

GENERAL INFORMATION

All information is available on the following websites:

www.issf-sports.org

www.issfwcbaku2016.info

All Preliminary and Final Entries for Athletes and Officials can be done directly online:

<http://entry.issf-sports.info>

1. Invitation

The Invitation is attached to this General Information.

2. Dates and Schedule

Official Arrival	20 JUN 2016
Official / Pre-Event Training	21 JUN 2016
Technical Meeting	21 JUN 2016
Competitions	22 JUN – 28 JUN 2016
Official Departure	29 JUN 2016

The Preliminary Competition Schedule of the ISSF World Cup is attached to this General Information. The Final Competition Schedule (including Training Schedule) will be distributed after the Official Entry Deadline (30 days before the Official Arrival day). The latest Schedule updates will be provided at the Technical Meeting.

3. Rules and Regulations

The ISSF World Cup will be conducted according to the ISSF Rules and Regulations "Edition 2013 (Third Print, 01/2015) – Effective 1 January 2013". Detailed information is available on the ISSF website www.issf-sports.org.

ISSF Juries (Jury of Appeal, Competition Jury, Classification Jury, and Equipment Control Jury) will be designated by the ISSF to supervise the ISSF World Cup. Qualified Range Officers / Referees holding applicable ISSF licenses will conduct the competitions.

ISSF Technical Delegates:
Mr. Wilhelm-Xaver Grill, GER – Rifle/Pistol
Mr. Petros Kyritsis, CYP – Shotgun

Competition Manager:
Mr. Emin Jafarov, AZE

Organizing Committee:
Shooting Federation of Azerbaijan Republic
Lermontov Str. 68, AZ 1066 Baku, Azerbaijan
Phone: +994-50-5141515
Fax: +994-12-4989648
E-mail: baku2016@aze-shooting.org
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**ISSF WORLD CUP
RIFLE / PISTOL / SHOTGUN
BAKU, AZE
ISSF 20 JUN – 29 JUN 2016**

Rifle / Pistol Equipment

Equipment Control will be conducted according to ISSF Rules using approved, calibrated instruments. Pre-competition testing is not mandatory, however, athletes are responsible for competing with legal equipment and clothing. All athletes are urged to submit any doubtful equipment and clothing to Equipment Control for checking before the competition. All athletes are subject to being selected for random post-competition testing according to ISSF Rule 6.7.9 and will be disqualified if their equipment or clothing is not legal according to ISSF Rules.

Rifle Clothing

All rifle athletes must have ISSF seals with serial numbers on their jackets and trousers. Any rifle jackets or trousers that do not have ISSF seals must be submitted to Equipment Control for inspection and the affixing of a seal before the athlete's first competition. Jackets and trousers that were previously inspected and have an ISSF seal continue to be valid except that athletes with more than one jacket or trousers must report to Equipment Control before their first competition to confirm which jacket and which trousers they will use. All other seal numbers for that athlete will be cancelled. Athletes that wish to replace a registered jacket or trousers with a new clothing item must bring that item to Equipment Control for inspection and a new seal. Previous seals will then be cancelled. Rifle athletes can have only one active jacket and trousers at any time.

Rifle Clothing Post-Competition Testing

If one panel of a rifle jacket or trousers tests 2.9 or lower, the stiffness device must be recalibrated and the panel must be retested. If it fails again, but all other panels pass, the athlete will not be disqualified, but a written warning must be given to the athlete and the ISSF seal must be cut off. The athlete can continue using this clothing for that day in that event. If two or more panels fail, the athlete must be disqualified.

Air or CO₂ Cylinders

Please refer to ISSF Rule 6.2.4.2. that states: "It is the athlete's responsibility that any air or CO₂ cylinder is still within its validity date. This may be checked by Equipment Control."

Shotgun

Equipment Control will be conducted according to ISSF Rules using approved, calibrated instruments. Pre-competition testing is not mandatory, however, athletes are responsible for competing with legal equipment and clothing. All athletes are urged to submit any doubtful equipment and clothing to Equipment Control or the Shotgun Jury for checking before the competition. All athletes are subject to being selected for random testing during the competition according to ISSF Rule 9.4.1.1. "Athletes found to be in violation of the rules for guns or skeet marker tapes must be disqualified."

