



Rules & Regulations

Team / Press Guide

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1 Event key dates

November 1st, 2018

registration opening
<http://app.euromet.lu/>

January 14th, 2019

registration closing at midnight
reservation deadline for meals
reservation deadline for transport
payment deadline for entry fees

January 24th, 2019

Team leaders meeting at 17h00

2 Introduction

This document includes the regulations and all other important information regarding the 21st Luxembourg Euro Meet 2019 to assist you to organize yourself in the best possible way for and during your trip to Luxembourg.

Please check out for updates on the official website and on our Facebook page

www.euromeet.lu

www.facebook.com/luxembourgseuromeet

The 21st Euro Meet 2019 is a FINA approved qualifying event for the 18th FINA World Championships in Gwangju / Korea.

The organiser of the Luxembourg Euro Meet is the Luxembourg Swimming Federation (FLNS) and its members. The official address is:

Organising Committee (OC) Luxembourg Euro Meet
c/o Fédération Luxembourgeoise de Natation et de Sauvetage (FLNS)
3, route d'Arlon
L-8009 Strassen
Grand-Duchy of Luxembourg
Tel: +352 43 50 89
E-mail: euromeet@flns.lu

From Wednesday, January 23rd, 2019 14h00, the OC can only be contacted by e-mail or mobile phone +352 621 699 038.

The event takes place at the Aquatic center of d'Coque, full name "Centre National Sportif et Culturel d'Coque". The address of d'Coque is:

2, rue Léon Hengen
L-1745 Luxembourg
www.coque.lu

3 Regulations

3.1 Rules/Regulations

The 21st Luxembourg Euro Meet 2019 will be held under the rules of FINA and the Luxembourg Swimming Federation (FLNS). Every swimmer who is member of a team, club or national federation, registered with FINA, may participate.

3.2 Pool

The competition pool is a 50m pool with 10 lanes, depth is 2,20m throughout and the water temperature is 26°C. Time keeping is operated by electronic OMEGA timing.

Additionally, a six lane 50m training pool and a 25m warm-up pool are available in the same building throughout the meeting.

3.3 Age categories entries

The age categories of the Euro Meet 2019 are the following:

	Men	Women
Youth	2003/2004	2004/2005
Junior	2001/2002	2002/2003
Open	2000+	2001+

No entries are accepted for girls born after 2005 and boys born after 2004.

3.4 Events and Time Standards

The 2019 edition of the Luxembourg Euro Meet includes 34 individual events and 2 relay events. In all 34 individual events the three age categories "Youth", "Junior" and "Open" will be applied.

Program 2019					Time Standards (to be achieved in 50m pools only)		
Friday, 25 th January 2019					Open	Junior	Youth
1	400m Medley	W	direct finals	60 fastest times	05:21,15	05:37,00	05:48,00
2	400m Medley	M	direct finals	60 fastest times	04:50,85	05:07,80	05:17,90
3	200m Butterfly	W	heats	120 fastest times	02:26,55	02:35,10	02:40,20
4	200m Butterfly	M	heats	120 fastest times	02:12,50	02:20,25	02:24,85
5	800m Freestyle	W	direct finals	40 fastest times	09:30,00	10:00,00	10:20,00
6	1500m Freestyle	M	direct finals	30 fastest times	17:00,00	17:40,00	18:10,00
7	100m Backstroke	W	heats		01:08,30	01:12,25	01:14,60
8	100m Backstroke	M	heats		01:01,60	01:05,20	01:07,30
9	50m Butterfly	W	heats		00:30,05	00:31,80	00:32,85
10	50m Butterfly	M	heats		00:26,65	00:28,20	00:29,15
Saturday, 26 th January 2019							
11	50m Breaststroke	W	heats		00:35,70	00:37,75	00:39,00
12	50m Breaststroke	M	heats		00:31,25	00:33,10	00:34,15
13	50m Backstroke	W	heats		00:32,40	00:34,30	00:35,40
14	50m Backstroke	M	heats		00:28,90	00:30,60	00:31,60
15	200m Freestyle	W	heats	120 fastest times	02:13,00	02:19,00	02:26,00
16	200m Freestyle	M	heats	120 fastest times	02:02,00	02:06,50	02:13,50
17	100m Butterfly	W	heats		01:06,55	01:10,45	01:12,75
18	100m Butterfly	M	heats		00:59,30	01:02,80	01:04,50
19	200m Breaststroke	W	heats	120 fastest times	02:46,50	02:56,00	03:00,00
20	200m Breaststroke	M	heats	120 fastest times	02:29,15	02:37,85	02:43,05
21	50m Freestyle	W	heats		00:28,30	00:29,50	00:30,50
22	50m Freestyle	M	heats		00:25,00	00:26,50	00:27,50
23	1500m Freestyle	W	direct finals	30 fastest times	18:44,00	19:28,95	20:02,30
24	800m Freestyle	M	direct finals	40 fastest times	08:57,40	09:18,90	09:34,70
25	4x100m Freestyle	Mixed	direct final	20 fastest times			
Sunday, 27 th January 2019							
26	400m Freestyle	W	heats	60 fastest times	04:42,20	04:51,00	04:58,00
27	400m Freestyle	M	heats	60 fastest times	04:18,00	04:28,00	04:34,00
28	100m Breaststroke	W	heats		01:16,85	01:21,35	01:24,05
29	100m Breaststroke	M	heats		01:08,65	01:12,65	01:15,00
30	200m Backstroke	W	heats	120 fastest times	02:27,95	02:36,00	02:40,50
31	200m Backstroke	M	heats	120 fastest times	02:13,95	02:21,75	02:25,00
32	200m Medley	W	heats	120 fastest times	02:31,00	02:41,00	02:46,00
33	200m Medley	M	heats	120 fastest times	02:16,15	02:24,10	02:28,85
34	100m Freestyle	W	heats		01:01,70	01:05,00	01:07,00
35	100m Freestyle	M	heats		00:55,00	00:57,00	01:00,00
36	4x100m Medley	Mixed	direct final	20 fastest times		N/A	N/A

