

To: BWF Members

15 November 2023

Dear Members,

We are very pleased to provide information to you with regards to the HSBC BWF World Tour Finals 2023.

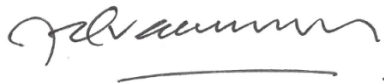
The tournament will be held at the Hangzhou Olympic Sports Centre Gymnasium, Hangzhou, China from Wednesday 13 December to Sunday 17 December 2023.

The information is particularly relevant for players from your membership should they qualify for the finals from the HSBC Race to Finals rankings.

Please find enclosed information on the host organiser, the city and event logistics.

We look forward to your strong support in making this tournament a success.

Kind regards



Selvaamresh Supramaniam
Deputy Events Director
BWF

1. GENERAL INFORMATION	
HOST	Chinese Badminton Association
DATE OF TOURNAMENT	Wednesday 13 - Sunday 17 December 2023
COMPETITION & PRACTICE VENUE	Hangzhou Olympic Sports Centre Gymnasium 210 Tiyuchang Rd, Xiacheng District, Hangzhou Zhejiang, China, 310003
USEFUL CONTACTS	Chinese Badminton Association No. 20, Longtan Road, Dongcheng, Beijing 100061, China T: +86 1067110225 E: cbatournament@cba.org.cn Local Organising Committee: No.2657 Boao Road, Xiaoshan District, Hangzhou, China, 310051 T: +86-18258132540 E: Info_BWF@163.com Kindly sent all enquires to both email addresses.
INSURANCE COVERAGE	Players and all members of the national delegation shall hold valid insurance for damages of any nature caused to third parties. Such insurance shall cover bodily injury, including medical and hospitalisation expenses incurred in the host country, as well as all expenses and costs associated to repatriating the injured party to his/her country of residence. Participants are advised to bring enough cash for any hospitalisation and medical care cost as payment must be done upon check-out and treatment.
INDEMNITY	To the extent permitted by applicable law, all players and members of the national delegation shall release the BWF, the Tournament Organiser, and their respective officers, officials, employees, agents, and representatives, from any and all liability, damage, loss, cost or expense that such players and members of the national delegation may incur as a result or in connection with their participation in the Tournament.
PARTICIPANT AGREEMENT FOR USE OF PHOTOGRAPHS AND VIDEOS	Players and all members of the national delegation shall agree to give the BWF and the Tournament Organiser full television and motion picture rights, including permission to film players and members of the national delegation during all matches and activities around the Tournament, for any commercial, news or other purpose together with the right to transfer such right, including without compensation.
RULES AND REGULATIONS	The Event will be conducted in accordance to, but not limited, to the Laws of Badminton, BWF General Competition Regulations and BWF World Tour Regulations (BWF Statutes, Section 5.2.2)

	<p>Do note that this tournament will strictly enforce the Clothing, Equipment, and Advertising Regulations as outlined in the BWF GCR 20 – 24. This includes restrictions of certain colours for shirts, shorts, and skirts to avoid issues with virtual advertising on TV courts, as per GCR 21.7.</p> <p>In matters involving disputes over the play throughout the Finals, the Referee's decisions will be final.</p>
<p>COMPLIANCE WITH GENERAL COMPETITION REGULATIONS CLAUSE 7.9</p>	<p>GCR 7.9: "In making or authorising entries, the Member concerned is reconfirming its acceptance, and acceptance by the Players being entered, of the BWF's regulations and Disciplinary processes.</p>
<p>QUALIFICATION PROCESS AND CONDITION OF ENTRY TO THE FINALS</p>	<p>To qualify for the 2023 HSBC BWF World Tour Finals, only the best 14 results from BWF World Tour tournaments between week 2 and week 47 will count towards the HSBC Race to Finals ranking. Of the best 14 results, a maximum of three results from Grade 2 – Level 6 (Super 100) tournaments will count. For clarification, please see BWF World Tour Regulations 5.2.2.</p> <p>The top 8 Men's Singles, 8 Women's Singles, 8 Men's Doubles, 8 Women's Doubles and 8 Mixed Doubles in the HSBC BWF Race to Finals Ranking will be invited to compete in the HSBC BWF World Tour Finals Hangzhou 2023 where only a maximum of 2 players/pairs per Member is eligible to participate in the Finals.</p> <p>The wild card entry rule for World Champions 2023 (Copenhagen edition) will apply for the HSBC BWF World Tour Finals Hangzhou 2023.</p> <p>The Tournaments under the HSBC BWF Race To Finals 2023 Ranking are as follow:</p> <p>PETRONAS Malaysia Open 2023 YONEX SUNRISE India Open 2023 DAIHATSU Indonesia Masters 2023 PRINCESS SIRIVANNAVARI Thailand Masters 2023 YONEX German Open 2023 YONEX All England Open 2023 Ruichang China Super 100 2023 YONEX Swiss Open 2023 Madrid Spain Masters 2023 Orleans Masters Badminton 2023 presented by VICTOR PERODUA Malaysia Masters 2023 presented by DAIHATSU TOYOTA GAZOO RACING Thailand Open 2023 KFF Singapore Open 2023 KAPAL API GROUP Indonesia Open 2023 YONEX Taipei Open 2023 YONEX Canada Open 2023 YONEX US Open 2023 Korea Open 2023 DAIHATSU Japan Open 2023 SATHIO GROUP Australia Open 2023 VICTOR China Open 2023 BNI Indonesia Masters I 2023</p>

