

## Section III: Sanctioning Procedures

**New additions are highlighted**

### I. **Sanctions are required for all USA Gymnastics competitions, clinics, workshops, tours and exhibitions.**

- A. USA Gymnastics, as the national governing body for gymnastics in the United States, must consider the assurance of Sanctions for those events as defined in the USA Gymnastics Sanctioning Policies and Procedures.
- B. USA Gymnastics Sanctions will be secured through USA Gymnastics Member Services for all USA Gymnastics sponsored events at the Local, Sectional, State and National levels of competitions within the policies listed in these Sanctioning Procedures.
- C. Any USA Gymnastics Men's Program professional member, must be at least eighteen years of age, in good standing, may request a sanction for an event. The event director must be an USA Gymnastics Men's Program professional member.
- D. Once the sanction has been granted, the Meet Director must follow all USA Gymnastics Men's Program Rules and Policies.
- E. The appropriate forms for obtaining Sanctions may be found in the Appendices of these Rules and Policies **or by clicking [here](#).**
- F. Obtain Sanctions and appropriate forms from the USA Gymnastics National Office for the following Junior Olympic and Elite events:
  - 1. Local meets, clinics, dual meets, tri-meets of a local nature.
  - 2. Sectional meets - qualifying meets hosted under the supervision of USA Gymnastics State Chairmen.
  - 3. State, regional - events hosted under the supervision of USA Gymnastics State or Regional Chairmen.
  - 4. National - events hosted under the supervision of the Senior Director of the Men's Program or the Director of Events.
  - 5. Any event involving current U.S. National Team Members.
  - 6. International - meets involving gymnasts from other countries.
  - 7. Clinics, workshops, training camps, and other events wanting the benefits of USA Gymnastics' secondary insurance coverage.
  - 8. Educational courses that are part of USA Gymnastics University

***The appropriate fee identified in paragraph II below must accompany the sanction request.***

- G. It is the Meet Director's responsibility to:
  - 1. Follow all regulations contained in these Rules and Policies and all applicable technical regulations from the NGJA.
  - 2. Secure judges through the appropriate judging association.
  - 3. Ensure that all equipment specifications are correct and the equipment is properly installed.
  - 4. Ensure gymnasts are entered in their proper age groups and levels and are USA Gymnastics registered Athlete Members.
  - 5. Ensure all reasonable safety measures are considered.

- a. Each competitive area must have its own physical space and may not overlap with another competitive area.
  - b. There cannot be any obstructions on the floor exercise area.
  - c. There must be sufficient room for mounting, dismounting and vaulting areas.
6. Report results according to procedures as stated in these Rules and Policies under Meet Results, Section VII.
- H. The Meet Director must be thoroughly versed in the organization and regulations of gymnastics competitions. Violations of any of these Rules and Policies may result in disciplinary action against the Meet Director.
- I. Meet Directors must mail the Request for Sanction form to the USA Gymnastics office a minimum of thirty (30) days prior to the meet. The appropriate sanction fee specified in paragraph II below must accompany all sanction requests (one form per event).
- J. The Director of an event involving National Team Members must submit an additional form, found in the Appendices, to the USA Gymnastics Office.
- K. Request for changes to original Request for Sanction:
1. ANY change must be presented in writing and may be faxed to the USA Gymnastics Member Services Department at 317/692-5212.
  2. The Meet Director must follow up the approved change in writing.
  3. Request must be made at least ten (10) days prior to the event.
- L. After the Meet Director and officials have signed the Sanction Report Form, the Meet Director must return it to the USA Gymnastics National Office. The appropriate copies must also be sent to the State and Regional Chairmen. These must be sent within twenty-four (24) hours.
- M. Upon receipt of the Request for Sanction form and appropriate fee, the USA Gymnastics Office will forward a Certificate of Approval Form, granting Sanction. THIS CERTIFICATE MUST BE POSTED DURING THE COMPETITION.
- N. IF A CERTIFICATE OF APPROVAL HAS NOT BEEN RECEIVED ONE WEEK PRIOR TO THE EVENT, CONTACT THE USA GYMNASTICS MEMBER SERVICES DEPARTMENT.
- O. For Invitational meets or any other type of event involving U.S. Sr. Elite National Team Members, a Request for Foreign or USA National Team Sanction form must be submitted to the USA Gymnastics Office.

