

South American Open Championships

Medellin, May 20-25, 2025

Team Managers' Booklet

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Dear Team Managers,

World Archery Americas and the Organizing Committee of the South American Open Championships welcome you, your archers and team officials to one of the most important archery events in the American continent this year.

To ensure that all teams are properly informed on the technical and organizational structure of this event, we would like to share important information that may help you carry out your role as team managers.

We would like to wish you all a great tournament and a wonderful stay in Medellín.

Best regards

Sergio Font
Technical Delegate

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1- Important telephone numbers:

Technical Delegate:	Mr. Sergio Font	+57 300 6510562
Organizing Committee Chairman:	Ms. María Emma Gaviria	+57 315 4869616
LOC Administration & Finances:	Ms. Karen Reyes	+57 315 5632194
Transportation:	Ms. Karen Reyes	+57 315 5632194
Accommodation –Contact at the Hotel:	Ms. Karen Reyes	+57 315 5632194
Medical Services:	TBD	
Airport pickups:	Ms. Sharit Buitrago	+57 300 6912011
Chairman of Judges:	Ms. Lais Machado Nunes	+55 31988154333
Results manager:	Mr. Andrés Gómez	+57 3014169403

2- Archery Venue:

The event will be held at the permanent archery facility located at Unidad Deportiva de Belen, Cra 66B No. 31A15, Medellín. The field can accommodate 32 targets.

3- Event officials:

Technical Delegate:	Sergio Font (COL)
Chairman of Judges:	Lais Machado Nunes (BRA)
Director of Shooting:	Oscar Salazar (COL)
Judges:	Celina Buitrago (COL) Jorge Pousa (ARG) Andrea Chirinos (PER) Robert Singh (GUY) Ellen Ely (BRA) Edgar Hernández (URU)
Results manager:	Andrés Gómez (COL)
Jury of Appeals:	Sergio Font (COL) – Chairman Tamara Jiménez (CUB) María Latorre (PUR) Junior Bolaños (CHI) Mauro de Mattia (ARG)



4- Team managers' WhatsApp group

All team managers and preferred contact persons have been added to a WhatsApp group through which we will provide and request information not included in this Booklet. Please make sure the names and WhatsApp numbers are registered on WAREOS before you arrive in Medellín.

5- Team managers' meeting

The Team Managers' meeting will be held at the venue on May 20 at 14:30.

Each team can be represented by up to three officials at the meeting. The meetings will be conducted both in English and Spanish.

6- Competition Schedule

The competition schedule can be found on IANSEO. Please, ensure that your team officials, coaches, and archers know when they should be shooting each day.

The times on the schedule are tentative. Only the start time for each session (morning and afternoon) is fixed. It is possible that a stage of the competition may start a few minutes before the time on the schedule. So, please, ensure that your archers arrive on the field early enough not to miss the start of their matches if they start a few minutes earlier than planned.

Please note that there will be two separate match play rounds; one for the archers registered on WAREOS for the South American Championships, and another one including every individual archer (registered on WAREOS or OPEN WAREOS from countries anywhere in the Americas).

Only archers from countries in South America who were registered on WAREOS (not open WAREOS) can take part in the individual competition for the South American Championship (except for the barebow where all archers can compete for the South American title).

Only archers registered on WAREOS can compete in the team and the mixed team events.

Archers registered on Open WAREOS can compete in the individual open WRE competition only.

7- Equipment inspection

Equipment inspection will be conducted by the judges on May 20 during both official practice sessions.

The judges may conduct random checks of the archers' equipment during the competition. This is allowed by the rules, so please advise your archers that they may be required to show their equipment to the judges at any time during the tournament.

8- Coaches' position on the field

As has been implemented at the stages of the Hyundai World Cup and other events, a space will be reserved for the archers to place their equipment. The coaches and other team officials should not stand in this area, but behind a line on the field which will be labeled accordingly.

During team matches, a specific position will be allocated to the coaches.

9- Participating countries

Argentina	Bahamas	Bolivia
Brazil	Canada	Chile
Colombia	Cuba	Ecuador
El Salvador	Mexico	Panama
Paraguay	Peru	Puerto Rico
Uruguay		

Archers from Brazil, Colombia, Costa Rica, Ecuador and the United States have registered on Open WAREOS.

10- Participants per category

These are the numbers registered in each category as of May 11

Open WRE

Recurve Men	55 archers	First round: 1/32
Recurve Women	38 archers	First round 1/32

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Compound Men	38 archers	First round	1/32
Compound Women	34 archers	First round	1/32
Recurve Men Teams	9 teams	First round	1/8
Recurve Women Teams	5 teams	First round	1/4
Recurve Mixed Teams	13 teams	First round	1/8
Compound Men Teams	7 teams	First round	1/4
Compound Women Teams	7 teams	First round	1/4
Compound Mixed Team	11 teams	First round	1/8

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Recurve Men	27 archers	First round	1/16
Recurve Women	18 archers	First round	1/16
Compound Men	19 archers	First round	1/16
Compound Women	18 archers	First round	1/16
Barebow Men	9 archers	First round	1/8
Barebow Women	2 archers	First round	Gold match
Recurve Men Teams	7 teams	First round	1/4
Recurve Women Teams	4 teams	First round	Semifinals
Recurve Mixed Teams	8 teams	First round	1/4
Compound Men Teams	4 teams	First round	Semifinals
Compound Women Teams	4 teams	First round	Semifinals
Compound Mixed Teams	7 teams	First round	1/4

11- Scoring

Scoring will be conducted using a paper scorecard and a PDA. The scoring team will be available to explain to your archers how to enter the scores in the PDA's.

