GENERAL REGULATIONS GOVERNING THE EUROPEAN CAPITAL, COMMUNITY/ISLAND, CITY, TOWN AND REGION OF SPORT SELECTION PROCESS

December 18, 2024

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VERSION HISTORY OF THIS GENERAL REGULATION

December 18, 2024	- Art. 26 at the end of paragraph 6 of the art. 26 the sentence "In all communications in which at least one logo is present, the ACES Europe logo must also be present." - Added new point (9) at Appendix VI

PREAMBLE

"Sport is part of every man and woman's heritage and its absence can never be compensated for."

Pierre de Coubertin

From a sociological, economic and organisational point of view, among many others, the benefits of sport for society are undeniable. Sport is an important driver of human values such as team spirit, tolerance, solidarity and loyalty.

On a myriad of occasions Europe's institutions have recognised the importance of sport for the European Union as a whole. In 2000, the Council of Europe acknowledged the importance of sport in European society and the value of addressing sport when designing common policies that apply to all the citizens of the European Union.

In its White Paper on Sport published in 2007, the European Commission tackles the main problems associated with sport. The Paper's objective is to provide strategic guidelines on the role of sport in Europe, encourage debate on specific problems related thereto and enhance the importance of sport to fuel solidarity among states of the European Union.

However, it was not until 2009, with the entry into force of the Treaty of Lisbon, that the European Union first acquired specific competences in sport-related matters. Article 165 of the Treaty on the Functioning of the European Union[1] (TFEU) refers to EU sports policy: "The Union shall contribute to the promotion of European sporting issues, while taking account of the specific nature of sport, its structures based on voluntary activity and its social and educational function". Furthermore, article 6 of the TFEU refers to sport as a political area in which the European Union is competent to support, coordinate or supplement the actions of Member States.

The European Parliament is of the view that there is a growing need for the EU to deal with sports matters within a framework of full respect for the principle of subsidiarity. Parliament is aware that sport itself constitutes an important social phenomenon and a public good and is working on this topic together with the other EU Institutions. For this reason, through its permanent committees, it has drawn up a report on the European dimension in sport based on the communication "Developing the European dimension in sport"[2], which follows the

[1] http://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:12012E/TXT&from=EN
[2] http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=COM:2011:0012:FIN:en:PDF

same structure as the White Paper, referring to the societal role of sport, the economic dimension of sport and the organisation of sport, among other matters.

In recent years, ACES Europe's activity, importance and influence have increased substantially. This phenomenon has raised ACES Europe's media profile and reinforced its public image, making it necessary for the institution to address its growing accountability vis-à-vis the public authorities, particularly in Europe, and society at large.

These regulations constitute ACES Europe's response to the demand to tailor its actions and public activities to an established set of rules that give the entity the credibility it deserves. Their aim is to strengthen the institution by providing a solid basis for action that will enable it to fulfil the purpose for which it was founded, this being none other than to promote physical exercise and sport at all levels of society.

This document, which establishes and explains how ACES Europe awards the European Capital, Community/Island, City, Town or Region of Sport distinction, is an indispensable part of ACES Europe's corporate governance structure. Furthermore, it aims to strengthen the procedures associated with the awards granted by ACES Europe.

ACES EUROPE

Since its inception in 1999, ACES Europe seeks to promote sport among all the citizens of the European Union, particularly disadvantaged groups, children, the elderly and the disabled, among others.

ACES Europe's goal is also to encourage private and public initiative in order to increase support for sport, not only from a professional point of view, but also as a channel for social cohesion and to improve the health and quality of life of citizens.

The goals that ACES Europe pursues for cities that are candidates for or that have been awarded the European Capital, Community/Island, City, Town and Region of Sport distinction are five-fold:

- Enjoyment in exercise.
- Willingness to achieve.
- Sense of community.
- Learning fair play.
- Improvement of health.

ACES Europe awards the European Capital of Sport title, an initiative that has received the recognition of the European Commission in the White Paper (Art. 50). In addition, ACES Europe is an official partner of the European Commission in the European Week of Sport. Both facts suppose the recognition of the work and activity of ACES Europe. Likewise ACES Europe is official partner of UNESCO, United Nations Educational, Scientific and Cultural Organization.

ACES Europe also has the endorsement of two important associations: The EGFA (Europarliamentary Group of Friends of ACES) and the GCE (Groupe Consultatif Européen). Both associations are a source of ongoing and steadfast support within the European Parliament, guaranteeing ACES Europe's visibility within the highest European institutions. Both associations are presided and composed over by Europarliamentary members.

ACES Europe's solid footing in the European institutional landscape and its firm belief in the legitimacy of its objectives spur ACES Europe and its members on to continue in their endeavour, namely the promotion of sport in society.

ACES Europe operates in many countries with its own delegates and / or delegated Associations.

TITLE I

GENERAL PROVISIONS

Article 1. Scope of application.

These Regulations constitute the legal framework of reference for the members of ACES Europe's Evaluation Committees and the representatives of cities submitting their candidature for any of the awards. They aim to serve as guidelines for members of the Evaluation Committees, the participating cities and any person interested in learning about the European Capital/Community-Island/City/Town/Region of Sport selection process.

Important: specific requirements for European Community/City/Town/Region of Sport
This Regulation establishes the rules applicable to the European Capital/Community-Island/City/Town/Region of Sport awards. Each of the articles refers, by default, to the awards of European Capital of Sport. However, in those articles where there is any particularity for the European Community-Island/City/Town/Region of Sport awards, the requirements for these awards are highlighted. Annex VIII shows a summary table with the main differences between the awards.

Article 2. Transparency.

