Team Managers Booklet





The team managers meeting will take place at:

Brazil Arco main training center

25 Mar 2024 -10:30 hrs

All team managers are requested to attend this meeting (maximum 2 representatives per country or club). Teams without a team manager are advised to send one of their athletes to the meeting.

Please read this document upon receipt, and bring it with you to the team managers meeting

Version 1.1 – 24 Mar 2024





Welcome words from the LOC

As the President of the Brazilian Archery Federation – BRASILARCO, I sincerely welcome all athletes, officials and all prominent guests who participate in the South American Championship and World Ranking Event here in Maricá – Rio de Janeiro, Brazil.

Maricá is surrounded by majestic beaches. It is the country's principal city when the subject is archery, since many champions were made here. Through conviction and political will, we have taken on the challenge of transforming Maricá into a city where justice, solidarity and acceptance are paramount.

The city has a deeply ingrained culture of service based on the friendliness, respect and warmth of its people. Its local government and institutions are fully committed to the city's development.

Athletes of the world do know that Maricá is also a city where magnificent archery events can be staged. We have already done one South American edition (2019) and a successful International Challenge with pan American countries. Participants from more than 10 countries have enjoyed the experience of shooting in our city. Those who joined us previously will certainly want to come back and be our best ambassadors to advertise our 2024 stage among the rest of the athletes of the world.

Welcome to this amazing city that reinvents itself every day. Our targets look forward to embracing your arrows, just as our hearts are ready to make your visit unforgettably enjoyable.

We hope that all participants will have an attractive time in Maricá and discover hundreds of reasons to visit and endless excuses to come back.

Thank you,

João Luiz Araujo da Cruz

The President of Brazilian Archery Federation - BRASILARCO





Contents

Welcome word from the LOC	- 2 -
Introduction	- 5 -
1.1 Opening	- 5 -
1.2 Introduction of officials (HE)	- 5 -
Contacts	- 6 -
Technical aspects of the competition	-7-
3.1 Number of participants per category	-7-
3.2 Competition programme	-7-
3.3 Practice	-7-
3.4 Equipment inspection	- 8 -
3.5 Rounds	- 8 -
3.6 Appeal procedure	- 9 -
Results	- 10 -
4.1 Timing control system	- 10 -
4.2 Results system	- 10 -
Reminder on Rules	- 11 -
5.1 Dress regulations	- 11 -
5.2 Rules update	- 11 -
5.3 Accreditation cards rules	- 12 -
Logistics	- 14 -
6.1 Transportation	- 14 -
6.2 Meals during the event	- 14 -
6.3 Internet Access and additional hotel charges	- 14 -
6.4 Medical related issues	- 14 -
Protocol, ceremonies, clean sport	- 16 -
7.1 Medal ceremonies	- 16 -
7.2 Mixed zone and press conferences:	- 16 -
7.3 Clean sport	- 16 -





rchery venues	17 -
Qualifications and eliminations	17 -
Finals venue	17 -
eam nomination form	18 -
lixed team nomination form	19 -
ppeal Form	20 -





Introduction

1.1 Opening

- · Brought to order by the World Archery Americas Technical Delegate (TD), Mr. Rubens Terra Neto
- Introduction of the panel, by World Archery TD, Mr. Rubens Terra Neto
- Roll call of all attending nations and clubs (TD)
- Welcome speech, by Organizing Committee, Mr. João Cruz

1.2 Introduction of officials (TD)

- Organizing Committee (OC) members, by the Chairman of LOC Mr. Arão Amaral
- Tournament Judges Commission, by the Chairman of Judges Mr. Leonardo Carrasco
- Director of Shooting, by the Chairman of Judges
- Jury of Appeal, by World Archery Americas TD





Contacts

Organization Management

 João Luiz Araujo da Cruz – President
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Marcelo Melo – Field Manager Erick Leite – Results Manager

Alexandre Vecchio Passerini - Results Verifier

World Archery Americas

Rubens Terra Neto – Technical Delegate +55 61 98402-1916

Tournament Judge Commission

Leonardo CARRASCO (USA) - Tournament Judge Commission Chairman +1 (720) 434-0384

Saúl FLORES (MEX)

