

# 2015 ICF Canoe Sprint World Cup

- XXX. Internationale Kanu Regatta 22. - 24. Mai -

Dear friends,

we herewith intend to provide all necessary information about competition, accommodation, catering and other arrangements for you and your teams during the 2015 ICF CANOE SPRINT WORLD CUP DUISBURG.

We kindly request you to thoroughly read through the bulletin and the additional information. The attached forms should be sent to the organising committee either by e-mail or by regular mail prior to indicated deadlines. All other necessary forms are available online on the official website of the competition: [www.kanuduisburg.de](http://www.kanuduisburg.de), which will be open from March 15<sup>th</sup>, 2015.

## 2015 ICF CANOE SPRINT WORLD CUP DUISBURG

**Venue:** Regatta Course, Kruppstraße 30, 47055 Duisburg, Germany  
**Date:** 22nd – 24th May 2015  
**Events:** ICF Canoe Sprint World Cup Programme  
See further information on our website post ICF Canoe Sprint Committee publishing the timetable for World Cup Events



## 2. Entries

Please find attached forms for the provisional entry. You are kindly requested to return them as follows:

Provisional Entry (form A)	by 6 <sup>th</sup> of March 2015
Provisional Hotelreservation (form A1)	by 6 <sup>th</sup> of March 2015

Online forms for the obligatory hotelreservation, for boat rental, for numerical entries and for the final travel info will be available at our website [www.kanuduisburg.de](http://www.kanuduisburg.de), (March 15<sup>th</sup>).

Obligatory Hotelreservation (form A2)	by 8 <sup>th</sup> of April 2015
Boat Rental (form A3)	by 8 <sup>th</sup> of April 2015
Numerical Entry:	by 8 <sup>th</sup> of April 2015
Final Travel Info:	by 8 <sup>th</sup> of May 2015

The organising committee will only confirm the provisional and the final hotel booking. In case of any amendments, these will not be confirmed and invoiced other than in the event of exceeding the total hotel capacity.

Nominal entries should be made online via ICF ISIS system.

### Contact:

Postal address:  
**Kanu-Regatta-Verein Duisburg e.V.**  
**Kruppstraße 30 b**  
**D - 47055 Duisburg**

Phone/fax/e-mail:  
**Tel.: +49 203 72 93 81**  
**Fax: +49 203 33 84 93**  
**E-Mail: [info@kanuduisburg.de](mailto:info@kanuduisburg.de)**



### 3. Accommodation and catering

#### 3.1 Teams

Arrangements for hotel accommodation can be made through the organising office of the 2015 ICF CANOE SPRINT WORLD CUP DUISBURG **only**.

**We only accept changes regarding the accommodations on the pre-printed forms.**

No.	Category	<u>Single room</u>	<u>Twin room</u>
		- accommodation - breakfast - participation fee per person per day	- accommodation - breakfast - participation fee per person per day
1	A Category Hotels - Hotel Conti - Hotel Mercure - Hotel Regent - Hotel Wyndham	€ 115,00	€ 90,00
2	B Category Hotels - Ferrotel	€ 110,00	€ 85,00
3	C Category Hotels - Hotel Mirage	€ 105,00	€ 80,00
4	<b>Special Category</b>  <b>Sportschule Wedau</b>  1. Only full board available  2. No transport to the regatta course and back!	<u>Single room</u> - accommodation - full board - participation fee per person per day	<u>Twin room</u> - accommodation - full board - participation fee per person per day
		***) € 125,00	***) € 110,00
		***) € 110,00	***) € 95,00
		*) € 100,00	*) € 85,00

\*\*\*) Hotel level      \*\*) Sportschool level      \*) Hostel level

We will award the hotel rooms in the categories after the date of receipt of applications.



We would like to point out to the fact that none of the offered hotels is further removed than 5.5 km from the regatta course.

**Upon arrival the hotels may request a deposit of 50,- Euro (fifty Euros) per person directly from the individual as guarantee for any eventual damage caused or any extra service. The hotel will refund the deposit on departure deducting minus the actual cost incurred!**

### **3.2 ICF Board, ICF Committee, ICF Staff, ICF Referees**

The Organiser provides full board accommodation and car transportation for the ICF Canoe Sprint Referees, ICF Jury, ICF Committee, ICF Board, ICF Staff according to confirmed / agreed numbers of persons and days, free of charge.

