

PROSPECTUS

- 1 Authority** The LIEBHERR 2017 World Table Tennis Championships will be hosted and organized by the Table Tennis Association of Germany (DTTB) under the auspices and authority of the International Table Tennis Federation.
- 2 Date and Place** The Championships will be held from **Monday 29 May to Monday 5 June 2017** at Messe Düsseldorf, Messeplatz (Entrance north), 40474 Düsseldorf, Germany.
- 3 Events** The following Championship events will be played:
Men´s Singles
(Holder: MA Long, China)
Women´s Singles
(Holder: DING Ning, China)
Men´s Doubles
(Holders: XU Xin / ZHANG Jike, China)
Women´s Doubles
(Holders: LIU Shiwen / ZHU Yuling, China)
Mixed Doubles
(Holders: XU Xin, China / YANG Haeun, Korea)
- 4 Provisional Schedule** The venues will be open for practice
- from **26 May** at 10:00h (practice hall with 32 tables)
 - from **27 May** at 10.00h (main competition hall with 4 tables and second competition hall with 28 tables)
- 27 May 2017 Draws (1st part)
 28 May 2017 Opening Ceremony, Draws (2nd part)
 29 May 2017 Qualifications
 30 May 2017 Qualifications + Competition proper (doubles)
 31 May 2017 Competition proper (all events)
 1 June 2017 Competition proper (all events)
 2 June 2017 Competition proper (all events)
 3 June 2017 Competition proper
 Mixed Doubles final
 4 June 2017 Competition proper
 Men´s Doubles, Women´s Singles finals
 5 June 2017 Competition proper
 Men´s Singles, Women´s Doubles finals
- 5 Rules** The Championships will be conducted in accordance with the current Laws of Table Tennis, the Regulations for International Competitions and the Special Regulations for World Championships.
- 6 Equipment** The following equipment will be used:
- Tables, Net and Post: Double Happiness (table top black)
Ball: Nittaku 40+ *** (white)
Sports flooring: Gerflor (red)

All racket coverings must be of a type currently authorized by the ITTF.

Eligibility

The Championships will be open to Associations

- 7.1 Whose membership subscriptions have been paid up to and including those for 2016;
- 7.2 Have taken part with at least one player or team (an entry) in its preceding Continental Championships, including qualification tournaments, or Continental Games (see Regulation 4.1.3.1 and 1.16.3.3)

Nominated players have to be eligible to represent their Associations according to Regulation 4.1.3 in the 2016 ITTF Handbook. Associations with outstanding fees from previous World Championships will be required to pay the amount to the ITTF before their entries are accepted.

8 Fees

The entry fees will be as follows:

Men's and Women's Singles: EUR 23,5 for each entry
Mens', Women's and Mixed Doubles: EUR 47 for each pair

9 Submission of Entries

All entry forms must be duly filled and submitted to the ITTF before the deadline dates.

ITTF accepts only on-line entries (both for preliminary and final) by using National Association's password to register on the ITTF web-site (ITTF.com).

9.1 Preliminary entries

The intention to enter a delegation and confirmation of the players' participation will be the first step on the ITTF on-line entry system. The closing date for the receipt of this information is **Sunday 15th January 2017**.

9.2 Final entries

Entries must be submitted on the ITTF on-line entry system by providing all necessary information. In order to go through the entry process successfully, each field has to be completed properly. Final entries will be open from **Sunday 29th January 2017** and entries must be sent to the **ITTF** not later than **Wednesday 29th March 2017**.

Each Association shall be entitled to enter 3 men and 3 women players in each singles event, with one additional player ranked in the top 100 and one additional player ranked in the top 20 of the ITTF World Ranking list issued in January 2017 to a maximum of 5 men and 5 women. The maximum entry for each association is 2 men's doubles, 2 women's doubles and 2 mixed doubles; all players may be different.

In doubles events, both players may be from different Associations.