## **II. Sanction Fees**

- A. Sanction Form and Fees
- Events with 72 or less participants will be \$50.
  - Events with over 72 participants will be \$100.
- Be sure that your payment includes Late Fee (+\$25), or Rush Payment (+\$100 for 7 days or less) if appropriate.

Sanction fees for the Junior Olympic National Championships meets will be paid by USA Gymnastics; however, the meet host must submit a Request for Sanction form, including the signature of the designated Meet Director.

- B. Late requests for sanctions: A fine of \$25 per sanctioned event will be charged to members whose request is received after the thirty (30) day deadline. LATE REQUESTS FOR SANCTION SHOULD BE MAILED TO THE USA GYMNASTICS STREET ADDRESS – 132 E Washington St. Ste 700, Indianapolis, IN 46204.
- C. Very late sanction requests (five days or less prior to the date of the first day of an event): The Meet Director MUST contact USA Gymnastics by telephone. The Member Services Department will determine IF a Certificate of Approval will be granted and will explain the emergency procedures at that time.
- D. No fees are refundable, regardless of the reason for canceling a sanctioned event.

### III. Sanctioned Events with Foreign Athlete Participation

**CONTACT USA GYMNASTICS NATIONAL OFFICE FOR ASSISTANCE AND DIRECTIONS. DO NOT DIRECTLY CONTACT ANY FOREIGN FEDERATION, ATHLETE, CLUB OR JUDGE.**

With the increased participation of foreign athletes in the country, USA Gymnastics has the responsibility to inform our Professional Members of the FIG regulations governing this activity. The FIG and its member federations have jurisdiction over international events i.e., events involving more than one country's athletes.

Violations of the FIG regulations can result in restrictions of the member federation and/or its athletes.

While USA Gymnastics realizes the cultural enrichment that these types of events provide to our members, strict compliance to the FIG Regulations MUST be followed. Your cooperation is very much appreciated.

- A. STATUTES of the FEDERATION INTERNATIONALE DE GYMNASTIQUE (FIG) – reprinted from the original CHAPTER VII: RELATIONSHIPS BETWEEN FEDERATIONS, UNIONS, GROUPS AND THE FIG.
- B. STATUTES of the FEDERATION INTERNATIONALE DE GYMNASTIQUE (FIG) – reprinted from the original CHAPTER VII: RELATIONSHIPS BETWEEN FEDERATIONS, UNIONS, GROUPS AND THE FIG.

Articles which affect international competition:

- 34.3 Inter-Federation Events and responsibilities of Federations  
Federations may organize events among themselves in accordance with the Statutes and Regulations of the FIG. It is, however, forbidden for gymnasts or judges of a federation to participate in competitions or demonstrations in the sphere of activity of another federation without the prior consent of the federations involved. Likewise, the participation of gymnasts or judges of a federation in an event organized by a body other than a federation must be subject to the prior consent of any federations involved. Federations are also responsible to the FIG for the behavior of their gymnasts, coaches, judges, and other officials and they act as guarantors to the FIG in respect of these responsibilities.
- 35.1 In principle, gymnasts and judges taking part in any international competition must have the nationality (citizenship) of the federations they represent and the authority to participate from their federation.

***The following article outlines the penalties that could be incurred by USA Gymnastics and individual Professional Members, if these rules are not followed.***

28.0 Code of Discipline  
Provisions of the "good rule and governance" of the FIG is made in Appendix 3 to these Statutes. This has validity as though it were enacted in the body of the Statutes.

The sanctions which may be imposed upon a federation or an individual for an act of misconduct are:

- a) a warning, possibly with publication in the FIG Bulletin;
- b) suspension of the federation, or a person, from participation in any official event of the FIG or from several such events;
- c) exclusion from any future participation in the activities of the FIG;
- d) refusal of admittance to any events of the FIG;
- e) a financial imposition;
- f) exclusion of a federation, following resolution of the Congress;
- g) Suspension from office of any elected member and possible exclusion from office, following resolution of the Congress.