ACES Europe undertakes to run its activities clearly and responsibly, at all times exercising transparency and diligence, respecting the prevailing data protection laws of each country and providing truthful information to the following recipients:

a) The public authorities.

b) Members of the Evaluation Committees.

c) Society at large, as both recipient and beneficiary of ACES Europe's activities.

Article 3. Public disclosures.

ACES Europe will keep the interested parties informed of its activities through its website, to which it will periodically upload information on events, initiatives, agreements, activities and other relevant information related to its activity. This Regulation shall be publicly available for consultation by anyone who may be of interest. The official language of ACES Europe is English, so that all documentation, information or official communications will be performed in that language.

TITLE II

LEGISLATION APPLICABLE TO THE EUROPEAN CAPITAL/COMMUNITY-ISLAND/CITY/TOWN/REGION OF SPORT SELECTION PROCESS.

Article 4. Knowledge of and adherence to these Regulations.

1. All persons forming part of the Evaluation Committees for the municipalities submitting their candidatures for any of the distinctions awarded by ACES Europe must formally declare explicit knowledge of these Regulations.

2. Adherence to these Regulations shall entail compliance with all of the paragraphs included therein, and knowledge thereof shall be evidenced by signing the form attached as Appendix III to this document.

Article 5. The voting process.

The voting process is the act that marks the conclusion on of the visits and decides the awarded municipalities. The importance of this act makes it necessary to draw up an independent set of rules to regulate it. Appendix II to these Regulations sets out a detailed explanation of the voting process and is made available for public consultation when the interested parties deem it appropriate. All members of the Evaluation Committees must have knowledge of these regulations.

Article 6. Eligibility criteria.

ACES Europe's eligibility criteria provide the basis for evaluating European Capital/Community-Island/City/Town/Region of Sport candidates. Evaluation Committee members assess the cities they visit on the basis of their degree of compliance with these criteria. These twelve criteria address all aspects of sport in the cities. They are available for public consultation to any interested party as Appendix VII to these Regulations.

Article 7. About future amendments to this Regulation.

If this Regulation needs to adapt some of its contents to the requirements of the election process of the European Capital/Community-Island/City/Town/Region of Sport, changes will be made by the ACES Europe Board. Successive developments will be recorded on the

second page, where the date of the change and a brief summary of the main issues adapted will be presented.

TITLE III

THE EVALUATION COMMITTEE

Article 8. Composition of the Evaluation Committee.

1. Number of Evaluation Committee members. The Evaluation Committees of the European Capital of Sport candidate cities shall comprise no fewer than 7 and no more than 9 members.

Specific requirements for Communities/Cities/Towns/Regions for article 8.1
For evaluation of Communities-Island, evaluation committees shall consist of a minimum of 3 and a maximum of 6 members.
For evaluation of Cities, evaluation committees shall consist of a minimum of 3 and a maximum of 6 members.
For evaluation of Towns, evaluation committees shall consist of a minimum of 3 and a maximum of 5 members.
For evaluation of Regions, evaluation committees shall consist a minimum of 5 and a maximum of 7 members.

2. Members of Evaluation Committees of two cities competing for the European Capital of Sport award. At least 40% of the members of the Evaluation Committees of a city competing for the European Capital of Sport award in the same year shall visit both competing cities.

Article 9. Evaluation Committee membership criteria.

Evaluation Committee members must have proven experience in the field of sport, whether in the public domain or in private enterprise. This experience may be accredited through professional experience in a public post in town/city councils or other national or international public or private bodies, membership of associations linked to the world of sport, professional involvement in companies related with sport, or the professional practice of a sporting discipline, at present or in the past.

TITLE IV

EVALUATION COMMITTEE MEMBERS

Article 10. Selection of Evaluation Committee members.

Selection of Evaluation Committee members shall be carried out by the ACES Europe Board based on subjective criteria while seeking a diversity of profiles and minimizing the possibility of conflict of interest. This serves to strengthen the objective nature of the evaluation process.

Article 11. Criteria for exercising voting rights.

1. In order to be able to exercise their right to vote, each Evaluation Committee member must be free of any of the conflicts of interest included in article 12 of these Regulations.

2. Exercising the right to vote requires having full knowledge of what is being evaluated. Therefore, in order for Committee members to be able to exercise their right to vote, they must be present at all acts held during the main days (Friday and Saturday) of the visits to the cities competing for European Capital of Sport. The particulars of the visits to the candidate cities are set out in Appendix I to these Regulations.

3. In order to be able to exercise their voting rights, all Committee members must have confirmed their adherence to these Regulations by completing Appendix III.

Article 12. Conflicts of interest. Situations that might constitute a conflict of interest.

1. Evaluation Committee members must carry out their duties in good faith, guided solely by the purpose and objectives implicit in their membership of the Committee, namely to select the municipality with sufficient merits to be designated the European Capital/Community-Island/City/Town/Region of Sport. At all times they shall undertake to avoid situations that could give rise to a conflict of interest.

2. Evaluation Committee members must at all times avoid using the capacity afforded them for the performance of their duties to obtain any personal benefit.

3. A conflict of interest could exist when members of the Evaluation Committee have some type of personal[3] or asset-based relationship that might in some way influence their objectivity when exercising their right to vote in their capacity as Committee members, that is, by assigning a rating to the candidate municipality.

4. The delivery of any gifts, services or other benefits by a person or institution related directly or indirectly with the municipality presenting its candidature that might undermine the objectivity of any Evaluation Committee member constitutes a potential conflict of interest. Members of the Evaluation Committee may not accept gifts from the candidate city in excess of an estimated value of €100.

