing services with special construction inside containers for safe Transport to Minsk and back;

All Custom Clearance Paper Work;

Transport Insurance;

Guaranteed Timing.

The Rate for this all inclusive Service is as follows:

K1/C1/K2/C2: 350 Euro per each Boat;

K4 /C4: 450 Euro per each Boat.

Accessories like Bicycle, Paddles, etc. upon Request.



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You have the option to send the Boats to Minsk by following Date & Place:
All the Boats, which have to be sent to Minsk, will be loaded on July 13th, 2016 in the ProWave Warehouse in Kassel, Germany. You can deliver Boats 2 weeks ahead of that date. Boats will be ready to use in Minsk Venue latest from July 25th, 2016 till end of Competition on July 31st, 2016.

For Custom Reasons all Boats have to return in the same Containers back to Germany.

After August 15th, 2016 the Boats can be collected in Germany. As well, we can offer safe Storage for your Boats until pick up or delivery.

Please send your NF Reservation for Boats **before May 1st, 2016** to the Pro Wave GmbH (Fax: + 49 561 56010350, email kontakt@prowave.de)



MEDICAL SUPPORT & ANTI-DOPING CONTROL

MEDICAL SERVICE

The following medical services are available for all official participants of the above event: physician on duty, hospital and medical assistance.

There will be two ambulances and paramedics at the venue.

The additional cost above the regular care to be covered by the medical insurance policy. The Organizing Committee does not take responsibility for such cases and financial expenses that may occur.

ANTI-DOPING CONTROL

Anti-Doping Control will be provided according to the ICF regulations and standards in partnership with the National Anti-Doping Agency.

Anti-Doping Control station will be located in specific place at the venue.



VISA & CONSULAR ISSUES

Procedure for obtaining visas to enter the Republic of Belarus

According to the Law of the Republic of Belarus, a foreign citizen may enter the Republic of Belarus, leave the Republic of Belarus and transit through the territory of the Republic of Belarus with a foreign travel document if there is a visa of the Republic of Belarus.

Visa-free regime is provided for the citizens of the next countries:

Armenia;
Azerbaijan;
Cuba;
Ecuador;
Georgia;
Israel;
Kazakhstan;
Kyrgyzstan;
Macedonia
(provided that there is an invitation);
Moldova;
Mongolia;
Montenegro
(provided that there is an invitation);
Qatar;
Russia;
Serbia;
Tajikistan;
Turkey;
Ukraine;
Uzbekistan;
Venezuela.



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Diplomatic representations and consular institutions of the Republic of Belarus are the ISSUING AUTHORITIES for entry visas to the Republic of Belarus.

To obtain an entry visa, a foreign citizen should submit the following documents to a visa issuing authority:

- 1) one copy of a duly completed [visa application form](http://mfa.gov.by/en/visa/info/visa-applications.html) (<http://mfa.gov.by/en/visa/info/visa-applications.html>)
- 2) one **photograph**;
- 3) a **foreign travel document**; a foreign travel document, submitted by the foreign citizen, MUST: contain a photograph of the owner; have at least two blank pages intended for visas; the document shall be valid as long as at least 90 days after the expected date of departure of a foreign citizen from the Republic of Belarus.



A foreign travel document, submitted by the foreign citizen, **MUST NOT**: be dubious in terms of authenticity or ownership; contain marks, entries, erasures and corrections that are not certified by the competent authorities of the respective foreign state. There must be no torn pages either.

4) **medical insurance contract** concluded with the Belarusian insurance companies "Belgosstrakh" or "Beleximgarant"(about 5 EUR each) or medical insurance contract concluded with any foreign insurance organization;

The medical insurance contract with foreign insurance organization MUST: contain the name of a foreign insurance company and an indication of its location, telephones of foreign insurance organizations or international assistance services, as well as the surname, first name, middle name (if available) of a foreign citizen; be valid at the territory of the Republic of Belarus; be valid for a period of temporary stay or temporary residence of foreign citizens in the Republic of Belarus; provide the limit of indemnity not less than EUR 10 000.

