



TOURNAMENT INFORMATION – No.1
+ Information about Pre Match Procedures
for all members of your delegation – please transfer!

Dear Friends,

Thank you first for entering the 2020 ITTF World Tour Platinum German Open in Magdeburg. To make your stay as comfortable as possible please forward this information to all of your delegation members before they depart to Germany.

Tournament / Venue

- The 2020 German Open will take place in the **GETEC-Arena, Berliner Chaussee 32, 39114 Magdeburg**. You'll find the entrance for players and coaches left to the main spectators entrance of the venue.
- The **total number of entries** so far is 328 while at most 310 can be accepted. The full list of the entered and seeded players you'll find on the ITTF-website. There you'll find the schedule as well.
- **Practice** for accredited players on Monday, January 27th, is possible on 12 tables in two practice halls and on 12 tables in the main arena from 10 a.m. until 9 p.m.

On Tuesday and Wednesday, January 28th/29th practice is only possible on 12 tables in two practice halls starting from 7.30.

From Thursday, January 30th to Sunday, February 2nd practice is only possible in one practice hall on 9 Tables starting from 8 a.m.

Please note: During the main draw up to 8 tables will be reserved in the practice hall for players immediately before their matches. For each player one table is available for 40 - 50 minutes, depending on the playing schedule, right before the player has to go to the call area (20 minutes before the start of the match). The remaining table(s) may be used for general practice.

Organizing Office (from Sunday, January 26th, 10.00 a.m. – Sunday, February 2nd)

- **phone: +49 391 / 59 34 - 372 Fax: +49 391 / 59 34 - 374**

Accreditation

- The organiser recommends the team leader to come to the accreditation office (same as organising office) in the venue directly after arriving in Magdeburg. Coming as early as possible on Monday, January 27th will shorten your waiting time for the accreditation process. Associations which paid their invoice (FHP or entry fee) in advance will be treated preferential.
- **The accreditation** will take place on **Monday, January 27th, between 9.00 a.m. and 10.00 p.m. and on Tuesday, January 28th between 8.00 a.m. and 10.00 a.m.** in the organising office, 1st floor in the venue. Please use the entrance for accredited persons/players left from the main entrance of the venue.
- The entering association is responsible for the payment of the whole delegation. Maximum two representatives of the association can handle the accreditation, payment etc. to get all passes.
- Individual payments for players won't be handled. Please note that the order of handling will be the same as the order of arrival at the accreditation desk (exception: if payment was done completely in advance).





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- Please note that in case you want to **pay** the costs **upon arrival** we will accept only Euro in cash (next cash machine is located 500 m away from the venue.)
- **Individual invoices** for individual delegation members will be issued in the organising office but **not before January 29th**.
- **Check-In official hotel for delegations**
Please note there is no possibility to check in to the official hotel before accreditation/payment is done for the whole delegation (also valid for individual/each delegation members). Accreditation passes can only be handed out after payment is done.
- **Check Departure Time during accreditation**
During the accreditation process we will check the departure times. Please provide the organiser with your travelling details of all your delegation members at that time.

Hotel / Full Hospitality

- Maritim Hotel Magdeburg, Otto-von-Guericke-Straße 87, 39104 Magdeburg

Please, for any changes in your hotel reservation, don't contact the hotel directly. Changes can only be regulated by: Tischtennis Marketing GmbH (email: scholten@tt-marketing.de)
phone:+49 60 39 92210, fax:+49 60 39 922199 (until Thursday, January 23th noon).

From Sunday, January 26th, 10.00 a.m. please contact the Organizing Office in Magdeburg, phone: +49 391 5934 372 / Fax: +49 391 5934 374.

- **Breakfast** will be served in the Maritim hotel as well as **Lunch and Dinner** (entry will be regulated by QR-code on the accreditation pass). Meals starting with lunch on **Monday, January 27th, at 12.00 noon.**
- Check-out time at your hotel is 12.00 noon.
- Associations which booked full hospitality (at least for 3 people) and arrive by car will get 1 parking ticket free of charge on their request. The parking area is located behind the venue. Please note that parking space nearby the venue is available but not free of charge.

