



ISSF

Shotgun World Cup

Dorset, England

11th – 20th May 2010

Official Invitation Pack



OFFICIAL INVITATION

Dear ISSF President, Presidents of National Federations and Shooters of the World,

I have great pleasure in inviting you to England for the third ISSF Shotgun World Cup in 2010. British Shooting is honoured to hold the event and wishes to ensure that this World Cup is a great success.

British Shooting are very grateful for the tremendous support to this prestigious event by; Active Dorset, West Dorset District Council, South West Regional Development Agency, Weymouth & Portland Borough Council and UK Sport.

British Shooting has appointed Sportworks Group Limited as the event management partners. Sportworks are responsible for managing and co-ordinating all the non-sport aspects of the event. If you have any questions relating to transport, accommodation or any other administrative matters please contact them as they will be delighted to help. Your main point of contact with Sportworks is Tom Wenham. His and the details of all the other people who are available to help you are listed in the key contacts table which is attached.

You are advised to book accommodation and transport through Sportworks so that your arrival and departure can be co-ordinated and to ensure that you have access to the transport system that will operate between the official hotels and the championship venue. Those wishing to make their own arrangements should be aware that transport will only run from the official hotels listed in this instruction and will only be available to those who have booked through Sportworks.

Please note that in addition to this Invitation Pack our website (www.shotgunworldcup2010.com) has great deal of useful information which will be updated regularly.

I look forward to welcoming you all to Dorset in May 2010.

Yours sincerely,



Peter Underhill
Chairman of the Organising Committee

KEY CONTACTS

If you have an enquiry relating to the event then here are your key contacts:

<u>Role</u>	<u>Contact</u>	<u>Email</u>	<u>Telephone</u>
General Enquiries	Tom Wenham	tom@sportworksuk.com	+44 (0) 1629 706579
Competition Director	Daniele Ghelfi	d.ghelfi@baschieri-pellagri.com	+39 335 6348781
Technical Delegate	Luciano Rossi		
Chair of LOC	Peter Underhill	punderhill@talktalk.net	+44 (0) 7881 472316
Event Director	Tom Wenham	tom@sportworksuk.com	+44 (0) 1629 706579
Accreditation & Entry	Matthew Green	matthew@sportworksuk.com	+44 (0) 1629 706579
Results Manager	Saverio Amoroso	saverio.amoroso@hardsoft.it	+39 (0) 997 363965
Transport & Accommodation	Stephen Minto	stephen@sportworksuk.com	+44 (0) 1629 706579
Visitor Shotgun Permit	Lynn Howes	lynn@cpsa.co.uk	+44 (0) 1483 485 400
Medical Coordinator	Jim TBC		+44 (0) 7779 661740
Volunteering Manager	Stephen Minto	stephen@sportworksuk.com	+44 (0) 1629 706579
Venue Manager	Kevin Newton	Scshooting@aol.com	+44 (0) 1935 83625
Media & Marketing	Sue Handford	sue@chocolatedog.co.uk	+44 (0) 1208 841691
Spectator Services	Tom Wenham	tom@sportworksuk.com	+44 (0) 1629 706579
Exhibitors	Elsbeth Gilfillan	elsbeth@sportworksuk.com	+44 (0) 1629 706579
Sponsorship	Elsbeth Gilfillan	elsbeth@sportworksuk.com	+44 (0) 1629 706579

The address for Sportworks Group Limited is:

Sportworks Group Limited
 Unit 18
 Molyneux Business Park
 Whitworth Road
 Darley Dale
 Derbyshire
 DE4 2HJ
 United Kingdom

WHY DORSET?

Dorset is delighted to be hosting an Olympic Sport in its region and is eager to play its part in promoting our sport further. The County and in particular the town of Weymouth are keen on shooting sports and have made significant contributions to facilitate this event. We also have the support of South West Regional Development Agency and Weymouth & Portland Borough Council.

THE VENUE – SHOOTING RANGE

Southern Counties Shooting Ground, Wardon Hill, Dorchester, Dorset, DT2 9PW



Southern Counties Shooting Ground is situated in the heart of the County, 8 miles from the historic market town of Dorchester and 18 miles from the coastal resort of Weymouth, the home of the 2012 Olympic Sailing event.

