



PROSPECTUS

2nd COPA COSTA RICA

August, 3rd to 7th, 2011

Palacio de los Deportes (Sports Palace) Óscar Arias Sánchez (Heredia - Costa Rica)

1. AUTHORITY: the 2nd Copa Costa Rica will be organized by the Costa Rica Association (Federación Costarricense de Tenis de Mesa - FECOTEME) under the auspices and authority of the International Table Tennis Federation (Para Table Tennis Division).

2. DATE AND PLACE: from 3rd to 7th August 2011.

4th to 4th – singles events

5th to 6th – team events

Sports Palace Oscar Arias Sanchez. Heredia.

3. EVENTS: the following events will be played:

Men's singles (class 1, 2, 3, 4, 5, 6, 7, 8, 9, 10)

Women's singles (class 1, 2, 3, 4, 5, 6, 7, 8, 9, 10)

Men's team (class 1, 2, 3, 4, 5, 6, 7, 8, 9, 10)

Women's team (class 1, 2, 3, 4, 5, 6, 7, 8, 9, 10)

Note 1: depending on the entries, the organisers and the Technical Delegate reserve the right to combine classes as may be necessary.

Note 2: the singles events will be played first followed by the team events.

4. SCHEDULE:

Arrivals: August 3rd (August 2nd for the players that need classification)

Practice days: August 3rd

Classification: August 2nd evening and August 3rd morning

Draws for singles: August 3rd, 17:00

Technical meeting: August 3rd, 19:00

Opening ceremony: August 4th

Competition days: August 4-6th

Closing ceremony: August 6th

Departures: August 7th

Proposed dates for the singles events: August 4th

Proposed dates for the team events: August 5th-6th

5. RULES: the event will be conducted in accordance with the current Laws of Table Tennis, the Regulations for International Competitions and specific PTT directives (which may be amended from time to time).

6. EQUIPMENT: the following equipment will be used:

Tables: 15 Stag Professional.

Nets: 15 Stag

Balls: Stag 3*** white

Floor: Similar to Taraflex.

Practice tables: 4 Stag Professional.

Note: all tables will be wheelchair accessible.

7. ELIGIBILITY

The event is open to players who are eligible to represent their national association according to the ITTF Handbook 2010-2011.

8. OFFICIAL ORGANIZER

Costa Rica NTTA (Federación Costarricense de Tenis de Mesa - FECOTEME)

1253-1100 San José, Costa Rica

E-mail: domingoarguello@yahoo.com

Phone: +506 88777305

Fax: +506 22242330

Tournament Director: Alexander Zamora

9. TECHNICAL DELEGATE FOR THE EVENT

Name: Ramon ORTEGA-MONTES

Email: monmontete@hotmail.com

Phone: +34 609718247

Fax:

10. REFEREE

Name: One international referee TBD

Email:

11. CLASSIFIER

The chief classifier is Iris Serrano and the classifier is Nadia Vaccaro (Fa20).

12. CLASSIFICATION

All new players and players who are to have their classification reviewed should be present in time for classification. This means that all players should arrive by August 2nd. *This is very important as players not present on time may not be classified.*

All players should bring with them their medical diagnosis and any other medical information relevant to their classification. They should report to classification with these documents, dressed as if they are going to play a match and with all their table tennis equipment including sports chairs. All players and support staff are expected to cooperate fully in the classification process.

13. PARTICIPATION QUOTAS

A player may only play in the class indicated on his or her international classification card unless, due to the low number of players, his or her class is combined with the next class or classes. Then they may play in the next higher class event.

The minimum entry for a singles class to be played is 4 players.

For Fa20 events, the maximum number of entries per association per class is 6 plus 2 extra juniors.

The minimum entry for a team event to be played is 4 teams with 2, 3 or 4 players forming a team.

In Fa20 events, a maximum 2 teams per Association may be entered where all players are from the same Association.

Players from different countries may form a team in the team event in Fa20 competitions, but if there are 3 players in the same event from the same Association, only the 3rd lowest ranked player may form a team with a player from another Association.

All other persons wishing to accompany a team (i.e. who are not members of the team) are subject to special charges and should contact the organisers for further information. These packages are limited and subject to availability of places in the official hotels. Priority will be given to the Official Party of all the delegations.

14. ENTRY PROCESS

Only entries submitted by or endorsed by the national association will be accepted (national paralympic committees are advised to contact the national association urgently to confirm this system of entry).

All players must bring with them a **valid passport** which will be copied for the ITTF database.

The first entry (entry by number) deadline is: May 31st, 2011.

The second entry (entry by name) deadline is: July 5th, 2011.

In order to secure full participation, national associations failing to confirm their participation according to deadlines will be removed from the list of participants.

15. SYSTEM OF PLAY

Singles events: the first stage will be played in a round-robin basis in groups of even numbered players but there shall not be less than 3 and not more than 5 players in a group and priority will be given to groups of 4 players. If there are 5 or less players, the event will be played as a round-robin without knock-out. Two players advance from each group to the second stage which will be played in a knock-out format.

Team events: the first stage will be played in a round-robin basis with priority given to groups of 3 teams with the winner and runner-up in each group advancing to play in the knock-out rounds. If there are 5 or less teams, the event will be played in a round-robin format without knock-out.

