



Beijing 2025 Asia Para Archery Championships

30th JUNE - 07 JULY 2025 – BEIJING (CHN)

version 2.0 (21 02 2025)

Dear Members of World Archery and Para Archers ,

As the President of National Paralympic Committee of China, I am pleased to announce that the 2025 Asian Para Archery Championships-World Ranking Tournament will be held for the first time in Beijing, China, on June 30, 2025. It is my great honor to invite all Para Archers and friends to Beijing to participate in this event.

Beijing is a city beautifully merging ancient history with modern development. The 2008 Beijing Olympic and Paralympic Games and 2022 Beijing Winter Olympic and Paralympic Games have made it the first dual-Olympic city in the world. Beijing also witnessed the success of the 2017 World Para Archery Championships, where over 200 athletes from more than 40 countries and regions were here showcasing exceptional talents and sportsmanship.

The 2025 Asian Para Archery Championships will provide an important platform for athletes to demonstrate their skills and exchange experience, and serve as an opportunity to celebrate the values of sportsmanship, friendship, and peace. With the goal of presenting a high-standard event, we are committed to creating a stage where the athletes can draw the bows of determination, release the arrows of hope, and hit the targets of dream.

I would like to extend my warm welcome to all of you again. We look forward to jointly advancing the development of Para Archery in Asia and fostering unity and friendship across the continent with you.

Sincerely,

CHENG Kai

President of National Paralympic Committee of China



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IMPORTANT DATES

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

Summary of deadlines:

| | |
|--|------------------|
| Registration Opening date on WAREOS | 28 January 2025 |
| Preliminary Entries / 50% non-reimbursable down-payment | 02 April 2025 |
| Final Entries / Full invoice payment – reimbursement deadline (see conditions) | 10 June 2025 |
| Transportation | 19 May 2025 |
| Visa support | 26 March 2025 |
| Full refund cancellation deadline | 28 February 2025 |
| Classification documents | 1st June 2025 |

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

Please adhere to the provided deadlines. It is imperative for Member Associations to update WAREOS with any changes, including cancellations or modifications, even after submitting a preliminary entry. Non-compliance may result in additional penalties.

VENUE LOCATION

| | |
|----------------------|--|
| Practice venue | China Administration of Sports for Persons with Disabilities (CASPD) |
| Qualifications venue | China Administration of Sports for Persons with Disabilities (CASPD) |
| Finals venue | China Administration of Sports for Persons with Disabilities (CASPD) |



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PRELIMINARY PROGRAMME

| | |
|----------------------------|---|
| 29th June 2025 Sunday | Arrival of participants |
| 30th June 2025 Monday | Classification Unofficial training |
| 1st July 2025 Tuesday | 1. Equipment Inspection + Official Practice Morning: Compound+W1 Afternoon: Recurve +VI 2. Team Meeting |
| 2nd July 2025 Wednesday | Qualification Rounds Morning: Recurve + VI Afternoon: Compound + W1 |
| 3rd July 2025 Thursday | Individual Matches Morning: Compound + W1 Afternoon: Recurve + VI |
| 4th July 2025 Friday | Team Matches Morning: Compound +W1 +Recurve (Doubles) Bronze Match Afternoon : Compound +W1 +Recurve (Mixed) Bronze Match |
| 5th July 2025 Saturday | Morning : Individual Matches VI Bronze & Gold Matches Award ceremonies – VI Afternoon : Finals for Gold/Bronze W1 (ALL) Award ceremonies – W1 |
| 6th July 2025 Sunday | Finals for Gold/Bronze Morning: Compound (ALL) Award ceremonies – Compound Afternoon: Recurve (ALL) Award ceremonies –Recurve |
| 7th July 2025 Monday | Departure of teams |

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



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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, invoices, visa etc.) please contact **directly the LOC**.

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, amendments or cancellations 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.

CLASSIFICATION

The classification will take place on 30 JUNE - 1 JULY 2025 for the W1, CO, RO categories.

Requests and documents (medical form and information) must be sent to classification@archery.sport no later than 1st June 2025.

All information and forms can be found on World Archery Website:

<https://www.worldarchery.sport/sport/disciplinespara-archery/classification>

It is the full responsibility of teams to arrive in time. It will not be possible to postpone classification session or official practice nor equipment inspection.

It is recommended to the archers registered for classification to arrive one day before their scheduled classification.



