



## **E M A U CONSTITUTION**

*Valid from 25 May 2010*

*(italics: motions at EMAU-Congress, Rovereto, 25 May 2010)*

This Constitution shall in no way contravene the Constitution of the International Archery Federation, hereinafter referred to as FITA, which shall be used as a guide in all queries regarding the interpretation of this Constitution.

### **1.1 NAME**

1.1.1 The name of the UNION, shall be European & Mediterranean Archery Union and shall be abbreviated EMAU. Hereinafter referred to as the Union.

1.1.2 The official emblem of EMAU, adopted by the Congress, belongs to EMAU and may be covered by copyrights.

The EMAU flag shall be, as the emblem, a target face with the letter E in the left side of the target face.

Member Associations may fly the EMAU flag only at Tournaments recognized by EMAU.

### **1.2 REGISTERED OFFICE**

1.2.1 The address of the office of EMAU, shall be that of the President.

### **1.3 OFFICIAL LANGUAGES**

1.3.1 Shall be as in I.O.C. and FITA, presently English and French.

### **1.4 GOALS**

1.4.1 In co-operation with FITA:

The goals of the Union are:

- To promote Archery and Olympic ideals and principles
- Organization of European Championships and International competitions in all disciplines
- Representation of Archery in Europe
- The education and Development of Archery Associations at all levels

1.4.2 The terms of reference of the Council are:

- to comply and honor the goals of the Union
- to be the task force for the promotion of Archery in Europe and the Mediterranean countries creating the opportunities for the development of archers, coaches and officials, thereby giving the maximum opportunity for archers to achieve their potential on the world stage.

### **1.5 MEMBERSHIP**

1.5.1. Members of the UNION shall be:

- Member Associations
- Associate Members
- Honorary Members

1.5.2. All Member Associations must be recognized by FITA.

Where the Constitution & Rules of the Union do not cover the issue, the matter shall be covered by the FITA Constitution & Rules.

1.5.3 Associate Members may be individuals, institutions or companies wishing to contribute substantially to the Union's activities in promoting archery within its boundaries.

## 1.6 AFFILIATION

1.6.1. A National Association will, when becoming a member of FITA, automatically be a member of its Continental Union based on their NOC membership in NOC's Continental Association as recognized by the IOC.

## 1.7 ORGANIZATION

1.7.1. Congress is the Senior Administrative body of the UNION. All powers that are not specifically attributed to other positions of this Constitution belong to the Congress.

1.7.2. Congress elects, and to it are responsible, the following officers of the UNION namely:

- the President
- the two Vice Presidents
- the six Council Members.

Responsible to Congress are also:

- the Secretary General
- the *Finance Board*

which are appointed by the President and confirmed by Congress.

The above shall be named, and as hereinafter referred to, as the Council which shall be responsible for the management of the Union between Congresses.

1.7.3 *The Finance Board consists of 3 persons: the Secretary General and 2 persons with a financial qualification or with relevant accountancy or financial experience over the previous 5 years before their appointment. The Chairperson of the Finance Board will be designated by the President. It is subject to the authority of the President and it will review the orderly account of the finances.*

1.7.4 *In accordance to the FITA Rules Art.1.25 Auditing, EMAU Council will appoint 2 auditors for 4 years. Auditors will present a report to Council annually and to Congress every 2 years.*

1.7.5 Congress elects also two substitutes, who shall take the place of any members of Council, who fail to attend two consecutive Council meetings or three Council Meeting in three consecutive years.

The substitutes are nominated according to their number of votes, such as the one with the highest number of votes are to be first substitute, and the other second substitute.

In case the two substitutes receive the same number of votes, the older of them will be the first substitute.

Substitutes will be elected at each Congress. A substitute may only serve as a member of Council until the next Congress.

1.7.6 The President and the two Vice Presidents, together with the Secretary General, who will have no vote, shall form the Executive Committee.

1.7.7 All positions have a term of four years.

1.7.8 Retiring officers are eligible for re-election.

1.7.9 Nominations for positions shall be submitted only by Member Associations and not by individuals and should include a statement from the nominee, that he/she will accept the position if elected. Those nominations should be directed to the EMAU Secretary General within the deadline stated in EMAU Constitution.

If no nomination for a position is submitted, then nominations shall be accepted up to the time of the election.

