



# **TOURNAMENT HANDBOOK**

**2015 ParaVolley Europe  
Sitting Volleyball Championship Men**

**30 September – 08 October  
Warendorf, Germany**

The Tournament Handbook for the 2015 ParaVolley Europe Sitting Volleyball Championship Men, which will be held in Warendorf, Germany from 30th September to 08 October 2015, provides all basic information for the participating nations and will be complemented by a Bulletin in advance to the Championship as well as by the daily Bulletins during the tournament.

The Organiser has made every effort to ensure the accuracy of the information in this Handbook. However, Team Managers are asked to check with the Information Desk regularly.

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## 1. General Information

### 1.1. Venue

Sportschule der Bundeswehr  
Dr.-Rau-Allee 32  
48231 Warendorf (Germany)

### 1.2. Key Dates

Wed, 30 September		Latest arrival of PVE Officials
	09:00	Competition Meeting (LOC, PVE)
	10:00 – 18:00	Arrival of teams
		Preliminary Inquiry
		Classification
	10:00 – 18:00	Training (daily from 30 September to 06 October)
Thu, 01 October		Classification
		Referee Clinics
	10:00 – 18:00	Official Training
	20:00	Technical Meeting
Fri, 02 October		Competition (Pool Round)
	18:00 – 19:00	Opening Ceremony
Sat, 03 October*		Competition (Pool Round)
Sun, 04 October		Competition (Pool Round)
	16:00 – 20:00	PVE General Assembly
Mon, 05 October		Competition
Tue, 06 October		Competition
Wed, 07 October		Competition
	18:00 – 19:00	Medal and Closing Ceremonies
	from 20:00	Closing Party
Thu, 08 October		Departure

\* Saturday, 03 October will be a public holiday in Germany (Day of German Unity).

### Opening Ceremony

The Opening Ceremony will be held on Friday, 02 October from 18:00 to 19:00 at the Competition Venue and will be followed by the Opening Match.

### Medal and Closing Ceremony

The Medal and Closing Ceremony will be held on Wednesday, 07 October from 18:00 to 19:00 at the Competition Venue and will be followed by the Closing Party from 20:00.

## 1.3. Local Organising Committee

Deutscher Behindertensportverband e.V. - National Paralympic Committee Germany  
Im Hause der Gold-Kraemer-Stiftung  
Tulpenweg 2 – 4  
50226 Frechen (Germany)

Main contact:

Denis Schneider

Sachbearbeiter Leistungssport (Veranstaltungsmanagement)

Event Management

Phone: +49 2234 6000-216

Fax: +49 2234 6000-150

E-mail: Schneider@dbs-npc.de

Function	Name	Mobile phone
International Manager	Denis Schneider	+49 170 4559977
Information Manager	Lisa Adams	*
Competition Manager	Sven Ritter	*
Match Officials Manager	B. Henning Brosch	*
Venue Manager	Robert Grylak	*
Volunteer Manager	Wolfgang Köhler	*
Competition Office	John Stoffels	*
Competition Office	Sarah Lippold	*

\* Mobile phone numbers will be announced in the Bulletin prior to the Competition.

## 1.4. PVE Officials

Name	Country	Function
Toralv Thorkildsen	NOR	PVE President
Maciej Chodzko-Zajko	GBR	Technical Delegate/PVE Sport Director
Eddy Schipper	NED	Jury Member/Acting Secretary General
Jurate Verbuviene	LTU	Jury Member
Suvi Blechschmidt	FIN	Jury Member/PVE Development Director
Steve Walton	GBR	Referee Delegate/PVE Vice President
Senad Helac	BIH	Referee Observer
Dariusz Jasinski	POL	Referee Observer
Dora Szatmari	HUN	WPV Classifier/Chief Classifier
Jurate Kesiene	LTU	WPV Classifier
Jenni Cole	AUS	WPV Classifier
Louise Ashcroft	CAN	WPV Classifier