5. Other situations that could give rise to a conflict of interest are as follows:

a) Being of the same nationality as the city being evaluated.

b) Belonging to an ACES Europe delegation to which the city being evaluated is inscribed, irrespective of the nationality of the candidate city.

c) Having an economic or personal interest beyond that afforded by ACES Europe.

Specific requirements for Communities/Cities/Towns/Regions for article 12.5
In the case of the Evaluation Committees for Communities-Island/Cities/Towns/Regions having the same nationality as the municipality evaluated is not considered a conflict of interest.

Article 13. Conflicts of interest. Criterion for taking action.

In the event of a conflict of interest, the Evaluation Committee member affected shall be bound by a duty to notify said circumstance to the ACES Europe Board and abstain at all times from intervening or participating, directly or indirectly, in the resolutions or decisions adopted by the latter, particularly with respect to voting of the candidate municipality.

Article 14. Duty of secrecy and confidentiality.

1. Evaluation Committee members shall at all times exercise prudence commensurate to their position in connection with the duty of secrecy and confidentiality. Therefore, the secrecy of deliberations and opinions, whether own or otherwise, arising during the candidate city evaluation process, shall be required to be preserved at all times.

[3] A personal conflict of interest is a situation in which the private interests of one person, as external professional relationships or personal financial assets, interfere or can be understood to interfere with the performance of duties as a member of the Evaluation Committee.

2. The duty of secrecy and confidentiality must be observed even after the process for the evaluation of the candidate cities has concluded and the award has been given. The duty of secrecy and confidentiality shall also continue to be observed, even after a Committee member's contractual relationship with ACES Europe ends.

TITLE V

THE CANDIDATE CITY

Article 15. Steps for the presentation of the candidature.

The submission of a candidature for European Capital of Sport will take the following steps:

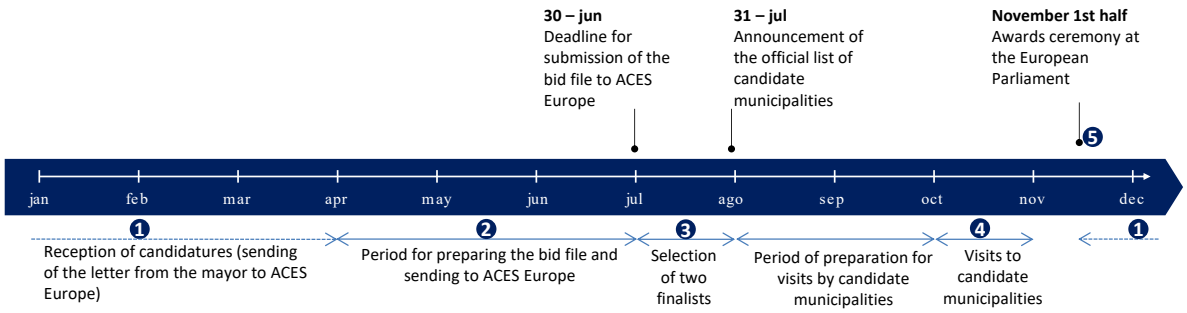
1. Sending the letter from the mayor of the municipality, with its formal statement to present the candidature as European Capital of Sport. The deadline for sending this letter begins the day after the awards ceremony in Brussels, in November of the second year preceding the year for which the application is submitted, and ends on March 30 of the previous candidacy year. A maximum of five candidates, whose admission will be determined by order of receipt of the letter from the mayor, can present candidature for the European Capital of Sport award.

2. From April 1st, until June 30th, the candidate cities must prepare the bid file of the candidature (see Annex VI, guide the development of the bid file). It must be delivered to ACES Europe before June 30th.

3. Based on the strength perceived from the bid file of the candidature, ACES Europe through an external party, will decide which two candidates compete for the award. This communication will take place on July 31st.

4. Visits to the candidate cities will take place during the month of October.

5. Winners will be officially announced at the annual gala in Brussels, in November.



Specific requirements for Communities/Cities/Towns/Regions for article 15
In the case of Communities-Island/Cities/Towns/Regions the dates, not the steps, are indicative except the awards ceremony, which is common in all cases. If in doubt, consult with the secretariat of ACES Europe specific deadlines.

Article 16. Criteria for submitting candidatures for the European Capital/Community-Island/City/Town/Region of Sport designation.

1. A municipality may present its candidature as European Capital of Sport provided it meets any of the following criteria:

- It has an official population of 500,000 or more inhabitants.
- It is the capital of a country in the European continent.

Specific requirements for Communities/Cities/Towns/Regions for article 16.1
The requirements to be European Community of Sport shall consist of minimum of three municipalities (two if they are from different countries) and having censured together between 25,000 and 499,999 inhabitants. For the European Island of Sport there is no limitation in terms of inhabitants. The requirement to be European City of Sport is having censured a population between 25,000 and 499,999 inhabitants. The requirement to be European Town of Sport is having censured a population between 1 and 24,999 inhabitants.

2. Two cities from the same country may not compete against each other for the European Capital of Sport award.

Specific requirements for Communities/Cities/Towns/Regions for article 16.2
Two municipalities in the same province cannot compete for the award of Community-Island/City/Villa European Sport. The maximum number of Communities-Island/Cities/Towns by country is available in Appendix VII to Regulation. Two Regions from the same country can not compete for the title. Just one Region per country and following order of arrival of the Letter of Intention.

Article 17. Adherence to these Regulations.

1. At least one official representative of the European Capital/Community-Island/City/Town/Region of Sport candidate municipality must confirm explicit formal knowledge of these Regulations through his or her adherence thereto.