Founded in 1959 Southern Counties Shooting is now the largest shooting ground in the UK with over 450 fully automatic traps offering DTL, ABT, Universal Trench, Olympic Trap, Double Trap, both Olympic and English Skeet, English Sporting, Sportrap and FITASC. The trap, skeet and double trap layouts are all equipped with Laporte machines and Italian Electronica Progetti computers. The sporting layout includes a grouse butt and the renowned 50m high tower.

The ground has hosted numerous national and international competitions and is delighted to have been nominated as the official training facility for the 2012 London Olympics. This year the Ground hosted the World Universal Trap Championships.

In addition to excellent shooting facilities Southern Counties boasts an excellent gun shop, restaurant, function rooms and other leisure activities. The restaurant offers breakfast, lunch and diner as well as light refreshments throughout the day.

LaPorte will be the official Traps and Clays for this World Cup.

The Targets for:

- PET & Qualification Rounds will be Orange (standard)
- Finals will be Orange (flash)

Southern Counties has the following:

- 5 combined OT and OSK ranges
- 3 DT ranges

The Shooting Direction is East North East.

The Sportsman Gun Centre stocks a range of ammunition but it is recommended that teams liaise with the gun shop to ensure the availability of their preferred brand. Teams wishing to send their own ammunition to be stored by the gun shop must liaise with Sportsman Gun Centre before dispatching any ammunition. The contact details for the gun shop are:

Telephone: +44 (0) 1935 83099

Address: Sportsman Gun Centre
C/O Southern Counties Shooting Ground
Wardon Hill, Dorchester
Dorset, DT2 9PW
UK

Please ensure that your that your team name, details of the sender and the fact that package is to be stored for the World Cup 2010 is clearly printed on any packages.

WEAPON STORAGE

The Dorset Police insist that all visitors' weapons are stored in an armoury at the Southern Counties Shooting Ground. Competitors are not permitted to take weapons back to their hotels. The armoury will be open from the official arrival day to the official departure day.

PROVISIONAL WORLD CUP PROGRAMME – TO BE APPROVED BY THE ISSF

ISSF Shotgun World Cup - Dorset 11th to 20th May 2010 Preliminary World Cup Programme		
Date	Day	Details
11th May	Tuesday	Official Arrival Day
12th May	Wednesday	Pre-Event Training - Skeet (M) (W) Technical Meeting (3pm) Opening Ceremony
13th May	Thursday	Skeet (M) 50 Skeet (W) 75 Skeet Final (W) Medal Ceremony (W)
14th May	Friday	Skeet (M) 75 Skeet Final (M) Medal Ceremony (M)
15th May	Saturday	Pre-Event Training - Double Trap (M)
16th May	Sunday	Double Trap (M) 150 Double Trap Final (M) Medal Ceremony (M)
17th May	Monday	Pre-Event Training Trap (M) (W)
18th May	Tuesday	Trap (M) 50 Trap (W) 75 Trap Final (W) Medal Ceremony (W)
19th May	Wednesday	Trap (M) 75 Trap Final (M) Medal Ceremony (M) Closing Ceremony & Party
20th May	Thursday	Official Departure Day

GENERAL INFORMATION

A maximum of 3 World Cup shooters per event is permitted. In addition 2 other shooters may shoot for MQS qualification. MQS shooters will not have their scores entered for World or other records.

Participation & Registration. All athletes who intend to participate in the ISSF World Cup must have an ISSF ID number. A maximum number of 3 shooters per event will be entered into the World Cup scoring. Two additional shooters per event may shoot for MQS, and will be listed separately according to their results, but without any ranking. The results of an MQS shooter cannot be recognised as world records. Please fill in the attached registration forms (ANNEX 1 – 9) and take care of the deadlines. Final entries for athletes and officials can be done by online-registration at: <http://entry.issf-sports.info>. Events will be:

- Trap (M)
- Trap (W)
- Skeet (M)
- Skeet (W)
- Double Trap (M)

Rules & Regulations. The competition will be conducted according to the ISSF rules. Detailed information is available on the ISSF homepage www.issf-sports.org. The equipment control will be conducted to the ISSF rules using approved instruments including thickness stiffness devices.

Please note: Only a change from MQS to World Cup Ranking (Quota) is possible. The withdrawn (quota place) World Cup Ranking shooter may not shoot for MQS (ISSF rule 3.7.3.7).

Late Entries. Late entries can only be allowed according to ISSF rule 3.7.3.4. Any additional entries received after the deadline of three (3) days before the official arrival day may not participate (ISSF rule 3.7.3.5)

ENTRY PROCESS

Preliminary Entries. Each National Federation entering the ISSF World Cup must submit a preliminary entry (Annex 1) not later than **January 11th, 2010**. If the ISSF online registration is used the preliminary entries will be entered there and the corresponding forms must be sent to the Organizing Committee.