Alba SANTOS (ECU)

Marta Eugenia JIMÉNEZ (CRC)

Sabrina RAMLAKHAN (TTO)

Ellen Zwick Ely (BRA)

Director of Shooting

Tiago Louzada (BRA)

National Judges

Andrea Cristina Imaguire Eugênio Monique Gomes Paula Borja Figueiredo Sabrina Arruda

Jury of Appeal

To be announced during the meeting Rubens Terra Neto – Chairman Fernanda Faisal (ESA) Julian Andres Garcia (COL) Victoria Urrea (CHI) Juan Fernando Bonilla (PAN)





Technical aspects of the competition

3.1 Number of participants per category - WRE Open (Updated 24 Mar 2024)

Member Associations: 16

Barebow Under 21 Women

Barebow Under 18 Women

Barebow Under 18 Men

Recurve Men Individual: 31 (1/16) Teams: 5 (1/4) Recurve Women Individual: 25 (1/16) Teams: 4 (1/2) Recurve Under 21 Men Individual: 6 (1/4) Recurve Under 21 Women Individual: 3 (1/2) Recurve Under 18 Men Individual: 7 (1/4) Recurve Under 18 Women Individual: 9 (1/8) Recurve 50+ Men Individual: 6 (1/4) Recurve 50+ Women Individual: 0(-)Compound Men Individual: 29 (1/16) Teams: 4 (1/2) Compound Women Individual: 23 (1/16) Teams: 4 (1/2) Compound Under 21 Men Individual: 4(1/2)Compound Under 21 Women Individual: 1 (-) Compound Under 18 Men Individual: 0(-)Compound Under 18 Women Individual: 0(-)Compound 50+ Men Individual: 4(1/2)Compound 50+ Women Individual: 3 (1/2) Barebow Men Individual: 8 (1/4) Teams: 1 (-) **Barebow Women** Individual: 3 (1/2) Barebow Under 21 Men Individual: 0(-)

Individual:

Individual:

Individual:

MIXED Teams RECURVE: 7 (1/4)
MIXED Teams COMPOUND: 6 (1/4)
MIXED Teams RECURVE U18: 1 (-)
MIXED Teams COMPOUND U21: 1 (-)

0 (-)

0 (-)

0 (-)





3.2 Number of participants per category – South America Championship (Updated 16 Mar 2024)

Member Associations: 8

Recurve Men	Individual:	17 (1/16)	Teams:	4 (1/2)
Recurve Women	Individual:	16 (1/8)	Teams:	4 (1/2)
Recurve Under 21 Men	Individual:	0 (-)		
Recurve Under 21 Women	Individual:	0 (-)		
Recurve Under 18 Men	Individual:	1 (-)		
Recurve Under 18 Women	Individual:	0 (-)		
Recurve 50+ Men	Individual:	2 (-)		
Recurve 50+ Women	Individual:	0 (-)		
Compound Men	Individual:	12 (1/8)	Teams:	3 (1/2)
Compound Women	Individual:	11 (1/8)	Teams:	3 (1/2)
Compound Under 21 Men	Individual:	1 (-)		
Compound Under 21 Women	Individual:	1 (-)		
Compound Under 18 Men	Individual:	0 (-)		
Compound Under 18 Women	Individual:	0 (-)		
Compound 50+ Men	Individual:	0 (-)		
Compound 50+ Women	Individual:	1 (-)		
Barebow Men	Individual:	4 (1/2)		
Barebow Women	Individual:	2 (-)		
Barebow Under 21 Men	Individual:	0 (-)		
Barebow Under 21 Women	Individual:	0 (-)		
Barebow Under 18 Men	Individual:	0 (-)		
Barebow Under 18 Women	Individual:	0 (-)		

MIXED Teams RECURVE: 5 (1/4)
MIXED Teams COMPOUND: 4 (1/2)
MIXED Teams RECURVE U18: 0 (-)
MIXED Teams COMPOUND U21: 1 (-)

The current version of the schedule, at the moment of writing the team managers booklet is v1.0(17 mar 2024, 02:26 UTC).