2. Adherence to these Regulations will imply compliance with all of the sections contained therein, and knowledge thereof shall be evidenced by signing the form attached as Appendix IV to this document.

Article 18. Visits to candidate municipalities.

1. A standard protocol will be followed during visits to European Capital/Community-Island/City/Town/Region of Sport candidate municipalities. It covers both obligatory aspects and recommendations and has been developed to enable Evaluation Committee members to become informed on all aspects of sport in the municipalities visited. This protocol is set out in Appendix I to these Regulations and the persons responsible for the

candidate cities must know it in order to design a programme for the visit that will enable Committee members to learn about the city's merits in the field of sport.

2. The visits to facilities will be decided jointly ACES Europe Board and the organization of the candidature. Therefore, ACES Europe Board decide, after consultation with the members of the Evaluation Committee, three facilities to visit, the remainder of views decided by the organization. Such communication shall be made at least one month before the scheduled date of the visit.

Specific requirements for Communities/Cities/Towns/Regions for article 18.2
For Communities-Island/Cities/Towns/Regions, ACES Europe Board will request the visit to a facility, being the remainder decided by the organization of the municipality.

Article 19. Candidature bid file.

European Capital of Sport candidate cities must, as part of their candidature, provide ACES Europe with a bid file containing the answers to the questions included in the guidance for the development of the bid file (see Appendix VI).

Article 20. City hospitality.

To avoid the possibility of a conflict of interest among Evaluation Committee members (see article 12 of these Regulations), visits to the candidate cities shall be organised so as to avoid the presentation of gifts that might to some degree undermine the objectivity and independence of Committee members. Therefore, these Regulations stipulate that the organising municipality may not make gifts to Evaluation Committee members exceeding an estimated value of €100.

The costs of accommodation, meals and travel costs (by plane, train, car or any other type of transport to reach the candidate location) are covered by the candidate cities to all members of the Evaluation Committee.

Article 21. Candidatures for more than one award.

1. European Capital/Community-Island/City/Town/Region of Sport candidates not awarded the distinction may submit a new application for the award as from the year following the presentation of their first candidature. Municipalities may submit their candidature to each of the awards a maximum of two times.

2. Municipalities that due to their demographics are eligible for more than one award may submit their candidature whenever they deem fit, although they must bear in mind that

their candidatures may not be presented simultaneously but rather must be submitted in different years.

3. Winners of the European Capital of Sport award may not submit further candidatures for this distinction in a minimum term of 10 years.

Article 22. Payment of the application fee for candidate cities.

1. Cities wishing to apply for the European Capital of Sport award must submit payment of a fee of €12.000 to ACES Europe. This fee must be delivered once in order to formalize the candidatures.

Specific requirements for Communities/Cities/Towns/Regions for article 22.1
The amount of the fee is: - for Cities: 2.350€ - for Towns: 1.000€ - for Communities: City Leader 1.350€ and 1.000€ for rest of each municipality - for Islands with more than 500.000 inhabitants: 12.000€ - for Islands with less than 500.000 inhabitants: 1.000€ per municipality - for Regions with more than 100 municipalities: 12.000€ - for Regions with less than 100 municipalities: 6.000€

1.1. From July 1, 2019 value added tax (VAT) will be applied to all invoices if the tax is applicable according to Art. 44 Directive 2006/112/EC.

1.1.1.Belgian candidates are obliged to pay 21% VAT.

1.1.2. Other EU candidates must have a valid VAT number as per the VIES VAT number validation website (http://ec.europa.eu/taxation_customs/vies/vatRequest.html) Those with a valid EU VAT number, need to cite “VAT reverse charge” according to Art. 44 Directive 2006/112/EC. EU candidates with an invalid EU VAT number are liable to pay 21% of VAT.

1.1.3. Non-EU candidates must pay 21% VAT on the registration fees and no VAT on image rights. For the exemption from VAT on image rights, candidates need to cite “no VAT applies – Art. 59 Directive 2006/112/EC”.

1.1.4. The above conditions also apply to Art. 26.4.

2. Once started the process of submitting the application, after sending the letter from the Mayor to ACES Europe, cities are committed to completing the whole process which involves the submission of the application, which concludes with the visit of the Committee members and the awards ceremony.

TITLE VI

THE AWARD

Article 23. Procedure for granting of the award.

1. The European Capital/Community-Island/City/Town/Region of Sport distinction shall be awarded once the scores assigned by the members of the Evaluation Committee for each of the eligibility criteria after the voting process carried out during the visit. Article 5 of these Regulations refers to voting procedure, which is available as Appendix II thereto.

2. In the event of a difference equal to or less than two and a half (2,5) points (out of 100) during the evaluation of the candidature after the votation carried out by the members of the Committee, and always considering fulfilment of other conditions, the city with the lowest score can directly obtain the award of European Capital of Sport for next available year, if there is unanimity among the members of the Committee and after the approval of the Board. In the case where the difference between the finalists is more than two and a half (2,5) points (out of 100), the ACES Europe Board may also decide to award the city with the lower score the title of European Capital of Sport with the approval of the Evaluation Committee.

Specific requirements for Communities/Cities/Towns for article 23.2
This clause may be applied for Communities-Island/Cities/Towns whenever there is competition for the award between municipalities in the same province.

Article 24. Official designation of winning cities.

1. The official designation of European Capital/Community/City/Town/Region of Sport will take place during the annual gala held at the European Parliament in Brussels.

2. For purposes of organisation, cities competing for the European Capital/Community-Island/City/Town/Region of Sport award must by duly informed by the ACES Europe Board before the date of the official award ceremony gala held in European Parliament, of the results of the evaluation process by the respective Evaluation Committees.

