

# IBTF GRAND PRIX

## 2017 COMPETITION RULES & REGULATIONS



INTERNATIONAL BATON TWIRLING FEDERATION

April 2016

# 2017 GRAND PRIX

## GENERAL INFORMATION

1. The Grand Prix shall be open to athletes who are members of the organization whose Association/Federation are members of the World Baton Twirling Federation and the World Federation of National Baton Twirling Associations. All athletes must hold a valid passport (or a valid National Identity Card, for European nations) in their own name from the country he/she represents as proof of their citizenship.
2. Certified judges from both the World Baton Twirling Federation and the World Federation of National Baton Twirling Association will judge the Grand Prix and will utilize their federation's judging system.

## EVENTS, AGE DIVISIONS & LEVELS

The Events and Levels offered at the Grand Prix shall be as follows:

❖ <b>Solo</b>	One Level	– Junior, Senior, Adult
❖ <b>Two Baton</b>	One Level	– Junior, Senior, Adult
❖ <b>Team</b>	One Level	– One Age Division Only

## NUMBER OF COMPETITORS ALLOWED PER FEDERATION:

SOLO	3 athletes in each age division per federation
TWO BATON	3 athletes in each age division per federation
TEAM	1 team per federation

If two federations in a country are both participating, and one of the federations can not fill all positions, it is permissible to use athletes from the other federation to fill the available spots.

If a country has only one federation (either WBTF or WFNBT) they may elect to bring 6 athletes in each age division in Solo and Two Baton and 2 Teams.

## AGE DIVISIONS (for the 2017 Grand Prix)

Where age divisions apply, "age" shall be determined as the age an athlete is on August 31st of the competition year, 2017. Clarification: The 31st of August is included in the calculation of the age.

## INDIVIDUAL COMPETITION:

Junior = 13 – 17 (athletes who will be 13 years of age to 17 years of age during the year of the Grand Prix, from January 1 through August 31)

Senior = 18 – 21 (athletes who will be 18 years of age to 21 years of age during the year of the Grand Prix, from January 1 through August 31)

Adult = 22 & over (athletes who will be 22 years of age or older during the year of the Grand Prix, from January 1 through August 31)

## AGE DETERMINATION CHART JANUARY 1 THROUGH AUGUST 31, 2017

IBTF GRAND PRIX 2017				
Age on August 31, 2017 (included)				
INDIVIDUAL COMP.				
JUNIOR	13	13 - 17 on August 31, 2017	2005 - 2000	September 1, 1999 - August 31, 2004
SENIOR		18 - 21 on August 31, 2017	1999 - 1996	September 1, 1995 - August 31, 1999
ADULT		22+ on August 31, 2017	1995 & before	On or before August 31, 1995
TEAM				
one age division		no limit	all years	

## MEN AND WOMEN DIVISIONS

Men and Women will compete in separate divisions for Solo and Two Baton. Therefore, there will be a total of 6 Solo categories (Junior/Senior/Adult in Men's/Women's) and also a total of 6 Two Baton categories (Junior/Senior/Adult in Men's/Women's). No alternates or reserve athletes are permitted.

## MUSIC & TIME LIMITS FOR SOLO and TWO BATON

Athletes shall perform to the Grand Prix prescribed music selection for these events that are timed to the following time limits:

Solo	=	2:00 minutes maximum
Two Baton	=	1:45 minutes maximum

There is no minimum time limit therefore athletes may complete their routines prior to the completion of the music. Judges will not assess penalties or give credit to material presented after the music ends. Judging shall discontinue at the conclusion of the music.

Grand Prix music will be available on the IBTF, WBTF & WFNBTB websites.

## **RULES SPECIFIC TO ALL EVENTS**

The use of gymnastics, though permitted, is not given extra consideration nor will its use contribute to determining the rating and ranking of the athletes. The IBTF philosophy regarding adjudication prioritizes, first and foremost, the quality and technique of aerial work, rolls, contact material and accompanying bodywork. All other enhancements to a performance such as gymnastics, floor work, dance, novelty, etc. will not supersede the qualities and skills of achieved and developed baton twirling skills.

### **PENALTIES:**

#### **WBTF PENALTIES SPECIFIC TO ALL GRAND PRIX EVENTS:**

Drops are recorded by the Timing/Penalty Judge on the Official Timing/Penalty Sheet

- A 1% penalty which equals a one tenth (.1) point penalty per drop for Solo and Two-Baton will be deducted from each judges score on a 10 pt. scale.
- A 1% penalty which equals a one tenth (1.0) point penalty per drop for Team and Group will be deducted from each judges score on a 100 pt. scale
- Drops will be recorded by the Timing/Penalty Judge on the Timing/Penalty Sheet. NOTE: Two judges must be used to count drops for Teams. If the number of drops count differs between the judges, then the average number of drops between the 2 judges will be used.
- All other penalties are assessed in the athlete's proficiency and execution

#### **WFNBTA PENALTIES SPECIFIC TO ALL GRAND PRIX EVENTS:**

Penalties are recorded by each Judge

- A .5 % penalty which equals (.05) point penalty per drop, fall [or two-handed catch](#) for Solo and Two-Baton will be deducted from each judges score on a 10 pt. scale.
- A .5 % which equals (.5) point penalty per drop, fall [or two-handed catch](#) for Team will be deducted from each judges score on a 100 pt. scale.
- A .1 % penalty which equals (.01) point penalty per infraction for breaks and slips in Solo, Two-Baton will be deducted from each judges score on a 10 pt. scale and a 1 % penalty which equals (.1) for Teams on a 100 pt. scale.

## **TEAM COMPETITION:**

There will be no age divisions for Team. There is no minimum age. A team may consist of both male and female members, if so desired.

### **SIZE FOR TEAM**

Team	=	6 to 8 members
Alternates:	=	maximum 2

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## **MUSIC & TIME LIMITS FOR TEAM**

Music selection shall be the choice of the Team.

Teams must submit their music file using DropBox by the entry deadline.

Team Time Limit: 2:30 minutes minimum to 3:30 minutes maximum

Timing & Judging begins and ends with the first and last note of music or sound, which shall include the starting beep.

A ten (10) second leeway in the timing is granted. The “leeway” allows legal time to be ten (10) seconds before or after the official timing before the timing penalty is taken.

### **TIMING PENALTY FOR TEAM:**

WBTF = Undertime/Overtime Penalty = 5 pts (deducted from each Judge's Score)

WFNBTA = Undertime/Overtime Penalty = .1 per second (deducted from each Judge's Score)

## **RULES SPECIFIC TO TEAM**

1. Two alternates for team are considered as part of a country's 2017 Grand Prix Contingent.
2. A Team may only be comprised of members who are residents of the same country.
3. The use of props shall not be allowed for Team.
4. Teams shall enter from the Judge's left and exit to the Judges' Right.

## **COSTUME, FOOTWEAR & BATON GUIDELINES**

- There shall be no restrictions on costume choice for any of the events bearing in mind that this is a sport
- Footwear must meet the requirements of the facility. (i.e. no street footwear)
- Batons must conform to the definition of “baton”. Shafts may be of any color. Tape, of choice, may be used bearing in mind that this is a sport.

### **COSTUME / FOOTWEAR / EQUIPMENT FAILURE - ALL EVENTS**

**The Chief Judge, the Technical Chair or the Judges' Chair may stop the competition for one of the following reasons:**

- If costume failure becomes hazardous, indecent or embarrassing
- If a shoe lace becomes untied causing footwork to be dangerous
- Loss of footwear causing danger to the athlete slipping and falling
- Loss of ball or tip from the baton shaft
- Baton shaft breaking

The Technical Chair must be contacted to handle the situation. The Technical Chair will contact the Host country and competition staff. The Technical Chair may order a restart. Judging to commence at the beginning.