Please frequently refer to https://info.ianseo.net/?tourid=687 for latest updates of the schedule, as changes may occur during the week.





3.3 Practice and Warm up

The nonofficial practice will occur in Field of Play.

There will be two practice session separate as informed in schedule.

The start list will be published before the start of official practice, so archers can practice on their assigned targets.

Official Practice (3 hours) shooting ABC, but only two archers (we will not have archers allocated to C position) in the both sessions.

A training range will be made available by the organizers until 29 Mar 2024.

Qualification round practice

- 3 ends of 3 minutes practice on the Field of Play for qualification to immediately follow once the field is reset.
- Non-competing athletes can use the practice field (training range).
- Transportation is available for athletes between the qualification field, training range and official event hotels. Schedule will be displayed in the official event hotel lobbies.





3.4 Equipment inspection

The equipment inspection will be done by Countries/Teams during official practice. The Country/Teams may proceed to the equipment inspection area together when called to get their equipment revised.

The equipment inspection will not be limited to only the official practice, judges can, at any time during the competition, require inspecting an athlete's bow.

If an equipment is found to be not compliant with World Archery rules, the athlete will need to fix the issue immediately, or will be removed from the competition.

- All teams are to wear their team uniform with their name and have their valid accreditation during official practice
- Spare equipment must also be brought for inspection.
- Team managers are to check the details of their athletes such as, name, date of birth is correct beforehand.
- Inform the Judge if details are not correct and the Judge will inform Competition Results Team. Instructions to use the tablet scoring system will be carried out if requested.

Athlete (back) Numbers

Athlete numbers will be issued on the day of the qualification round (with the score cards) during practice.

Athlete numbers must be worn on the quiver or high, facing the waiting line while shooting.

The Environment

Team managers, please instruct your team members to use the litter bins located on the competition, practice ranges and common areas at all times.

Water

Coolers will be distributed through the event area for hydration in water cups of 200 ml each.

Please use the trash bins provided and clear the area you have used on the FOP before leaving.

Non-Smoking

This is a non-smoking event.

Smoking is forbidden inside public buildings and all competition and training areas. This also includes electronic cigarettes, refer to book 3, Art.12.8.

3.5 Rounds

Target faces will **NOT** be changed after practice arrows. During a session, they will be changed only if the judges require it. Please instruct your athletes to mark all arrow holes during practice and competition.

The sessions will start on time, when there are no practice arrows scheduled on the competition venue, the matches will start as soon as the field is ready. Athletes should be alert and prepared for their matches to start earlier than scheduled.

In case of a bye, athletes may be allowed to shoot on their own target, provided the competition schedule allows. If the competition schedule allows, no score will be recorded or displayed and athletes shooting their bye must respect the DOS timing and signals of the competition. Recurve and Barebow athletes are permitted to shoot 3 sets of practice and compound athletes are permitted to shoot 5 ends of practice for their bye.

3.6 Appeal procedure

- An Appeal form is attached to this document.
- In case of an intent to appeal or an actual appeal, the times indicated on the Appeal form must be considered.





- Appeal forms should be given to the Chairman of the Tournament Judge Commission or to their deputy.
- A fee of 50 USD must be paid to the Chairman of the Tournament Judge Commission, for the appeal to be valid.
- If the appeal is upheld by the Jury of Appeal, the fee will be returned. In the case of the appeal being rejected, the fee will not be returned.





Results

4.1 Timing control system

World Archery timing equipment will be used for timing and scoreboards on preliminary rounds and finals.

