

# British Open Para TT Sheffield 2011



14<sup>th</sup> – 17<sup>th</sup> September 2011  
English Institute of Sport, Sheffield

General Information Pack

British Open Para TT Sheffield 2011  
Factor 40 Event  
14<sup>th</sup> – 17<sup>th</sup> September 2011

Dear Table Tennis Players of the World

Invitation to the British Open Para TT Sheffield 2011  
Factor 40 Event  
English Institute of Sport, Sheffield, England  
14<sup>th</sup> – 17<sup>th</sup> September 2011

On behalf of British Table Tennis Association for people with Disabilities (BTTAD) and its stakeholder partners – UK Sport, Sheffield City Council and English Table Tennis Association, I am very pleased to invite you to compete in the British Open Factor 40 Event.

With this invitation is the Stage 1 Entry Form. Submission of this form confirms your intention to participate, this **MUST** be returned by Midnight GMT, **Friday 13<sup>th</sup> May 2011**.

Following this will be a Stage 2 entry form, which will collate more and final detail. The deadline for Stage 2 is Midnight GMT, **Wednesday 13<sup>th</sup> July 2011**.

The whole competition will be conducted under ITTF Para TT Rules and Regulations, and you may refer to this Entry Pack for dates, registration procedures, entry fee and further details.

The content of this document is provided to assist your planning, if you require any further information please contact the event office via email – [britishopenfactor40@mls.gb.com](mailto:britishopenfactor40@mls.gb.com) and your enquires will be answered as soon as possible. All communication should be in English.

We look forward to seeing you in Sheffield, England and wish you well in your preparation.

Kind Regards



Peter Taylor  
Chairman  
BTTAD



British Open Para TT Sheffield 2011  
Factor 40 Event  
14<sup>th</sup> – 17<sup>th</sup> September 2011

## Event Management and Administration Contact:

British Open Para TT Sheffield 2011

Emma Dean, Administration Manager

**Email:** [britishopenfactor40@mls.gb.com](mailto:britishopenfactor40@mls.gb.com)

**Telephone:** +44 (0) 114 257 1992

**Fax:** +44 (0) 114 257 0664

**Website:** [www.britishopenparatabletennis.co.uk](http://www.britishopenparatabletennis.co.uk)

All communication should be in English.

## Registration Process

**Stage 1 Entry Form (By Number):** to be submitted by Midnight GMT, Friday 13<sup>th</sup> May 2011. No entries can be accepted after this deadline.

**Stage 2 Second Entry Form (By Name):** to be submitted by Midnight GMT, Wednesday 13<sup>th</sup> July 2011. No entries can be accepted after this deadline.

All documentation must be emailed to: [britishopenfactor40@mls.gb.com](mailto:britishopenfactor40@mls.gb.com) or faxed to +(0) 44 114 257 0664

## Competition and Training Venue:

English Institute of Sport, Sheffield  
Coleridge Rd  
Sheffield  
S9 5DA  
ENGLAND  
[www.eis-sheffield.co.uk](http://www.eis-sheffield.co.uk)

## Playing Schedule:

Tuesday 13 <sup>th</sup> September	Official arrival day and Practice
Wednesday 14 <sup>th</sup> September	Opening Ceremony Competition Day 1 – Singles
Thursday 15 <sup>th</sup> September	Competition Day 2 – Singles & Finals
Friday 16 <sup>th</sup> September	Competition Day 3 – Team
Saturday 17 <sup>th</sup> September	Competition Day 4 – Team & Team Finals - Evening Social Event
Sunday 18 <sup>th</sup> September	Departure



British Open Para TT Sheffield 2011  
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**Events:**

Men's wheelchair  
Women's wheelchair  
Men's standing  
Women's standing

Singles  
Men's classes 1-11  
Women's classes 1-11

Team  
Men's classes – 1-10  
Women's classes – 1 - 10

**Competition Rules:**

This Factor 40 tournament will be played in accordance with the rules of the ITTF Para TT.

The singles event will be played in a group system with the best 2 advancing to the next stage.

The team event will be played in a group system with the best 2 advancing to the next stage.

All matches will be played to the best of 5 sets.

The organisers reserve the right to combine some of the classes in single and team events, if there are not enough participants for a viable competition.

Team combinations (Players from different countries) are possible but players from the same country must form a team in the first instance.



British Open Para TT Sheffield 2011  
Factor 40 Event  
14<sup>th</sup> – 17<sup>th</sup> September 2011

## Class 11:

Class 11 players should be entered at Stage 1.

The Organising Committee will then select the Class 11 players to be invited to the tournament and invite them to progress to Stage 2 registration.

Any Class 11 players NOT invited will get a full refund.

No ranking points are available for the Class 11 tournament.

## Seeding:

All competitors will be seeded in order of ranking according to the current world ranking list – July 2011.

## Technical Meeting:

The technical meeting will take place on Tuesday 13<sup>th</sup> September 2011, 8pm at the Novotel.

## ITTF Para TT Officials:

<b>Technical Delegate:</b>	Nico Verspeelt
<b>Deputy Technical Delegate:</b>	TBC
<b>Referee:</b>	Steve Welch
<b>Deputy Referees:</b>	Francesco Nuzzo, Mick Strobe
<b>Classifier:</b>	Zahra Yousefi

## Equipment:

If your team needs to bring large equipment please ensure that the Event Management is aware of this before you arrive at the official port of entry to avoid any issues on arrival.