## **PRACTICE AREA**

### ***An area designated for practice.***

There should preferably be an area large enough to accommodate a reasonable amount of athletes in a safe environment.

If a practice area cannot be provided, the host country must organize a free one hour practice session before the competition for any athlete who is competing on that day and one hour following the competition for any athlete who is competing on the following day.

## **WARM UP AREA**

### ***An area designated for the preparation of athletes immediately before they compete.***

There must be a designated warm up area for the Grand Prix athletes that is large enough for 6 athletes or 2 groups to prepare for competition in a 5 minute time minute period.

## **WARM UP PERIODS**

Official warm up periods on the main competition floor are not required but may be offered, schedule permitting.

## **MUSIC TEST AND COSTUME INSPECTION**

There shall be no music tests or costume inspections.

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## **COMPETITION PROCEDURES**

### **Number of Judges**

- ❖ **Solo and Two Baton:**
- ❖ A minimum of 4 Judges per lane, plus a Judge to record drop penalties and any other penalties for all competitors.
- ❖ **Team:** 4-6 Judges, plus a Timing/Penalty Judge to record the time of the music, drop penalties and any other penalties for all competitors.

### **Order of Events:**

The Competition Director shall determine the actual Order of Events for the Grand Prix competition.

### **Order of Rounds:**

- ❖ All Preliminary Rounds
- ❖ All Semi-Final Rounds (if applicable)
- ❖ All Final Rounds

### **Order of Appearance:**

- ❖ Preliminary – random draw
- ❖ Semi-Final – reverse order (if applicable)
- ❖ Final Rounds – reverse order

### **Competition & Announcing Procedures**

- ❖ A printed “Set System” Program shall be developed to indicate the Order of Events and the order in which the competitors shall perform.
- ❖ The official “Set System” Program will be final following the close of registration on the day before the competition. It is the responsibility of the host country to distribute the final set system to all countries participating in the competition.

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## **NUMBER OF ROUNDS – GRAND PRIX**

### **For Solo and Two Baton Competition:**

1. All events and all divisions will have two rounds of competition, with a Semi-Final round depending on entries. They begin with a Preliminary Round and end with a Final Round.
2. For divisions of 20 or fewer, the top 10 move to Finals. The remaining athletes have completed competition.
3. For divisions of 21 to 40, the top 5 from the Preliminary Round move directly to Finals and are ranked 1st to 5th. The next 10 (Preliminary places 6 through 15) move to the Semi-Final Round.
4. From the Semi-Final Round, the top 5 move to the Finals and are ranked 6th to 10th.
5. For divisions of 41 or more, the top 5 from the Preliminary Round move directly to Finals and are ranked 1st to 5th. The next 15 (Preliminary places 6 through 20) move to the Semi-Final Round.
6. From the Semi-Final Round, the top 5 move to Finals are ranked 6th to 10th.
7. The Final Round consists of 10 athletes or less for all divisions, regardless of their starting size.

### **For Team Competition::**

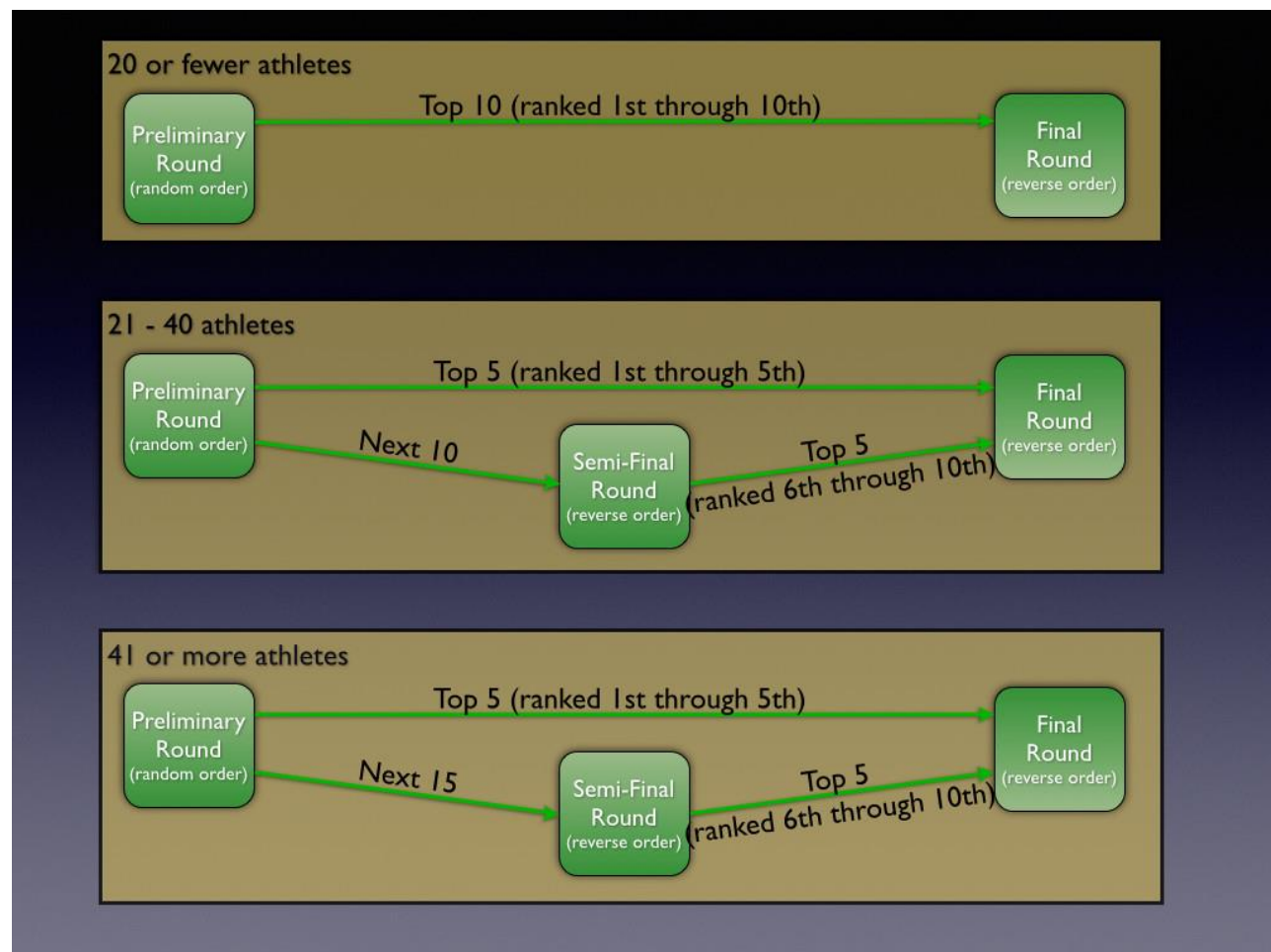
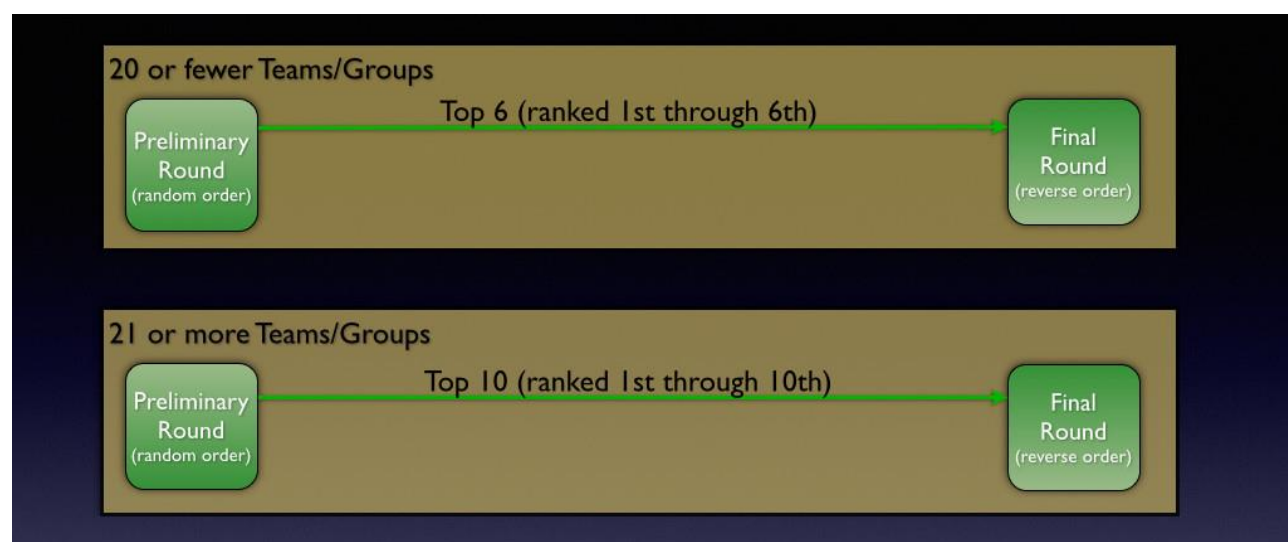
All events and divisions will have two rounds of competition. They begin with a Preliminary Round and end with a Final Round.

