



中華台北龍舟協會

Chinese Taipei Dragon Boat Association

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INVITATION

Dear dragonboat friends,

AUG. 30, 2015

On behalf of the Chinese Taipei Dragon Boat Association, you are cordially invited to participate the 2015 International City Cup Dragon Boat Championships, to be held at the Lotus Pond, Kaohsiung, Taiwan, from November 13th to 15th, 2015.

I present the sincerest invite to you for attending the 2015 International City Cup Dragon Boat Championships in Taiwan and wish you an unforgettable and very pleasant time during your stay in Taiwan.

I am looking forward to seeing you soon.

Sincerely

Aki Chen
President
CTDBA

2015 International City Cup International Dragon Boat Championships

INFORMATION BULLETIN NO.1

To: All local and overseas Dragon Boat Crews

The Kaohsiung International Dragon Boat Festival Committee (KDBC) in conjunction with the Kaohsiung City Cup International Dragon Boat Championships 2015 cordially invites Crews around the world to participate in our dragon boat race which will be held on Lotus Lake Scenic Area, Kaohsiung.

I. Competition Date and Venue: a three-day competition from November 13th to November 15th, 2015 will be held on Lotus Lake Scenic Area, Kaohsiung

II. Types of Competition:

1. Types: Team with 22 and 12 contestants

2. Distance: 200 M (12 contestants), 500 M (22 contestants) straight speed race

3. 4-5 Lanes

4. Competition Groups:

A. Youth Group: Men, Women and Mixed

B. College Group: Men, Women and Mixed

C. Health Group: Men and Mixed)

D. Organizational Group: Men and Mixed

E. Public Group: Men, Women and Mixed

F. International Group: Men, Women and Mixed

G. Junior Group: Men, Women and Mixed

5. A-F groups have to finish all the competitions of 22 and 12-contestant types (200M) to get points, and the final winners will be awarded accordingly based on the total points.

6. For promotion, G. Junior Group is added and will compete with 12-contestant teams in the same category. The outstanding junior teams will be rewarded referring to their final performance separately.

7. Certificates of participation, award certificates, medals, cups are offered.

III. Qualification:

1. International teams: Those who receive invitations from the organizer.

2. Domestic teams: Any domestic teams are welcomed to participate.

3. Athletes and coaches representing Chinese Taipei for 2016 ADBF Asian Dragon Boat Championships will also be selected in this competition (Refer to Selection Regulation for more details).

IV. Registration regulations:

1. Members of youth teams have to be 14 to 18 years old (birth year between 2001-1997). Copies of personal ID or student ID have to be submitted for verification while delivering registration documents.
2. Members of college teams have to be full time students regardless of schools, and copies of student ID have to be submitted for verification while delivering registration documents.
3. Women teams: at least 14 years old, steersman can be either male or female while all the paddlers and the drummer have to be female.
4. Members of mixed teams have to be at least 14 years. There should be at least eight female paddlers for 22-contestant type competitions, and at least four female paddlers for junior female competitions.
5. Members of health teams have to be at least 40 years old (born before 1975). Copies of personal ID of the members have to be submitted for verification while delivering registration documents.
6. Organizational teams: Name of the organization is also the name of the team. Members have to be employees of the organization. Copies of staff ID has to be submitted for verification while delivering registration documents.
7. Members of open teams have to be at least 14 years old regardless of sex. Online registration is required and no personal ID needs to be submitted.
8. Members of International teams have to be foreigners and at least 14 years old. ID copies have to be submitted for verification while delivering registration documents.
9. Only one 22-contestant registration form needs to be filled out for A-E groups, and active list can be filled out by selecting members from registration form while competitions takes place.
10. Junior teams: at least 14 years old regardless of sex. Please fill out registration form for junior group.
11. Contestants:
 - 22-contestant type: a coach, a team leader and 26 athletes, 28 in total
 - Junior teams: a coach, a team leader and 14 athletes, 16 members in total
12. Team members are allowed to participate more than one team in the same category. For example, members of male team or female team in the same category can participate in mix competitions. However, they have no right to require the organizer to change the schedule or extend the time of enrollment if there's any conflict of the arrangements.
13. The leader and coach should be specified as contestants on the registration form to be able to participate in competitions.
14. Selection of competition groups and contestant list have to be done before deadline of registration; otherwise, for those who wish to make changes after the deadline, NTD 500 will be charged for each change of the members, and no changes will be allowed within 10 days before the competitions.
15. Registration fee: NTD 6,000/team for A-F groups (Insurance, uniforms and 3 cartons of water per day during competitions are offered.)
NTD 3,000/team for junior groups (Insurance, uniforms and 2 cartons of water per day during competitions are offered.)
16. Benefit program for the teams (For details, please refer to Reception Instructions.)