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ENTRY FEES

| | |
|-----------------------|---|
| Individual | 270 EUR per athlete |
| Official | 150 EUR per person |
| Coach | 150 EUR per person |
| Medical | 150 EUR per person – <i>Medical license shall be controlled by MA and made available to LOCO or World Archery, upon request</i> |
| Teams | *There is no Entry Fee for Team |
| Guest | 360 EUR per person |
| International License | 100 CHF per participant per calendar year to be paid to World Archery |

All other fees applicable to the event can be found in the [Policies and Procedures Athletes, Officials and Team Management](#).

Member Associations that have penalty fees outstanding from 2024 will need to have paid these penalty fees before being eligible to enter and compete.

Any entries received after the final registration deadline will be refused. Only substitution will be allowed.

Entries and substitutions received after the deadlines are subject to penalties as clearly stated in the rule book and the world ranking event invitation documents. A Member Association that has made final entries in WAREOS and does not participate will be invoiced for the number of entries entered in the system as well as any other booking they made through the platform (including but not limited to accommodation, transportation, and any other extras the Member Association has booked through the platform).

| PENALTY FEES TO BE PAID TO ORGANISING COMMITTEE (EUR) | |
|--|------------------------|
| Penalty fees for Late Entries (after final deadline): | 50.- per entry |
| Penalty fees for not filling Preliminary entries : | 150.- per entry |
| Penalty fee for differences between preliminary and final entries: | 150.- per entry |
| *If the difference between final and preliminary entries number is more than 4 athletes/officials. | |

| PENALTY FEES TO BE PAID TO WORLD ARCHERY (CHF) | |
|--|-------------------------|
| Lost accreditation | 30.- each |
| Any change to the final entry list, such as (but not limited to): <ul style="list-style-type: none">Athlete or official name changeDate of birth changeOfficial position changeAbsence or incomplete on-site contact person | 50.- each change |
| NOTE: CHF currency exchange rates will be those on the date of the event. | |

ACCOMMODATION

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China Administration of Sports for Persons with Disabilities (CASPD)

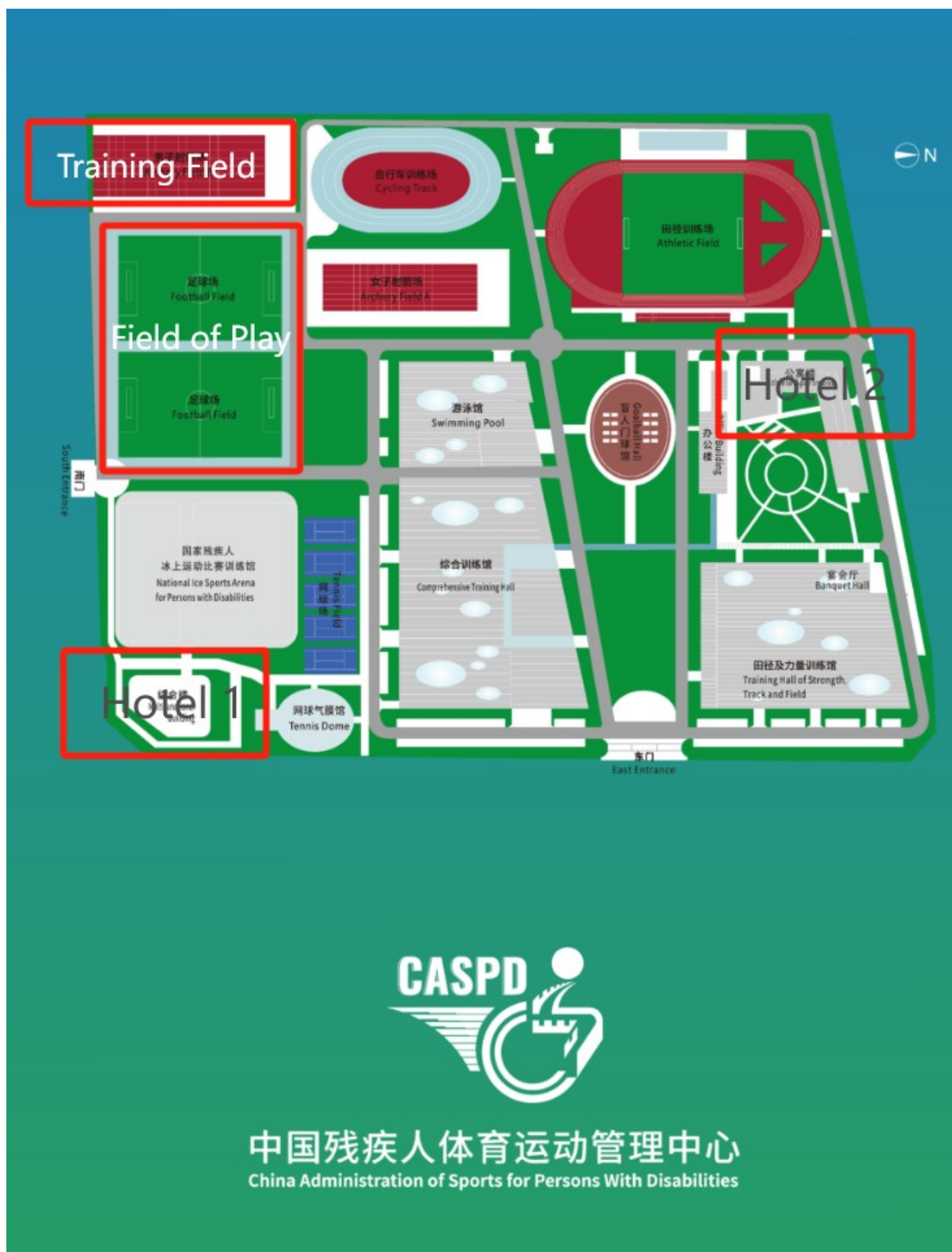
CASPD is located by the Wenyu River in Houshayu Town, Shunyi District, Beijing. Here is currently the world's largest sports training and competition base for persons with disabilities. The venue is featured with integrated accessible services.