	<p>VICTOR Hong Kong Open 2023 YONEX-SUNRISE Vietnam Open 2023 VICTOR Kaohsiung Masters 2023 CLASH OF CLANS Arctic Open 2023 powered by YONEX VICTOR Denmark Open 2023 Abu Dhabi Masters 2023 YONEX French Open 2023 BNI Indonesia MASTERS II 2023 HYLO Open 2023 BERGAMOT KL Masters Malaysia Super 100 2023 Korea Masters 2023 Kumamoto Masters Japan Masters 2023 LI-NING China Masters 2023</p> <p>The below remaining 2023 tournaments will count towards the HSBC Race to Finals 2024 Rankings:</p> <p>Syed Modi India International 2023 YONEX-SUNRISE Guwahati Masters 2023 YONEX-SUNRISE Odisha Masters 2023</p>
<p>ENTRIES TIMELINE:</p>	<p>Invitation of Entry: Wednesday 29 November 2023, after the conclusion of the finals of the China Masters 2023</p> <p>Acceptance of Entry: Tuesday 5 December 2023 12:00 PM (GMT +08:00)</p>
<p>TECHNICAL OFFICIALS</p>	<p>Referee: Eric Lissillour (eric.lissillour@orange.fr) Deputy Referee: Girish Natu (girishnatu@gmail.com)</p> <p>Doctors: Dr Sudeep Satpathy (IND) – drsudeepsatpathy@gmail.com Dr Ali Emran (BAN) – emran68@yahoo.com</p>

SEEDING DATE	Seeding Date: Sunday 26 November 2023			
DRAWS	<u>Group Stage Draw</u> Date: Monday, 11 December 2023 Time: During Gala Dinner Location: Gala Dinner, Dragon Hotel			
	<u>Knock Out Stage Draw</u> Date: Friday, 15 December 2023 Time: Immediately after the conclusion of the Group Stages Location: TBC			
GALA DINNER	Date: Monday, 11 December Time: 18:30 Location: Dragon Hotel The BWF Players of the Year Awards and the Group Stage Draw will be held during the Gala Dinner. Players are required to attend the dinner. Dress Code: Black Tie/Formal Best dressed male and female player award will also be awarded.			
TEAM MANAGERS' MEETING	Date: Tuesday 12 December Time: 10:00 Location: Hotel (room TBC) Conducted by Tournament Referee. It is mandatory for all participating Members (represented by designated Team Manager) to attend the Team Managers' Meeting. Members will be penalised for failing to attend, in accordance with the BWF Table of Offences and Penalties (BWF Statute 2.5). Members are allowed to request representation by another Member, provided that the Tournament Referee is notified in advance and approves.			
UMPIRES' BRIEFING	Date: Tuesday 12 December Time: 15:00 Location: Competition Venue (room TBC)			
LINE JUDGES' BRIEFING	Date: Tuesday 12 December Time: 16:00 Location: Competition Venue (room TBC)			
COMPETITION EQUIPMENT & SERVICES	Victor is the equipment sponsor for the HSBC BWF World Tour Finals 2023 and the equipment is provided in accordance with Section 5.3.4 Specifications for International Standard Facilities. The equipment that Victor provides are as follow,			
	Items	Where	Item Code	
	Court Mat	Competition	C-7057Z L D	
		Warm Up	C-7057Z L D	
Practice		C-7057Z L G		