- A. NTD 3,000 (USD 100) per member/day for international hotel (twin bed room)
- B. NTD 2,400 (USD 80) per member/day for international hotel (room for 3-4)
- C. NTD 1,800 (USD 60) per member/day for general hotel (room for 2-4)
- D. NTD 1,200 (USD 40) per member/day for general hotel (room for 4 or more)

The rate includes:

- 1. airport/ hotel/airport pick-ups (arrival and departure)
 - 2. accommodation, breakfast, lunch and dinner
 - 3. hotel/venue/hotel pick-ups (once a day)
 - 4. meal of Athletes Night (Gala Dinner)
 - Tours require extra charge.
 - E. The charge of Athletes Night (Gala Dinner) of NTD 500 per each will be collected for those who don't participate in the said benefit program.
17. Cancellation: Cancellations applied after registration will be charged 20% of the registrations fee as processing fee. For those applied after October 23rd will be charged 50%. Applications later than November 3rd are eligible for no refund unconditionally due to the process for the competitions is set. (Please read those regulations before applying for registration.)
 18. Each team may prepare its flag and pole for opening and closing ceremonies and decoration in the venue.
 19. Each team should provide a copy of team introduction with characteristics and records for press.
 20. The organizer has right to cancel or combine competitions for any group with less than 4 participating teams.
 21. Registered participants must be capable of swimming, and undergo personal physical examinations to prove they are healthy enough to participate in the competition.
 22. Loss of contestant ID will be charged NTD 100 for each new copy.

V Registration:

1. Registration : Please check the registration information posted on the website (<http://enews.kh.edu.tw/Dragonboat/>) and fill in the basic information. Print the registration form and mail it before deadline, or the online registration would be void.
2. The registration form should be first mailed to 2015 International City Cup Dragon Boat Championships Committee (e-mail: chu062402@gmail.com) before October 1st, 2015.
3. Secondly, the participating team should fill necessary info in the on line registration form of 2015 International City Cup Dragon Boat Championships, including birthday, ID No. of each contestants and team members, and past latest personal photos (2 inches colorful ID photo with 500KB, casual photo or exquisite photo is not acceptable) on the form before October 16th, 2015. After online registration, please send a hardcopy with seal to Kaohsiung City Sports Association Dragon Boat Commission (Mailing address is No. 536, Jihjhen Road, Zuoying District, 813 Kaohsiung City, Taiwan, R.O.C.)
4. Thirdly, the participating team should make final confirm of all required information and attach flight schedules before October 25th, 2015. All the competitions will be

arranged according to the enrollment form and participating teams.

5. Subject to policy of personal information protection, the organizer is required to make special announcement indicating that all the personal information offered by each team is for the competition use only (including insurance, duplicate enrollment checking, contact in case of emergency, etc.) Should anyone disagrees with this, please don't register.
6. Please correct the registration form before submitting and make two hardcopies of all the required forms. The registration form has to be sent by registered mail addressed to the Competition Unit of the Committee for approval before October 25th. (Please keep one hardcopy as a certificate in technical meeting.) No registration packages mailed after the designated time will be accepted. Registration fee should be remitted to Kaohsiung City Sports Association Dragon Boat Commission with notification of the name of the group and team. Each team is liable for all the charge for the remittance. Please paste a copy of the remittance note on the registration form to complete the registration. Mailing address of Kaohsiung City Sports Association Dragon Boat Commission is No. 536, Jihjhen Road, Zuoying District, 813 Kaohsiung City, Taiwan, R.O.C.
7. Tel: 886-7-3450581; Fax: 886-7-3450580
8. Contact person for the registration: Mr. Chu Wen-hsiang at +886-932-235915.
9. Bank Info of Dragon Boat Committee

| Bank | Code | Account No. | Name |
|---|------|-------------------------------|--|
| Taiwan Cooperative Bank, Gangdu Branch | 006 | 5241 717 326623(13 digits) | Kaohsiung City Sports Association Dragon Boat Commission |

