



European Para Archery Cup I leg
26 - 31 May 2025 – Rome (ITA)

Version 1.0 (29- 11-2024)



TO ALL World Archery Europe Member Associations,
Dear President,

As Chair of the Local Organizing Committee (LOC) of the European Para Archery Cup 2025 I leg, to be held in Rome, Italy on 19 May 2024, I would like to invite you all to be part of one of the most important archery events to take place in the Europe in 2025.

Sincerely yours,

Sante Spigarelli
Rome OC Chairman





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IMPORTANT DATES

Please find enclosed detailed information regarding this event. To register participation, please complete all the necessary sections in WAREOS (<https://extranet.worldarchery.sport>) within the deadlines listed below.

Summary of deadlines:

Registration Opening date on WAREOS	1 December 2024
Preliminary Entries / 50% non-reimbursable down-payment	25 February 2025
Final Entries / Full invoice payment – reimbursement deadline (see conditions)	6 May 2025
Transportation	8 April 2025
Visa support	8 April 2025
Full refund cancellation deadline	25 February 2025

*After this deadline, the LOC is allowed to retain all amounts due by the Member Association.

Please adhere to the provided deadlines. It is imperative for Member Associations to update WAREOS with any changes, including cancellations or modifications, even after submitting a preliminary entry. Non-compliance may result in additional penalties.

VENUE LOCATION

Practice venue	Roma – “Centro Polifunzionale Spinaceto” – Via del Risaro, 192
Qualifications venue	Roma – “Centro Polifunzionale Spinaceto” – Via del Risaro, 192
Finals venue	TBC - Roma – “Stadio dei Marmi Pietro Mennea” – Viale dello Stadio dei Marmi





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PRELIMINARY PROGRAMME

24 May Saturday	Arrival of participants
25 May Sunday	Arrival of participants Free Practice
26 May Monday	Official Practice (Equipment Inspection) Team managers meeting
27 May Tuesday	Qualification Round (2 or 3 sessions)
28 May Wednesday	Team elimination (Double and mixed teams)
29 May Thursday	Individual Eliminations (up to 1/2) (Compound, Recurve, W1) VI1 – VI23 official practice followed by qualification round
30 May Friday	Team Finals (Compound, Recurve, W1) VI1 – VI23 individual elimination
31 May Saturday	Individual Finals (all categories) Award ceremonies (Compound, Recurve, W1, VI)
1 st June Sunday	Departure of teams

NOTE: This preliminary programme is subject to change according to participation and TV requirements. All changes will be published and distributed in good time.

*As per World Ranking requirements it is mandatory to schedule at least gold medal matches for each individual category in a separate 1-hour session for broadcast.

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 Online Registration System WAREOS <https://extranet.worldarchery.sport>. This system handles the entire registration process for this event. No entry forms, hotel reservations or transportation forms will be accepted; all information must be entered into





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WAREOS.

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, invoices, visa etc.) please contact **directly the LOC**.

A maximum number of six (6) athletes per country can be registered into each category and divisions of the event.

Member Associations can only use WAREOS to make any changes, amendments or cancellations 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.

VISUALLY IMPAIRED CATEGORIES

Based on the number of participants registered at preliminary entries, WA Rule 21.12.1. will apply : *“If there are insufficient final entries in either or both divisions, **a single competition combining all VI athletes will proceed with all VI athletes wearing a blindfold regardless of their respective classification.**”*





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ENTRY FEES

Individual	230 € per athlete
Team Manager	180 € – <i>Maximum 2 allowed per team</i>
Coach	180 € per person
Medical	180 € per person – <i>Medical license shall be controlled by MA and made available to LOC or World Archery, upon request</i>
Teams	no fee
Guest	30 EUR per person
VIP guest	30 EUR per person
International License	100 CHF per participant per calendar year to be paid to World Archery

All other fees applicable to the event can be found in the [Policies and Procedures Athletes, Officials and Team Management](#).

Member Associations that have penalty fees outstanding from 2024 will need to have paid these penalty fees before being eligible to enter and compete.

Any entries received after the final registration deadline will be refused. Only substitution will be allowed.

Entries and substitutions received after the deadlines are subject to penalties as clearly stated in the rule book and the world ranking event invitation documents. A Member Association that has made final entries in WAREOS and does not participate will be invoiced for the number of entries entered in the system as well as any other booking they made through the platform (including but not limited to accommodation, transportation, and any other extras the Member Association has booked through the platform).





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ACCOMMODATION

Rooms and Hotels allocation will be managed by LOC after the final entries based on capacity of accommodation and size and male/ female/ wheelchair users ratio of the teams.

Mercure Roma WEST – Four Star Hotel

- Single Room price: EUR 220.00 per room
- Number of rooms: 10
- Double/Twin Room price: EUR 340.00 per room
- Number of rooms: 10
- Triple Room price: EUR 420.00 per room
- Number of rooms: 10
- Board plan: full board.
- Check-in from 23/05/2024
- Late check-out full price
- Hotel website: <https://all.accor.com/hotel/8516/index.it.shtml>
- Hotel information Mercure Roma WEST | Mercure Roma West is a 4 stars hotel, modern and elegant, placed at 20 mins from city Center, close to EUR (Rome Universal Exposition district) and Roma Fiumicino airport. The hotel offers 215 rooms with TV and minibar, free Wi-Fi and free of charge internal parking.

