



21-25 November 2018
(Part of the BWF Tour Super 100
sanctioned by Badminton World Federation)

Dear Member Associations

BADMINTONscotland is pleased to invite your players to compete in the Scottish Open 2018, part of the BWF Tour Super 100, to be held from 21-25 November 2018.

We acknowledge the continued backing from our partners Glasgow Life, Glasgow City Council and Event Scotland which has ensured the Championships stay as part of the BWF Tour Super 100.

The Scottish Open is the third oldest event in badminton world history and will be held in Glasgow's stunning Emirates Arena. The Emirates Arena is a state of the art facility purpose built for the 2014 Commonwealth Games where the badminton competition was staged and in addition was the venue for the TOTAL BWF World Badminton Championships 2017.

With a proud tradition of hosting major events, *BADMINTONscotland* look forward to welcoming you to Scotland.

Yours sincerely

KEITH RUSSELL
Championships Director





1. National Governing Body & Host Organiser:

***BADMINTON*Scotland**

Sir Craig Reddie BADMINTONScotland Centre

40 Bogmoor Place

Glasgow G51 4TQ

Tel: +44 141 445 1218

Website: www.badmintonscotland.org.uk E-mail: cherry@badmintonscotland.org.uk

2. Tournament Dates: 21-25 November 2018

3. Venue :

Emirates Arena
1000 London Road
Glasgow G40 3HY
Scotland

(Badminton Venue for 2014 Commonwealth Games
& TOTAL BWF World Badminton Championships 2017)

4. Championships Director, Referees & Secretary:

Director: Keith Russell
Referee: Gretha Prinsloo (RSA) maluti@worldonline.co.za
Deputy Referee: Carmen Martinez (ESP) cmvillanueva@hotmail.es
Local Deputy Referee: Morag McCulloch (SCO) mccmorag@gmail.com
Championships Secretary: Cherry Scott cherry@badmintonscotland.org.uk
tel: +44 141 445 1218

5. Events:

Event	Entries		Maximum Entries for Qualifying Round
	Main Draw	Qualifiers	
Men's Singles	40	8	32
Women's Singles	28	4	16
Men's Doubles	28	4	16
Women's Doubles	28	4	16
Mixed Doubles	28	4	16

6. Championship Dates:

Date	Matches	No of Courts
Wednesday 21 November 2018 (No earlier than 0900 hrs – 2200 hrs)	All qualifying rounds & MS Round 1	5
Thursday 22 November 2018 (1000 hrs – 2100 hrs)	MS Round 2, WS/MD/WD/XD Round 1	5
Friday 23 November 2018 (1000 hrs – 2200 hrs)	Last 16 and Quarter-Finals	5
Saturday 24 November 2018 (1200 hrs – 1900 hrs)	Semi-Finals	2
Sunday 25 November 2018 (No earlier than 1030 hrs – approx. 1800 hrs)	Finals	1

The above schedule may be changed at the discretion of the Referee and **BADMINTONscotland**. All events will be run on a timetable system. Competitors must be ready to play 20 minutes before their scheduled time. Players not ready to play at the scheduled time will be disqualified. Alterations to the competition schedule due to Television coverage are possible and will be announced by the Referee. The period for knocking up before any match shall not exceed two minutes.

7. Entries Closing Date:

Tuesday 16 October 2018 @ 2359 hrs BWF Headquarters time in Malaysia (+0800 GMT)

BWF is implementing the Online Entry System for this tournament and we seek your co-operation to ensure all entries are submitted before the closing date. No entry form is required by the Member Association. Players cannot be entered unless they already have a BWF ID-number. No player shall be eligible to compete unless he or she is a player in good standing with his or her Member Association.

All entries must be made in ranking order in each event and submitted online. Member Associations are advised to log onto Scottish Open 2018 and submit their entries at:

<http://bwf.tournamentsoftware.com/sport/tournament.aspx?id=B092BC4D-1959-42BF-A5B7-24B63C3DE316>

You will require a username and password to submit your entries and this can be obtained from the BWF. If you do not have these details, please contact S Ramachandran at the BWF s.ramachandran@bwfbadminton.org. The online entry page will close immediately on **Tuesday 16 October 2018 at 23:59 hours BWF Headquarters time (+08:00 GMT)**. Late entries will not be accepted, and all entries must be submitted online.

After the closing date the BWF Online Entry System will send a notification to all participating Member Associations confirming receipt of final entries. Receipt of this notification is the conclusive evidence of receipt of entries before the deadline. The Member Associations should contact BWF immediately if such notice is not received by Wednesday 17 October 2018, 12 noon BWF Headquarters time (+0800 GMT). If no objection is received by BWF by Thursday 18 October 2018, 2359 hours BWF Headquarters time (+0800 GMT) following the close of entries, the entries shall be deemed correct. No complaints/objections shall be entertained after this point.