**C. INVITATIONS FOR FOREIGN ATHLETES**

(Competitions/Exhibitions/Training)

1. Send ALL information (including any financial arrangements) and a cover letter including dates, registration forms, and fees to the USA Gymnastics Office.
2. If you wish to invite a particular athlete(s) or foreign club(s), include club name, contact person, and address.
3. If the activity is a competition/exhibition, a USA Gymnastics Sanction is REQUIRED.
4. Complete "Request for Foreign Sanction" form found in the Men's Program Rules and Policies and send it to the USA Gymnastics office to the attention of "SPECIAL SANCTIONS." The sanction fee varies on the level of competition and the number of countries invited. Please contact Member Services at 1/800-345-4719 for details.
5. Additional sanction fees may be assessed up to \$250,000 depending on the particulars of the event (i.e. sponsors and television etc.) You must hold a pro membership in ALL disciplines requested.
6. DO NOT SEND ANY INVITATIONS (FOREIGN OR DOMESTIC) UNTIL THE USA GYMNASTICS OFFICE HAS NOTIFIED YOU THAT APPROVAL HAS BEEN GRANTED.

**D. OTHER CONSIDERATIONS**

1. The USA Gymnastics Office must approve all sponsorships, advertising, and promotional materials concerning these events in writing.
2. The use of the word "INTERNATIONAL" is strictly FORBIDDEN.
3. Promotion or advertising depicting the event as a competition between two or more countries is forbidden (i.e., USA vs. Canada).
4. Higher sanction fees will be assessed.
5. If your club is planning on traveling to another country, you MUST inform the USA Gymnastics Office in order to gain written permission from both federations.
6. ALL EXHIBITIONS, COMPETITIONS, AND TRAINING BETWEEN COUNTRIES (I.E., USA VS. FOREIGN COUNTRY) IS UNDER THE JURISDICTION OF USA GYMNASTICS.
7. ALL REQUESTS FOR SANCTION FOR EVENTS OF THIS TYPE MUST BE SUBMITTED TO USA GYMNASTICS NO LATER THAN 120 DAYS PRIOR TO THE EVENT DATE.

#### **IV. Sanctioning Requirements for Foreign Exchanges**

The following categories have been defined for participation of foreign athletes in this country. All exchanges involving foreign athletes are under the jurisdiction of the FIG and the host Federation. Every procedure **MUST** be followed to protect the athletes and USA Gymnastics.

- A. Competitions/Exhibitions/Training/Exchanges which **DO NOT** involve any USA or Foreign National Team Members
  - 1. Requirements if competition or exhibition takes place in the United States:
    - a. Prior approval of Foreign Federation secured through request made by USA Gymnastics.
    - b. All Foreign Athletes must register with USA Gymnastics (\$25).
    - c. Sanction Application Fee – \$300: Contact Member Services at 1-800-345-4719.
    - d. All aspects of the event **MUST** be approved by USA Gymnastics. This includes but is not limited to:
      - 1) Sponsorships
      - 2) Marketing/property rights
      - 3) Equipment/format
      - 4) Television
      - 5) All promotional, marketing, and advertising materials
  - 2. Requirement if competition or exhibition takes place in another country:
    - a. Prior approval of Foreign Federation secured through request made by USA Gymnastics.
    - b. Prior notification to USA participants that the USA Gymnastics insurance does not cover their participation in an event held in a foreign country.
  - 3. Requirement if **TRAINING ONLY** takes place in United States:
    - a. Prior approval of Foreign Federation secured through request made by USA Gymnastics.
    - b. Proof of Insurance coverage:
      - 1) It is the sole responsibility of the event host to secure proper insurance for the event -- be aware that some insurance packages do not cover foreign athletes or coaches.
      - 2) Training exchanges may not be "USAG-sanctioned"; therefore, the Team (athlete) Member Insurance is not in effect.
- B. Competitions/Exhibitions/Tours which include Senior USA or Foreign National Team members.
  - 1. Requirements for events conducted in the United States and there are no public ticket sales and no TV broadcast.
    - a. All Foreign Athletes must register with USA Gymnastics (\$25).
    - b. Sanction Application Fee -Based on scope of event, minimum fee is \$300.
    - c. All aspects of the event **MUST** be approved by USA Gymnastics. This includes but is not limited to:
      - 1) Sponsorships
      - 2) Marketing/property rights
      - 3) Equipment/format
      - 4) Television
      - 5) All promotional, marketing, and advertising materials
    - d. Prior request from Foreign Federation to USA Gymnastics for approval where Foreign National Team members are involved.