Article 25. Competing municipalities not awarded. Procedure to be followed.

Candidate municipalities that do not win the European Capital of Sport award shall be duly informed of the reasons for failing to do so. ACES Europe Board shall deliver a document to the municipalities that do not win the award informing them of their score and the main

weaknesses observed in their candidature. The document shall be sent when notification of failure to win the award is submitted, that is, at least two weeks before the official award ceremony gala held at the European Parliament, as stipulated in article 24.

Article 26. Obligations of the European Capitals of Sport towards ACES Europe.

1. Cities awarded the European Capital/Community-Island/City/Town/Region of Sport distinction must assume the responsibilities implicit in the recognition. Awarded municipalities undertake to comply with the policy program presented during the defense of the candidature through the implementation of actions and activities set including, at least, the commitment to celebrate a congress or international competition and promote sport among all levels of society. Municipalities awarded as European Capitals have to celebrate an International Summit/Congress, Cities/Regions/Communities awarded with one of our awards have to hold a local conference/workshop, and Towns/Islands need to present a program including more than 50 sport events/year.

2. Winning the European Capital/Community-Island/City/Town/Region of Sport award also entails the obligation to draw up a report of activities at the end of the year of tenure as the capital and must be delivered to ACES Europe by January 31 of the following year. This report must set out the activities, sporting events, legacy resulting from the award and main changes that have taken place in the municipality after a year as the European Capital of Sport.

3. Awarded municipalities will be empowered, but not obliged, to propose a candidate municipality for European Capital/Community-Island/City/Town/Region of Sport award for next available year. The proposed municipality must be from a different country and meet the minimum requirements.

Specific requirements for Communities/Cities/Towns for article 26.3
In the case of Communities-Island/Cities/Towns, the proposed municipality can be from the same country.

4. Candidate municipalities, when are declared winners of the title, will be required to sign a sponsorship agreement with ACES Europe for the image rights associated with the award. This agreement will determine the amount of sponsorship money and will vary depending on the size of the municipality and the type of award i.e. town, community, city and capital and the success of the sponsorship campaign. In any case this amount must not come from the treasury or municipal budgets (it would be paid in advance by treasury or municipal budgets and must be recovered by sponsors). It comes from local sponsors (4

maximum per city) that will put their logo below the label (Capital/City/Town/Community-Island/Region) in all communications. This agreement, as well as the payment of the image rights, must be signed and paid before the Annual Awards Ceremony when the municipality will formally receive the award it has won.

Amount of sponsorship. (See the chart).

SIZE	IMAGE RIGTHS
CAPITAL-ISLAND +500k inh.	38.000 €
250.000+ hb	15.000 €
100.000+ hb	10.000 €
50.000-99.999 hb	7.000 €
25.000-49.999 hb	5.000 €
20.000-24.999 hb	3.000 €
19.999- hb	1.500 €
Region 100+ municipalities	38.000 €
Region -100 municipalities	19.000 €

4.1. Option B to cover image rights, from municipal budget following the same above chart "Amount of sponsorship".

Furthermore ACES Europe will assist the municipality with the branding of the municipality for the promotion of the award, this will require access to outdoor potential advertising sites. Through this agreement the promotion of local sponsors is guaranteed, both in the host municipality and throughout Europe, this gives viability to the both the public money of the municipality and the business plan of ACES Europe, based on the good governance project developed in 2014 at the request of the European Union under the according number EAC-2013-0379 . This agreement relies on a joint partnership approach between ACES Europe and the municipality and any monies raised will be from sponsors and partners. The municipality will not incur direct costs under this agreement other than the time and associated resources to deliver a successful joint partnership sponsorship,

communication and promotional plan for the award unless the municipality decides to directly bear the costs of the image rights.

SIZE	OUTDOOR SPACES SQ METERS
CAPITAL-ISLAND +500k inh and Region	500 SQUARE METERS
100.000+ hb	200 SQUARE METERS
50.000-99.999 hb	100 SQUARE METERS
25.000-49.999 hb	70 SQUARE METERS
20.000-24.999 hb	0 SQUARE METERS
19.999- hb	0 SQUARE METERS

5. Establishment of a delegation of ACES Europe. The European Capital of Sports shall establish a delegation of ACES Europe in City Hall. It will involve the appointment of a responsible, whose mission will be to promote ACES Europe award nominations in the following years, and be part of the Evaluation Committees whenever circumstances permit. And the Mayor of the Capital will become automatically in Honorary President of ACES Europe for one year after the awarded year.

6. Municipalities awarded in accordance with the commitments made to each individual sponsor undertake to also recognize ACES Europe sponsors, giving them visibility into their communication channels, and insert their logos and graphic designs in all materials associated with the candidature and award. In all communications in which at least one logo is present, the ACES Europe logo must also be present.

7. See Article 22.1.1 for VAT rules applicable.

Article 27. Procedure to be followed in the event of a breach of the Regulations.

1. If a breach of the rules set forth in these Regulations by a city designated as the European Capital/Community-Island/City/Town/Region of Sport is detected, the city shall be stripped of the award and any mention thereof in ACES Europe's official documentation and information shall be eliminated.

2. Breach of the rules set forth in these Regulations, particularly regarding to the completion of the process of presenting the candidature and in relation to the obligations of the European Capitals (Island with more than 500.000 inhabitants) of Sport regarding ACES Europe, will result in a financial penalty amounting to €40,000 tax free.

3. Cities that cannot attend to the Awards Ceremony in Brussels need to justify it and the approval of the Committee of Arbitration. If not, the not attendance to the Awards Ceremony is the same as refuse to the award with penalty.