8. **Shuttlecocks:** Yonex AS 50 feather shuttlecocks will be used exclusively.

9. Competition Rules & Regulations

The Championships will be run in accordance with the BWF General Competition Regulations (GCR) and BWF World Tour Regulations as applicable to BWF Tour Super 100 tournaments. In the event of any dispute, the decision of the Tournament Referee will be final. There will be no experimental scoring system used.

10. Clothing and Advertising Regulations:

Advertising	BWF Competition Regulations 20-24 will apply. The updated GCR is published on the BWF website:
https://system.bwfbadminton.com/documents/folder_1_81/Statutes/CHAPTER-5---TECHNICAL-REGULATIONS/Section%205.1%20-%20General%20Competitions%20Regulations.pdf	
Names and Colours	<p>Clothing and advertising</p> <p>a. All clothing worn by players during play shall be acceptable badminton sports clothing. It is neither acceptable to tape over nor to pin on advertising, nor in any other way to modify clothing to comply with advertising or other regulations (BWF General Competition Regulation 20.2).</p> <p>b. Each article of clothing may be of any colour or combinations of colours. Doubles partners should wear the same colours from the quarterfinals onwards. From the quarterfinals onwards, opposing players/pairs are required to wear different colours from each other.</p> <p>c. The player's name on the back of the shirt shall include the family name (or an abbreviation thereof) and, if desired, the initials of the given name(s) or nickname and shall correspond with the name on the entry. The back of the shirt may carry the name of the player's country and an advert, complying with BWF General Competition Regulations 21-24. The front of the shirt may carry the flag along with the country name or abbreviation thereof or national emblem of the association represented not exceeding 20 square centimeters in total.</p> <p>d. Advertisements on shirts and other clothing are allowed, in compliance with BWF General Competition Regulation 24.</p> <p>e. In the event that the opposing players/pairs involved in a match wish to wear the same coloured clothing, the player/pair ranked lower (using the BWF World Ranking used to produce the final Main & Qualifying [M&Q] Report) will be required to wear clothing of a different colour.</p> <p>BWF Competition Regulations 20-24 will apply.</p>
Other Regulations	Please refer to the BWF General Competition Regulations for additional obligations and regulations concerning clothing.

11. Withdrawals:

The process for withdrawals will be run in accordance with the BWF General Competition Regulations. Member Associations can withdraw their players via the online entry system until the last withdrawal date (without any penalty).

Please ensure that the Championships Secretary is immediately notified of any withdrawal after close of entry. This must be confirmed in writing, also stating the reason for withdrawal. If a withdrawal takes place after the draw is made, it must be supported by a medical certificate.

Championships Secretary: Cherry Scott
E-mail: cherry@badmintonscotland.org.uk

If withdrawal arises after your players arrive in Glasgow, notification of withdrawal must be made by the Team Manager in person to the Referee, or deputies, and must be confirmed in writing.

Retiring from a match shall not be considered to be a withdrawal, however, should a player be entered in more than one event, by retiring or withdrawing from that one event, the player must be withdrawn from all other events in which the player is entered. A "no show" for a match in a tournament shall be treated as a withdrawal but will carry a higher penalty than a withdrawal in addition to the existing withdrawal fee.

In accordance with the BWF General Competition Regulations, a penalty shall be applied to players withdrawing after the Sunday immediately preceding the draw for any reason whatsoever (see key dates).

12. Team Manager's Meeting:

The Team Manager's Meeting will be held on **Tuesday 20 November 2018 at 1800 hrs** in the Arena. Meet at Championships Office on ground floor of Emirates Arena. Please ensure you have a representative present. The Referee will allocate the players promoted to qualification and to the main draw during the team managers' meeting.

PLEASE NOTE: it is compulsory for all team managers to attend the Team Managers Meeting (BWF Competition Regulation 9.3.3). Member Associations may make a request for an alternative to the Team Manager to represent them at the meeting, provided the Referee is notified in advance.

13. Prize Money: US\$ 75,000:

Distribution in accordance with BWF Tour Regulations. Medals for all winners and runners-up.

Event		Winner	Runner-up	Losing semi-finalists	Losing quarter-finals	Last 16
MS/WS	*	US\$5,625	US\$2,850	US\$1087.50	US\$450	US\$262.50
MD/WD/XD	**	US\$5,925	US\$2,850	US\$1050	US\$543.75	US\$281.25

* Per Player

** Per Pair

Income tax (20%) may be deducted from the prize money in accordance with H M Revenue & Customs Regulations.