Final Entries. The member federations make their final entries (Annex 3.2 and 3.3) directly to the **ISSF Headquarter** through online registration, fax or email. The deadline is fixed on **April 11th, 2010**.

Please register online at: <http://entry.issf-sports.info>

Late Entries (Rule 3.7.3.4). Late entries received after the Final Entry deadline will only be permitted if received and approved by the ISSF 3 days before May 11th 2010. An additional payment of €50.00 per late entry for a shooter must be paid to the Organising Committee.

Cancelled Entries (Rule 3.7.4.3). Any Federation reducing the number of shooters and/or officials after the Final Entry deadline is obligated to pay all applicable fees and costs, including entry fees according to the number of shooters and entries on the Final Entry Forms originally received. If the applicable fees and costs are not paid that Federation may not participate in the competition. Costs relating to travel, transport and accommodation must also be paid to avoid sanction.

Shooter Replacement (Rule 3.7.3.6). Replacement of one registered shooter by another registered shooter is permitted only if this is done before 12.00 the day before PET for that event.

NOTE: if a shooter is withdrawn, a MQS shooter may be entered in his place, however, the withdrawn shooter is **NOT** permitted to shoot MQS (Rule 3.7.3.7).

Referees & Juries. Members of the Jury and the Jury of Appeal will be appointed by the ISSF. All Referees will possess a current ISSF Licence.

Technical Meetings. Team Leaders or Coaches are requested to attend all technical meetings. Date, time/s and venue are to be confirmed.

Media Representatives. Media representatives are welcome but accreditation is required to use the media office facilities on site.

The Press Room will have the following facilities available for use (free of charge):

- Copy Machine
- Fax Machine
- Internet Access via secure wireless network and via RJ-45 cabling
- Refreshments

We offer members of the Press access to our full travel service so they can access local hotels and transport services.

During the World Cup athlete biographies will be distributed and photos of athletes and team officials will be taken. All finals will be covered through ISSF TV and will be broadcast on the Internet at www.issf.tv.

A media launch has been arranged for April 10th 2010 at Southern Counties Shooting Ground. Please contact Tom Wenham for further information.

VISAS

Athletes and supporting personnel visiting the UK for the World Cup in Dorset may require a UK Visitor Visa. It is advised that applications are submitted in good time as UK Visas can take time to process. Please see the detailed information below about whom, how and why you may need a UK Visa. This information is produced by the UK Border Agency and they should be contacted if you need further information.

VISITING THE UK FOR SPORT VISA INFORMATION

If you are visiting the UK for a sports event or for business or tourist reasons related to sport, you may require a UK Visitor Visa and should read the information below. If you are coming to the UK to take up an employment offer from a UK employer related to sport, you will not be eligible for a UK Visitor Visa. Instead you should apply under the UK's Points Based System and be invited by a UK registered sponsor to come to the UK – see <http://www.ukvisas.gov.uk/en/doineedvisa>.

Do I need a visa to visit the UK? Yes, you will need a visa if you hold a valid passport from one of the countries set out on the list at the end of this note. Also see www.ukvisas.gov.uk/en/doineedvisa/visadatvnationals

No, you will not need a visa if you hold a valid passport from a country not on that list (e.g. Australia, Canada, USA, Singapore, Japan, South Korea, etc.) if you are coming to the UK each time as a visitor for **6 months or less**. (But note section 4 below on the requirement for supporting documents to be shown on landing in the UK.)

No, you will not need a visa to come to the UK for any length of time if you hold a valid passport from a country in the European Economic Area (which includes all the European Union countries plus Iceland, Norway and Liechtenstein) or Switzerland.

Note, that the UK is not a member of the Schengen group of countries, so a **Schengen visa** (applicable in other European countries) **will not be valid** for travel to the UK.

Which visa do I need to apply for?

Sports Visitor Visa. You will be able to apply for a Sports Visitor Visa if you are invited by an event organiser in the UK to take part in a one-off sports event or a series of sports events as a competitor. Coaches, officials, event volunteers or support staff accompanying the sportsperson would also qualify. If you are an athlete coming to train in the UK you may also apply for this type of visa, provided you are not

going to stay in the UK for longer than six months. If you are under 18 and applying for a sports visitor visa, you will also need written consent to travel from your parent or guardian in your home country and you will need to show that you have proper travel, reception and care arrangements in place for your stay in the UK. If you apply as an "Accompanied Child", you must travel with the adult named on the visa; if you apply as an "Unaccompanied Child", you may travel alone or with any adult.

