



22nd FAI World Hot Air Balloon Championship

EVENT INFORMATION ver. 2

2016 Saga Hot Air Balloon World Championship Organizing Committee
Saga City Office, 1-1 Sakaemachi, Saga-city, Saga, JAPAN

Postal: 840-8501

Phone: +81 952 40 7131 Fax: +81 952 40 7132

* All the prices in this document include tax if applicable.

Currency Rate as of **1st September: 100 JPY = 0.86 EUR / 100 JPY = 0.97 USD**

1. Schedule

27th Oct	Registration (15:00 - 17:00)
28th Oct - 29th Oct	Practice Flights (AM, PM) / Registration (10:00 - 12:00 / 15:00 - 17:00)
30th Oct	Practice Flight (AM only) / Registration (10:00 - 12:00) General Briefing (13:00) / Opening Ceremony (16:30)
31st Oct - 5th Nov	Competition Flights (AM, PM)
5th Nov	Night Glow (La Montgolfiere Nocturne)
6th Nov	Last Competition Flight (AM) / Reserved Comp Flight OR Key Grab Race (PM) Night Glow (La Montgolfiere Nocturne)
7th Nov	Fun Flight (AM) Closing Ceremony (Awards Banquet) (17:00) Note : Private flights on or before 27th October and the afternoon of 7th November are not permitted. Check-in (Registration) is mandatory to make a practice flight.

2. Category

- Competition: Competitors will compete at the 22nd FAI World Hot Air Balloon Championship.
- Fiesta: Fiesta Pilots for fun flight with some tasks.
- Fantasia: Fantasia Pilots for the special shaped balloons. Balloons will be shown to the audience as a static display **(Balloon Fantasia Event)**.
May fly before or after the static display.
- Official Balloon: For the Organiser and the Press. Some of them may fly during the competition, however, all official balloon pilots should be briefed that they must maintain safe distance from competition balloons and the targets. They must not interfere with the competition.



3. Social Events

~~To Be Announced.~~

Details may be subject to change.

28th Oct 18:00 – Saga Light Fantasy and Opening Parade

@ Saga Down Town (2108 / 8020)

Saga Local people gather and walk up a main street of Saga City with balloonists after a short ceremony of lighting up Christmas like street illumination on the street. Food stands and some event stages will be open along the street, where the parade ends.

Saga Local people are looking forward to seeing the parade every year, and the Organiser would appreciate if all the available balloonists would join it.

The event may be cancelled in case of rain.

29th Oct 19:30 – Sanyamachi Night Party

@ Saga Down Town 656 Plaza [Mutsugoro Hiroba] (2145 / 8019)

Saga Local people throw a party with some food stands, show on the stage, etc.

A good way to meet local culture. All you can eat (but the amount is limited).

Admission Fee 2,000 JPY will be required. The party ends in 2 hours.

30th Oct 16:30 – Opening Ceremony

@ Cultural Hall of Saga City [Saga-shi Bunka Kaikan] (2058 / 8276)

All the participants will be invited.

18:00 – Welcome Reception

@ General Gymnastic Hall [Saga-ken Sougou Taiikukan] (2054 / 8288)

* Right after the Opening Ceremony. The Gymnastic Hall is located 100m north of Cultural Hall. A little snack and drink will be served. All the participants will be invited.

5, 6th Nov 19:00 – Night Glow (La Montgolfiere Nocturne)

@ Common Launch Area

6th Nov 14:00 – Key Grab Race: Briefing

@ Common Launch Area

7th Nov 17:00 – Closing Ceremony (Awards Banquet)

@ Maritopia Ceremony Hall (1870 / 8044)

Meal and drinks will be served.

Shuttle buses will be available near the north exit of Saga Railway Station across the street (15:30 –).

Pilots will receive four tickets at check-in. Additional ticket is available at Support Counter by 3,500 JPY each. Child with 12 years old and more is required to have a ticket.



4. Travel Allowance

< Competitors >

350,000 JPY from out of East Asia region

200,000 JPY from East Asia region except Japanese Competitors

< Fiesta Pilots >

150,000 JPY from out of East Asia region

50,000 JPY from East Asia region except Japanese Pilots

The Travel Allowance will be handed in cash in Japanese YEN at pilot check-in. The entry pilot should bring his/her passport to receive it.

5. Entry to the Event

Entry Fee: 50,000 JPY (Competition and Fiesta)

- What's included: Fuel for a balloon during the event, Two maps, Weather information, Closing Ceremony Tickets (4 tickets)

- Refund Policy: No refund of Entry Fee for cancelations on or after 30th August 2016

Invitation Policy:

- Eligibility Conditions: 50 hours PIC and 1 year as PIC

< Competition >

- Maximum Entrants: 105 (100 + 5 medal holders: Previous World Championship medal holders, and current champions of the Junior and Women World Championship)

- No Show deadline: 31st August 2016 (60 days before the General Briefing). If you withdraw after this date you will be declared a No Show without giving valid reason of force majeure, and you have not been replaced by another competitor from the same NAC.

