

**Para-Archery World Ranking Event
and European Cup (1st leg) 2022
July 2 thru 10, 2022
Nové Město nad Metují/ CZE**

Version 1.1 (28 April 2022)



TO ALL World Archery Member Associations
Dear President,

As Chair of the Local Organising Committee (LOC) of the Para-Archery World Ranking Tournament and the 1st leg of the European Cup to be held in Nove Mesto nad Metuji, Czech Republic on 2nd to 10th July 2022, I would like to invite you all to be part of this traditional major para-archery event.

Nove Mesto nad Metuji is well-known in the para-archery family for hosting major events since 2001.

Organisers, officials, volunteers altogether with participants from all over the globe have always created unique atmosphere and conditions not only for elite performance but also for friendship, tolerance and mutual support.

LOC has hosted IPC archery championships, WRE and EC since 2001 regularly with a special focus on Paralympic qualifications in 2016 and 2021 with up to 500 participants, officials and organisers from almost 50 countries at each event.

Worldwide pandemic situation negatively affected the last edition of the tournament. All the antipandemic measures made the tournament more demanding for participants such as for the organisers than ever before. Hopefully the up-coming season will allow us to host an easygoing tournament again.

Sincerely yours,

Libor SNAJDR
LOC Chairman
NoveMesto2022



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Important Dates:

Please find enclosed information regarding the details of this event and how to complete registration. To register participation, please complete all the necessary sections in WAREOS/OPEN WAREOS within the deadlines listed below:

Summary of deadlines:

- Start date for online registration WAREOS 1st March 2022
- Preliminary Entries 2nd April 2022
- Final Entries 11th June 2022
- Late entries fee 20th June 2022 (exceptional)
- Hotel Reservation will be done by LOC after the final entries based on capacity of accommodation and size and male/ female/ wheelchair users ratio of the teams
- Transportation 11th June 2022
- Visa Support 11th June 2022
- Final Hotel Reservation & Payment 11th June 2022
- Full refund cancellation deadline 17th April 2022
- 50 percent cancellation refund from 18th April to 10th June 2022
- Classification documents submission* 2nd June 2022

Information about classification's rules and documents:

<https://worldarchery.sport/sport/disciplines/para-archery/classification>

Looking forward to welcoming you in Nove Mesto nad Metuji in the Czech Republic!



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PRELIMINARY PROGRAMME

2 nd July - Sat		Arrival of participants
	End of afternoon	Classification
3 rd July - Sun	Morning	Free practice Classification
		Teams' Managers meeting
	Afternoon	Free practice Classification
4 th July - Mon	Morning	Official Practice + Equipment Inspection
	13:30	Opening Ceremony
	Afternoon	Official Practice + Equipment Inspection
5 th July - Tue	Morning	Qualification Gr1
	Afternoon	Qualification Gr2
6 th July - Wed	Morning	Doubles Eliminations
	Afternoon	WRE Mixed Teams Eliminations
7 th July - Thu	Morning	Individuals Eliminations
		VI Official Practice (field 2) + Equip. Inspection
	Afternoon	Individuals Eliminations
8 th July - Fri	Morning	VI Qualification Rounds (field 2) Doubles medal matches
	Afternoon	VI Elimination Rounds (field 2) Mixed teams medal matches
9 th July - Sat	Morning	Individuals Bronze medal matches (incl VI)
	Afternoon	Individuals Gold medal matches (incl VI)
10 th July - Sun		DEPARTURES

NOTE: This preliminary programme can be subject to change.

IMPORTANT information from the Technical Delegate:

It is the full responsibility of teams to arrive in time.

It will not be possible to postpone classification session or official practice nor equipment inspection.

All concerned archers must be in capacity to be on the field the day before classification, and then to take in consideration the days of self-isolation (tests results) at arrival if any.



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PRELIMINARY & FINAL REGISTRATION

All entries, accommodation reservations, transport needs, flight arrival/ departure information and visa invitation letter requests are to be completed using the World Archery Registration Online System WAREOS. This system now handles the entire registration process for this event. Any other entry forms, hotel reservations or transportation forms will be accepted.

Member associations can login to WAREOS at <http://extranet.worldarchery.sport> with the username and password assigned by World Archery. After entering WAREOS, selecting the event from the list will allow a member association to register their athletes. Select/press the "Entries" button to see the list of categories in the event. Select/press the "category" to enter the athlete and official numbers/details participating for that event. A WAREOS User Manual can be downloaded in PDF format (English) upon login.

