

# Handbook



**Dear teams, trainers and competitors,**

The start of 23th European cheerleading championship is almost here and we would like to express a warm Welcome to this year's host City Zagreb. We would also like to stress out that this year's competition is under the sponsorship of president of Croatia **Mrs Kolinda Grabar Kitarović**.

In this handbook you will be able to find many information which could be, all I order to give you a relaxed memorable and joyful stay.

We invite you, to go through all the information and your team and us to organize a successful event that we will all be happy to remember.

We wish a memorable experience and pleasant stay at Zagreb to all of you.

Your LOC

## Transport to and from airport Franjo Tuđman Zagreb

Those who have booked bus transport from and to the airport have received separate Information for bus transport.

Transport can still be organized for your team. If you need assistance please let us know. Contact [alen.bevk@kompas.si](mailto:alen.bevk@kompas.si)

Information about airport Franjo Tuđman: <http://www.zagreb-airport.hr/en>

- Airport shuttle: The scheduled airport shuttle "Pleso prijevoz" is operating between airport and the Zagreb Central Bus Station ( <http://voznired.akz.hr/voznired.aspx?lang=en> ).

This shuttle service is organized in such a way that it follows airport timetable. All additional information regarding the airport shuttle timetable, prices and tickets you can find online <http://www.plesoprijevoz.hr/en/page/timetable>

Price 30 kn (about 4€)

- ZET bus: ZET (Zagreb Electric Tram) introduced new bus line starting **from March 28th 2017**.

Within the 19 kilometres long route it will cover two tariff zones and will stop at total of 20 stations.

Departures are scheduled **every 35 minutes**. First departure on weekdays and Saturdays from Kvaternik Square is at 04:20AM and on Sundays at 05:20AM, while the last departure from Velika Gorica is every day at 00:15AM

More info: <http://www.zagreb-airport.hr/en/passengers/to-from-the-airport/by-zet-bus/431>

Price per 90 min: 10 kn (about 1.50€)

- Taxi service: around 150 kn (about 20€)

## Zagreb

It's an honor for us to welcome you in our beautiful city of Zagreb, the heart of Croatia.

City of Zagreb, capital of Croatia, on the historic and political threshold between East and West, illustrates both the continental and Mediterranean spirit of the nation it spearheads. Zagreb is the cultural, scientific, economic, political and administrative centre of the Republic of Croatia, and is home to the Croatian Parliament, Government and President. Its favourable location between the Pannonian plain, the edge of the Alps and the Dinaric range has allowed it to become a crossing point for mass international communication.

The city is protected from the cold northern winds by the mountain of Medvednica and opens up to the rest of the world thanks to a spacious plain and the Sava river. Zagreb, with a population of nearly one million, contains almost a quarter of the entire population of Croatia. Over the centuries, the city was inhabited by people coming from all over Europe; and, in recent years, by people coming from different parts of Croatia, ensuring a rich cultural life. Zagreb is a safe city whose doors are always open; a city with a tumultuous history teeming with interesting personalities;

a city that warmly invites all those who wish to get to know it, and a city that will surely fulfill your expectations. In this city, you can easily meet remarkable people, make new friends and enjoy special moments. The façades of Zagreb's buildings reflect the ebb and flow of history, while its streets and squares bear witness to the coming together of the many cultures that have shaped the identity of this laid-back capital. The best thing to do is when you first arrive is to take in Zagreb's wonderful atmosphere, which, as many claim, is only surpassed by the legendary beauty of the local womenfolk.



We hope you all get your chance to explore it this summer.

For all further information about Zagreb you can visit the website <http://www.infozagreb.hr/&lang=en> .  
Once in Zagreb you are welcome to visit Tourist information Center Zagreb, which is located in a beautiful building at the main square of Zagreb.

## Public transport in Zagreb

Zagreb's public transportation system is called ZET, short for Zagrebački Električni Tramvaj. It is made up primarily of buses and trams that zig zag throughout the city and extend beyond to neighboring cities including Velika Gorica where the airport is located. The system is extensive with 19 tram lines and 117 buses. Plus Zagreb is a very walkable city, so one could easily live or visit without a car. Trams and buses run 24 hours a day, although not all lines run all the time.