Cartridge Controls

During Qualification, athletes whose cartridges are to be tested are selected by a computer draw. 18% of the athletes participating in an event will be selected for cartridge testing. Two (2) plus four (4) cartridges will be selected from each athlete and placed in separate labeled envelopes. The two (2) cartridges must be tested, first. If they pass, the other cartridges will not be tested. If one (1) cartridge weighs 25.0 g or more, the athlete must be DSQ. If both cartridges weigh 24.6-24.9 g, the athlete must also be DSQ. If one (1) of the two (2) cartridges weighs 24.6-24.9 g, then the second envelope (with four) must be tested. If one (1) of those cartridges weighs 24.6 or more, then the athlete must be DSQ. During Finals, all six (6) finalists must be tested using the same procedure. The Finalists must bring, as early as possible, but not later than 30 minutes before the scheduled start of the Finals (Reporting Time), all the cartridges that will be used during the Finals and place them in separate Cartridge Control Boxes on the Finals field of play. The Equipment Control Jury will take the necessary samples from the boxes.

The boxes must be left under the supervision of a Shotgun Jury Member. Once ammunition is placed in the box, only the Equipment Control Jury or the Finalist can remove ammunition from the box. If additional cartridges are brought to a Finalist during Finals, samples from those cartridges must also be selected for testing. All cartridge controls must be completed before the start of the Presentation of the Finalists. Any disqualified (DSQ) athlete will not be allowed to participate in the Finals.

4. Participation

ISSF Member Federations may enter a maximum of three (3) athletes per World Cup event and up to two (2) additional athletes to shoot "out-of-competition" (called MQS Extra in the ISSF Online Registration Service).

The additional "out-of-competition" athletes will be listed separately according to their results, but without ranking – these results cannot be recognized as World Records (**ISSF Rule 3.9.5**).

For Shotgun events only: because of expected very high numbers of entries, the additional up to two (2) athletes to shoot "out-of-competition" are NOT permitted! In case of the maximum number of possible starts is NOT reached at the 30 days Official Entry Deadline, up to two (2) additional athletes to shoot "out-of-competition" will be accepted (on a first come, first serve basis) for the according event(s).

The maximum number of starts per event is the number of athlete entries that can be accepted for each ISSF World Cup event. Range capacity is determined by the available shooting time and the number of available firing points / ranges.

If the maximum number of starts is reached during the Final Entry process, a "waiting list" for that event(s) will be established. If cancellations are subsequently received, entries from the waiting list will be entered on a first come, first served basis. ISSF Headquarters and the Organizing Committee will cooperate to determine if additional entries from the waiting list can be accommodated.

Events Men	Max. Number of Starts	Events Women	Max. Number of Starts
50m Rifle 3 Positions Men	155	50m Rifle 3 Positions Women	155
50m Rifle Prone Men	155		
10m Air Rifle Men	155	10m Air Rifle Women	155
50m Pistol Men	155	25m Pistol Women	145
25m Rapid Fire Pistol Men	80		
10m Air Pistol Men	155	10m Air Pistol Women	155
Trap Men	150	Trap Women	78
Double Trap Men	72		
Skeet Men	144	Skeet Women	66

ISSF ID Number

All athletes must sign an "Athlete's Declaration" and have an official ISSF ID number issued before participation in the ISSF World Cup (**ISSF Rule 3.6.6**).

Athletes without ISSF ID number will not be allowed to participate. ISSF ID numbers can be obtained from the ISSF Headquarters by using the official application form.

Results obtained during this ISSF World Cup will NOT be recognized as MQS for 2016 Olympic Games Rio de Janeiro (BRA).

Athlete biographies will be distributed and photos will be taken.

5. Entry Process

Please complete the attached Registration Forms (Annex 1 – 9) and return them by the established deadlines.

Preliminary and Final Entries for Athletes and Officials must be returned to the ISSF Headquarters.

