

THE GUIDELINES TO ORGANIZE EUROPEAN FESTIVAL

Organising the Festival try, please to follow these Guidelines:

A. REGISTRATION & ENROLMENT

1. Registration

- 1.1. Invitation is open for all Golden Oldies teams in Europe, as well for non-European teams, that can be accepted at the discretion of the Festival Organising Committee.
Invitations to be sent out 15 months prior to the event,
- 1.2. Entries from Individuals will be also allowed,
- 1.3. The maximum of ____ teams will be allowed to participate (it depends on playing fields capacity, as well as on the organisation possibilities),
- 1.4. Teams to be asked through Entry Form, if they prefer to play (only the 1st Round of the Games) Competitive Rugby (Age category 35 – 50 years).
2nd Round of Games will be played only according to the EGOR Laws of Game,
- 1.5. Team Entry Fee (including 120,- Euro for EGOR) will be maximum 250,- Euro,
- 1.6. Individual Entry Fee (including 0 Euro for EGOR) will be 25,- Euro.

2. Participation

- 2.1. It will be hoped that participating teams will consist of a minimum 20 players, along with Team Manager, Referee,
- 2.2. Each Team or the Individual will be asked to take Festival offer,
- 2.3. Each Team or the Individual is obliged to pay Entry Fee,
- 2.4. Team from outwith Europe may participate in the Festival, at the discretion of the Organising Committee, as long as such Entry does not stop a European team from gaining entry to the event.
Any such Team must abide by the European Festival Regulations.
- 2.5. Each Festival participant is obliged to pay Individual Participation Fee at maximum of 120,- Euro.

3. Festival Offer

- 3.1. The Festival offer has to include the following:
 - four overnight stays in twin/double or three bedded rooms on Bed/Breakfast basis (different hotel categories to be offered),
 - Welcome Party,
 - Farewell Dinner,
 - Three matches on 1st playing day and two matches on 2nd playing day, according to the Festival Games Schedule,
 - Transfer to / from Welcome Party, Farewell Dinner and to / from the Games (shuttle bus service),
 - Liaison officer for each of visiting teams will be on disposal during the Festival days,
 - Festival souvenir.
- 3.2. The same Festival offer to be valid for team`s supporters (non playing team members).

4. Travel arrangements

- 4.1. Teams are advised to organize travel arrangements themselves,
- 4.2. If the Team(s) is flying in , the arrival destination will be Airport of _____.
Festival organiser to arrange, on the request, bus transfer to the Hotel and back.
- 4.3. Transfer costs to be calculated in the Festival offer.

B. PROGRAMME

1st Day – Thursday, Arrival and Welcome Party

- All participating teams will be welcomed by the Festival Representative and escorted by Host / Hostess to their respective hotels,
- Upon arrival to the Hotel , the Team Manager will receive Festival programme with identifications badges for the each member of his Team,
- Transfer to / from the Welcome Party,
- Welcome Party,

2nd Day – Friday, Games and Festivities

- Team Managers-Captains / Referees to meet the representatives of Organising and EGOR committees before the games start and reconfirm and accept the EGOR rules of the Game,
- First Round of games, each team will play three matches,
- the games will be played on_____pitches (name the number of pitches at disposal); the name(s) of the Stadium, Sport Parks, or simillar,
- Lunch break with catering possibilities at the playing fields.

On both playing days to be available / organised on each of the playing grounds:

- changing rooms with showers/toilets, if not enough on disposal for the teams playing - tents to be available additionally,
- Medical service (First Aid with Ambulance car), Physio tents (enough beds and ice during the games days),
- Loudspeaker system,
- Referee`s Room.

3rd Day – Saturday, Day at leisure

- optional Excursions programme to be offered,
- Booking requirements (discount prices for teams booked prior the Festival, no discount for those that book on the spot, minimum of persons required for each of the excursions, way of payment – cash / credit cards - which ones)

4th Day – Sunday, Games and Farewell Dinner

- Second Round of games, each team will play two matches,
- Games to finish between 5 and 6 p.m.
- Farewell Dinner begin at 8,00 p.m. Programme for the Farewell Dinner to be distributed to all team managers one day in advance.
Programme should include Awards ceremony and the time for Teams performances (teams to be asked if they would like to perform, time allowed for such performance between 5 and 10 minutes),
- separate table to be reserved for the members of EGOR Committee and FIRA/ AER Representative,
- Bus transfer for all to be organised to / from the place of Farewell Dinner.

5th Day – Monday, Departure day

- team managers to be informed when to leave the hotel(s), time of bus transfer(s) in case that team(s) is flying back home.

C. INSURANCE

It is the responsibility of the Team Manager to make sure that all persons travelling with the team, whether playing or not, are adequately insured for any injury, sickness or loss/damage of personal property that may occur when participating the Festival.

Team managers will have to sign a document prior the Festival begin, prepared by the local Organising Committee, stating that all members of their party have such insurance.

D. CONDITIONS OF PAYMENT

1. Entry Fee (Team or Individual) to be paid by entering the Festival.
2. Festival costs (accommodation, individual participation fee, excursions,etc) to be fully paid 3 months prior the Festival begin.
3. Leave the possibility for the team(s) to book and pay the accommodation through their Travel agent (confirmation of such travel agent to the local Organising Committee is needed).

E. SPECIAL NOTE

1. EGOR Annual Subscription Fee will be included in the Festival Team Entry Fee.
2. The local Organising Committee is obliged to contribute to EGOR with 10% of nett profit of the Festival (for details see Criteria for Hosting European Festival, under Final reports)
3. The rest of the nett profit to be used for the development of Children / Youth Rugby in host Town – Region – Country.
4. Total amount of EGOR Annual Subscription Fee, collected as the part of Festival Team Entry Fee to be transfered to EGOR bank account in Heidelberg (Germany) – terms / details to be seen in the Agreement EGOR – Festival Organiser.
5. Agreement (containing organisational and financial obligations) between EGOR and Local Festival Organiser to be signed just upon the decision of hosting the Festival has been made.
6. Final Festival Report (Organisational and Financial) to be submitted in the written form to EGOR Committee whithin four months after the Festival had been ended.
7. The Festival Organiser is obliged to assure adequate room (if possible in one of the Festival hotels) with necessary tehcnical equipment (all free of charge), for Biannual EGOR Conference (app. 50 persons) and EGOR Committee Session (app. 10 persons).
The day for both meetings to be Festival “day at leisure” (Saturday).

EUROPEAN GOLDEN OLDIES RUGBY COMMITTEE

Dave McDonald, President

Marko Protega, Secretary