



30 January 2015

Zone IV: Angola, Botswana, Comoros, Lesotho, Madagascar, Malawi, Mauritius, Mozambique, Namibia, Seychelles, South Africa, Swaziland, Zambia and Zimbabwe

Zone III: Zone III: Burundi, Djibouti, Eritrea, Ethiopia, Kenya, Rwanda, Somalia, South Sudan, Sudan, Tanzania and Uganda

**Dear Federation Presidents,**

**RE: CANA ZONE IV SWIMMING CHAMPIONSHIPS 06 – 09 MAY 2015, LUANDA, ANGOLA.**

On behalf of CANA Zone IV, the Angola Swimming Federation is privileged to be hosting the **13<sup>th</sup> CANA Zone IV Swimming Championships in Luanda, Angola** from the **6<sup>th</sup> to the 9<sup>th</sup> May 2015** and we herewith invite you to participate. Please note the following:

**1. INTENTION TO PARTICIPATE FORM**

1.1. All federations wishing to participate are required to complete the above form and return to the organizers by 15<sup>th</sup> February 2015.

**2. PRELIMINARY TEAM ENTRY FORMS**

2.1. All federations **MUST** complete the above forms and return to the organizers by 28<sup>th</sup> February 2015.

**3. ACCOMMODATION**

3.1. All federations **MUST** complete the above forms and return to the organizers by 15<sup>th</sup> March 2015.

#### **4. TRAVEL ARRANGEMENTS**

- 4.1. All federations **MUST** complete the above forms and return to the organizers by 30<sup>th</sup> March 2015.

#### **5. FINAL ENTRY FORMS**

- 5.1. All federations participating **MUST** complete the above form and return to the organizers by 15<sup>th</sup> April 2015 without fail.
- 5.2. The organizing Federation will complete all entries by the 22<sup>nd</sup> April 2015 and email to all participating federations for corrections and checking.
- 5.3. Entries can be done via HYTEK Meet Manager by 15<sup>th</sup> April 2015.
- 5.4. Please take note of the following:
  - 5.4.1. Each country is allowed to have two swimmers per country per event.
  - 5.4.2. One team per country per Relay event.
  - 5.4.3. Kindly take note that as per CANA rules an event can only take place with a minimum four participating countries.
  - 5.4.4. All entries must have proof of times attached please.
  - 5.4.5. Gala Entry Fees: Individual entries = USD\$2/swimmer/event and Team Relay Events = USD\$4/Team/ event to be paid in USD.

#### **6. ACCOMMODATION**

- 6.1. We are in the process of finalising the accommodation venue and will provide an update once completed.
- 6.2. This includes full board (bed, breakfast, lunch and dinner with 1 drink included at each meal).
- 6.3. Transport will be provided for airport transfers and between the accommodation venue and the Swimming Pool

## **7. ACCREDITATION**

- 7.1. All entry to Swimming pool will be by an accreditation card ONLY.
- 7.2. Kindly send an electronic passport size photograph for each participant, with the participant's full name and surname as the name for the picture file, indicating SW – swimmer or TM – team management, e.g. SW Jonathan Water.jpeg
- 7.3. Please send these with your FINAL ENTRY FORMS on the 15<sup>th</sup> April 2015.

## **8. TECHNICAL MEETING**

- 8.1. The Technical Meeting will be held on Tuesday 05th May at 14h00.
- 8.2. It is a requirement for all Team Managers / Leaders to attend this meeting.
- 8.3. It will be at this meeting that any changes to entries may be made, reference FINA rules GR 7.1 – 7.2.
- 8.4. A welcome cocktail evening will be held for Dignitaries, Team Managers and Coaches on Tuesday 05th May at 17h00.

## **9. PAYMENT FOR ACCOMMODATION AND ENTRIES**

- 9.1. A 50% deposit for accommodation must be paid by not later than 30 March 2015.
- 9.2. Full Payments must be made by not later than 15 April 2015.
- 9.3. Any countries late with payments will be charged a late payment fee of US\$ 25 per person.
- 9.4. Bank Details

Payments shall be made by bank or wire transfer to –

<b>Bank:</b>	BIC
<b>Account Number:</b>	25560364.35.001
<b>IBAN:</b>	AO 06005100002556036435151
<b>Swift Code:</b>	BCCBAOLU
<b>Account Name:</b>	Federação Angolana de Natação

9.5. ALL TRANSFERS MUST INDICATE THE COUNTRY'S NAME and all remittances should include banking charges to be paid for by the sender when they process the transfer. Please email a scanned copy of the payment instructions and confirmation to:

## 10. CONTACT DETAILS

10.1. ALL forms / confirmation, enquiries etc should be sent to:

10.1.1. Competition Manager Ms Ana Lima

[Analima29@hotmail.com](mailto:Analima29@hotmail.com)

[comissaotecnicafan@gmail.com](mailto:comissaotecnicafan@gmail.com)

10.2. Copy to

10.2.1. CANA Zone 4 secretariat at : [canazone4@gmail.com](mailto:canazone4@gmail.com) and

[canazone4secretariat@gmail.com](mailto:canazone4secretariat@gmail.com)

We look forward to welcoming you to Luanda, Angola.

Presidente da FAN  
  
Dr. Mário Fernandes