- Single Room price: EUR 150.00 per room / night
- Double/Twin Room price: EUR 240.00 per room / night
- Board plan: Full board.
- Check-in from 28 June 2025
- Late check-out 13:00 pm
- Address: No. 1 Yutailu, Houshayu Town, Shunyi District, 101318, Beijing, P.R.China.



Accommodation includes breakfast and lunch /dinner with non-alcoholic drinks, which is located 200 meters away from the training and final field. All meals will be served at the CASPD.

Teams who do not reserve their accommodation through the organizing committee will be charged a double entry fee.





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TRANSPORTATION

Transportation will be provided from Beijing Capital International airport (PEK) to CASPD, from 3 days before the official practice day and until 1 day after the closing day round trip at EUR 40.00 per person.

Beijing Daxing International Airport (PKX) to CASPD would be charged for EUR 80.00 per person in round trip.

*Distance: Beijing Capital International airport (PEK): 30-40mins

Beijing Daxing International Airport (PKX): 120-180mins

VISA

All participants who need an entry visa to CHINA, will be required to complete the **Visa Support sections** in WAREOS by no later than **26 March 2025 (Wednesday)**.

It is the applicants' responsibility for supplying the necessary information, ensuring all details are up to date, correct and submitted by the deadlines specified.

In addition, 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.

BANK INFORMATION FOR ACCOMMODATION, TRANSPORTATION AND ENTRY FEES

| | |
|-----------------------|---|
| A/C Name: | CHINA ADMINISTRATION OF SPORTS FOR PERSONS WITH DISABILITIES |
| Federation's Address: | No. 1 Yutailu, Houshayu Town, Shunyi District, 101318, Beijing, P.R.China |
| Telephone number: | +86 010 80471842 |
| City and Country: | BEIJING, CHINA |
| Bank: | AGRICULTURAL BANK OF CHINA BEIJING BRANCH |
| Account Number: | 11120101040049661 |
| Swift: | ABOCCNBJ010 |
| Bank's address: | NO.13 CHAOYANGMEN BEI AVENUE, DONGCHENG DIST, BEIJING, 100010, P.R.CHINA |
| City: | BEIJING, CHINA |

NOTE: All payments shall be made in EUR/CHF by bank transfer.

All bank charges will be paid by the participants.

Please mention your team's name while bank transferring, example: Payment from XXX team.



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CANCELLATIONS & CHANGES

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

- 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

Medical emergency contact and location

Beijing Friendship Hospital in Shunyi, Beijing

Address: No.1, Youyi South Street, Shunyi District, Beijing

+86 010-81608585

ADDITIONAL INFORMATION

TRAINING

A training field will be available starting on **29 June 2025**.

WEATHER

According to weather information, the average temperature here in June is expected to be between 15°C/59°F to 26°C/79°F.

MEDIA REGISTRATION

Media representatives can apply for registration at 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

Bottled water and water fountain system will be available at the qualification and practice venues.

INSURANCE

All teams are advised to arrange insurance to cover all risks over the whole period of the championship event and the travelling period.



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LOC CONTACT

Name: Holliy

Address: No. 1 Yutailu, Houshayu Town, Shunyi District, 101318, Beijing, P.R.China

Email: huangyi@caspd.org.cn

Language: Chinese and English

Phone number with international extension: +86 010 80471842

Looking forward to welcoming you in Beijing, China.