Business Visitor Visa. If you are visiting the UK for a business meeting or conference, to sign contracts, undertake site visits, or for fact-finding missions, you should apply for a Business Visitor Visa. If you are a member of the media, you will also be classed as a Business Visitor, provided you are employed or paid by an overseas company and visiting the UK to gather information for an overseas media organisation.

Visitor Visa. If you are coming to visit the UK as a spectator, dependant or spouse/partner of a sports person, guardian to a child under 18, or simply for general tourism, you should apply for a Visitor Visa. (The same rules for visitors under 18 in this category will apply as those in the Sports Visitor Visa category.)

Long-Term Visitor Visa. People with a good history of travel to and from the UK in recent years may wish to apply for a Long-Term Visitor Visa. This visa is valid for 1, 2, 5 or 10 years for multiple entries to the UK, provided that you spend no more than six months in any twelve months in the UK. This could be helpful if you know you will be making several trips to the UK over the next few years. It also means you will only have to give your biometric details the first time you apply for a visa. If you have a Sports or Business Visitor Visa, you may also enter the UK as a tourist. But you may not enter as a sports person or attend business meetings if you have the general Visitor Visa.

How and where do I apply for my visa?

You should apply well in advance of travel (at least two months) to ensure there is sufficient time for your visa to be processed. Details of where to apply can be found at www.ukvisas.gov.uk/en/howtoapply/wheretosapply. In some countries you must apply online: see www.visa4uk.fco.gov.uk/ApplyNow.aspx.

You may also be able to make an appointment during this online process to submit your printed and signed form in person at your nearest Visa Application Centre (VAC) or at a British mission (Embassy/Consulate-General etc) overseas. If your country does not have the online application facility, you will need to complete a Visa Application Form - see www.ukvisas.gov.uk/en/howtoapply/vafs/.

This also needs to be signed and presented in person at a VAC. You will have to provide **biometric data (10-digit finger scans and a digital photograph) by attending in person** at a VAC or British mission each time you apply for a visa. The same process will apply for visa applications to all EU countries by 2012.

What documents do I need to support my entry to the UK?

If you are not an EEA or Swiss national, you will need to provide documentary evidence to the Immigration Officer on landing at a UK port or airport of the reason for your visit to the UK – e.g. the invitation from the sporting organisation.

You may also be asked for evidence that you can support yourself financially and accommodate yourself while in the UK, do not intend to base yourself in the UK and will leave the UK at the end of your visit.

If you need a visa to visit the UK, you will also have to include supporting documents with your visa application.

As an applicant for a Sports Visitor Visa, you will have to provide evidence of previous sports participation that resulted in your selection for the event in the UK, a contract of employment or letter from an employer saying you can return to your job and an original invitation letter from the sports federation inviting you to the UK.

A full list of supporting documents is set out at the end of the Visa Application Form.

How much will my visa cost and how long will it last?

All the visitor visas listed above are generally valid for six months with multiple entries to the UK during that time. They cost **£65** (correct to 31 March 2009). The Long-Term Visitor visas are **£205** (correct to 31 March 2009).

Where do I get more information?

More detailed information on how and where to apply for a UK visa can be found on the UK Border Agency's Visa Services website: www.ukvisas.gov.uk, or at your nearest VAC or British mission. *Please note that: (a) special rules will apply for accredited participants in the 2012 Olympic and Paralympic Games, and (b) you may also need a visa to transit the UK on your way to other countries.*