Occidental Aran Park – Four Star Hotel

- Single Room price: EUR 220.00 per room
- Number of rooms: 10
- Double/Twin Room price: EUR 340.00 per room
- Number of rooms: 10
- Triple Room price: EUR 420.00 per room
- Number of rooms: 10
- Board plan: full board.
- Check-in from 23/05/2024
- Late check-out full price
- Hotel website: <https://www.barcelo.com/en-ie/occidental-aran-park/>
- Hotel information Occidental Aran Park is located in a quiet residential area in the EUR district of Rome. It is surrounded by green, gardened areas, which create the perfect environment for relaxation. The hotel has 325 bright, spacious rooms, refurbished in 2020 and decorated in a modern, innovative style. All rooms are fully equipped and feature 40" LCD TVs and free Wi-Fi connection





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Hotel Rome Sheraton Parco de' Medici – Four Star Hotel

- Single Room price: EUR 220.00 per room
- Number of rooms: 10
- Double/Twin Room price: EUR 340.00 per room
- Number of rooms: 10
- Triple Room price: EUR 420.00 per room
- Number of rooms: 10
- Board plan: full board.
- Check-in from 23/05/2024
- Late check-out full price
- Hotel website: <https://www.marriott.com/en-us/hotels/romps-sheraton-rome-parco-de-medici/overview/>
- Hotel information The Sheraton Parco de' Medici Rome Hotel is located to the south west of Rome and near the New Roman Trade Fair, Fiumicino and Ciampino international Airports, the city center and most important shopping centers are just a few kilometers away. The hotel is divided into three main buildings: Sheraton Parco 1, 2 & 3 and is close to the nearby Golf Club Parco de' Medici with its 27-hole golf course. Essential local events include: High Fashion Rome Cinema Festival, International Tennis and Roman Summer Events.

Park Hotel Villamaria – Four Star Hotel

- Single Room price: EUR 220.00 per room
- Number of rooms: 10
- Double/Twin Room price: EUR 340.00 per room
- Number of rooms: 10
- Triple Room price: EUR 420.00 per room
- Number of rooms: 10
- Board plan: full board.
- Check-in from 23/05/2024
- Late check-out full price

Hotel website: <http://www.villamariaparkhotel.it>

- Hotel information The Hotel Villamaria is a delightful three-star hotel, surrounded by the greenery of a large park. Made up of four buildings and a characteristic church, it is located in a quiet countryside setting, in the Castelli Romani area. It is in an enchanting position, a few steps from Rome, the sea and the capital's airports.





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Rooms and Hotels allocation will be managed by LOC after the final entries based on capacity of accommodation and size and male/ female/ wheelchair users ratio of the teams.

.Accommodation includes breakfast, lunch and dinner with non-alcoholic drinks. Lunch will always be served at the archery venue, dinner will be served at the hotel.

According to WAE rules the accommodation in the LOC official hotels is mandatory to participate.

TRANSPORTATION

Transportation will be provided from Fiumicino (FCO) airport to the official hotels, during all competition period for all registered people that booked the service. In the same period OC will organize round trip transports between Official Hotels and Venues. The price of transportation is global and includes all described services at 250 € per person

VISA

All participants who need an entry visa to Country, will be required to complete the **Visa Support sections** in WAREOS by no later than **10 April 2025**.

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

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

BANK INFORMATION FOR ACCOMMODATION, TRANSPORTATION AND ENTRY FEES

A/C Name:	Roma European Para Archery
City and Country:	Rome, Italy
Bank:	PER BANCA S.P.A.
Account Number:	IT93B0538773920000004059103
Swift:	BPMOIT22XXX

NOTE: ALL PAYMENTS SHALL BE MADE IN EURO.

CANCELLATIONS & CHANGES





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All cancellations and changes must be made through WAREOS

- 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.

HEALTH REGULATIONS

Medical emergency contact and location

Closest Hospital Ospedale Regina Elena
Via Elio Chianesi, 53, 00128 Roma RM

An Ambulance will be present on the venue during all the Event

ADDITIONAL INFORMATION

TRAINING

A training field will be available starting on **25 May** at the competition Venue. All transports required for training are included in "Transport Fee"

WEATHER

The last month of the spring May, is a temperate month in Rome, Italy, with average temperature fluctuating between 19°C and 30°C. In May, the rain falls for 3.3 days and regularly aggregates up to 36.8mm (1.45") of precipitation.

MEDIA REGISTRATION

Media representatives can apply for registration by emailing stampa@fitarco-italia.org specifying the competition name "Rome European Para Archery CUP"

INTERNET

Will be available in the official hotels according specific hotel regulations. A specific internet connection point will be available on the venue.