Contact wareos@archery.sport with any questions regarding **technical problems on WAREOS**. For any question regarding the organisation of the event (transport, accommodation, meals etc.) please contact **directly the LOC**.

There is no limit as for the minimum number of participants per category nor limit of maximum participants from one country per category.

Start date for online registration using WAREOS	1 March 2022
End of Final registration using WAREOS	11 June 2022
Please respect the stated deadlines.	

Member Associations can only use WAREOS to make any changes or amendments to entries and will be able to do so at any time. An email will automatically notify the Organising Committee and Member Association of any changes made in WAREOS.

IMPORTANT information from the Technical Delegate:

Each team has to be registered with one person as Team Manager who will have authority on behalf of the National Federation.

The phone number and the email of this person has to be filled in WAREOS.

The LOC needs this information to be in direct contact with the TM in case of emergency.



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ACCOMMODATION & GENERAL INFORMATION

Using official hotels is a mandatory due to the sanitary situation.

Full board accommodation plan with breakfast and dinner being provided in 16 contracted hotels/ pensions with wheelchair access that are within 40 min. driving from the venue. Lunch at the venue.

Official HQ hotel will be considered Hotel Rajska Zahrada in Nove Mesto nad Metuji (1km from the venue).

Important Note: Please refer to the accommodation pages below for detailed hotel information. Complete all necessary sections in WAREOS and make full payment for entries and accommodation by the specified deadlines. Bank transfers only. Payment in cash upon arrival can exceptionally be accepted after prior approval by LOC. There will be 2 percent fee charged for cash manipulation by bank.



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ENTRY FEE (including WAE capitation fees)

Archer: 200,- EUR

Official: 130,- EUR

Doubles and Mixed teams Free

Entry fees do not include airport transfer to hotels and back, daily local transport to and from the practice field to/ from official hotels during the qualification, elimination and finals venues.

Transportation fee that will cover all local transport: airport-hotel-venue will be 200,- EUR per person.

PAYMENT CONDITIONS:

125,00 per night/ per person in double room,- EUR (accommodation, full board from July 2 dinner thru July 10 breakfast, 2 persons per room)

190,00 per night/ per person single occupation in a double room (accommodation, full board from July 2 dinner thru July 10 breakfast, 1 person per double room)

200,- EUR transfer from PRG Airport to hotel + local transport at the venue

125,- EUR per extra day per person (before July 2 and/ or after July 10, 2022)

The fees should be paid in full by 11th June 2022.

Preliminary entries and accommodation (in WAREOS) with 30% deposit of the total amount are required to be transferred by bank to LOC before **2nd April 2022**.

BANK INFORMATION for ACCOMMODATION, TRANSPORTATION and ENTRY FEES:

A/C Name: Sportovní klub Nove Mesto nad Metuji
LOC Address: 28.rijna 943
Telephone number: +420 724 080831
City and Country: 549 01, Nove Mesto nad Metuji, Czech Republic
Bank: Ceskoslovenska obchodni banka (CSOB)
Karlovo namesti 177
547 01, Nachod, Czech Republic
Account Number: 275371783/ 0300
Swift: CEKOCZPP
City: Nachod, CZE
IBAN: CZ73 0300 0000 0002 7537 1783
Variable Symbol: 20220702
Specific Symbol: WRE/ country code (specify your intl. country code)

All bank charges will be paid by the participants.



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CANCELLATIONS & CHANGES

All cancellations and changes must be made through WAREOS:

- Cancellations received **before 17th April 2022** a full refund of the deposit payment will be made.
- Cancellation received **from 18th April to 10th June 2022**, 50 percent refund will be given.
- Cancellations received **after 11th June 2022**, no refund will be given.
- Refunds will be processed after the event.
- Name changes to team officials or athletes (same category and division) will be accepted up to **two (2) days before official practice** without any additional charge or penalty fees.
- Should flight arrival details change last minute, please contact the Organising Committee using the details indicated in the team managers' booklet.
- If a participant's arrival is later than the original scheduled arrival date, the room will be charged from the date of the original booking in WAREOS.
- An email will automatically notify the Organising Committee and Member Association of any changes made in WAREOS.

