



# BULLETIN



## European Women Championships 2014: Bulletin

Dear ETBF Federations,

Germany will be the host of European Championships for Women 2014. It is with great pleasure that the German Bowling Federation welcomes delegations from all European Tenpin Bowling Federation members to this event.

The European Women Championships 2014 will be held in Berlin, the Capital of Germany, at the 28 lane bowling centre "Neue City Hasenheide", which has been the site of many national competitions over the last years, providing excellent facilities for bowlers and spectators.

In this bulletin, you will find the following items:

1. Preliminary Schedule of Events
2. Official Hotel
3. Berlin Area
4. Bowling Centre Hasenheide
5. Committees
6. Facilities / Services
7. Fees
8. Visa information
9. Forms / Deadlines

It is imperative for all federations to meet the deadlines presented in this bulletin, starting with the **deadline 20<sup>th</sup> February 2014 for Forms A.**

The official Web site [www.bowling-em.de](http://www.bowling-em.de) will be online from **1<sup>st</sup> January 2014** on and it will continuously be updated with current information.

We are looking forward to hosting this event and to welcoming you and your team in Germany. If you have any questions, comments or concerns, please feel free to contact us via e-mail to [info@bowling-em.de](mailto:info@bowling-em.de) at any time.

Best regards,

Dieter Rechenberg

President German Bowling Federation  
Host Tournament Manager



## 1. Preliminary Schedule of Events

Day	Date	From	To	Activity
Tuesday	03.06.2014	-	-	Ball Registration
		-	-	Unofficial practice
Wednesday	04.06.2014	-	-	Last day of team arrivals
		-	-	Ball Registration
		-	-	Unofficial practice
Thursday	05.06.2014	09.00	17.00	Ball Registration
		09.00	10.00	Lane Maintenance
		09.00	10.00	<b>Team Managers meeting</b>
		10.30	12.00	Official Practice Squad 1
		12.00	13.00	Lane Maintenance
		13.00	14.30	Official Practice Squad 2
		14.30	15.30	Lane Maintenance
		15.30	17.00	Official Practice Squad 3
		17.00	18.00	Break and line up
		18.00	18.30	<b>Opening Ceremony in the centre</b>
Friday	06.06.2014	08.00	09.00	Lane Maintenance
		09.00	12.30	Singles Squad 1
		12.30	13.30	Lane Maintenance
		13.30	17.00	Singles Squad 2
Saturday	07.06.2014	08.00	09.00	Lane Maintenance
		09.00	12.30	Singles Squad 3
		12.30	13.30	Break and Lane Maintenance
		13.30	14.15	Singles Semi Finals
		14.15	15.00	Singles Final
		15.00	15.30	<b>Medal Ceremony, Singles</b>

Additional squads may be added for the Official Practice and the singles competition in case of an unexpected high number of participants.



Day	Date	From	To	Activity
Sunday	08.06.2014	08.00	09.00	Lane Maintenance
		09.00	12.30	Doubles Squad 1
		12.30	13.30	Lane Maintenance
		13.30	17.00	Doubles Squad 2
Monday	09.06.2014	08.00	09.00	Lane Maintenance
		09.00	12.30	Doubles Squad 3
		12.30	13.30	Break and Lane Maintenance
		13.30	14.15	Doubles Semi Finals
		14.15	15.00	Doubles Final
		15.00	15.30	<b>Medal Ceremony, Doubles</b>
Tuesday	10.06.2014	08.00	09.00	Lane Maintenance
		09.00	11.45	Trios Squad 1, Games 1-3
		11.45	12.45	Lane Maintenance
		12.45	15.30	Trios Squad 2, Games 1-3
Wednesday	11.06.2014	08.00	09.00	Lane Maintenance
		09.00	11.45	Trios Squad 2, Games 4-6
		11.45	12.45	Lane Maintenance
		12.45	15.30	Trios Squad 1, Games 4-6
		15.30	16.30	Break and Lane Maintenance
		16.30	17.30	Trios Semi Finals
		17.30	18.30	Trios Final
		18.30	19.00	<b>Medal Ceremony, Trios</b>
Thursday	12.06.2014	08.00	09.00	Lane maintenance
		09.00	13.30	Team Squad 1, Games 1-3
		13.30	14.30	Lane maintenance
		14.30	19.00	Team Squad 2, Games 1-3

Additional squads may be added for the doubles and trios competition in case of an unexpected high number of participants.