## 1.5. Referees

Name	Country
Glynn Archibald	GBR
Nello Calleja	MLT
Sefka Hasanagic	BIH
Kirsten Kohn	GER
Adnan Kolos	BIH
Slavisa Kuzmanovic	SRB
Sari Mannersuo	FIN
Benno Meijer	NED
Toomas Murulo	EST
Anton Probst	GER
Dominik Raca	CRO
Dee Wauchope	GBR

## 1.6. Line Judges and Scorers

Name	Country
Zvezdan Aleksic-Capell	GER
Thomas Asche	GER
Lea Becker	GER
Ute Fenstermann	GER
Knud Gentz	GER
Helmut Körner	GER
Jürgen Pospiech	GER
Andreas Ruppert	GER
Lara Sahlberg	GER
Thomas Sahlberg	GER
Esther Senneker	NED
Kevin Vaassen	NED

## 2. Event Information

### 2.1. Participating Nations

1. Bosnia and Herzegovina
2. Russia
3. Germany
4. Ukraine
5. Netherlands
6. Poland
7. Croatia
8. Serbia
9. Hungary
10. Latvia
11. Azerbaijan
12. Italy

#### **Pool A**

- A1 Germany
- A2 Poland
- A3 Croatia
- A4 Italy

#### **Pool B**

- B1 Bosnia and Herzegovina
- B2 Netherlands
- B3 Serbia
- B4 Hungary

#### **Pool C**

- C1 Russia
- C2 Ukraine
- C3 Latvia
- C4 Azerbaijan

### 2.2. Classification

Classification will be carried out on Wednesday, 30 September and Thursday, 1 October. The exact times and the location of the room for Classification will be announced in good time.

### 2.3. Training

#### **Training Schedule**

Teams will have to sign in for training at the information desk the day before (upon arrival for training on 30 September). Each team will have one hour of Official Training at the Competition Venue on 01 October.

Balls will be provided for training. The teams will have to sign out after the training, for each missing ball, a fee of € 75 will be retained from the Security Deposit.

## **Training on Training Courts**

30 September – 06 October                      10:00 – 12:00 and 14:00 – 18:00

## **Training on Competition Courts**

01 October    10:00 – 12:00 and 14:00 – 18:00

## **2.4. Competition Rules**

The competition shall be played in accordance with WPV Official Sitting Volleyball Rules in force. All necessary interpretations will be made before the competition at the Technical Meeting.

## 2.5. Competition Schedule

Date	Time	Match #	Court	Round	Team 1	Team B
Fri 02 Oct		2	B	Pool B	BIH	HUN
		3	A	Pool C	RUS	AZE
		4	B	Pool A	POL	CRO
		5	A	Pool B	NED	SRB
		6	B	Pool C	UKR	LAT
		1	A	Pool A	GER	ITA
Sat 03 Oct		8	A	Pool B	HUN	SRB
		7	B	Pool A	ITA	CRO
		9	A	Pool C	AZE	LAT
		10	B	Pool A	GER	POL
		11	A	Pool B	BIH	NED
		12	B	Pool C	RUS	UKR
Sun 04 Oct		13	A	Pool A	POL	ITA
		14	B	Pool B	NED	HUN
		15	A	Pool C	UKR	AZE
		16	B	Pool A	CRO	GER
		17	A	Pool B	SRB	BIH
		18	B	Pool C	LAT	RUS
Mon 05 Oct		19	A	Quarter Final	1A	3B/3C
		20	B	Quarter Final	2C	2B
		21	A	Quarter Final	1C	2A
		22	B	Quarter Final	1B	3A/3C
		23	A	Places 9 – 12	4B/4C	4B/4C
		24	B	Places 9 – 12	4A	3B/3C
Tue 06 Oct		25	A	Places 5 – 8	L19	L20
		26	B	Places 5 – 8	L21	L22
		27	A	Semi Final	W19	W20
		28	B	Semi Final	W21	W22
		29	A	Places 11 – 12	L23	L24
		30	B	Places 9 – 10	W23	W24
Wed 07 Oct		31		Places 7 – 8	L25	L26
		32		Places 5 – 6	W25	W26
		33		Bronze Final	L27	L28
		34		Gold Final	W27	W28



