

PARTICIPANTS GUIDE

LUXEMBOURG
ETTC 2017
LIEBHERR

2017 LIEBHERR
ITTF EUROPEAN
TABLE TENNIS
CHAMPIONSHIPS
LUXEMBOURG

13-17
SEPTEMBER
LUXEMBOURG
KIRCHBERG

FLTT
info & tickets
ettc2017.lu

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☺☺ WELCOME TO LUXEMBOURG ☺☺



The National Table Tennis Federation of Luxembourg (FLTT), together with the Organizing Committee of the **LIEBHERR 2017 ITTF European Table Tennis Championships** wish you a hearty welcome in Luxembourg.

In order to make your stay with us as pleasant and easy as possible, we invite you to carefully read the present guide-lines.

EVENT VENUE: "d'COQUE"

The event venue **COQUE** is a modern multi-purpose complex with facilities for a big variety of sports.

Centre National Sportif et Culturel "d'Coque"

2, rue Léon Hengen

L-1745 Luxembourg

Tel: (+352) 43 60 60 - 1

www.coque.lu

Daily opening hour: **08.00**

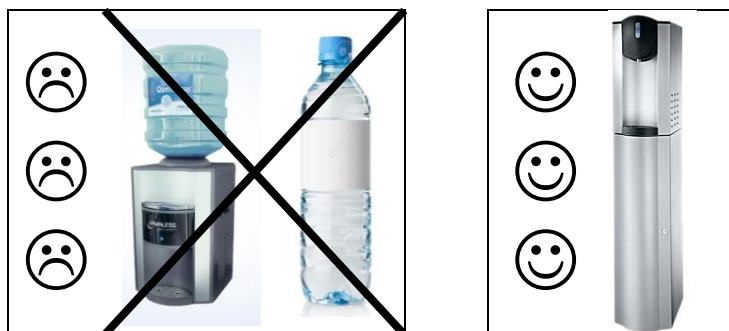
Playing hall = **ARENA**: at level (-1)

Training hall = national table tennis center: at level (-2)



FREE WATER

The Organiser, very keen to avoid any unnecessary waste in the interest of our all environment, has a.o. decided not to use plastic water-bottles nor dispensers with plastic filling bottles, but to use **cooled water dispensers**, directly linked to the water conduit.



You will find water coolers and dispensers:

- ◆ close to the **CALL AREA**: ➔ cooled water
- ◆ in the Participants **Restaurant**: ➔ cooled and sparkling water

Please use for that purpose the **water can** you have in your welcome bag



Before using your water can for the first time, have the can filled half with water, shake it strongly for some seconds, and spill out this water, before filling for your own needs.

CATERING

Breakfast will be served in the different Event Hotels.

Lunch and dinner will be served for all Participants, incl. the Umpires, at the specific catering area in the Coque. Please follow the signs 'RESTAURANT'.

Lunch and dinner times are as follows:

Monday	11/09/2017	Dinner: 18:30 - 20:30
Tuesday	12/09/2017	Lunch: 12:00 - 15:00 Dinner: 18:30 - 21:30
Wednesday	13/09/2017 - - Saturday 16/09/2017	Lunch: 12:00 - 16:00 Dinner: 19:00 - 23:00
Sunday	17/09/2017	Lunch: 11:30 - 14:30 Dinner: 18:30 - 21:00

Please show your badge at the Restaurant entry for the scanning process



ACCREDITATION

The delegation leader is kindly asked to come to the Accreditation Centre immediately after the arrival of his team.

Hotel check-in will only be possible after the accreditation process has been duly fulfilled.

Accreditaton passes

Each Participant in the Event (player, coach, medical staff, delegate, etc.) will get an **accreditation pass**. This pass is required to enter the Venue.

Every participant is hold to wear his accreditation pass at any moment inside the Venue and to show it to the security agents upon request.

Any abuse of the accreditation pass (as in particular passing the pass to a third person) will result in the withdrawal of the pass.