1. For divisions of 20 or fewer, the top 6 teams or groups move to the Finals.
2. For divisions of 21 or more, the top 10 teams or groups move to the Finals.

### **Exception:**

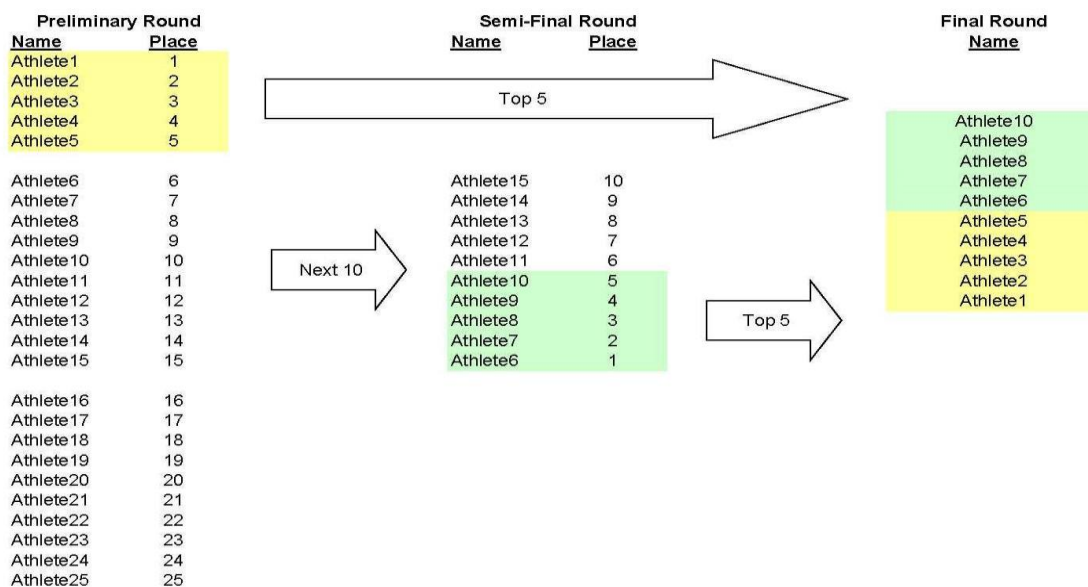
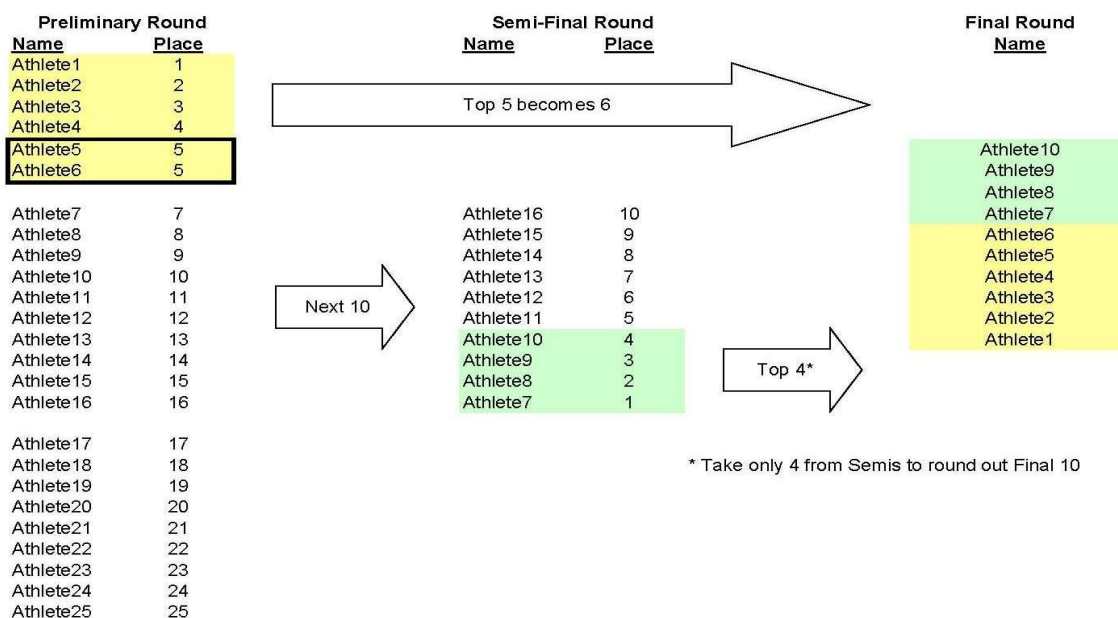
- The number of rounds of competition for each division will be determined based on the set system prepared and distributed to each country with their event registration package.
- Athlete additions after the Country Registration day are not allowed
- Scratches that occur after the Country Registration day do not alter the scheduling of any Preliminary, Semi-Final or Final Rounds.