Teams will play as follows: A vs X; B vs Y; Doubles; A vs Y; B vs X

General:

The numbers of groups will be decided by the TD and the referee in cooperation with the organising committee. If the number of groups in an event is decided not to be a multiple of 2 (e.g. 2, 4 or 8 etc.), winners from the groups with the highest ranked seeded players shall have byes in the first round of the second stage, in ranking order.

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

Medals will be awarded for gold (1st), silver (2nd) and bronze (3rd) places.

16. SEEDING

Seeding for all the events will be done according to the latest ITTF PTT ranking list at the time of the draws.

17. TECHNICAL MEETING

The technical meeting will be held on August 3rd at 19:00 at the hotel.

18. DRAWS

The draws will be done for the singles events on August 3rd at 17:00 at the hotel and for the team events on August 4th, the time will be giving at the Technical Meeting.

19. PERSONS ON THE BENCH

The following persons on the bench are permitted:

19.1 In singles events, 1 seat for a coach on the playing field (behind the surrounds).

19.2 In the team events 5 seats for one (1) coach and up to 4 players of the team playing the match.

19.3 No other players or personnel may have access to the area behind the surrounds or the playing area. Special provisions and seating areas will be made for medical personnel.

20. ENTRY FEES

For PTT events, the entry fees include accommodation and capitation fees. The entry fees have to be paid in Euro to the organisers as set out below:

Entry, its 25% to be submitted with the first entry:

€ 420 per person per 4 nights sharing (2 in a room)

€ 35 extra charge per person per night in a singleroom

€ 45 per person per extra night

The package includes transportation from/to the airport, all meals from dinner on August 3rd to breakfast on August 7th, closing banquet and party and capitation fee.

Should there be any spectators or supporters, they should contact the organisers to enquire if a package is available for them.

Payments should be made as follows:

Name of organisation: Federación Costarricense de Tennis de Mesa

Bank name: Banco de Costa Rica

Account name: Asociación atletas paralímpicos

Account number: 001-280976-1

SWIFT: BCRICRSJ

Reference: Copa Costa Rica 2011

All bank charges are for the cost of the party making the payment.

21. OFFICIAL HOTELS

The hotel for teams and officials is:

Hotel Ramada Herradura

General Cañas Hwy KM3

Heredia.

Phone: +506-2209-9800

Fax: +506-2239-2292

Website address: <http://www.ramadaherradura.com/>

22. TRANSPORTATION

The organizers will provide transportation for teams and officials from and to the hotel and International Airport Juan Santamaría (SJO) (every person needs to pay € 18 of airport taxes at departure).

23. OBLIGATIONS

All players entered must compete against any other participating player and by entering, agree to be bound by the ITTF Anti-Doping, Anti-Harassment and Classification policies and procedures during the event. The entry forms contain an undertaking to be signed by a responsible official of the nominating Association and the team member covering these matters and no entry will be accepted unless such an undertaking has been given.

Similarly, it is the responsibility of the association, player or team member to ensure that he or she has adequate medical, travel and other appropriate insurance.

24. TELEVISION, MOTION PICTURE AND INTERNET COVERAGE CONDITIONS

By entering the event, all participants agree to abide by all ITTF rules and by the rules and regulations of the organisers. All associations, teams and individual players agree to be abide by the rulings of the ITTF and its agents in all matters concerning television coverage, video, internet web casting, motion picture coverage, and photographic coverage of any kind. Participants release all rights, or rights held by their agents or sponsors, in all matters relating to television and web casting coverage, video and motion picture coverage, and photographic coverage of any kind; and hence accept such coverage during the event. Any participant, when called upon, must appear promptly to press conferences or medal presentations and follow the procedures set by the ITTF and the organisers.

25. CANCELLATION POLICY

The policy applies as follows:

- 25.1 cancellation after the first entry but before the second entry: the first entry fee is forfeited.
- 25.2 cancellations after the second entry: the first entry fee plus an additional 30% of the entry fee is forfeited.
- 25.3 cancellations within 10 calendar days of the arrival date will be decided by the organisers in consultation with the TD.

This is provided that the player is not able to prove circumstances beyond his or her control e.g. admission to hospital.

26. VISAS

Should you need assistance to apply for a visa (e.g. a letter of invitation), please provide the organisers with the following details:

- Full name as in passport
- Function in the team
- Passport number
- Passport expiry date

Note: the requirements for visas are not under the control of the ITTF or the organisers but under the Costa Rica Government's jurisdiction and the association must fulfill all requirements in order to get a visa in time.

27. COMPLEMENTARY INFORMATION:

Average high temperature expected: 25° Celsius

Average rainfall expected: 2000 cm³

Training camp: to be decided for after tournament.

First aid services will be available during competition days.

28. DOCUMENTS ATTACHED

Together with this Prospectus, attached are the following documents:

28.1 first entry form:

28.1.1 entry by numbers

28.1.2 first entry fee payment form

28.2 second entry form:

28.2.1 singles and team entry forms by name

28.2.2 second entry payment form

28.2.3 rooming list

28.2.4 tournament indemnity form (to be signed by all participants)

28.2.5 transport form

Otherwise, you can download the documents from the ITTF PTT website,
<http://www.ipttc.org/calendar/index.htm>.