< Fiesta >

- Number of Entrants: 10 from overseas and 15 from Japan

- Other Conditions: Required to prepare his/her envelope and bottom end



6. Entry to Saga

< Flights >

If you fly to major international airports in Japan, you can take connection flights to Saga or to Fukuoka.

Saga Airport (HSG): 5 flights from Tokyo International Airport, Haneda (HND) per day
 1 - 2 flights from Narita International Airport (NRT) per day
Fukuoka Airport (FUK): Many flights between Fukuoka (FUK) and Haneda (HND)
 Some flights between Fukuoka (FUK) and Narita (NRT) per day

Fukuoka Airport to Saga Station / Saga Station Bus Centre is about 75 - 90 minutes by express bus which departs directly from the airport. Or you may take a limited express train from Fukuoka main railway station "Hakata Station", which takes about 45 minutes. You need to take a subway to go to the "Hakata Station".

The timetable of Nishitetsu Highway Bus (FUK airport – Saga Station Bus Centre) is available at the URL below. Highway Bus is available both from International Terminal and Domestic Terminal.

http://www.nishitetsu.jp/docs/bus/highwaybus/guide/jikokuhyo/airsaga_2.pdf

The fare is 1,230 JPY/ticket, but buying 4 tickets (980 JPY/ticket) in advance, you would get a discount.

Saga airport is located about 30 min drive from Saga Station.

There are buses from airport to Saga Station Bus Centre, vice-versa, after/before every flight.

The timetable of the bus is available at the URL below. Old one may be shown but it changes according to flights and the connection should go smoothly.

http://61.7.104.113/web/kurashi/_1261/kk-koutuu/ariakesaga-ap/english/access/sagaeki.html

< Trains >

There are fast trains called Shinkansen from major big cities to Fukuoka ("Hakata Station"). You can take them and change trains at Hakata Station to come to Saga Station.

More general travel information and tips about Japan is available on the Lonely Planet website if you are interested.

<http://www.lonelyplanet.com/japan/essential-information>



7. Required Documents for VISA (Invitation for VISA)

Those who are from countries or regions that require a VISA to enter Japan, need the Invitation for VISA from the Organiser to get a VISA from the Japanese Embassy.

The detailed information is available at the following website:

http://www.mofa.go.jp/j_info/visit/visa/index.html

If you need the Invitation for VISA, please contact us as soon as possible.

Please note that the process may take some time.

8. Rental Car

The Organiser will reserve rental cars for Competitors and Fiesta Pilots. Please fill in the “Rental Car Request Form” and return to the Organiser **as soon as possible but no later than 31st August**. For the Fantasia Pilots, we will announce later.

You can pick up the vehicle in Saga city or Fukuoka Airport.

If you make any changes, please inform us promptly. If you send a new form with changes, please highlight them so that the Organiser can recognise easily.

< International Driving Permit in JAPAN >

To drive in Japan, you are required to have a valid international driving license which is issued by a signatory to [the 1949 Geneva convention](#).

For those who cannot find a driver with the valid IDP, the Organiser will try to assign a local volunteer driver (basically 27th October – 7th November). Please notify us when filling in the Request Form.

Please check with the Japanese embassy in your country / region for the IDP license situation.

- Switzerland, Germany, France, Belgium, Slovenia, Monaco and Taiwan -

The holders of the Driver's Licenses issued in Switzerland, Germany, France, Belgium, Slovenia, Monaco and Taiwan, are allowed to drive in Japan if the driver has a Japanese translation of his/her original driver's license. Please refer the following link (Japan Automobile Federation) to see the information.

http://www.jaf.or.jp/inter/translation/specific_e.htm

The Organiser will help you apply for the translations. Please contact the Organiser as soon as possible to get the translations. Detailed information will be provided.

< Available Vehicle Type >

Prices below include tax and insurance.

A. TOYOTA Hi-Ace Van (6 seats) 7,020 JPY / day

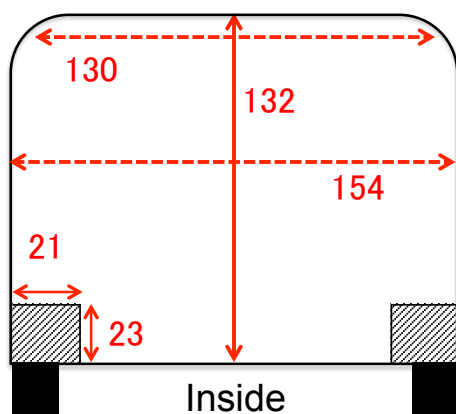
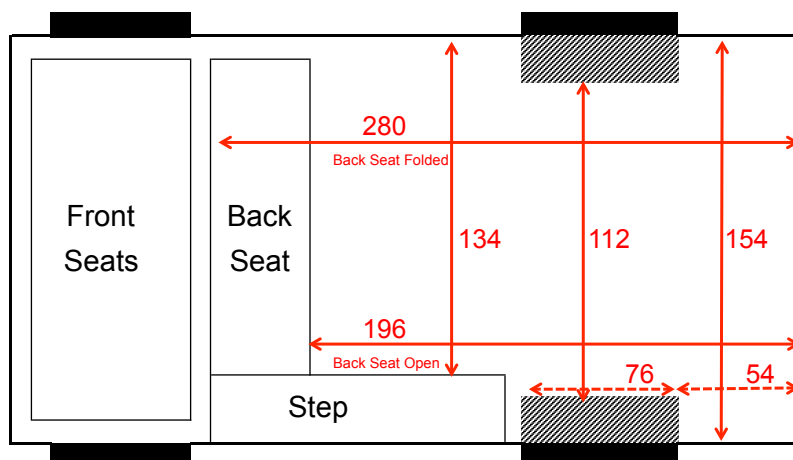
B. TOYOTA Compact Car 6,480 JPY / day

* For the other vehicle types, please check with the Organiser.