### Cost per Ride

- 4 kuna if you buy ticket for only 30 minutes ride
- 10 kuna for 90 minutes ride
- 15 kuna night ride
- 30 kuna for unlimited travel within a 24-hour period (1 day)
- 70 kuna for unlimited travel within a 72-hour period (3 days)
- 150 kuna for unlimited travel within a week
- 200 kuna for unlimited travel within 15 days

Once you board, you'll need to get your ticket stamped or scan your ZET card using the yellow box. Tickets are valid for 90 minutes in one direction.

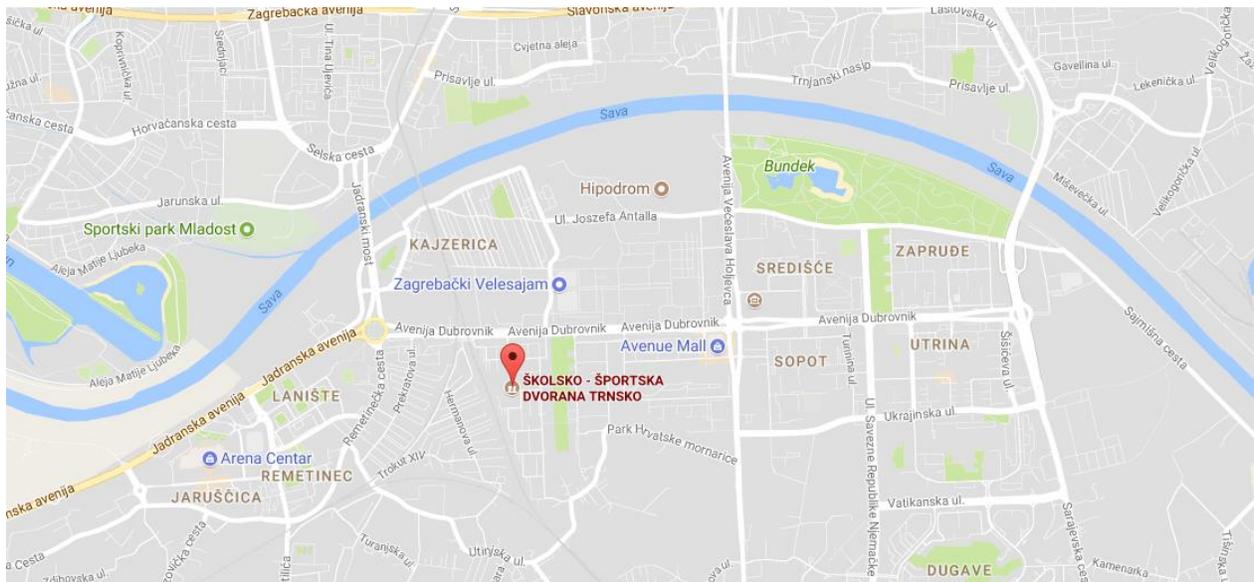
- **ZET tram and buses** <http://www.zet.hr>
- **Tram line network:**  
<http://www.zet.hr/UserDocsImages/Tramvajska%20mreža,%202016.4.2017..pdf>

## VENUE - The city sports hall Trnsko

**Address:** Gradska dvorana Trnsko, Trnsko 25, Zagreb

<http://www.sportskiobjekti.hr/default.aspx?id=113#>

ŠSD "Trnsko" is the only multipurpose hall in Novi Zagreb. During the 11 months, the halls and accompanying facilities recorded 220 000 sports visits, as well as visits to students and recreation.



## Accreditation

**Friday** 16.00 - 20.00

**Saturday** 8.00 - 15.00

**Sunday** 8.00 - 13.00

### Three points:

1. ECC point - registration for ECC, KOMPAS packages
2. LOC point - registration Open ECC, raising reserved tickets, raising lunch coupons
3. INFO point - all information

All contestants, coaches, and substitutes will get the color bracelets they have to put on their hands and wear them until the end of the competition.

