



VOLLEYBALL WORLD
**BEACH
PRO TOUR**

BEACH PRO TOUR - ELITE16 - BRASÍLIA

16-20th April 2024

EVENT PLAYBOOK

1. Invitation Letter, Visa & Entry Documents

ITEM	DETAILS
Invitation Letter	<p>Contact Person:</p> <ul style="list-style-type: none"> Name: Marcos Dunlop Email: voleidepraia@volei.org.br <p>It takes approximately 3 days to issue the Invitation Letter.</p> <p>Information required for invitation letter:</p> <ul style="list-style-type: none"> Country of passport Passport number Current country of residence Date of birth Full name (as in passport) Gender Email/Phone number Role at event (i.e. Athlete, Coach, Official) Embassy that the VISA will be issued
Visa	<p>Participants are responsible for obtaining their own visa. Please follow the instructions provided by the local authority: Link</p>
Entry Documents	<p>Please note that it is the responsibility of each participant to check and issue their entry documents (e.g. VISA) on time to participate in the event.</p>
Medical Services and Procedures to be followed	<ul style="list-style-type: none"> As per decision from the FIVB Medical department, event specific Covid-19 Protocols are not to be produced anymore. Except if required by the host country. Contact Person/Team: <p>For any questions regarding medical protocols, please reach out to FIVB Medical department – medical@fivb.com</p>

2. Event Info

VENUE NAME

Address	Parque da Cidade Sarah Kubitschek - Via S2 - Asa Sul - Brasília/DF (Estacionamento Parque Ana Lidia)	
Website	N/A	
Distance from hotel	1,5 km	5 min (by car)
Distance from training courts	NA	NA
Distance from airport	14 km	20 min



Accommodation

- Hotel accommodation will be provided to Main Draw teams by the Local Organiser.
- Athletes are personally responsible for all extras at the hotel such as mini-bar, phone calls, etc. including any damages incurred to the room. Payments must be made upon checkout.
- The Local Organiser is not responsible for reservations for coaches, team physiotherapists, guests or family members accompanying the participating athletes.

Official Hotel	St. Paul Plaza Hotel SHS Quadra 02 Bloco H, Setor Hoteleiro Sul, Brasília, DF 70322-902, Brasil +55(61) 2102.8400 / +55(61) 3319.3543 reservasstpaul@plazabrasilia.com.br
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Qualification Tournament athletes, coaching staff, friend & family will have a discounted rate as follows:

RATE CARD		
Item	Description	Cost
Accommodation	TBC	TBC
Transport	TBC	TBC
Catering	TBC	TBC

Transport

Official Airport: **Aeroporto Internacional de Brasília**

Transportation for MD teams starts at -3 days. The Local Organiser will provide transport for Main Draw athletes only.
Transport includes:

- Airport – Official Hotel - Airport
- Official Hotel – Venue – Official Hotel

Booking is required for airport transport. If you require airport transport, please send the following information to elite16brasilia@volei.org.br cc logistica@volei.org.br and voleidepraia@volei.org.br.

- Team name
- Flight number
- Flight schedule
- Number of individuals who require transport

Deadline for airport transport requests: 26 March.

If this information is received after the deadline, the Local Organiser has no obligation to provide airport transport.

Accreditation

Accreditation will be required by all athletes, FIVB officials, referees, VW staff, VIPs, media, technical staff, court personnel, volunteers, vendors, Local Organisers etc. and will ensure that only those with appropriate accreditation can access the designated venue areas.

Coaches and Physiotherapists

- Accreditation forms for coaches and physiotherapists are available at the following link: <https://www.fivb.com/en/beachvolleyball/tools/forms>. All applicants must include a 3x4 cm portrait photo as part of their submission.
- Please note that a maximum of three (3) team members per team will be granted accreditation.
- Deadline for team members accreditation request is on 01/04.

Please submit your accreditation form to the following email address: voleidepraia@volei.org.br

Catering

The Local Organiser will provide all meals (location TBC) to Main Draw athletes and referees. Meals will start at dinner the day before Day 1 of Main Draw matches until breakfast the day after the team was eliminated from the event.

Breakfast – 6:00 to 10:00

Lunch – 11:30 to 03:00 pm

Dinner – 07:00 pm to 10:00 pm

Coaches and teams eliminated in the QT can purchase from food vendors at the venue or contact the official hotel for the catering rate card.