Please instruct your archers to verify that the scores entered in both the electronic and the paper scorecards are the same. All paper scorecards must have a total and show the number of 10s and Xs. They must all be signed. Absence of a total or a signature will cause the archer to be disqualified.

During finals, please instruct your archers' agents to check that what is entered in the scorecard is exactly what is on the target. Archer's agents are expected to sign their archer's scorecard, to have a pen to mark arrow holes and to have (if needed) a device to pull arrows from the targets.

12- Team Uniforms

All World Archery rules in connection with uniforms will be applied, except for the World Cup specific rule that requires archers and teams shooting finals to have two uniforms with different colors. The rule on sleeve colors for finals matches will be enforced.

13- Practice

There is no additional practice field. All practice will take place on the competition field. The organizers will provide shooting space and time to archers still in competition who will not be competing on a specific day (May 23 and 24). More information will be provided at the team managers' meeting.

14- Venue access

An access control system will be implemented. The accreditation cards will be checked at the entrance to the venue. Archers not shooting competition will not be allowed to enter the field of play and will need to sit in the stands.

The organizing committee and the judges will strictly enforce the World Archery rules regarding the number of officials a team is allowed to have at the same time on the field. During individual matches, a team will be allowed one official for each archer in competition, plus the team manager just in case an appeal needs to be filed.



Archers who are eliminated from match play will be required to leave the field of play not later than 10 minutes after their matches have concluded. The same applies to team officials who no longer have their archers in competition.

15- World Archery licenses

Archers and officials who have not participated at World Archery events in 2025 are expected to pay a World Archery license which includes the coverage of an insurance policy. The national federations concerned may have already chosen whether to pay prior to the event or to be invoiced and pay at the end of the year.

License payment (if your national federation has decided to pay them on site) must be made to the Technical Delegate in cash prior to the start of the competition in Medellín. The amount to pay is 100 CHF per license. All invoices are available on WAREOS.

16- Airport pickup and drop-off

The organizing committee will have volunteers meeting the teams at the airport. They will carry target faces so they can be easily identified.

If some luggage does not arrive with the team, please follow the usual baggage reclaim procedures, and inform the LOC airport staff so they can follow up accordingly.

If your flights to Medellín are delayed or cancelled, please inform to Ms. Sharit Buitrago and Mr. Sergio Font by WhatsApp.

For departures, please check with the LOC that the flight schedules they have are correct. A schedule of hotel-to-airport pickups will be posted.

17- Breakfast

Breakfast will be served in a designated area at the hotels with the following schedule:

Breakfast	May 19-20	Starting at 6:30 am
	May 21-24	Starting at 6:15 am
	May 25	Starting at 7:00 am

18- Lunch and Dinner

The archers and officials who booked their accommodation with the Organizing Committee will take their lunch at the venue (11:30 – 14:00).

Dinner is not included in the accommodation package. There are several restaurants near the hotels.

19- Hydration

Water will be provided at the venue.

20- Transportation

A transportation schedule will be published on lanseo. Please be informed that the times listed on the schedule refer to the time the buses will depart. This means that it is advisable for your team members to be down at the lobby ready to board the buses at least 15 minutes before the buses are scheduled to leave.

The buses will leave for the venue and back to the hotels as soon as they are full.

The organizing committee will not provide additional transport to participants who are not on time to board their buses.

Appeals

The Jury of Appeals will operate with three members at each time. They will be chosen from the pool of five members listed in this manual. The choice will depend on which countries are directly involved in the appeal and on the presence of the members at the venue at the time the appeal is filed.

According to World Archery Rules, an intention to appeal must be presented to the Chairman of Judges not later than 5 minutes after the end of a stage of the competition or before the start of the next stage, whichever happens first.

Team managers have up to 15 minutes (including the five minutes referred to in the previous paragraph) to lodge the appeal in the proper format. The Chairman of Judges shall reject either the intention or the actual appeal if the time limits are not complied with.

Team nomination form

TO BE COMPLETED ONLY BY TEAMS WITH MORE THAN THREE ARCHERS WHO WOULD LIKE TO CHANGE A TEAM MEMBER AFTER THE QUALIFICATION ROUND

Country:

Recurve Women:

1.

2.

3.

Recurve Men:

1.

2.

3.

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, please use this form to name the athletes that will be competing in the team event. Forms to be given to the Results Manager or the Chairman of the Judges Commission at least 15 minutes before the start of the team competition.

Mixed team nomination form

TO BE COMPLETED ONLY IF THE TEAM MANAGER WISHES TO CHANGE ONE OR THE TWO ARCHERS AFTER THE QUALIFICATION ROUND

Country: _____

Compound Mixed team:

1.....

2.

Name and signature of Team Manager:

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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, please 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.

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Appeal Form

☐ This is an intention of Appeal ☐ This is an appeal form

(please tick appropriate box)

- Team Manager of the following country: _____
- Name of the Team Manager: _____
- Team (please name country) : _____
- Individual person (name) : _____
- Other (please specify) : _____

Appeal Fee

- 50 USD

This appeal is against: _____

Description of Appeal or Protest:

I 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 expressed in writing and lodged with the chairperson of the Tournament Judge Commission within five minutes of the end of the relevant round or match, whichever applies. During the Finals of 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 of the next match, whichever is first.

Article 3.13.8:

Jury decisions shall be minuted and reported to the appellant, the chairperson of the Tournament Judge Commission and the organisers before the beginning of the next stage of the competition or before the awarding of prizes.

Article 3.13.4:

Amount paid is reviewed and determined by the World Archery Executive Board on an annual basis.

Received on: ____/____/____ Time: _____

by Chairperson of the Tournament Judge Commission

Signature: _____ Name in printing: _____