



Fédération Internationale
de Natation

LAST REMINDER

TO ALL FINA MEMBER FEDERATIONS

FROM FINA - Lausanne

DATE 1st October 2014

RE 3rd FINA World Diving Coaches & Judges Conference
6 – 8 November 2014 // Orlando, Florida, USA

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CORNEL MARCULESCU

Dear Friends,

We have the pleasure to remind you that FINA, in cooperation with the USA Diving, will organise the 3rd FINA World Diving Coaches & Judges Conference 2014 in Orlando, Florida, USA. We are pleased to forward you the following information related to the organisation of this Conference:

Participants

Each National Federation can nominate Diving Coaches OR Diving Judges to take part in the Conference.

In order to register the participants, please complete the attached “*Registration and Reservation Form*”.

FINA and USA Diving must receive this document, no later than 6th October 2014.

Dates

Arrival: 6 November 2014 (morning)
Conference: 6 – 8 November 2014
Departure: 9 November 2014

Travel

FINA will provide the following travel assistance for **one** participant per National Federation:

- 500 USD for all participating National Member Federations in Americas (North, Central and South)
- 1'000 USD for all other participating National Member Federations

Travel assistance will be paid by bank transfer to the National Federation after the conference. Please complete the attached “Travel Assistance Form” and return it to the FINA Office no later than **6th October 2014.**

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Accommodation

USA Diving will provide accommodation for **one** Coach or Judge per National Federation as follow:

- 3 nights hotel in a single room (6-7-8 November 2014)
- Dinner on the 6th November
- Breakfast, Lunch and Dinner from 7 to 8 November

For extra participants from National Federation (hotel room & meals)

One extra participant from the same National Federation will have the possibility to share a double room with the person on the benefit of the free accommodation, provided by USA Diving. The full board price for this person will be USD 156 per person, per day.

Double occupancy room, full board:	USD 156.- / per person, per day
Single occupancy room, fully board:	USD 215.- / per person, per day

The Organising Committee will take care of the hotel reservation.

Please do not contact the hotel directly!

The arrival and departure date has to be mentioned on Registration and Reservation form.

Location

Buena Vista Palace Hotel & Spa
1900 E Buena Vista Dr,
Lake Buena Vista, FL 32836
USA

International Airport

Orlando International Airport (MCO)

Transportation

Local transportation between the official hotel and airport for all participating members will be provided.

Visa Application

Participants requiring visa assistance are kindly requested to contact as soon as possible to the OC contact.

Please also check the ESTA web site (Electronic System for Travel Authorization) in order to know if you need to register before your travel.

<https://esta.cbp.dhs.gov/esta/>

Programme

You will find the programme of this Seminar attached

Language

The working language at the Seminar will be **English**.

Attachment

You will find attached the following documents:

- Registration and Reservation form
- FINA Reimbursement form (for the payment of travel assistance)
- Programme of the Conference

In order to register, please complete the attached "Registration and Reservation form" and send it to **USA Diving AND FINA Office** ***no later than 6th October 2014***

Contacts

FINA Office

Céline Daguerre

Email: development@fina.org

USA Diving

Stephanie Babcock

Email: Stephanie.babcock@usadiving.org

Phone: +1 317 237 5226

Fax: +1 317 237 5257

Thank you very much for your kind attention. We remain at your disposal for any further assistance or information you may need.

Yours Sincerely,

Cornel Marculescu
Executive Director



CM/cd

cc: FINA Executive
FINA TDC Commission

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