Specific requirements for Communities/Cities/Towns for article 27.2
In the case of Communities/Islands/Regions and Cities the amount of the penalty is €20,000 tax free. In the case of Towns the amount of the penalty is €10,000 tax free.

Article 28. Be connected.

To have a more active network with the former awarded cities, as optional, exist the possibility of being connected and taking part of the net with the new members by:
1.- Receiving last updates: congresses, activities, competitions, call of EU grant proposals…
2.- Right of continue using the label during coming years.

Annual Fee of:
* Towns: 500€
* Cities and Communities/Islands/Regions: 1.000€
* Capitals: 2.000€

APPENDIX I: REQUIREMENTS FOR CANDIDATE CITIES DURING THE EVALUATION COMMITTEE VISIT

The Evaluation Committee's visit to the candidate municipalities is the medium through which the Committee members can gain an in-depth knowledge of a municipality's sports policy and sports programme. It is therefore essential for candidates to design a visit that will enable the Committee members to gain a global view of the candidature.

This Appendix provides guidelines for candidate municipalities regarding the content of the visit.

Duration of the visit: The visit to the European Capital of Sport candidate cities shall span four calendar days, from Thursday to Sunday, of which two full days, Friday and Saturday, the two central days shall be dedicated to visiting the city and to the presentation of the sports policy programme. Thursday and Sunday The first and the last days shall be reserved primarily for logistical matters relating to the arrival, departure and travel of the Committee members.

Specific requirements for Communities-Islands-Regions/Cities/Towns for appendix I
In the case of Communities-Island-Regions/Cities/Towns the duration of the visit will be for a maximum of three calendar days, consisting of a full day dedicated to visit the town(s) and to the presentation of the political program for the promotion of sports. In the case of Regions, the duration of the visit will be for a period of four calendar days.

Content of the visit: The visit to the candidate cities must cover at least the following aspects:

- Visit to sporting installations. These visits are recommended so that Committee members can gain an in-depth view of the city's sports facilities. For each of the sports facilities visited, it is recommended that the organisation provide the Evaluation Committee members with a fact sheet containing details on the facility: physical characteristics, number of people using the facility each year, access to the facility by public transport, local, national or international sporting events hosted there, and other particulars. Site visits will be agreed jointly by the ACES Europe Board and the candidate city. ACES Europe will designate three sites to visit, while the remaining visits will be decided by the host city.

Specific requirements for Communities/Cities/Towns for appendix I
In the case of Communities-Island-Region/Cities/Towns the ACES Europe Board will select one facility to visit, being the rest of the visits decided by the organization.

- Press conference. To give the project greater visibility, the visit should include a press conference during which the candidature and the associated project are published among the local media.
- Defense of candidature (DOC). This stage of the visit is aimed at allowing the persons heading the candidature to present to the members of the Committee the most salient aspects of the candidature, including the main sports facilities, associations with sporting entities or the sports policy programme for the coming years. During the DOC the previously prepared bid file will be presented addressing each of the eligibility criteria. The estimated duration of the presentation will be two hours, with sufficient time allowed for members of the Committee to ask whatever questions they consider necessary. It is advisable for the DOC to contain plenty of visual information such as videos and presentations that show off the city's attributes from the point of view of sport.
- Gala dinner. Official reception with representatives of the European Capital of Sport candidate city.

Specific requirements for Communities/Cities/Towns for appendix I
In the case of Communities-Island-Region/Cities/Towns the gala dinner will not be an indispensable aspect as part of the visits.

- Venue and time available for the voting process. At the end of the acts included in the visit, the candidate municipality shall allocate a time and place so that the Committee can deliberate and vote on the candidate city based on the twelve eligibility criteria. The estimated duration of the voting process is 1.5 hours as maximum. Voting must be carried out following the visits to the installations and the DOC, so that the Committee members will be able to apply the necessary judgement when casting their votes.

APPENDIX II: VOTING PROCESS

The voting process represents the culmination of the candidature of a municipality that aspires to win the European Capital/Community-Island/City/Town/Region of Sport award. This process aims to be as objective as possible, and the Committee members may vote freely and in accordance with their professional judgement.

The vote is secret and the Committee members may not be apprised of the score given by other members, with the exception of the Secretary General of ACES Europe, who will be in charge of recording the scores. In no case recording of the voting process can be made.

The complete voting process shall be carried out as follows:

- Deliberations: A discussion will be held among the members of the Committee prior to the voting process during which the strengths and weaknesses of the candidature under evaluation will be highlighted. If the voting process relates to the second candidate municipality in a given year, Committee members who were present on both visits shall attempt to demonstrate the strengths and weaknesses of one candidature vis-à-vis the other.

Specific requirements for Communities/Cities/Towns for appendix II
In the case of Communities-Island/Cities/Towns discussions will be made only in case of competition of two municipalities from the same province.

- Voting process: Each Committee member will have the necessary time to cast a vote based on the twelve eligibility criteria. At this point, there must be no interaction among the Committee members. As the votes are cast, the Secretary General of ACES Europe shall collect and take custody of the documents used by the Committee members to cast their votes.
- Deliberations following the voting process: Voting will conclude with a period of joint reflection during which each member will attempt to explain the aspects of the candidature to which they have given greater or less importance when casting their votes, and what aspects have been most or least critical for reaching a decision.

Scores will be recorded by the Secretary General of ACES Europe, who will keep an electronic record of Committee members and scores given by each of them. The final score will be the weighted average of the ratings assigned by the members of the Committee after eliminating the highest and lowest scores.

