



TEAM MANUAL

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General Contact Information

Project Manager, Linus Boyer, +46 739 562 520, virtus@uifriidrott.se

Arrival/departure transfers for all teams

Arrivals, Tuesday

Transfer for everyone arriving to Stockholm Arlanda Airport. Either by car, minibus or bus. There might be some waiting around for later arriving flights.

IMPORTANT: There will be one person from the Virtus Information Desk meeting everyone at Terminal 4, where the buses leave from. When you land, please go to terminal 4 to meet them.
Duty number to Gimo Buss: +46 173 600 00

Transfer to Arenahotellet where everyone is staying.

Departures, Sunday

Transfer by car, minibus or bus for everyone leaving from Stockholm Arlanda Airport. Some might leave extra early. A schedule will sit at the Virtus Information Desk at the hotel when each flight number is departing the hotel.

Hotel Information

Arenahotellet

Tennisvägen

754 60, Uppsala

+46 18 35 00 25

reception@arenahotellet.se

Meal times

Breakfast, lunch and dinner will be served at Arenahotellet.

Breakfast: 05:30-10:00 (06:30-10:00 Saturday and Sunday)

Lunch: 12:00-14:30

Dinner: 18:00-21:00 (Saturday either 17:30-19:15 or 20:15-22:00)

The Saturday dinner is to be booked by the team leader at the Virtus Information Desk at the hotel before Saturday lunch. There will be 150 spots for each seating.

Saturday at 19:50 the Prize Ceremony is to be held at Uppsala Friidrottsarena.

Virtus Information Desk

Tuesday 07:00-22:00

Wednesday 07:00-22:00

Thursday 07:00-22:00

Friday 07:00-22:00

Saturday 07:00-22:00

Sunday 05:00-20:00

Training

Contact (equipment or other practical questions at training facilities):

- Uppsala Friidrottsarena: Linus Boyer +46 739 56 25 20

Training day / time	Training at	Storeroom marked with "TRAINING EQUIPMENT"
Wednesday 10.00 – 16:00	Uppsala Friidrottsarena	If locked, call Linus

The warm-up area behind the arena is available during training time and from 10:00 during competition days. The same goes for the free of charge treatment room at the arena.

Competition Contact Information

Competition Director, Linus Boyer +46 739 562 520, linus@uifriidrott.se

Competition Secretary, Johanna Henriksnäs +46 709 466 544, johanna.henriksnas@gmail.com

Virtus Information Desk, Kristin Bäckström +46 706 959 340, backstrom.kristin@gmail.com

Pre-competition

Delivery of vaulting poles

Bring the poles to the arena during training Wednesday 10:00 – 16:00.

Implements control

Personal throwing implements can be delivered at Technical Office. If nobody is there when you come to deliver implements, you will find a sign with contact details on one of the doors at the back of the stands. Next to the calling tent.

Deadline 3 hours before competition (event) starts.

A maximum of two personal implements per athlete and event is allowed.

Virtus Information Desk

The Virtus Information Desk will be situated in a tent at the entry of the arena during competition and at the hotel during the whole week.

Please contact Virtus Information Desk in the following situations:

- To ask general questions about the competition
- To see start lists and results (QR codes will be available all over the arena)
- The Team Leader can collect new accreditation if lost.

Calling Tent

Please contact the Calling Tent in the following situations:

- Urgent notices from/to LOC
- To enter lineup/running order in relay teams
- Appeals to the Jury of Appeal (The Appeal Fee is 1000SEK and shall be paid in cash)
- Collect forms for documentation of national records

Deadlines

- Relay teams: 120 minutes before start. (You can collect the form at the Calling tent or at the Virtus Information Desk.)
- Appeals: Within 30 minutes after results from the event have been published.

Technical meeting

The Technical Meeting will be held at Uppsala Friidrottsarena in the Staff room Wednesday, 20.30.