ACCOMMODATION

1. Players, Coaches and Delegates

Accommodation is in the six Event Partner Hotels:

Alvisse Parc Hotel 120, route d'Echternach L-1453 Luxembourg-Dommeldange Tel: +352 43 69 03	Novotel Kirchberg 6 rue Fort Niedergrünwald L-2226 Luxembourg-Kirchberg Tel: +352 42 98 48
Best Western Eurohotel 11, route de Luxembourg L-6182 Gonderange Tel: + 352 78 85 51	Hotel Ibis airport route de Trèves L-2632 Luxembourg-Findel Tel: + 352 43 88 01
Hotel am Klouschter Mondorf 8, avenue Marie-Adelaïde L-5635 Mondorf-les-Bains Tel: + 352 26 67 39	Parc Hotel Mondorf avenue Dr Ernest Feltgen L-5635 Mondorf-les-Bains Tel: + 352 23 66 65 00

2. Referees, Umpires & Evaluators

The Referees and Evaluators are accommodated in the hotel IBIS, whereas the Umpires are accommodated in the hotel of the event venue COQUE (*please look on page 2 for the relevant information concerning COQUE*).

3. General information related to the hotels

The Participants are hold to pay themselves all extra personal expenses at the hotels. Any special service in the hotels will only be available upon prior registration of a credit card.

Any damages caused or any items removed from the hotel rooms through the fault of a Participant shall entirely be charged to the team of the Participant concerned.

As the Organiser had to pay in advance for all accommodations booked, there is no refunding to Participants possible in case of early departure, i.e. prior to the initially booked accommodation period.

INFORMATION & HELP-DESK

The **Information-&Help** Desk and the **Transport** Service Desk are located at the main entry ('ENTRÉE 1'), where you will also find the **pigeon holes** with all the information relevant for the Event.

The phone number of the INFO/HELP-Desk is:

(+ 352) 621 27 66 13

All important information will be communicated to the teams via the **pigeon-holes**.

All draws and results will be published on www.ettu.org and www.ittf.com.

JURY & TEAM CAPTAINS' MEETING

A 'Jury & Team Captains' Meeting, will be held on Tuesday, September 12, at 19:00, in the COQUE 'Amphitheatre'.

The draws for the knock-out round will all be held in the 'Amphitheatre'. The time for any draw will be communicated through the pigeon holes.

CALL AREA

During the Event this a Call Area is set up and will be known as the athletes' marching in area. Its functions are as follows

- ▶ before match racket testing
- ▶ ball selection
- ▶ toss for team order and bench allocation
- ▶ check shirt colours and, if there is a clash, toss to decide

Choice of the colour of the shirts

- ▶ **45 minutes** before the start of the match with the team captain
 - draw for A-B-C / X-Y-Z and for Bench L/R
 - agree shirt colours with Team Captains
- ▶ any player/team, who does not present their shirt in the call room, must immediately change the shirt in case of a colour clash

Racket Control

- ▶ For team matches, the team can decide to submit rackets of all players before the start of the match or decide that each player submits his or her own racket 20 minutes before his or her individual match, but no later than the start of the previous individual match
- ▶ Voluntary tests are possible on Tuesday, Sept 12, from 15:00 to 19:00.

Ball selection

Players may choose up to six balls 25 minutes before the match

TRAINING

Each team will be allocated tables in the training hall before their matches. A period of three hours is allocated in total.

During the days of competition, no training is allowed in the playing hall.

CHANGING ROOMS

Changing rooms are available at level (-1), i.e. at the same level as the playing area.

- ▶ for women: rooms 1.9 + 1.10 + 1.11
- ▶ for men: rooms 1.13 + 1.14 + 1.15
- ▶ for women umpires: room 1.12
- ▶ for men umpires: room 1.16

Participants are intensively requested not to leave any objects of value in the changing rooms. The organizer won't assume any responsibility in case in case of deterioration, theft, etc.

MESSAGE BEDS

There are 10 massage rooms available, each one equipped with a massage bed. These rooms are located in the area of the changing rooms, and close to these latter ones.

DOPING CONTROL

Doping controls will be done according to the provisions of the WADA Code and the relating ITTF Regulations. Such controls may be carried out at any moment during the whole competition, each player being liable to be selected for this purpose. Any violation of the doping regulations will be strictly punished.

MEDICAL SERVICE

A Medical Service is available during the whole duration of the Event. The medical room is located at the level (0), in the area of the changing rooms.

PLAYERS' NUMBERS

Players must at each match wear the player's number they have been allocated by the Organizer, inclusive of the advertisements.

PLAYERS LOUNGE

A players Lounge, with water supply, soft drinks and light snacks is available in the training area, close to the training tables, at level (-2).

MIXED ZONE

The mixed zone, for interviews, is located on level (+1), between the Arena and the Gymnasium, on the direct way to the training area.

SEATS FOR ACCREDITED PARTICIPANTS

The seats in the **blocks F and G** are reserved in priority for the accredited participants.