## 3. Venue Information

### 3.1. Location

Warendorf is located in North Rhine-Westphalia, 30 kilometres eastern of Münster and 160 kilometres north-eastern of Düsseldorf. The City of Warendorf, often described as the “City of Horses”, has been founded around the year 1200 and is home for about 37,000 residents.



*Market square with “Laurentiuskirche”*



*Gothic tower of „Marienkirche“*



*“Kanonenburg” in the old town*

## 3.2. Competition and Training Venue

Sportschule der Bundeswehr (abbreviated SportSBW, Federal Sports School of the German Armed Forces) is an educational institution for Officers and Non-Commissioned Officers since 1978. The premises encompass 40 hectares, contain modern sports facilities and have been the scene for numerous international sport events, charity concerts and political education events.



### Important regulations

A strict ban on smoking is in force on the whole premises. Smoking is permitted in designated areas in the outdoor area only. All disregarding will be subject from a fine up to an ejection from the premises which will lead to an exclusion from the Championship.

## Competition Venue

Matches will be played on two Competition Courts (Court A and Court B), both located in the same sports hall.

## Training Venue

Training will be carried out on three Training Courts (Court C, Court D and Court E), all of them are located in the same sports hall next to the Competition Venue.



*Entrance to the Competition and Training Venue (accessible on ground level)*



*Competition Venue*

### 3.3. Accommodation

Accommodation will be on the premises of the Sportschule. There are double rooms with bunk beds and a small number of single rooms available. Bathrooms are shared by two rooms each.



### Laundry and towels

Every floor is equipped with a washing machine and a dryer. A basic stock of detergent will be provided by the organiser.

Bed linens and sheets will also be provided. **All participants are kindly asked to bring their own towels.**

## 4. Additional Information

### Accreditation Card

Accreditation cards will be handed out upon arrival and must be carried all the time while on the premises of the Sportschule. If you are leaving the premises, make sure you take the accreditation card with you.

### Changing rooms

The main changing rooms will be assigned to the teams playing next or the teams registered for training and have to be vacated properly before the start of the match or training.

There are also smaller changing rooms which can be used after the matches and training. All changing rooms are equipped with lockers (lockable only with 1-€ or 2-€ coin as deposit).

### Deposit

A security deposit of € 1,000 has to be paid with the entry fee and will be paid back after departure by bank transfer if no damages and losses have been made.

### Information Desk

An information desk for teams will be located at the Competition Venue.

Operating hours*:	30 September	10:00 – 18:00 h
	01 – 03 October	8:00 – 16:00 h
	04 October	8:00 – 16:00 h
	05 – 06 October	9:00 – 18:00 h
	07 October	8:00 – 18:00 h

\* subject to change

## Meal times

Date	Breakfast	Lunch	Dinner
30 September		11:30 – 14:00	17:30 – 20:00
01 October	7:00 – 9:00	11:30 – 14:00	17:30 – 20:00
02 October	7:00 – 9:00	11:30 – 14:00	16:30 – 17:45 19:00 – 20:00
03 October	7:00 – 9:00	11:30 – 14:00	17:30 – 20:00
04 October	7:00 – 9:00	11:30 – 14:00	17:30 – 19:00
05 October	7:00 – 9:00	11:30 – 14:00	17:30 – 20:00
06 October	7:00 – 9:00	11:30 – 14:00	17:30 – 20:00
07 October	7:00 – 9:00	11:30 – 14:00	19:00 – 20:00
08 October	7:00 – 9:00		

## Sports bar

Snacks and drinks can be bought at the “Timeout” sports bar daily from 9:00 to 10:30 and 17:00 to 23:00 (weekend times may deviate, all times are subject to change).