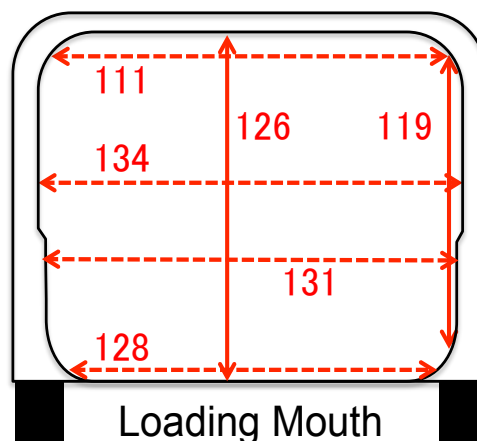
Hi-Ace Van is big enough to carry a medium size basket which you might rent in Japan, an envelope, 4-5 cylinders and an inflation fan plus 5 passengers (and a driver). Most of the Japanese balloonists use Hi-Ace Van to carry a set of balloon. Please see the figure for the loading space.

< Loading Space of Hi-Ace Van >

Sizes in Centimetres



Inside



Loading Mouth

< How to Pick Up >

The vehicles are available to rent from TOYOTA Rent-A-Lease Otakara Saga or Fukuoka Airport.

[TOYOTA Rent-A-Lease Otakara Saga] (2149 / 8085)

Address: 4-2-3 Otakara, Saga City

TEL: 0952-25-0100

Operation Hours: **08:00-19:00**

[TOYOTA Rent-A-Lease Fukuoka Airport] (3444 / 1844)

Address: 3-1-22 Kukomae, Hakata-ku, Fukuoka City

TEL: 092-621-0100

Operation Hours: **07:00-22:00** (8th November ONLY): **06:00-22:00**

* Across the road from the entrance of the **Domestic Terminal** buildings.

If you arrive at International Terminal, you need to move to Domestic Terminal by a shuttle bus.

* TOYOTA Rent-A-Lease Fukuoka Airport has kindly agreed that they would open the office earlier on the morning of the 8th November for those who are taking early flight from Fukuoka Airport. If there is no problem with the vehicle such as accident / dents on body, etc., return process should go smoothly. If you are in a hurry, we recommend that you return the vehicle with a full tank. Any accident reports or damage must be reported to the rental office prior to returning the vehicle, otherwise it will take a long time to finish the return process.



When you get to the TOYOTA Rent-A-Lease office, tell them that you are a balloonist then tell them the Entry Pilot's name and Competition Number. They will have been informed your arrival based on your request form. And you can sign the contract at the counter.

The payment of Rental Car can be done either when you pick up or return the vehicle.

Just make sure that you bring your international driving permit which is valid in Japan, a major credit card (VISA, Master, AMEX) and the passport. You can pay by the credit card (VISA, Master, AMEX) or cash.

Once one of your team members signs off, anyone in the team with a valid driving permit can drive the vehicle including a local volunteer crew.

When you return the vehicle, please return it **with a** full tank. If the fuel tank is not full, you will be charged at company's rate. The vehicle doesn't have to be washed when you return, but it is better if the inside of the vehicle is not muddy.

Returning the vehicle(s) at a different place from the pick-up place would be possible if requested in advance. But the handling fee will be charged for example, Saga-Fukuoka 5,400 JPY for van, 3,240 JPY for a compact car. The handling fee would differ depending on the location. Please ask for other dropping points.

< Car Insurance / Non Operation Charge>

Vehicles are covered by insurance for accidents under some conditions. But there are some mandatory fees that you might have to pay in case the vehicle needs repair (Non Operation Charge). Please read through the attached "For Safe and Comfortable Driving" PDF file (you will be given the same thing when you sign the contract) and be familiar with the system.

Making even a small dent or scratch on the rental car, you need to call the Police to get an official document for "incidents" and report to the rental car office. Otherwise, you may need to pay for the full repair cost as well as Non Operation Charge.

< Traffic Rules >

DRINKING AND DRIVING IS STRICTLY FORBIDDEN!

Drinking and driving is strictly forbidden in Japan. Recently, anti-drink-and-driving movement has been very active and the police have been putting lots of efforts to stop drinking and driving. Thus, they often stop vehicles and check the drivers everywhere.

If a driver is caught on drinking and driving, not only the driver but also the passengers in the vehicle, person who lent the vehicle, person who gave / sold the alcohol to the driver could be penalised. The fine would be up to 1,000,000 JPY and there is a possibility to spend time in prison up to 5 years.

