

ANNEX D – POST EVENT REPORT

Please complete ALL the following fields and submit to mne@singaporegymnastics.org.sg not more than 2 weeks after completion of the event.

Club Name	
Name of Event	
Report Prepared By	
Dates of Event	DD/MM/YYYY – DD/MM/YYYY
Event Type	<i>Please delete where applicable</i> Category LOC Category INT
Discipline	
Host Club (Event Organiser)	
Number of Sessions	
Total Number of Participating Gymnasts	
Event Registration Fees	
Total Registration Fees Collected	
Approximate Number of Spectators	
Judges' Payment Rate	
<i>For the following questions, please provide some elaboration/ explanation if your answer is "No".</i>	
Did the Event run according to schedule?	Yes / No
Did the music flow smoothly?	Yes / No
Did the scoring system function well?	Yes / No
Prize presentation well conducted?	Yes / No
Were all allocated judges in attendance?	Yes / No
Was the Event injury-free?	Yes / No Please List/Explain
Were there any incidents reported	Yes/No Please List/Explain
What do you think went well about the Event?	

What do you think can be improved about the Event?	
Any Other Comments About the Event (please input NA if none)	
Recommendations to Singapore Gymnastics (please input NA if none)	

Declaration

I certify that this event was conducted in accordance to all relevant Singapore Gymnastics policies. I understand that failure to return this report or any violation of policies is cause for the event to be rescinded or future sanctions to be withheld.

Date	Host Organization Stamp	Signature of the President/ Secretary General/ Head Coach

Please submit this report with the following:

1. Record of Judges' Participation (see Annex E).
2. Final List of Registered Athletes (see Annex F).
3. All competition results
 - Number of Grading Exercise badges and certificates used and return all unused Grading Exercise badges and certificates.