	Nets	Competition, Warm Up & Practice	C-7004 W	
	Net Posts	Competition, Warm Up & Practice	C-7069 E	
	Service Height Measuring Device	Competition, Warm Up & Practice		
	Shuttlecocks	Competition, Warm Up & Practice	Master Ace Speed 75-78	
	Stringing Service	Stringing services will be provided by Victor during practice and tournament period. The service is free for Victor-sponsored players. Non-Victor sponsored players' rackets will be charged USD25 per racket.		
PRACTICE	<p>Practice courts will be available from Monday 11 December 2023 at the practice hall, warm up hall, and competition hall. Please see tournament schedule below for the timing schedule of practice at each hall</p> <p>Practise Hall: 6 courts Warm up Hall: 2 Courts Competition Hall: 2 Courts</p> <p>For pre-tournament practice requests please fill up the online form with the following link by 1 Dec 2023. Each player will receive 3 shuttlecocks for the practice sessions. These can be collected at the reception of the practice courts.</p> <p>Procedure: Courts will be allocated under the referee's control on an equitable basis, taking into account the number of entries per Member, arrival date and time, match schedule, and Team Manager preferences. Although every effort will be made to meet requirements, we cannot guarantee to accommodate all requests. Before the arrival in Hangzhou, the approved schedule for the first two days will be sent to Team Managers.</p>			
INSTANT REVIEW SYSTEM	The Instant Review System (IRS) will be available on both TV Courts throughout the tournament and is regulated as per BWF Statute, Law of Badminton, Section 4.1.8.			
MEDICAL AND PHYSIOTHERAPY	There will be doctors and a medical team in attendance at the tournament and a physiotherapy service will be available free of charge for players.			
ANTI- DOPING	<p>Doping control in badminton, in accordance with BWF Anti-Doping Regulations, is conducted out of-competition and in-competition with the collection of urine and/or blood samples. Athletes are responsible for any substance found in their body. Before an athlete takes any medication, they should check with their doctor, and if necessary, get a Therapeutic Use Exemption (TUE). For more information about anti-doping, please visit the BWF website: https://corporate.bwfbadminton.com/integrity/anti-doping-</p>			

	overview/
BADMINTON INTEGRITY	<p>Section 2.4 of the BWF Statutes (Code of Conduct in Relation to Betting, Wagering and Irregular Match Results) relates to anti-corruption and anti-match manipulation, and this code applies to all participants at this tournament. To protect the integrity of BWF sanctioned tournaments, participants are not allowed to bet in any way on badminton matches, respect the principle of fair play, and shall not attempt to influence the course or result of a game or match. Every person has an obligation to report to the BWF any approaches by anyone to gather inside information or to change the outcome of a matches. For more information, please refer to BWF's website: https://corporate.bwfbadminton.com/integrity/anti-match-fixing-overview/</p>
PRESENTATION CEREMONIES	<p>All prize ceremonies will take place on Sunday 17 December 2023 immediately after the conclusion of each final. Medals/trophies/other items will be presented to all champions and finalists.</p> <p>In accordance with Player Commitment Regulations (BWF Statute 5.3.6,), all players participating in the finals of a tournament must attend the final ceremonies directly after the match or must follow the instructions given by the organisers regarding ceremony protocol.</p> <p>Only finalists, prize presenters and authorized persons are allowed on the field of play during the prize presentation ceremony. No equipment, including rackets and flags, and family member and coaches are allowed to be brought/accompany the players onto the podium.</p> <p>Clothing worn during the ceremony must be in accordance with the BWF GCR.</p>
PHOTOGRAPHY AND VIDEO-RECORDING	<p>Photography is not permitted within the competition venue at any time, and the tournament reserves the right to remove any items of equipment breaching this policy.</p> <p>Information around team recording for match analysis purpose will be updated during the Team Manager's Meeting.</p> <p>The tournament reserves the right to remove any non-accredited items of equipment.</p>

PRIZE MONEY	USD \$2,500,000 Total Prize Purse					
	USD Value	Winner	Runner-up	Semi-Finalists	3rd in Group	4th in Group
	Men's Singles	\$200,000	\$100,000	\$50,000	\$27,500	\$15,000
	Women's Singles	\$200,000	\$100,000	\$50,000	\$27,500	\$15,000
	Men's Doubles*	\$210,000	\$100,000	\$50,000	\$32,500	\$17,500
	Women's Doubles*	\$210,000	\$100,000	\$50,000	\$32,500	\$17,500
	Mixed Doubles*	\$210,000	\$100,000	\$50,000	\$32,500	\$17,500
	<i>*per pair</i>					
Plates and medals will be awarded to all winners and runners-up.						