Shuttle Service – Airport Leipzig / Halle (LEJ)

- Shuttle Service from the Airport Leipzig/Halle (LEJ) to the hotel/venue is organised free of charge if you booked the full hospitality package. Meeting point is at the INFORMATION. If you haven't sent your travelling details in time (deadline was January 5th), we cannot guarantee a pick-up on time at the airport; there can be certain waiting time up to one hour. In case of problems, delays etc. you can call the German Open transport service by phone, dial **+49 391 5934 455**.
- Those who didn't book the full hospitality package can use the transport system (bus) for 25 Euro per trip, payable cash directly on site (if there is enough capacity).

No Shuttle Service - Main Train Station Magdeburg

- There is no shuttle service from the main train station Magdeburg to the hotel/venue. If you arrive at the main train station please use the main exit to Magdeburg City go straight to the Maritim-Hotel and find the shuttle service to the venue. Please see also layout next page. You can leave your luggage at the hotel before accreditation in the venue is done.





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Additional Services

- WLAN-area free of charge for players and coaches in the players-lounge / the practice and main hall.

Award Ceremonies after each final

- Award ceremonies will take place right after each final at the field of play for winner and runner up.

Security note

- All participants are asked to be prepared for controls at all entrances including the entrance for accredited persons, and therefore, they should calculate some extra time for entering the GETEC-Arena. The controls may cause some waiting time at the entrance.

Every visitor/participant is obligated to being scanned and patted down by security staff at the entrance for objects that are not allowed at the venue.

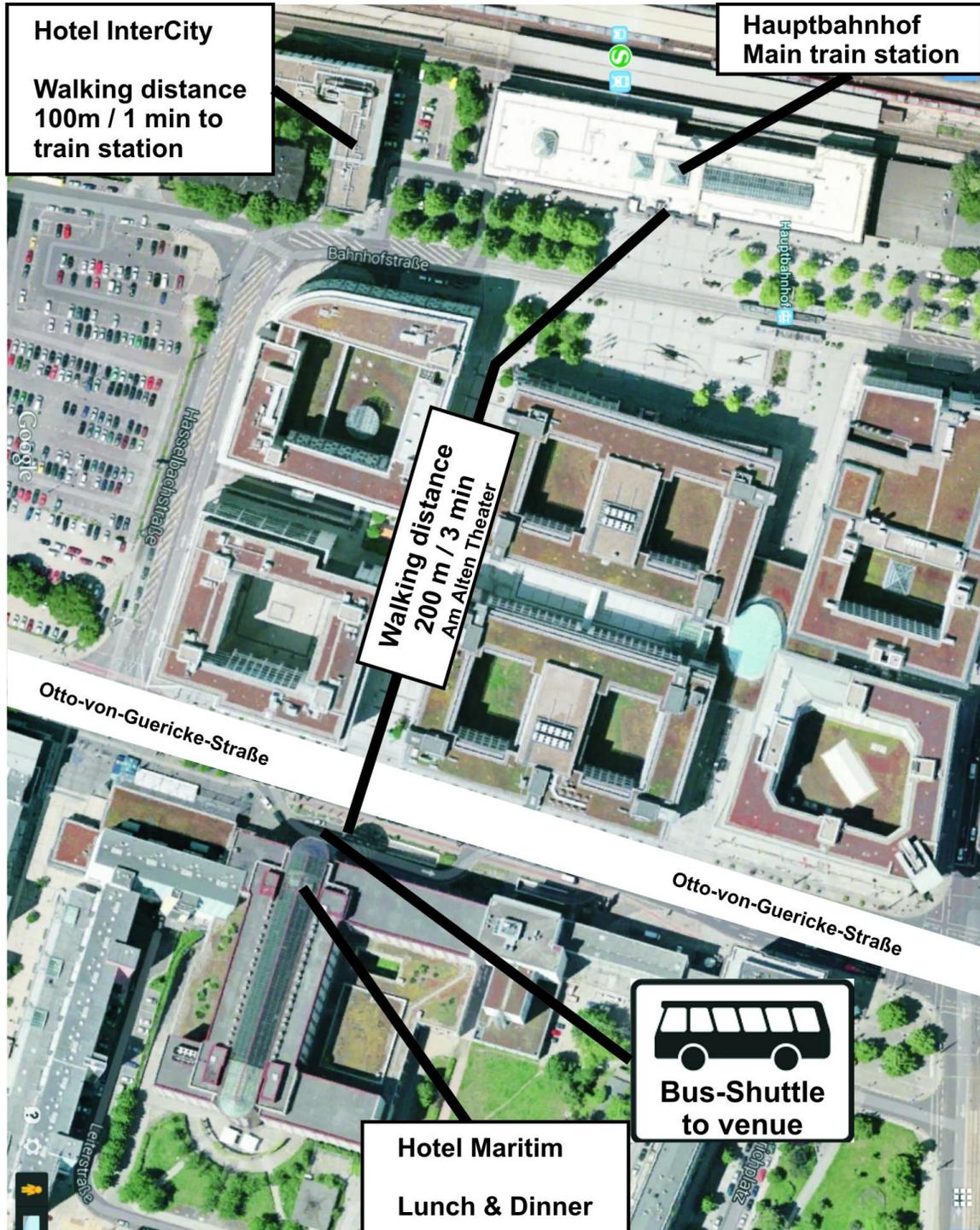
- By order of the security staff the inspection of carry-on goods (bags, backpacks etc.) has to be allowed. All accredited persons, regardless of which function, have to present their accreditation badge every time they enter the hall. There will be thorough security controls at all entrances.
- It is forbidden to bring weapons, bulky or dangerous objects of any kind, knives, explosives, pyrotechnical objects and pepper spray to the venue. Accredited persons may bring drinks and food, laptops, cameras as well as bigger bags and backpacks.
- Spectators / accompanying person are allowed to bring handbags and backpacks no bigger than DIN A4 and no food and no drinks into the venue. Larger bags may be stored for a fee (3,- € per day) in a container outside the main entrance.