4.2 Results system

- Qualification Round scoring will be completed by athletes. One athlete records, on the official paper based score sheet, the scores of all other athletes on that target. At the same time, another athlete, on that same target, will enter all the scores of the athletes on that target into the scoring tablet. The line will be AB.
- Scorecards MUST be signed by both the athlete and the scorer, have all the totals mathematically correct with the 10s+Xs and X count fully completed. Any scorecards where the 10s+Xs and X count are not completed a "0" will be given for the total of 10s+Xs and X count for that athlete. Any score cards not signed or the score total is missing will result in disqualification.
- Elimination Round scoring will be completed by athletes. One athlete/team records the arrow values of both athletes/teams on the paper score sheet. While at the same time, the other athlete/team inputs the arrow values into the scoring tablet. Both athletes/teams should verify that all scores are written and entered correctly before returning back to the shooting line.
- At the end of the match, the scorecard must be fully completed and signed by the athletes (or agent/judge in the case of finals) involved in the match.
- Scoring tablets will be used during the Qualification and Elimination Rounds, but not in the Finals. Mr. Erick LEITE is responsible for the results of the event.
- IMPORTANT NOTE: There will be internet access in the official hotels and the venues. Because of this we will not distribute any printed results and information.





Reminder on Rules

5.1 Dress regulations

- Athletes, officials and staff should wear the appropriate clothing having the correct appearance when on the field during competition. Open-toed shoes or camouflage clothing, accessories or archery equipment are not permitted.
- Athletes, team officials and technicians should wear their team uniforms and sports shoes having the same appearance as per the division, following World Archery rules.
- During finals with TV coverage, undershirts, compression shirts or sleeves may be used on condition that they match the team uniform colors or are white. Under shirts and sleeve may include design, names or markings but the predominant color should be white or the color of the uniform.
- We would like to remind all teams that athlete names and country names or codes are mandatory on the back of their national team uniform shirts when participating in World Archery events

5.2 Rules update

The current World Archery Constitution and Rules is to be applied for this event (version 2024-03-15)

Time to shoot an arrow:

13.4.1 The total time allowed to shoot an end shall be determined by the total number of arrows to shoot in an end, where:

13.4.1.1 For World Ranking Events:

- 20 seconds per arrow is the time allowed for individual alternate shooting, and for all team and mixed team rounds including shoot-offs;
- 30 seconds per arrow is the time allowed for individual shooting during qualifications, Olympic round and Compound rounds where alternate shooting does not apply, including shoot-offs.

Equipment Failure:

12.2.3. No extra time shall be allowed for equipment failure or the treatment of medical problems, but the athlete concerned may leave the shooting line to resolve the issue and return to shoot any remaining arrow(s) if the time limit permits. In the Team Event other member(s) of the team may shoot in the meantime.

5.3 Accreditation cards rules

Rule Book 2 - 3.8 Accreditation

- 3.8.1.1. Proof of accreditation shall be carried at all times on the competition area and shall be shown on request of appropriate officials.
- 3.8.1.2. Only holders of appropriate accreditation shall be allowed onto the relevant parts of the competition area.





Accreditation card:

Athletes and team officials, registered in WAREOS, will be issued a accreditation and lanyard. Please ensure all details are correctly entered in WAREOS.

Accreditation will consist of, full name, role, category/bow discipline, country of representation and access privileges.

There is a QR code on all accreditations that will be scanned to enter and exit the competition areas. Only athletes scheduled to compete at certain stages of the event are permitted on the Field of Play, together with one coach/official.

Lost/Damage/Replacement costs:

For those persons that unfortunately forget to bring, damage or lose their accreditation, can purchase another accreditation from accreditation area at the event for the cost of 30 USD or local currency will be accepted, at a rate to be displayed on site.

Upgrade card

Upgrade cards are available for those teams that do not have a coach or team manager available on their team and wish to have a coach for their athlete/team's match.

An upgrade card can be allocated to another athlete or accredited person to perform the role of coach for a specific athlete at that particular event.

Upgrade cards (serial numbered) are individually allocated/valid to an individual person for a particular event athlete/team. As soon as the athlete/team is out of the competition, the upgrade card is no longer active.

For an upgrade card to be issued, an Accreditation Upgrade Form needs to be completed and signed by the Team Manager, President, or Secretary General of the Member Association of the athlete/team to be coached. This form can be completed in advance in WAREOS or on venue.

Each upgrade cards costs 30 USD or local currency will be accepted, at a rate to be displayed on site.