Specific requirements for Communities/Cities/Towns for appendix II
In the case of Communities-Island-Regions/Cities/Towns the highest and lowest scores of the Committee members will not be eliminated.

Only those candidates whose qualifying exceeds an 8 out of 10 overall rating could access the award. This score is considered the minimum to guarantee the quality of the candidates for European Capital of Sport.

Specific requirements for Communities/Cities/Towns for appendix II
In the case of Communities-Island-Region and Cities the minimum score will be 7.5. In the case of Towns the minimum score will be is 7.

Municipalities that wish to receive a comprehensive SWOT analysis of the score awarded by the ACES Europe evaluation committee need to request this before the visit takes place at an extra cost of 500€.

APPENDIX III: ADHERENCE TO REGULATIONS (COMMITTEE MEMBERS)

All members of the Evaluation Committees must sign, in the space enabled under these lines, this Appendix to the Regulations in order to be able to carry out their duties. It should be signed and delivered to the Secretary General of ACES Europe before the start of the voting process. With his name and signature, the committee members state they have read and understood the Regulations, and confirm their adherence and commitment to compliance.

Name	Signature

(Signed)

(City), (day) (month) (year)

APPENDIX IV: ADHERENCE TO REGULATIONS (CANDIDATE CITY REPRESENTATIVES)

At least one official representative from each of the European Capital of Sport candidate cities must signed this Appendix to the Regulations in proof of their understanding of them. It should be signed and delivered to the Secretary General of ACES Europe before the start of the visit.

I, ……, representative for the city of ……, a candidate for European Capital of Sport in 20…, have read and understood these Regulations and with my signature confirm my adherence thereto and my commitment to complying with them in my capacity as representative for as long as the European Capital of Sport selection process shall remain in force.

(Signed)

(City), (day) (month) (year)

APPENDIX V. LIST OF EU COUNTRY MEMBERS[4] AND MAXIMUM NUMBER OF CANDIDATE MUNICIPALITIES TO REPRESENT EACH OF THE AWARDS

Country	Population (inhabitants)	Maximum number of candidates to Capital	Maximum number of awarded Communities	Maximum number of awarded Cities	Maximum number of awarded Towns
Austria	8,527,230	1	1	1	1
Belgium	11,215,442	1	1	1	1
Bulgaria	7,245,677	1	1	1	1
Croatia	4,267,558	1	1	1	1
Cyprus	1,116,564	1	1	1	1
Czech Republic	10,515,000	1	1	1	1
Denmark	5,639,719	1	1	1	1
Estonia	1,315,819	1	1	1	1
Finland	5,468,609	1	1	1	1
France	64,152,000	1	2	4	4
Germany	80,767,000	1	2	4	4
Greece	10,816,286	1	1	2	1
Hungary	9,877,365	1	1	1	1
Ireland	4,609,600	1	1	1	1
Italy	60,967,000	1	4	4	4
Latvia	1,991,800	1	1	1	1
Lithuania	2,927,310	1	1	1	1
Luxembourg	549,700	1	1	1	1
Malta	417,432	1	1	1	1
Netherlands	16,889,000	1	2	2	2
Poland	38,519,000	1	2	4	4
Portugal	10,427,301	1	1	1	1
Romania	19,852,000	1	2	2	2
Slovakia	5,415,949	1	1	1	1
Slovenia	2,063,000	1	1	1	1
Spain	46,507,800	1	2	4	4
Sweden	9,716,962	1	1	1	1
United Kingdom	64,105,700	1	2	4	4

In every country there can be a maximum of two (2) islands and one (1) region awarded every year. Board can decide to award more municipalities for Cities, Communities and Towns than maximum allowed exceptionally.

[4] http://europa.eu/about-eu/countries/index_en.htm

In the year when a country has received the title European Capital of Sport, municipalities in this country are not eligible for the awards of European City/Town/Island of Sport. Only candidacies for the titles of European Region of Sport and double the number of candidacies for the titles of European Community of Sport for the same year will be accepted. And the previous year the country would recognize double of Cities and Towns than normally is allowed.

APPENDIX VI: GUIDANCE FOR THE DEVELOPMENT OF THE BID FILE

The following eligibility criteria have been established by ACES Europe to have a thorough understanding about how the candidate cities promote in the population, through sport, the values of ACES Europe: enjoyment in exercise, willingness to achieve, sense of community, learning fair play and improvement of health.

The organization of cities should develop a bid file to present its candidature providing information to respond to each of the points outlined below in the eligibility criteria. The same criteria will use by the Evaluation Committee to assess the candidature during the visit.

GENERAL INFORMATION OF THE CITY/TOWN

a)Name of the city.
b)The population.
c)Which department in your city is responsible for sports?.
d)Contact person.

1. SPORT INFRASTRUCTURES – SPORT FACILITIES (Indoor/Outdoor)

a)Provide a detailed list of sport infrastructure facilities according to type, purpose and condition.
b)Provide a breakdown of municipal expense for the maintenance of sport facilities in the last three years
c)Provide the estimated amount of planned investments in sports infrastructure in the next three years.
d)Is there a sport development plan in your city/town? What are its main aims?
f)Detail the annual budget of the Department of Sports and the percentage that this amount represents of the total budget of City Hall.

2 - ACCESS TO FACILITIES AND SPORT ACTIVITIES

a)Explain how the sport associations or sport clubs work in your town, agreements and grants, and possibilities for non-members to use them.
b)Explain how accessible sports facilities are to the wide public: the existence of agreements, sportcard for entrance at reduced rates, public transport to the sport facilities etc.

