



**2022 Youth and Masters Pan Am
Championships 31 May- 05 June 2022 – Halifax CAN**

Version 1.0 (7 February 2022)

TO ALL World Archery Americas Member Associations

Dear President,

As Chair of the Local Organising Committee (LOC) of the 2022 Youth and Masters Pan Am Championships to be held in Halifax, Nova Scotia, Canada May 31-June 5, 2022, I would like to invite you all to be part of one of the most important archery events to take place in the Americas/Canada in 2022.

Halifax, the largest urban area in Atlantic Canada, is the capital of the province of Nova Scotia. It sits in the center of Nova Scotia's rugged and beautiful east coast and is historic seaport that looks out over one of the world's largest natural harbors.

We are known for our stunning waterfront boardwalk that follows the water's edge alongside the world's second largest ice-free harbour. It is lined with unique shops, restaurants, cafes, and entertainment. An important maritime outpost, the Halifax Citadel sits majestically set upon an expansive hill overlooking the city and is a perfectly preserved homage to the centuries of military history.

Nova Scotia takes great pride in preserving what makes our varied historic cultures unique and fascinating. The traditions of our Mi'kmaq, Acadian, African Nova Scotian and Gaelic influences live strong in our everyday. Throughout your travels in Nova Scotia, learn and experience how the deep roots of our founders continue to shape our present and future.

Come and discover the natural beauty of our province, people and culture!

Sincerely yours,

Melanie Lefler

Organizing Committee Chair



Important Dates:

Please find enclosed information regarding the details of this event and how to complete registration. To register participation, please complete all the necessary sections in WAREOS (<https://extranet.worldarchery.sport>) within the deadlines listed below:

Summary of deadlines:

| | |
|-------------------------------------------|------------------|
| Start date for online registration WAREOS | 14 February 2022 |
| • Preliminary Entries | 28 February 2022 |
| • Final Entries | 09 May 2022 |
| • Late entries fee | 09 May 2022 |
| • Hotel Reservation | 21 March 2022 |
| • Transportation | 09 May 2022 |
| • Visa Support | 25 April 2022 |
| • Final Hotel Reservation & Payment | 25 April 2022 |
| • Full refund cancellation deadline | 25 April 2022 |

**after this deadline, the LOC is allowed to retain all amounts due by the Member Association.

Looking forward to welcoming you in Halifax, Nova Scotia Canada!

PRELIMINARY PROGRAMME

31 May 2022 Arrival of participants
Tuesday

01 June 2022 **Official Practice**
Wednesday (Equipment Inspection, Team Managers' Meeting)

02 June 2022 **Qualification Round** (Recurve, Compound, Barebow)



| | |
|--------------|-----------------------------------------------|
| Thursday | (Mixed Team Elimination up to Bronze) |
| 03 June 2022 | Individual Eliminations |
| Friday | (up to Bronze) |
| 04 June 2022 | Team Eliminations |
| Saturday | (up to Bronze) |
| 05 June 2022 | Individual and Team Gold Medal Matches |
| Sunday | |
| 06 June 2022 | Departure of teams |
| Monday | |

NOTE: This preliminary programme is subject to change according to participation and TV requirements. All changes will be published and distributed in good time.

PRELIMINARY & FINAL REGISTRATION

All entries, accommodation reservations, transport needs, flight arrival/departure information and visa invitation letter requests are to be completed using the World Archery Online Registration System WAREOS <https://extranet.worldarchery.sport> This system handles the entire registration process for this event. No entry forms, hotel reservations or transportation forms will be accepted; all information must be entered into WAREOS.

Member associations can login to WAREOS at <http://extranet.worldarchery.sport> with the username and password assigned by World Archery. After entering WAREOS, selecting the event from the list will allow a member association to register their athletes. Select/press the "Entries" button to see the list of categories in the event. Select/press the "category" to enter the athlete and official numbers/details participating for that event. A WAREOS User Manual can be downloaded in PDF format (English) upon login.

Contact (wareos@archery.sport) with any questions regarding **technical problems on WAREOS**. For any question regarding the organisation of the event (transport, accommodation, meals etc.) please contact **directly the LOC**.



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Athletes from a minimum of 4 different Member Associations shall be registered and participate in the event. Entries should be completed using WAREOS.

A maximum number of four (4) athletes per country can be registered into each category and divisions of the event.

Member Associations can only use WAREOS to make any changes or amendments to entries and will be able to do so at any time. An email will automatically notify the Organising Committee and Member Association of any changes made in WAREOS.



ENTRY FEES

Individual: **175 CAD** per athlete

Officials: **150 CAD** per person

ENTRY FEES IN NON-OFFICIAL HOTELS

Individual: **350 CAD per athlete**

Officials: **300 CAD per person**

Airport Transfer*: **35 CAD** per person each way

*Entry fees **DO NOT** INCLUDE airport transfer to hotels.

