



2017 Asia/Oceania Championships & Youth Olympic Games Asia/Oceania Qualifiers Gotemba, JAPAN

INVITATION LETTER



Dear Friends,

The ASIAN and OCEANIAN Confederations, together with the Japanese Modern Pentathlon Association (MPAJ) and the Local Organizing Committee has the pleasure to invite a Delegation of your National Federation to participate in the **2017 Asia/Oceania Championships & Youth Olympic Games Asia/Oceania Qualifiers** to be held in Gotemba, Japan, from **September 13-18**, according to the following program:

PROGRAMME (all times to be confirmed)

12 September	Arrival of Delegations		
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13 September	16:00	Technical Meeting	Tokinsumika Hotel
		Opening Ceremony	Tokinsumika Hotel
	Youth Olympic Qualifier Asia/ Oceania		
	Women		
	8:30	Swimming	Tamahopool
	10:00	Fencing	Gotemba Gymnasium
	15:00	Laser-Run	Gotemba Equestrian Sports Center
14 September	Men		
	9:00	Swimming	Tamahopool
	12:30	Fencing	Gotemba Gymnasium
	16:00	Laser-Run	Gotemba Equestrian Sports Center
	16:30	Jumping Test	
	18:00	Award Ceremony	



Men's Individual Senior			
15 September	8:30	Swimming	Tamahopool
	10:00	Fencing(RR&BR)	Gotemba Gymnasium
	15:00	Riding	Gotemba Equestrian Sports Center
	17:30	Laser-Run	
	18:00	Award Ceremony	
	19:00	Meeting – AMPC Congress	Tokinosumika Hotel
Women's Individual Senior			
16 September	8:30	Swimming	Tamahopool
	10:00	Fencing(RR&BR)	Gotemba Gymnasium
	15:00	Riding	Gotemba Equestrian Sports Center
	17:30	Laser-Run	
	18:00	Award Ceremony	
Mixed-Relay Senior&Youth			
17 September	9:00	Swimming(Senior&Youth)	Tamahopool
	10:30	Fencing(Senior)	Gotemba Gymnasium
	12:30	Fencing(Youth)	
	14:00	Riding(Senior)	Gotemba Equestrian Sports Center
	16:00	Laser-Run (Youth)	
	17:00	Laser-Run(Senior)	
	17:30	Award Ceremony	
18 September	19:00	Closing Parthy	Tokinosumika Hotel
18 September	Departure of Delegations		
19 September	Departure of Delegations		

Note: time can be modified

Age Eligibility To be eligible to participate in the Youth Olympic Games (Qualifiers), athletes must have been born between 1st January 2000 and 31st December 2003.

Maximum number NOC 1.12.8 In competitions that are also direct Qualification Competitions for the Olympic Games or the Youth Olympic Games, the maximum number allowed is 4 pentathletes per gender per nation. In Olympic Ranking competitions, counting towards the Olympic Pentathlon World Ranking list (OPWR or YOPWR) the maximum number allowed is 4 pentathletes per nation per gender. If there are free places, the host nation may compete with 6 athletes per gender. Olympic Pentathlon World Ranking (OPWR or YOPWR) eligible competitions, which are not Continental Championships, must be open to all UIPM nations, organize Individuals for both genders with qualification and finals of 36; and have applied by the deadline to be included in the Olympic Ranking calendar.

Competition Rules The competition will be carried out according to the UIPM Rules.
 Swimming: 25m indoor swimming pool / 5 lanes
 Fencing: 10 pistes
 Laser-Run: 36+2 precision laser targets (Pentashot, tbc)
 Running course: sand and asphalt surface. (800m lap).

Competition Venues Gotemba Gymnasium (Fencing) : <http://gotemba-taiikukan.jp/gymnasium/>
 Tamahopool (Swimming) : <http://tamahopool.jp/facilities/>
 Gotemba Equestrian Sports Center (Riding/Laser-Run) : <http://gotemba-equitation.jp/>

Training The LOC will offer training facilities for all venues (swimming pool, fencing hall and laser - run course from 13 September, 2017.

Accommodation We inform that in order to provide athletes the best conditions for their stay and to ensure swift run of the competition the accommodation will be held within Tokinosumika facilities in Gotemba.



Teams will be accommodated in:

- Hotel <http://www.tokinosumika.com/stay/>

Please note that the Technical Meeting, Accreditation Office and LOC Office and etc. will be located in the Tokinosumika Gotemba.

Rooms are reserved on a first come first served basis so if one category becomes full, it will no longer be possible to choose this option.

Transport

LOC guarantee transportation from the national airport NARITA or HANEDA to the official hotels and the return journey.

Transportation from the official hotels to the venue for athletes will be according to the competition programme.

Financial Conditions

For delegations (athletes, coaches, officials, supporters), the prices are as follows per person/day, including full board accommodation, local transportation from/to the event and nearby airport and train station.

Category	Hotel	Before 10th August	After 10th August
Officials/ Supporters	Single room	220 USD	230 USD
	Twin room	210 USD	220 USD
Athletes / Coaches	Room (4 persons)	180 USD	190 USD

*Available date: September 10 - September 19

*Check-in: 3:00 pm / Check-out: 11:00 am.

[Visa Supporting Fee]

Per person	50 USD
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*For the details of visa supporting services, please refer to "VISA Support".

Payment Deadline: 18th August, 2017

For the payment, please make sure to transfer the **full amount** by **18th August, 2017** and send the transfer remittance by e-mail to LOC (kingo@adagio.ocn.ne.jp).

*Reservations cannot be guaranteed if the total amount is not received by the due date.