WATER

Each participant will receive unlimited clean bottles of water.

Bottled water will be available at the qualification and practice venues.





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LOC CONTACT

Name: Isa Meattini – Ardingo Scarzella

Email: info@repac22.com

Language: English and French

Phone number with international extension: +39 3347836370

Looking forward to welcoming you in Rome, Italy.





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Terms and Conditions

Introduction

The Member Association acknowledges to have understood and accepted in their whole and without any restrictions the sale and purchase terms and conditions of this invitation package, and of the registration platform <https://extranet.worldarchery sport/wareos/>.

Consequently, the Member Association who wishes to register to an event, and book some or all associated extras proposed by the local organizing committee acknowledges that they are fully aware present terms and conditions are accepted by entering information in WAREOS.

Any Member Association declares that it is entitled to enter a contractual relationship with the Local Organising Committee of the event, in accordance with these terms and conditions.

The Local Organising Committee commits itself to communicate, within reason, to its potential clients the greatest information available on the following topics:
Description of the main characteristics of the proposed products and of their use.

Pricing

Information on the methods of

payment and reimbursement conditions.

Article 1: Entirety

The platform <https://extranet.worldarchery sport/wareos/> is the propriety of, has been designed and created and is managed by World Archery Federation at Lausanne, Switzerland, and put at the disposal of the Local Organising Committee to facilitate registration to World Archery events.

The present terms and conditions include any and all rights and obligations of the parties. No single, specific, or general term or condition that may appear on documentation sent, given, or handed over to a Member Association will alter, replace, or complete parts of or the entirety of these terms and conditions. World Archery reserves the right to modify at any time and without any preliminary notification of any kind these terms and conditions.

Article 2: Object

The present terms and conditions define the rights and obligations of the parties in relation to the registration made through the platform <https://extranet.worldarchery sport/wareos/> of services offered by the Local Organising Committee

in the scope of the event it has been set for.

Article 3: Contractual documents

The present terms and conditions and the registration process make up the contractual documents between the parties.

Article 4: Electronic signature:

The Member Association's entering registration information is the electronic signature which is binding between the parties in the same sense as a handwritten signature would be.

Article 5: Registration Confirmation – Contract

The contract is validated as soon as the Member Association has entered its preliminary registration by entering information in WAREOS. A modification of the registration is possible until the deadline for registration set in the document. Modifications may be subject to penalty fees.

Article 6: Prices

The official prices are listed in the “Policies and Procedures Athletes, officials and team management”, the invitation package prices will be based on the official price list, converted to the currency elected by the LOC for invoicing (CHF, EUR, or USD).





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The official prices valid on the date that the registration confirmation is sent to the Member Association are binding between the parties.

Article 7: Payment methods

All payments shall be made by bank transfer to the organising committee respecting the stated deadlines, with all bank charges paid by the Member Association. For any open invoices that are not settled 21 days prior the beginning of the event, the Local Organising committee will be entitled to charge a 5% surcharge on all open amounts.

Any payments received cash by World Archery on behalf of the organising committee will incur a 10% additional service fee, to be paid to World Archery.

Article 8: Payment deadlines and refunds

After the preliminary's entry deadline, the downpayment of 50% shall not be reimbursable. After the final deadlines of registration mentioned in this document, Member Association will not be entitled to any refund, and all remaining unpaid amounts shall be paid to the Local Organising Committee.

Failure to do so, will results in an immediate suspension of the Member Association, who will be set as not in good standing on the

day of the official practice of the event, and so until the full amount is paid to the LOC.

Article 9: Availability of services

The availability of services is guaranteed on a first come, first serve basis, provided that the payment of such service has been paid to the local organising committee, partially or in full as mentioned in this document.

The local organising committee is not required to hold services for a Member Association that as not paid in full such service.

Article 10: Force-majeure

None of the two parties will have failed in their respective contractual obligations if their execution is delayed or prevented by a case of force-majeure. Cases considered to be a force majeure are extraordinary events or circumstances beyond the control of the parties, such as a war, strike, riot, crime, or an event described by the legal term "act of God" (e.g., flooding, earthquake, volcano eruption, etc). However, force majeure is not intended to excuse negligence or other malfeasance of a party, as where non-performance is caused by the usual and natural consequences of external forces, or where the intervening circumstances are specifically contemplated. The

party experiencing a force majeure must notify in writing with 24 hours after becoming aware of the occurrence. The parties will then, within 7 business days examine, unless the force majeure prevents it, if and how the contractual obligations will be met.

Article 11: Privacy statement

All information exchanged by the Parties will be treated with the utmost confidentiality. All information requested by World Archery and the Organising Committee from the Member Association are necessary to process the event registration and can therefore be communicated only to the contractual partners of World Archery and the Local Organising Committee.

World Archery and the Local Organising committee are authorized to send informative and promotional e-mails to the Member Association, using the WAREOS e-mail address and the contact person provided by the Member Association during the registration.

November 2024 by World Archery Federation, Maison du Sport International, Avenue de Rhodanie 54 - 1007 Lausanne (Switzerland)