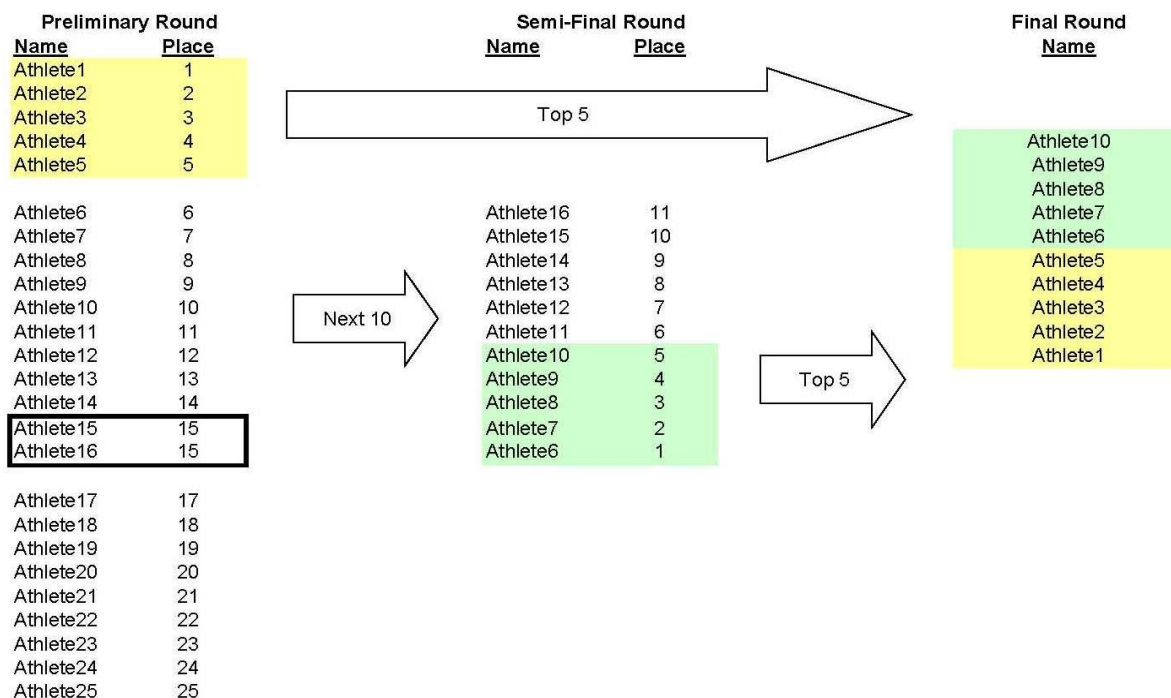
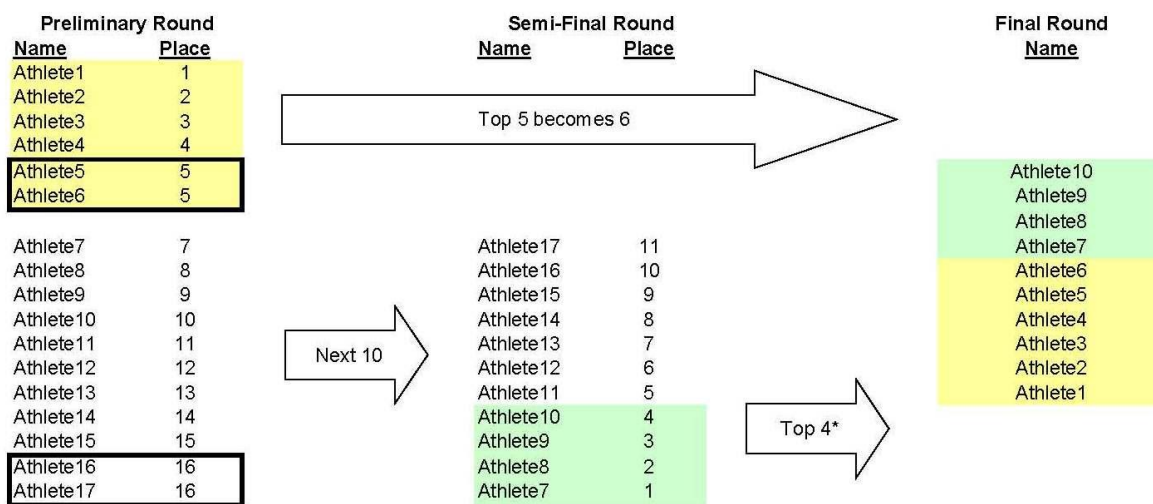


**FOR SOLO AND TWO BATON:****FOR TEAM:**

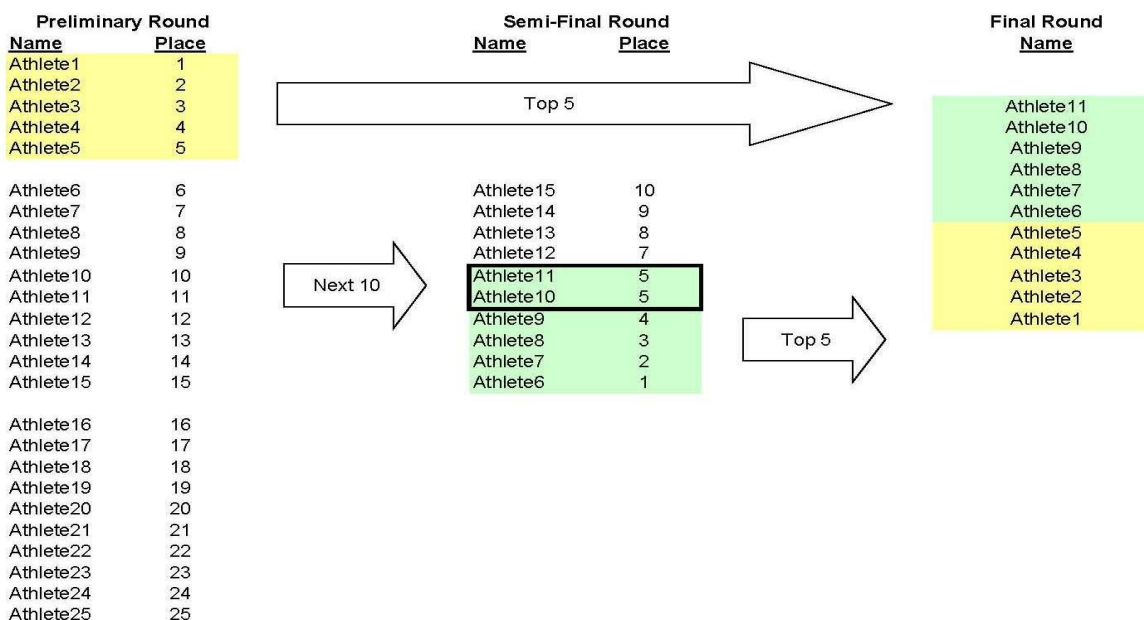
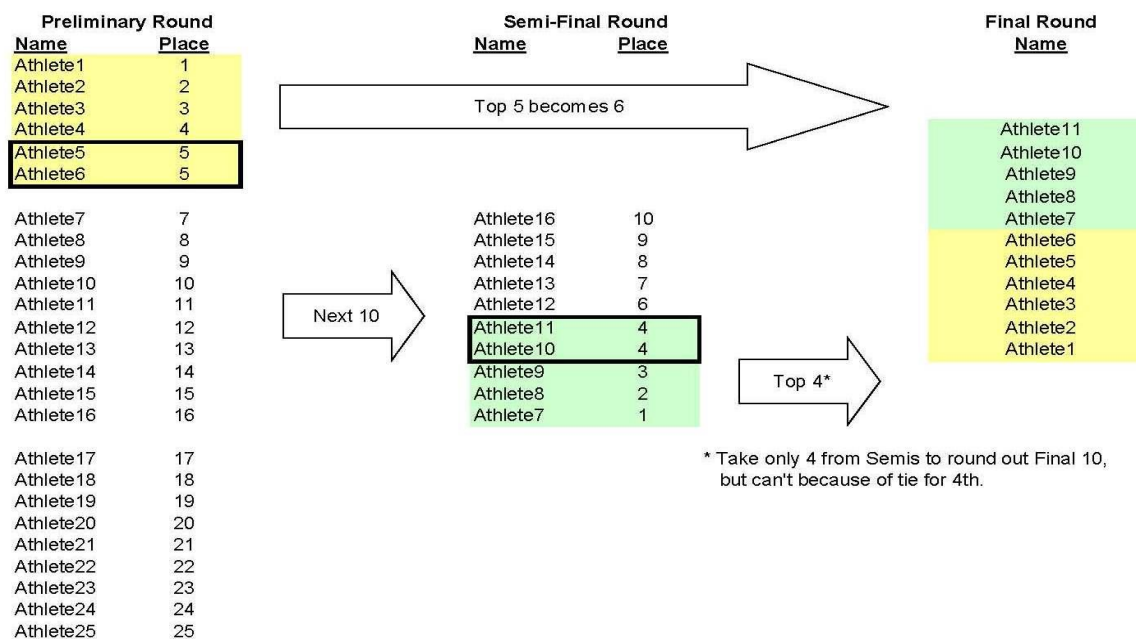
**Regarding Ties:**