Bank Account:

Name of the Bank: SHINKIN CENTRAL BANK INTERNATIONAL OPERATION CENTER

Bank's address: 8-1 KYOBASHI 3-CHOME, CHUO-KU, TOKYO, 104-0031, JAPAN

Name of the Beneficiary: MODERN PENTATHLON ASSOCIATION OF JAPAN

SWIFT: ZENBJPJT

ACCOUNT NO: 1341-101-2179800

At the same time as submitting the Final Entry Forms all NFs must send to the LOC by



electronic bank transfer or other means, 100% of the total amount of their invoice, otherwise their reservation will not be guaranteed.

Deadlines

Delegations are kindly reminded that submitting the forms for participation is obligatory. All information must be submitted, including flight information, pistol serial numbers, accommodation etc. bookings with the sent forms by 10th August 2017. Any changes after this must be sent by email to the organiser.

Following the deadline (10th August 2017), a NF must enter the competition with at least one pentathlete/team per confirmed gender or Mix Relay. Any failure to take part after having sent their final entries will pay a fine of 670 USD to the UIPM.

The early confirmation of your intention to participate or not would highly be appreciated and by submitting the information by email to kingo@adagio.ocn.ne.jp before 10th July 2017. Deadlines are as follows:

Participation Confirmation before 15th July 2017

Closure of Registration 10th August 2017

Deadline to transfer total amount 18th August 2017

If we do not receive complete information of your delegation prior to closure of the registration system or we do not receive your delegation's payment, confirmation then we will consider your delegation as non-participating.

Change Cancellation Policy

& In case of any cancellation and/or change for the participation listed on the Final Entry Form after the registration system closure (10th August), please make sure to notify the LOC well in advance. Please note that following cancellation charge may incur depending on the date and time the notification is received;

Until 21 days before the night of stay/ tour date	No charge
20 to 8 days before the night of stay/ tour date	20% of travel charge
7 to 2 days before the night of stay/ tour date	30% of travel charge
1 day before the night of stay/ tour date	40% of travel charge
On the reserved day (before hotel's check-in time)	50% of travel charge
On the reserved day (after hotel's check-in time)	100% of travel charge
No show without notice	100% of travel charge

Athletes Licenses

Athletes are only allowed to participate in UIPM sanctioned events if they are in possession of a valid Athletes License. Registration is not possible without a License Number. If an athlete does not have a license they will not be allowed to take part in the competition.



You are reminded of Rule 1.12.1 ii): Pentathletes without riding ability listed in the database and without a letter from their NF confirming their ability to ride may compete at World Cup competitions in the qualification for the Final, but if they qualify for the Final, must relinquish their place to the next placed pentathlete qualified rider from their group.

Insurance

According to UIPM Rules all members of attending delegations should insure themselves in case of accidental injury or illness. The organizer will not accept any responsibility financial or other, for any loss, injury or illness of any member of the delegation.

Visa Support

Please check the website of Ministry of Foreign Affairs of Japan whether the participants need to obtain a visa in order to enter Japan and contact the nearest Japanese Embassy/Consulate-General immediately for application process in details. The LOC cannot accept responsibility for arranging visas but can provide the following letters for the application. If necessary, please contact the LOC by e-mail to kingo@adagio.ocn.ne.jp by **19th July**.

Website of MOFA of Japan:

http://www.mofa.go.jp/j_info/visit/visa/short/novisa.html#notice03

[Documents prepared by the LOC]

- Letter of guarantee (身元保証書)
- Letter of reason for invitation (招聘理由書)
- Schedule of stay (滞在予定表)
- List of VISA applicant (If any) (査証申請人名簿)
- Certified copy of the incorporation register (法人登記簿謄本)

Laser Pistols

Firearms Licenses are not a legal requirement when bringing air and CO2 pistols into JAPAN for competition purposes.

Please Note

※International Judge

For Youth Olympic Games Asia/Oceania Qualifiers, International judges from the following countries will be necessary:

(Korea, China, Taiwan, Kyrgyzstan, Kazakhstan)

We would be happy to receive applications. All expenses during the stay in Japan except the air fare will be paid by the LOC.

General Information

All athletes are kindly requested to wear their official national uniform at the competition.

Please also bring a track of your national anthem and a national flag (192 × 128cm).

Weather conditions: +16° – +24° Celsius in September

Altitude: 680 meter above the sea level

Voltage: 100 V

LOC Contact Details

MPAJ Modern Pentathlon Association Japan
Kishi Memorial Hall 1-1-1 Jinnan Shibuya-Ku
Tokyo 150-8050 JAPAN

Ichiro Tomiyasu:

phone +81 3 3481 2393

e-mail: kingo@adagio.ocn.ne.jp



**Official
Addresses**

International Federation

UIPM – Union Internationale de Pentathlon Modern

Address: Stade Louis II, Entrée E, 13 av. Des Castelans,
98000 Monte Carlo - Monaco

Tel/Fax: +377 9777 8555 | +377 9777 8550

Email: uipm@pentathlon.org

Website: www.pentathlon.org

Organising Federation

Modern Pentathlon Association JAPAN

Address: 1-1-1 Kishi Memorial Hall Jinnan Shibuya-Ku
Tokyo 150-8050 JAPAN

Phone: +81-3-3481-2393

e-mail: kingo@adagio.ocn.ne.jp

website: <http://pentathlon.jp/>

We look forward to seeing you in Gotemba in 2017.

Best regards,

Miss Kitty CHILLER

Mr. Sangwoo PARK

Nobuo Namikoshi

OMPC President

AMPC President

MPAJ President