## Opening ceremony

### Saturday

- 10:00 meeting of judges and coaches
- 10:30 gathering of all contestants on the outdoor playground, setting-up (competitors competing on Saturday)  
Order: Croatia, Germany, Italy, Latvia, Netherlands, Poland, Russia, Slovenia, Ukraine, United Kingdom
- 11:00 The beginning of the ceremony
- Speech by IFC President, Speech by President of ECA, Speech by President of HNAPS, Other Speakers

### Sunday

- 9:30 gathering all competitors on the outdoor playground, lineup (contestants competing on Sunday)
- 10:00 The beginning of the ceremony

## Wardrobe

- The wardrobes will be organized in school classrooms by countries.
- Wardrobes are exclusively used for dressing. We kindly ask you to use the wardrobe just to change your clothes and for the preparation on routine and then leave them, so that the other teams from your country can use them when needed.

- Please note: there will not be any keys for the wardrobes so please do not leave your belongings unattended. The organizer does not take any responsibility for missing or stolen things.
- Please keep the wardrobes in the same way you got them. Take out all the garbage and your belongings after you leave.

## Warm up

There is a warm up hall for cheerleading and two dance rooms. It will be open on **Saturday** from 8 am to 10 am and **Sunday** from 7 am to 9 am. After that the official practice time starts (official warm-up by the Time Schedule). There is a possibility of exercising/warm up around the hall.

It is possible to book a sport hall for training in Friday, 30<sup>th</sup> of June from 9am to 9pm. The price of the main hall is 60€ and the additional hall 40€. You can book the hall at mail: [hnaps7@gmail.com](mailto:hnaps7@gmail.com)

## Practice time

- There will be schedule for official practice time on the dance floor. It won't be possible for teams to use those dance floors out of the schedule time.
- All the teams have a practice scheduled 20 minutes before their routine. That means practice on either cheer mat or dance floor.
- Each team has 4 minutes time for going true routine at the arena, except Doubles, which have 3 minutes on the dance floor.
- Because of the tight schedule there will be no exceptions whatsoever for prolonging the team time on the dance floor or changing the times if you miss your schedule hours, so please be ready on time, otherwise the organizer will not be able to provide the space and time for your official practice on the dance floor.
- **All the teams will have their official practice scheduled 20 minutes before their official performance.**
- For detailed timetable see the warm up schedule we send you already.
- **But please note:** there might be some changes so check the last version of timetable.
- After the practice time all the teams must immediately go to dancing arena (at least 15 minutes prior their official performance).

## Team photo

- Team photos will be taken **directly before** each team will start their official performance that is why it is so important, that all teams are at the Competition Hall 15 minutes prior their official performance.
- Team photos will be taken of all teams.
- Additionally, a photographer will be taking action photos of all performances.
- All official Images taken during the event will be made available for preview during the weekend at the FOTO BOOTH.
- You will be able to purchase the team image at the event, right after your performance. All printed pictures will be presented in an image folder. Payment can be made on site and in cash only in euros and kuna.
- After the event, there will be no option for reordering of official pictures.

## Official Performance

- After the official practice at the warm up hall you will be invited to the Hall. As already said you must be in the hall 15 minutes prior to the official performance.
- All teams will go to the dance floor after team photo will be taken.
- At that time the team representatives (coach/team leader) will be invited to the musician technician to get ready to play the music for their team.
- Official speaker will announce the team. After that they can go to the dance floor, where they prepare themselves for performance.
- The team representative will be in charge of playing and stopping the music for their team performance.
- After the routine, the team will be shown the way of the dance floor and escorted out of the competition hall.

## Music

- Music for all dance routines **must be sent to organizer in advance until Wednesday, 28th of June latest!**
- All music files will be prepared in advance and put on the same volume level and saved on the technician's computer before the event.

- Since we would like to avoid any inconveniences (broken files, lost music, volume or quality difference between performers ect.) we decided, that there would be no option for teams to hand over music at the Venue.
- Please note that if the team will not send their music in advance, the organizer will not take any responsibilities if there won't be a chance to upload the music before the team's official performance.
- Please name the music file, like your team is named on schedule- for easier organization and identification.