8. In a Prelim of 20 or fewer, all athletes tied for 10th will actually move to Finals  
In a Prelim of 41 or more, all athletes tied for 5th will move directly to Finals. The next 15 would still compete in the Semi-Round, but the number moving from Semi to Finals would only be enough to round out the Final Round field to 10 athletes.
9. In a Prelim of 21 to 40, all athletes tied for 5th in the Semi-Final Round would actually move to Finals)
10. See Charts on following pages of Tie Scenarios:

**Scenario 1 - No ties****Scenario 2 - Tie for 5th in Prelims**

**Scenario 3 - Tie for 15th in Prelims****Scenario 4 - Tie for 5th and 16th in Prelims**

\* Take only 4 from Semis to round out Final 10

**Scenario 5 - Tie for 5th in Semis****Scenario 6 - Tie for 5th in Prelims, Tie for 4th in Semis**

\* Take only 4 from Semis to round out Final 10, but can't because of tie for 4th.

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## **SCORING PROCEDURES**

**ALL EVENTS & LEVELS:** Judges will be provided with Judging Master Sheets listing the names of the athletes and/or teams in each event and division they are assigned to judge. Judges shall use the Master for their own notations and to record the official score of each competitor that is sent to Tabulation. No score sheets will be issued; however, a complete copy of the Tabulation Recap Sheet for each event and round will be posted at the conclusion of each round of competition.

Each judge will use his or her own scoring system (ie: WFNBTAs judges will use their captioned scoring master. WBTF judges will use their Olympic Scoring Master. WFNBTAs scores will be divided by 10 to put the score into the same range as that of WBTF).

**Judges for all events will** use the Place Point Ordinal Scoring System of judging.

## **TABULATION PROCEDURES**

The Tabulation Committee shall use the Grand Prix Tabulation Computer Program.

### **SOLO AND TWO BATON**

❖ Shall receive one score out of a possible TEN.

### **TEAM AND GROUP EVENTS**

❖ Shall receive one score out of a possible ONE HUNDRED.

## DETERMINATION OF PLACEMENT

### ❖ SOLO AND TWO BATON AND TEAM EVENTS

The Place Points (not the scores) received by each athlete shall be added together to determine the placements. Then the following steps will be utilized:

**Step #1** – Any majority of firsts will determine the first place winner only. If there is not a majority of firsts, revert to the lowest total PLACE POINTS (adding up the places each athlete received). Place points determine all other placements only (lowest to highest).

*Example: If an athlete receives 1<sup>st</sup> place from one judge and 2<sup>nd</sup> place from the two other judges, that athlete's place points would total 5. She/he would place higher than any athlete who did not receive 2 firsts and who received a total of 6 place points or more.*

**Step #2** – When there is not a majority of firsts and there is a TIE in the place points, revert back to the total numerical score from all judges. The highest total score breaks the tie and determines the higher placement.

**Step #3** – If you have followed Step #1 and Step #2 and a tie still remains, use the following procedure:

- a) in preliminary or semi-final rounds, all athletes tied in the last advancing position advance to the next round
- b) in final rounds, ties for any position other than first remain unbroken.  
Ties below first place will remain tied and one placement will be skipped.  
*Example: a second place tie, the next place is fourth.*
- c) in final rounds, all athletes tied for first place must re-twirl for a panel of five judges to determine first and second place.
- d) the 5 judges for a re-twirl will be selected in the following manner:  
2 judges from WBTF and 2 judges from WFNBTB will be selected and a 5<sup>th</sup> judge will be selected by a drawing.

### POSTING OF RESULTS

It is very important to post the Full Recaps in PDF Format showing all scores, all penalties, all placements and final placement.

The Full Recap Sheet with the results displaying all scores, all penalties, & all placements of each round must be given to the President, Technical Chairs and Judges Chairs for final check and approval prior to posting.

Following approval of the Technical Chairs:

- 1) The Full Recap Sheet must be posted in PDF format (both in print and in electronic format) within two hours of the completion of the round. (Printed copies should be posted where they are visible to all coaches and athletes. Electronic copies should be emailed to all technical advisors and country representatives.)  
NOTE: The PDF should be created in Placement order with the Set Numbers still displayed in the left hand column.
- 2) Copies of the Excel tabulation files with the results should also be given to the Website Administrators for website posting within 2 hours of completion of the round.

**DISTRIBUTION OF COMPLETE EXCEL TABULATION FILES:**

The following officials are approved to receive the Excel Tabulation Files upon completion:

- 1) President
- 2) Technical Chairs
- 3) Judges Chairs
- 4) Website Administrators
- 5) Host Country Tabulation Department

The Excel tabulation files, themselves, should not be distributed elsewhere. They are the official tabulation system program files which is intellectual property of the IBTF.

**COMPETITION PROCEDURES****Solo and Two Baton Competition:**

The Set System shall list the names of each athlete (and his/her country) in each lane (indicating the event and division). For Set #1, the Announcer shall call the set number, then the name of the athlete (and his/her country name) on each lane that correspond to that set number. The athletes shall acknowledge to the judge (e.g.: releve' with arms raised in a "V"). After all athletes for that set have been introduced, the Announcer will then ask "Are the judges ready?", say "Music" and each athlete will begin their routine when the music starts. Salutes are optional.

Upon completion of the music, the Announcer will announce the next set number and introduce the athletes (and their country name) on each of the lanes. Those athletes who just competed will leave the floor, the next will take their position in front of the judges, and the Announcer will ask "Are the judges ready" and then say "Music". This procedure will continue until all sets are completed.

**Team Competition:**

The Set System shall list the names of each team (and its country) in each lane. Each team shall have a "set number".

The Announcer shall introduce the name of Set #1 team and its country. The team shall enter the floor from the judges' left and take their position. The Announcer shall ask "Judges Ready?" and then say "Music" and the team shall begin their routine when the music starts.

Upon completion of the routine and the athletes have exited the floor to the Judges' Right, the Announcer shall state the next set number and introduce the next team to compete, then, ask "Judges Ready?" and say "Music". This procedure will continue until all sets are completed.