Upgrade cards will not be available for teams who already reach the maximum number of officials allowed according to World Archery rule (Book 2, Chapter 3, Article 3.7.3.3.). Remember, as stated in the World Archery rules, only 1 accredited team official per athlete is allowed with a maximum of 4 officials if a team has more than 4 athletes competing on the field of play.





Logistics

6.1 Transportation

Daily transportation information and schedules will be placed at the competition field and notice boards at all the official event hotels.

6.2 Meals during the event

Breakfast, Lunch and Dinner will be served at the designated restaurant in the official hotels.

Breakfast in all hotels: 06:30 – 09:00
 Lunch in the Field of Play: 12:00 – 14:00
 Dinners in all hotels 18:00 – 20:00

6.3 Internet Access and additional hotel charges

Internet access will be free of charge in the rooms and lobby of official hotels, there will also be free internet access on venue. All other hotel expenses including laundry and minibar, etc. will be covered by the participants themselves.

6.4 Medical related issues

First Aid services will be available from 23–31 March at the archery venue.

In cases of emergencies in official hotels, please inform the official hospital stated below.

Medical emergency contact and location:

- Hospital Municipal Dr. Ernesto Che Guevara, Rod. Amaral Peixoto, 9 São José de Imbassai, Maricá RJ, 24942-395, (21) 3995-9537
- Hospital Municipal Conde Modesto Leal, Rua Domicio da Gama, 433 Centro, Maricá RJ, 24902-035, (21) 2637-1744

^{*}Times will adjust to the competition schedule as and when required.





Protocol, ceremonies, clean sport

7.1 Medal ceremonies

All athletes involved in the ceremonies are requested to go to the gathering point by the athletes' entrance to the main FoP, equipment can be stored in the staging area until the end of the corresponding victory ceremony.

The U18, U21 e 50+ categories finals will be simultaneous at the elimination day and Award Ceremony will occurs after the official results.

Bronze medal winners are requested to be present at the final venue gathering point of the Award Ceremony, 20 minutes before the ceremonies are due to start.

Medal ceremonies will be conducted immediately after the interview of gold medal winner of each category during the days of the South America Championships finals (please check the competition schedule).

Medal ceremonies for the WRE OPEN four main categories will be conducted immediately after the interview of gold medal winner of Recurve Men category (please check the competition schedule).

Athletes are requested to proceed straight to the mixed zone or the ceremony area.

7.2 Mixed zone and press conferences:

Interviews will take place at the Mixed Zone and athletes will be requested to pass through the mixed zone to speak with the media.

7.3 Clean sport

Anti-doping

Anti-Doping control will follow World Archery rules (World Ranking events).

Athletes should bring their passports and/or accreditation cards to the anti-doping control station if selected for a test.

Alcohol test

Athletes and officials should also be available for alcohol testing during the competition, following World Archery rules.





Archery venues

Qualifications, eliminations and Finals

BRASIL ARCO MAIN TRAINING CENTER

Av Ivone dos Santos Cardoso 340 Itapeba - Maricá/RJ - Brasil



Practice Field







Team nomination form

Country:	
Recurve Women:	
1	
2	
3	athlete NOT in the team:
Recurve Men:	
1	
2	
3	athlete NOT in the team:
Compound Women:	
1	
2	
3	athlete NOT in the team:
Compound Men:	
1	
2	
3	athlete NOT in the team:
Name and signature of Team Manager:	

The results of the 3 highest scoring members of the team, per discipline and gender will automatically be used for the team events. If Team Managers wish to use other athletes of the team, pleased use this form to name the athletes that will be competing in the team event.

Forms to be given to the World Archery head of technology or Chairman of the Judges Commission at least 15 minutes before the start of the team competition.





Mixed team nomination form

Country:
Recurve Mixed team:
L
2
Compound Mixed team:
2
Name and signature of Team Manager:

The results of the highest scoring male and female members of the team will automatically be used for the mixed team event. If Team Managers wish to use other athletes of the team, pleased use this form to name the athletes that will be competing in the mixed team event.