Day	Date	From	To	Activity
Friday	13.06.2014	07.00	08.00	Lane Maintenance
		08.00	12.30	Team Squad A, Games 4-6
		12.30	13.30	Lane Maintenance
		13.30	18.00	Team Squad B, Games 4-6
		18.00	19.00	Break and Lane Maintenance
		19.00	20.30	Team Semi Finals
		20.30	22.00	Team Final

The highest ranked teams from day 1 will be seeded for Squad B  
 All other full teams and boosters players will be seeded for Squad A

Day	Date	From	To	Activity
Saturday	14.06.2014	07.00	08.00	Lane Maintenance
		08.00	09.30	Masters Step 1 (8 matches)
		09.30	11.00	Masters Step 2 (8 matches)
		11.00	11.30	<b>Medal Ceremonies Team &amp; All Event</b>
		11.30	12.30	Lane Maintenance
		12.30	14.00	Masters Step 3 (4 matches)
		14.00	15.30	Masters Step 4 (2 matches)
		15.30	17.00	Masters Final
		17.00	17.30	<b>Medal Ceremony Masters</b>
		20.00	-	<b>Banquet</b>
Sunday	15.06.2014	-	-	Departures



## 2. Official Hotel

The official hotel for the EWC 2014 is

Mercure Hotel Berlin Tempelhof Airport, Hermannstraße 214-216, 12049 Berlin  
Phone +49 30 62780-130, Fax +49 30 62780-111,  
<http://www.mercure.com/de/hotel-1894-mercure-hotel-berlin-tempelhof-airport/index.shtml>

providing a restaurant, a bar, wellness area (included), air condition in all rooms as well as wireless internet access (15,- EUR per week) and parking facilities (5,- EUR per day).

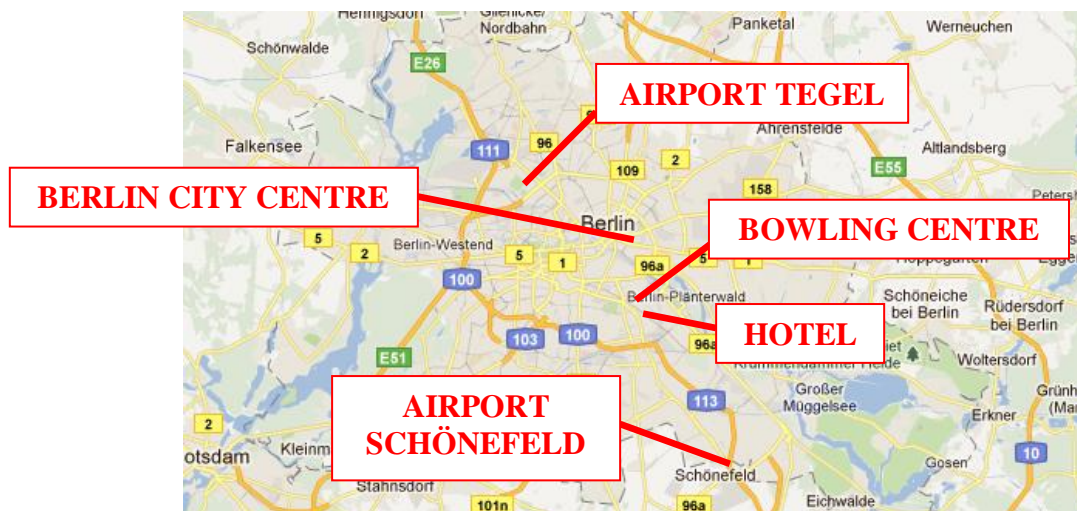
The following room rates will apply:

Single 100,- EUR                      Double / Twin 126,- EUR                      (incl. breakfast)

Triple rooms will be available upon request only. Please contact the Host Tournament Committee.

**All reservations must be made through the Host Tournament Committee with Form B and have to be pre-paid to the Host Tournament Committee by 31<sup>st</sup> March 2014.**

Please understand that the special room rates will not be available for reservations made directly at the hotel and that we cannot provide a shuttle service from/to the airport or from/to the bowling centre for federations having decided to stay in any other hotel.





### 3. Berlin Area

The city of Berlin is the Capital in Germany with 3.4 million inhabitants, offering a large variety of tourist attractions. It has two international Airports, Tegel in the north of Berlin and Berlin-Brandenburg, Schönefeld in the east.

Public transportation is available throughout the whole city of Berlin with Underground and Railway stations next to every Place of Interest. Services are available all day long. Underground stations are available 100 m away from the bowling centre as well as next to the hotel.

The temperature in June is usually around 15-20° C with some rainy days.

All delegations will receive an information package upon arrival, containing useful material for your stay in Berlin.