All other Registration Forms must be returned to the Organizing Committee (see also: “Summary of Deadlines”).

Preliminary Entries (ISSF Rule 3.7.3.1)

ISSF Member Federations entering the ISSF World Cup must submit the Preliminary Entries not later than **20 FEB 2016**.

Please use the ISSF Online Registration Service <http://entry.issf-sports.info>, or exceptionally complete the Preliminary Entry Form (Annex 1) and return it by email or fax to the ISSF Headquarters.

Final Entries (ISSF Rule 3.7.3.2)

ISSF Member Federations must forward their Final Entries directly to the ISSF HQ. The Official Entry Deadline (30 days before the Official Arrival day) is **21 MAY 2016**.

Please use the ISSF Online Registration Service <http://entry.issf-sports.info>, or exceptionally complete the Final Entry Forms (Annex 3) and return them by email or fax to the ISSF Headquarters.

Late Entries (ISSF Rule 3.7.3.4)

If maximum number of athlete entries have not been reached, late Entries will only be accepted until the Final Entry Deadline (3 days before the Official Arrival day) which is **16 JUN 2016**.

Any additional entries received after the Final Entry Deadline, from **17 JUN 2016** onwards, may not participate (**ISSF Rule 3.7.3.5**)

Entry Changes after the Final Entry Deadline

From **17 JUN 2016** onwards, only the following changes in the Final Entries are permitted:

- Replacement of a registered athlete by another already registered athlete in another event (**ISSF Rule 3.7.3.6**) can be made only before 12:00h on the day before the Pre-Event Training for that event.
- Change of Status in an event (**ISSF Rule 3.7.3.7**): an “out-of-competition” athlete can replace a withdrawn “World Cup” athlete. The withdrawn “World Cup” athlete may not shoot “out-of-competition”. The exchange of athletes within an event is not permitted.

Entry Confirmation upon arrival

All Team Leaders of ISSF Member Federation Delegations must report to the OC Entries Official and confirm their Final Entries. The confirmation must be completed before 12:00h on the day before the Pre-Event Training.

Cancellation (ISSF Rule 3.7.4.3)

Any ISSF Member Federation reduces the number of entered athletes and / or officials after the Official Entry Deadline (**21 MAY 2016**) is obligated to pay all applicable fees and costs including entry fees according to the number of starts on the Final Entry Forms originally received. If the applicable fees and costs are not paid no member of that federation may participate.



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Entry Fee (ISSF Rule 3.7.3.4.3 and 3.7.4)

The entry fees include all charges for registration, local transportation between shooting range and official hotels and doping control.

The Entry Fees DO NOT include the cost of the Pre-Event and Unofficial Trainings for Shotgun.

Fee		Description
EUR	170.00	Final Entry Fee per athlete / per event
EUR	50.00	Final Entry Fee per official
EUR	50.00	Additional Late Entry Fee per athlete / per event
EUR	170.00	Cancellation Fee per athlete / per event
EUR	8.00	Pre-Event and Unofficial Training Fee per round Trap / Skeet (25 targets)
EUR	10.00	Pre-Event and Unofficial Training Fee per round Double Trap (30 targets)

Payment of Entry Fees

All Entry Fee and Hotel payments must be done only to the Organizing Committee, preferably in cash.

Upon request federations may receive invoice according which they will be able to make bank transfer. Please be advised that additional 18% tax may be added to the standard price of the invoice in case if federations will prefer to send money through bank transfer. We kindly ask federations (which will prefer to send money through bank transfer) to make all payments not later than **1 JUN 2016**. All amounts must be paid in EUR and must include any transfer fees or similar fees that the bank may charge. Take care that all necessary data is transferred, so that the Organizing Committee can assign payments to the correct federation. Please give a copy of the bank transfer voucher to your Team Leader to bring with him / her to the Entry Confirmation.

All payments which will be done upon arrival to the Organizing Committee must be paid only in cash in EUR (no travel checks or credit cards will be accepted).