Forms to be given to the World Archery head of technology or Chairman of the Judges Commission at least 15 minutes before the start of the mixed team competition.





Appeal Form

☐ This is an intention of Appeal ☐ This is an appeal form	Appeal Fee
(please tick appropriate box)	• 50 USD
Team Manager of the following country:	
Name of the Team Manager:	
Team (please name country) :	
Individual person (name) :	
Other (please specify) :	
This appeal is against: Description	
of Appeal or Protest:	
believe this action is against the following rules (state article if known):	
Signature: Name in printing:	
Article 3.13.3.1:	
An intention to appeal when it might affect the progression of an athlete from one stage of the competition to the next, shall be expossible the chairperson of the Tournament Judge Commission within five minutes of the end of the relevant round or match, whicheve match play rounds, the notice of intent to file an appeal shall be given within five minutes of the end of the match, or prior to the start is first.	r applies. During the Finals of
Article 3.13.8:	
ury decisions shall be minuted and reported to the appellant, the chairperson of the Tournament Judge Commission and the organize next stage of the competition or before the awarding of prizes.	rs before the beginning of the
Article 3.13.4:	
Amount paid is reviewed and determined by the World Archery Executive Board on an annual basis.	
Received on:/ by	
Chairperson of the Tournament Judge Commission	
Signature: Name in printing:	



	1	2	3	Set Total	Running Total	Sat	Po	inte	Tot
				Set Total	numing rotal	36		iiito	101
1	10	9	10	29	29	2	1	0	2
2	10	9	9	28	57	2	1	0	2
3	10	10	9	29	86	2	1	0	4
4	9	10	10	29	115	2	1	0	6
5						2	1	0	
3.3		1					Т	otal	6
s.o.		Closest to th	ne center					,	
Archer	Sims	thec							
Scorer	Sia	pue natur	e						

Athlete:			Rank
Country:			45
Category:	Recurve	Target 002	15

	Winn	ner		Gold					
	1	2	3	Set Total	Running Total	Set	t Po	ints	Tot
1	10	9	9	28	28	2	1	0	0
2	10	10	9	29	57	2	1	0	2
3	9	10	9	28	85	2	1	0	2
4	9	9	10	28	113	2	1	0	2
5						2	1	0	
S.O.							To	otal	2
		Closest to th	ne center						
Archer	Su	guatu Luc	re						
Scorer	Six	a flice							

Judge Annotati

1/1

Athlete:			Rank
Country:			25
Category:	Compound .	Target 001	25

	Win	ner		Gold						
	1	2	3	Sum	Running Total	10+X	X			
1	10	х	9	29	29	2	1			
2	×	9	9	28	57	1.	1			
3	10	9	×	29	86	2	1			
4	10	10	10	30	116	3	0			
5	10	9	8	27	143	1	0			
	10	1		Total	143	9	3			
S.O.		Closest to th	e center							

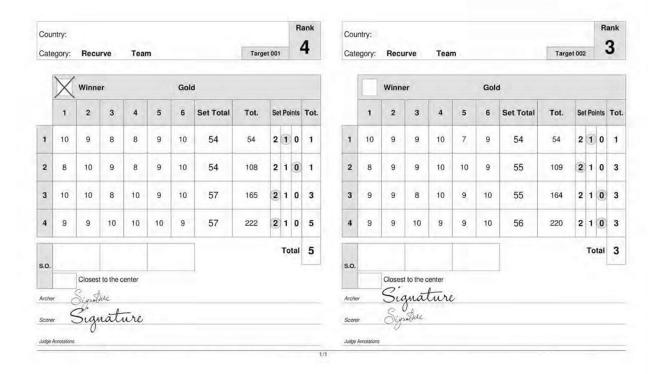
Archer	Dignathic		
Scorer	Signature		
	0		

