



PROSPECTUS

Issued on 13 November 2023

Updated on 13 November 2023

- 1. AUTHORITY**

The **ITTF World Team Table Tennis Championships Finals Busan 2024 Presented by BNK Busan Bank** will be hosted and organized by the Korea Table Tennis Association (KTTA), under the auspices and authority of the International Table Tennis Federation (ITTF).
- 2. EVENT DATES**

Friday 16 February 2024 to Sunday 25 February 2024
- 3. VENUE**

BEXCO
55 APEC-ro, Haeundae, Busan, 48060 Republic of Korea
- 4. EVENTS**

Men's Team for the Swaythling Cup [Holder: CHINA]
Women's Team for the Marcel Corbillon Cup. [Holder: CHINA]
- 5. SCHEDULE**

TBC **Draw for the Group Stage** (Time & Location TBC)
16 to 20 Feb 2024: Group Stage
20 Feb 2024: Draw for the Women's and Men's Team Final Stage
21 to 25 Feb 2024: Final Stage
[Details and confirmed schedule will become available closer to the Event]
- 6. PRACTICE**

The venues will be open for practice: (except Table 1)
Practice hall: From 13 Feb 2024 (# of Practice Tables TBC)
Competition hall: From 14 Feb 2024. (1 + 7 Tables)
- 7. RULES**

The Event will be conducted in accordance with the current Laws of Table Tennis, the Regulations for International Competitions, and the Regulations for World Title Competitions, as modified or complemented by this prospectus.

Multi ball: The multi ball system will be implemented for all matches of the Main Draw. Prior to each match the teams are free to select 30 balls out of approx. 40.
- 8. EQUIPMENT**

TABLE: DHS Rainbow red (show courts) and DHS T1223 black (regular)
NET: DHS P118 black (show courts) and DHS P145 black (regular)
BALL: Butterfly R40+ *** white
SPORTS FLOORING: Enlio Super Weaving Surface 5.5 blue



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9. ELIGIBILITY

The event is open to Member Associations satisfying the following conditions:

- Whose membership subscription fees have been paid up to and including those for 2024.
- Have qualified in terms of the **WTTTC Finals Busan 2024 Qualification Pathway**.
- Nominated players must be eligible to represent their Member Associations according to Regulation 4.1.3 in the ITTF Statutes.
- Member Associations with outstanding fees from previous World Championships will be required to pay the amount to the ITTF before their entries are accepted.

10. ENTRY FEES

The entry fees will be as follows:

Men's Team: **USD\$ 100**

Women's Team: **USD\$ 100**

11. ONLINE ENTRY SYSTEM

ITTF accepts only online entries through the ITTF Online Entry System.

This is applicable to all participants, players, and non-players (i.e., Delegates, Officials). All qualified teams are entered to the OES pending the MA approval.

Please log in to <https://oes.worldtabletennis.com/home>

and accept or reject your team participation. Once accepted you will be able to request replacements for any of your 5 players.

In case of rejection of the team, the next eligible team shall be invited.

Member Associations must use the username and password, as used for other events. For enquiries on usernames and passwords please contact wttcfinals@ittf.com.

Confirmation of successful entries: An acknowledgement of the receipt of entry forms and any updates will be sent an e-mail to the Member Association's official e-mail address, as registered in the ITTF Directory. If a confirmation has not been received, the ITTF should be notified by e-mail at wttcfinals@ittf.com

12. ENTRIES

FINAL ENTRY

Please confirm your Team with your Confirmation on the ITTF OES **latest until Friday 1 December 2023, 23:59 SGP.**

Final entries must be submitted on the ITTF OES by providing all necessary information. (Confirmation or replacements of players and including all other Delegation members) by **Friday 15 December 2023, 23:59 SGP.**



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Final entries will open on 13 November 2023 and the closing date will be **Friday 1 December 2023, 23:59 SGP.**

The size of each "Official delegation" is recommended to a maximum of 5 players per gender, 2 coaches (1 per qualified team), 1 doctor, 2 physiotherapists (1 per qualified team), 1 chief of delegation, the President of the Member Association, 1 Press Officer, 4 Sparing partners, 4 ACC.

All the "Other persons" of the Delegation must be listed separately online using the ITTF OES.

No additional entries will be allowed after the final entry deadline; only cancellations or modifications will be accepted in case of all accredited persons.

Replacement of teams in case of cancellations:

- If a Member Association withdraws its team(s) from the event or fails to confirm the qualified teams **before or after the Final Entry Deadline**, the quota(s) will be reallocated from the ITTF World Team Ranking December 2023.

C. MODIFICATION AND CANCELLATION OF ENTRIES

Modifications to the accepted player entries of qualified teams, received after the ITTF OES is closed can be done until **9 February 2024, 23:59 SGP** and will be accepted ONLY through the ITTF OES.