2. Requirements where the event is in the United States and there are public ticket sales or television broadcast:
  - a. All Foreign Athletes must register with USA Gymnastics (\$25).
  - b. Sanction Application Fee - Based on scope of event minimum fee is \$5,000.
  - c. All aspects of the event MUST be approved by USA Gymnastics. This includes but not limited to:
    - 1) Sponsorships
    - 2) Marketing/property rights
    - 3) Equipment/format
    - 4) Television
    - 5) All promotional, marketing, and advertising materials
  - d. Prior request from Foreign Federation to USA Gymnastics for approval.
3. Requirements where the event is in another country:
  - a. All aspects of the event MUST be approved by USA Gymnastics.
  - b. Prior approval of Foreign Federation secured through request made by USA Gymnastics.
4. National Club Invitational Competitions which include Senior USA National Team Members and/or Foreign Athletes:
  - a. All Foreign Athletes must register with USA Gymnastics (\$25).
  - b. Sanction Application Fee - \$300.
  - c. All aspects of the event MUST be approved by USA Gymnastics. This includes but is not limited to:
    - 1) Sponsorships
    - 2) Marketing/property rights
    - 3) Equipment/format
    - 4) Television
    - 5) All promotional, marketing, and advertising materials
  - d. Prior request from Foreign Federation to USA Gymnastics for approval.
5. Special Insurance Sanction
 

Anytime a USA National Team Member (Senior or Junior) is involved in gymnastics related event, whether foreign or domestic, and it is not a USA Gymnastics activity, the event can be "sanctioned" by USA Gymnastics. This special approval is for Insurance Purposes Only.

## **V. Violations of Sanctions**

When a Meet Director and/or other professional member(s) participating in the event fail to follow these Rules and Policies, actions may be taken against the Meet Director and the individual offenders by the USA Gymnastics National Office and/or through the Regional Chairman in conjunction with a Regional Board (if that region has a Regional Board).

- A. The Meet Director may be fined from \$20 to \$200 for infractions of the rules. He may lose the right to host sanctioned meets for a period of one (1) season or longer. He may have his professional membership status suspended or revoked.
- B. If an individual gymnast is in violation of the regulations, he will be disqualified and all awards returned.
- C. Sanctions may be revoked.

- D. When the sanction is revoked, no score from the competition is valid.
- E. Violation of Sanction may include, but is not limited to:
  - 1. Improper timing of the event:
    - a. Athletes in the gym too long (over 5 hours)
    - b. Starting the warm-ups before 8:00 AM
    - c. Poor scheduling causing the meet to run past 10:00 PM
  - 2. Inadequate facility or equipment.
  - 3. Failure to check athlete numbers and/or coaches membership numbers and safety certifications when required.
  - 4. Incorrect awards.
    - a. Failure to order awards for State or Regionals from USA Gymnastics' national medal company – AI Awards.
    - b. Failure to give out at least the minimum number of awards as stated in these Rules and Policies.
- F. Guidelines for action against a Meet Director/Club that has violated the Sanction guidelines:
  - 1. Letter of reprimand.
  - 2. Probation of the Meet Director and/or club for one (1) year.
  - 3. Removal of the Sanctioning privileges from the Meet Director and/or Club for a period of one (1) year or more.
  - 4. Impose a fine, either separate or in addition to any of the above actions.
- G. Written notification of a Sanction violation should be mailed to the Regional Chairman within forty-eight (48) hours of the competition. It is the right and responsibility of USA Gymnastics professional members to report Sanction violations.