1.7.10 A candidate must be supported by his own Member Association, if the nominator is not from the candidate's own country

Where the Constitution & Rules of the Union do not cover the issue, the matter shall be covered by the FITA Constitution & Rules.

1.7.11 The President, one Vice-President and three Council Members shall be elected at the Congress held at the European Outdoor Championships, two years after the Summer Olympics.

One Vice President and three Council Members shall be elected at the Congress held at the European Outdoor Championships in the year of the Summer Olympics.

With the exception of the Secretary General, no two of the above Members of the Council may belong to the same country.

1.7.12 The following Permanent Committees will be elected at the Congress held the year of the Summer Olympics for a term of four years.

For each Permanent Committee 3 members are elected. The Chairman will be appointed by EMAU Council out of the 3 elected persons.

The chairperson of each committee will submit to Council once a year, a report, a plan of committee activities and a suggested budget to be approved by Council.

- *Junior Development Committee*

*The primary objective of the Committee is to oversee the European Junior Cup and Junior Championships in such a way as to encourage cadets and juniors to prepare for international competitions.*

*The allocation of the European Junior Cups will be made by the EMAU Council.*

- *DTAC Committee*

*The Committee will work on matters of development within EMAU. The Committee will work within the approved budget from EMAU Council and will report directly to the EMAU Secretary General.*

- *Judges Committee*

*The Committee will work with the FITA Judges Committee. The Committee will also recommend to EMAU Council the appointments of the judges for the European Championships and for EMAU competitions.*

- *3D/Field Committee*

*The Committee will work with the FITA Field Committee and the 3D Archery Coordinator.*

1.7.13 The following Liaison officers to FITA Committees will be appointed by EMAU Council for a period of 4 years.

The Liaisons will submit to Council once a year a report and a plan of their activities.

- *Athletes Liaison*

*she/he will work with FITA Athlete's Committee*

- *Medical Liaison*

*she/he shall be a Doctor of Medicine*

- *The Para-archery Liaison*

*she/he shall work with the FITA Para Archery Committee*

1.7.14 Congress may elect Honorary Presidents and Honorary Vice Presidents, who shall be distinguished persons whom the Union wishes to honor, or persons who have distinguished themselves by their work on behalf of the Union.

1.7.15 Council shall meet at least once a year.

50% of elected members shall constitute a quorum at Council meetings and the President or Chairman may have a casting vote as requested.

## **1.8 VOTING**

1.8.1 Elections shall be by written ballot or by the electronic voting system

1.8.2. 1st Round: simply majority of the valid votes of the registered Member Associations at that Congress session.

Where the Constitution & Rules of the Union do not cover the issue, the matter shall be covered by the FITA Constitution & Rules.

*2nd Round: For any remaining positions after the 1st Round, a system of plurality of votes is used. The candidates obtaining most votes in the 2nd Round independently if they obtain a simply majority will be elected.*

*In case of a tie between 2 or more candidates a ballot will be held and the candidate(s) who receive the highest number of votes, will be elected.*

## 1.9 CONGRESS

1.9.1. Congress is formed by the delegates of the Member Associations and Council, as well as Associate Members as specified in art. 1.5.3 (old 1.3.3)

A roll call of MA's will be taken and the names of the voting delegates and Country that they represent attached to the attendance list.

Delegations are qualified to attend Congress only if the Member Associations they represent have paid their membership fee to FITA up to and including that one of the current year.

1.9.2. Each Member Association shall be allowed one voting delegate and no more than two other delegates. Associate Members may be represented by no more than one representative.

1.9.3. Each Member Association shall have one vote. The vote of a Member Association may be cast by proxy. No delegation may carry more than one proxy vote. Each voting delegate and proxy shall present written authority from the Member Association represented before the meeting starts.

1.9.4. A Congress session shall be valid if at least half the Member Associations qualified to attend have registered prior to the beginning of the session.

The President shall preside at all meetings of Congress. In the absence of the President, one of the Vice Presidents shall preside, or, if none are present a Member of the Council other than the Secretary General. If none of these are present then a voting delegate shall be elected as Chairman.

1.9.5 The President or Chairman shall have a casting vote in the event of a tie.

Other members of the Council shall have no vote unless acting as properly appointed voting delegates or proxies of Member Associations.

The Secretary General can *not* serve as voting delegates or carry proxies.

With exception of election of Council Members and members of all the Committees, voting shall be by a show of hands.