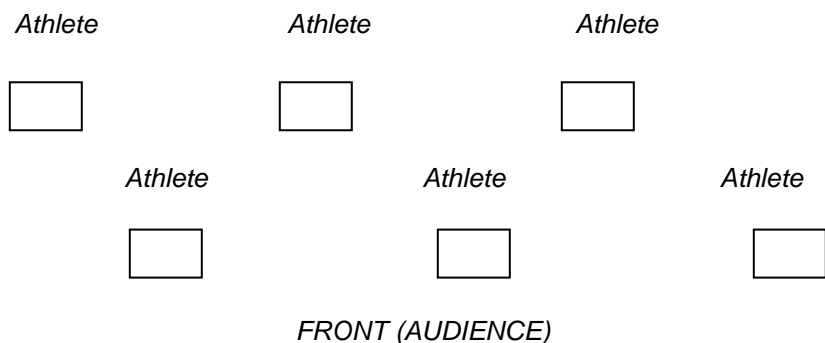
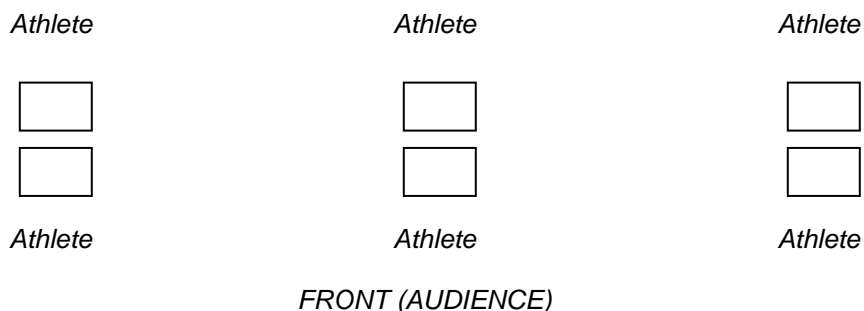
**Competition Floor Size - All Events:**

- ❖ 50 feet (15 meters) x 84 feet (25 meters) minimum (standard basketball floor size)
- ❖ For Solo & Two Baton, a lane shall be approximately 15 feet (4.5 meters) across and 15-20 feet (4.5-6 meters) deep. The number of lanes and the actual size of each lane will be dependent on the available size of the competition floor.

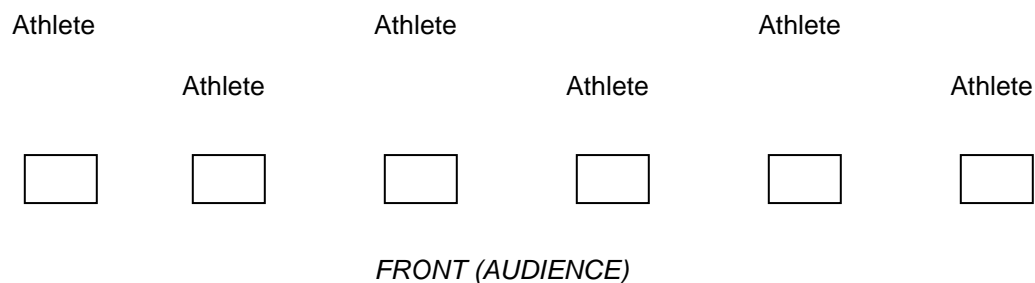
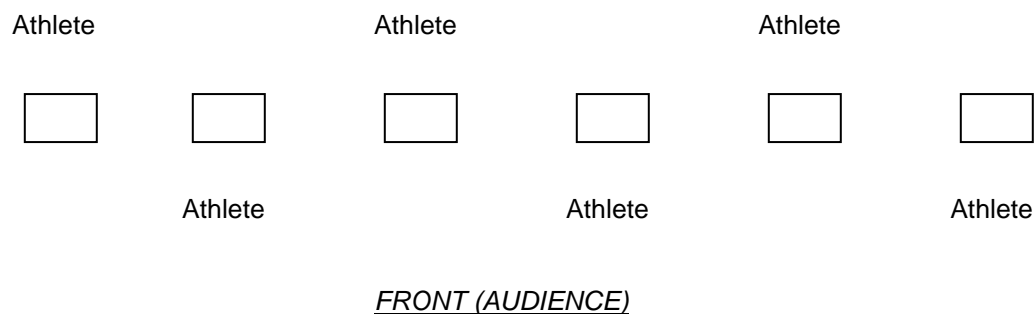
**Floor Set Up – Solo and Two Baton Events:**

- ❖ Judges' tables shall be referred to as "lanes". See below for floor plan.
- ❖ The recommendation is to run 6 to 8 lanes for these events (based on available size of the competition floor).
- ❖ The Music Coordinator and Announcer shall be seated in an area off the competition floor with an unobstructed view of all lanes.
- ❖ Tables shall be skirted as well as marked with Lane Number (on front of table and on the back of one judge's chair).
- ❖ The Set Number shall be displayed prominently near the competition floor.

**THE FOLLOWING ARE FOUR WAYS TO SET UP THE FLOOR FOR SOLO and TWO BATON:**

**FLOOR PLAN "A"****FLOOR PLAN "B"**



**FLOOR PLAN “C”****FLOOR PLAN “D”****Floor Set Up - Team:**

- ❖ Competition floor shall be clear and empty.
- ❖ Judges shall be seated in the stands.
- ❖ The Music Coordinator and Announcer shall be seated in an area off the competition floor with an unobstructed view of the floor.
- ❖ During Team competition, a marker approved by the facility (e.g. tape, pylon) shall be used to designate the floor boundaries in each corner and the center of competition floor shall be marked.

## GRAND PRIX CERTIFICATES

### GRAND PRIX CERTIFICATE OF PARTICIPATION:

All athletes will receive an official Certificate of participation. The IBTF will be responsible for supplying the template to the host country to print the certificates. Host country will be responsible for completing certificates. Certificate to display athletes' name and country.

- *Certificate to be signed by the Presidents of the WBTF and WFNBTB or his/her designate.*
- *Participation Certificates will be inserted in the "country" package that includes all tabulated results, etc., which is given to each country at the conclusion of the Grand Prix.*
- *It is the responsibility of the country to ensure the participation certificates are given to their athletes.*

## CEREMONIES & AWARDS FOR THE GRAND PRIX

### ATHLETES' PROTOCOL FOR DRESS:

Opening Ceremony - Country Track Suits or Warm Ups

Awards Ceremony – Costumes

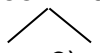
Closing Ceremony – Country Track Suits or Warm Ups

Team athletes who were in the finals are to wear team costumes under their track suits or warm ups, and the awards are then presented in costume.

### STAGING OF IBTF OPENING CEREMONIES & CLOSING CEREMONIES

#### OPENING CEREMONIES:

##### Parade of Athletes:

Countries will enter the floor in alphabetical order. The host country will enter last and take the center floor position.  The staging may be done in either 1) block formation by rows 2) formation by rows 3) Arc formation by rows

The staging will be determined by the number of countries and size of each country's team.

The Flag Bearer and Country Sign of each country will be at the front.

A shortened version of every country's National anthem to be played at Opening Ceremonies.


#### Welcome Speeches and Introductions:

WBTF & WFNBTB Presidents Speech (Declare the opening of the competition.)

The opening ceremonies should be conducted in an efficient and very limited amount of time.

## CLOSING CEREMONIES

### Parade of Athletes:

Countries will enter the floor in alphabetical order. The host country will enter last and take the center floor position. The staging may be done in either 1) block formation by rows 2)  formation by rows 3) Arc formation by rows

The staging will be determined by the number of countries and size of each country's team.

The Flag Bearer and Country Sign of each country will be at the front.

The Awards Podium Steps are to be centered on the competition floor, approximately 10-12 steps in front of the center point. (The steps are not to be positioned at the very edge of the floor OR in front of the floor.)

### AWARDS (IBTF awards will not to exceed price set by the IBTF Executive Board).

- ❖ The top three finalists in each Grand Prix division, level and event shall receive the following:

1 <sup>st</sup> place	Gold Medallion with blue neck ribbon
2 <sup>nd</sup> place	Silver Medallion with red neck ribbon
3 <sup>rd</sup> place	Bronze Medallion with white neck ribbon

- ❖ 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> place team members shall all receive a medallion.
- ❖ 4<sup>th</sup>-10<sup>th</sup> place finalists    Placement certificates

The IBTF will be responsible for supplying the template to the host country to print the Finalist certificates. Host country tabulation department will be responsible for completing certificates. Certificate to display athletes' name, country, and placement in the final.

The IBTF will provide the medallions, to the host country.