Countries whose nationals need a visa to come to the UK

Afghanistan	Comoros	Indonesia	Mongolia	Sudan
Albania	Congo, Democratic Republic of	Iran	Montenegro	Surinam
Algeria	Congo, Republic of	Iraq	Morocco	Syria
Angola	Cuba	Ivory Coast	Mozambique	Taiwan
Armenia	Cyprus, northern part of	Jamaica	Nepal	Tajikistan
Azerbaijan	Djibouti	Jordan	Niger	Tanzania
Bahrain	Dominican Republic	Kazakhstan	Nigeria	Thailand
Bangladesh	Ecuador	Kenya	Oman	Togo
Belarus	Egypt	Korea (Dem. People's Rep)	Pakistan	Tunisia
Benin	Equatorial Guinea	Kosovo	Peru	Turkey
Bhutan	Eritrea	Kuwait	Palestinian Authority	Turkmenistan
Bosnia-Herzegovina	Ethiopia	Kyrgyzstan	Philippines	Uganda
Burkina Faso	Fiji	Laos	Qatar	Ukraine
Burma (Myanmar)	Gabon	Lebanon	Russia	United Arab Emirates
Burundi	Gambia	Liberia	Rwanda	Uzbekistan
Cambodia	Georgia	Libya	Sao Tome & Principe	Vatican City
Cameroon	Ghana	Macedonia	Saudi Arabia	Vietnam
Cape Verde	Guinea	Madagascar	Senegal	Yemen
Central African Republic	Guinea Bissau	Malawi	Serbia	Zambia
Chad	Guyana	Mali	Sierra Leone	Zimbabwe
China, People's Rep.of	Haiti	Mauritania	Somalia	
Colombia	India	Moldova	Sri Lanka	

ATTENTION: The Organizing Committee of the 2010 World Cup is able to provide Invitation Letters to support Visa applications; however, invitations will only be issued for the period of the World Cup.

GUN/FIREARMS LICENSES

If you are resident overseas you will need to apply for either a Visitor's Shotgun Permit (Section 2 firearms, shotguns as defined in UK law*) or a Visitor's Firearms Permit (Section 2 Firearms, i.e., rifles and 5 or 10 shot shotguns etc) when visiting Great Britain. Grant of the permit will allow import and use of the listed firearms and/or the acquisition of approved firearms for use and export. The CPSA will act as the overseas visitors Sponsor for the purposes of making the application. It is an offence for any persons to knowingly or recklessly make a false statement for the purpose of procuring the grant of a permit.

*Firearms to which Section 2 applies are shotguns including any smooth bore gun with a barrel length of not less than 60.96 cm (24 inches) and a bore of not more than 5.08 cm (2 inches) and has a non-detachable magazine holding not more than two cartridges. Shotguns and any other weapons that do not fall within this description are Section 1 firearms.

IMPORTANT: PLEASE ALLOW 30 DAYS FOR APPLICATIONS TO BE PROCESSED.

The preferred way to apply for a temporary license is to click on the link below to access the application form: <http://www.cpsa.co.uk/application-for-visitor-s-shot-gun-permit>

Alternatively complete the attached application form and return it as instructed on the form.



The cost of a temporary licence is £25.00 with two options for the return of documentation:

- Signed International Mail at a cost of £5.00
- International Courier at a cost of £40.00

It is recommended that all delegations carry a list of all firearms and ammunition with them whilst visiting the UK. This can be presented to Customs Officials and or the Police upon request together with your Invitation (if applicable) and temporary Licence.

YOUR ARRIVAL INTO THE UNITED KINGDOM

To import a gun into the UK you must have a valid British Visitors Permit (BVP) for the correct category of gun you wish to import (see above).

The Organisers on the Shotgun World Cup 2010 have designated London Heathrow Airport as the Official Port of Entry. We therefore encourage you, wherever possible, to arrange your arrival and departure to/from London Heathrow Airport. This doesn't mean you have to arrive into London Heathrow but be advised that teams arriving at other ports of entry will incur additional transport costs for the extended transfers to Dorset as well as potential Customs delays.

The official arrival day is May 11th 2010 and the official departure day is May 20th 2010. Airport transfers will operate from and to the airport and will operate to ensure that all competitors and officials are met at the airport and transferred to their hotel of choice. **A stop will be made at the Competition Venue for guns to be placed into the armoury.**

When you arrive in the baggage reclaim hall listen for your name to be called and follow the instructions given over the public address system. Under normal practice you will be met by a member of staff from the airline you travelled with, who will have your gun, and who will escort you to the RED Customs Channel where a Customs Officer will check your gun and paperwork. Ensure you have collected all of your bags from the baggage carousel before proceeding through the Red customs channel. In the event that a Customs Officer isn't visible when you arrive in the Red Channel use the red telephone clearly marked to ask for assistance. Assuming everything is OK you will then continue to the arrivals hall where you will be met by a member of our meet and greet team. The person or persons meeting you will be clearly identifiable and will be holding a sign with your name and or country written on it. **Transfers from London Heathrow Airport to Weymouth will take approximately 3 hours.**

Transfers from other airports, ferry ports or rail terminals can be arranged and for your information the nearest airport to the Competition Venue is Bournemouth with Southampton nearby too. Exeter and Bristol are also nearby options. London Gatwick and London Stansted airports are other options but be advised that they are a far greater distance from the competition venue and additional charges will be levied to arrange transfers from all ports other than London Heathrow Airport.