TOURNAMENT SCHEDULE

Day and time	Activity	Venue
Monday 11 December		
8:00 to 16:00	Practice on Practice, Competition & Warm-up Courts	Hangzhou Olympic Sports Centre Gymnasium
10:00 to 16:00	Media Day 1	Hangzhou Olympic Sports Centre Gymnasium
18:30 to 21:30	Gala Dinner, Draw & BWF Awards Ceremony	Dragon Hotel
Tuesday 12 December		
9:00 to 21:00	Practice on Practice, Competition & Warm-up Courts	Hangzhou Olympic Sports Centre Gymnasium
10:00-21:00	Media Day 2	Hangzhou Olympic Sports Centre Gymnasium
10:00	Team Managers' Meeting	TBC
15:00 16:00	Umpires' Briefing Line Judges' Briefing	TBC
Wednesday 13 December – 1st Day of Competition		
9:00 – 20:00	Practice on Practice Courts	Hangzhou Olympic Sports Centre Gymnasium
8:00 – 9:00	Practice on Competition Courts	Hangzhou Olympic Sports Centre Gymnasium
Day 1	Group Matches	Televised

Day and time	Activity	Venue
10:00 (Session 1)	5 Matches / 5 Matches	Court 1 / Court 2
17:00 (Session 2)	5 Matches / 5 Matches	Court 1 / Court 2
Thursday 14 December – 2nd Day of Competition		
9:00 – 20:00	Practice on Practice Courts	Hangzhou Olympic Sports Centre Gymnasium
8:00 – 9:00	Practice on Competition Courts	Hangzhou Olympic Sports Centre Gymnasium
Day 2	Group Matches	Televised
10:00 (Session 1)	5 Matches / 5 Matches	Court 1 / Court 2
17:00 (Session 2)	5 Matches / 5 Matches	Court 1 / Court 2
Friday 15 December – 3rd Day of Competition		
9:00 – 20:00	Practice on Practice Courts	Hangzhou Olympic Sports Centre Gymnasium
8:00 – 9:00	Practice on Competition Courts	Hangzhou Olympic Sports Centre Gymnasium
Day 3	Group Matches	Televised
10:00 (Session 1)	5 Matches / 5 Matches	Court 1 / Court 2
17:00 (Session 2)	5 Matches / 5 Matches	Court 1 / Court 2
End of Play	Knock-out Draw	Hangzhou Olympic Sports Centre Gymnasium
Saturday 16 December – 4th Day of Competition		
9:00 – 20:00	Practice on Practice Courts	Hangzhou Olympic Sports Centre Gymnasium
Day 4	Semi-Finals	Televised
10:00 (Session 1)	5 Matches	Court 1
17:00 (Session 2)	5 Matches	
Sunday 17 December – 5th Day of Competition		
9:00 to 13:00	Practice on Competition Courts	Hangzhou Olympic Sports Centre Gymnasium
Day 5	Finals	TV World Feed
14:00 onwards	5 matches (prize ceremony follows each match)	Court 1

*Times and order of play may be changed at the discretion of the Tournament Referee.