Example: You name your music like this:

**1. Northern Vipers -UK\_SENIOR PARTNER STUNT MIXED**

**62. BTW BUNDE Anna and Lea-GER\_ JUNIOR CHEER DANCE DOUBLE**

*(number of performance as on schedule- Team name as on schedule-country- category and division)*

**Music is to be sent to: [eczagreb2017@gmail.com](mailto:eczagreb2017@gmail.com) until Wednesday, 28.6.2017 in .wav file!**

**Please note: as mention before, on the competition day one representative from each team will need to come to the audio desk in front of the dance floor- at least two performances ahead of their team's scheduled performance.** The representative will be in charge of playing and stopping the music for their team.

Remember that nevertheless, each team needs to bring 1memory key and a CD with music just in case anything goes wrong. The representative who will be in charge of the music must have it with him/her at the time of performance. The memory key must be labeled with **the team's name, country, coach and division.**

## Medal ceremonies

- **Medal ceremonies will be held both days: on Saturday and on Sunday** immediately after all the teams perform in front of the judges.
- All teams must be ready for the Medal ceremony directly after the daily competition is finished at the same spot, as the Opening ceremony will take place.
- It is preference, that all teams come in total to the medal Ceremony but all clubs must put forward at least 1 person from each team to participate in Medal Ceremony. This means that a club that participates for example in Dance, Cheer and Group stunt, will send at least 3 persons to the Medal ceremony.
- All teams must wear team uniforms for Medal ceremony.
- The teams will gather for the Medal ceremony at the same spot as for the Opening Ceremony (gather behind the Arena on the platform) and will be invited inside the hall.

- All the teams will be invited to sit on the floor during the medal ceremony.
- The host of the event will declare the ranking for each category but only first 3 teams will be called on the stage to receive their medal and trophy.
- We will hand out **1 trophy and medals for all athletes, coaches and substitutes** for the teams which will win **3rd, 2nd or 1st**, place separately for the Regular and for the Open part of the competition in the stated order.
- From a time perspective, with 32 categories, we will play no national anthems during the ceremony.
- Teams from 4th place down, will be announced, but will be asked to pick up their **ECC2017 certificates** at the **INFO desk in after the Medal Ceremony** for Regular and for Open part of the competition.
- The team coach/contact person from all teams must pick up the **ECC2017 certificates** at **INFO desk immediately after the ceremony.**
- If your team finishes, as top three on Saturday or Sunday, and for some reason must leave Zagreb before the medal ceremony on Saturday or Sunday, please notify **the Info desk In the Hall** immediately.

PLEASE NOTE: We know that some teams are leaving Zagreb before the medal ceremony, but most teams still have some representatives staying longer. Please send your representatives to the medal ceremony- especially if you have won a medal. Someone representing your club **MUST** pick up medals. They will **NOT** be sent out with post etc. after the competition.

## Medical

- A medical staff will be present during both competition days at the hall. In case of injury or emergency you will be able to find them near the dance floor. They will be dressed in the uniform so you will be able to find them immediately.
- If you are not able to find them at the competition hall please find any of organizers or volunteers who will help you to find a medical staff or call ambulance if needed.
- It takes around 10 minutes for Ambulance to reach the Venue and emergency room is 10-minute drive.
- We highly recommend that you take care for your international insurance since the medical service and medicines can be expensive when it comes to the operations or other procedures.
- All teams coming from EU countries can use EU insurance card at all public hospitals but nevertheless we recommend extra health insurance since EU card does not cover travel costs to home country if this service is needed.
- The organizer does not take any responsibilities for any injuries or accidents during the event. So please keep in mind that you are competing and practicing on your own risks. Please take care for your safety and safety of your teammates.

- And please note: there will be NO medical staff present at the warm up hall at official practice and warming up of the teams.
- An ECC representative from the host *country will be* present all the time the hall will be open (assuring that the time is kept, and assisting if assistance will be needed). If you need any assistance please let him/her know.

## Live stream

- There will be a live stream of the event provided on the official web page.  
<https://ecczagreb2017.wixsite.com/ecc2017>
- The live stream will be 10 € for both days.

