

**USAIGC/IAIGC COMPETITION DIRECTORS,  
RE: SANCTIONED COMPETITION POLICIES AND PROCEDURES**

***YOU HAVE SANCTIONED A USAIGC/IAIGC COMPETITION. PLEASE READ THIS ENTIRE PAGE CAREFULLY.***

**Athlete download instructions is the same as it was last year:**

1. Go to  
[www.usaigc.com/meet\\_directors.cfm](http://www.usaigc.com/meet_directors.cfm) <[http://www.usaigc.com/meet\\_directors.cfm](http://www.usaigc.com/meet_directors.cfm)>
2. Enter the password: **iL8sWQPT!**
3. Select state
4. Click on the link "Click here to download the athlete report" and download the file.
5. Open the file in Excel and save file as XLS format.

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**1. USAIGC/IAIGC SANCTIONS ARE FREE for our Club Members in Good Standing.** Membership Clubs with **ten or more** gymnasts may sanction a Competition. Competitions with less than 10 registered athletes are NOT Sanctioned Competitions. Therefore, NO QUALIFICATION SCORE WILL COUNT and the Competition cannot be one of the three required Competitions needed.  
[http://usaigc.com/sanction\\_form.cfm](http://usaigc.com/sanction_form.cfm)

2, Host Clubs and Competition Directors are **legally bound** to conduct their Competition by adhering to our Association's Rules & Policies posted on our website and written in our Rules and Policy Book. By accepting a sanction the Competition Director/Host Club acknowledges to our Membership that their competition facility and equipment meet all safety standards set-forth by the Gymnastic Community.

**Competition Director & Host Club Responsibilities:**

1. CONFIRM each Clubs registration is current and the Club has the 100% designation posted with their Club on our Club Directory Page. **Without either of these two requirements you cannot accept a Club entry.** Allowing a Club "not in good standing" will terminate the Sanction and ALL Scores.
2. **Check that EVERY Athlete is registered** with an active IGC number. NO athlete may compete in a Sanctioned Competition who is not an Association Member.

**WEBSITE COMPETITION CALENDAR DISPLAYS:**

1. **ALL Sanctioned Competitions and Events are posted.**
2. **CLICK ON:** Competition Title, a drop down box appears with competition information and a GPS map for directions to the competition.
- c. To view scores click on **Scores.**

**Conclusion of Competition:** Competition Directors have **5 days** to forward to the USAIGC Office: the following

- a. Scores (pdf file) for posting
- b. Educational Fees\*.

**c. Officials Verification Form: Full Name of each Official printed along with Officials signature and Identification Number (posted on Officials Page/Judging Pool)**  
**A Sanctioned Competition that fails to complete A,B or C above will be deleted on the 6<sup>th</sup> day 5 day after the competition.**

#### **\*Educational Fees**

- a. In House Competitions (held in the Club), \$4.00 per gymnast for competitions with more than 25 gymnasts or 100 individual event routines.
- b. Competitions with no more than two teams and 25 gymnasts will not pay an Educational.
- b. Outside Facility: \$3.00 per gymnast.
- c. State/Regional Championships: \$3.00 per gymnast

#### **HIRING USAIGC OFFICIALS**

- a. ONLY Officials posted on our Officials Page/Judging Pool may judge a USAIGC/IAIGC Sanctioned Competition.
- b. Competition Directors are not REQUIRED to use any Association to hire officials. **NEW YORK STATE SOUTH** Assignor is our Technical Director [M143BNY@aol.com](mailto:M143BNY@aol.com)
- c. **The USAIGC/IAIGC has its own Judging contract** and insurance for our officials. The USAIGC recognizes the NAWGJ as the Official's Organization.

#### **REQUIREMENTS TO JUDGE**

- a. Officials must be **optionally rated** with a **minimum** of a current **OPTIONAL rating appropriate** for the USAIGC/IAIGC Competitive levels they are judging. Minimum Level 8 rating Cooper - Gold.  
Level 10 rating: Platinum & Premier.
- b. MUST FULLY understand the USAIGC/IAIGC Rules & Policies.
- c. Officials Dress: any professional combination of red, white & navy blue (posted on website/officials page).  
**IF a Non-USAIGC/IAIGC Official** (an Official whose name is not posted to our judging pool) judges a sanctioned USAIGC competition the Host Club will be barred from sanctioning a competition for the remainder of the current Competitive Season and the following year.