Medical Services and Procedures

During Competition & Training

- During competition & training, first responders with an ambulance will be on standby at the venue.
- Doping control may be conducted, therefore, athletes are highly recommended to keep their passports and official IDs on their person.

Out of Competition & Training

- While out of competition & training, first aid treatment will be possible at the hotel. If more treatment is necessary, the Local Organiser will provide transport to an external facility (if required).
- The choice of hospital will be determined based on the severity of the injury.

Emergency Services Numbers:

- Medical & Fire Department: 192 or 193
- Police: 190

In the case of an emergency, the Local Organiser will provide medical first responders and transportation to the hospital and back. The cost of treatment will be covered by the athlete concerned. Each individual athlete is obliged to have their own insurance.

Mixed Zones and Press Conferences

Athletes are required to attend mixed zone interviews after each match, while still in competition uniform. The scheduling of press conferences will be communicated to athletes in advance. All athletes are required to attend the press conference(s), if requested.

Uniforms

Playing tops/tanks will be provided to all athletes (Main Draw and Qualification) by the Local Organiser. Shorts/bottoms and accessories are the responsibility of the players and/or their sponsors. If required by the FIVB Technical Delegate, other uniforms and accessories will be checked during the Preliminary Inquiry. Athletes of the same team must wear the same colour and style of shorts.

Team Video Service

In collaboration with a service provider, Volleyball World will provide Team Video Services at all Challenge and Elite16 events. For the login information, please email the FIVB Beach Volleyball department at beachvolleyball@fivb.com.

Fitness Gym



Unique Parque da Cidade

Address: Estacionamento n°10 - Parque da Cidade
Website: <https://www.instagram.com/academiaunique/>

Event Website and Social Media

Event Website	https://en.volleyballworld.com/beachvolleyball/competitions/beach-pro-tour/2025/elite16/brasil-bra/
Instagram/Facebook	Volleyball World (Beach) <ul style="list-style-type: none"> • @beachvolleyballworld Brazilian Volleyball Confederation <ul style="list-style-type: none"> • @cbvolei
YouTube	Volleyball World (Beach) https://www.youtube.com/channel/UHQWveEpeO1KTkwbDn6jNA
OTT Platform	Matches will be streamed on Volleyball World TV app or VolleyballWorld.tv
Hashtags	<ul style="list-style-type: none"> • #BeachProTour • #BeachProTourBrasilia

Key Contacts

Role	Name	Email Address
FIVB Technical Delegate		
FIVB Referee Coach		
VW Event Ops	N/A	brasiliaeventops@volleyball.world
FIVB Medical department	N/A	medical@fivb.com
FIVB Beach Volleyball department	N/A	beachvolleyball@fivb.com
Local Organiser	Claudio Souza	eventos@volei.org.br

3. Competition

Preliminary Inquiry Requirements & Schedule

Attendance to the Preliminary Enquiry is mandatory for both team athletes. Athletes must bring their uniform, including any headgear, armbands or other pieces of uniform intended to be used during matches for approval of the Technical Delegate. The detailed schedule is as follows:

Preliminary Inquiry	
Qualification	Date: 15.4.2024 Time: 03:00 PM to 05:00 PM Location: Venue
Main Draw	Date: TBC Time: 03:00 PM to 05:00 PM Location: Venue

Training

- **Please note that official training starts as from the 13/04.** Training session reservations can be made no more than 24 hours in advance. Each team is entitled to make one reservation per day (i.e. teams cannot reserve multiple training sessions for the week ahead). Additional training sessions may be possible only if the courts are available.
- **Athletes must register in the training booking platform at least 24 hours before the intended training session.**

Competition Courts Address:	<ul style="list-style-type: none"> • Parque da Cidade Sarah Kubitschek - Via S2 - Asa Sul - Brasília/DF
Availability Date for Training:	<ul style="list-style-type: none"> • 13/04/2025 - 15/04/2025
Number of courts available for training:	<ul style="list-style-type: none"> • 2 Courts
Training Courts Address:	<ul style="list-style-type: none"> • Parque da Cidade Sarah Kubitschek - Via S2 - Asa Sul - Brasília/DF
Availability Date for Training:	<ul style="list-style-type: none"> • 16/04/2025
Number of courts available for training:	<ul style="list-style-type: none"> • 2 Training Courts
Training Booking:	<ul style="list-style-type: none"> • https://fivb.beachcourts.net beachtraining@volleyball.world for any assistance with the booking tool.

Competition Schedule

The detailed match schedule will be confirmed after the completion of the Preliminary Inquiry.