- a) 800m Freestyle
Direct final with maximum 40 swimmers (4 heats) selected based on the 30 fastest overall entry times, next 5 fastest entry times Junior and next 5 fastest entry times Youth
- b) 1500m Freestyle
Direct final with maximum 30 swimmers (3 heats) selected based on the 20 fastest overall entry times, next 5 fastest entry times Junior and next 5 fastest entry times Youth
- c) 400m Freestyle / Medley
Maximum 60 swimmers (6 heats) selected based on the 50 fastest overall entry times, next 5 fastest entry times Junior and next 5 fastest entry times Youth

Direct finals for all age categories	Events 1, 2 and 5, 6, 23, 24, 25, 36
A-finals only for the 10 fastest swimmers of the heats, regardless of age category	Events 26, 27
A- and B-finals for the fastest 20 swimmers of the heats, regardless of age category	all other events

To guarantee a fluid competition, a maximum of 3.000 entries will be accepted. The OC reserves the right to exclude entries after closing of registration.

The entry times shall be 50m pool times and not older than January 1st, 2018. The OC will verify the indicated entry time and reserves the right to reject entries with older or non-verifiable times.

For the 400, 800 and 1500m events (events N° 1, 2, 5, 6, 23, 24, 26, 27), each entry NOT accompanied by an official written confirmation, stating where and when the time has been realised, will be rejected.

The organizer reserves the right to allocate several starts to swimmers affiliated to the FLNS, regardless of entry time.

3.5 Classification

3.5.1 Individual and relay classification

Classification in the age categories "Youth" and "Junior" will be made according to the results in the heats/direct finals.

Classification in the "Open" category will be made according to the results in the A-finals/direct finals.

In the relay events a classification will be made in the "Open" category only.

Classification in the categories "Best overall performers male/female/luxembourgish" will be made according to the highest FINA-points awarded.

3.5.2 Team classification

The team classification will be made according to the best thirty (30) individual results (as per actual FINA points-table) for each team realised during the heats only. For teams having less than 30 starts all results will be considered.

The team classification prize ceremony will take place on Sunday afternoon before the start of the afternoon session. The teams ranked 1st till 3rd must send at least 4 representatives to participate in this ceremony.

The ceremony for the best three male/female overall performers as well as for the best male/female Luxembourgish performer will be held after the Sunday afternoon final session. Presence at the ceremony is mandatory.

3.6 Event schedule

3.6.1 Warm-up

Warm-up and training in the competition pool are possible from Friday to Sunday from one and a half hour until 15 minutes before the start of each session.

In the 6x50m training pool, warm-up and training are possible as follows:

- Thursday from 10h00 until 20h00,
- Friday, Saturday and Sunday from 7h00 until 30 minutes after the end of the competition.

3.6.2 Preliminary Competition Schedule

Heats will be divided into groups of slower and faster heats.

Unless otherwise stated 50% of the heats will be classed as slower heats, 50% as faster heats.

The morning session will start with the group of faster heats. Later on, the slower heats will follow after a short, 10 min, break.

Finals will be divided in groups of A- and B-Finals.