## VI. Sanction Report Forms

After the Meet Director and officials have signed the Sanction Report Form, the Meet Director must return it to the USA Gymnastics National Office. The appropriate copies must also be sent to the State and Regional Chairmen. These must be sent within twenty-four (24) hours. An official USA Gymnastics Sanction Report Form must be completed for all sanctioned events. Funds for the Men's National Scholarship Foundation must be included with the Sanction Report Form. **\$1.00 per athlete entered in your event.**

## VII. Meet Results and Meet Result Forms

The meet director must mail copies of the meet results AA and individual event scores, for each age group, and a completed Meet Result Form within 48 hours to the following individuals:

- A. Local Meets:
  - 1. State Chairman
  - 2. Regional Chairman
- B. Sectional Meets:
  - 1. State Chairman
  - 2. State Meet Director
  - 3. Regional Chairman

C. State Meets:

1. Regional Chairman
2. Regional Meet Director
3. State Chairman

D. Regional Meets

1. Regional Chairman
2. Junior Olympic National Meet Director (include a list of qualifiers)
3. Men's Program Director

**VIII. Rebate Monies**

USA Gymnastics provides State and Regional Chairmen with funding for phone, copying, franking, etc., to accomplish these tasks. Chairmen are also encouraged to be entrepreneurial in fund raising through clinics, workshops, competitions, etc., which DO NOT exceed the maximum fee prescribed in these Rules and Policies.

The funding mechanism is explained below:

- A. ALL rebate monies from professional (\$12) and Athlete (\$2.50) registrations will go to the Regional Chairman.
- A. ALL Sanction Reports should be copied and forwarded on to the National Office, Regional Chairman and State Chairman within 24 hours. Failure to forward the competition tax COULD result in removal of the Sanction, forfeiture of the qualifying scores, failure to secure Sanction for future events and the possible loss of Professional Membership.

In 1999 the JOPC mandated National Gymnastics Foundation Men's Academic Scholarship Program fees. Competition Directors are obligated to forward to the national office, with the Sanction Report Form, \$1.00 per athlete for the National Gymnastics Foundation Men's Academic Scholarship Program.

**IMPORTANT NOTICE**

**TO MEET DIRECTORS FOR ALL  
MEN'S PROGRAM SANCTIONED EVENTS**

In August of 1999, the Junior Olympic Program Committee (JOPC) mandated that a one dollar head tax, for each participant at any men's sanctioned event where a fee is charged, be collected and sent to the National Gymnastics Foundation in order to aide in the funding of the Men's Scholastic Scholarship Program.

These funds are required to be returned with the USA Gymnastics Sanction Report Form to the National Office within 24 hours of the conclusion of the sanctioned competition or event. Do not send these funds to your State or Regional Chairmen. Failure to cooperate in supporting the Scholarship Program will lead to complications securing Sanctions in the future and continuing as a Professional Member in good standing.

Please use the form below to insure that the National Gymnastics Foundation Scholarship head tax is properly credited to your sanctioned event.

Information concerning the details of the National Gymnastics Foundation Scholarship Program can be found on the Men's Page of the USA Gymnastics web site at [www.usa-gymnastics.org](http://www.usa-gymnastics.org).

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Name of Event: \_\_\_\_\_

USA Gymnastics Sanction Number: \_\_\_\_\_

Date of Event: \_\_\_\_\_

Name of Event: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Name of Meet Director: \_\_\_\_\_

Number of Participants: \_\_\_\_\_ X \$1.00 = \_\_\_\_\_ Total Payment

Please attach a check to this form in the amount of one dollar for each paid participant of the sanctioned event. Checks should be made out to the **National Gymnastics Foundation**. Please note on the check that it is for Men's Scholarships and please include the sanction number.

If you have any questions, please contact the Men's Program at USA Gymnastics.