14. Presentation Ceremonies:

During the presentation ceremonies, players may wear tracksuits, but headgear, rackets and racket bags are not permitted. No other form of advertising will be permitted. This will be strictly enforced.

The presentation to winners and runners-up will take place at the conclusion of each final match. Players are reminded when booking flights home on Sunday that the finals may not finish until 1800 hrs, depending on the start time, and also that they may be selected for dope testing – they should therefore book their flights accordingly. Players shall not plan their departure less than two (2) hours after their last match is planned to conclude.

15. Visas:

If your players and officials require a visa to enter the United Kingdom, we can provide a letter of invitation to assist. Please provide us with the necessary information by returning the enclosed form **no later than Monday 15 October 2018**. UK Border Agency state that you must apply for your visa at least 15 working days before it is needed, to allow time for your application to be processed. Please note, the letter of invitation we provide does not guarantee entry into the UK and the final decision is made by the UK Border Agency. It is the responsibility of the applicant to ensure that they apply for their visa in sufficient time. Any issues with the visa application need to be dealt with directly, by the applicant, to the Embassy who is dealing with your application. We accept no responsibility for withdrawals made due to late or unapproved visa applications. Where required, special delivery costs to post letters of invitation will be recharged to your Association.

16. Key Dates

Visa support	Monday 15 October 2018
Closing Date for Entries	Tuesday 16 October 2018
World Ranking Date for M&Q Report	Thursday 18 October 2018
Publish Date for M&Q Report	Friday 19 October 2018
Hotel Request	Friday 19 October 2018
Arrival Transport Request	Tuesday 23 October 2018
Accreditation Opens	Monday 27 August 2018
Accreditation Closes	Tuesday 23 October 2018
World Ranking Date for Seeding	Thursday 25 October 2018
Seeding Released	Friday 26 October 2018
Last withdrawal (without penalty)	Monday 29 October 2018
Draw Date	Tuesday 30 October 2018
Team Manager's Meeting	Tuesday 20 November 2018 (1800 hrs)
Competition	Wednesday 21- Sunday 25 November 2018

17. Anti Doping:

Anti-doping will be conducted in accordance with BWF and WADA Regulations. Please consult the BWF website for further information, and to view the current WADA Prohibited List. Please note that athletes must complete a TUE application process to apply for authorisation to take medications which fall under the Prohibited List – before they take medication.

18. Accommodation

The release date for hotel booking is Friday 19 October 2018. For details of the Official Hotel please visit www.cremeconferences.co.uk/sogp

Reservations should be made online, or by contacting Crème Conferences only. After the release date any requests must continue to be directed only to Crème Conferences, but we cannot guarantee the special rates offered; badminton@crememk.co.uk (+44 1908 612690)

Official transport will be available between the Emirates Arena and the official hotel provided the hotel booking has been made with Crème Conferences. We cannot arrange transport to and from other hotels, or those independently booked.

19. Transportation:

For those booking the Official Championships Hotel with Crème Conferences, courtesy transport will be provided to and from the Official Hotel to the Emirates Arena during the Championships; and to and from Glasgow International Airport for arrivals and departures. It will not be possible to provide transport to other accommodation, hotels or airports.

We will only provide transport upon arrival at Glasgow International Airport, Glasgow Central Station and Glasgow Queen Street Station to the official hotel and Arena, provided we are informed in advance using the attached form. We would ask that you complete and return this to us **by no later than Tuesday 23 October 2018**.

Please note players and officials travelling to Glasgow Prestwick Airport (approx 35 miles from Glasgow) and Edinburgh Airport (approximately 50 miles from Glasgow) will be responsible for their own travel arrangements to and from Glasgow.

20. Practice Facilities:

In general, it will not be possible to practice in the tournament hall during the days of competition. Dedicated practice courts will be available in the Sports Hall (adjacent to the Competition Arena) from Tuesday 20 November 2018. Please send practice court requests to practice@badmintonscotland.org.uk Courts will be allocated as fairly as possible and requests will be treated on a first come first served basis. We cannot guarantee to meet all requirements. Current court availability and bookings can be found at the following link:

[Practice Courts](#)

New shuttles for practice will be on sale from Match Control - price £30 per dozen.

21. Accreditation

All team accreditations once again this year will be processed through an online accreditation system. Teams will each have access to one accreditation account which should be managed by a nominated employee of your BWF Member Association. When you click on the link below you will be asked to set up an account. Once your account has been approved by **BADMINTONscotland** you will be asked to log in and submit details for all individuals within your delegation who require accreditation (this includes athletes and team officials). All accreditation applications must be made by Tuesday 22 October 2018 in order for them to be assessed and if accepted, to be processed. **Note:** Group Administrators who have previously registered players and team officials do not need to upload these details again; however you must log in to your account and re-select those players and team officials for this year's event.