The afternoon will start with the group of B-Finals. The group of A-Finals will follow.

Friday, January 25 th 2019 – morning - faster heats (Session 1)					
3	200m Butterfly	W	heats	faster heats	Warm-up: 07:00 – 08:15
4	200m Butterfly	M	heats	faster heats	

7	100m Backstroke	W	heats	faster heats	Heats: 08:30 - 13:00
8	100m Backstroke	M	heats	faster heats	
9	50m Butterfly	W	heats	faster heats	
10	50m Butterfly	M	heats	faster heats	
10 min break					
Friday, January 25 th 2019 – morning - slower heats (Session 1)					
1	400m Medley	W	heats	5 slower heats	
2	400m Medley	M	heats	5 slower heats	
3	200m Butterfly	W	heats	slower heats	
4	200m Butterfly	M	heats	slower heats	
5	800m Freestyle	W	heats	3 slower heats	
6	1500m Freestyle	M	heats	2 slower heats	
7	100m Backstroke	W	heats	slower heats	
8	100m Backstroke	M	heats	slower heats	
9	50m Butterfly	W	heats	slower heats	
10	50m Butterfly	M	heats	slower heats	

Friday, January 25 th 2019 – afternoon – B-Finals (Session 2)				
	200m Butterfly	W	B Final	Warm-up: 15:00 – 16:15 VC age groups 15:45 – 16:25 B-Finals 16:30 – 16:45
	200m Butterfly	M	B Final	
	100m Backstroke	W	B Final	
	100m Backstroke	M	B Final	
	50m Butterfly	W	B Final	
	50m Butterfly	M	B Final	
Friday, January 25 th 2019 – afternoon – A-Finals (Session 2)				
	400m Medley	W	fastest heat	Warm-up: 15:00 – 16:15 A-Finals 17:00 – 18:45
	400m Medley	M	fastest heat	
	200m Butterfly	W	A Final	
	200m Butterfly	M	A Final	
	800m Freestyle	W	fastest heat	
	1500m Freestyle	M	fastest heat	
	100m Backstroke	W	A Final	
	100m Backstroke	M	A Final	
	50m Butterfly	W	A Final	
	50m Butterfly	M	A Final	

Saturday, January 26th 2019 – morning - faster heats (Session 3)					
11	50m Breaststroke	W	heats	faster heats	Warm-up: 07:00 – 08:15 Heats: 08:30 – 13:00
12	50m Breaststroke	M	heats	faster heats	
13	50m Backstroke	W	heats	faster heats	
14	50m Backstroke	M	heats	faster heats	
15	200m Freestyle	W	heats	faster heats	

16	200m Freestyle	M	heats	faster heats	
17	100m Butterfly	W	heats	faster heats	
18	100m Butterfly	M	heats	faster heats	
19	200m Breaststroke	W	heats	faster heats	
20	200m Breaststroke	M	heats	faster heats	
21	50m Freestyle	W	heats	faster heats	
22	50m Freestyle	M	heats	faster heats	
10 min break					
Saturday, January 26 th 2019 – morning - slower heats (Session 3)					
11	50m Breaststroke	W	heats	slower heats	
12	50m Breaststroke	M	heats	slower heats	
13	50m Backstroke	W	heats	slower heats	
14	50m Backstroke	M	heats	slower heats	
15	200m Freestyle	W	heats	slower heats	
16	200m Freestyle	M	heats	slower heats	
17	100m Butterfly	W	heats	slower heats	
18	100m Butterfly	M	heats	slower heats	
19	200m Breaststroke	W	heats	slower heats	
20	200m Breaststroke	M	heats	slower heats	
21	50m Freestyle	W	heats	slower heats	
22	50m Freestyle	M	heats	slower heats	
23	1500m Freestyle	W	heats	2 slower heats	
24	800m Freestyle	M	heats	3 slower heats	

Saturday, January 26th 2019 – afternoon – B-Finals (Session 4)				
	50m Breaststroke	W	B Final	Warm-up: 15:00 – 16:15 VC age groups 15:45 – 16:25 B-Finals 16:30 – 17:20
	50m Breaststroke	M	B Final	
	50m Backstroke	W	B Final	
	50m Backstroke	M	B Final	
	200m Freestyle	W	B Final	
	200m Freestyle	M	B Final	
	100m Butterfly	W	B Final	
	100m Butterfly	M	B Final	