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HEALTH REGULATIONS (COVID-19)

Situation with covid-19 pandemic in the Czech Republic is not as urgent and restricted as it was in 2020 nor 2021. However it is mandatory for potential participants of the tournament to follow up-dated information on the bellow stated official websites:

[Ministry of Foreign Affairs of the Czech Republic \(mzv.cz\)](https://mzv.cz)

[Coronavirus - Information of MoI - Ministry of the interior of the Czech Republic \(mvr.cz\)](https://mvr.cz)

- If needed, PCR test will be provided to the participants upon arrival or prior the departure
- This cost will be charged to each team (participant)
- LOC will give more complementary information about how it will be organized on place.

PERSONAL HYGIENE AND HEALTH ADVICES

- Participants (athlete, volunteer, official etc.) should proactively and regularly check their health status (including taking their temperature and monitoring for any symptoms)
- Stay at home and self-isolated even with minor symptoms for 10 days or more depending on national protocols, when showing any symptoms (fever, tiredness, dry cough, headache, nasal congestion, running nose, sore throat, difficulty breathing etc.).
- Contact a healthcare provider immediately if any respiratory illness is noted
- Masks to be worn at all times everywhere (transport, common area in the hotel, venue, training etc.) except on shooting line
- Regularly and thoroughly clean your hands with an alcohol-based hand rub or wash them with soap and water
- Avoid touching eyes, nose and mouth
- Cover your mouth and nose with your bent elbow or tissue when you cough or sneeze. Then dispose of the used tissue immediately and wash your hands
- Avoid touching high-contact surfaces such as door handles, walls or windows etc.
- Avoid going to crowded places
- Avoid steam rooms or saunas
- No spitting, as the main mode of transmission of the virus is in respiratory secretions
- No handshakes, high fives and any other personal contact
- Athletes should not share clothing, bar soap, sports equipment, water bottles or other personal items

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TRANSPORT & ACCOMMODATION

- Avoid using public transport to go to the hotel and between the hotel and the venue
- All meals have to be taken in the hotel or at home, not at any other restaurant/bar

VENUE

- Access to the venue might be denied at any time in case of disease suspicion
- Limit contact/interactions
- Handwashing/alcohol- based hand gel will be available at multiple locations in the event facility and accommodation
- Regular toilet cleaning will be done (at least once per session)
- Tissues and containers will be at disposal to dispose of used tissues on transport to the venue, at the venue and any other facility
- No shows allowed. Winners will receive their medals in a simple ceremony only with the winners and their team, all wearing masks
- Medical post and designated personnel on site able to help assess cases and potential other illness will be present
- An isolation room/space to hold any symptomatic person found at the venue will be available

PARTICIPANTS

- Maintain the staff/ team to a minimum to minimize transmission
- Maintain social distancing, at least 1.5 meter distance between yourself and others at all time



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ADDITIONAL INFORMATION

MEDICAL EMERGENCY CONTACT AND LOCATION

Oblastní nemocnice Nachod, Purkynova 446, Nachod 547 01, phone +420 491 601 111
info@nemocnicenachod.cz
M.D. Vaclav HANKA, phone number +420 603349201

TRANSPORTATION

Transportation will be provided from Prague International airport to the official hotels, from July 2 to 10, 2022. Earlier and/ or later transport is also available upon agreement with LOC. Local transport will be available between the official hotel, practice and competition venues. Transport timetables will be confirmed. Price is EUR 200.- per person.

TRAINING

A training field will be available starting on **30th June 2022** at the Sports Club Nove Mesto nad Metuji.

WEATHER

Temperatures in July are expected to range between 25 and 30 degrees Celsius. The average in the last few years has been 25 degrees Celsius. There is a chance of rain showers.

INTERNET

Will be available in the official hotels for free (in hotel rooms and in the lobby). There will also be Wi-Fi available for access to results on venue.

WATER

Each participant will receive his/ her personal plastic bottle as a souvenir and will draft fresh water from designated pipes himself/ herself.

VISA

All participants who need entry visa to the Czech Republic, will be required to complete the **Visa Support sections** in WAREOS by no later than 10th June 2022.

It is the applicants' responsibility for supplying the necessary information, ensuring all details are up to date, correct and submitted by the deadlines specified.

In addition, all participants that require a visa are kindly requested to supply a copy of their latest/valid passport. Copies of each application can be uploaded on WAREOS. All passport copies and personal details entered/uploaded to WAREOS will be held securely and in the strictest of confidence and not shared with other parties.



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LOC CONTACT

Name: David SNAJDR
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Language: English, Russian, (some) French
Phone number with international extension: +420 724080831

Transportation coordinator:

Matej SPRAVKA
matej.wrt@gmail.com
English
+420 737679304

LOC Address:

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549 01 Czech Republic