Accreditation Process

All persons involved in the ISSF World Cup (Athletes, Team Officials, ISSF Officials, OC Officials, Media Persons) must have accreditations that clearly identify the accreditation holder (with photograph, family name and first name, nation and function) in order to use the local transportation and to enter controlled areas on the shooting range.

Accreditations (for persons registered before the Final Entry Deadline and with photograph in the ISSF database) will be prepared by the ISSF Headquarters and Organizing Committee. All other accreditations will be prepared by the Accreditation Office of the ISSF World Cup. Accreditations and BIB Numbers will be distributed by the Organizing Committee after payment of the entry fees.

6. Shooting Range

The ISSF World Cup will take place at the Baku Olympic Shooting Range.

The Range is situated at a 15 minutes driving distance from the city centre and 30 km from the Baku "Heydar Aliyev" International Airport (GYD).

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Mr. Petros Kyritsis, CYP – Shotgun

Competition Manager:
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Organizing Committee:
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Web: www.issfwcbaku2016.info



Address:
Baku Olympic Shooting Range
Sumqayit highway 3D
AZ1000 Baku, Azerbaijan

Rifle/Pistol

The shooting range is equipped as follows:

Range	Description
50m range	80 firing points, electronic targets, SIUS AG
25m range	50 firing points (10 groups); electronic targets, SIUS AG
10m hall	80 firing points, electronic targets, SIUS AG
Finals hall	10 firing points, electronic targets, SIUS AG

The firing direction of the 50m and 25m range is north.

Shotgun

The shooting range has 5 combined ranges for Trap/Double Trap/Skeet.

The shooting range is equipped with Matarelli machines and Elettronica Progetti acoustic release system.

The Skeet ranges operate with acoustic release system.

All ranges are equipped with Elettronica Progetti electronic scoreboards.

The firing direction of the shooting range is north.

The targets used for the ISSF World Cup are Nasta (Q-line), standard orange for the Qualification and flash orange for the Finals.

7. Immigration and Customs Requirements

Visa

We strongly advise all federations to verify well in advance whether they need a visa for entry into Azerbaijan. All federations which require entry VISAS to Azerbaijan Republic can obtain it from Embassy or Consulate of Azerbaijan Republic abroad before arrival to Azerbaijan. Participants who need visa support letter are kindly requested to complete appropriate Visa Support Form (Annex 7) and return it to the Organizing Committee not later than 21 MAY 2016.

All participants can also apply for Touristic E-visa through our travel agency partner – Millennium Tourism. The advantages of the Touristic E-visa are:

- Touristic E-visa does not require a physical presence of an applicant at an embassy/consulate, everything is done electronically.
- Touristic E-visa is sent to an applicant in PDF format by e-mail. Applicant just need to print the form and present the paper before getting into the plane and upon arrival in Azerbaijan.

To be able issue Touristic E-visa participants have to send following documents and information to the Millennium Tourism travel agency - visa@millenniumtour.az or tours1@millenniumtour.az

1. Colored passport copy (in JPG format)
2. Colored passport size photo (in JPG format) (size 3x4)
3. Hotel confirmation (or at least name of the Hotel where guest will stay)

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4. Visa Fee

Regular E-visa: EUR 65.00 per visa (documents are processed within 15 working days after they have been received by MFA)

Urgent E-visa: EUR 150.00 per visa (documents are processed within 7 working days after they have been received by MFA)

All Touristic E-VISA Fee payments must be done only directly to the Millennium Tourism travel agency.

We kindly ask all participants NOT to send Touristic E-visa requests, documents and payments to the Organizing Committee. Please send all Touristic E-visa requests, documents and payments only to the Millennium Tourism travel agency.

MILLENNIUM TOURISM Travel Agency	
Visa Department	
1. Contact Person – Afgan Shahgulyev Phone: +99412-497-54-00 (ext. 20) Mobile: +99470-221-90-20 E-mail: visa@millenniumtour.az sales@millenniumtour.az	2. Contact Person – Lala Zeynalova Phone: +99412-497-54-00 (ext. 21) Mobile: +99470-221-90-77 E-mail: tours1@millenniumtour.az

Note: Organizing Committee does not carry any responsibility for delay and rejection of Touristic E-visa with regard to the work/decision of Ministry of Foreign Affairs.