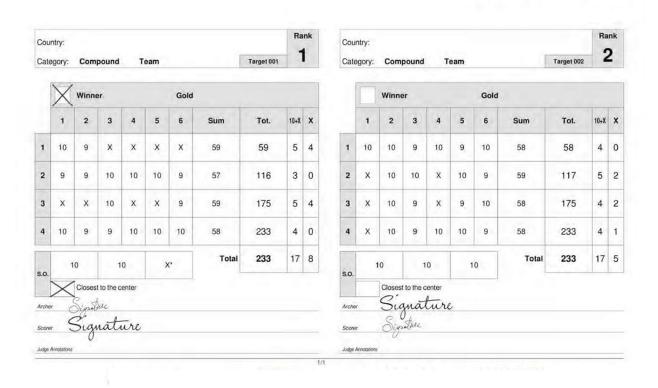
Athlete:			Rank
Country:			2
Category:	Compound	Target 002	2

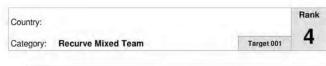
	X Winn	ier		Gold				
	1	2	3	Sum	Running Total	10+X	X	
1	9	9	10	28	28	1	0	
2	10	×	×	30	58	3	2	
3	X	9	8	27	85	1	1	
4	9	9	×	28	113	1	1	
5	×	10	x	30	143	3	2	
s.o.	10*			Total	143	9	6	

Archer Signature Scorer Signature

Judge Annotations







		Winner		Bron	nze					
	1	2	3	4	Set Total	Tot.	Se	t Po	ints	Tot
ī	8	10	10	8	36	36	2	1	0	1
2	10	8	10	10	38	74	2	1	0	3
3	9	10	9	9	37	111	2	1	0	4
4	9	10	9	9	37	148	2	1	0	4
s.o.			9			Total 4				
Archer	S	Closest to the grature ignation								

Country:			Rank
oodiniy.			44
Category:	Recurve Mixed Team	Target 002	1.1

	Winner			Bronze						
	1	2	3	4	Set Total	Tot.	Se	t Po	ints	Tot
1	8	10	8	10	36	36	2	1	0	1
2	8	10	9	8	35	71	2	1	0	1
3	10	8	10	9	37	108	2	1	0	2
4	9	10	10	9	38	146	2	1	0	4
s.o.		8	1	0				То	tal	5
		Closest to to Signal								

Judge Annotations

1/

Country:			Rank
			4
Category:	Compound Mixed Team	Target 015	

	1	2	3	4	Sum	Tot.	10+X	×
1	10	10	9	9	38	38	2	0
2	10	10	10	9	39	77	3	0
3	x	10	10	9	39	116	3	1
4	x	10	10	9	39	155	3	1
.0.					Total	155	11	2

Archer Signature Scorer Signature

Country:			Rank
Country.			16
Category:	Compound Mixed Team	Target 016	10

		Winner		1/8	8				
	1	2	3	4	Sum	Tot.	10+X	X	
1	10	10	9	9	38	38	2	0	
2	X	10	10	9	39	77	3	1	
3	х	10	9	9	38	115	2	1	
4	X	10	9	9	38	153	2	1	
3.0.					Total	153	9	3	

Closest to the center Signature

Scorer Dignature

Judge Annotations

South American Championship and World Ranking Event Brazil 2024 Copy for Member Association

Accreditation Upgrade Form

Athlete requesting the upgrade:	Wor	ld Archery ID:
Member Association:		
Member Association allowing the upgrade:		_
(the requesting athlete will only be allowed to assist the	team members belonging to the M	ember Association that accepts the upgrade)
l,	of	, allow
to act as a coach for us a	t the following event	·
Signature:		
The accreditation will be given upon upgrade payment and w competing. The Team allowing the upgrade will ensure that the may be deactivated at any time by World Archery officials.	maximum authorised numbers of offici	als on the field is respected. In case of misuse, the upgrade
Payment of made on	, by	
Signature:	Accreditation Number: _	
Copy for LOC		
Athlete requesting the upgrade:	Wor	ld Archery ID:
Member Association:		
Member Association allowing the upgrade:(the requesting athlete will only be allowed to assis upgrade)		
l,	of	, allow
to act as a coach for us a		
Signature:		
Payment of made on	, by	
Signature:	Accreditation Number: _	