Account No. for overseas remittance

| Bank branches | SWIFT CODE | Account number | Account name |
|--|-------------|-----------------|--|
| Taiwan Cooperative Bank (TCB) Gangdu Branch | TACBTWTP524 | 5241 717 326623 | Kaohsiung City Sports Association Dragon Boat Commission |

VI. Regulations of the Competition

A. The system of the competition:

1. The system of the public group will be heats, intermediaries, semifinals and finals while systems for other groups will be determined according to the registration condition.
2. The competition is a time trial, paddlers have to take seated position, and steersmen are not allowed to help with paddling.
3. Winning and losing of each competition:
 - a. Please refer to time schedule.
 - b. One-way competition will be taken.
 - c. If total participating teams are less than 4 teams in any group, finals will be taken directly, and the performance for two trails will be adopted.
4. Each team has to take part in 22-contestant (500M) and 12-contestant (200M) competitions to get points. Final rank is determined based on the total points. If there

are teams with same final points, the performance of 22-contestant competition shall prevail.

5. Point Calculation: (N refers to the numbers of participating teams of the group.)

| Ranking/points/distance | 200M | | 500M | |
|-------------------------|------|--|------|--|
| first place | N+1 | | N+1 | |
| second place | N-1 | | N-1 | |
| Third place | N-2 | | N-2 | |
| Fourth place | N-3 | | N-3 | |
| Fifth place | N-4 | | N-4 | |
| Sixth place | N-5 | | N-5 | |

6. **Competition equipment:** The Organizing Committee is equipped with 22-contestant and 12-contestant dragon boats and accessories. Each team can bring its own paddles in accordance with the physical needs of its crewmembers. Note, however, that only paddles with specifications approved by the IDBF are allowed.

7. Rules of competition: Rules for the competition are formulated in accordance with those formulated by the Organizing Committee referring to IDBF International Dragon Boat Rules. In case of any dispute or unspecified affair, the award of arbitration committee will be final.

8. Competition schedule: competition schedule is organized at technical meetings. The Organizing Committee will act on the absentee's behalf during the lots drawing. No change of the contestant list will be allowed after lot drawing.

9. Questions about the competition rules or time schedule should be raised in leaders meeting. Contestants have to follow competition rules during competition.

B. Technical meetings and meetings of team leaders and referees, Drawing of lots for competition time schedule, pre-event practice:

1. Technical Meeting: Each team must complete its check-in process at 15:00, Friday, November 13th, by the center of competition affairs at Kaohsiung City Temple of Confucius. Each team will receive the competition handbook, name tags for the crewmembers and staff, checking card for athlete photos and participate the meeting. Should there be any changes made on the personal information offered, please submit a request to amend the list before the lots are drawn, while issues about competitions can be submitted for discussion at the meeting. Absent participants may not contest or register dissent regarding meeting results, which will not be announced on a separate occasion.

2. Lot Drawing: Each team must assign a representative to attend the lots drawing scheduled for 15:00, Friday, November 13th. The Organizing Committee will act on the absentee's behalf during the lots drawing. Absent participants shall not have any objections regarding the results of the lots drawing and meeting discussions (the results will not be announced in this case). (The Organizing Committee will draw lots to decide the competition time schedule.)

3. Meeting of referees: the meeting is to be held at 17:00, Friday, November 13th, by the center of competition affairs at Kaohsiung City Temple of Confucius and followed by venue reviewing.