Wi-Fi is available within the sports bar, for details, please see [https://www.telekom.de/dlp/eki/downloads/h/HotSpot\\_Infos.pdf](https://www.telekom.de/dlp/eki/downloads/h/HotSpot_Infos.pdf)



## Water

Water will be provided for competition and handed out before the warm-up. We kindly ask you to return all empty bottles and not to leave them on the court, in the dressing rooms or hallways etc.

## 5. Emergency Information

### 5.1. Emergency contacts

Emergency telephone number: 112

Medical service:

Josephs-Hospital Warendorf

Am Krankenhaus 2

48231 Warendorf

Phone: +49 2581 200

Fax: +49 2581 20-1003

<http://www.jhwaf.de>

### 5.2. Embassies

#### Embassy of Azerbaijan

Mr Parviz Shahbazov

Hubertusallee 43

14193 Berlin

Phone: +49 30 2191613

Fax: +49 30 21916152

E-mail: [berlin@mission.mfa.gov.az](mailto:berlin@mission.mfa.gov.az)

#### Embassy of Bosnia and Herzegovina

Mrs Davorka Samardžija

Ibsenstraße 14

10439 Berlin

Phone: +49 30 81471210 or +49 30 81471215

Fax: +49 30 81471211

E-mail: [info@botschaftbh.de](mailto:info@botschaftbh.de)

#### Embassy of Croatia

Mr Ranko Vilovic

Ahornstraße 4

10787 Berlin

Phone: +49 30 21915514

Fax: +49 30 23628965

E-mail: [berlin@mvep.hr](mailto:berlin@mvep.hr)

## **Embassy of Hungary**

Mr József Czukor  
Unter den Linden 76  
10117 Berlin  
Phone: +49 30 203100  
Fax: +49 30 2291314  
E-mail: infober@mfa.gov.hu

## **Embassy of Italy**

Mr Pietro Benassi  
Hiroshimastraße 1 – 7  
10785 Berlin  
Phone: +49 30 254400  
Fax: +49 30 25440116 or +49 30 25440130  
E-mail: segreteria.berlino@esteri.it or consolato.berlini@esteri.it

## **Embassy of Latvia**

Mrs Elita Kuzma  
Reinerzstraße 40 – 41  
14193 Berlin  
Phone: +49 30 82600222  
Fax: +49 30 82600233  
E-mail: embassy.germany@mfa.gov.lv

## **Embassy of the Netherlands**

Mrs Monica Theodora Geertruida van Daalen  
Klosterstraße 50  
10179 Berlin  
Phone: +49 30 209560  
Fax: +49 30 20956441  
E-mail: bln-az@minbuza.nl

## **Embassy of Poland**

Mr Jerzy Józef Margański  
Lassenstraße 19 – 21  
14193 Berlin  
Phone: +49 30 223130  
Fax: +49 30 22313155  
E-mail: berlin.amb.sekretariat@msz.gov.pl



## **Embassy of the Russian Federation**

Mr Vladimir Grinin  
Unter den Linden 63 – 65  
10117 Berlin  
Phone: +49 30 229111029  
Fax: +49 30 2299397  
E-mail: [info@russische-botschaft.de](mailto:info@russische-botschaft.de)

## **Embassy of Serbia**

Mrs Jasmina Veličković  
Taubertstraße 18  
14193 Berlin  
Phone: +49 30 8957700  
Fax: +49 30 8252206  
E-mail: [info@botschaft-serbien.de](mailto:info@botschaft-serbien.de)

## **Embassy of Ukraine**

Mr Andrii Melnyk  
Albrechtstraße 26  
10117 Berlin  
Phone: +49 30 28887116  
Fax: +49 30 28887163  
E-mail: [emb\\_de@mfa.gov.ua](mailto:emb_de@mfa.gov.ua)

## 6. Competition Regulations

### 1. ORGANISER

Deutscher Behindertensportverband e. V. - National Paralympic Committee Germany, affiliated to PVE, have been entrusted with the organisation of the ParaVolley Europe Sitting Volleyball Championship for Men 2015.