For Member Associations who **have** already registered a Group Administrator:
<http://volunteer.badmintonscotland.org.uk/vk/accredit>

For Member Associations to register a Group Administrator for the first time i.e. if they did **not** enter players for either the 2016 SOGP, 2017 SOGP or the 2017BWC:
<http://volunteer.badmintonscotland.org.uk/vk/accredit/registerManager.htm>

All entry into the Emirates Arena will be controlled by personalised photographic accreditation passes, which will be available for collection from your Team Liaison Officer or from the accreditation team within the Emirates Arena. The fee to replace any lost or damaged accreditation passes will be £50 on each occasion, charged to your Association.

The number of complimentary accreditation passes available for team officials is dependent on the number of competing players from the same National Association:

No of players from Associations/No of accompanying Officials:			
For 3 or less	1	For 8-15	3
For 4-7	2	For 15+ or more	4

Note: If more officials accompany your team you must purchase additional accreditations. A limited number of additional official accreditation passes may be purchased at the special rate of £75 each.

Visitors attending the Championships in a non-official capacity will be required to purchase tickets for the required sessions. Tickets can be purchased via the **BADMINTONscotland** website www.badmintonscotland.org.uk

22. Media Obligations

It is essential that we do all we can to secure maximum publicity for our sport. It is a condition of entry that each player must be willing to give on-court interviews for television immediately after a match whether the match has been won or lost, and to attend a post-match press conference on request.

To assist with the promotion of the tournament and the game in general, it is a condition of entry that each player must be willing to participate on request in at least one appropriate activity of not more than one hour's duration (such as autograph signing, participating in 'meet the public' question and answer sessions etc).

BWF has the right to use photographs, film material or any other image of players taken during events sanctioned by BWF. If for legal reasons such use requires the consent of the player concerned, the Member Association must ensure that such consent is obtained before entering the player.

When a player is entered into a BWF sanctioned event, televising/broadcasting and still photography of that event is permitted at all associated venues (including training/practice) without further need to seek the consent of the Member Association concerned. Television signals can be shown in any and all territories on live or recorded television, internet, web casting, audio, film and other media of similar nature.

23. Media Accreditation

Media accreditation requests should be made using the official accreditation system.

Media Journalists and Photographers who have previously registered for the 2016 SOGP, 2017 SOGP or the TOTAL BWF World Championships 2017 will be able to re-register for the 2018 **by** sending a short email to peter@badmintonscotland.org.uk at which point we will re-activate you for the 2018 SOGP.

Media Journalist **not** already registered:

https://volunteer.badmintonscotland.org.uk/majorevents/2018_Scottish_Open/Media

Media Photographer **not** already registered:

https://volunteer.badmintonscotland.org.uk/majorevents/2018_Scottish_Open/Media_photographer

Media entry into the Emirates Arena will be controlled by personalised photographic accreditation passes.

Applications for media accreditation should be submitted no later than Tuesday 23 October 2018 in order for them to be assessed and if accepted, to be processed.

Entry into the Emirates Arena will be controlled by personalised photographic accreditation passes.

Peter Dean is the Media Manager, peter@badmintonscotland.org.uk. Prior to the Championships Peter Dean can assist you with any media related enquiries.

24. Video Recording and Photography:

Flash photography is not permitted within the Arena at any time. Video recording is permitted for analytical purposes only, and only by competing Member Associations. Designated positions will be clearly defined and cameras operating outside of these areas or without the correct accreditation will be removed. Camera accreditation must be obtained in advance from the Championships Office. Security reserves the right to inspect baggage and confiscate any items in breach of these guidelines.

25. Medical Services

A doctor will be available in the Emirates Arena at pre-arranged times. Appointments should be made through the Championships Office. A physiotherapist will be available to give assistance with injuries during the period of the Championships. Contact the Championships Office at the venue for full details. For incidents outside of the playing Arena it is recommended that appropriate insurance be obtained.

26. Umpire's Meeting

The Umpire's Meeting will be held on **Tuesday 20 November 2018 at 1900 hrs** in the Arena. Meet at Championships Office on ground floor of Emirates Arena.

27. Other

The Scottish Open 2018 will adhere to BWF Regulations, including those concerning Advertising, Players' Code of Conduct, Offences and Penalties, Coaches and Officials' Code of Conduct and Betting. Please familiarise yourself with these Regulations prior to your arrival in Glasgow.

28. Official Website

www.badmintonscotland.org.uk/scottish-open

Enclosures: Transport Request Form
Visa Request Form