The host Association may enter up to 6 men and 6 women in each singles event, 3 men's doubles, 3 women's doubles and 3 mixed doubles regardless of ranking.

The size of each "**Official delegation**" (*Form A1*) will be limited to a maximum of: 1 doctor, 2 physiotherapists, 1 chief of delegation, the President of the Association, 1 professional Press Officer, 2 AGM delegates (including the President if nominated as a delegate) plus the number of players selected by the Association and eligible for the competition. The number of coaches cannot exceed three (3) if total number of players is less than 8; cannot exceed four (4) if number of players is 8 or 9; cannot exceed five (5) if number of the players is 10 or more.

All the "**Other persons**" (*Form A2*) of the Delegation must be listed separately.

The Organizing Committee guarantees that members of each "*Official delegation*" will stay in the same hotel.

Please note that the preliminary and final entries must be submitted on-line ONLY to the ITTF.

No additional entry is allowed after the final entry deadline (Wednesday 29th March 2017), only changes or cancellations are accepted in case of all accredited persons. These modifications can be done online until 15th April 2017. **The on-line system will be closed after 15th April 2017.**

9.3 Modifications

Modifications after 15th April 2017 to accepted entries (entries received by the deadline) must be made according to item 4.1.6 of the ITTF Handbook **using the appropriate form** for that purpose ("Modifications to Entry Form").

9.4 On-line entry forms on ITTF web-site

Starting Sunday 15 January 2017 until Wednesday 29 March 2017 all Associations can submit their entries on-line, on the ITTF web-site, through the following URL address: entries.ittf.com/2017

9.5 Travel and accommodation information

Accommodation details have to be sent together with the final entries until **Wednesday 29 March 2017**. Travel details (including departure) have to be added on-line until **15 April 2017**.

Each Association has a login and a password to access the on-line entry system. (The code and the password is the same as was/is used at previous WTTC and at World /Pro/ Tour events.)

An acknowledgment of the receipt of entry forms and any updates will be sent by e-mail. If this confirmation has not been received, the ITTF should be notified by e-mail (dleroy@ittfmail.com).

9.6 Visa application deadline

Based on the ITTF Executive Committee decision the organizers identify deadline indicating the date after which they cannot guarantee that the visa process will be concluded on time before the WTTC. For this reason it is in the vital interests of all participating Associations to submit all necessary information for getting the invitation letter and to get into contact with their closest Embassy/ Consulate within the deadline (**visa application deadline**). Furthermore, delegation members of several associations have to attend visa application interview also within a certain deadline to be sure to get the visa on time (**visa interview deadline**).

For the 2017 WTTC no deadlines are indicated, instead, the entry system opens early in order that visa appointments and applications could be submitted and scheduled early, allowing sufficient time for the visa process.

Schengen visa can be applied for up to 3 months before the intended day of arrival in Germany. Depending on your travel date, you can schedule your appointment for as early as 28 February 2017.

Please note that appointments at the embassy/visa service center can already be booked up to 3 months prior to the planned date of visa application. As there can be long waiting lists at some embassies/visa service centers, please place your request for an appointment there on time. You can ask for a date from December 2016 onwards.

Please ensure that you start the visa application process as early as possible.

Check the list of nationals who need and do not need visa to stay in Germany on this link:

[http://www.auswaertiges-
amt.de/EN/EinreiseUndAufenthalt/StaatenlisteVisumpflicht_node.html](http://www.auswaertiges-amt.de/EN/EinreiseUndAufenthalt/StaatenlisteVisumpflicht_node.html)

Check address and contact to the nearest Embassy and Consulate for visa applications on this link:

[http://www.auswaertiges-
amt.de/EN/Laenderinformationen/DtAuslandsvertretungenA-Z-
Laenderauswahlseite_node.html](http://www.auswaertiges-amt.de/EN/Laenderinformationen/DtAuslandsvertretungenA-Z-Laenderauswahlseite_node.html)

10 Copy of Passport and Photographs

As part of the entry process, photocopy of passport and an accreditation photograph (4cm x 3cm) have to be provided for visa and accreditation purposes. In order to avoid delays at the Accreditation Centre, Associations providing all required information and payment in advance will have priority during the accreditation process.