A ballot may, however, be demanded by not less than three voting members.

1.9.6 Congress decisions are final and can only be changed by the vote of the following Congress. Amendments to Union Constitutions shall require a two-third majority of the votes cast; whereas other Rules, Regulations and matters shall be decided by a simple majority of the votes cast.

1.9.7. Congress shall be held during the European and Mediterranean Outdoor Championship every two years.

6 months prior to the Congress, the date and venue of the Congress shall be announced to Member Associations.

1.9.8 Extraordinary Sessions of Congress shall be convened at the written request of Council or a simple majority of Member Associations.

1.9.9. Motions for the Constitution and modifications of the Rules to be considered by Congress, shall be submitted only by Member Associations, the President or Council, at least ninety (90) days prior to Congress.

2.0 Sixty (60) days prior to Congress the Secretary General shall collate all Motions and Proposals and distribute them to all Member Associations, Members of Council, Honorary Officers.

2.0.1 *Forty (40) days prior to Congress, amendments may be submitted by Member Associations, the President, Council, or Permanent Committees within their term of reference to the Secretary General. After the deadline no amendments to motions and proposals will be permitted.*

Where the Constitution & Rules of the Union do not cover the issue, the matter shall be covered by the FITA Constitution & Rules.

- 2.0.2 *Thirty (30) days prior to Congress, nominations for positions shall be submitted by the Member Associations to the Secretary General.*
- 2.0.3 Twenty (20) days prior to Congress, the Secretary General shall distribute to all Member Associations, Members of Council, and Honorary Officers:
- a) The Congress Agenda.
  - (b) *The Finance Board and Auditors Reports* together with the audited income/expenditure account, the balance sheet and the financial program.
  - (c) The Annual Report.
  - (d) The Motions and Proposals.
  - (e) A list of nominations for offices so far received.
- 2.0.4 Postal ballot
- In cases of emergency the Executive Committee is empowered to call for a postal ballot. The results of such a ballot shall be immediately communicated to each Member Association.
- All communications in EMAU may also be valid if made by electronic means.

## 2.1 AWARDS

- 2.1.1 *EMAU may give awards to persons in recognition of their work for the development and the promotion of European Archery.*
- 2.1.2 *Proposals for awards come from Member Associations or from EMAU Council Members and must be approved by Congress.*
- 2.1.3 *All proposals must be addressed to the Secretary General at least two (2) months before the date of the Congress session. Detailed information on the achievements of the person proposed for the award, must accompany the proposal.*

## 2.2 DISSOLUTION OF EMAU

In the event of dissolution of the Union, all monies, minutes, and records relevant to the Union will be transferred to FITA for safekeeping, and kept in trust until such time as a new Union submits to FITA a guarantee to operate within the policy and objectives of FITA and within an agreed geographical area known currently as EMAU.

## 2.3 FINANCES

- 2.3.1 All money and sums received on behalf of the Union shall remain the property of the Union and there shall be no general distribution of such funds among the Member Associations. This does not include the issue of grants to Member Associations towards specific objects of the Union.
- 2.3.2 Income will be derived from:
- (a) Member Association's fees
  - (b) Contributions from FITA
  - (c) Donations from any source.
  - (d) Grants from any source.
  - (e) Copyright fees from any source relating to any material which the Union produces or is involved in the production of such.

## 2.4 CHAMPIONSHIPS

- 2.4.1. The Union may arrange for the organization of following Continental Championships:
- Outdoor Target Senior European and Mediterranean Championships

Where the Constitution & Rules of the Union do not cover the issue, the matter shall be covered by the FITA Constitution & Rules.

- 3D Senior European and Mediterranean Championships
- Indoor Target Senior and Junior European and Mediterranean Championships
- Field Senior and Junior European and Mediterranean Championships
- *Para-Archery European and Mediterranean Championships*

Junior Event:

- Outdoor Junior Target European and Mediterranean Championships

2.4.2. The above European Championships shall be held every two years as follows:

- Outdoor Target Senior Championships, in even years
- 3D Senior Championships in even years
- Indoor Target Senior and Junior Championships, in *odd* years (*after 2010*)
- Field Senior and Junior Championships, in odd years
- Outdoor Junior Target Championships, in *even* years (*after 2010*)
- *Para-Archery Championships in even years*

