

PROSPECTUS

1 ORGANIZER	1 2 3 Tel Fax E-mail Website	Real Federacion Española de Tenis de Mesa Calle Ferraz 16 Cp 28008 Madrid +34 915477726 + 34 915429205 rfetm@rfetm.com rfetm.com
2A TOURNAMENT DIRECTOR	Name Tel Fax E-mail	Daniel Valero Tuinburg +34 675259575 + 34 915429205 eventos@rfetm.com
2B MEDIA & PRESS OFFICER	Name Tel Fax E-mail	Alvaro Díaz Moreno +34 647245004 + 34 915429205 prensa@rfetm.com
2C REFEREE	Name Tel Fax E-mail	Isabel Beumier bisabelle@hotmail.com
3 ITTF COMPETITION MANAGER	Name Tel Fax E-mail	Dimosthenis MESSINIS 0030 6970 2361 16 no Fax dmessinis@ittf.com
4 VENUE	1 2 3 Tel Fax E-mail Website	Palacio Multiusos Guadalajara Avenida del Vado N° 13 CP19005 Guadalajara +34 949887070 www.guadalajara.es
5 EVENTS	1 2 3 4 5 6	Men's Singles (MS) mandatory event Women's Singles (WS) mandatory event Men's Doubles (MD) mandatory event Women's Doubles (WD) mandatory event U21 Men's Singles (U21 MS) mandatory event U21 Women's Singles (U21 WS) mandatory event Under 21 Category for 2018 : Born on or after January 1st, 1997
6 SCHEDULE	Qualification dates:	28-Mar-18 - 29-Mar-18 Man Draw dates: 30-Mar-18 - 01-Apr-18
7 SYSTEM OF PLAY	Qualifications: 2 Days	Main Draw: 3 Days
8 DRAW (for Seeded Players)	Will take place on the	March 27, 2018 at 15:00 hrs at the Venue The official draw for qualifications takes place 2 days before the first competition day, at 12:00 local time. This is also the entry cancellation deadline.
9 EQUIPMENT	Nb.Tables Nb. Practice tables Balls Floor	15 Butterfly Europa 25 blue Net Butterfly Europa 15 Butterfly Europa 25 blue DHS D40+*** white *** stars Haokang H2451 Red
10 PRIZE MONEY	Total prize money Applicable taxes	\$40.000 24,0% <i>as per the national laws</i>
11 HOSPITALITY	Option 1 Additional information	Accreditation fee payment without hospitality In case the participants choose Option 1 the Organizers will not offer an official hospitality package. The participants have to look after their own accommodation, transportation and meals. The participants will only pay the accreditation fee. Accreditation fee for the players is fixed to (according to the currency) 120,00 Euro € Accreditation fee for the coaches and medical staff is fixed to (according to the currency) 120,00 Euro €
	Option 2 Address Address Tel. Fax. Website	Hotel AC Guadalajara**** / Hotel AC Alcalá **** Av. del Ejército, 6, 19004 Guadalajara Calle Octavio Paz, 25, 28805 Alcalá de Henares, Madrid +34949 24 83 70 / +34 918 02 39 70 www.marriot.es Single room per person per day 165,00 Euro € Double room per person per day 150,00 Euro € The official hospitality package includes (3 nights minimum) ■ Accommodation (full board) in the selected hotel ■ Free transportation from/to the airport, railway station/hotel/venue ■ Entry fee Additional information Hotel AC Guadalajara**** 10 minutes walk from the venue / Hotel AC Alcalá 25 minutes by bus from the venue. The official hospitality package is available only from March 26 to April 2 2018. Meals cannot be arranged before or after these dates. Check in to the hotel is not possible before accreditation and payment is completed. Lunch and dinner will take place in the venue.
	Option 3 Address Address Tel. Fax. Website	Hotel Pax**** / Hotel Forum Rafael Alcalá**** Av. Venezuela, 15, 19005 Guadalajara Calle de Bulgaria, 2, 28802 Alcalá de Henares, Madrid +34 949 24 80 60 / +34 912 91 85 00 www.guadalajara.paxhoteles.com / www.rafaelhotels.com Single room per person per day 155,00 Euro € Double room per person per day 140,00 Euro € The official hospitality package includes (3 nights minimum) ■ Accommodation (full board) in the selected hotel ■ Free transportation from/to the airport, railway station/hotel/venue ■ Entry fee Additional information Hotel Pax**** 10 minutes by bus from the venue / Hotel Forum Rafael Alcalá**** 25 minutes by bus from the venue. The official hospitality package is available only from March 26 to April 2 2018. Meals cannot be arranged before or after these dates. Check in to the hotel is not possible before accreditation and payment is completed. Lunch and dinner will take place in the venue.