### 4. Bowling Centre Hasenheide

The bowling centre “Hasenheide” is located in the southern part of Berlin between the city centre and the airport Berlin-Brandenburg International in Schönefeld.

Neue City Bowling Hasenheide	Phone: +49 30 6222038
Hasenheide 108	Fax: +49 30 6211565
10967 Berlin	e-mail: <a href="mailto:citybowlinghas@aol.com">citybowlinghas@aol.com</a>
	<a href="http://www.bowling-hasenheide.de">www.bowling-hasenheide.de</a>

#### Centre specifications

Number of lanes:	28
Approaches:	Brunswick Pro Anvilane
Lane surfaces:	Brunswick Pro Anvilane
Pin decks:	Brunswick
Pin setters:	Brunswick GSX 2001
Pins to be used during the EWC:	Strikemaker
Scoring system:	Qubica Score

Spectators will be able to follow the competition from fixed installed grandstands next to the lanes. In total, there will be capacity for at least 200 spectators.

#### Dressing specifications

Oil machines	<i>to be announced</i>
Oil	<i>to be announced</i>
Cleaner	<i>to be announced</i>



## 5. Committees

### Jury of Appeal

*to be announced*

### EWC Technical Committee

Tournament Director

Roni Ashkenazi

Technical Delegate

Marios Nicolaides

Host Tournament Manager

Dieter Rechenberg

### EWC Host Tournament Committee

Host Tournament Manager

Dieter Rechenberg

Financial Director

Florian Fister

Registration

Nicole Müller

Public Relations / Press Services

Gisela Göbel

Referees

Bodo Gripp / *to be announced*

Results

Kim Andersen / *to be announced*

Website / IT Services

*to be announced*

Logistics

*to be announced*

Tournament Assistants

*to be announced*

### Lane maintenance

Kegel is the official lane maintenance company for the EWC 2014.

The pattern will be prepared by ETBF.

The length of the oil pattern will be published in due time before the beginning of the championships.

## 6. Facilities / Services

### Website

The official website of the EWC 2014 is [www.bowling-em.de](http://www.bowling-em.de).

It will be online from 1<sup>st</sup> January 2014 on and it will continuously be updated with all information concerning the Championships.

Online Scoring will be available for all events during the EWC 2014 at the official website.

### Press Room

One room at the bowling centre will be reserved as a working media room, providing high-speed access to printers and to the internet free of charge for all accredited press officials.

Please understand that players, coaches and team managers may not be allowed to use the press facilities unless they are working to provide updates to press in their home countries and have been accredited.





## Results

Teams, federations and press will be provided with standings after each game as well as with complete standings after each squad. Standings will be available at a large screen in the bowling centre. In addition, all results will be published at the official website [www.bowling-em.de](http://www.bowling-em.de) immediately.

## Shuttles (Airport, Hotel, Bowling Centre)

All delegations will be met at any of the Berlin International Airports (Tegel or Schönefeld) upon arrival and will be transported to the official hotel. A similar delivery service will be provided for departures. Federations must provide their flight arrival and departure times with Form C to make this service work properly.

A shuttle bus service between the official hotel and the bowling centre will be provided to all players, coaches, officials and supporters with an official entry.

Please understand that we cannot provide airport transfers or shuttle services for teams arriving before 3<sup>rd</sup> June or leaving after 15<sup>th</sup> June.

## Equipment storage

Bowling equipment can be stored in a designated area at the bowling centre to be reached via elevator.

## Farewell Banquet

The farewell banquet will be held on 14<sup>th</sup> June 2014 from 20.00 hours at the official hotel with a variety of delicious buffets. Tickets for the Farewell Banquet will be charged with 60,- EUR (subject to availability), but the banquet will be complimentary for all players and members of the official delegations with a valid entry.

## Unofficial Practice

Lanes will be available for unofficial practice on 3<sup>rd</sup> and 4<sup>th</sup> June 2014 from 10.00 hours. The unofficial practice lanes will have the oil pattern length to be used in the Championships, but this pattern will not be the official Championship pattern.

Squads for unofficial practice will be 2 hours each and will be available at 10.00 / 13.00 / 16.00 hours. The fee is **50,- EUR per pair of lanes and squad** to be paid in cash only directly to the bowling centre on site. Spots for the unofficial practice will be available on a first come, first served basis.

Please submit your reservations for the unofficial practice directly to Bowling Centre Hasenheide: [citybowlinghas@aol.com](mailto:citybowlinghas@aol.com).

Check-In for the unofficial practice will start 1 hour before every squad. Please show up in time to avoid your spot being given to another federation.