2.4.3 The Championships are organized for the classes named in FITA Constitution & Rules, Book 1, art. 4.2

*For Para-Archery see FITA C&R - Appendix 8.*

2.4.4 *At the European Championships, all European Member Associations in good standing may enter no more than 3 athletes in each category .*

*At European Championships a team consists of 3 athletes in each category.*

*A mixed team consists of 1 female and 1 male athlete of the same category.*

2.4.5 *In a European Championship no title will be assigned if the participants are less than 12 individuals and 6 teams.*

*For Youth and Para-Archery categories, no finals will be shot if less than 4 individuals and 4 teams are participating. In these cases the individuals or teams will be ranked according to the Qualification Round and the Organizer will award them with own medals.*

## 2.5 ALLOCATION OF CHAMPIONSHIPS

2.5.1 The Organization of European Championships shall be entrusted by the Council to a Member Association after checking of the bid/evaluation checklist Applications and the EMAU Bid/Evaluation Checklist must be submitted in writing to the Secretary General.

2.5.2 *EMAU Council, upon its decision, shall give a written confirmation to the Organizers and send at the same time the EMAU Organizer Agreement which has to be signed by the Organizers. The Council will communicate the names of the Technical Delegate and the Tournament Judges Commission*

## 2.6 ORGANIZERS' RESPONSABILITIES FOR EMAU EVENTS

2.6.1 The Organizers shall be responsible for making financial arrangements for the Championship allocated to them as:

- deciding the amount of Entry Fees (*as per Organizer Agreement limit*)
- bearing the cost of doping control
- creating a Web Site of the event for publishing the daily results *according to EMAU results system (IANSEO).*

2.6.2 The Organizers shall arrange for food, lodging and local transportation for the judges. The cost of which shall be borne by the Organizers.

2.6.3 *The Organizer shall send the Invitation to the Member Associations eligible to compete, at least 6 months before the first day of the European Championships, including preliminary and final entry forms, detailed information on the entry fees, accommodation, meals, transport, etc. Participation waiver, FITA anti doping agreement, athlete's biography, etc.*

Where the Constitution & Rules of the Union do not cover the issue, the matter shall be covered by the FITA Constitution & Rules.

*Entry forms have to be returned at the latest:*

- a) preliminary entry forms - 60 days before the 1<sup>st</sup> day of the competition*
- b) final entry forms - 20 days before the 1<sup>st</sup> day of the competition*

- 2.6.4 A Technical Delegate (TD) shall be appointed by EMAU in order to advise the Organizers and to check that all preparations are in accordance with FITA and EMAU Rules. The TD's expenses for *travels (for Inspection visit and for the event)*, food, lodging and local transportation will be borne by the Organizers.
- 2.6.5 The Jury of Appeal will be appointed on the field by the Technical Delegate. If it is necessary EMAU Council can appoint the Jury of Appeal.

## 2.7 TOURNAMENT JUDGE COMMISSION

- 2.7.1 *Judging activities at EMAU Championships will be coordinated by the Tournament Judge Commission.*
- 2.7.2 *The Tournament Judge Commission will be advised to Council by the EMAU Judge Committee and confirmed by EMAU Council.*
- 2.7.3 *One of the judges as per 2.7.2. will be appointed as Chairman of the Tournament Judge commission by the EMAU Judge Committee and confirmed by EMAU council*
- 2.7.4 *The Tournament Judge Commission will co-operate closely with the appointed EMAU Technical Delegate.*

## 2.8 TITLES AND RECORDS

### 2.8.1 EUROPEAN AND MEDITERRANEAN CHAMPIONSHIP TITLES

### 2.8.2 EUROPEAN AND MEDITERRANEAN RECORDS

Refer to FITA C&R, articles 5.3.1.1, 5.3.1.2, 5.3.1.4

## 2.9 EUROPEAN AND MEDITERRANEAN RECORD TOURNAMENTS

- 2.9.1 Individual and team European Records may be established at World Championships, Olympic and Paralympics Games, World Ranking Tournaments, Continental Championships, National Championships as well as at National or International tournaments conforming to FITA C&R.Art.5.4.2 and 5.4.3., 5.4.4