Have a good trip to Magdeburg and a comfortable stay during the 2020 German Open.

Yours sincerely

DEUTSCHER TISCHTENNIS-BUND with Tischtennis Marketing GmbH







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INFORMATION ABOUT PRE-MATCH PROCEDURES

Dear Players, Coaches and Officials,

We like to help you for a smooth and timely preparation of your individual matches. So please read the following instructions carefully:

Reporting to the Call Area

During this tournament a Call Area is set up in the main arena. All players are requested to report to the Call Area **20 minutes** before the scheduled time of their match. You will meet an umpire to perform the following procedure:

Check the colour of shirts

- Please bring the shirt you envisage to wear at your next match and show it to the umpire. Opposite player/pairs must wear shirts of clearly different colours. Main colour will be registered on the match sheet. The player/pair, who will not present the shirt in the Call Area, have to change the shirt immediately in case of a colour clash.
- Basic white colour is not allowed!
- If players cannot agree on the different colour of shirts, the umpire will make a toss.

Players name on the shirt

- Please show the backside of your shirt to the umpire. Players name have to be printed on the back of the shirt for main-draw matches.

Coach

- Players have to submit the name of their coach / adviser to be placed on the scoresheet.

Ball Selection / Multi Ball

- Each Player/pair is entitled to select two balls for their next match during qualification. From main draw all matches will be played with Multi Ball. Each player / pair are entitled to select 15 balls for their next match.
- If players cannot agree on the balls to be selected, the umpire will choose by random.

Racket Control

- Players are requested to provide their racket to the umpire. The racket will be tested; if the racket is accepted, the umpire will keep it and bring it to the match table. (See further details on racket test below).

Note:

- Please go to the Call Area right in time. Call Area procedures will close 15 minutes before the scheduled matches.
- Players who are not showing up in time will lose their right to choose the colour of shirt and select the balls. Automatically an after match racket test will be recorded as well.

March-In Procedure

As far as the time schedule will allow, we would like to present the players by using an official march-in. At least for staged matches this is what we are aiming for.

In case we will use the official march-in, players shall meet at the march-in point **8 minutes** before the scheduled match. Further instructions will be given to players and officials on short notice.





