



10th Luxembourg Open Table Tennis Championships

Luxembourg-Kirchberg
12-15 April 2017

GUIDE-LINES for PARTICIPANTS

!! WELCOME TO LUXEMBOURG !!

The Organizing Committee of the **10th Luxembourg Open Table Tennis Championships** wishes you a hearty welcome in Luxembourg.

In order to make your stay with us as pleasant and easy as possible, we invite you to carefully read the present guide-lines.

Event Venue: "d'COQUE"

The event venue "**d'COQUE**" is a modern multi-purpose complex with facilities for a big variety of sports, including among others an Aquatic Center.

Centre National Sportif et Culturel "d'Coque"

2, rue Léon Hengen
L-1745 Luxembourg

Information and Reception:

Tel: (+352) 43 60 60 - 1

Fax: (+352) 42 33 15

www.coque.lu

Playing hall = ARENA: at level '-1' (niveau '-1')

Practice hall = table tennis hall: at lower level '-2' (niveau '-2')

Tournament Village

The Tournament Village is located close to the playing hall, on ground-level '0', with direct access to the playing hall.

The Tournament Village includes a bar and a public rest area where drinks, coffee, snacks, etc. are available at reasonable prices. The bar will open each competition day at 09:00 in the morning and will close shortly after the end of the last matches in the evening.

Accreditation Center / Information-&-Help Desk

The **Accreditation** Center, the **Information-&-Help** Desk and the **Transport** Service Desk are located in the ARENA at level '-1', where you will also find the **pigeon holes** with all the information relevant as to the event.

The **phone number** of the Information-&-Help Desk is: (+352) 621 27 66 13

All relevant information and the Tournament draws will be communicated and distributed to the teams via the **pigeon-holes**. All draws and results will also be published on www.fitt.lu with several updates each day.

Accommodation

1.) Players. coaches and delegates

Accommodation for players, coaches and delegates is in the "**Alvisse Parc Hotel**", located outside the city, at about 5 km and 5-10 minutes car drive from the event venue.

ALVISSE PARC HOTEL
120, route d'Echternach
L-1453 Luxembourg
Tel.: (+ 352) 43 56 43
Fax: (+ 352) 43 69 03
www.parc-hotel.lu

2.) Referees, Umpires & Evaluators

For Referees, Evaluators and Umpires, the accommodation is in the hotel of the event venue "d'Coque" (*please look to page 1 for the address and other relevant information concerning d'Coque*).

3.) General information

The participants are hold to pay themselves all extra expenses at the hotels. Any special services in the hotels will only be available upon prior registration of a credit card.

Any damages caused or any items removed from the hotel rooms through the fault of a participant shall entirely be charged to the team of the participant concerned.

As the Organizing Committee has to pay in advance for all accommodations booked, there is no refunding to participants possible in case of their early departure prior to the initially booked accommodation period.

Parking for private cars

Players, coaches, officials and umpires are kindly requested to use the shuttle bus services.

In case of using a private car, please notice that **the parking area close to the playing hall entry is paying**. Parking along the boulevard is paying during week-days (but less expensive than on the Coque parking) and it is free of charge during weekend-days.

Transport Service

A **shuttle bus service** is running between the official event hotel ('Alvisse Parc-Hotel') and the event venue ('Coque'), free of charge for all persons having an official accreditation.

Shuttle bus service by **city busses** (49 places) will run as follows

departure Hotel

▶ Tuesday:	14:30	15:30	16:30	17:30	18:30	19:30	20:30	
▶ Wednesday:	7:30	8:15	9:00		18:00	19:00	20:00	21:00
▶ Thursday:	7:30	8:15	9:00		18:00	19:00	20:00	21:00
▶ Friday:	7:30	8:15	9:00		18:00	19:00	20:00	21:00
▶ Saturday:	7:30	8:15	9:00					

departure Coque

▶ Tuesday	14:00	15:00	16:00	17:00	18:00	19:00	20:00	21:00
▶ Wednesday:					18:30	19:30	20:30	21:30
▶ Thursday:					18:30	19:30	20:30	21:30
▶ Friday:					18:30	19:30	20:30	21:30
▶ Saturday:		15:00	16:00	17:00				

Shuttle bus service by **minibuses** (8 places) will run as follows (from Wednesday to Saturday):

- departure Hotel: 10:00 11:00 12:00 ... ➔ ... 17:00
- departure Coque: 9:30 10:30 11:30 ... ➔ ... 17:30
- on the arrival day (Tuesday): **upon request only** (Tel: + 352 - 621 27 66 13)

Catering

Breakfast for the participants accommodated in the 'Alvisse Parc Hotel' will be served at the Hotel, in a room specifically reserved to the Tournament participants, marked accordingly.

