



version 2.0 (1 february 2023)

**Para-Archery World Ranking Event
and European Cup (1st leg) 2023
May 13 thru 21, 2023
Nové Město nad Metují/ CZE**



Version 3.2 – 1 February 2023

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 13th to 21st May 2023, 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.

LOC is looking forward that The Para Archery World Ranking tournament and the 1st leg of the European Cup in May 2023 altogether with the Finals of the Para Archery European Cup in September 2023 in Nove Mesto nad Metuji will be next chapters in the ongoing para-archery story worldwide.

Sincerely yours,

Libor SNAJDR
LOC Chairman
NoveMesto2023





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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:

- WAREOS registration opening date	16.01.2023
- Preliminary entries deadline	13.02.2023
- FINAL entries deadline	22.04.2023
- 100 percent Refund cancellation deadline	28.02.2023
- 50 percent Refund cancellation	29.02.-22.04.2023
- Transportation	22.04.2023
- VISA support	31.03.2023
- Final Hotel reservation & payment	22.04.2023
- Classification documents submission	13.04.2023

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

13th May-Sat		Arrival of participants
	End of afternoon	Classification
14th May-Sun	Morning	Free practice Classification
	Afternoon	Teams' Managers meeting Free practice Classification
15th May-Mon	Morning	Official Practice + Equipment Inspection
	13:30	Opening Ceremony
	Afternoon	Official Practice + Equipment Inspection
16th May-Tue	Morning	Qualification Gr1
	Afternoon	Qualification Gr2
17th May-Wed	Morning	Doubles Eliminations
	Afternoon	WRE Individual Eliminations
18th May - Thu	Morning	Doubles medal matches VI Official Practice + Equipment Inspection
	Afternoon	WRE Mixed Teams Eliminations to 1/2
19th May - Fri	Morning	WRE Individuals Eliminations to 1/2 VI Qualification Rounds
	Afternoon	WRE Individuals Eliminations to 1/2 VI Elimination Rounds
20th May - Sat	Morning	Mixed teams medal matches incl. VI
	Afternoon	Individuals medal matches incl. VI
21st May - 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.

It is recommended to the archers registered for classification to arrive one day before their scheduled classification.





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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 not 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 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	16 th January 2023
End of Final registration using WAREOS	22 nd April 2023

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

Accommodation with breakfast and dinner will be provided in several contracted hotels/pensions with wheelchair access that are within 40 min. driving from the venue. LOC will allocate teams to the accommodation according to number of team members, number of wheelchair users, ratio men/ women eventually. It is expected that the teams will respect such allocation by LOC.

Breakfast and dinner will be served in the hotels, 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.

Local transport: Airport to the venue (return way) 100,- EUR; hotel-venue-hotel for the whole duration of the tournament will be 200,- EUR per person.

PAYMENT CONDITIONS:

260,00 EUR per double room (accommodation, full board from May 13 dinner thru May 21 breakfast) with breakfast and dinner in hotels and lunch at the venue.

200,00 EUR per night/ per person single occupation (accommodation, full board from May 13 dinner thru May 21 breakfast)

150,- EUR per extra day per person (before May 13 and/ or after May 21, 2023)

The fees should be paid in full by 22nd April 2023.

Preliminary entries and accommodation (in WAREOS) with 30% deposit of the total amount are required to be transferred by bank to LOC by **13th February 2023**.

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





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Account Number: 275371783/ 0300
Swift: CEKOCZPP
City: Nachod, CZE
IBAN: CZ73 0300 0000 0002 7537 1783
Variable Symbol: 20230513
Specific Symbol: WRE/ *country code* (*specify your intl. country code*)

All bank charges will be paid by the participants.

CANCELLATIONS & CHANGES

All cancellations and changes must be made through WAREOS:

- Cancellations received **before 28th February 2023** a full refund of the deposit payment will be made.
- Cancellation received **from 29th February to 22nd April 2023**, 50 percent refund will be given.
- Cancellations received **after 22nd April 2023**, no refund will be given.
- Refunds will be processed after the event.
- Changes exceeding 2 persons in composition of the team after the final deadline will be charged a penalty fee of 100,- EUR per each team member changed.
- 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 previous years. 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.



ADDITIONAL INFORMATION

MEDICAL EMERGENCY CONTACT AND LOCATION

Oblastni nemocnice Nachod, Purkynova 446, Nachod 547 01, phone +420 491 601 111
info@nemocnicenachod.cz

M.D. Katerina JAVORSKA, phone number +420 777709291

TRANSPORTATION

Transportation will be provided from Prague International airport to the official hotels, from May 13 to 21, 2023. 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.

TRAINING

A training field will be available starting on **11th May 2023** at the Sports Club Nove Mesto nad Metuji.

WEATHER

Temperatures in May are expected to range between 20 and 25 degrees Celsius. The average in the last few years has been 21 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 31st March 2023.

It is the applicants' responsibility for supplying the necessary information, ensuring all details are up to date, correct and submitted by the deadlines specified. Unfortunately in several cases LOC received such a request too late to assist some teams effectively with applying for visa in the past.

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.

New Bye-laws effecting Para Archery

A number of bye-laws effecting Para Archery were agreed by the World Archery Executive Board in December 2022. These will become effective on 31 March 2023. Decisions were introduced to member associations during on 19 December online call. See slides 15 to 20 at <https://documents.worldarchery.sport/?doc=6106&inline=1>

LOC CONTACT

Name: David SNAJDR
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Phone number with international extension: +420 724080831

Transportation coordinator:

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English
+420 737679304

LOC Address:

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549 01 Czech Republic