## 7. Fees

### Delegations Entry Fee

The EWC 2014 entry fee is **260,- EUR** per person for all players, coaches and officials as members of the official delegation. These fees include the delegation fee to be paid to ETBF and cover participation, transportation and the Farewell Banquet.

### Supporters Entry Fee

The entry fee for supporters is **140,- EUR** per person. These fees cover transportation and the Farewell Banquet.

### Press officials

Unless they have any further duties at the EWC 2014 related to a team or federation, there will be no entry fee for accredited press officials except for participation in the Farewell Banquet.

### Unofficial practice

Fees for the unofficial practice shall be paid directly to the bowling centre as stated in section 6. Facilities / Services.

### Hotel Fees

Please remember that the **hotel fees have to be paid to the Host Tournament Committee** as stated in section 2. Official Hotels.

### Spectators

There will be no entrance fee for spectators to the EWC 2014.

### Pre-Payment of Fees

All fees must be pre-paid. Federations will receive an invoice after having submitted their forms and are kindly requested to transfer the entry and hotel fees **by 31<sup>st</sup> March 2014** to the following account:

Name on account	Deutsche Bowling Union (German Bowling Federation)
Account #	22194955
IBAN	DE46 7025 0150 0022 1949 55
Bank Name	Kreissparkasse München Starnberg Ebersberg
Bank address	Sendlinger-Tor-Platz 1, 80336 München, Germany
BIC code	BYLA DE M1 KMS

We cannot accept credit card payments and have to charge penalty fees according to section 4.11.3 of the ETBF Constitution in case of late entries or withdrawals.



## 8. Visa information

Entry visas are required for citizens of some countries and the entry forms are not valid as visas. This is a current list of European countries whose citizens will not need a visa if staying less than 90 days. However, all countries should confirm this information independently:

Israel  
Serbia

and all European Union / Schengen countries

Visa applicants are advised to apply at least 3 months in advance.

More detailed information on visa regulations and procedures:  
[http://www.auswaertiges-amt.de/EN/EinreiseUndAufenthalt/Visabestimmungen\\_node.html](http://www.auswaertiges-amt.de/EN/EinreiseUndAufenthalt/Visabestimmungen_node.html)



## 9. Forms / Deadlines

Attached to this bulletin are the following forms. **Please pay attention to the vital deadlines** mentioned below. You will also be able to download every single form as a Microsoft-Word-file from [www.bowling-em.de](http://www.bowling-em.de) to be filled in electronically and to be submitted via e-mail to [info@bowling-em.de](mailto:info@bowling-em.de).

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### Form A: Entry form

The deadline for Form A is **20<sup>th</sup> February 2014**.

**Please return this form even if you do not want to participate in the EWC 2014.**

Federations sending the Entry Form later than 20<sup>th</sup> February 2014 will not be able to participate in the European Women Championships 2014. No exceptions for any reason can be made for those missing the deadline.

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### Form B: Hotel form

The deadline for Form B is **28<sup>th</sup> February 2014**.

**Please return this form even if you choose to accommodate your delegation at another hotel than the official hotel.**

All reservations must be made through the Host Tournament Committee with Form B and have to be pre-paid to the Host Tournament Committee. We cannot provide a shuttle service from/to the airport or from/to the bowling centre for federations having decided to stay in any other hotel.

**Federations sending the Hotel Form later than 28<sup>th</sup> February 2014 cannot expect to be accommodated in the official hotel and cannot expect the special EWC rates.** These special rates will not be available for reservations made directly at the hotel.

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### Form C: Arrival and Departure

The deadline for Form C is **31<sup>st</sup> March 2014**.

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### Form D: Rooming list with names

The deadline for Form D is **30<sup>th</sup> April 2014**.

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### Form E: Official Delegation

The deadline for Form E is **30<sup>th</sup> April 2014**.

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### Form F: Press Accreditation

The deadline for Form F is **30<sup>th</sup> April 2014**.

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### Form G: Ball Registration

Please fill in one issue of this form for each player **before your departure from home**.

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### Form H: Farewell Banquet

The deadline for Form H is **8<sup>th</sup> June 2014**.

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## Form A: Entry Form

Please return this form even if you do not want to participate in the EWC 2014

Federations sending the Entry Form later than 20<sup>th</sup> February 2014 will not be able to participate in the European Women Championships 2014.

<b>Federation →</b>	
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<b>Confirmation</b>	
We <b>want</b> to participate (Yes/No)	

<b>The delegation</b>	
Number of players	
Number of coaches and officials	
Number of supporters	

<b>Contact information</b>	
Contact person	
Address	
Phone	
Mobile	
Fax	
E-mail	

<b>The ultimate deadline for submitting this form is 20<sup>th</sup> February 2014</b>
Your contact person in the EWC 2014 Host Tournament Committee is Nicole Müller.