Gun License

All athletes must declare all the firearms and ammunition to be brought into Azerbaijan and return to the Organizing Committee the Firearm and Ammunition Form (Annex 8) no later than 21 MAY 2016.

Assistance of customs formalities will be provided by the Organizing Committee upon arrival. The custom authorities will allow all participating athletes to import with them all the necessary ammunition that will be used for the competition, however for the convenience of the shotgun athletes, different types of well known brands will be available for sale at the shooting range at approximately EUR 8.00 – 12.00 per box.

8. Accommodation

Official Hotels

List of official hotels are found bellow. Any of the participants who are interested to book accommodation in the official hotels, are kindly requested to complete appropriate Final Hotel Reservation Form (Annex 5) and return it to the Organizing Committee no later than 21 MAY 2016 or make hotel reservation direct through our website www.issfwcbaku2016.info. The reservation will be managed on a “first come – first serve” basis. The Organizing Committee will send a confirmation to each delegation with the name of the hotel you will stay at. In case of cancellation after 1 JUN 2016 and/or a no-show the Organizing Committee will charge a cancellation fee of 100% of the costs for all nights and rooms you have booked.

All prices are per room / per night including breakfast – additional 18% tax may apply in case if payment to the Organizing Committee will be done through bank transfer.

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QAFQAZ BAKU CITY HOTEL ****	
Distance to shooting range – 5 km / 10 min	
SINGLE ROOM	EUR 105.00
DOUBLE or TWIN ROOM	EUR 130.00
JUNIOR SUITE	EUR 150.00

QAFQAZ BAKU SPORT HOTEL ****	
Distance to shooting range – 14 km / 25 min	
SINGLE ROOM	EUR 100.00
DOUBLE or TWIN ROOM	EUR 125.00
JUNIOR SUITE	EUR 150.00

HOLIDAY INN HOTEL ****	
Distance to shooting range – 14 km / 25 min	
SINGLE ROOM	EUR 105.00
DOUBLE or TWIN ROOM	EUR 125.00
JUNIOR SUITE - <i>single occupancy</i>	EUR 170.00
JUNIOR SUITE - <i>double occupancy</i>	EUR 190.00

KEMPINSKI HOTEL BADAMDAR *****	
Distance to shooting range – 8 km / 10 min	
SUPERIOR SINGLE ROOM	EUR 160.00
SUPERIOR DOUBLE or TWIN ROOM	EUR 170.00
JUNIOR SUITE	EUR 380.00

QAFQAZ POINT HOTEL *****	
Distance to shooting range – 9 km / 17 min	
SINGLE ROOM	EUR 110.00
DOUBLE or TWIN ROOM	EUR 140.00
JUNIOR SUITE	EUR 165.00

QAFQAZ PARK HOTEL ****	
Distance to shooting range – 12 km / 20 min	
SINGLE ROOM	EUR 75.00
DOUBLE or TWIN ROOM	EUR 90.00
JUNIOR SUITE	EUR 105.00

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FAIRMONT HOTEL ***** Flame Towers	
Distance to shooting range – 13 km / 18 min	
FAIRMONT ROOM – <i>single occupancy</i>	EUR 195.00
FAIRMONT ROOM – <i>double occupancy</i>	EUR 220.00
DELUXE ROOM – <i>single occupancy</i>	EUR 220.00
DELUXE ROOM – <i>double occupancy</i>	EUR 245.00
FAIRMONT GOLD ROOM - <i>single occupancy</i>	EUR 265.00
FAIRMONT GOLD ROOM - <i>double occupancy</i>	EUR 290.00
<i>Delegations which want to reserve more luxury type rooms in Fairmont Hotel***** are kindly requested to contact the OC.</i>	

EXCELSIOR HOTEL & SPA *****	
Distance to shooting range – 12 km / 20 min	
SINGLE ROOM	EUR 175.00
DOUBLE or TWIN ROOM	EUR 195.00
JUNIOR SUITE - <i>single occupancy</i>	EUR 190.00
JUNIOR SUITE - <i>double occupancy</i>	EUR 215.00

ABOVE STATED ROOM RATES ARE VALID ONLY FROM 20 JUN 2016.