### 2. COMPETITION CALENDAR AND OTHER ACTIVITIES

30 September 2015	Latest arrival of PVE officials	
30 September 2015	Competition meeting (organiser + officials)	Time to be determined
30 September 2015	Arrival of PVE board	
30 September 2015	Arrival of referees	
30 September 2015	Arrival of teams – Training – Classification	
01 October 2015	Training – Classification	
01 October 2015	Referee Clinics	
01 October 2015	Technical meeting	20.00
02 October 2015	Opening Ceremony	Time to be determined
02 October 2015	Pool Matches	
03 October 2015	Pool Matches	
04 October 2015	Pool Matches	
04 October 2015	General Assembly	Time to be determined
05 October 2015	Competition	
06 October 2015	Qualification/Semi-Finals	
07 October 2015	Finals/Placings	
08 October 2015	Departure	

### 3. HOST CITY, HALLS AND COMPETITION ROUNDS

#### 3.1. City

3.1.1. The Tournament will be held in Warendorf, Germany

#### 3.2. Competition Hall:

3.2.1. The competition hall will be Sportschule der Bundeswehr

#### 3.3. City of arrival and departure

3.3.1. The city of arrival and departure will be Düsseldorf. Münster (FMO) will also be acceptable.

### 4. PARTICIPATING TEAMS

- 4.1. The Tournament is open to the teams of those National Federations that are affiliated to the PVE and respect their obligations and financial responsibilities with regard to the PVE and their Confederations and that have sent to PVE the Official Entry for the Championship according to the PVE Regulations.
- 4.2. The players must have the nationality of the country they represent, justifying it by means of a passport or other authentic document.
- 4.3. Naturalised players must have been proven resident in the country of their new nationality for not less than two years (up to the opening day of the competition) from the issuance date of the official document granting the new citizenship. The naturalised players may participate only if the WPV Regulations requirements are also fulfilled.
- 4.4. Once the passports or other legal documents have been checked and accepted by PVE Technical Delegate, the Organiser will issue the ID cards valid for the Championship.
- 4.5. The medical classification for the teams of the 6 players on the court must be as follows:
  - 4.5.1. Minimum 5 players must be classified as disabled.
  - 4.5.2. 1 player may be classified as minimal disabled or disabled.
  - 4.5.3. Same applies on the bench.
- 4.6. Maximum 12 men's teams will be nominated by PVE to participate in the ParaVolley Europe Championships.
- 4.7. If a National Federation withdraws its team from the competition after being seeded or drawn to the qualification Group, then PVE Sport Department will decide how the qualification will be organised.

## 5. ENTRIES, TEAM INFORMATION, FEE

- 5.1 Each National Federation must send its Entry to the PVE to confirm officially its participation in the Tournament.
- 5.2 Each team must send the Final Entry Form and the Team Registration Form to the Organiser.
- 5.3 An entry fee is required.

## 6. COMPETITION SYSTEM

The competition of the Tournament is as follows:

### The COMPETITION FORMAT:

- A Three preliminary pools play round robin.
  - 1) Pool A = Seeded 1 - 6 - and 2 teams by draw.
  - 2) Pool B = Seeded 2 - 5 - and 2 teams by draw.
  - 3) Pool C = Seeded 3 - 4 - and 2 teams by draw.
- B Top 2 teams from each pool advance to Quarter-Finals and play for 1-8
- C 3<sup>rd</sup>-placed teams with best records also advance to QF
- D 3<sup>rd</sup>-placed team with worst record joins 9-11 playoffs with 4<sup>th</sup>-placed teams
- NB Exact QF matchups will be clear only when all pool matches have been completed.