## Form B: Hotel Form

Please return this form even if you choose to accommodate your delegation at another hotel than the official hotel.

<b>Federation →</b>	
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<b>Are you using another accommodation than the official hotel, if so, which hotel?</b>	
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Rooms in the official hotel Mercure:			
Number of rooms	Type of rooms	Arrival date	Departure date

Type of rooms (field no. 2 in the table above): S = Single Room / D = Double Room / T = Twin Room

All reservations must be made through the Host Tournament Committee with Form B and have to be pre-paid to the Host Tournament Committee. We can not provide a shuttle service from/to the airport or from/to Bowling Hasenheide for federations having decided to stay in any other hotel.

**Federations sending the Hotel Form later than 28th February 2014 can not expect to be accommodated in the official hotel and can not expect the special EWC rates.** These special rates will not be available for reservations made directly at the hotel.

<b>The ultimate deadline for submitting this form is 28<sup>th</sup> February 2014</b>
Your contact person in the EWC 2014 Host Tournament Committee is Nicole Müller.



## Form C: Arrival and Departure

<b>Federation →</b>	
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<b>Mean of transportation (type yes)</b>	
Will arrive by plane	
Will arrive by train	
Will arrive by bus or car	

<b>Arrival information</b>	
Type TXL (Tegel) or SXF (Schoenefeld)	

<b>Arrival information</b>	
Number of people	
Date of arrival in Berlin in digital presentation	
Time of arrival in Berlin in digital presentation	
Last stopover airport	
Flight no. to arrive at Berlin	

<b>Departure information</b>	
Number of people	
Date in digital presentation	
Time in digital presentation	
Next stopover airport	
Flight no. from Berlin	

<b>The ultimate deadline for submitting this form is 31st March 2014</b>
Your contact person in the EWC 2014 Host Tournament Committee is Nicole Müller.




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## Form D: Room list with names

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<b>Federation →</b>	
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Your delegation divided at the hotel rooms		
Room	Type	Please type all names at the room
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		

Type of rooms (field no. 2 in the table above): S = Single Room / D = Double Room / T = Twin Room

<b>The ultimate deadline for submitting this form is 30<sup>th</sup> April 2014</b>
Your contact person in the EWC 2014 Host Tournament Committee is Nicole Müller.






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## Form E: Official Delegation

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<b>Federation →</b>	
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<b>Players</b>		
<b>Name (first name, family name)</b>	<b>Age*</b>	<b>Home Town*</b>

\* Please provide this information to be published in the EWC 2014 program book.

<b>Officials</b>	
<b>Name (first name, family name)</b>	<b>Function</b>

<b>The ultimate deadline for submitting this form is 30<sup>th</sup> April 2014</b>
Your contact person in the EWC 2014 Host Tournament Committee is Nicole Müller.



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## Form F: Press Accreditation

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<b>Federation →</b>	
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<b>Registration information</b>	
Federation (if any)	
Name	
Newspaper / Magazine	
Bringing laptop (Yes/No)	

**The ultimate deadline for submitting this form is 30<sup>th</sup> April 2014**

Your contact person in the EWC 2014 Host Tournament Committee is Nicole Müller.



## Form G: Ball Registration

Please fill in one issue of this form for each player before your departure  
 (only the white fields)

<b>Federation →</b>	
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<b>Name of the player</b>	<b>Date</b>

Ball name	Serial number	EL	WB	HA	AC	RE	SE

EL=Eligible / WB=Weight and balance / HA=Hardness / AC=Accepted / RE=Rejected / SE=Selected by the player

<b>Player's signature:</b>
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<b>Notes:</b>

<b>The ball check is carried out by:</b>
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## Form H: Farewell Banquet – Saturday, 14<sup>th</sup> June

Please return this form even if you do not wish to participate in the Banquet.  
Federations not returning the form will not have tables reserved.

<b>Federation →</b>	
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<b>Confirmation</b>	
We <b>want</b> to participate (Yes/No)	

<b>The delegation</b>	
Number of players - prepaid	
Number of coaches and officials - prepaid	
Number of supporters - prepaid	
<b>Number of additional guests – cash box € 60</b>	

<b>Contact information</b>	
Contact person	
Mobile	

<b>The ultimate deadline for submitting this form is Sunday, 8<sup>th</sup> June</b>
<b>Your contact persons in the EWC 2014 Host Tournament Committee are Nicole Müller and Dieter Rechenberg. Please return this form at the Information Desk.</b>