Incidentally, media is keen on reporting everything about the suspects caught on drinking and driving. It is easy to imagine how big the damage is on the balloon event and the sponsor companies if any of us, who are related to this balloon event, is caught on drinking and driving.

The legal alcohol limit for driving in Japan is "0.3mg / 1 ml blood" or "more than 0.15mg in 1 litre of exhaled breath". **But if judged that you are driving in such a condition that normal driving may be impaired by alcohol, it may be considered as Drunk Driving and you may get penalised.**

In case of an accident, the media might report anyway that alcohol was detected in the driver's body even if it is under the limit.



We strongly request that no one drives a vehicle under alcohol effect.

STOP!

If you are familiar with driving in your countries, you would not get too confused driving in Japan except that we drive on the left hand side (some of you do the same, though).

But there are some differences you need to be informed.

A: 'STOP' sign in Japan is different from most countries. Red upside-down triangle sign, which might be confused as 'YIELD' sign in some countries, means 'STOP' in Japan. There is a big difference between 'STOP' and 'SLOW DOWN' here.



STOP!

B: Always 'STOP' before railroad crossing. You don't see that STOP triangle before the railroad crossing but you MUST STOP at once even if the barrier is open.

More notes and information about driving in Japan released by National Police Agency is available at the URL below. Please have a look and get familiar with Japanese rules.

https://www.npa.go.jp/annai/license_renewal/english.pdf



9. Accommodation

Competitors and Fiesta Pilots can make a reservation through the JTB (travel agency) website to get fixed prices, or arrange it by yourself, or try homestay. Please refer the “Accommodation and Homestay Form”. For Fantasia Pilots, we will announce later.

< HOTELS >

All hotel reservation should go through the travel agency website made for this event to get fixed prices.

Go to the link shown below and follow the instructions.

You are required to use the Authentication Code to access the website. The code is allocated to each pilot (your code is shown in the “Accommodation and Homestay Form”). Please do not reveal it to others.

The reservation should be made only for the pilot and his/her crew members since the number of the rooms are limited. The account should be made with the entry pilot's name. The account with non-entry-pilot's name may be deleted.

As a default, you can make a reservation for 9 persons for one pilot. If you need to make a reservation for more than 9 persons, please let the Organiser know to issue another Authentication Code.

https://amarys-jtb.jp/2016Worlds/WebRegistry/RegAuthentication_v3.aspx

Deadline to make / cancel / change reservation online: 7th October 23:59 (JST)

* You can cancel / change after the online-change deadline by emails to the travel agency below.

For inquiry about hotels and the reservation website, please send emails to the following address.

JTB Kyushu Inc., Saga Office: saga_balloonworld2016@kys.jtb.jp

Please also refer the Hotel Information on our website.

<http://www.sagaballoonworld2016.jp/accommodation/>

< SELF-ARRANGEMENT >

You can arrange your accommodation by yourself. But in that case, please inform the Organiser about your accommodation details. The information will be used to keep control of the volunteer crew, or in case of emergency.

If you choose this option, please fill in the “Accommodation and Homestay Form” and return it to:

Competition Administrator: Kazumasa HARA kaz.2016worlds@gmail.com



< HOMESTAY >

Competitors and Fiesta Pilots have the option to do a homestay in Saga during the event.

The homestay will offer balloonists the chance to see a different and more personal side of Japan and the people of Saga.

Please note that the availability is very limited and there are possibilities of not being able to find a matching homestay family.

Fee for a set of sleeping mattress is required.

1 person: 5,000 JPY / period

* Homestay entry is now closed

~~Those who wish to apply for a homestay should send an email IMMEDIATELY to:~~

~~Homestay Supervisor: Mika BABA mikamikamika64@yahoo.co.jp~~

~~The “Homestay Request Form” will be sent to you in return. Homestay matching is not the First come First served basis.~~

~~The result of the matching will be announced by 20th August from her.~~

~~Deadline to return the “Homestay Request Form” to Mika BABA: 31st July~~

10. Volunteer Crew

For Competitors and Fiesta Pilots, one volunteer crew or one driver is available (31st Oct – 6th Nov) for each team if requested.

Second volunteer crew may be available if requested. But please note that the number of the volunteer crew is limited and we may not be able to accommodate your request.

Please fill in the “Volunteer Crew and Equipment Rental Request Form” and return it to the Competition Administrator **as soon as possible but no later than 31st August 2016.**

If you make any changes, please inform us promptly. If you send a new form with changes, please highlight them so that the Organiser can recognise easily.

Competition Administrator: Kazumasa HARA kaz.2016worlds@gmail.com



11. Balloon Equipment Rental

Balloon Equipment rental is available. The availability is different depending on the categories. Competitors and Fiesta Pilots should fill in the “Volunteer Crew and Equipment Rental Request Form” and return it to the Competition Administrator **as soon as possible but no later than 31st August 2016**. If you make any changes, please inform us promptly. If you send a new form with changes, please highlight them so that the Organiser can recognise easily.

Fantasia Pilots should be reached by the Organiser about the equipment rental and volunteer crew.