ATTENTION: Regardless if visa is needed or not, date of issue of all passports must not be before May 2007 and all passports must be valid at least 3 months after the departure date from Germany.

11 Obligations

The entry will contain a statement that players nominated are willing to compete against any other participating player and that the participants respect and acknowledge regulations and rules of the

ITTF Handbook. This statement must be confirmed by a responsible official of the nominating Association and no entry form will be accepted unless such an undertaking has been given.

12 Liability

12.1 By entering the Championships, participants agree to abide by all ITTF rules and by the rules and regulations of the Organizing Committee. All entered associations, pairs and individual players agree to be under the auspices of the ITTF and its agents in all matters concerning television coverage, video, internet web casting, motion picture coverage, and photographic coverage of any kind. Participants release all rights, or rights held by their agents or sponsors, in all matters relating to television and web casting coverage, video and motion picture coverage, and photographic coverage of any kind; and hence accept such coverage during the World Championships. A participant's refusal of above listed coverage may be subject to suspension or dismissal from the competition. Any participant, when called upon, must appear promptly to press conferences or medal presentations and follow the procedures set by the ITTF and the Organizing Committee.

12.2 By entering the World Championships, each association must ensure that all delegation members confirm that they know that their personal data will be shared with the Organizers and ITTF who, in turn, undertake not to share it with any unauthorized person in any way.

12.3 In the context of betting, participants in the World Championships shall follow the ITTF Regulations against Illegal Betting and Corruptions (Chapter 6 of the ITTF Handbook). They shall not, by any manner whatsoever, infringe the principle of fair play, show unsporting conduct, or attempt to influence the course or result of a competition, or any part thereof, in a manner contrary to sporting ethics. Any violation of this principle shall be disciplined according to provisions of ITTF regulation 3.5.3.

12.4 By entering the World Championships, all delegation members undertake to abide by the ITTF's anti-doping rules in effect (Chapter 5 of the ITTF Handbook).

12.5 By entering the World Championships, all delegation members undertake to abide by the ITTF Anti-Harassment Policy and Procedures (Chapter 7 of the ITTF Handbook).

12.6 By entering the World Championships, each association must ensure that all delegation members have medical insurance for the duration of the Championships.

13 Draw

The draws for qualification stage and competition proper will be conducted under the supervision of the ITTF Technical Commissioner in Düsseldorf on 27 May 2017 (place and time TBA). Draws for the No. 1-16 seeded players in singles will take place separately on 28 May 2017 (place and time TBA). No.1-16 seeded players in singles have to attend the draw. Place and time for further draws in later stage will be announced on site.