INTERNET

WIF, free of charge, is available throughout the whole Venue. To enter the www, select

<p>ETTC_PARTICIPANTS Password; WelcomeToETTC</p>
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PARKING

All Participants are kindly requested to use the Shuttle-Bus services.

In case of using a private car, please notice that all **the parking areas in the neighborhood of the playing hall are all liable to payment**. Parking along the boulevard is liable to payment during week-days (but less expensive than the Coque Parking) and it is free of charge during weekend-days.

PUBLIC TRANSPORT

A lot of bus lines are passing at the venue. The easiest way to reach the Venue from the city center or to reach the city center from the Venue are the lines **1** and **16**, both passing the city center and the railway station.

Coming from the city center, you have to leave the bus either at the station "**Coque-Erasme**" (on the front side of the Venue) or at the station "**Saint Exupéry**" (at the backside of the Venue).

If you want to use public transport, please address the INFO-Desk, where tickets for free use of the public busses are available (in limited quantity).

TRANSPORT SERVICE

Except for COQUE and NOVOTEL (in walking distance from the Event Venue), a **Shuttle-Bus service** is operational between the other Event Hotels and the Event Venue, free of charge for all the accredited persons.

As to the **schedules** of the Shuttle-Bus service, please have a look to the timetables of the different lines on the following pages.

Departures

Please confirm your departure times **two days** in advance at the Transport Service Desk. If departure times are not available in time, the transport to the airport or railway station can't be guaranteed

Line 1 : Coque - IBIS - Alvisse Parc Hôtel - Coque

MONDAY, Sept 11

Coque	Ibis	Alvisse	Coque
	13:55	14:10	14:25
	14:15	14:30	14:45
14:40	14:55	15:10	15:25
15:20	15:35	15:50	16:05
16:00	16:15	16:30	16:45
16:40	16:55	17:10	17:25
17:20	17:35	17:50	18:05
18:00	18:15	18:30	18:45
18:40	18:55	19:10	19:25
19:20	19:35	19:50	20:05
20:00	20:15	20:30	20:45
20:40	20:55	21:10	21:25
21:20	21:35	21:50	22:05
22:00	22:15	22:30	22:45

TUESDAY, Sept 12

Coque	Ibis	Alvisse	Coque
	07:35	07:50	08:05
	08:15	08:30	08:45
08:40	08:55	09:10	09:25
09:20	09:35	09:50	10:05
10:00	10:15	10:30	10:45
10:40	10:55	11:10	11:25
11:20	11:35	11:50	12:05
12:00	12:15	12:30	12:45
12:40	12:55	13:10	13:25
13:20	13:35	13:50	14:05
14:00	14:15	14:30	14:45
14:40	14:55	15:10	15:25
15:20	15:35	15:50	16:05
16:00	16:15	16:30	16:45
16:40	16:55	17:10	17:25
17:20	17:35	17:50	18:05
18:00	18:15	18:30	18:45
18:40	18:55	19:10	19:25
19:20	19:35	19:50	20:05
20:00	20:15	20:30	20:45
20:40	20:55	21:10	21:25
21:20	21:35	21:50	
22:00	22:15	22:30	

Line 1 : Coque - IBIS - Alvisse Parc Hôtel - Coque

WEDNESDAY, Sept 13 - SUNDAY, Sept 17

Coque	Ibis	Alvisse	Coque
	07:30	07:45	08:00
	07:45	08:00	08:15
	08:00	08:15	08:30
08:20	08:35	08:50	09:05
08:40	08:55	09:10	09:25
09:00	09:15	09:30	09:45
09:20	09:35	09:50	10:05
09:40	09:55	10:10	10:25
10:00	10:15	10:30	10:45
10:20	10:35	10:50	11:05
10:40	10:55	11:10	11:25
11:00	11:15	11:30	11:45
11:20	11:35	11:50	12:05
11:40	11:55	12:10	12:25
12:00	12:15	12:30	12:45
12:20	12:35	12:50	13:05
12:40	12:55	13:10	13:25
13:00	13:15	13:30	13:45
13:20	13:35	13:50	14:05
13:40	13:55	14:10	14:25
14:00	14:15	14:30	14:45
14:20	14:35	14:50	15:05
14:40	14:55	15:10	15:25