2. ARRIVAL, ACCREDITATION, VISA, HOTELS, FLIGHTS, AND TRANSPORT	
ACCREDITATION	Access to Tournament venues and other services is provided through personalised and photographic accreditation. However, the number of complimentary accreditations available for

	<p>Team Officials is dependent on the number of competing players from the same Member:</p> <table border="1" data-bbox="475 344 1362 584"> <thead> <tr> <th data-bbox="475 344 932 463">Number of Member Players</th> <th data-bbox="932 344 1362 463">Number of Team Officials Accreditations</th> </tr> </thead> <tbody> <tr> <td data-bbox="475 463 932 506">1 – 4</td> <td data-bbox="932 463 1362 506">2</td> </tr> <tr> <td data-bbox="475 506 932 548">4 – 8</td> <td data-bbox="932 506 1362 548">3</td> </tr> <tr> <td data-bbox="475 548 932 584">8 - 16</td> <td data-bbox="932 548 1362 584">4</td> </tr> </tbody> </table> <p>A limited number of additional accreditations passes for approved Team Officials will be available for purchase at a fee of USD\$200 (RMB1450), charged to the respective Member, and payable at the tournament in cash in USD or in RMB.</p> <p>To request for accreditation, please complete the ACCREDITATION APPLICATION FORM and submit by 30th November 2023.</p> <p>The fee to replace any lost or damaged accreditation passes will be USD\$100 on each occasion, charged to the respective Member.</p> <p>The tournament reserves the right to refuse entry into any accredited venue or area or service (e.g. transportation) as a result of damaged or missing accreditation or if there is a breach of regulations.</p> <p>The fraudulent use of accreditation is strictly prohibited, and will result in access rights being removed, and penalties being applied.</p>	Number of Member Players	Number of Team Officials Accreditations	1 – 4	2	4 – 8	3	8 - 16	4
Number of Member Players	Number of Team Officials Accreditations								
1 – 4	2								
4 – 8	3								
8 - 16	4								
ARRIVAL	<p>Players are strongly encouraged to arrive in Hangzhou by Sunday 10 Dec 2023.</p>								
VISA AND CONDITION OF ENTRY	<p>Should you require visa to enter China, Hangzhou LOC can assist to provide an invitation letter.</p> <p>To request for invitation letter, please complete VISA INVITE LETTER REQUEST FORM and submit by 26th November 2023.</p> <p>Public Health Requirements</p> <p>Fill in the mandatory health declaration form before ARRIVAL and DEPARTURE. The online form can be accessed from https://htdecl.chinaport.gov.cn/. A QR code will be generated after you have successfully completed the form. Take a screen shot of the QR code and keep it safely in your phone. Present the QR code to the immigration officers when requested. Note that the validity of the QR code is only 24 hours.</p>								

HOTELS	<p>Official Hotel: Hangzhou Tianyuan Intelligence Hotel</p> <p>For more information, please see Tianyuan Intelligence Hotel Quotation.</p> <p>To request for hotel booking, please complete HOTEL & AD INFO FORM and submit by 30th November 2023.</p>
FLIGHTS	<p>Players who qualified for the Finals will have their flight cost reimbursed to them. (Only economy class ticket is covered)</p> <p>Please send quote of the flight to BWF, Ms Jessy Sung (j.sung@bwf.sport) before purchase.</p> <p>Upon confirmation of flight quote, do send the receipt to same email for reimbursement after the tournament has concluded.</p>
TRANSPORT	<p>Complimentary transportation will be provided by the tournament between the official venues: competition venue, official hotel(s), practice venue (if separate from the competition venue), and the following transportation hub:</p> <ul style="list-style-type: none"> • Hangzhou Xiaoshan International Airport • Shanghai Pudong International Airport • Hangzhou East Railway Station <p>To request transportation, please complete HOTEL & AD INFO FORM and submit by 30th November 2023.</p>
PLAYER MEDIA OBLIGATIONS	<p>It is a condition of entry into BWF sanctioned tournaments that each player, if requested by the BWF, host organiser, or other tournament official, is required to undertake a range of media activities. Please refer to the BWF Player Commitment Regulations for more information (BWF Statute 5.3.6).</p> <p>Members should be prepared to facilitate the attendance of their player(s), if requested.</p>
MEDIA DAY	<p>In order to promote Badminton, the players and the HSBC BWF World Tour Finals to the widest possible global audience, 11 and 12 December (Mon and Tue) have been designated as Media Day and we request all players support and help with this endeavour. This activity will be organised and controlled by BWF, and interviews will be scheduled to take place immediately after players' practice in a safe environment.</p>
TEAM ACCOMPANYING MEDIA PERSONNAL	<p>Team Media wishing to attend this tournament may contact the following for more details: Lloyd Green – BWF Head of Communications @ l.green@bwf.sport</p>

Information stated here may be subject to change and should there be changes, it will be communicated.