- 14 Delegations (Jury) Meeting** The Jury will meet with Organizing Committee's representatives, Referees and Team Managers on 28 May 2017 (time and place TBA). The Jury will meet on subsequent occasions during the Championships, if required. An Association directly affected by a matter under consideration at a Jury meeting is entitled to be represented at that meeting.
- 15 Umpires And Referees** All matches will be controlled by qualified umpires and referees, in accordance with the Directives for Match Officials at World Title Competitions (page 168 of the 2016 ITTF Handbook).
- 16 Awards** The winning players in various events will be entitled to hold the appropriate trophies until 31 December 2018.
- In addition to the Championship trophies the winner in each event will receive a gold medal, the losing finalist will receive a silver medal and the losing semi-finalists will receive bronze medals. All players taking part will receive a certificate of participation.
- 17 Meetings** A General Meeting of members (AGM) will be held on **Wednesday 31 May 2017** at the Stadthalle of the Congress Center at the fair ground Messe Düsseldorf. Each Association, whose membership subscriptions have been paid up to and including those for 2016 is entitled to be represented by two delegates at the Meeting. The ITTF recommends that at least one delegate should be a woman.
- The ITTF Board of Directors will meet on **Friday 2 June 2017** (at the fair ground; room TBA).
- Details in writing of business and propositions to be dealt with at the AGM and Board of Directors must reach the ITTF Secretariat **not later than Tuesday 28 February 2017**.
- 18 Free Hospitality** Free accommodation and meals will be provided from lunch on 28 May to breakfast on 6 June 2017 for
- Two (2) men and two (2) women players nominated by an Association (on double occupancy basis);
 - One (1) delegate to the Annual General Meeting from each Association if he/she is not already included in the nominated players listed above;
 - Members of the ITTF Board of Directors, the Olympic and Paralympic Commission and full members of Committees and the Technical and Women in Sport Commissioners.
 - Honorary Presidents and Personal Honorary Members;
 - President's Advisory Council Members;
 - Three (3) members of the Doping Control Panel appointed by the Sports Science & Medical Committee;
 - Members of the Athletes' Commission not already included in the nominated players listed above;
 - All the International Umpires, Referees and other officials from other Associations invited in accordance with the Directives for Match Officials;
 - Seven (7) members of the ITTF staff.

19 Hospitality for Charge

Players and officials who are listed on Associations' official entry forms but who are not entitled to free hospitality can take the official hospitality package including meals, transport and admission, at a charge of **EUR 158** per person per day in a twin/double room or **EUR 199** per person per day in a single room.

The hospitality package includes an obligatory minimum 3 days for players and coaches, and minimum 2 days for all other accredited persons.

20 Payment

Associations are requested to pay their entry fees, extra hospitality costs and hospitality costs for those persons not entitled to free accommodation and meals.

Payment should be made **in EURO currency** by direct Bank Transfer **within 8 days upon receiving invoice from the Organizing Committee, but not later than 18 May 2017** to the following account:

Account Holder: Deutscher Tischtennis-Bund
Bank Name: Frankfurter Volksbank
Bank Address: Triftstraße 14, 60528 Frankfurt
Account number / IBAN: DE66 5019 0000 6000 7395 27
BIC / Swift: FFVBDEFF

Payment has to be made by covering all bank fees in connection with the bank transfers after receiving the pro-forma invoice from the organizers.

The Organizing Committee will make hotel reservations and pick-up arrangements only for Associations that have completed their payments.

Cancellation

Reimbursement of pre-paid costs will be done upon request only if the cancellation has been announced before 17th April 2017.

For cancellation of accommodation for members of Delegations after the deadline of the Final Entries, the cancellation fee will be as follows:

Before 17 April 2017 - no cancellation fee.

From 17 April until 15 May: 50% cancellation fee of the total costs for each person not having free hospitality.

From 16 May: 80% cancellation fee of the total costs for each person not having free hospitality.

The Organizing Committee should not cancel the rooms of the persons taken in charge by them except if they receive official information from the associations concerned.

The Organizing Committee should not cancel the rooms of the persons not taken in charge by them if:

- they have received the full payment in advance or



- they have received the confirmation of date and time of arrival or
- they have received an official confirmation of the flight tickets by the company or the travel agency.

If the Organizing Committee does not receive any of these 3 above confirmations on time they are free to cancel the rooms.

21 Arrival Information

The deadline to provide travel details is **15 April 2017**. Participating delegations **must** inform the WTTTC Competition Manager, Didier Leroy (dleroy@ittfmail.com) and the Organizing Committee of any change on their arrival date and time at least three days prior to their arrival and no later than 23:59 h (local time) on 26 May 2017. Delegations not providing travel details before 23:59 h (local time) on 26 May 2017 will not have their players in the draw.

The Organizing Committee provides pick-up service from and to **Duesseldorf International Airport (DUS)** and **Duesseldorf Main Train Station**.