

**XXIV Pan American and III Para Pan American Championships
14-19 august - Medellin (Colombia)**

Version 1.0 (16 February 2018)

TO ALL WORLD ARCHERY AMERICAS MEMBER ASSOCIATIONS

Dear Presidents of the Archery Federations of the Americas,

Here is the invitation package to the XXIV Pan-American and III Para Pan-American Championships - First Qualifier for the Lima 2019 Pan-American Games - and an excellent opportunity for the cadet and junior archers of the Americas to compete at the highest international level. The tournament will be held in Medellin - Colombia on August 14 to 19.

We are committed to preparing a great event for all the archers of the Americas. We would be pleased to receive you in our home city.

Please complete all necessary requirements before the deadlines:

- Preliminary Entries 15 May 2018
- Final Entries 25 July 2018
- Hotel Reservation & 50% payment 10 June 2018
- Airport Transportation Request 01 August 2018
- Visa Support letter request 01 July 2018
- Final Hotel Reservation & Payment 01 August 2018

Looking forward to welcoming you in Medellin, Colombia.

Sincerely yours



MARIA EMMA GAVIRIA
President
Organizing Committee

PRELIMINARY PROGRAMME

August 11	Arrival of participants Airport transport available at no additional cost
August 12	Arrival of participants – Airport Transport Available Practice field and local transport available
August 13	Arrival of participants – Airport Transport Available Practice field and local transport available
DAY 1 August 14	Official Practice, Team Managers' Meeting and Equipment Inspection
DAY 2 August 15	Morning and afternoon Qualification Round – all categories Afternoon: Compound Mixed Team Elimination to Bronze medal (Qualifier to Lima) Afternoon: Recurve Mixed Team Elimination to Bronze medal
DAY 3 August 16	Morning: Individual Elimination to Bronze medals all Para-Categories Morning: Individual Elimination to medals all junior, cadet and master categories Afternoon: Elimination to Bronze Recurve Men - Women Teams (Qualifier for Lima) Afternoon: Elimination to Bronze Compound Men – Women Teams
DAY 4 August 17	Morning: Individual Elimination to Bronze medal Recurve Men Morning: Individual Elimination to Bronze medal Compound Women Afternoon: Individual Elimination to Bronze medal Recurve Women Afternoon: Individual Elimination to Bronze medal Compound Men
DAY 5 August 18	Morning: Recurve Men and Women Individual Qualifier to Lima 2019 Morning: Compound Men and Women Individual Qualifier to Lima 2019 Afternoon: Team and Mixed Team Elimination to Finals Para, Junior, Cadet and Master Categories
DAY 6 August 19	Morning: Individual, Team and Mixed Team Gold Finals Compound Men, Compound Women. Individual PARA Compound Gold Finals Afternoon: Individual, Team and Mixed Team Gold Finals Recurve Men, Recurve Women. Individual PARA Recurve Gold Finals
DAY 7 August 20	Official Departure Date Airport transportation from official hotels is provided without additional cost

NOTE: This preliminary programme is subject to change according to the number of participants in each division and TV requirements. All changes will be published and distributed to all participants in advance.

CATEGORIES

In the Pan American Championships competition will be held in the recurve and compound categories for cadet, junior, senior and master men and women.

In the Para Pan American Championships the following categories will be contested: RMO, RWO, CMO, CWO, WW1, MW1.

A maximum number of 4 athletes per country is allowed to be registered in each category.

PRELIMINARY & FINAL REGISTRATION

All entries are to be made online using the WAREOS System.

The World Archery Online Registration System (WAREOS) at <http://register.worldarchery.org> handles the entire registration process for this event. No entry forms will be accepted; all information must be entered into WAREOS.

In order to use WAREOS, please login on <http://register.worldarchery.org> with your Username and Password assigned by World Archery. After entering WAREOS, please go to "Online Registration" and register your athletes for this event.

For any questions regarding WAREOS, please contact the World Archery office, Mr Jae Kyung LEE (jkleee@archery.org).

Start date for online registration with WAREOS	23 February 2018
End of Preliminary Entries using WAREOS	15 May 2018
End of Final Entries using WAREOS	25 July 2018

Member Associations can only use WAREOS to make any changes or amendments to entries and will be able to do so at any time. An email will automatically notify the Organizing Committee and Member Association of any changes made in WAREOS.

Any changes that are made after the deadlines specified or if entries differ by more than 4 athletes from the preliminary entries, the following penalty fees will automatically be applied.

Penalty fees to be paid to Organizing Committee:	Cost (USD):
Entries made after the entry deadline dates.	50 per entry
If final entries differ from the preliminary entries by more than 4 athletes/officials.	150 per entry

When no preliminary entries were made before the deadline date but then submit final entries.

150 per entry

ENTRY FEES

Entry fees

Individual: USD 130 per athlete
Official: USD 100 per person

The entry fee includes airport transportation (both ways) on official event dates. Entry fees include daily local transport to and from the practice field to/from official hotels during the qualification, elimination and finals venues (timetable to be confirmed on site).

Entry Fees for teams not using official hotels or not booking accommodation through the LOC.

Individual: USD 260 per athlete
Official: USD 200 per person

Teams using non official hotels or accommodation, not booked through the LOC, will not have local transportation provided.

- * Official Arrival Days: **August 11, 12 & 13**
- * Official Departure Day: **August 20.**

BANK TRANSFER

A/C Name: Federación de Arqueros de Colombia
Federation's Address: Carrera 66B N 31 A 15
Telephone number: (57 4) 2659510
City and Country: Medellin - Colombia
Bank: Bancolombia
Account Number: 362 7044-2473 (cuenta corriente)
Swift Bancolombia: COLOCOBM
Bank's address: Transversal 39B N 73-47 local 104
Bank's Phone: 57- 4 2505040
City: Medellin, Colombia

NOTE: ALL PAYMENTS SHALL BE MADE IN USD BY BANK TRANSFER.