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Racket Control Procedure

Voluntary racket control

- Each player is entitled to have 2 voluntary racket controls during the tournament. Additional voluntary controls may be conducted if facilities and personnel are available.
- Voluntary tests will have to wait if compulsory controls are conducted at the same time.
- No disciplinary action may be taken for irregularities found during voluntary controls. But, the player will be informed about the results, they shall sign a form to confirm that he has been informed.

Voluntary racket control will be carried out in the RTC on Monday, January 27th from 15:00 to 19:00 h.

Also, voluntary controls will be offered during the tournament, but in such a way they do not interrupt compulsory racket controls.

Compulsory racket control

- All players are requested to submit their rackets to the umpire in the Call Area **20 minutes before the scheduled match time.**
- After racket control the umpire will bring the racket to the match table, in case the racket was identified as being legal.
- If the racket is found to be illegal then the racket will be sent to and stay in the possession of the Referee until the end of that match. The player will have to play that match with another racket, which will be controlled after the match. (If there is sufficient time the second racket may be controlled also before the match.)
- If a player does not bring his racket to the call area, within the deadline of 20 minutes before the scheduled time of the match, then the racket will be controlled after the match.
- VOC tests will be carried out at random. The Referee may, at any time, choose any match to be tested.
- The player (whose racket is being tested) and his coach may attend during the testing activities at the Racket Control Center (RCC). Spectators or other persons are not allowed to attend.
- If a player has to change his racket during the match, both rackets (damaged and spare one used) have to be tested after the match; therefore the umpires will collect the damaged racket before the player replaces it.
- For after-match tests it is obligatory that the player leave his racket on the table (similar as during intervals). Players can collect their rackets 30 minutes later at the Racket Control Center.

Disciplinary action if rackets fail the compulsory racket control

- Umpire / racket controllers are documenting the results on a Racket Control Form (Form 3), if a racket will be identified as being not compliant to the rules.
- The Referee on duty will be informed, who will take the final decision about the legality of the racket.
- In case an illegal racket was used the Referee will decide on the outcome of the match, according to the Directives.
- The Referee will inform the player / coach about the racket failure and the disciplinary action to be taken. The player shall sign the form to confirm that he has taken notice of the issue.





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Further Consequences of failing compulsory racket control

Before the match: In case of a failure of a compulsory racket control before the match, the referee will decide that the racket cannot be used and must be replaced by another one, which also will be checked after the match. The following will be recorded as failures in the referee log:

- Rubber is not on the LARC
- Flatness measure above limits
- Thickness measure above limit
- VOC measure above limit

After the match: In case of a failure at a compulsory racket control after the match, the referee will decide that the player forfeits the match.

If this match is in a group round robin system, the player shall be deemed to have lost the match and he shall gain 0 points for this match.

Repeated failures and penalties applying after each racket control failure

For the *first failure* in a pre-match control the player is required to change his racket.

For the *second failure* in a pre-match control, the player is required to change his racket.

For a *third failure* in either a pre- or post-match control for any reason at a tournament the player will be disqualified from that tournament.

For *any failure in a post-match* control the player forfeits the match just completed.

Following 4 accumulated failures on any aspect of racket control in a period of four years, the player may complete the tournament, but subsequently the Executive Committee will suspend the offending player for 12 months. In the case when a player fails a racket control, the ITTF shall register the player's name on ITTF website and inform the player's association in writing.

Caution

- All players and captains are reminded that brand-new coverings should be aired for at least **72 hours** before a match. It is not sufficient just to cut or to open the plastic cover: the plastic cover sheet must be removed and the rubber must be kept outside any type of bag so that the rubber/sponge is completely uncovered on both sides and then can release the remaining banned solvents.
- In any case the player will be held responsible if a test indicates that they remain at an unacceptable level.
- Some VOC's can be detected a long time after they have been used. If any player suspects that his racket may be contaminated, he should submit the racket concerned for voluntary testing without fear of penalisation.

If you have any questions or comments, please don't hesitate to contact the Referee. We request the co-operation of all participants in helping to provide an efficient and reliable call area procedure and racket test service, which is aimed to best support your preparation for your matches.

Wishing you all a successful tournament.

Michael Zwipp, Referee

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