- Please bring your own quick release and rope.
- Also, please bring your own cylinder straps if you want to carry 5 or more cylinders in the basket. The bottom end we will provide have straps for 4 cylinders only.
- Rental Equipment can be picked up at our warehouse:
4-22-40 Hyougo Minami, Saga-city, Saga (2308 / 8095)

The rental fee (**During the event**)

* The rental fee will be used for equipment shipping from all over Japan, maintenance, etc.

< Competitors >

An envelope: 30,000 JPY
A bottom end: 20,000 JPY
A small helium tank (1.5 cubic meter): 12,000 JPY
A big helium tank (7.0 cubic meter): 22,000 JPY
An inflation fan and 5 LPG cylinders (20kg / 47 Litre) will be provided free of charge.

< Fiesta Pilots >

A small helium tank (1.5 cubic meter): 12,000 JPY
A big helium tank (7.0 cubic meter): 22,000 JPY
An inflation fan and 4 LPG cylinders (20kg / 47 Litre) will be provided free of charge.

* We regret that the Organiser is not able to prepare enough numbers of envelopes / bottom ends for Fiesta Pilots to rent. Please prepare your equipment by yourself.

< Fantasia Pilots >

A bottom end: Please ask the Organiser for availability
A small helium tank (1.5 cubic meter): 12,000 JPY
A big helium tank (7.0 cubic meter): 22,000 JPY
An inflation fan and 4 LPG cylinders (20kg / 47 Litre) will be provided free of charge.



12. LPG Refuelling

~~According to the Japanese LPG law, it is not allowed to refuel non-Japanese approved cylinders in Japan. However, the Organiser is negotiating with authorities to make an exemption for refuelling.~~

~~We will announce the result of the negotiation as soon as we know and not later than the end of June.~~

As announced on the 29th June, we managed to get an agreement from the Government to obtain an exemption based on the Certificate of Airworthiness. We sent the information to those who showed interests, and now the application of bringing non-Japanese cylinders is closed.

Even if the exemption is obtained, Japanese cylinders will be still available on requests.

For fitting, REGO and POL are available easily. ~~Please ask the Organiser about the availability for TEMA as soon as possible but not later than 15th August.~~ Application for TEMA fittings has closed on 15th August and requests submitted later than that day cannot be admitted. It is because we had to order new fittings from scratch and there is no time left to make another order any more.

If you still require TEMA fittings for your burner, please let us know. We will try to find a solution.

~~The location of the refuelling station will be announced later.~~

< Refuelling Station >

From 28th Oct to 6th Nov, the Organiser will cover the LPG cost. Other than that, it will be at the competitors' expense.

All cylinders must have the cylinder stickers on them to be refuelled. The stickers will be distributed at pilot check-in.

Location: Yamashiro Gas (1786 / 7977)

Note: Vehicles only with class A pass* are allowed to enter the refuelling station.

* Class A Pass: Please refer 31.Parking

Operating Hours:

28th Oct, 29th Oct:	09:00 – 13:30 and 16:00 – 19:30
30th Oct:	09:00 – 13:30
31st Oct – 4th Nov:	09:00 – 13:30 and 16:00 – 19:30
5th Nov, 6th Nov:	09:00 – 13:30 and 16:00 – 21:00

Rules about refuelling will be uploaded on the website when ready. Please keep your eyes on the website document page updates.



14. Customs Clearance

To bring your balloon without paying import duty, you may ship your balloon by using Unaccompanied Baggage Declaration or ATA Carnet. Please note that items brought in Japan without paying import duty are restricted to the personal purpose only and have to leave the country immediately after the Event.

If such items are sold in Japan to local balloonists, the Organiser will have a serious problem with the Customs Authority to continue this simple way of bringing balloons across the border.

For those who intend to sell the balloons in Japan, they must be imported in accordance with the normal import formalities and pay the import duty.

< Unaccompanied Baggage Declaration >

Only for those who want to clear the customs on your own.

1. Sending your balloon equipment from a foreign country:

Make sure to clearly write “unaccompanied baggage” on the parcels, a customs notice and an invoice. Make yourself as the consignee.

2. Procedures when you enter Japan:

Before you go to the customs, you need to submit 2 copies of Customs Declaration (Declaration of Personal Effects and Unaccompanied Articles) about your balloon equipment at the time of your entry. One of which will be returned to you with the seal of certification by a customs officer. You need this to receive your balloon.

3. Procedures to receive your balloon equipment:

You need to bring following documents when you clear the customs.

- Customs Declaration (Declaration of Personal Effects and Unaccompanied Articles)
- Air Waybill
- Your passport

< ATA Carnet >

Please check the following website and ask your shipping company to prepare the ATA Carnet to bring the balloon.

<http://www.atacarnet.com/>

When you ship your balloon to our warehouse directly, please send it to:

Consignee name: 2016 Saga Hot Air Balloon World Championship Organizing Committee
Attention: your name
Consignee address: 4-22-40 Hyougo Minami, Saga-city, Saga
Phone: +81 952 40 7131 Fax: +81 952 40 7132

The Warehouse ~~will~~ **is** open from 1st August 2016.



< Clearing the Customs at Fukuoka Airport >

Those who want to clear the customs on your own at the Fukuoka Airport, please refer the website of the “Fukuoka Air Cargo Terminal”.