Cancellations of qualified teams, received after the ITTF OES is closed can be done until **10 December 2023, 23:59 SGP** and will be accepted ONLY through the ITTF OES.

D. ACCOMMODATION AND TRAVEL DETAILS

Accommodation details must be entered online until **15 December 2023, 23:59 SGP.**

Travel details (including departure) must be entered online until **5 January 2024, 23:59 SGP.**

13. VISA APPLICATION

Member Associations must submit all necessary information for getting the invitation letter and to get into contact with their closest Embassy/Consulate, within the visa application deadline set to **1 December 2023.**

Furthermore, delegation members of several associations must book an appointment and attend a visa application interview preferably by **15 December 2023** to have enough time for the visa process.

- For visa related enquiries and help please e-mail visa@busan2024.com with copy to WTTCFinals@ittf.com.



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- Visit www.visa.go.kr for the latest information regarding entry requirements to the Republic of Korea. You can check whether you need a visa to enter the host county by using 'Visa Navigator'.
- Countries which do not have consulate or Embassy of Republic of Korea in their respective countries must find the nearest Embassy and Consulate for visa applications on this link:
https://www.visa.go.kr/openPage.do?MENU_ID=10106
- Working-Permit Visa (C-4) is required for those who will engage in profit making activities at the event.

Member Associations whose countries/regions are eligible for visa-free entry are required to get K-ETA approval before boarding the flight, which could take more than 72 hours depending of the situation. Check the latest information regarding K-ETA at www.k-eta.go.kr

14. COPY OF PASSPORT & PHOTOGRAPH

As part of the entry process, photocopy of passport and an accreditation photograph (4cmx3cm, white background, .jpg format only) must be provided for visa and accreditation purposes.

To avoid delays at the accreditation center, Member Associations providing all required information and payment in advance will have priority during the accreditation process.

ATTENTION: Regardless of if visa is needed or not, all passports must be valid at least 6 months after the departure date from Republic of Korea.

15. TRANSPORTATION

The LOC will provide free transportation to the participants from and to:

- By plane from: **Gimhae International Airport (PUS)**
- By train from: **Busan Railway Station**

The LOC is not responsible to provide transportation in case of missing or late travel details.

16. HOSPITALITY (FREE)

Free accommodation and meals will be provided from lunch on **15 February 2024** to breakfast on **26 February 2024**:

- Two (2) men and two (2) women players nominated by a Member Association (on double occupancy basis – requested single rooms will be charged the difference from double room to single room rate per person)
- All the International Umpires, Referees and other officials from other Member Associations invited in accordance with the Directives for Match Officials.
- All other free accommodations will be granted by the LOC according to the ITTF Statutes 2023



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- **Note:** A separate Document will be distributed containing all the necessary information about the ITTF Summit and AGM to all Member Associations and participants, at an appropriate time.

17. OFFICIAL HOTELS

Busan 2024 WTTTC Official Hotel Option 1: (name tbc later)

Address: tbc

Website: tbc

Busan 2024 WTTTC Official Hotel Option 2: (name tbc later)

Address: tbc

Website: tbc

Note: These hotels will be mainly used for the **Participating Member Associations**. In case of fully booked hotels, the first comes first serves policy shall apply. The LOC may adjust the hotel allocation of players to other hotels in case the hotel option chosen is fully booked.

18. HOSPITALITY (FOR CHARGE)

Players and officials who are listed on Member Associations' official entry forms but not entitled to free hospitality can take the official hospitality package including meals, transport, and admission, at the rates indicated here.

Last meal is breakfast on the date of departure.

The hospitality package includes an obligatory minimum of 5 nights for players and coaches, and minimum of 2 nights for all other accredited persons.

50% of the respective hospitality rate will be charged for early check-in (before 15:00) and late check-out (after 11:00)

Official Hotel Option 1:

SINGLE room: US\$ 320 per person/per day

TWIN/DOUBLE room: US\$ 270 per person/per day

Official Hotel Option 2:

SINGLE room: US\$ XXX per person/per day

TWIN/DOUBLE room: US\$ XXX per person/per day



19. CANCELLATION POLICY (Hotel Reservations)

Before 5 January 2024, 23:59 SGP: no cancellation fee.

Between 6 January 2024, 00:00 SGP and 7 February 2024, 23:59 SGP:

50% cancellation fee of the total costs for each person not entitled to free hospitality.

From 8 February 2024, 00:00 SGP: 100% cancellation fee of the total costs for each person not entitled to free hospitality.

Cancellations need to be done via OES AND e-mail at WTTCFinals@ittf.com

20. PAYMENTS

Member Associations are requested to pay the entry fees, extra hospitality costs and hospitality costs for those persons not entitled to free accommodation and meals.

Payment should be made in US\$ currency by direct Bank Transfer within 14 days upon receiving an invoice from the LOC, and not later than **8 January 2024 to the account of the LOC**. Account details will be shared on the invoices issued by the LOC to the Member Associations.