Entry fees **DO** INCLUDE daily local transport to and from the practice field to/from official hotels during the qualification, elimination, and finals venues (timetable to be confirmed on site). Teams not arranging their accommodation with the Organizing Committee will not be entitled to airport transfers coordinated by the LOC.

Any changes that are made after the deadlines specified or if entries differ by more than 4 athletes from the preliminary entries, the following penalty fees will automatically be applied:

| Penalty fees to be paid to Organizing Committee: | Cost (CAD): |
|----------------------------------------------------------------------------------------------------------|----------------------|
| Entries made after the preliminary and/or final entry deadline date. | 70 per entry |
| If final entries differ from the preliminary entries by more than 4 athletes/officials. | 200 per entry |
| Failure to have made preliminary entries before the deadline date but then have submitted final entries. | 200 per entry |

ACCOMMODATION & GENERAL INFORMATION

Future Inns Halifax – 4 Star Hotel

- Single Room Breakfast only: CAD 175 per room
- Single Room Breakfast & Dinner: CAD 200 per room
- Number of rooms: 60
- Double Room Breakfast only: CAD 215 per room
- Double Room Breakfast & Dinner: CAD 265 per room
- Number of rooms: 30
- Check-in from May 29th 4pm
- Late check-out CAD 100 after 11am
- Hotel website: <https://www.futureinns.com>

These spacious and well-appointed accommodations are ideally situated 20 min from Stanfield International Airport, 15 minutes to downtown Halifax, 7 minutes to local shopping, dining and entertainment and most *importantly*, 5 minutes from the archery field!

Best Western Plus Chocolate Lake Hotel Halifax - 4.5 Star Hotel

- Single Room Breakfast only: CAD 215 per room
- Single Room Breakfast & Dinner: CAD 245 per room
- Number of rooms: 25
- Double Room Breakfast only: CAD 255 per room
- Double Room Breakfast & Dinner: CAD 315 per room
- Number of rooms: 12
- Check-in from May 29th 4pm
- Late check-out CAD 100 after 10am
- Hotel website: <https://www.chocolatelakehotel.com>

Stay at this perfect lakeside retreat on Chocolate Lake in the forested neighborhood of Armdale. The property is 40 minutes from Stanfield International Airport, 10 minutes to waterfront boardwalk and the shops and restaurants of lively downtown Halifax. The



archery field is a short 15-minute shuttle bus ride away!

Rooms are allocated on a first come, first serve basis. Lunch is included in accommodation and will be served at the archery venue.

Important Note: Please refer to the accommodation pages below for detailed hotel information. Complete all necessary sections in WAREOS and make full payment for entries and accommodation by the specified deadlines. Bank transfers only, no credit cards will be accepted. In addition, the LOC will be responsible to provide any event information at this hotel and provide transportation to the venues. Private vehicles can be used too.

TRANSPORTATION

Transportation will be provided from Halifax Stanfield airport to the official hotel, if booked through WAREOS, from two days before the official practice day and until one day after the closing day. Event Shuttle transport will be available between the official hotel, practice and competition venues May 31st-June 5th. Transport timetables will be confirmed.

VISA

All participants who need an entry visa to Canada, will be required to complete the **Visa Support sections** in WAREOS by no later than **25 April 2022**. It is the applicants' responsibility for supplying the necessary information, ensuring all details are up to date, correct and submitted by the deadlines specified. All participants that require a visa are kindly requested to supply a copy of their latest/valid passport. Copies of each application can be uploaded on WAREOS. All passport copies and personal details entered/uploaded to WAREOS will be held securely and in the strictest of confidence and not shared with other parties

PAYMENT CONDITIONS:

Complete all necessary sections in WAREOS and make full payment by the specified deadlines. Bank transfers only. No credit cards will be accepted. All bank charges will be paid by the participants.

The entry fees should be paid in full before arrival.

To confirm hotels reservations, a minimum 50% deposit of the total amount is required to be bank transferred to the OC before 21 March 2022. Reservations after this date will be considered only according to availability. The final outstanding balance shall be made via bank transfer before arrival. Accommodation cannot be guaranteed after this deadline. A balanced invoice will be provided via WAREOS.



BANK INFORMATION for ACCOMMODATION, TRANSPORTATION and

ENTRY FEES:

A/C Name: Archery Nova Scotia
Federation's Address: 5516 Spring Garden Rd, 4th Floor
City and Country: Halifax, Nova Scotia Canada B3J 1G6
Bank: Bank of Montreal
Account Number: 27543 001 8920 494
Swift: BOFMCAM2XXX
Bank's address: 5506 Spring Garden Road
Bank's Phone: +1 902 4213798
City: Halifax, Nova Scotia Canada

NOTE: ALL PAYMENTS SHALL BE MADE IN CAD BY BANK TRANSFER.

