

## **Minutes on ITTF – OC meeting on 19 October 2011 in Frankfurt**

### **In attendance of:**

Thomas Weikert - DTTB, Britta Gerlach – TMG, Adham Sharara - ITTF, Judit Farago - ITTF, Anders Thunstrom – TMS

### **1. Commercial agreement**

- ARAG was confirmed by OC as Major Sponsor
- One more Major Sponsor will be secured by ITTF/TMS

### **2. Finalising the General Contract and the Directives**

All missing points are agreed and completed except one.

Judit will send the updated version for signing as soon as date of draw is fixed.

Agreement was the following on pending points:

**2.1 entry fee calculation** – it was agreed to convert from USD to EUR on the day of publishing the Prospectus

**2.2 hospitality costs for ITTF accompanying persons** – special rate was agreed, EUR 80 with full hospitality package, EUR 55 without lunch and dinner meal tickets. Once choice is made, it remains valid for the whole period of the championships.

**2.3 VIP-policy** – there will be 2 VIP-areas: general for ITTF officials-staff (max. 100) + NA Presidents and Gold VIP Club for EC + title-major sponsors (max. 40). Costs difference in service level may be covered by ITTF. Final decision is expected by DTTB EC on 4<sup>th</sup> November.

### **3. Tournament Schedule**

- Schedule skeleton for the last 3 days is agreed.
- Request of having 2 group matches on the first day will be considered only in case if OC provides TV-production on Day 1-2 also at their own costs – decision has to be made by beginning of November
- OC requests starting times of 16:00 and 19:00 on all days in order to get more spectators.
- The final day schedule was agreed as follows:  
09:30 – one match for final placing in the main hall  
10:00 – other matches for final placing in the second hall  
13:30 – Men’s Team Final  
Followed by but not before 15:30 – Women’s Team Final
- All possible protocol and ceremony has to be arranged before the first final.

### **4. Points for Prospectus:**

**4.1 Deadline for visa application** – The date cannot be earlier than the final entry deadline (25 January), but ideally beginning of February.

**4.2 Deadlines for travel and accommodation information** - accommodation reservation: 25 January, travel information: 1 March

**4.3 Date of the draw** – should be around one month before start, days of 22<sup>nd</sup> or 23<sup>rd</sup> February are targeted

**4.4 Payment procedure and hotel cancellation policy** – Britta will propose soon. Cash payment will be possible upon accreditation but only in EUR and it will not be published.

#### **5. Visa application procedure and possible problems**

DTTB will present the visa application deadline in a few days when Ministry confirms. It may differ from country to country but the earliest date will be fixed. The date cannot be earlier than the final entry deadline (25 January), but ideally beginning of February.

#### **6. Requirements for Tournament Management**

- World Team Cup serving as test using the ITTF RMS locally with intranet system (local network)
- Result presentation and display on site depends on giant electronic result board and on number of screens at each table
- Result input depends
  - on human resources (assistant umpire at the table or third umpire/volunteer outside of the playing court)
  - on the type of scorer at the table (electronic connected to touch pad or 21" screen attached to the umpires table)
- Cables and technicians have to be provided by OC unless ITTF/TMS will be successful to secure it with value-in-kind sponsorship (TISSOT or other company)
- Screens for tables 1-12 will be negotiated after we know price quotation or a possible sponsorship agreement.
- Equipment provided by ITTF will be touch pads, local server for intranet, router
- Hardware and IT need has to be presented by Karl to OC (screens at tables, cables, dedicated internet lines, working positions)
- Britta investigates price quotation for this service
- Ideal scenario would be to cover 12 tables (4 + 8) with nice screen presentation by umpires or volunteers and to have live scoring by volunteers on the other 24 tables
- The ideal scenario requires 48 volunteers (12 + 12 in two shifts)

Decision will be made later this year based on Magdeburg experience and after exploring sponsorship possibilities.

#### **7. Update on equipment and suppliers sponsors**

**7.1 Butterfly tables** - ITTF approval is in progress for show-court table

**7.2 Colour of the surrounds** – A-boards will be blue-red (DHS has to supply dark red surrounds) and B-boards (normal, 1,40 m) will be blue-blue. A-boards will be used for 4 tables.

**7.3 Gerflor** – OC – Gerflor coordination meeting will take place on 23<sup>rd</sup> November