A medical insurance contract with foreign insurance organization can be confirmed by an insurance policy, an insurance card or other document containing the abovementioned information about the medical insurance contract.

5) **visa support documents** (see details below).

Upon the decision of the consular officer citizens of migration-secure states can receive business visa, private visa or visa for participation in sport or cultural activities for the period of up to 30 days without supporting documents, that confirm the purpose and conditions of travel.

6) **additional documents** required for issuance of an entry visa (at the request of a consular officer);

Visa support document confirming the purpose and conditions of your visit to Belarus includes an original application of the Belarus Canoe association (the legal entity), issued on the letter-head with the full name of the entity, its location and telephone number, and the commitment of the legal entity that the foreigner shall comply with the rules of stay in the Republic of Belarus, sealed by the legal entity.

To provide **legal grounds for the issuance** of a short-term visa for participating in sports activities by the prior consent of the consul a copy of the application can be accepted, including facsimiles or copies transmitted by other channels of communication.

NOTE:

To receive your Visa Support Letter from the Belarus Canoe Association, please submit your NF Visa Support Request Form (see Appendix 3) attached with digital copies of all your NF CSP Team members' passports in colour (**surname_givename.jpg**) **before April 30th, 2016** to shablyka@mail.ru.



PLEASE PAY ATTENTION!

Foreign citizens arriving with flights from the Russian Federation **MUST** obtain entry visas of the Republic of Belarus and **PLUS** the Return Transit Visa for transit through the territory of the Russian Federation for the stated period.

Please make sure, you mention that you are applying for entry visas to the republic of Belarus **to take part in the 2016 ICF Junior and Under 23 Canoe Sprint World Championships**

Please be advised you should apply to the Diplomatic representations and consular institutions of the Republic of Belarus directly without using an additional service from any visa/tourist companies.

Our main recommendation is to contact the nearest Consulate of the Republic of Belarus before submitting all your NF documents to the Consulate in question. All your documents can submit by a NF representative, no personal presence is required.

Please remember, only in this case your entry visa to Belarus should be free of the consular fee charge.

For more details, follow the link <http://mfa.gov.by/en/visa/>

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Please, to know more about **Customs formalities while entering or leaving Belarus** follow the link <http://mfa.gov.by/en/visa/info/eb2f4a5ec7d4616f.html>



BELARUS CANOE ASSOCIATION

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PRELIMINARY ENTRY FORM

1) PRELIMINARY ENTRY

Please, complete the following information and submit back to the Belarus Canoe Association on email sprint@canoeing.by **before April 15th, 2016**

Name of Federation:		
Contact person / Function:		
Phone:	Fax:	Email:

Our Federation intends to participate in the 2016 ICF Junior & Under 23 Canoe Sprint World Championships with the following *preliminary number* of team members:

	WOMEN	MEN	TOTAL
COMPETITORS			
TEAM LEADER			
PRESIDENT			
SECRETARY GENERAL			
COACHES			
TEAM STAFF			
TOTAL			

Date of arrival:	Date of departure:
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By: Plane Train Bus/Car

Name:	Date signed:
Signature:	



PRELIMINARY ENTRY FORM

2) ACCOMMODATION RESERVATION

Please, complete the following information and submit back to the Belarus Canoe Association on email sprint@canoeing.by **before April 15th, 2016**

Name of Federation:		
Contact person / Function:		
Phone:	Fax:	Email:

Our Federation would like to reserve the following *accommodation*:

Hotel Category	Single Room	Double Room	Triple Room	TOTAL PERSONS
20 Category 1	<input type="text"/>	<input type="text"/>		<input type="text"/>
Category 2	<input type="text"/>	<input type="text"/>		<input type="text"/>
Category 3	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Name:	Date signed:
Signature:	