All bank charges will be paid by the participants. CREDIT CARDS are not accepted.

CANCELLATIONS & CHANGES

All cancellations and changes must be made through WAREOS / Open WAREOS:

- Cancellations received **before 25 April 2022**, a full refund of the deposit payment will be made.
- Cancellations received **after 25 April 2022**, no refund will be given.
- Refunds will be processed after the event.
- Name changes to team officials or athletes (same category and division) will be accepted up to two (2) days before the official practice without any additional charge or penalty, if it is after this, they will have a cost of 70 CAD.
- Should flight arrival details change last minute, please contact the Organising Committee using the details indicated in the team managers' booklet.
- If a participant's arrival is later than the original scheduled arrival date, the room will be charged from the date of the original booking in WAREOS.
- An email will automatically notify the Organising Committee and Member Association of any changes made in WAREOS.

HEALTH REGULATIONS (COVID-19)

INFORMATION

- Everybody should follow the Government/public health authorities measures (national and sport-specific regulations) and be aware of the travel restrictions
- Check the current travel, testing and border requirements on the government of Canada website: <http://www.travel.gc.ca/travel-covid>
- For your information, Medical infrastructure/Hospital with proper care will be reachable within 15 minutes from the venue, where COVID-19 test can be done

TRAINING

A training field will be available starting on **31 May 2022** at the Qualification Elimination Field located approximately 5-10 minutes from the official hotels. Transport to training will be made available from May 31st at no additional cost.

WEATHER

Halifax is a maritime city where the weather can be a bit unpredictable due to the proximity to the Atlantic Ocean. Temperatures in May and June are expected to range between 10 and 19 degrees Celsius. On average there are 13 days of precipitation in the month of June. So be sure to dress in layers to adjust for any changes in weather.

MEDIA REGISTRATION

Media representatives can apply for registration by emailing info@archery.sport

INTERNET

Will be available in the official hotels for free (in hotel rooms and in the lobby). There will also be Wi-Fi available for access to results on venue.

WATER

Each participant will receive clean bottles of water. Bottled water will be available.

PERSONAL HYGIENE AND HEALTH ADVICE

- Anyone due to participate in the event who is feeling ill should not attend.

- Participants (athlete, volunteer, official etc.) should proactively and regularly monitor their health status (including taking their temperature and monitoring for any symptoms).
- Stay home and self-isolate even with minor symptoms for 10 days or more depending on national protocols, when showing any symptoms (fever, tiredness, dry cough, headache, nasal congestion, runny nose, sore throat, difficulty breathing).
- Contact a healthcare provider immediately if any respiratory illness is noted.
- Masks to be worn at all times (transport, common area in the hotel, venue, training etc.), except on the shooting line.
- Regularly and thoroughly clean your hands with an alcohol-based hand rub or wash them with soap and water.
- Avoid touching your eyes, nose and mouth.
- Cover your mouth and nose with your bent elbow or tissue when you cough or sneeze. Then dispose of the used tissue immediately and wash your hands.
- Avoid touching high-contact surfaces such as door handles, walls or windows, etc.
- Avoid crowded places.
- Avoid steam rooms or saunas.
- No spitting, as the main mode of transmission of the virus is in respiratory secretions.
- No handshakes, high fives and any other personal contact.
- Athletes should not share clothing, bar soap, sports equipment, water bottles or other personal items.

TRANSPORT & ACCOMMODATION

- Avoid using public transport to go to the hotel and between the hotel and the venue. Use the LOC Shuttles provided.

VENUE

- Access to the venue might be revoked at any time in the event of a positive test, exposure or close contact.
- Limit contact/interactions with others.
- Handwashing/alcohol-based hand gel will be available at multiple locations in the event facility and accommodations.
- Regular toilet cleaning will be done (at least once per session).



- Trash bins will be available to dispose of used tissues and masks on transport to the venue, at the venue, and accommodations.
- The decision to allow spectators will be made 1 week prior to the event in accordance with current provincial and federal health guidelines.
- Medical personnel will be on site to assess on an as needed basis.
- An isolation room/space to hold any symptomatic person found at the venue will be available.
- Space on shooting line shall be 1.00 metre minimum per athlete.

PARTICIPANTS

- Maintain the staff/team to a minimum to minimise risk of transmission.
- Maintain social distancing, a 2m distance between yourself and others at all times.

ADDITIONAL INFORMATION

MEDICAL EMERGENCY CONTACT AND LOCATION

Queen Elizabeth II Hospital

1799 Robie St, Halifax, NS B3H 3A7, Canada

Phone: 911

LOC CONTACT

Name: Aimée Barnabé

Email: aimee@smileproductions.ca

Language: English

Phone number with international extension: +1 403 312 7922