### **4. Participation fee**

Every participant (athletes, support team, officials) will be charged 25 Euros per day and person for organisation cost. This participation fee is included in the prices for accommodation. The fee applies for the period 18<sup>th</sup> May to 25<sup>th</sup> May 2015. Should you intend to arrive at an earlier date or leave later, please contact the organising office regarding additional cost.

The participation fee includes:

- Accreditation costs
- Bus transfer from **Düsseldorf International (DUS) airport** or from **Duisburg Hbf** central rail station to booked accommodation on your day of arrival and return journey on the day of departure.
- Transfer by shuttle bus between regatta course and accommodation from 18<sup>th</sup> May to 24<sup>th</sup> May 2015. There will be no shuttle bus between Sportschule Wedau and the regatta course (only a short distance to walk).
- Fees for the use of the regatta course and its facilities
- Medical care at the regatta course
- Security service at the regatta course
- Fully comprehensive insurance of the event
- Vehicle permit and parking permit for one boat trailer and one vehicle for every delegation (the boat trailer will be parked after unloading in a safe area close to the regatta course; the delegations' vehicles will be parking possibility next to the athletes' area)
- The supply of mineral water and fruits free of charge at specific supply points at the regatta course during the days of competition

In case accommodation is booked directly by yourself and not through the organising office, shuttle bus service between the regatta course and the booked accommodation cannot be provided. No discount of the participation fee of 25 Euros per person per day will be given.

## 5. Terms of payment

Participation fees and booked accommodation are to be paid in the following instalments:

- **50 %** of participation fee and accommodation costs should be remitted by **13<sup>th</sup> April 2015** to the organising committee.
- The final payment of **50%** is due by **11<sup>th</sup> May 2015**.

**Bank:** National-Bank AG Duisburg  
Königstraße 1 – 5, 47051 Duisburg, Germany  
**BIC CODE:** NBAGDE3E  
**IBAN:** DE77360200300000510718  
**Beneficiary:** Kanu-Regatta-Verein Duisburg e.V.  
**Address:** Kruppstraße 30 b, 47055 Duisburg, Germany

Invoiced amounts have to be paid in full without the deduction of transaction fees. Please make sure that transaction fees are covered by yourself. It is your responsibility to pay these extras when transferring money into our bank account.

The booking shall be provisional until the first instalment has been credited to our bank account, hence the Organising Committee reserving the right to alter or cancel reservations until receipt of full amounts due. Once the first instalment has been credited, reservations will be confirmed. An updated pro forma invoice will be sent by the Organising Committee verifying which payments have been credited to our bank account.

### Accepted methods of payment during accreditation at the regatta course:

Cash (Euros) payment only.

### Cancellation terms

Should you cancel your booking, a charge applies to the equivalent of any loss suffered by the Organising Committee as itemised below. The amount of any cancellation fee will be calculated as a percent of the participation fee according to the following period of notice given:

**No forfeit if cancelled until 9<sup>th</sup> April 2015**  
**50% forfeit if cancelled until 1<sup>st</sup> May 2015**  
**100% forfeit if cancelled after 1<sup>st</sup> May 2015**

## 6. Boat rental

There is a special online form at our website by which boat hire requirements can be specified. We will make arrangements with boat manufactures to insure, that ordered boats will be available. In case of any problems or changes, we will inform you in a timely manner.

## 7. Training sessions

The regatta course will be open for training from:

15<sup>th</sup> May 2015 to 21<sup>st</sup> May 2015

8 am to 6 pm

## 8. Medical insurance

We have to ask all participants of the 2015 ICF CANOE SPRINT WORLD CUP DUISBURG to take out a medical insurance policy in their respective home country. All cost in excess of the normal first aid, ambulance and physiotherapeutic services are to be covered by this medical insurance policy. The organising committee will not cover any expenses in connection with hospital or dental treatment.

## 9. Visa

All participants are kindly requested to contact the German Embassy or Consulate in their home country. Be aware that visa applications may take some time to process. Please send requests for supporting documents to your visa application to the organising committee without any delay once specified by the German Embassy or Consulate. We will then contact the German Embassy in your home country directly.

Best regards



Otto Schulte  
Head of organising office