## 2.10 EUROPEAN AND MEDITERRANEAN RECORDS CONFIRMATION

- 2.10.1 European records shall be subject to confirmation by the Secretary General
- 2.10.2 Scores shall be sent to the Secretary General, with the EMAU Records Claim Form not later than 15 days after the competition in question by the Member Association under the control of which the tournament was organized, or by the Member Association of the archer. *Records made by archers from an EMAU Member Association and achieved in the Olympic Games, World Championships, FITA World Cup and European Championships are confirmed as European Records by the Secretary General, on receipt of the EMAU Records Claim Form. It is not necessary to add the score sheets.*
- 2.10.3 *For Grand Prix, European Junior Cup and other International or National competitions, the Secretary General shall ratify a claim for a European Record on receipt of the records Claim Form together with the score sheets.*
- 2.10.4 Should an European Record be broken by two or more equal scores made on the same day, the archers shall be declared Joint European Record Holders.

Where the Constitution & Rules of the Union do not cover the issue, the matter shall be covered by the FITA Constitution & Rules.

2.10.5 Individual and Team Record holders shall be presented with a Diploma stating the result and the place of the record.

2.10.6 *For Para-Archery see FITA C&R - Appendix 8.*

## 2.11 PUBLICATION OF RECORDS

2.11.1 Records for women and men shall be kept separate. Details of new Records shall be published on EMAU Website.

## 2.12 MEDALS AND DIPLOMAS FOR EUROPEAN CHAMPIONSHIPS

2.12.1 EMAU Championship medals individual and team shall be awarded to the first, second and third place in each European Championship. EMAU Diplomas shall be awarded for 4<sup>th</sup> placed *individual* and teams

## 2.13 PERFORMANCE AWARDS

As per FITA C&R

- Rules for the European Grand Prix are approved by EMAU Council and thereafter published by EMAU Secretariat on the Website
- Rules for the European Junior Cup are prepared by the Junior Development Committee, approved by EMAU Council and thereafter published on the Website.
- The word “Grand Prix” is strictly reserved for competitions that count for the World Ranking Circuit, that are proposed to FITA by EMAU.



## APPENDIX 1

### Terms of Reference of E M A U Council-members

Council-member in the position of President:

- Represents EMAU at main events and meetings
- Represents and relates to the issues of the Members Associations
- Presides over Congress, Council and Executive Committee
- The financial planning for EMAU, Council and Congress
- Fundraising
- Media

Council-members in the position Vice Presidents (2) and Council-members (6).

These 8 members of Council will be assigned to the following responsibilities:

- EMAU Calendar: Co-ordination of Championships, Grand Prix etc Technical Delegates
- Junior programs including FISU, Schools & Adventure Holidays
- Seminars and Special Projects: Including Coach, and Judges.
- New Disciplines and Projects, Press and Media Promotion
- Competitors , Rules and Motions to FITA Doping Control, Ethics, DTAC

Terms of Reference of Secretary General:

- Responsible for functioning of EMAU's administration
- Responsible for all official communications
- Prepares Congress, Council and Executive Committee-meetings
- Represents EMAU in contacts with FITA, EU and other sports organizations
- Provides support to EMAU projects

Terms of Reference of *Finance Board*

- Under the responsibility of the President, keeps an orderly accounting of EMAU finances
- Responsible of the keeping of income and expenditure accounts
- Responsible of the keeping of balance sheet
- Responsible of the keeping of relative to each chapter of the budget
- Prepares the financial information necessary for Congress, Council and Executive Committee meetings.
- Prepares annually a detailed budget for Council approval
- Presents annually a report and audited accounts to Council and Congress every two years

## APPENDIX 2

### E M A U OTHER OBJECTIVES

1. To promote, organize or assist in promoting archery meetings, competitions, courses, demonstrations and events.
2. To select, if and when required, competitors to represent the Union and to enter into any agreements which may be necessary or convenient in connection therewith or with any objects of the Union and to do all or any of the above things either alone or in conjunction with any other person or persona or any other body.
3. To co-ordinate the Union major competition calendar.
4. To arrange for the organization as required of European and Mediterranean Championships in all Classes and Disciplines recognized by FITA.
5. To confirm and maintain European and Mediterranean Record scores.
6. To maintain complete lists of scores from Union Championships.
7. To produce and issue each year ranking lists of the best archers of the Union of women, men and junior. Council will decide on the number of archers.
8. To co-ordinate training activities, coaching, etc.
9. To deal with all topics of general interest regarding archery submitted by a Member Association.
10. To assist, when required any Member Association entrusted with organization of a Union Championship.
11. To give prizes, medals and other awards and to obtain, collect and receive money and funds by way of donations, subscriptions grants or by any other lawful method, for or towards all or any of the objects of the Union.
12. To procure to be written or made and print, publish, issue, exhibits and circulate gratuitously or otherwise any reports periodicals, books, pamphlets, leaflets, films, photographs instructional matter or any such documents as maybe thought expedient in connection with all or any of the objects of the Union.
13. To do all such other lawful things as are incidental or conducive to the attainment of all or any of the objects of the Union.
14. To use electronic features (Internet) for EMAU purposes