### AWARDS CEREMONIES

- ❖ The top three finalists in each Grand Prix division, level and event will receive their medallion on the awards podium by the designated official.
- ❖ The 4<sup>th</sup>-10<sup>th</sup> place finalists in each Grand Prix division, level and event will receive their finalist certificate on the floor to the left side of the awards podium by the designated official.

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## **PROTOCOL FOR AWARD PRESENTATIONS:**

Awards to be presented in the following order:

### **Junior, Senior, Adult Divisions**

- 1) Solo
- 2) Two Baton
- 3) Team
  - a. 4<sup>th</sup>-10<sup>th</sup> place Placement certificates
  - b. 3<sup>rd</sup> place Bronze Medallion with white neck ribbon
  - c. 2<sup>nd</sup> place Silver Medallion with red neck ribbon
  - d. 1<sup>st</sup> place Gold Medallion with blue neck ribbon

WBTF/WFNBTB Executive Board will provide list of awards presenters, based upon attending country's official representatives/presidents and special dignitaries in attendance.

Awards are to be presented in assembly fashion.

## **GRAND PRIX MEDAL and FINALIST CERTIFICATES PRESENTATION:**

1. Medals and Finalist Certificates will be presented by designated officials lined up on the edge of floor in front of awards podium
2. Medal Presentation Bearers carrying the medals or certificates & any other gifts/awards on pillows or trays should stand directly beside the designated Presenter to their right side.
3. Athletes Names are to be read in order of reverse placement
4. Presenters then step forward and present the medals & any other gift/awards to the finalists at the same time and then exit the floor.

## **CLOSING CEREMONIES**

Closing Speeches & Presentations:

- 1) Host country's World Representative and/or Country's President
- 2) Introduction of Grand Prix Competition Staff
- 3) Any visiting dignitary (i.e. City official, Sponsor, etc.)
- 4) WBTF/WFNBTB Presidents Speech (Presidents will declare the closing of the competition.)

The closing ceremonies should be conducted in an efficient and limited amount of time.

## **PROTESTS / APPEALS:**

1. Judges decisions are considered final and their scores cannot be appealed.
2. Tabulated results are considered final 48 hours after the close of the competition.
  - Errors in tabulation or score calculation identified within that timeframe are reported to the competition organizers, who will investigate and correct immediately as necessary.
  - Errors in tabulation or score calculation identified following the 48 hour window are reported directly to the WBTF/WFNBTAs Presidents and Technical Chairs, but the results will not be changed.

## **APPEALS COMMITTEE REGARDING TABULATION:**

1. The Appeals Committee shall be chaired by the President of the Federation.
2. The President shall appoint two (2) members of the elected Executive of the Federation, one of which may be the Vice President.

## **SPORTSMANSHIP/CODE OF ETHICS**

**The WBTF and WFNBTAs believe in the development and promotion of good sportsmanship during competition.**

### ***Consequences of Unsportsmanlike Behavior***

Demonstrations of unsportsmanlike conduct and/or unethical behavior will not be tolerated at the competition. All penalties will be in proportion to the behavioral display. Individual athletes, group competitors and spectators causing problems and disturbances are subject to the the following treatment:

- Suspension
- Disqualification from future competitions. Time proportional to behavior
- Retraction of placement and awards

## **DISCIPLINE COMMITTEE:**

The Discipline Committee shall be chaired by the Vice President, Executive Committee of the World Baton Twirling Federation/World Federation of National Baton Twirling Federations, as needed.

## **LIABILITY INSURANCE:**

Host Country is responsible for the following insurance coverage for all activities prior to and during the Grand Prix:

- ☐ Accident Insurance (per person) - Death, Invalid
- ☐ General Liability Insurance

## **MUSIC ROYALTY FEES/LICENCE:**

Host Country is responsible for payment of music royalty licenses for all activities prior to and during the Grand Prix:

## 2017 GRAND PRIX ENTRY PROCESS

### ENTRY FEES –

Solo	€ 50.00 (Euro) per athlete
Two Baton	€ 50.00 (Euro) per athletes
Team	€ 25.00 (Euro) per athlete, includes 2 alternates

### ENTRY PROCESS:

**The Grand Prix Online DropBox Folder is the instrument to collect the following documents:**

- Official Entry Form
- Pictures for Badges & Event Program
- Passport Copies
- Waiver of Liability Forms
- Media Release Forms
- Music Files (Teams)

**GRAND PRIX ONLINE DROPBOX FOLDER:** All member country's President (or official representative) and Technical Advisor will receive an invitation to a shared folder for your Country. To receive access to your country's OnLine Dropbox folder, please notify [secretary@wfnbta.org](mailto:secretary@wfnbta.org) with the names & email addresses for officials in charge of submitting your entry documents. This is absolutely necessary to be able to access the official documents needed for entry information listed above.

### RE: Entry Payment Deadline for the 2017 GRAND PRIX

All information must be completed and submitted to the Country's DropBox **by no later than June 15th.**

The entry forms must be completed in their entirety with all information requested.  
**Late entries will be denied entry into the competition.**

All entry payments for the 2017 Grand Prix must be paid **no later than June 30th.** Entry payments may be made by bank wire transfer or PayPal transaction.

### ENTRY DEADLINE –

All entries must be submitted to the Entry Drop Box by **no later** than June 15, 2017.

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## **BANK WIRE INFORMATION FOR ENTRIES**

**WIRING INSTRUCTIONS FOR PAYMENTS TO THE BANK ACCOUNT IN EURO CURRENCY WILL BE INCLUDED IN THE ONLINE DROPBOX FOLDER :**

***Please note that there is a EURO € 50.00 Bank Wire Fee***

Entry payments may also be made via PayPal. Please request a PayPal invoice when submitting your entry documents.

## **ENTRY REQUIREMENTS FOR ATHLETES TO COMPETE**

### **ALL ATHLETES & JUDGES MEMBERSHIP STATUS:**

**All** athletes & judges must be members of the organization whose Association/Federation is a member of the World Baton Twirling Federation and/or the World Federation of National Baton Twirling Associations.

### **PASSPORT REQUIREMENT POLICY**

**All** athletes must hold a valid passport in their own name from the country he/she represents, as proof of their citizenship.

Athletes from European countries are allowed to use an official National Identity Card instead of a Passport if the competition is organized in a country within Europe.

For passport check, the country representative must present a photocopy of each athlete. The copy of the passport must show the picture and data. The Passport copies may be submitted digitally to the country's secure online DropBox folder for submission to the host country's registration team or may also be presented on site at the official registration. Passports should be submitted in alphabetical order for easier checking by the registrar. The Registrar or designated official will put the passport copies in the athlete "order of appearance" folder, before giving them to the Floor Monitor for the identity control. If an athlete competes both as individual and in a team, there must be two photocopies submitted.

### **PASSPORT REQUIREMENT FOR WBTF/WFNBTA OFFICIALS AND COACHES:**

Passports are not required for officials or coaches.

### **PASSPORT REQUIREMENT FOR WBTF/WFNBTA JUDGES:**

WBTF/WFNBTA Certified Judges must be a member of the WBTF Member Country Federation in which they reside. A naturalized citizen passport from the country he/she represents is not required.

## ENTRY FORM REQUIREMENTS AND INSTRUCTIONS FOR THE GRAND PRIX:

- 1. ENTRY REGISTRATION FORM:** Official Entry Forms are to be downloaded from the IBTF DropBox system and follow the instructions.

After downloading and completing all information on the official entry form, countries are asked to change the **xxxxxxxxxx** on **the file name** to their country/federation name. This can be done by using “Save As” on the file menu.