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Terms and Conditions

Introduction

The Member Association acknowledges to have understood and accepted in their whole and without any restrictions the sale and purchase terms and conditions of this invitation package, and of the registration platform <https://extranet.worldarchery.sport/wareos/>.

Consequently, the Member Association who wishes to register to an event, and book some or all associated extras proposed by the local organizing committee acknowledges that they are fully aware present terms and conditions are accepted by entering information in WAREOS.

Any Member Association declares that it is entitled to enter a contractual relationship with the Local Organising Committee of the event, in accordance with these terms and conditions.

The Local Organising Committee commits itself to communicate, within reason, to its potential clients the greatest information available on the following topics:

Description of the main characteristics of the proposed products and of their use.

Pricing

Information on the methods of payment and reimbursement conditions.

Article 1: Entirety

The platform <https://extranet.worldarchery.sport/wareos/> is the propriety of, has been designed and created and is managed by World Archery Federation at Lausanne, Switzerland, and put at the disposal of

the Local Organising Committee to facilitate registration to World Archery events.

The present terms and conditions include any and all rights and obligations of the parties. No single, specific, or general term or condition that may appear on documentation sent, given, or handed over to a Member Association will alter, replace, or complete parts of or the entirety of these terms and conditions

World Archery reserves the right to modify at any time and without any preliminary notification of any kind these terms and conditions.

Article 2: Object

The present terms and conditions define the rights and obligations of the parties in relation to the registration made through the platform <https://extranet.worldarchery.sport/wareos/> of services offered by the Local Organising Committee in the scope of the event it has been set for.

Article 3: Contractual documents

The present terms and conditions and the registration process make up the contractual documents between the parties.

Article 4: Electronic signature:

The Member Association's entering registration information is the electronic signature which is binding between the parties in the same sense as a handwritten signature would be.

Article 5: Registration Confirmation – Contract

The contract is validated as soon as the Member Association has entered its

preliminary registration by entering information in WAREOS. A modification of the registration is possible until the deadline for registration set in the document. Modifications may be subject to penalty fees.

Article 6: Prices

The official prices are listed in the "Policies and Procedures Athletes, officials and team management", the invitation package prices will be based on the official price list, converted to the currency elected by the LOC for invoicing (CHF, EUR, or USD).

The official prices valid on the date that the registration confirmation is sent to the Member Association are binding between the parties.

Article 7: Payment methods

All payments shall be made by bank transfer to the organising committee respecting the stated deadlines, with all bank charges paid by the Member Association. For any open invoices that are not settled 21 days prior the beginning of the event, the Local Organising committee will be entitled to charge a 5% surcharge on all open amounts.

Any payments received cash by World Archery on behalf of the organising committee will incur a 10% additional service fee, to be paid to World Archery.

Article 8: Payment deadlines and refunds

After the preliminary's entry deadline, the downpayment of 50% shall not be reimbursable. After the final deadlines of registration mentioned in this document, Member Association will not be entitled to any refund, and all remaining unpaid amounts shall be paid to the Local



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Organising Committee.

Failure to do so, will result in an immediate suspension of the Member Association, who will be set as not in good standing on the day of the official practice of the event, and so until the full amount is paid to the LOC.

Article 9: Availability of services

The availability of services is guaranteed on a first come, first serve basis, provided that the payment of such service has been paid to the local organising committee, partially or in full as mentioned in this document.

The local organising committee is not required to hold services for a Member Association that has not paid in full such service.

Article 10: Force-majeure

None of the two parties will have failed in their respective contractual obligations if

their execution is delayed or prevented by a case of force-majeure. Cases considered to be a force majeure are extraordinary events or circumstances beyond the control of the parties, such as a war, strike, riot, crime, or an event described by the legal term "act of God" (e.g., flooding, earthquake, volcano eruption, etc). However, force majeure is not intended to excuse negligence or other malfeasance of a party, as where non-performance is caused by the usual and natural consequences of external forces, or where the intervening circumstances are specifically contemplated. The party experiencing a force majeure must notify in writing within 24 hours after becoming aware of the occurrence. The parties will then, within 7 business days examine, unless the force majeure prevents it, if and how the contractual obligations will be met.

Article 11: Privacy statement

All information exchanged by the Parties will be treated with the utmost confidentiality

All information requested by World Archery and the Organising Committee from the Member Association are necessary to process the event registration and can therefore be communicated only to the contractual partners of World Archery and the Local Organising Committee.

World Archery and the Local Organising committee are authorized to send informative and promotional e-mails to the Member Association, using the WAREOS e-mail address and the contact person provided by the Member Association during the registration.

November 2024 by World Archery Federation, Maison du Sport International, Avenue de Rhodanie 54 - 1007 Lausanne (Switzerland)