## APPENDIX 3

### EMAU RECORDS CLAIM FORM

To be filled in by the Member Association organising the tournament or Member Association of the archer.

**NAME OF COMPETITION** ..... **Format of the competition**.....

**Place**..... **Country**..... **Date**.....

**ARCHER / Last name** ..... **First name** ..... **Country**.....

*Man*

*Woman*

**RECORD**

Division: **Recurve** **Compound**  
 Class: Senior Junior Cadet Master

*Details/ Score shot*

**Outdoor Target Archer**

*Senior /Master/Junior*

**Individual**

144 Arr. FITA Round \_\_\_\_\_ pts  
 90m \_\_\_\_\_ pts  
 70m \_\_\_\_\_ pts.  
 60m \_\_\_\_\_ pts.  
 50m \_\_\_\_\_ pts.  
 30m \_\_\_\_\_ pts.  
 70m Round (72 Arr.) \_\_\_\_\_ pts.  
 12 Arr. Match (70m) \_\_\_\_\_ pts.  
 Mixed Team  
 (16 arrow) \_\_\_\_\_ pts.

**Team**

3x144 FITA Round \_\_\_\_\_ pts.  
 70m Round (3x72 Arr.) \_\_\_\_\_ pts.  
 24 Arr. Team Match (70m) \_\_\_\_\_ pts.

**Outdoor Target Archery**

*Cadet Woman*

**Individual**

144 Arr. FITA Round \_\_\_\_\_ pts  
 60 m \_\_\_\_\_ pts  
 50m (122cm face) \_\_\_\_\_ pts  
 40m \_\_\_\_\_ pts  
 30m \_\_\_\_\_ pts  
 60m Round (72 Arr.) \_\_\_\_\_ pts  
 12 Arr. Match (60m) \_\_\_\_\_ pts  
 Mixed Team  
 (16 arrows) \_\_\_\_\_ pts

**Team**

3x144 FITA Round \_\_\_\_\_ pts  
 60m Round (3x72 Arr.) \_\_\_\_\_ pts  
 24 Arr. Team Match (60m) \_\_\_\_\_ pts

**Indoor Target Archery**

**Individual**

25m (60m Arr.) \_\_\_\_\_ pts.  
 18m (60 Arr.) \_\_\_\_\_ pts.  
 12 Arr.Match \_\_\_\_\_ pts.

**Team**

24 Arr. Final Match \_\_\_\_\_ pts

**Cadet Man**

**Individual**

144 FITA Round \_\_\_\_\_ pts  
 70m \_\_\_\_\_ pts  
 60m \_\_\_\_\_ pts  
 50m \_\_\_\_\_ pts  
 30m \_\_\_\_\_ pts  
 60m Round (72 Arr.) \_\_\_\_\_ pts  
 12 Arr. Match (60m) \_\_\_\_\_ pts  
 Mixed Team  
 (16 arrows) \_\_\_\_\_ pts

**Team**

3x144 FITA Round \_\_\_\_\_ pts  
 60m Round (3x72 Arr.) \_\_\_\_\_ pts  
 24 Arr. Team Match (60m) \_\_\_\_\_ pts

Where the Constitution & Rules of the Union do not cover the issue, the matter shall be covered by the FITA Constitution & Rules.

On behalf of the Member Association of .....

I declare that the event was registered with FITA, conducted under FITA rules and that the above information is true and correct.

Name/position in M.A. in printing

Signature

Stamp

Date

Please fill in this Form and send it to the EMAU Secretary General by e-mail ([m.pisciotti@emaui.org](mailto:m.pisciotti@emaui.org)) or by fax 0039 06 36856653 including

- a complete results list
- a photocopy of the score, witnessed by the judge.

*Records achieved at the Olympic Games, World Championships, FITA World Cup and European Championships don't need the scoresheets*