Important Notice

From 17 JUN to 19 JUN 2016 Azerbaijan will host Formula 1 “Baku European Grand Prix”. The race will be held on the streets of Baku and this has great impact on prices of the hotels. The Organizing Committee can't guarantee that hotel prices before official arrival date will be the same like during official dates of the ISSF World Cup. That's why all delegations, which are planning to arrive to Baku before official arrival date, are kindly requested to contact the Organizing in advance to check the room rates and availability of the preferable hotels.

Food Service at the Shooting Range

There is restaurant on the shooting range which will offers regional cuisine and beverages during competition.

9. Travel and Transportation

Travel – Arrival

The official arrival and departure airport is **Baku (GYD) International Airport**.

Baku (GYD) International Airport has direct flight connections with most countries all over the world either through Azerbaijan Airlines or through other airlines like Lufthansa, Turkish Airlines, Austrian, Qatar Airways, British Airways, Air France, Czech Airlines and many others which hold regular flights to and from Azerbaijan.

Airport pick up – Transportation to the Official Hotels (and return for departure)

Round trip transportation Airport – Hotel – Airport will be arranged by the Organizing Committee free of charge.

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The official pick up service from the Baku airport starts on the Official Arrival Day 20 JUN 2016. Delegations that arrive earlier or leave after the Official Departure Day must make their own arrangements.

Local Transportation – Shuttle Service

The Organizing Committee will provide participants with free **Hotel / Shooting Range / Hotel** round trip transportation from 21 JUN to 28 JUN 2016. The delegations will find the schedules for local transportation in their pigeon holes and the hotel lobbies.

10. Competition Related Procedures at the Shooting Range

Technical Meeting

The Technical Meeting will take place on 21 JUN 2016, at 15:00h, at the Finals Hall. Each participating ISSF Member Federation should have at least one representative present at the Technical Meeting to receive updated information regarding Final Competition Schedule (including Training Schedule), draw procedures and other important issues related to the ISSF World Cup.

Storage of Firearms and Ammunition

According to the Azerbaijan law all firearms and ammunition will be stored at the shooting range and athletes are not allowed to take any firearms and ammunition out of the range.

Ammunition

Different types of well known shotgun brands will be available for sale at the shooting range at approximately EUR 8.00 – 12.00 per box of 25.

Doping Control Tests

The Organizing Committee will conduct Doping Controls Tests according to the ISSF Anti-Doping Rules and the ISSF Test Distribution Plan under the supervision of the ISSF Technical Delegate.

11. Ceremonies

Opening and Closing Ceremony

The Opening Ceremony will take place on 21 JUN 2016, at 18:00h, at the Baku Olympic Shooting Club. There will be no Closing Ceremony.

Victory Ceremony

The Victory Ceremonies will take place at the shooting range immediately after the end of each Finals (see also: Final Competition Schedule).

During the ceremonies the athletes are required to present themselves in their official national uniform or national tracksuits (tops and bottoms).

Flags and Anthems

All participating teams are required to bring with them their national flag (minimum size: 1m x 1.5m approximately) and one (1) national anthem on standard CD or USB.



12. Weather Information

During the period of June the weather in Baku is normally pleasant. The average temperature is about 30 – 33°C during the day and 20 – 25°C during the night.

13. Media Relations

All Media representatives must register for the ISSF World Cup by using the Media Accreditation Form (Annex 9). On site, media facilities will be available for accredited media personnel. Local and national media will cover the ISSF World Cup.

All Finals will be covered by ISSF TV and will be displayed on the ISSF website www.issf-sports.org.

14. Industry Service

Limited industry services / exhibitions will be present during the ISSF World Cup.

15. Annexes

All necessary Registration Forms are attached to this General Information.

16. Summary of Deadlines

The Summary of Deadlines is attached to this General Information.

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