There will be 20 competition tables.

Details to follow in Stage 2 entry.



British Open Para TT Sheffield 2011  
Factor 40 Event  
14<sup>th</sup> – 17<sup>th</sup> September 2011

### **Classification:**

Classification will not take place at the competition. All Players must hold an international classification card.

To be eligible to participate, Class 11 players must be registered on the INAS-FID Classification Master List.

### **Transportation:**

Transport will be provided between the airport and the hotel. The official port of entry is Manchester Airport. Transfers to Sheffield will be organised by the Local Organising Committee (LOC).

Teams arriving into any other airport can request transfers from the LOC but this will be at an additional cost to the team. Costs are available on request.

Shuttles will be provided to and from the official hotels. Teams are responsible for ensuring they get on the right shuttle to get them to the venue at their required time.

Official arrival day: Tuesday 13<sup>th</sup> September

Official departure day: Sunday 18<sup>th</sup> September

Flight details will be collected at Stage 2 of entry.

### **Accommodation:**

Nations will all be accommodated in 3\* hotels. A nations team will be accommodated in the same hotel.

Single rooms can be requested, there will be an additional cost of £150.00, per single room. This is based on £30.00pppn and 5 nights.

These will be allocated on a first come first served basis and subject to availability.



British Open Para TT Sheffield 2011  
Factor 40 Event  
14<sup>th</sup> – 17<sup>th</sup> September 2011

## Entry Fee:

The price per person is £500, this includes 5 nights accommodation in a twin room, dinner, lunch, bed and breakfast and transfers to / from Manchester Airport. This cost applies to all athletes and supporters. No discounts apply for shorter stays.

### The fees outlined above:

1. Are a price per person
2. Apply to everyone attending the British Open Factor 40
3. Are for a 5-night stay. Extended stays are available but are at an additional cost to the team. No reduction is available for shorter stays.
4. Will be allocated on a first come first served basis.
5. Includes bed, breakfast, lunch and evening meal

First Meal – Evening Meal Tuesday 13<sup>th</sup> September 2011

Last Meal – Breakfast Sunday 18<sup>th</sup> September 2011

Lunch will be provided at the competition venue

Breakfast and evening meal will be provided at your accommodation

6. Include the Closing social event
7. Include transport to and from the port of entry (Manchester Airport) on the official arrival / departure dates. No discount will be given if the transfer is not required.
8. Shuttle to and from the hotel



British Open Para TT Sheffield 2011  
Factor 40 Event  
14<sup>th</sup> – 17<sup>th</sup> September 2011

## Payment

1. An initial non refundable deposit of £150 GBP per person is payable at Stage 1 entry. The balance is due with the Stage 2 entry.
2. All fees must be paid in full by midnight GMT, Wednesday 13<sup>th</sup> July 2011. No fee, no entry.
3. All fees must be paid by bank transfer or transferred to the bank account below.
4. All fees must be paid in GBP. Any bank fees or charges MUST be paid on top of the balance at the time of payment.
5. A balance transfer should be made into a designated bank account, which will be identified on the Stage 2 registration form.
6. Bank Details:

<b>Bank Account Number:</b>	36393460
<b>Iban-Code:</b>	GB61 LOYD 3097 5136 3934 60
<b>BIC:</b>	LOYDGB21040
<b>Bank Address:</b>	Lloyds TSB, Church Street Sheffield Branch, Lloyds TSB Bank PLC, PO Box 1000, BX1 1LT

## Visa requirements:

Refer to <http://www.ukvisas.gov.uk/en/> for more information. Visa letters can be provided on request. Further information will be sent with Stage 2 Entry.

## Medical

Medical and First Aid support will be available at the event. Specific medical requirements should be provided by the individual or requested in advance at Stage 2 registration. Every effort will be made to meet requirements. Any problems will be communicated in advance.

## Dietary Requirements

Detail per competitor will be collected at stage 2.





British Open Para TT Sheffield 2011  
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14<sup>th</sup> – 17<sup>th</sup> September 2011

## Water

The quality of water in Sheffield is extremely high – among the highest in the world and the water is cleaner than bottled water. Therefore, it is safe to drink water from the tap. Bottled water will be provided for the competition.

## Access requirements

Detail per competitor will be collected at stage 2.

## Insurance For Any Injury or Unexpected Accident

Please kindly note that all team members including competitors, team staff, team officials and supporters attending this event are kindly requested to ensure they have personal, medical and travel insurance as the event will not consider individual claims.

## National Anthem

All the teams are kindly requested to forward their National Anthem to the event management ([britishopenfactor40@mls.gb.com](mailto:britishopenfactor40@mls.gb.com)) in an MP3 File with their Stage 2 registration - not later than Wednesday 13<sup>th</sup> July 2011

## Visitors

Family and friends are warmly welcome. Accommodation can be booked through our accommodation partners Welcome to Sheffield - [www.welcometosheffield.co.uk/visit](http://www.welcometosheffield.co.uk/visit)

## Laundry

Laundry for kit can be coordinated via the tournament management or through your hotel. This service will be provided at cost and will be collected and delivered to the venue.