#### **PRIOR TO Hiring OFFICIALS: FOR STATE & REGIONAL CHAMPIONSHIPS.**

The Competition Director/Host Club must send the names of the Officials that are being **requested** to judge to our Technical Director Mary Bakke **before they can be hired**. Official Requests are needed 30 Days in advance for approval.

E-Mail: [M143BNY@aol.com](mailto:M143BNY@aol.com)

A Request Form will be emailed to those Competition Directors.

### **Conclusion of Sanctioned Competition:**

Competition Directors send to USAIGC Office:

(a). **Officials' Verification Form** listing the name, signature and rating and Officials IGC# of ALL Officials judging their Sanctioned Competition.

(b). Educational Fees

(c). Scores in a PDF file to post to our competition page

### **OFFICIAL'S COMPENSATION PACKAGE**

One Judge Panel **\$135.00** per session

Two Judge Panel **\$110.00** per session

**Overtime Compensation:** Sanctioned Competitions exceeding three-hours, (with a 10 minute grace period), beginning with **scheduled** march-in, until the last competitor dismounts. Overtime Fee: \$25.00 per official. If the time exceeds 3 hours 40 minutes an additional \$25.00 per official will be paid to each official. Overtime due to an injury, or an unusual circumstance the Meet Director will not be obligated to pay overtime.

**Travel expenses** limited to: tolls, cabs, bus fares, train fares, parking, airfares, room accommodations (when required). ***The USAIGC does not pay mileage or gas.***

**Per Diem:** One session: no meals, two sessions: one meal, three sessions: two meals. If food is not provided: Officials will purchase their meals and present their receipt to the host club/ Meet Director (including 15% tip, when applicable) for reimbursement or no compensation will be made.

Breakfast-Lunch up to \$15.00, Dinner up to \$20.00

USAIGC/IAIGC Competitions and Events must be a **positive experience** for our gymnasts, parents, coaches & officials. This is the **responsibility** of the **Host Club/Meet Director**. Strong organizational planning and execution create successful competitions and events. **Life is not perfect**, things happen, but the Host Club/Meet Director has the responsibility to handle all problems in a professional manner. **There are no real problems, only solutions.** Our USAIGC Members, Gymnasts, Parents, Officials and Spectators must be treated with respect and show respect. If there are any problems, concerns or questions email [paul.spadaro@usaigc.com](mailto:paul.spadaro@usaigc.com)

### **Coaches Responsibilities:**

a. Fill out the entry form and check for accuracy.

b. Your Gymnast's personal conduct on and off the competitive floor.

c. Coach's personal conduct on and off the competitive floor

d. **No Cell phones** or any communication device on the competitive floor. If a Gymnast uses a Cell phone during the competition: her score is void score at the event she just competed on OR scratched from her next event. Coaches must set the example.

d. Gymnasts & Coaches **MUST Remain at the Official's Table** until the Head Judge explains how the event will proceed (warm-up/compete).

e. Gymnasts must stay together when not competing and move as a competitive squad when TOLD/SIGNALLED to move.

f. ONLY competing gymnasts may be on the Competitive Floor. A Team Penalty will be taken (.5) for each gymnast on the competitive floor who is not competing.

g. **Accident Forms** (posted on website) must be filled out at the competition and sent to the USAIGC Office: [paul.spadaro@usaigc.com](mailto:paul.spadaro@usaigc.com)

### **State & Regional Awards**

1. Meet Directors must provide a "Graduating Senior Plaque" for Graduating Seniors WHO WILL NOT attend the World Championship. Plaques MUST be ordered from A-1 Awards so the size, design and wording are identical.

2. Meet Directors must purchase the USAIGC Medals for Individual Events from A-1 Awards. All-Around Awards can be at the Host Clubs discretion including the same medal. A-1 receives the list of all State/Regional Competitions. *The USAIGC does not receive a rebate from ANY sponsor, including A-1.* There is a 14-day minimum ordering period. Payment is by credit card at the time of the order. E-mail orders to: [jami@a-1awards.com](mailto:jami@a-1awards.com) OR call A-1 Awards at: 800-444-9569 ask for Jami. Please tell Jami this is a USAIGC Medal Order.

