

TOUR PLAYBOOK

1. COMPETITION SCHEDULE

* Please refer to the Information [HERE](#).

○ Main Contact

Tomoki Kimishima – japantour@jva.or.jp Japan Volleyball Association (JVA)

2. Pre-Event

Maximum 2 teams per gender will be able to participate in each event as Wild Card. In principle, Wild Card allocations are at the discretion of JVA. JVA will take into consideration the promotional aspects, technical merits, athletes' career, satisfactory technical/status of the team, etc. to select the teams.

○ Entry Procedure

Athletes who wish to participate in the events send below items to the event organizer at japantour@jva.or.jp by respective entry deadline.

- First name & last name (both players)
- FIVB# (both players)
- Height & Weight (both players)
- Event name (if more than two, please clarify your priority)

After the deadline, the organizer will select the teams and email all teams the result. In order to confirm the participation, JVA will send invitation letter to his/her NF and receive a declaration letter from his/her NF.

○ Invitation Letter, Visa & Entry Documents

Invitation Letter (for Visa purpose, if needed)

Contact person for invitation letter: Tomoki Kimishima – japantour@jva.or.jp

Documents required for invitation letter:

- First name & last name
- Nationality
- Date of birth
- Gender
- Date of entry to Japan / Date of departure from Japan
- Function
- Passport number and expiry date
- Passport copy
- E-mail address

Visa and Entry Documents

Participants are responsible for organizing their own Visa to enter Japan if necessary.

Information about the required Visa in Japan here:

[VISA | Ministry of Foreign Affairs of Japan \(mofa.go.jp\)](https://mofa.go.jp)

Entry to Japan

It is mandatory to obtain a valid vaccination certificate (three doses authorized by the Japanese government have been administered) or to bring a PCR negative certification tested 72 hours before departure. (as of February 23, 2023)

Please refer to the [VISIT JAPAN WEB](#) for further information.

3. COMPETITION

○ Preliminary Inquiry

No preliminary inquiry for all events is scheduled so far.

○ Technical Meeting

No technical meeting for all events is schedule so far.

(*) A foreign athlete is not required to attend the preliminary inquiry and technical meeting even if it is organized since it is conducted by only Japanese. The organizer will help and to inform foreign athletes of the necessary information shared in the preliminary inquiry and technical meeting.

- Training Principles & Availability

Official training will be basically secured for all participating teams 1 day before the event.

1 hour slot will be allocated for 1 team, but 2 hours booking may be possible if 2 teams train together.

The Organizer will ask in advance all teams by email to hear the preference of a training time.

- Official Ball

The official balls are the "MIKASA" VLS300 and the "MOLTEN" V5B5000.

MIKASA VLS300 is used for women and MOLTEN V5B5000 is used for men.

MIKASA new ball BV550C is also used when it becomes available. Please email JVA to confirm which ball is used in advance if necessary.

4. EVENT SITE INFORMATION

- Competition Venue

Please refer to the information [HERE](#).

- Accreditation

Official accreditation will be provided to all athletes by the organizer and will ensure that only those with appropriate accreditation can access the designated venue areas.

Please note that accreditation cards will be returned to the organizer at the end of each tournament.

- Accommodation and Transportation

Athletes will be personally responsible for international flight, domestic transportation, hotel and meals.

In terms of acceptance of foreign tourists, Japanese Travel Agent needs to handle all the hotel booking or domestic transportation arrangement, except international flight.

Therefore, please kindly contact with our Travel Agent.

Contact person: Yu Machida – y_machida040@jtb.com from [JTB Corp.](#)

- **Mixed Zone, Press Conferences and Awarding Ceremony**
Athletes are required to attend mixed zone interviews, press conference (if organized) and awarding ceremony. Athletes are required to wear their competition uniform.

- **Uniforms**
Playing tops/tanks will be provided to all athletes by the organizer. Shorts/bottoms and accessories are the responsibility of the players.
If required by the organizer, shorts/bottom and accessories will be checked before the match. Athletes of the same team must wear the same color and style of shorts.

5. PRIZE MONEY (TBC)

Event	Prize Money (per team)	Total
1 st	1,000,000 JPY	1,000,000 JPY
2 nd	500,000 JPY	500,000 JPY
3 rd	200,000 JPY	200,000 JPY
4 th	100,000 JPY	100,000 JPY
5 th	50,000 JPY	200,000 JPY
	Total Prize Money	2,000,000 JPY

Please email JVA to be confirmed if necessary.