A transport levy of £25.00 per person has been agreed and approved by the ISSF and is payable as below.

OTHER INFORMATION

Local Transport. Daily transport to and from the competition venue will be provided. A timetable will be produced in accordance with the competition schedule and will be published via the official event website in due course. Copies will be available when you arrive and at all of the hotels for your information.

Doping Control. The Organising Committee will carry out doping controls in accordance with the current ISSF Doping Regulations. Testing will be conducted immediately after each Final is completed. Teams Officials must supply information regarding any medication taken by a shooter **BEFORE** the competition.

Trade Exhibitors. The Organisers have arranged for a comprehensive gun repair service to be available during the World Cup. In addition many more trade exhibitors will be present with a range of goods and services on offer.

Ceremonies. All award ceremonies will take place for each event immediately after completion of doping control after each final. An informal Opening Ceremony will be held on the 12th May. A Closing Ceremony and Party will be held on the 19th May. A charge of £10.00 per person is payable for the Closing Party.

Weather Information. The weather in the South of England during May is usually warm and pleasant, however this is England and rain may feature during the World Cup! For more detailed weather information please visit: http://www.metoffice.gov.uk/weather/uk/sw/dorchester_forecast_weather.html

FEES

Please include your federation's name and contact number on this sheet before sending it to us.

Federation Name: _____ Contact: _____ Phone: _____

Entry Fees

Type	Number of Persons/Teams		Number of Events		Cost (€)		Total (€)
Per Shooter, per event		X		X	€170.00	=	€
Per Team		X		X	€50.00	=	€
Per Official		X	1	X	€50.00	=	€
Late Entry/s		X		X	€50.00	=	€
TOTAL ENTRY FEES					TOTAL (A)	=	€

Training Rounds

Type	Number of Rounds		Cost (€)		Total (€)
Skeet (25 targets)		X	€7.00	=	€
Trap (25 targets)		X	€7.00	=	€
Double Trap (50)		X	€14.00	=	€
Total Fees (B)					= €

NOTE: Training may be limited depending on the number of entries on official training days.

Transport Levy

Levy	Number of Pax		Cost per Person (£)		Total (£)
Transport		X	£25.00	=	
Total (C)					=

Closing Party

Type	Number of Pax		Cost per Person (£)		Total (£)
Closing Party		X	£10.00	=	
Total (D)					=

Hotels

Hotel/s Name:							
Single Rooms:							
No. Of People		X No. Of Nights		X Rate	£	=	£
Double Rooms:							
No. Of People		X No. Of Nights		X Rate	£	=	£
Twin Rooms:							
No. Of People		X No. Of Nights		X Rate	£	=	£
						Total (E)	£

Totals

Description	Total	Total Euros €	Total GBP £	
Entry Fees	A			
Training Rounds	B			
Transport Levy	C			
Closing Party	D			
Hotels	E			
	Total Payable	€	£	

Notes:

Please note that where applicable all prices include VAT at the prevailing rate.

*Separate invoices will be sent for Entry Fees and Accommodation etc – this enables us to collect the entry fees in Euro's and the Accommodation and transport levy etc in GBP. Bank details and other payment option information will be included on invoices.

Sportworks Group Limited, on behalf of the Organising Committee of the 2010 World Cup is collecting all fees, including Entry Fees. No payments are to be sent to the ISSF or the Organising Committee directly. Everything must be sent to Sportworks as instructed on your invoices.

SUMMARY OF DEADLINES

Deadline	Form	Annex	Return to
11 th January 2010	Preliminary Entry	Annex 1	OC
30 th January 2010	Shotgun Licence Form	Annex 8	CPSA
11 th February 2010	Preliminary Hotel	Annex 2	OC
11 th February 2010	Visa Support	Annex 7	OC
11 th March 2010	Final Hotel Reservations	Annex 5	OC
11 th March 2010	Media Accreditation	Annex 9	OC
11 th April 2010	Rooming List	Annex 6	OC
11 th April 2010	Final Travel Form	Annex 4	OC
11 th April 2010	Final Entries - World Cup	Annex 3.2	ISSF
11 th April 2010	Final Entries - Officials	Annex 3.3	ISSF

PAYMENT POLICY & RELATED INFORMATION

***Separate invoices will be sent for Entry Fees and Accommodation etc** – this enables us to collect the entry fees in Euro's and the Accommodation and transport levy etc in GBP.