<http://www.factl.co.jp/english/access.html>

You can get there by a shuttle bus between International Terminal / Domestic Terminal, or you can get there by car.

15. Competition Office and Briefing Room

< Competition Office >

Kubota Health Centre: (1525 / 7775)

Address: 3323 Shinden, Oaza, Kubota-cho, Saga-city, Saga

The Competition Head Office is located at the ground floor. Also the Debriefing will be held at the Debriefing Room next of the Competition Head Office.

< Briefing Room for Competitors >

Kubota Kaizen Centre: (1527 / 7775)

Located on the east of the Kubota Health Centre. The Briefing will be held at the Main Hall.

< Hospitality Tent >

Located on the south of the Kubota Kaizen Centre.

Welcome events by local people will be held.

* Do not park at the car park of the Kubota Health Centre nor Kubota Kaizen Centre. Pilots should park at the sports ground, which is located on the west side of the Kubota Health Centre.

Parking guidance will be announced later.

Traffic System around the Kubota area will be uploaded on the website when ready. Please keep your eyes on the website document page updates.

16. Support Counter

The Support Counter for all participants will be set up in the Kubota Health Centre or near the Hospitality Tent.

Balloon Equipment troubles, communication support, land owner relationship, accommodation issue, tourist information and other support are available.

17. Free Internet Access (Wi-Fi)

Free internet access is available around the Kubota Kaizen Centre.



18. Check-In (Registration)

< Location >

Briefing Room for Competitors: (1527 / 7775)

< Date and Time >

27th October 15:00 – 17:00

28th October 10:00 – 12:00 & 15:00 – 17:00

29th October 10:00 – 12:00 & 15:00 – 17:00

30th October 10:00 – 12:00

* Check-in is mandatory to make a practice flight.

The following documents must be submitted at the check-in.

- A) Pilot License, plus Medical, if applicable
- B) Pilot Log Book (photocopies of the last entry page with total hours plus a copy of Pilot Review, if applicable)
- C) Balloon Log Book (photocopies of the last entry page with total hours plus Balloon Annual / 100 Hour Inspection, if applicable)
- D) Certificate of Airworthiness
- E) Certificate of Registration
- F) Certificate of Insurance
- G) FAI Sporting License (Competitors Only)
- H) Passport or Identity Document

To have quick check-in, we ask all the pilots to send copies of the documents above by email ideally by the end of September.

We kindly ask pilots to submit the documents beforehand so that we can avoid long queue for check-in for over 140 pilots.

Please send the copies of following documents to:

< Competitors >

Competition Administrator: Kazumasa HARA kaz.2016worlds@gmail.com

< Fiesta and Fantasia Pilots >

Competition Administrator: Saori KURODA saori.2016worlds@gmail.com

But please make sure that you bring the original documents with you at check-in, even if you submit the copies.



19. ID Cards

ID Cards will be issued for pilots, crew chiefs and crews at the check-in. You will be required to wear these ID Cards to enter the Common Launch Area and the Briefing Area during the event.

20. GPS Logger (Competitors and Fiesta Pilots)

Please prepare your balloon to attach the GPS logger. The GPS is to be attached to the outside of the envelope approximately 2m above the bottom of the envelope.

21. Practice Flights and Fun Flight

All registered pilots can make practice flights once your check-in is finished. The schedule of the practice flight is 28th (AM, PM), 29th (AM, PM) and 30th (AM only).

~~The time and the place for the briefing of practice flights will be announced later.~~

< Practice Flights Briefing >

Location: The Launch Site Briefing Tent located in the south of the Common Launch Area.

Time: 06:30 / 14:45

Also all registered pilots can make a fun flight in the morning of 7th Nov.

~~The time and place for the briefing of a fun flight will be announced later.~~

< Fun Flight Briefing >

Location: The Launch Site Briefing Tent located in the south of the Common Launch Area.

Time: 06:30

22. General Briefing

Attending the General Briefing is compulsory for Pilots, Observers and Officials. It will be held at **13:00 on 30th October**. Each pilot can attend the General Briefing with their crew chief.

Please note that the location differs depending on the category.

< Competitors >

Main Hall of the “Kubota Kaizen Centre”

< Fiesta & Fantasia Pilots >

The Launch Site Briefing Tent located in the south of the Common Launch Area.



23. Task Briefing

Only pilots and crew chiefs are allowed to enter the Briefings.

Fantasia Pilots who wish to fly either before or after the Balloon Fantasia Event (static display) must attend the Briefing for Fiesta Pilots on the day the pilots wish to fly.

< Competitors >

Time: Morning **05:45** / Afternoon **14:00**
Location: Main Hall of the “Kubota Kaizen Centre”

< Fiesta & **FLYING** Fantasia Pilots >

Time: Morning **05:45** / Afternoon **14:00**
Location: **The Launch Site Briefing Tent** located in the south of the Common Launch Area.

< **NON-FLYING** Fantasia Pilots >

Time: **08:00**
Location: **The Launch Site Briefing Tent** located in the south of the Common Launch Area.

24. Morning Coffee Service

Coffee and light meal will be provided to participants.