4. Dinner for team leaders: at November 13th (Friday)

5. Pre-competition practice: The Organizing Committee will arrange on-site practices according to the time selected by each team. Teams can practice from November 12th to 13th. All teams must follow relevant safety rules when practicing on site. (* Practice schedule for overseas teams will be arranged by the Organizing Committee.)

C. Competition equipment:

1. All participants must wear life jackets during competition and return them after each competition. (For equipment and devices borrowing, please fill out Loan Form and confirm quantities, and return borrowed equipment or accessories after competition). Missing or damage of the equipment or devices on purpose should be compensated before competition.
2. The Organizing Committee is equipped with dragon boats and accessories, including steering rudders, drums and paddlers, for participating teams. Each team can bring its own paddles; however, that only paddles with specifications approved by the IDBF are allowed (See attached table). Paddle examination will be conducted. Teams participating without their own paddles may use those prepared by the Organizing Committee.
3. If any participating team wants to use unapproved paddles, all the paddles are required to go through examination at the Examination Zone. Tags will be pasted on approved paddles. No unapproved paddles are allowed in the competition.
4. Paddle examination will be conducted at 12:00-17:00 on November 13th (Friday) center of competition affairs at Kaohsiung City Temple of Confucius, and 08:00-09:00 on November 14th (Saturday) at center of competition affairs at Kaohsiung City Temple of Confucius.

D. Category, Distance, and Time Schedule

| Category | | Distance | November | | November | |
|---------------|--|----------|----------|----|-----------|-----------|
| | | | 12 | 13 | 14 | 15 |
| 12-contestant | Youth Group: Men, Women College Group: Men, Women Health Group: Men Organizational Group: Men Public Group: Men, Women International Group: Men Junior Group: Men, Women | 200M | Training | | 0900-1230 | |
| | Youth Group: Mixed College Group: Mixed Health Group: Mixed Organizational Group: Mixed Public Group: Mixed International Group: Mixed Junior Group: Mixed | | | | 1330-1730 | |
| 22-contestant | Youth Group: Men, Women College Group: Men, Women Health Group: Men Organizational Group: Men Public Group: Men, Women International Group: Men | 500M | Training | | | 0900-1200 |

| | | | | | |
|--|---|--|--|--|-----------|
| | Youth Group: Mixed College Group: Mixed Health Group: Mixed Organizational Group: Mixed Public Group: Mixed International Group: Mixed | | | | 1300-1500 |
|--|---|--|--|--|-----------|

E. List of Copies of Contestants' IDs that should be provided

| Group | Online Registration Form | Copies of IDs |
|-------------------------|-----------------------------------|---|
| Youth | Registered and hardcopy submitted | Student ID (registered) |
| College | Registered and hardcopy submitted | Student ID (registered) |
| Health | Registered and hardcopy submitted | Domestic residents: personal ID; Foreigners: passport or Taiwan resident certificate |
| Organizational | Registered and hardcopy submitted | Staff ID of the company or organization, or in-service certificate |
| Public | Registered and hardcopy submitted | Not required |
| International | Registered and hardcopy submitted | Foreigners: passport or Taiwan resident certificate |
| Junior | Registered and hardcopy submitted | passport or Taiwan resident certificate |
| (Staffs are required to | | |

XIV. Schedule of Competitions

| Date/Time | | Content | Venue |
|---------------|--------------|--|--|
| November 12th | 09:00-16:00 | Arriving (Shuttles will be arranged for participates of reception program.) | Temple of Confucius by Lianchihtan (Lotus Pond) |
| | | Crew training (Shuttles will be arranged for participates of reception program.) | |
| November 13th | 09:00-15:00 | Crew training (for participates of reception program) | |
| | 12:00-17:00 | paddle examination | |
| | 15:00-16:00) | Technical meeting | |
| | 16:00-17:00 | Lot drawing meeting | |
| | 17:00 | Referee meeting | |
| | 15:00-17:00 | Field preparation | |
| November 14th | 08:00-17:00 | Competition | |
| | 18:00-21:30 | Open Ceremony and Athletes Night | |
| November 15th | 08:00-17:00 | Competition | |
| | 16:00- | Closing ceremony | |
| November 16th | 08:00-12:00 | Departure | |

XV. Public Liability Insurance

The Organizing Committee only offers emergent medical care for the events. Diseases are not covered with insurance because public liability insurance only covers injuries caused by neglects of the Organizing Committee. Coverage of the public liability insurance is 3 Million NTD for contestants. (All the details please refer to the policy offered by the insurer.) Contestant may take out personal accident insurance if needed.