The **total amount payable** is required to confirm your entry and accommodation reservations.

In the event of cancellation though, receipt of your completed booking form will be taken as confirmation of your booking. All bookings must be confirmed and paid for by 11th March 2010. Accommodation cannot be guaranteed after this date. **All balance payments are due by the 11th March 2010.** Accommodation cannot be guaranteed, nor at the above quoted rates beyond this deadline.

An invoice for the full amount due will be issued following receipt of your booking form, it will show the deposit due and payment details and options and the balance due, and when it is due by. All monies due must be paid in accordance with this policy. The Federation or Individual concerned must pay any and all Bank charges incurred.

Our preferred currency for payment is GBP. However, payment can be made in Euros, Swiss Francs and USD. If you choose to pay your fees in any other currency than GBP then Foreign Exchange rates will be available on request, as will alternative banking details.

Cancellation Policy

Notification on or prior to the 11 th March 2010	50% refund of total accommodation cost. Entry Fees are not refundable.
From 12th March 2010	No refunds available.
Note: Any and all damage caused to hotel property or facilities is the responsibility of individuals and or teams and must be paid for in full prior to departure.	

Payment Methods

Detailed payment information will be included with the invoice that will be sent upon receipt of your entry and booking forms.

We accept payment by bank transfer (detailed bank details will be included on your invoice) and all major credit cards. A 4.0% surcharge will be applied to your total booking cost should you choose to pay by VISA or MasterCard. We do not accept Diners Club or Amex.

Payment will not be accepted upon arrival in the United Kingdom. If you arrive in Dorset without having paid your entry, and accommodation fees you will be excluded from the competition.

Note: Bank transfer fees are the responsibility of the sender.

ACCOMMODATION OPTIONS

We have contracted a range of accommodation options available for you ranging from Self-catering apartments right through to prestigious 5* boutique hotels. There should be accommodation available to suit all tastes and budgets. To remind you, in order that you have access to the airport transfers and daily transport shuttle service accommodation should be booked through Sportworks. If you chose to arrange your own accommodation you will be charged a premium rate for access to the daily shuttle service and airport transfers.

Some teams have recently tried to book accommodation in preparation for their teams entry. Please be advised that we have secured a wide range of accommodation that will satisfy all expectations and budgets. Be assured that we have worked hard to ensure that we have the best of accommodation, across a range of prices, available in the area.

If you book accommodation without our help you may be very disappointed. Weymouth and the surrounding area have many hotels but many of them cater for a very specific holiday market, with many having no official star rating, and will not suit athletes competing on the elite stage.

To guarantee the best options available please see the information below.

Hotel Options and Rates

HOTEL	Category	Price Single Room per night (£)	Price Double/Twin room per person, per night. (£)	Suite/s per person per night (£)
Summer Lodge Hotel & Spa (prices from)	5*	345.00	210.00	325.00
Acorn Inn (prices from)	4*	160.00	105.00	230.00
Portland Heights Hotel	3*	125.00	85.00	n/a
Premier Inn Hotel	3*	90.00	57.50	n/a
Rembrandt Hotel	3*	102.00	75.00	n/a
Express by Holiday Inn	3*	105.00	65.00	n/a
SELF CATERING		Prices from, per person, per night		
Ocean Views (Self Catering)	5*	50.00	50.00	n/a

For your information: Summer Lodge and Acorn Inn can be booked on an exclusive basis for the duration of the event.

PLEASE NOTE: ACCOMMODATION IS SOLD ON A FIRST COME FIRST SERVED BASIS

Triple and Quad occupancy are available in the Premier Inn, Triple options are also available at Portland Heights. Please contact us for prices for these rooms. We also have access to a number of multi occupancy options that are available – you will need to contact us directly for these and they are only available on a first come first served basis.

IF YOU WOULD LIKE US TO HELP SOURCE ALTERNATIVE OPTIONS FOR YOU THEN PLEASE DO LET US KNOW – WE ARE HERE TO HELP YOU AND YOUR TEAM.

Summer Lodge Hotel and Spa



Summer Lodge Hotel and Spa is an exquisite property with just 24 bedrooms. Summer Lodge feels like a home from home because that's what it was built for. With four acres of landscaped gardens, a croquet lawn, a heated indoor pool, and a health spa, Summer Lodge becomes your own private world – a secluded escape from the pressures of everyday life. This is a tranquil Wessex haven full of courtesy, charm, character, calm, and cuisine.