Breakfast for umpires accommodated in the 'Coque' will be served next to their accommodation in the Coque.

Lunch and dinner will be served for all participants, inclusive the umpires, at the specific catering area in the Coque. Please follow the signs "RESTAURANT".

Lunch and dinner times are as follows:

Tuesday	11/04/2017	dinner: 18:30 – 21:00
Wednesday	12/04/2017	lunch: 12:00 – 14:30 dinner: 18:30 – 21:00
Thursday	13/04/2017	lunch: 12:00 – 14:30 dinner: 18:30 – 21:00
Friday	14/04/2017	lunch: 12:00 – 14:30 dinner: 18:30 – 21:00
Saturday	15/04/2017	lunch: 12:00 – 14:30 dinner: 18:00 – 19:30 (for delegations: in Alvisse Parc-Hotel)

One single **meal card**, valid for the whole duration of the event, will be provided to every participant accredited with full hospitality. Please pay a particular attention not to lose your meal card, whose replacement, in case of loss, will be subject to the payment of 18 EUR per menu, for all the remaining menus.

Free water

Bottles of mineral water (1,5 l) are provided free of charge for the players and coaches with official accreditation in the Tournament Village (Bar).

One **water ticket** will be provided to every player and coach at his arrival. This water ticket can be exchanged against one bottle of water in the Tournament Village (Bar). Any completely empty bottle of water can be exchanged in the bar against a new bottle of water.

Jury & Team Captain Meeting / Draws

Additional information to the present one may be given during the "Jury & team captains" Meeting, that will be held on Tuesday, 11th of April at 18:00, in the "Amphitheatre" of the Coque.

The draw of the seeding lists for the singles competitions will be done during the Jury & team captains Meeting (at 18:15)

Practice

Practice on the tables in the playing hall is allowed only

- before a session: on all tables
- during a session: up from 10 minutes before the match starting time on the match table concerned.

Outside this schedule NO PRACTICE will be allowed nor accepted in the playing hall, and disciplinary sanctions may be decided by the Referee against players not respecting this provision.

Tables for practice are permanently available in the practice hall at level -2 (Niveau -2) of the Coque. Follow the signs, please.

Playing Equipment

Tables: DONIC DELHI 25, blue
Nets: DONIC STRESS, blue
Balls: DONIC 40+ ***, white
Flooring: GERFLOR

Call area

During the whole competition, a call area will be set up. Players are asked to come **15 minutes** before their match starting time, to show their shirt (shirts of opponents must be of clearly different colors), to notify the name of their coach and to render their racket for inspection. Rackets will be returned to the players by the umpire at the match table. In the call area, the players may also choose the match balls.

A player who will be late or does not show up, will lose the choice of the shirt color, and his (her) racket will be tested after the match, with a possible disqualification if the racket then fails the tests.

Racket controls

A racket control center will be on duty during the whole tournament. Rackets will be chosen by random in each round and systematically from quarter finals on. Voluntary tests are possible on Tuesday from 16:00 to 19:00.

Doping control

Doping controls may be carried out at any moment during the whole competition, according to the relating ITTF Regulations. Any violation of the doping regulations will be strictly punished.

Changing Rooms

Changing rooms are available at level (-1), i.e. at the same level as the playing hall. Please follow the signs « Changing Rooms ».

- for women: rooms 1.12 + 1.13 + 1.14 + 1.15
- for men: rooms 1.08 + 1.09 + 1.10 + 1.11
- for women umpires: room 1.19
- for men umpires: room 1.18

Players are intensively requested not to leave any objects of value in the changing rooms.

Massage couches

Two of the changing rooms are equipped with massage couches.

- for women: room 1.12
- for men: room 1.10

Presentation ceremonies

A presentation ceremony is planned for **the four top ranked players** of each competition. This ceremony will be held on the last day of the event, immediately after the last final match has finished.

The players concerned are kindly asked to be present in due time for the ceremony. A player not present will eventually lose his right to get the prize money.

Phone numbers / Emergency Calls

Police:	113
Fire brigade:	112
Ambulance:	112
Airport & Flight information:	24 64 - 0
Central Railway Station:	24 89 – 24 89
Taxis: Taxis COLUX:	48 22 33
Taxis BENELUX:	40 38 40

Miscellaneous

FLTT cannot be made responsible for thefts of goods belonging to a participant neither for damages on such goods, except if such damages have eventually been caused by a member of the FLTT professional or voluntary staff.