Note: Currently, public liability insurance is the only type of insurance applicable for competition events in Taiwan.

A. Coverage :

The Insurers will indemnify the Insured up to but not exceeding the amounts specified in the Schedule against such sums which to Insured shall become legally liable to pay as damages consequent upon accidental bodily injury to, illness or death of third parties, and accidental loss of or damage to property belonging to third parties during the Period of Cover. Public liability insurance is different from personal accident insurance. In consideration of safety, contestants are advised to take out personal

bodily accident insurance.

- B. **Exclusions:** Sport injuries that caused by personal disease are not covered. Symptoms result from personal health condition or cardiovascular diseases, such as shock, heart disease, diabetes, heat prostration, sunstroke, acute mountain sickness (AMS), epilepsy, dehydration and so on, are also excluded.

XVI. Prize and Awards:

A. Cups, Medals and Award Certificates:

| Ranking | 1st | | | 2nd | | | 3rd | | | 4th | | | 5th | | | 6th | | |
|----------|-----|-------|-------------------|-----|-------|-------------------|-----|-------|-------------------|-----|-------|-------------------|-----|-------|-------------------|-----|-------|-------------------|
| | Cup | Metal | Award Certificate | Cup | Metal | Award Certificate | Cup | Metal | Award Certificate | Cup | Metal | Award Certificate | Cup | Metal | Award Certificate | Cup | Metal | Award Certificate |
| 2~4 | V | V | V | V | | V | | | | | | | | | | | | |
| 5~6 | V | V | V | V | V | V | V | | V | | | | | | | | | |
| 7~9 | V | V | V | V | V | V | V | V | V | V | | V | V | | V | | | |
| 10 above | V | V | V | V | V | V | V | V | V | V | | V | V | | V | V | | V |

XVII Supplementary

- A. Transportation, accommodation, uniforms and other related expenses derived during completion should be undertaken by each team.
- B. During completion and training, crewmembers have to follow trainers and lifeguards' instructions, wear life jacket at all time and should be capable of swimming. Each team is responsible for the safety of its crewmembers during pre-event training and competition.
- C. Each team should follow "Safety Regulations for **2015 International City Cup Dragon Boat Championships**" during pre-event training and register with Management Group for arranging time for training in order.
- D. The Organizing Committee has right to postpone the competition under nature disasters.
- E. Any forms of abandoning or damaging competition equipment, or intentional overturning or damaging of the dragon boat will result in the participants having to compensate according to the cost of the equipment or boat.
- F. Any team or contestant having dissent against any ruling and influencing orders of the competition without sportsmanship will be reported to related authority or school by the Organizing Committee. The team or the contestant may be banned for next year's event depending on the seriousness of the violation.

XVIII. The competition rules and regulations are implemented after being approved by the Organizing Committee, and reviewed by Physical Education Section of Education Department, including revisions.

Appendix I.

2015 International City Cup International Dragon Boat Championships

Appeal Form

| | | | |
|---------------------------------|-------------|----------------|--|
| Cause | | Time and Venue | |
| Fact Description | | | |
| Evidence or Witness | | | |
| Team Leader | (signature) | Team Coach | (signature) _____(time) at ___(MM)__(DD), _____(YY) |
| Comments of the Head Referee | | | |
| Award of the Judgment Committee | | | |

Chairman of the Judgment Committee:

(signature)

Head Referee :

(signature)

Note:

1. Appeals have to filed by compliance of the rules; otherwise, it will not be accepted.
2. Signature of the team leader can be executed by team leader personally or replaced by referee's signature.

Appendix II

ID copies Pasting Form

Name of the Team

| | |
|--|--|
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Appendix III. IDB F Drag on Boat Paddle Specification