1A will play lower of 3B or 3C, but not 3A

1B will play highest 3<sup>rd</sup>-placed, but not 3B

1C will play 2A

4A will play lowest 3<sup>rd</sup>-placed team, but not 3A

## 7. DRAWING OF LOTS AND DISTRIBUTION OF TEAMS

- 7.1 Drawing of pools and distribution of teams was done by PVE Sport Department 28<sup>th</sup> June 2015 and the resultant pools are : (Pools changed after Protest by LOC against EC Women pools.)

## Pool A

A1	GER	Germany
A2	POL	Poland
A3	CRO	Croatia
A4	ITA	Italy

## Pool B

B1	BIH	Bosnia and Herzegovina
B2	NED	Netherlands
B3	SRB	Serbia
B4	HUN	Hungary

## Pool C

C1	RUS	Russia
C2	UKR	Ukraine
C3	LAT	Latvia
C4	AZE	Azerbaijan

## 8. ORDER OF MATCHES AND ORGANISER'S RIGHTS

8.1. The order of matches is assigned by the PVE Sport Department.

8.2. The Organiser has the right to choose one match per day.

8.3. The daily timetable of matches is fixed by the PVE considering a proposal by the Organiser in agreement with (local TV and) public needs.

- 8.4. The Organiser has the right to change the timetable and order of matches for TV broadcasting reasons only with the approval of the PVE Delegate. Each team must be informed of the timetable changes at least 24 hours before the match.

## 9. CLASSIFICATION OF TEAMS

- 9.1. Placings after Pool stages will be decided as follows :

- 9.1.1. Matches Won
- 9.1.2. Set Quotient
- 9.1.3. Points Quotient
- 9.1.4. Matches between the teams

- 9.1.5. In the case of a tie between two teams:

- 9.1.5.1. **Sets quotient.** In the case of equality in the number of matches won and lost by two teams, the teams will be classified in descending order by the quotient resulting from the division of the number of all sets won by the number of all sets lost.
- 9.1.5.2. **Points quotient.** In the case of equality in the number of sets gained and lost by two tied teams, they will be classified in descending order by the quotient resulting from the division of all points scored by the total of all points lost during all sets.
- 9.1.5.3. If the tie continues as per the points quotient between the two teams, the ranking priority will be given to the team that won the last match between them.

- 9.1.6. In the case of a tie between three or more teams:

- 9.1.6.1. When the tie in matches won, sets and points quotients is between three or more teams, a new classification of these teams will be made taking into consideration only the matches in which they were opposed to each other. In the case that the tie is still not resolved the teams will be ranked according to their current ParaVolley Europe Ranking.

- 9.2. If a team voluntarily declares its forfeit during a match, it will be excluded from the competition and:

- 9.2.1. All the results of the matches it already played during the respective round will be nullified.
- 9.2.2. The team will be sanctioned by PVE

## 10. CONDUCTING OF THE COMPETITIONS

- 10.1. The PVE Technical Delegate designated by the PVE Sport Department will conduct the Tournament.
- 10.2. Sufficient International Referees appointed by the ERC, will officiate in the Tournament.

## 11. MEDICAL SERVICES AND CONTROL

- 11.1. All players are obliged to present a classification certificate issued by the competent authority.
- 11.2. The Organiser will provide first aid medical treatment only. The team concerned will pay hospitalisation costs.
- 11.3. All team delegations are recommended to take out their own liability, medical and accident insurance, even those with EHIC cards. It is strongly recommended that all participants bring their EHIC. Those outside the EU should ensure they have medical insurance – costs in Germany are high.

## 12. OFFICIAL VOLLEYBALL RULES AND BALLS

- 12.1. The competition shall be played in accordance with the WPV Official Sitting Volleyball Rules in force. All necessary interpretations will be made before the competition during the Technical Meeting.
- 12.2. Ball Mark/ Type Mikasa MVA 200 will be the only ball at this competition. MVA 300 will be available on the training courts.