## Championships memory video

- This year it will be possible to order a memory video and we are glad to inform you, that it will be provide in Full HD format, so the memories will be almost as in live picture.
- Ordering can be done when registering your team or both days during the competition at the info point or LOC point.
- The price for memory video will be 5 EUR.
- Payment can be made only by cash and with filling the form with all the relevant information for sending.
- 10 day after the end of the event, memory video will be sent to all subscribers.

## Official ECC 2017 store

In the official "ECC 2017 Shop" at the arena you can purchase memory products with an official sign of the championship.

## Food and drinks at the venue

### Lunch

- Lunch will be served on Saturday and Sunday between 12:00 and 16:00 pm at School dining room.
- There will be three menus available on both competition days (one of them Vegetarian) consisting of soup, warm dish, salad and desert.

Please note: **IT WILL NOT BE POSSIBLE TO ORDER LUNCH AT THE ARENA ON THE COMPETITION DAYS!**

**All lunches must be preordered and pay in advance.**

You can still book lunch for your team [ecczagreb2017@gmail.com](mailto:ecczagreb2017@gmail.com)

**Price for one lunch per day is 10 €**

## **MENU**

### **SATURDAY JULY 1, 2017**

**1st MENU:** BREADED CHICKEN BREAST, FRENCH FRIES, KETCHUP, MAYONNAISE, SALAD, CAKE, APPLE, ENERGY DRINK

**2nd MENU:** SPAGHETTI BOLOGNESE, GRATED CHEESE, SALAD, CAKE, APPLE, ENERGY DRINK

**3rd MENU:** VEGETARIAN MEAL, SALAD, CAKE, APPLE, ENERGY DRINK

### **SUNDAY JULY 2, 2017**

**1st MENU:** BEEF GOULASH, PASTA, SALAD, CAKE, PEACH, ENERGY DRINK

**2nd MENU:** ROASTED STEAK, RICE WITH VEGETABLES, SALAD, CAKE, PEACH, ENERGY DRINK

**3rd MENU:** VEGETARIAN MEAL, SALAD, CAKE, PEACH, ENERGY DRINK

The food is going to be served at the school kitchen counter from 12 pm to 4 pm!

Price per menu - **10 euro**

**Every team has to send us the number and type of the menus they want each day (Saturday and Sunday seperately) via email [ecczagreb2017@gmail.com](mailto:ecczagreb2017@gmail.com) until 6pm June 27, 2017!**

Lunches will have to be paid on ECC Bank account in advance, after receiving the invoice from the organizer.

Because of short notice to the event, the teams which will order extra lunches, will have to submit proof of payment at the registration desk in order to get lunch coupons at the registration process.

### **Snacks**

- There will be a food court at the Venue.
- They will offer snacks such as popcorn, fries, pancakes and other by reasonable prices.

### **Drinks**

- There will be vending machines at the venue.
- There are a variety of bars and restaurants on a walking distance at different price levels.

## **VIP room**

- There will be a VIP room, with snacks and drinks.
- It will be open for ECA Board members, Judges, Invited guests and Trainers, who are most warmly welcome to come by.

## Lost and found

- If you find something that does not belong to your team please be so kind and bring it to the info point.
- All Lost and found items will be stored and held at Info point until the end of the ECC 2017.
- After that we will take pictures of all items and put them on our web page. If in 14 days nobody will look for them, they will be handed to charity.

## Entrance fees

- All trainers, contesters and substitutes will have free of charge entrance to the Venue on both competition days with their bracelets, which they will receive at registration.
- The price for tickets for all other spectators is 20€ for one day, and 30€ for two days ticket.
- Pre order tickets via email [ecczagreb2017@gmail.com](mailto:ecczagreb2017@gmail.com) and you will pick them up by the registration table while you register with your team.
- Teams who already reserved tickets can pick them up at the OPEN ECC point. You can pay in euro or kuna, **but please note: you can pay only in cash.**
- Spectators will get a bracelet, and they have to wear it during the competition.
- For children up to 5 years there is no entrance fee.

## Contact us

- To the official mail: [ecczagreb2017@gmail.com](mailto:ecczagreb2017@gmail.com)
- Only in case of urgency on cell phone +385 98 165 3218 (Jozo Škegro)