10 minutes drive from the shooting venue

Acorn Inn



This quality 16th Century coaching inn retains all of its charm, and character of 400 years exudes from the beamed bars and log fires that greet guests on arrival. Nestling among the rolling hills in an area of outstanding beauty and close to the British Heritage Coastline, you have the perfect base. The ten en suite bedrooms are individually decorated and have their own style and character, each taking a name from Thomas Hardy's "Tess of the d'Urbervilles". Only the best fresh local ingredients are used to produce excellent meals, in either of the bars or the restaurant. The two oak-panelled bars offer real ales, as well as a comprehensive wine list. Acorn Inn is a two-minute walk from the Summer Lodge Hotel and Spa.

10 minutes drive from the shooting venue

Portland Heights Hotel



The Heights Hotel is set at the heart of the World Heritage Coastline on the summit of the Isle of Portland, offering stunning views over Chesil Beach, Weymouth, Lyme Bay and Portland Harbour which will host the 2012 Olympic sailing events. The hotel has 65 en suite bedrooms in a range of classic, deluxe and poolside options and is attached to its own leisure centre complete with gymnasium, sauna, steam room and heated outdoor pool.

Up to 1 hour drive from the shooting venue

Premier Inn Hotel



Part of the recognised Premier Inn chain, Weymouth's edition of the hotel includes everything you'd expect from incredibly comfy beds in every room to onsite restaurant. The hotel is positioned conveniently only 5 minutes drive from Weymouth ferry Port and adjacent to Weymouth's beach front.

Up to 40 minutes drive from the shooting venue

Rembrandt Hotel



The Hotel Rembrandt Weymouth is the perfect place to stay on the beautiful and historic Dorset World Heritage Coast. With our 76 en suite rooms, famous Gallery Restaurant & Bar and newly refurbished, state of the art Leisure Club; The Hotel Rembrandt has everything needed for the perfect stay in Weymouth and Portland.

Up to 40 minutes drive from the shooting venue

Express by Holiday Inn



Express by Holiday Inn is located on the beautiful South Coast of Dorset, within a 5 minute drive of breath taking, golden beaches at the famous Sandbanks. As with all Express by Holiday Inn hotels guests can expect spacious rooms, complimentary breakfasts and excellent service.

Up to 1 hour drive from the shooting venue

Ocean Views



Ocean Views is a new luxury seafront apartment development on the Isle of Portland in Dorset. An oasis of peace and tranquillity in a location guaranteed to inspire the Ocean Views apartments offer panoramic sea views, wooden decked balconies and a state-of-the-art health and fitness centre.

Up to 1 hour drive from the shooting venue

What You Get For Your Money

- Accommodation on bed and breakfast basis plus use of facilities at your hotel of choice (some supplements may apply).
- Transport to and from London Heathrow Airport will be available on the 11th and 20th May 2010. For transfers on other days, please contact Sportworks, and they will provide you with a price for this (please contact Stephen). A mandatory levy is payable for arrival and departure transfers and this is shown on the booking forms below.
- Daily transport to and from the competition venue.
- Dedicated Onsite liaison to coordinate accommodation and transport and to provide ongoing support throughout your stay.
- A welcome pack to include discount vouchers for local restaurants and visitor attractions.
- VAT, and Taxes included where applicable.

Please Note: accommodation will be allocated on a first come first served basis.

DIETARY REQUIREMENTS

If any member of the team has any special dietary requirements, please use the space below to let us know. Include their name along with details of their requirements.

OTHER INFORMATION

Please use this space to provide information relating to any other special requirements or anything else you think we should know that will help us ensure that your stay in Dorset is as enjoyable as possible.

TRANSPORT FORMS

We are able to arrange flights from any departure point in the world. If you would like us to arrange your travel for you contact Stephen Minto at Stephen@sportworksuk.com for a no obligation quote.

If you are travelling by car or any other means, then please let us know. This information should be provided in the 'Other Information' space provided. Transport can be arranged from/to rail stations and other airports but supplements will apply. Ask for details. **All Hotel Bookings, Fees and Transport Forms to be sent to:**

Mr. Stephen Minto
Sportworks Group Limited

Telephone: +44 (0) 1629 706579
Fax: +44 (0) 1629 734893

Email: stephen@sportworksuk.com