Payment must be made by covering all bank fees, in connection with the bank transfers, after receiving the pro-forma invoice with bank account details from the LOC.

The LOC will make hotel reservations and pick-up arrangements only for Member Associations which have completed payments.

21. KEY TIMELINES

Final Entries (Players only):	1 December 2023
Visa Application deadline:	1 December 2023
Cancellations of Teams:	10 December 2023
Participants & Accommodation Details:	15 December 2023
Travel Details:	5 January 2024
Modifications in composition of a team:	9 February 2024 (Players only)
Payments Deadline:	8 January 2024

22. PLAYING SYSTEM

The playing system and competition details can be found on the [Event Page](#).

23. DRAWS

The seeding and draw for the first stage will be conducted based on the Seeding and Ranking principles of the Playing System document as on the [Event Page](#).

24. TEAM MANAGERS MEETING

A meeting between ITTF, LOC, Match Officials and MA Team Managers on **14 February 2024 at the Competition venue** (exact place and time TBC).



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25. JURY MEETING

Will take place on **15 February 2024 at the Competition venue** (Place & Time TBC)

26. SPORT SPECIFIC

In teams, only one (1) coach and up to four (4) players may stay at the bench, assuming that one more player is in the court. Nobody else may present at the bench except doctors or physiotherapists in emergency case.

27. MATCH OFFICIALS

All matches will be officiated by qualified umpires in accordance with the Directives for Match Officials at World Title Competitions.

28. AWARDS

In addition to the Championship trophies the winner in each event will receive a gold medal, the losing finalist will receive a silver medal and the losing semi-finalists will receive bronze medals. All players taking part will receive a certificate of participation.

29. OBLIGATIONS

By entering the Event players nominated agree they are willing to compete against any other participating player or team and all participants respect and acknowledge regulations and rules of the ITTF Statutes.

30. LIABILITY

A. By entering the Championships, participants agree to abide by all ITTF rules and by the rules and regulations of the LOC. All entered associations, and players agree to be under the auspices of the ITTF and its agents in all matters concerning television coverage, video, internet web casting, motion picture coverage, and photographic coverage of any kind. Participants release all rights, or rights held by their agents or sponsors, in all matters relating to television and web casting coverage, video and motion picture coverage, and photographic coverage of any kind; and hence accept such coverage during the World Championships. A participant's refusal of above listed coverage may be subject to suspension or dismissal from the competition. Any participant, when called upon, must appear promptly to press conferences, or medal presentations and follow the procedures set by the ITTF and the LOC.

B. By entering the Championships, each association must ensure that all delegation members confirm that they know that their personal data will be shared with the LOC and ITTF who, in turn, undertake not to share it with any unauthorized person in any way.

C. In the context of betting, participants in the World Championships shall follow the ITTF Code of Ethics (Chapter 6 of the ITTF Statutes). They shall not, by any manner whatsoever, infringe the principle of fair play, show unsporting conduct, or attempt to influence the course or result of a competition, or any part thereof,



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in a manner contrary to sporting ethics. Any violation of this principle shall be disciplined according to provisions of ITTF regulation 3.5.3.

D. By entering the Championships, all delegation members undertake to abide by the ITTF's anti-doping rules in effect (Chapter 5 of the ITTF Statutes).

E. By entering the Championships, all delegation members undertake to abide by the Code of Ethics and ITTF Anti-Harassment Policy and Procedures (Chapters 6 & 7 of the ITTF Statutes).

F. By entering the Championships, each association must ensure that all delegation members have medical insurance for the duration of the Championships.

31. EVENT MANAGER

Shaun NIK

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Mobile: +65 9731 3190

32. EVENT SUPERVISOR

Karl JINDRAK

E-mail: kjindrak@worldtabletennis.com

Mobile: +43 699 124 17 193

33. LOC EVENT DIRECTOR

Daeho LEE

E-mail: eogh@busan2024.com

Mobile: +82 51 740 3665

34. LOC CONTACT

In case of any further questions except visa issue, please contact webmaster@busan2024.com the general contact email address of Busan WTTTC LOC.

35. ITTF CONTACT

Please ensure you always copy WTTTCFinals@ittf.com in ALL communications and Enquiries about this Event. This is the help ensure that ITTF/WTT staff provide assistance as needed.

36. EQUIPMENT PURCHASE

Member Associations which are interested to buy Butterfly or Double Happiness Equipment can use the links below to order:

Butterfly Equipment Order [HERE](#)

Double Happiness Equipment Order [HERE](https://forms.worldtabletennis.com/form/dhs_equipment_interest) (https://forms.worldtabletennis.com/form/dhs_equipment_interest)

37. DISCLAIMER

The information set forth in this document is valid at the time of publication and it's subject to changes.



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38. UPDATES

Updates on the document compared to the previous version, appear in **grey highlight** and are also listed below:

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