	200m Breaststroke	W	B Final	
	200m Breaststroke	M	B Final	
	50m Freestyle	W	B Final	
	50m Freestyle	M	B Final	
Saturday, January 26 th 2019 – afternoon – A-Finals (Session 4)				
	1500m Freestyle	W	fastest heat	Warm-up: 15:00 – 16:15 A-Finals 17:30 – 19:15
	800m Freestyle	M	fastest heat	
	50m Breaststroke	W	A Final	
	50m Breaststroke	M	A Final	
	50m Backstroke	W	A Final	
	50m Backstroke	M	A Final	
	200m Freestyle	W	A Final	
	200m Freestyle	M	A Final	
	100m Butterfly	W	A Final	
	100m Butterfly	M	A Final	
	200m Breaststroke	W	A Final	
	200m Breaststroke	M	A Final	
	50m Freestyle	W	A Final	
	50m Freestyle	M	A Final	
25	4x100m Freestyle	Mixed	Direct final	

Sunday, January 27 th 2019 – morning - faster heats (Session 5)					
26	400m Freestyle	W	heats	3 fastest heats	Warm-up: 06:45 – 07:45 Heats: 08:00 - 13:35
27	400m Freestyle	M	heats	3 fastest heats	
28	100m Breaststroke	W	heats	faster heats	
29	100m Breaststroke	M	heats	faster heats	
30	200m Backstroke	W	heats	faster heats	
31	200m Backstroke	M	heats	faster heats	
32	200m Medley	W	heats	faster heats	
33	200m Medley	M	heats	faster heats	
34	100m Freestyle	W	heats	faster heats	
35	100m Freestyle	M	heats	faster heats	
10 min break					
Sunday, January 27 th 2019 – morning - slower heats (Session 5)					

26	400m Freestyle	W	heats	3 slower heats
27	400m Freestyle	M	heats	3 slower heats
28	100m Breaststroke	W	heats	slower heats
29	100m Breaststroke	M	heats	slower heats
30	200m Backstroke	W	heats	slower heats
31	200m Backstroke	M	heats	slower heats
32	200m Medley	W	heats	slower heats
33	200m Medley	M	heats	slower heats
34	100m Freestyle	W	heats	slower heats
35	100m Freestyle	M	heats	slower heats

Sunday, January 27 th 2019 – afternoon – B-Finals (Session 6)				
	100m Breaststroke	W	B Final	Warm-up: 14:20 – 15:25 VC age groups 14:50 – 15:30 B-Finals 15:40 – 16:20
	100m Breaststroke	M	B Final	
	200m Backstroke	W	B Final	
	200m Backstroke	M	B Final	
	200m Medley	W	B Final	
	200m Medley	M	B Final	
	100m Freestyle	W	B Final	
	100m Freestyle	M	B Final	
Sunday, January 27 th 2019 – afternoon – A-Finals (Session 6)				
	400m Freestyle	W	A Final	Warm-up: 14:20 – 15:25 A-Finals 16:30 – 18:15
	400m Freestyle	M	A Final	
	100m Breaststroke	W	A Final	
	100m Breaststroke	M	A Final	
	200m Backstroke	W	A Final	
	200m Backstroke	M	A Final	
	200m Medley	W	A Final	
	200m Medley	M	A Final	
	100m Freestyle	W	A Final	
	100m Freestyle	M	A Final	
36	4 x 100m Medley	Mix	Direct Final	

3.6.3 Program

In principle the competition will take place according to the preliminary schedule in 3.6.2 and published on the website. The starting times of the sessions may be changed depending on the number of entries. A detailed preliminary schedule of the competition will be published on the official website approximately one (1) week before the start of the event and distributed in the welcome bags upon arrival.

3.7 Prizes

Overall, the Luxembourg Euro Meet offers € 29.500,- of prize money.

In the age category “Open” prize money will be paid in all events to the first three winners of the A-Finals and Direct Finals.

Individual and relay events

- 1st : € 300,-

- 2nd : € 200,-
- 3rd : € 100,-

Best overall male / female performer according to awarded FINA-points:

- 1st : € 1250,-
- 2nd : € 1000,-
- 3rd : € 500,-

Best overall Luxembourgish male / female performer according to awarded FINA-points:

- 1st : € 500,-

Records

- World Record (Open only): € 3.000,-
- European Record (Open only): € 2.000,-
- Meet Record: € 300,-

Prize money for all records is not cumulative and is paid for the best performance once per event per athlete.

Team classification

- 1st : € 800,-
- 2nd : € 400,-
- 3rd : € 200,-

In the age groups "Junior" and "Youth", medals will be awarded to the first three swimmers of each event. To be awarded the prizes and medals, the time standards fixed by the OC must be reached and the swimmer has to attend the victory ceremony.