**Multi-Organization Gymnastic Competitions:** ANY SANCTIONED GYMNASTIC Competition with competitors from different Associations/Organizations MAY NOT be grouped together in the **same competitive session**. One group must finish before another group can begin their competition. There no mixing of Associations gymnasts within a session. Competitions with two or more equipment setups in the same gym but in different areas must keep the Associations separate.

**ADMISSION FEES:** The USAIGC does not set admission fees but sets an example at our World Championship offering reasonable admission, specially priced passes, discounts for children, family pricing.

**ATHLETE ENTRY FEES - The USAIGC** does not set entry fees because every competition is financially different. It's easy to count income but lets not forget expenses. USAIGC/IAIGC competitions provide competitive opportunities for our gymnasts and also bring in income for the Host Club/Parents Group. The USAIGC **requests** Meet Directors to be **sensitive to** entry fees and admission fees. We greatly appreciate Meet Directors/Host Clubs that make their competition experience positive for our gymnasts/parents and create a competition friendly atmosphere.

**TEAM FEES:** are charged **IF** Team Awards are given. This should be stipulated on the entry form.

### **Entry Fee Guidelines:**

**a. One Judge Panels** MUST 25% lower entry fee than entry fees than two judge panel competitions

#### **b. All-Around Entry Fees**

a. Local (in-house): two judge panel up to \$60.00 per gymnast,

**c. State/Regional Championships & Invitational Competitions** in outside facilities must have 2 judge panels: up to \$100.00 per gymnast No State/Regional

Championship can exceed \$100.00.

**d. USAIGC/IAIAC National Invitational\*:** Our Newest International Championship \$95.00 all Competitive Levels

**e. World Championship Entry Fees\*:**

Copper \$125.00, Bronze – Premier, \$130.00 and Rhythmic Gymnasts. \$130.00

**e. Individual Event Fees**

State/Regional Championship: 25% of entry fee per event

### **USAIGC Entry Forms should include**

- a. Host Clubs Name and all contact information.
- b. Competition Site if not in Host Club.
- c. Dates of Competition with all of the pertinent information.
- d. Hotel Information.
- e. Entry Fee, Scratch Date, Awards, Number of Placements, Banners, Competition Equipment, Competition Format, Admission Fees, Competition Levels, USAIGC Age Divisions and anything else that is relevant to the Competition.
- f. Gymnast's Information: Full Name, IGC Number, Competitive Level, DOB, AA and/or Individual Event Specialists\*. \*For Gymnasts competing on two different levels duplicate the gymnasts name for each level.
- g. Deadline Date and whatever else the Host Club requests.

### **Entering a USAIGC/IAIGC Competition**

- a. Mail, Fax or E-Mail a completed entry-form on or before the deadline date.
- b. Host Club must receive Entry Forms and Fees by their deadline date.
- c. Faxed/E-Mailed Entries if accepted become the financial responsibility of the attending club for the number of gymnasts registered **if** gymnasts are not scratched before the scratch date.
- d. Scratches on the competition day are not refundable.

**State/Regional Entry Forms** must include a place to list the 3 sanctioned USAIGC/IAIGC Competitions the Gymnast competed in and the qualification score posted once for each gymnast. Meet Directors can verify scores from our Website on the Competition Calendar Page.

### **Late Entries**

- a. Late Entries: may be charged \$25.00.
- b. Entry Fees not received after the deadline date are considered scratched.
- c. Faxed/E-Mail Entry Fees must be received by the host Clubs 72 hours after the Host Club receives the Faxed or Emailed entry forms.
- d. No refunds will be given after the scratch date posted.

**Competition Requirements:** Session length: maximum 3 hours from scheduled march-in until the last competitor dismounts, barring any injury or unforeseen circumstances

**Traditional Format: Number of Athletes per session:**

**Copper** up to 80 gymnasts per session

**Bronze & Silver** up to 64 gymnasts per session

**Gold** up to 56 gymnasts per session

**Platinum & Premier** up to 48 gymnasts per session

Competition Directors must use the best competition format based on level and number of competitors in their competition. The number of gymnasts per session is not as important as the length of time of the competition session.

PDF FILES FOR:

OFFICIALS VERIFICATION and

REQUEST FOR STATE / REGIONAL OFFICIALS are posted on the  
Competition Page: [http://www.usaigc.com/sanction\\_procedures.cfm](http://www.usaigc.com/sanction_procedures.cfm)