25. Recall Procedure

Each pilot will receive a mobile phone at the check-in which will be used for the recall procedure. We recommend that the phone should be kept by ground crew during the flight so that the phone can receive recall messages properly.

The Organiser will cover the cost on recall procedures (receiving messages). But the cost for making outgoing phone calls and/or lost, damage cost will be charged to the competitor. For that purpose, we will ask the pilots to fill in your credit card number in the form and sign it at check-in.

Please prepare a **VISA or Master** card with you.

< costs >

Incoming call: Free of charge *International incoming calls are available.

Outgoing call: 30 JPY per 30 seconds or less (+8% tax) *International outgoing calls are not available.

Lost or Damage for the phone: 25,000 to 75,000 JPY will be charged.



26. Extra Mobile Phone Rental / Wi-Fi Router Rental

Those who want extra mobile phones or Wi-Fi Router rental, please refer the services below.
However those phones won't be able to be used for recall procedure.

Rental Mobile Phones and Rental Wi-Fi Routers are available from private companies.

- Pupuru International Co., Ltd.

Rental Mobile Phone: <https://www.pupuru.com/en/service/basic/>

Rental Wi-Fi Routers: <https://pupuruwifi.com/>

- WiFi-HIRE.com

Rental Wi-Fi Routers: <http://www.wifi-hire.com/en>

To get balloonist discount (20% OFF), type in coupon code on applying code: BALLOON2016

Also SIM cards are available in major international airports and big electric stores in town.

27. Airspace

Will be announced ~~later~~ at the General Briefing.

28. Website

The documents related to the event can be downloaded from the following website.

<http://www.sagaballoonworld2016.jp/>

When you access the document page, the ID and the password below are required.

ID: saga

Password: 2016

29. Competition Map

The competition map ~~will be published at the documents page when it is ready~~ has been published on the website at the document page. 2 sets of printed maps will be provided to all pilots at the check-in. If you want a printed map before the check-in, please notify us with the shipping address. We will mail one map to you ~~when it is ready~~.



30. Balloon Repair Station

We ~~plan to~~ **will** have a repair station ~~of~~ **during** the event. ~~The details will be announced later.~~

Please note that there are no official repair stations in Japan. Therefore repairs cannot be signed off in your logbook. The Organiser will introduce a technical staff to do the sewing. To use this service, pilots will be required to pay for the material and labour costs.

In case you need repair, please ask the details at the Support Counter at Kubota Competition Office Area or contact the Equipment Chief.

31. Parking

Only the vehicles carrying a balloon can enter the Common Launch Area. All other vehicles such as the second chase vehicle should be parked in parking spaces located on the south of the Common Launch Area. Pass control will be applied and passes will be issued to each pilot at the check-in **according to the category.**

Class A: For vehicles carrying a balloon equipment. Issued **ONE** pass per team. Can enter and park at the Common Launch Area and Launch Site Briefing Area (South of the Launch Area).

Class B: For the **COMPETITORS'** second chase vehicles. Cannot enter the Common Launch Area but can park at Launch Site Briefing Area. Issued **TWO** passes **maximum** per team on request at the check-in.

Class C: For **FIESTA** and **FANTASIAS'** second vehicles, and volunteer crew. Cannot enter the Common Launch Area nor Launch Site Briefing Area, but can park at "C Pass" parking. Issued **TWO** passes **maximum** per team on request at the check-in.

32. Traffic Near the Common Launch Area

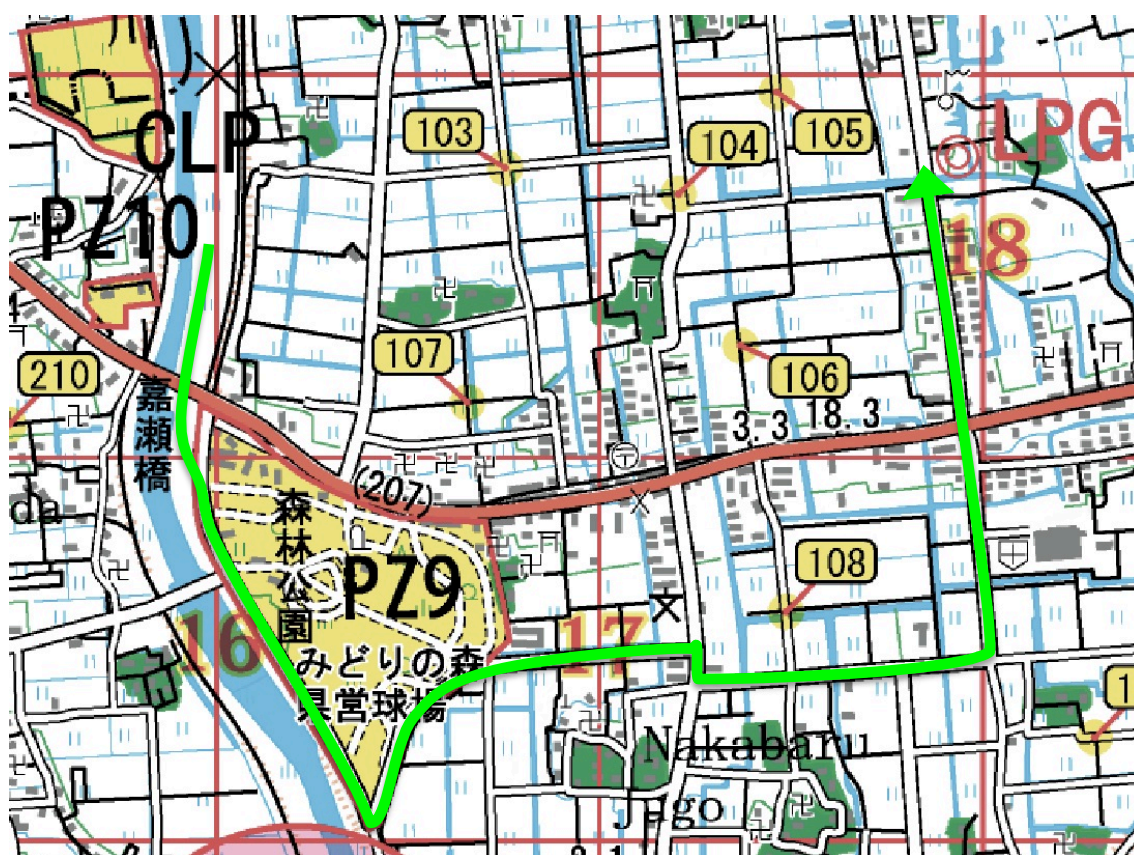
Heavy traffic is expected near the Common Launch Area, since many spectators are coming to the site. To expedite entry to the Common Launch Area, all pilots and officials must use the entrances at the south side of the Route 207. The general public is not permitted to use these entrances.