3.8 Entry fees

The entry fees are as follows:

- One-time entry fee per team, club or national federation: € 20,-
- Entry fee for an individual event: € 17,- (including € 5,- refund in case time standard is reached)
- Entry fee for a relay event: € 17,-

The entry fees have to be paid latest by Monday January 14th, 2019 via bank transfer to the following account:

Account owner: FLNS – Euro Meet
Bank: Comptes Chèques Postaux
BIC/SWIFT: CCPLLULL
IBAN LU98 1111 1753 6485 0000

If the transfer of the money has been made only a few days before the event, please bring a copy of your bank transaction receipt.

The OC accepts as well the following credit cards:

- Visa

- MasterCard
- V-Pay

For individual entries, where the time standard is reached by the athlete, € 5,- will be reimbursed. No restitution will be paid for a relay team or in case of did not start.

The refund will be paid directly to your bank account a few days after the competition.
Refunds in cash are not possible.

Therefore, please do not forget to indicate your IBAN bank account number and BIC code to the OC during registration. The bank account details have to be indicated to the OC at the latest by Sunday evening before the end of the final session. Otherwise a refund will not be possible.

3.9 Withdrawals before event

Upon entry deadline, January 14th, entry lists will be established as soon as possible. In relation with events 1, 2, 5, 6, 23, 24, 26 and 27 the entry-lists will include 10 reserve swimmers.

- 6 Open category swimmers
- 2 Junior category swimmers
- 2 Youth category swimmers

For all these events (1, 2, 5, 6, 23, 24, 26, 27), withdrawals before and during the Team Leaders Meeting will automatically result in a reimbursement of € 5,-, the same as if your swimmer would have reached the entry time limits.

As soon as a withdrawal has been received prior to the Team Leaders Meeting on January 24th, 2019, the respective entry lists will be updated and reserve swimmers will be assigned.

Following the Team Leaders Meeting, start lists for events 1, 2, 5 and 6 will be established as soon as possible and distributed as printed versions as well as on the official Euro Meet website.

Withdrawals for events 23 and 24 can be made until Friday, January 25th, 2019 before the end of the afternoon session. Start lists for these two events will then be made available on Saturday morning.

Withdrawals for events 26 and 27 can be made until Saturday, January 26th, 2019 before the end of the slower heats during the morning session. Start lists for these two events will then be made available as soon as possible.

3.10 Registration deadline

The registration for the 21st Luxembourg Euro Meet will open on November 1st, 2018 and must be done online via the registration application: <http://app.euromeet.lu/>

Please note that registration by e-mail is not possible.

For a detailed description on how to register please refer to the "Online registration procedure" available on the Euro Meet website.

Registration closes on Monday January 14th, 2019 at midnight.

4 Event Guide

4.1 Accommodation

The Euro Meet has 4 official hotels which offer special rates for the teams participating in the competition. The hotels can be booked through the OC or directly at the hotel by using the special booking forms. Special rates will be applied when using booking forms available on the official website.

For the official hotels IBIS and IBIS Budget, which are not within walking distance to the pool, a shuttle service will be available for the teams to bring them from the hotel to the pool and back to the hotel. Please check the published schedule.

4.1.1 Novotel Luxembourg-Kirchberg

The Novotel Luxembourg Kirchberg is a 4-star hotel located on the Kirchberg plateau, close to the institutions of the European Union. It features 260 spacious rooms, a bar and a restaurant, as well as 10 rooms for meetings. This hotel is ideally suited for business or leisure trips in Luxembourg. Just 10 minutes from Findel airport and close to the historic city centre, the hotel provides also a private parking. The Novotel is at 5 minutes walking distance from the pool where the competition takes place. This hotel is the most convenient for the participants. The price includes free Wi-Fi.

Quartier Européen Nord - Plateau de Kirchberg
6, rue Fort Niedergrünwald
L-2226 Luxembourg
Tel: +352 42 98 48 1; Fax: +352 43 86 58

The following rates per room/night will apply when booking by using the Euro Meet booking form:

	Accommodation		
	Breakfast Only	Half Board	Full Board
Single	€ 110,-	€ 126,-	€ 147,-
Double	€ 123,-	€ 159,-	€ 200,-
Triple	€ 153,-	€ 209,-	€ 272,-

This hotel must be booked directly at the Novotel using a special booking form available on our website. The form has to be sent directly to the hotel with a copy to the OC (e-mail: euromeet@flns.lu)

4.1.2 Ibis Luxembourg Aéroport

The Ibis Luxembourg Aéroport is just across from Luxembourg Airport, close to the Luxexpo exhibition centre, European institutions and the city centre and ideal base to explore the natural beauty of the Grand-Duchy of Luxembourg including the Moselle valley and the Ardennes. Book one of their 167 air-conditioned rooms with Wi-Fi internet

access, including a number of family rooms. The hotel also offers a restaurant, a bar and 4 meeting rooms. Free parking is provided.