The Official Entry Form must be used. Nothing else will be accepted. The Entry form is a Microsoft Excel Document.

### 2. ENTRY PAYMENT:

1. All other countries/federations must submit bank wire payments in Euros and include the Euro € 50.00 Bank Wire Fee.
2. All countries/federations may also submit payment by PAYPAL in Euros. Please notify the Treasurer and President and you will receive a PAYPAL invoice.
3. All Tabs of the Entry form must be completed in their entirety. Do not alter the official document in any way.

**REMEMBER:** that after you fill out your entry form to please “save as” with the name of your country on the file in place of all of the x’s. Thank you!

An invoice will be sent from the registrar to pay for entry fees, extra badges, and pre-ordered programs.

### 3. **BADGE PHOTOS:** Badge Pictures are to be submitted to the country’s Online [DropBox System](#).

*Individual Photo submissions are for ID Badges and include all athletes, official delegation members.*

**BADGE PHOTOS MUST BE SUBMITTED IN .JPG FORMAT OR THEY WILL NOT BE ACCEPTED.**

Each athlete/official must submit a passport style electronic colored photo of the athlete alone, facing front (“mug shots”). It should be 144 X 144 pixels.

What to wear: Athletes should wear their team uniform for their individual pictures.

Submit badge photos for each athlete, coach, judge and official in your delegation.

All country delegation members who require a badge must also have their picture submitted through the online DropBox folder system by no later than June 15.

Each photo submitted to the Drop Box should be named in the following manner:  
Name of Country / Federation / Name of Athlete or Team

**IMPORTANT NOTE: PHOTOS MAY BE GROUPED TOGETHER AND PLACED IN COMPRESSED ZIP FILES UP TO 10 MB IN SIZE TO UPLOAD.**

This method saves time from uploading pictures one at a time.



Following the June 15 deadline, the Competition Director will export the following information into Microsoft Excel Format files to forward to the appropriate responsible persons:

### **1. Host Country:**

- a. Lists of athletes competing in each Event, Level, Category and Age Group to Host Country's Competition Director and Tabulation Director to import into Official Tabulation Programs.
- b. Completed picture files of each athlete and delegation official to Host Country's Registration Coordinator for Event Program.

### **2. Confirmation Invoice:**

- a. A confirmation invoice for **Grand Prix events** will be generated from the Competition Database for Entry Fees Due by each participating country. Following June 15th the WFNBT A Treasurer will then notify all countries of the amount of entry payment due by no later than June 30<sup>th</sup>

A copy of all lists from the Competition Registration Database Program will then be sent to the Host Country. The Host Country will then utilize the lists to:

- a. Prepare Registration for Badges and credentials
- b. Prepare Athlete's Cup Participation Certificates

**ENTRY FEES ARE TO BE PAID TO THE BANK, NO LATER THAN JUNE 30TH.**

### **OTHER REQUIREMENTS OF ATHLETES:**

- Waiver of Liability Form
- Media Release Form
- Music Files (Teams)

See examples on following page



## Participant Media Release Form

I hereby give my permission, as the parent/legal guardian of the participating named below, to the World Baton Twirling Federation (WBTF) and the World Federation of National Baton Twirling Associations (WFNBTA) for the use and reproduction of the video footage, photographs, voice recordings, or writing of, and/or created by this participating athlete, including posts on website/social media sites. I understand that the use of the participant's image and voice will be primarily for the purposes of education and/or promotion by The World Baton Twirling Federation (WBTF) and the World Federation of National Baton Twirling Associations (WFNBTA).

I hereby waive any right that I may have to inspect or approve the finished athlete product that may be used in connection herein.

By signing this video release form, each Athlete and Athlete's Parent/Legal Guardian hereby assigns, transfers, or otherwise conveys all rights, titles, and interests in and to the video created for submission to the World Baton Twirling Federation (WBTF) and the World Federation of National Baton Twirling Associations (WFNBTA), including without limitation all copyrights and other intellectual property rights therein.

This video footage may be used for the following purposes:

- Presentation in public theater(s) or public locations
- Educational presentations
- Informational presentations at conferences
- Promotional video for The World Baton Twirling Federation (WBTF) and the World Federation of National Baton Twirling Associations (WFNBTA) sponsored programs that may be included in a television or Internet broadcast.

There is no time-limit on the validity of this release nor is there any geographic specification of where these materials may be distributed.

Athlete and Athlete's Parent/Legal Guardian represents and warrants that the video, audio, photography and text created is original and does not infringe upon the copyright, trademark, patent or other intellectual property rights of any third party. If the content created for submission becomes the subject of a claim, suit or allegation of copyright, trademark or patent infringement, the World Baton Twirling Federation (WBTF) and the World Federation of National Baton Twirling Associations (WFNBTA) shall have the right, in its sole discretion, to reject or otherwise disqualify the submission.

Coach, Athlete and Athlete's Parent/Legal Guardian agree to indemnify and hold harmless the World Baton Twirling Federation (WBTF) and the World Federation of National Baton Twirling Associations (WFNBTA), its officers, employees and agents from and against any and all claims, actions, costs, judgments or damages of any type relating to the production or distribution of the video submitted.

Participating athletes 18 and under in age must have parental permission.

Parent/Legal Guardian (please print name):	
Parent/Legal Guardian Signature:	
Athlete (please print name):	
Athlete Signature:	
Address:	
Country:	Dated:
Phone:	Coach:

**MUST SUBMIT MEDIA RELEASE FORM FOR EACH ATHLETE TO THE COUNTRY'S ONLINE ENTRY FOLDER**



## WAIVER OF LIABILITY

**Waiver/Indemnity of Liability:** I agree to assume the risk that may occur to me, my child or my group as a result of participation in a IBTF 2017 Grand Prix event. I further agree to indemnify and hold the CROATIAN TWIRLING FEDERATION, WORLD BATON TWIRLING FEDERATION, WORLD FEDERATION OF NATIONAL BATON TWIRLING FEDERATIONS, its agents or employees harmless from any loss they may sustain as a result of injury to me (or my child or my group) as a result of my participation in 2017 Grand Prix event. I have read the “Parents/Legal Guardians Responsibilities” and as a condition for the organizations listed above acceptance of my child’s (or my) entry in 2017 Grand Prix event, I agree to abide by and perform each of the duties that are set forth in the Waiver of Liability statement.

### FORM MUST BE SIGNED

SIGNATURE: \_\_\_\_\_

PRINT NAME: \_\_\_\_\_

(Guardian) DATE: \_\_\_\_\_

**MUST SUBMIT WAIVER OF LIABILITY FORM FOR EACH ATHELTE TO THE COUNTRY’S ONLINE ENTRY FOLDER**

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## **PERFORMANCE MUSIC FOR TEAMS**

Music at the IBTF Grand Prix will be played through a computer.

Music for teams will be submitted electronically with each country/federation's entry form via the IBTF [DropBox System](#) .

Each music file must be labeled, indicating the team's name, federation/country, and should include the time code.

The specific guideline is as follows:

Naming file: Name of Country/Federation\_Name of Team + Time Code

### **Example:**

FFTB France\_Toulouse Twirlers + Time Code

Following the entry deadline, the host country will download all the music files from the country's [IBTF DropBox System](#) to prepare for the competition. If there is any change in music prior to the competition, it may be re-submitted to the website and notification must be sent to the host country no later than 10 days prior to the first day of the competition. All music files must be submitted in .mp3 or AAC format. - these are both compressed formats.

All teams should bring a 2<sup>nd</sup> copy of their music with them to the competition on a flash drive or CD, in case of any unforeseen circumstances that would call for the need to replace the original copy.