Coque	Ibis	Alvisse	Coque
15:00	15:15	15:30	15:45
15:20	15:35	15:50	16:05
15:40	15:55	16:10	16:25
16:00	16:15	16:30	16:45
16:20	16:35	16:50	17:05
16:40	16:55	17:10	17:25
17:00	17:15	17:30	17:45
17:20	17:35	17:50	18:05
17:40	17:55	18:10	18:25
18:00	18:15	18:30	18:45
18:20	18:35	18:50	19:05
18:40	18:55	19:10	19:25
19:00	19:15	19:30	19:45
19:20	19:35	19:50	20:05
19:40	19:55	20:10	20:25
20:00	20:15	20:30	20:45
20:20	20:35	20:50	21:05
20:40	20:55	21:10	21:25
21:00	21:15	21:30	21:45
21:20	21:35	21:50	22:05
21:40	21:55	22:10	
22:00	22:15	22:30	
22:30	22:45	23:00	

Line 2 : Coque - Mondorf - Coque

TUESDAY, Sept 12

Coque	Mondorf	Coque
	12:00	13:00
13:00	14:00	15:00
15:00	16:00	17:00
17:00	18:00	19:00
19:00	20:00	21:00
21:00	22:00	

**WEDNESDAY, Sept 13
- SUNDAY, Sept 17**

Coque	Mondorf	Coque
	07:15	08:15
	07:45	08:45
	09:00	10:00
09:00	10:00	11:00
10:00	11:00	12:00
11:00	12:00	13:00
12:00	13:00	14:00
13:00	14:00	15:00
14:00	15:00	16:00
15:00	16:00	17:00
16:00	17:00	18:00
17:00	18:00	19:00
18:00	19:00	20:00
19:00	20:00	21:00
20:00	21:00	22:00
21:00	22:00	23:00
22:00	23:00	
23:00	00:00	

Line 3 : Coque - Eurohotel - Coque

TUESDAY, Sept 12 : on demand

WEDNESDAY, Sept 13 - SUNDAY, Sept 17

Coque	Eurohotel	Coque
	07:40	08:10
	08:20	08:50
08:30	09:00	09:30
09:10	09:40	10:10
09:50	10:20	10:50
10:30	11:00	11:30
11:10	11:40	12:10
11:50	12:20	12:50
12:30	13:00	13:30
13:10	13:40	14:10
13:50	14:20	14:50
14:30	15:00	15:30

Coque	Eurohotel	Coque
15:10	15:40	16:10
15:50	16:20	16:50
16:30	17:00	17:30
17:10	17:40	18:10
17:50	18:20	18:50
18:30	19:00	19:30
19:10	19:40	20:10
19:50	20:20	20:50
20:30	21:00	21:30
21:10	21:40	22:10
21:50	22:20	
22:30	23:00	

OPENING CEREMONY

A short Opening Ceremony will be held on Wednesday evening, Sept 13, around 18:30, between the playing sessions 3 and 4 of that day.

AWARDING CEREMONIES

Three awarding ceremonies will be held. Each ceremony will start 15 minutes after the end of the last match of the respective round:

Saturday, Sept 16:	21:00	Women Challenge Division (#) Women Standard Division (#)
Sunday, Sept 17	12:30	Men Challenge Division (#) Men Standard Division (#)
	19:30	Women Championships Division (@) Men Championships Division (@)

(@) ceremonies with the four semi-finalist teams

(#) ceremonies with the two finalist teams

The teams/players concerned are kindly asked to be present in due time for the ceremony.

TOURNAMENT VILLAGE

The Tournament Village is located around the playing hall, on level (0), with direct access to the tribunes and to the playing area.

The Tournament Village includes commercial and exhibition stands, a table tennis museum, a fun-&-action park, a bar and a public rest area, where drinks, coffee, snacks, etc. are available. The bar will open each competition day at 11:00 in the morning and will close half an hour after the end of the last matches in the evening.

ETTU OFFICES

The ETTU Offices (President & General Secretary) are located in the main hall, in the TV/radio-cabins under the roof, at level (+1).

LOST & FOUND

Lost properties will be stored at the 'Consigne', located at the left of the main entry to the Venue. In case you are missing a personal object, please, address the INFO-Desk.

Phone numbers / Emergency Calls

Police:	113
Fire brigade:	112
Ambulance:	112
Airport & Flight information:	24 64 - 0
Central Railway Station:	24 89 - 24 89
Taxis: WEBTAXI:	27 515

Miscellaneous

The Organizer can NOT be made responsible for thefts of goods belonging to a participant neither for damages on such goods, except if such damages have eventually been caused by a member of the Organizer's professional or voluntary staff.