Route de Trèves

L-2632 Findel

Phone: +352 43 88 01; Fax: +352 43 88 02; Email: h0974-sb@accor.com

The following rates per room/night will apply when booking by using the Euro Meet booking form:

	Accommodation		
	Breakfast Only	Half Board	Full Board
Single	€ 85,-	€ 101,50	€ 118,-
Double	€ 95,-	€ 128,-	€ 161,-
Triple	€ 120,-	€ 169,50	€ 219,-

This hotel must be booked directly at the IBIS using a special booking form available on our website. The form has to be sent directly to the hotel with a copy to the OC (Fax +352 42 91 14 or e-mail: euromeet@flns.lu)

4.1.3 Ibis Budget Luxembourg Aéroport

The Ibis Budget Luxembourg Aéroport is very close to the Findel airport and is ideal for both tourists and business travellers. Discover Luxexpo and Kirchberg, the European District, the museum quarter in Luxembourg and the world famous Opera House. This low budget hotel with 61 rooms combines comfort with the best services: air-conditioning, free Wi-Fi internet and a breakfast buffet. Free parking is provided.

Route de Trèves

L-2632 Findel

Phone: +352 42 26 13 10; Fax: +352 42 26 13 20; Email: h0974-sb@accor.com

The following rates per room/night will apply when booking by using the Euro Meet booking form:

	Accommodation		
	Breakfast Only	Half Board	Full Board
Single	€ 67,50	€ 80,-	€ 100,50
Double	€ 75,-	€ 108,-	€ 141,-
Triple	€ 82,50	€ 132,-	€ 181,50

This hotel must be booked directly at the IBIS Budget using a special booking form available on our website. The form has to be sent directly to the hotel with a copy to the OC (e-mail: euromeet@flns.lu)

4.1.4 D'Coque Hotel

This hotel will be available only in combination with the "Coque packages" described in the Coque - flyer.

Whether you'd like to make the most out of your stay on the site during major events, seminars or training courses, combine several days' relaxation and/or fitness, or simply enjoy a stay in one of Europe's finest sporting centres, d'Coque offers 36 non-smoking double rooms with every comfort. Situated a stone's throw from the city centre and not far from the airport, d'Coque is the most practical solution in terms of accommodation. Located close to the cultural and tourist attractions of the magnificent capital of the Grand Duchy, the d'Coque Hotel is undoubtedly the best address for your stay in Luxembourg. The d'Coque Hotel is situated in the same sport-complex as the competition pool.

Activities at and near the d'Coque Hotel:

- Dining
- Aquatic and Relaxation centre
- Sports Lessons
- Conference Centre
- A cinema complex and shopping centre
- The centre of Luxembourg-city

2, rue Léon Hengen
L-1745 Luxembourg
Phone : +352 43 60 60 946, Email : info@coque.lu

Booking has to be made directly at the Coque.

4.1.5 Other Hotels

On request, a limited number of rooms in other hotels/hostels of all prize ranges might be made available through the FLNS-office according to the principle "First come-first served".

4.2 Arrival / Departure

A shuttle service at arrival and/or departure is **only available after pre-reservation** through the OC and for the teams which have made their hotel bookings through the OC or directly at the hotel by using the special forms.

No official shuttle service, from the airport, will be provided for IBIS Luxembourg Airport and IBIS Budget Luxembourg Airport, as they are located within walking distance from the airport.

4.2.1 Arrival

4.2.1.1 Arrival by plane

At your arrival in Luxembourg by plane, please look for the Euro Meet welcome stand, Thursday only.

In case of difficulties, please contact our transport coordinator (+352 621 698 935).

4.2.1.2 Arrival by train

At your arrival in Luxembourg by train, the OC will pick you up at the train station "Gare central Luxembourg". Detailed information regarding the contact point will be provided after final registration. In case of difficulties, please contact our transport coordinator (+352 621 698 935).

4.2.1.3 Arrival by car/bus

On your arrival in Luxembourg by car/bus please address yourself directly to the "Euro Meet welcome desk" at the Coque.

4.2.2 Departure

Departure times of the teams/federations travelling by train or plane must be indicated at arrival by the head of delegation in order to organize transport in time to the airport or the train station. Please indicate your departure time and date while doing the online registration and confirm this information latest at your arrival. In case of any changes in your travel schedule please inform the responsible persons at the welcome desk immediately.