## 13. UNIFORMS

- 13.1. The playing uniform must be in conformity with WPV/PVE Regulations. Each team must have available at least two sets of playing uniforms of a different colour. The players' numbers must be the same on all uniforms. **The playing uniforms of the team captain and Libero must be presented during the preliminary inquiry, along with shorts, long trousers and leggings.**
- 13.2. Teams are reminded that socks ARE part of the uniform.
- 13.3. The officials on the bench should wear either their official training suit or a jacket/suit with tie.

- 13.4. Teams may apply for PVE authorisation to wear publicity during the tournament. A fee can be fixed by the PVE.

## 14. COMPLAINTS

- 14.1. All complaints and protests must be presented in writing in English to the PVE Technical Delegate no later than 1 hour after the end of the match.
- 14.2. A deposit of € 250 must accompany complaints about the result of a match or protest.

## 15. SANCTIONS

- 15.1. If a National association / Federation declare the non-participation of its duly registered team or simply do not send its team to participate in the Tournament, it will be sanctioned in accordance with the PVE Regulations and will be liable to a suspension.
- 15.2. Teams not presenting the samples of their uniforms as required for International Competitions will have to present uniforms or obtain new uniforms within 24 hours.
- 15.3. Uniform infringements on court will be sanctioned with a fine of €10 per player. If the fine is not paid before the player's next match, the player will not play.
- 15.4. Any such fines unpaid at the end of the tournament will be deducted from the Security Deposit on the authorisation of the Technical Delegate.
- 15.5. Players not complying with the Eligibility Rules defined in the WPV Sports Regulations for International Competitions or who do not present the Classification Card as required and refusing to undergo a medical examination will not be allowed to compete.
- 15.6. Misconduct during the competition:



15.6.1. A team's voluntary withdrawal, despite its prior formal entry, will be fined by the PVE and the team be obliged to reimburse the Organiser with damages and expenses to the amount determined by the PVE Board of Administration.

15.6.2. Voluntary forfeit of a team before or during a match entails its exclusion from the competition with the following consequences:

15.6.2.1. from that moment the team must cover its own expenses

15.6.2.2. damages and other sanctions may be decided by the PVE Executive Board

## 16. COMPOSITION OF THE DELEGATION

16.1. Each delegation will be composed of maximum 17 (seventeen) members as follows: 12 players, 4 officials and 1 head of delegation. Up to two extra officials, and one journalist, may be added to the delegation of a team on the condition that their expenses have been paid before the tournament, as stipulated in point 17 2. b).

16.2 Names of maximum 12 players must be sent to the LOC at the latest 8 weeks before the arrival day.

16.3 Maximum 2 players may be changed in the players list at the latest on the preliminary inquiry.

16.4 Any other change in the players list can only be made after application to the Technical Committee.

## 17. FINANCIAL CONDITIONS

17.1. The expenses covered by the Organiser:

17.1.1. Internal transportation from/to airport of arrival/departure and local transportation for practice and matches.

17.1.2. Teams or individuals arriving AFTER the Arrival Day WILL be required to arrange the above transport at their own expense. Any team wishing to arrive later than the Arrival Day MUST have prior written permission from LOC and PVE Sport Director.

17.1.3. Lodging from arrival to departure dates (see Article 2) of each delegation, International Referees and PVE/WPV Officials according to the following minimal standard principles:

- PVE/WPV Officials                      Single bed rooms
- International referees                Single bed rooms
- Delegation
  - 3 single bed room per delegation
  - 7 twin bed rooms per delegation

- (It may not be possible to provide any single rooms for teams.)
- 17.2. Meals from arrival to departure date (see Article 2) of each delegation, International Referees and PVE/WPV officials according to the following principles:
  - 3 regular meals per day
  - 1 hot meal per day
  - Snack for each match for the players
- 17.3. Medicare: to be assured by the Organiser as regards First Aid. All participants should take out their own Medical Insurance.
- 17.4. Each delegation will take care of the following expenses:
  - 17.4.1. International travel expenses to and from Organising Country for the delegation.
  - 17.4.2. All extra people exceeding number of invited persons per team must pay their expenses for hotel accommodation and meals.
  - 17.4.3. Penalties incurred as per Article 15.