11 HOSPITALITY	Option 4 Address Address Tel. Fax. Website	Hotel Iris Guadalajara ** Poligono El Balconcillo, Calle Trafalgar, 74, 19004 Guadalajara +34 949 20 20 80 www.hotel-iris-guadalajara.com	Single room per person per day 140,00 Euro € Double room per person per day 125,00 Euro €
	Additional information	The official hospitality package includes (3 nights minimum) <input type="checkbox"/> Accommodation (full board) in the selected hotel <input type="checkbox"/> Free transportation from/to the airport, railway station/hotel/venue <input type="checkbox"/> Entry fee Hotel Iris Guadalajara ** 10 minutes by bus from the venue. The official hospitality package is available only from March 26 to April 2 2018. Meals cannot be arranged before or after these dates. Check in to the hotel is not possible before accreditation and payment is completed. Lunch and dinner will take place in the venue.	
12 TRANSPORTATION	from (airport name) to the selected hotel and the venue and back from (railway station name if any) to the selected hotel and the venue and back. Free transportation will only be arranged when booking the full hospitality package (OHP) and if you send back your travel form in time. Please check the deadline in the item 15.	Airport Madrid-Barajas Adolfo Suarez Guadalajara railway	
13 ROOM CANCELLATION	For room cancellation after	March 21, 2018	
	Additional information	The entering association will be charged with one night costs of the official hospitality package (Option 2; Single room); this is valid for players, coaches, medical staff, accompanied persons	
14 ACCREDITATION	Date and the	March 26, 2018 March 27, 2018	from from to to 10:00 10:00 22:00 22:00
		at (location) the Venue	
15 DEADLINES	Final entries for singles Final entries for doubles Payment deadline Accommodation forms Travel details	February 26, 2018 March 8, 2018 March 26, 2018 February 28, 2018 March 12, 2018	Seniors AND U21 the full amount has to be transferred latest until that date
16 ENTRY CANCELLATION	To be sent to the Competition Manager	Cancellation of participation is possible till After this deadline, the penalty for non show policy will apply. For cancellations after the entry deadline (30 days before the event), a cancellation fee of 120 Euro € will be charged for each player, coach and medical staff. (Coach & Medical staff needs to pay only in case they booked the official Hotel package). These cancellation amounts will be added to the associations's invoice to be paid, together with the hospitality costs, to the organizers either by bank transfer or by cash on site.	March 26, 2018 at 12h local time
	ADDITIONAL IMPORTANT INFORMATION!!	Associations will not be allowed to enter future WORLD TOUR and CHALLENGE events if any cancellation fees remain outstanding. Cancellations have to be sent to the Competition Manager AND the Organizers.	
17 ENTRIES		ONLINE ENTRIES ONLY or contact the Competition Manager	
		For 2018 the participation fee for the players is fixed to (according to the currency)	12 Euro €
18 PAYMENT	Name of Account Holder Name of bank Postal Address of bank Postal Address of bank IBAN number SWIFT-BIC number Bank Account Number* * Even though it's included in the IBAN, we do need it separately.	1) After receiving an invoice from the Organizing Committee please send your payment by bank transfer, to: 1 Real Federacion Española de Tenis de Mesa 2 Banco Popular Español 3 28008 Madrid 4 Calle Princesa, 37 Cp 28008 Madrid 5 ES40 0075 0349 440600394860 6 POPUESMM 7 0075 0349 440600394860 2) Cash upon your arrival	
	Additional information	The payment of the full amount from each association should be done in ONE invoice. Individual payments are not possible anymore. Individual players can ask that the OC issue separate invoices.	
19 VISA		For those who would need a visa to enter into the country, please contact the organizers to get a letter of invitation at least 2 months in advance with: Full name, nationality, passport number with expiration date, address and occupation and also birthday and place of birth.	
20 INFORMATION FOR PLAYERS		By entering the event, players agree to abide by all ITTF rules and by the rules and regulations of the Organizing Committee. All entered associations, pairs and individual players agree to be under the auspices 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. A participant's refusal of above listed coverage may be subject to suspension or dismissal from the competition.	
21 INFORMATION FOR PARTICIPANTS		In the context of betting participants shall not, by any manner whatsoever, infringe the principle of fair play, show unsporting conduct, or attempt to influence the course or result of a competition, or any part thereof, in a manner contrary to sporting ethics. Any violation of this principle shall be disciplined according to provisions of ITTF regulation 3.5.3.	
22 INSURANCE		By entering the event, each association must ensure that all delegation members have medical, travel and other appropriate insurance.	
23 NUMBER OF ENTRIES PER ASSOCIATION		According to the 2018 ITTF Challenge Directives and SSI, we have to limit the number of entries to players in total. Only the final entries are taken into consideration by the organizers and the Competition Manager for the participation of your players. For the ITTF Challenge: An association can enter a maximum of: Men and Women Singles: 6 players per Association (each gender) / 12 players for the Host Association (each gender) Men and Women Doubles: 3 pairs or 6 players per Association (each gender) / 6 pairs or 12 players for the Host Association (each gender) U21 Men and Women Singles: 6 players per Association (each gender) / 12 players for the Host Association (each gender) Additional entries will be put on a waiting list and accepted depending of the total number of entries. Please refer to the Official Documents on the Challenge section of the ITTF web-site or contact the Competition Manager.	320