4.3 Event Shuttle

A shuttle service will be running between the pool and the hotels IBIS and IBIS Budget.

Teams which have not booked their hotel through the OC are responsible for their own transport.

The detailed schedule for the shuttle bus will be distributed with the welcome bag and published in the entrance of the aquatic centre and in the hotel lobbies.

Travel time between the pool and IBIS/IBIS Budget is approx. 15min.

4.4 Meals

From Friday to Sunday lunch time, the OC proposes two options for meals:

1. You can book half or full board at the Novotel, Ibis and Ibis Budget hotels or
2. You can book meals at the pool restaurant

For meals at the hotels, please refer to chapter 4.1 above.

For meals at the pool restaurant, please make your reservations latest by Monday January 14th, 2019 via the registration application. Meals have to be paid in advance.

Lunch and dinner at the pool restaurant costs €13 per meal and consists of:

- Pasta dish or meat with side dish
- + Salad or Vegetables
- + Bread
- + Dessert
- + 0,5l of still water

The preliminary opening hours of the pool restaurant are as follows:

- Friday: Lunch: 12h00 – 14h00
 Dinner: 18h45 – 21h00
- Saturday: Lunch: 12h00 – 14h30
 Dinner: 18h45 – 21h00
- Sunday: Lunch: 12h00 – 14h30

The final menu will be available on our website under the category “Downloads”

The Meal vouchers will be distributed at the welcome desk. Please make sure that meals have been reserved and paid in advance as only a limited number of meals will be on sale at competition days.

For persons requiring special meals (Gluten, Lactose, Allergies e.g.) please contact the OC in advance.

4.5 Training

Training in the 6x50m training pool is possible as follows:

- Wednesday from 18h00 – 21h00, only with in-advance reservation with the OC
- Thursday from 10h00 until 20h00
- Friday and Saturday from 7h00 until 30 minutes after the end of the competition
- Sunday from 6h45 until 30 minutes after the end of the competition
- Monday from 08h00 – 12h00, only with in-advance reservation with the OC

If training is requested outside the above mentioned times, please look at the Coque – Flyer at the end of the document, or contact the OC.

Training in the competition pool outside of the warm-up times is not possible.

5 Team Guide

5.1 Welcome Desk

The "Welcome Desk" at the pool will open on Thursday, January 24th, 2019. From 09h00 onwards, the OC can only be reached by mail or by mobile phone under the number +352 621 699 038.

Please come to the welcome desk to get your accreditations as well as all necessary information for a pleasant stay in Luxembourg.

The welcome desk at the pool is open as follows:

- Thursday: 09h00 – 19h00
- Friday: 07h00 – 20h00
- Saturday: 07h00 – 20h00
- Sunday: 07h00 – 19h00

5.2 Accreditation

5.2.1 Team accreditations

Team accreditations will be issued to the team manager at the welcome desk.

Accreditations must be picked up before entering the Aquatic centre and must be worn at all times while there. In case an accreditation card gets lost, the team representative may apply for a new one at the welcome desk.

For renewal of a lost accreditation, the OC will charge € 10,- to be paid directly in cash or with credit card.

5.2.2 Access control

All access doors and zones of the Aquatic centre will be guarded by security personnel. Access to the different zones will only be granted with your accreditation. For the access to the shuttle bus your accreditation will also be required.

5.3 Team Leaders Meeting

The Technical Meeting for all Team Leaders will be held on Thursday, January 24th, 2019 at 17h00 in the Amphitheatre.

5.4 Jury

The Jury will consist of qualified judges of the Fédération Luxembourgeoise de Natation et de Sauvetage (FLNS). The referees and starters are listed on the actual FINA-Lists. If a team/club or federation wishes to bring an official to support the jury, please contact the OC through email and provide the following information:

- qualification
- availability throughout the weekend
- possible positions
- language skills (English, French or German required)
- T-Shirt-size (an event-shirt may be provided)

Shortly after your request you will be informed if your official will be part of the jury. Please note that all expenses are up to the team/club or federation bringing the official along to the Euro Meet 2019.

5.5 Officials meeting

The officials meeting will be held one hour before the start of each session in the official's room.

5.6 Competition Office

The competition office is located on the pool level next to the diving platforms and the starting centre. The competition office is accessible to team leader's for withdrawals, protests and technical information.

5.7 Withdrawals

Withdrawals from A- and B-Finals must be declared in writing to the competition office not later than 30 minutes after the display of the results of the respective event. Late withdrawals or a no show will be fined in accordance with FINA rules.