## 18. UNFORESEEN ITEMS

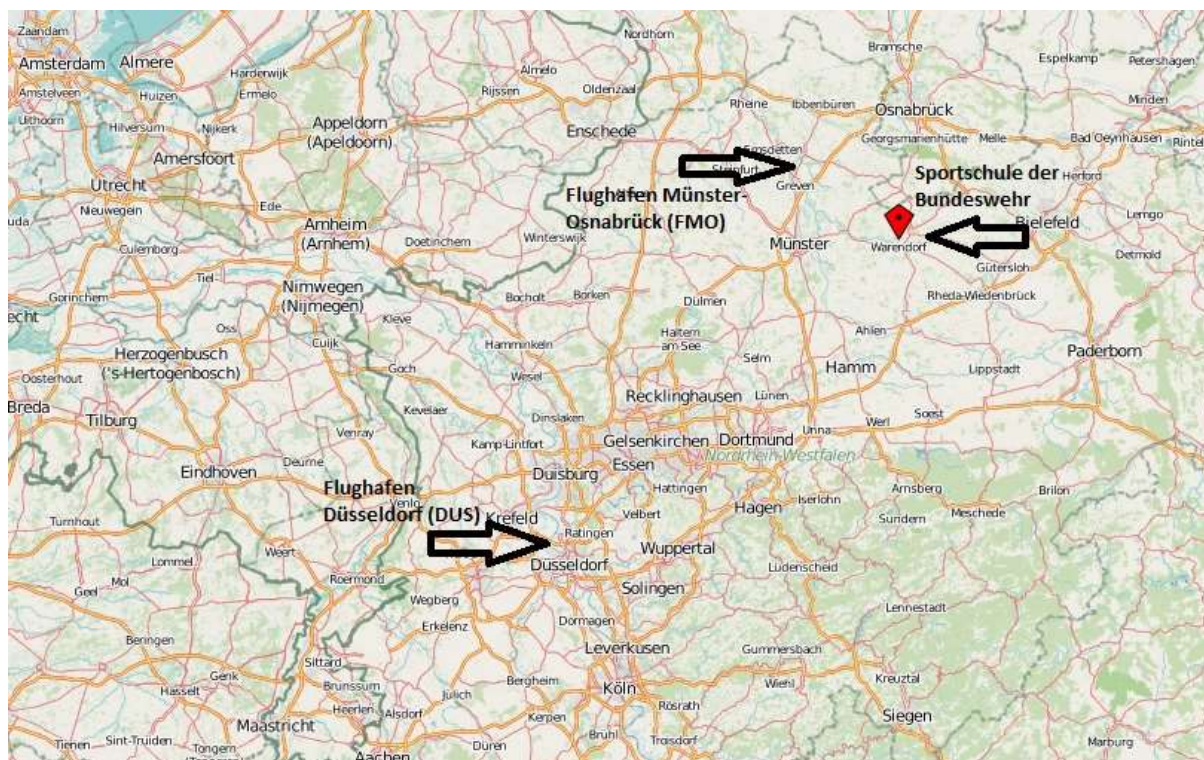
As regards specific items not expressly foreseen in the present regulations, reference is to be made to the general rules and guidelines contained in PVE Regulations.

## 7. Appendix

### Location of Warendorf within Europe



### Location of Düsseldorf Airport (DUS) and Münster-Osnabrück Airport (FMO)



## Map of the City of Warendorf

