

MEMORANDUM

TO ALL FINA MEMBER FEDERATIONS

FROM FINA - Lausanne

DATE 12th December 2017

**RE 2018 FINA Diving World Conference
1 – 3 February 2018 // Chongqing Municipality, China**

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Executive Director
CORNEL MARCULESCU

Dear all,

We have the pleasure to inform you that FINA, in cooperation with the China Swimming Association, will organise 2018 FINA Diving World Conference for Coaches & Judges Chongqing Municipality, China. We are pleased to forward you the following information related to the organisation of this Conference:

Participants

Each National Federation can nominate Diving Coaches OR Diving Judges to take part in the Conference.

Participants shall be registered by no later than the 10th of January 2018

Dates

Arrival: 31st January 2018

Conference: 1 – 3 February 2018

Departure: Evening of the 3rd or morning of the 4th of February 2018

Travel

FINA will provide the following travel assistance for **one** participant per National Federation:

- Up to 500 USD for all participating National Member Federations from Asia.
- Up to 1'500 USD for all participating National Member Federations from Americas
- Up to 1'500 USD for all participating National Member Federations from Africa
- Up to 1'000 USD for all participating National Member Federations from Europe
- Up to 1'000 USD for all participating National Member Federations from Oceania

Travel assistance will be paid by bank transfer to the National Federation after the conference. Please send the relevant proofs of payment and invoice from your National Federation to FINA by no later than the **5th of February**.

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Uruguay

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Kuwait

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PIPAT PANIANGVAIT
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Accommodation

China Swimming Association will provide accommodation for **one** Coach or Judge per National Federation as follow:

- 4 nights hotel in a single room (31st of January to 4th of February)
- Dinner on the 3rd of January
- Breakfast, Lunch and Dinner from 1st to 3rd of February

For extra participants from National Federation (hotel room & meals)

One extra participant from the same National Federation will have the possibility to share a double room with the person on the benefit of the free accommodation, provided by China Swimming Association. The full board price for this person will be USD 125 per person, per day.

Double occupancy room, full board: USD 125.- / per person, per day
Single occupancy room, fully board: USD 185.- / per person, per day

The Organising Committee will take care of the hotel reservation.
Please do not contact the hotel directly.

Please contact: diving@aquatics.org.cn

Early Check in or Late check out will not be covered.

Location

Wyndham Chongqing Yuelai
Address: No 88 Yuelai Binjiang Avenue
Yubei District, Chongqing
China

International Airport

Chongqing Jiangbei International Airport

Transportation

Local transportation between the official hotel and airport for all participating members will be provided according to the information submitted on the FINA GMS.

Visa Application

Participants requiring visa assistance are kindly requested to contact as soon as possible to the OC contact.

Please see below the relevant contact details:

Pei Zhang

Email: diving@aquatics.org.cn

Phone Number: +861067170586

Programme

You will find the programme of this Conference attached

Language

The working language at the Conference will be **English**.

Registration

The registration for the 2018 FINA Diving World Conference will be facilitated through the FINA General Management System (GMS). This is an online registration system that is managed and run by FINA that will allow each federation to submit all the relevant data for attending participants.

The system collects the following information:

- Registration information – (Picture, name, passports, date of births etc.)
- Travel information

Accommodation booking is managed directly with the organising committee outside of the GMS.

All participants must be registered in the FINA GMS by the registration deadline. Please log into the FINA GMS using your federation username and password.

Registration link: <https://data.fina.org>

Registration Deadline: **Wednesday 10th January 2018 at 23:59 (UTC)**

Help and assistance: Contact aquaticsdb@fina.org

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Attachment

You will find attached the following documents:

- FINA Reimbursement form (for the payment of travel assistance)
- Programme of the Conference

Contacts

FINA Office

Pere Miró

Email: development@fina.org

China Swimming Association

Pei Zhang

Email: diving@aquatics.org.cn

Phone Number: +861067170586

Thank you very much for your kind attention. We remain at your disposal for any further assistance or information you may need.

Yours Sincerely,

Cornel Marculescu
FINA Executive Director



CM/pms

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