5.8 Call room

The call room is located behind the diving pool (except for the 50m races, where it will be at the turn end) and consists of two call rooms. Athletes are fully responsible to be on time in the call room. Please always check the actual race program while the competition is running.

5.9 Victory Ceremony

Victory ceremonies for the A-finals will take place immediately after the finals. The three first athletes of every A-Final are reminded not to leave the mixed zone until the victory ceremony is finished.

Victory ceremonies for the age groups will take place before the B-finals in the afternoon. Athletes participating at the victory ceremonies are requested to come immediately to the podium after having been requested to do so by the announcer. Presence at the respective ceremonies is mandatory. Prizes will not be handed out if a swimmer misses his/her ceremony.

5.10 Results

In the Aquatic centre a free wireless internet access will be available and results may be downloaded from the official website immediately after the end of the race.

The results will also be published at three different points in the pool next to the 25m warm-up pool, below the stands on the first floor and beside the welcome desk. Live-timing will be available on the website.

5.11 Locker rooms

Locker rooms are located next to the entrance to the Aquatic centre. Keys for lockers are available at the main desk of the Coque with a deposit of € 15,-.

6 Press

6.1 Press accreditation

Media accreditations (Journalists, Photographers and Camera-teams) must be ordered at least one week in advance via the official form, available from the website under Documents – Downloads and sent by e-mail to the following address: euromet@flns.lu.

The accreditations will be issued at the welcome desk and must be shown at all times.

The welcome desk at the pool is open as follows:

- Thursday: 09h00 – 19h00
- Friday: 07h00 – 20h00
- Saturday: 07h00 – 20h00
- Sunday: 07h00 – 19h00

6.2 Press room

The press room is located on the first floor behind the diving platforms. It is equipped with free internet access and free refreshments. The last row of the stands is reserved for media and has also internet access. Accredited media may meet the swimmers in the mixed zone behind the starting centre.

Photographers and/or camera-teams have to fill in an accreditation form before entering the pool.

Please leave your belongings, like jacket, outdoor shoes and bags inside the press room. Only camera equipment is allowed around the pool deck.

6.3 Press conference

A detailed schedule regarding a press conference on Thursday 24th will be published at least 72 hours before on the Euro Meet website.

A press conference will only be held after a call for interest by more than one media representative. Luxembourgish press representatives will be contacted by the Organization team at least 2 weeks in advance for these matters.

6.4 Interviews

All interviews of athletes must take place in the foreseen mixed-zone, available behind the podium.

6.5 Image coverage

Euro Meet is part of the LEN SWIMMING CUP, which is completely covered by our broadcasting production. Video material will be available through EBU (European Broadcasting Union) Accredited photographs will be allowed at the pool deck to take pictures of the competition. At no times any video recording is allowed at the pool deck, video-teams are only allowed in the mixed-zone.

7 General Information

7.1 ATM

An ATM (cash machine) is available in the main hall of the Coque "Centre National Sportif et Culturel".

On side, the OC accepts following credit cards

- Visa
- MasterCard
- V-Pay

American Express cards are not accepted.

7.2 Car Park

A guarded and charged car park is available at the Coque. The parking fee has to be paid at the main desk of the Coque. During the weekend (Saturday and Sunday) it is possible to park the car for free in the surroundings of the Coque.

7.3 Come-together

The Organizing committee invites coaches, heads of delegation, judges and officials for a come-together on Saturday evening January 26th, 2019 after the finals at the VIP lounge on the first floor below the stands.

Don't miss the occasion to meet colleagues, friends and all the members of the Euro Meet family. We would be glad to welcome you!

7.4 Flossi

Flossi is the mascot of the FLNS; he is an elegant and friendly blue shark and his presence on an event like the Euro Meet is an absolute must! Please feel free to take a picture with Flossi.

7.5 Internet Access and Websites

Free wireless internet access will be available at the Aquatic center d'Coque. You may download the results from the official website www.euromeet.lu. You can also join us on Facebook and Twitter.

Other interesting websites are:

www.flns.lu	www.coque.lu	www.swimrankings.net	www.vdl.lu
www.ont.lu	www.lcto.lu	www.webtaxi.lu	

7.6 Public transport

Links to the public transport in Luxembourg: www.vdl.lu or www.mobilite.lu

7.7 Restaurant

Throughout the event, the restaurant “La Perla” on the first level of the Aquatic Center is available for small snacks and drinks.

7.8 GDPR

Euro Meet is a public event subject to photographs and broadcasting. Photographs and filmed sequences may be used for the promotion of the event. By registering, all athletes, coaches and officials agree to appear on such supports.

Data is managed in conformance and will solely be treated in regard to the event needs.