Invited

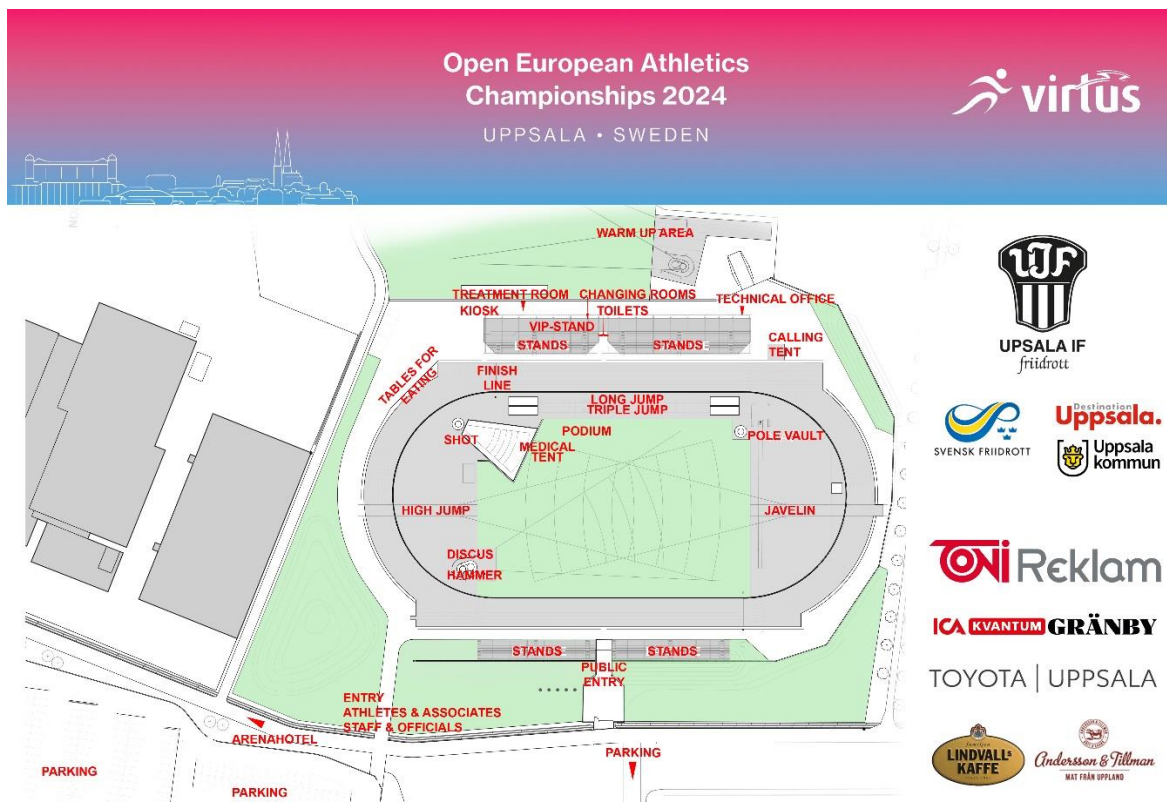
Linus Boyer	Competition Director
Josè Costa Pereira	Technical Director Virtus Europe, Jury
Ludmila Pudilová	Technical Delegate
Daniel Bergin	Swedish Federation, Jury
Magnus Malmsborg	Swedish Federation
Kristin Bäckström	Virtus Information Desk
Johanna Henriksnäs	Competition Secretary
Tord Hallberg	Technical Officer, Jury
Anders Gustafsson	Referee Running Events

The Team Leader or Head Coach from each nation.

After meeting:

1. Cancellations, if any to be made.
2. Announcing any athlete that needs assistance at the infield during competition.
3. Distribution of bibs (one envelope per country).

Accreditation and seating



Athlete accreditation

Team accreditation will be handed out to check-in together with the room key. All participants must show their badge before entering the Arena via the Entry – Athletes & Associates. The team member accreditation is branded “ATHLETE” and gives access to the calling tent, the warm-up area, changing rooms, treatment room and infield while competing. All the stands are available to the participants. The accreditation badge also gives access to breakfast, lunch and dinner at Arenahotellet.

Team member accreditation

Team members get their accreditation at check in. All team members must show their badge before entering the Arena via the Entry – Athletes & Associates. The team member accreditation is branded “ASSOCIATE” and gives access to enter the calling tent, the warm-up area, changing rooms and treatment room. Team members are referred to use the stands or to stand outside the railing when coaching the athletes.

If any athlete should need help on the infield this must be announced at the technical meeting. The accreditation badge also gives access to breakfast, lunch and dinner at Arenahotellet.

If an accreditation badge is lost the only the Team leader can get a new one at the Virtus Information Desk.

Competition information

Track events

Call room will close 15 minutes before the start of each track event. Except for the relays, where it is 20 minutes.

A relayform with athletes in the correct running order shall be delivered to Calling Tent at least 120 minutes before start of race.

Start commands will be given in English: On your marks – (Set) – ***

The 4x400m relay will be run in separate lanes through the three bends if 5 teams or more, otherwise only one bend.

Field events

Call room will close 40 minutes before start of each field event.

Progressions for vertical jumps will be based on the preliminary entries and distributed separately.

Take-off boards for Triple Jump:

- Men: 9 – 11 m
- Women: 7 (tape) – 9 m

Multi events

Call room will open according to above mentioned time for each event.

A multi event chaperone will be with the athletes during each day.

One changing room will be available for resting between events, the multi event chaperone will guide the athletes here between the events.

Time tables

Thursday: <https://easyrecord.se/timetable?VENHLL&date=2024-06-13>

Friday: <https://easyrecord.se/timetable?VENHLL&date=2024-06-14>

Saturday: <https://easyrecord.se/timetable?VENHLL&date=2024-06-15>