All bank charges will be paid by the participants. CREDIT CARDS or TRAVEL CHECKS will not be accepted

GENERAL INFORMATION

LOC Contact: Sergio FONT
Email: sergiofont@yahoo.com
Language: Spanish, English

ACCOMMODATION

The accommodation fee includes continental breakfast and hot buffet lunch (lunch will always be served at the archery venues), service charges and taxes.

1 .Hotel CITY EXPRESS PLUS

Calle 4sur, # 43ª - 08 El Poblado, Medellín.

Single Room USD 125.00

Double/Twin per Room USD 230.00

Accessibility measures: Elevator 0.80cm – Room 0.88cm and Bathroom 0.80cm



2. Hotel VIAGGIO

Carrera 43 #14 - 81 Castropol, Medellín.

Single Room USD 125.00

Double/Twin per Room USD 230

Accessibility measures: Elevator 0.85cm – Room 0.90cm and Bathroom 0.85cm



3. Hotel POBLADO PLAZA

Carrera 43ª # 4sur - 75, El Poblado, Medellín.

Single Room USD 125.00

Double/Twin per Room USD 230.00



Important Note:

Please refer to the accommodation pages below for detailed hotel information. Complete all the relevant forms and make full payment for entries and accommodation by the specified deadlines. Bank transfers only, no credit cards or travel checks will be accepted.

All of these hotels are located near shopping centers with a variety of dining places. Dinner will cost approximately US\$ 12 per person, or if you prefer, we can have dinner at the hotel for a similar price.

ACCOMMODATION RESERVATION FORM

Reservations are processed in the order they are received. Hotel priority is on a first come, first serve basis.

Country/Team: _____ Email: _____
Contact: _____

The accommodation fee includes continental breakfast and hot buffet lunch (lunch will always be served at the archery venues), service charges and taxes.

HOTEL	Room type/ Occupancy	Number of Rooms by TYPE	Numbers of Persons		Total People		Fee per Person		Nights		Total
			Female	Male							
CITY EXPRESS PLUS	Single					x	125	X		=	
	Double					x	115	X		=	
Hotel VIAGGIO	Single					x	125	X		=	
	Double					x	115	X		=	
Hotel POBLADO PLAZA	Single					x	125	X		=	
	Double					x	115	X		=	
Hotel TERRA BIOHOTEL	Single					x	125	X		=	
	Double					x	115	X		=	
Total Accommodation											

- * All accommodation is subject to availability at the time of booking.
- * **Please check here if you require facilities for the disabled.**
- * **Please inform us if any of your team members have any dietary requirements or food allergies.**

ENTRY FEES AND PAYMENT FORM

Country/Team: _____ Email: _____
 Contact: _____

Entry Fees	Number of Persons		Total People		Cost PP (USD)		TOTAL USD
	Female	Male					
Individual Entry Fee Official Hotel				X	USD 130	=	
Official Entry Fee Official Hotel				X	USD 100	=	
Accommodation Total:						=	
GRAND TOTAL DUE:							
						=	

TRANSPORTATION REQUEST FORM

Country/Team: _____ Email: _____
Contact: _____

Number of people in your Group:

ARRIVAL INFORMATION

We will arrive at Jose Maria Cordoba International Airport by plane:

Date: (DD/MM/YYYY)
Carrier (i.e. Delta, United)
Flight Number
Flight Arrival Time

Check here, if you are renting a vehicle and **DO NOT NEED** transportation from the airport.

DEPARTURE INFORMATION:

We will depart from Jose Maria Cordoba International Airport by plane

Number of people in your Group:

Date: (DD/MM/YYYY)
Carrier (i.e. Delta, United)
Flight Number
Flight Departure Time

Check here if you are renting a vehicle and **DO NOT NEED** transportation from the airport.

Official airport drop-off date is **August 20**. For departures after this date, teams will need to pay an additional cost for return airport transportation. Please contact the LOC for a quotation.

ADDITIONAL INFORMATION

Cancellations & Changes

Cancellations must be in writing and received by the LOC on or before **01 august** to qualify for a full refund of payment. For any cancellations made after 01 august, **NO REFUND** will be awarded.

Name change (same Category and Division) will be accepted up to 72 hours before the event without any additional charge. In addition to making the changes online, teams should email the LOC immediately of any changes at sergiofont@yahoo.com at the latest 72 hours prior to arrival. For teams that arrive later than their original schedule, the room charges will start from the original date as indicated in their accommodation request sent by the Member Association.

Meals

- * Breakfast: Continental Breakfast will be provided to teams staying at official accommodation hotels: served from 06:00-09:00 hrs.
- * Lunch will always be provided at the competition venue: Hot Buffet will be served 11:30-14:00 hrs, only to participants staying at the official hotels.

Climate

Medellin is a city where it is never cold and very seldom hot. Temperatures in May are expected to range between 20 and 28 degrees Celsius. The average in the last few years has been 25 degrees Celsius.

There are chances of rain, mainly in the afternoons.

IMPORTANT INFORMATION REGARDING COLOMBIAN VISAS

Applications for and obtaining travel visas to Colombia is completely and solely the responsibility of the participating teams. The process for obtaining a visa requires each individual to submit an application through a Colombian Embassy or Colombian Consulate. **This is a process that MUST be done by the individual applicants – the organising committee cannot do this on their behalf!** The information contained in this document is current at the time of distribution. For updated information regarding visa requirements when traveling to Colombia, please refer to their Colombian Embassy.

Please check if your nationality requires a Colombian visa:

http://www.cancilleria.gov.co/tramites_servicios/visa/requisitos