Parking on the south side of the Common Launch Area is only for participants of the event and hopefully this will reduce the traffic delays. Parking for the general public (about 4,000 cars) is located at the northern side of the Common Launch Area. The northern gate will be closed for pilots, since the traffic will be heavy.

A temporary Japan Railway station will be opened during the event at the east side of the Kase River Railway Bridge. All normal service trains and some express trains will stop at this station.

On the evening of 5th and 6th November, heavy traffic jam will be expected after the Night Glow.

On those evenings, we recommend that the pilots would use the road on the south of Shinrin Park (PZ9) for going to the LPG refuelling station. Otherwise, you would get trapped in heavy traffic jam.





33. Night Glow (La Montgolfiere Nocturne)

Night Glow is planned on 5th and 6th November. We would like the balloons to be inflated (static display) in the dark. If the wind is strong, we may do the burner show instead. We will ask all the pilots if they are willing to join or not beforehand. It is planned to start at 19:00 and the duration of the show is about 40 minutes. 10,000 JPY reward will be handed to the participant. The reward will be handed at Night Glow Check-in in cash.

< Intended Participants >

5th Nov: For Fiesta Pilots, Fantasia Pilots and Official Balloons

6th Nov: For Competitors and Official Balloons

Check-in for the Night Glow

Time: To Be Determined

Location: At the Launch Field (Details will be announced later)

34. Video and Photos

The Organiser reserve exclusive rights for video and photos. If you wish to take video or photos, except for home use or individual photographs, you are requested to obtain authorization from the 2016 Saga Hot Air Balloon World Championship Organizing Committee.

By the request of the Police, the Organiser decided not to permit to fly Drones anywhere within the competition area.

The Organiser in agreement with the Police, will inform the public that Drones are not permitted to be flown within this area. We request all the participants to respect this decision.

35. Prizes for Competitors

Cash Prizes

1st Place: 500,000 JPY

2nd Place: 300,000 JPY

3rd Place: 200,000 JPY

Goods Prizes

Prizes are given to top 10 Competitors.

36. Key Grab Race (Prize Race)

Key Grab Race is planned in the afternoon of 6th November.

You will get a prize if you succeeded to take a big model key which is hung from poles (about 5m high from the ground) at the Common Launch Area.

All registered pilots are welcome to challenge.

Place and time for the Key Grab Race briefing will be announced later.



37. Local People / Landowner Relationship

To keep good relationship with local people and landowners is very important and it is the same for all the balloonists all over the world.

But the way of thinking of the farmers or landowners about their property might be different from culture to culture. Japanese farmers and landowners tend to be more nervous and serious about their crops and land than other countries.

So, please follow the rules and customs below and keep good relationship with them.

- Never drive the vehicle into farming field (even if there is no crop and/or it is stubble field) unless you get a clear permission from the landowner / the farmer who owns the crop.
- Refer to Section II.6 LANDOWNER'S PERMISSION (9.2.2), Rule 11.6 PERMISSION TO RETRIEVE, General Briefing Notes (Draft) and General Safety Guidelines. The related documents are on the website Documents section.

Also, local people on the way to work can be very impatient and balloonists causing traffic jam is not recommended, either.

- Avoid parking on the both sides of the road. Keep enough space for others to pass by.

38. Contact

For any questions, please contact to:

< Competitors >

Competition Administrator

Kazumasa HARA

kaz.2016worlds@gmail.com

< Fiesta & Fantasia Pilots >

Competition Administrator

Saori KURODA

saori.2016worlds@gmail.com

- END -