3 - CLUBS AND ASSOCIATIONS AND PARTICIPATION OF RESIDENTIAL SPORT CLUBS OR SPORT ORGANISATIONS IN THE LEAGUE

a)Provide a detailed list of associations and sport clubs that compete in top divisions, championships and national tournaments (e.g: A, A1, A2, B).
b)Provide detailed info about sport volunteers in the city: how are they organized, how they proceed, how they look for new volunteers, benefits of being volunteer.

4 - SPORT INITIATIVES, EVENTS OR PROJECTS, WHICH ARE DIRECTLY CARRIED OUT OR PROMOTED BY THE CITY COUNCIL

a)Provide a list of public sport events organised by the City.
b)List the organization of agreements, conferences, seminars or other events in sport matters and in collaboration with entities of importance in sport matters concerning the most important topics related to sport management and anti-doping actions.
c)Provide a list of international, national and local sports events which took place in the City or its surroundings within the last three years.
d)Analyze and explain the return of the investment from the use of citizen installations (collections, sales advertising spaces, other revenues, etc.).

5 - MEASURES TO PROMOTE HEALTH AND INTEGRATION THROUGH SPORTS IN ALL SOCIAL CLASSES

a)Are there special health care programmes related to sports, for everybody?
b)Are there special opportunities for the different age groups to practice sport? Who offers these opportunities?
c)Are there sport courses for those with a specific social background or disability?
d)Are there initiatives to promote integration thorough sports?
e)Are there educational opportunities for training of coaches and instructors?
f) How does the city promote Fair Play?

6 - SPORTSMANSHIP RATE OF THE POPULATION

a)Total number of card-carrying members in the associations and clubs of Sport Federation, if possible, classification by age groups: young 4-16 years; absolute 17-34; Master (35-...).
b)How many people from your city/town are actively involved in sport? Please, explain the methodology used to obtain the data provided.
c)Explain the additional measures proposed by the municipality to increase sport among all segments of the population. Provide approximate figures of expected data to be achieved during the period that elapses until the candidature and during the candidature.
d)How does your city/town support voluntary participation in sport?

7 - INCREASE IN ENVIRONMENTAL SUSTAINABILITY

a) What measures is the municipality taking in order to save energy and increase the use of renewable energy?

b) Describe the policy measures taken by the municipality that encourage and facilitate the reduction of waste production and the increase of separate waste collection

c) What information and promotion activities are there for citizens on sustainable environmental issues?

8 - PROMOTION OF SPORTS TOURISM

a) What actions has the municipality taken to promote the city/town area and spread the knowledge, image and practice of sports tourism?

b) Describe the meeting activities between sports associations and economic operators of the tourism and sport sectors.

c) What policy measures are there with the aim of facilitating the carrying out of projects and sport tourism events on city/town territory?

9 - COMMUNICATION PROJECT TO PROMOTE THE APPLICATION

a)Explain the communication plan to promote the candidature of the municipality.

b)Explain the promotion of the application and the ACES award (presence on the Internet, person in charge of social networks, logo, video, etc.)

c) the communication project must include

- for the title of European Capital of Sport at least 4 publications in national newspapers and 2 in local newspapers
- for the title of European City of Sport at least 2 publications in national newspapers and 2 in local newspapers
- for the title of European Town of Sport at least 1 publication in national newspapers and 2 in local newspapers
- for the title of European Community of Sport at least 2 publications in local newspapers
- for the title of European Island of Sport at least 2 publications in local newspapers
- for the title of European Region of Sport at least 2 publications in national newspapers and 2 in local newspapers

In addition to communication via Internet. Wherever at least one logo is present, the ACES Europe logo must also be present.

10 - RELATIONS BETWEEN THE CITY COUNCIL AND SPORTS OR POLITICAL INSTITUTIONS AT LOCAL, REGIONAL AND NATIONAL LEVEL

a) Provide details about the agreements, relations between the City and the local, regional and national sports organisations.
b) Explain how the candidature promotes agreements with local, regional or national sports federations or other entities for the promotion of sport.
c) Quantify and detail the investments in local sport related economy. Provide details of the events and activities on this field realized in partnership and co-operation with sports organizations and institutions on a National and European level.
d) Specify what new agreements with relevant institutions are expected to be concluded in case of winning the award.

11 – PROFILE AND POSSIBLE ACTIVITIES AS A EUROPEAN CAPITAL OF SPORT

a)Explain the role of sport in your city/town for achieving the five main aims of the Manifesto of ACES Europe (enjoyment in exercise, willingness to achieve, sense of community, learning fair play, improvement of health).
b)How does your city/town see its social advantages as a European Capital of Sport?
c)Which initiatives and activities will your city want to contribute to the work of ACES Europe? Provide a list of City Campaigns in relation to the candidature.

12 - SCHEDULE CONTAINING THE EVENTS/SPORTS ACTIVITIES PLANNED FOR THE YEAR OF THE APPLICATION

a)Provide a list of events (including conventions, seminars, congresses, etc.) and measures in connection with the candidacy and the City holding the title of "European Capital, Community-Island, City or Town of Sport".

APPENDIX VII: ELIGIBILITY CRITERIA

PROFILE OF THE CITY

1 - SPORT INFRASTRUCTURES – SPORT FACILITIES (Indoor / Outdoor)

a) List of the sport infrastructure facilities according to type, purpose and condition both present and forthcoming
b) Amount of municipal expense for the maintenance of sport facilities in the last three years
c) Estimated investments in the next three years for sports facilities
d) Sport development plans in the city/town
e) Annual budget allocated for sports activities compared to the total estimate of the Municipality

2 – ACCESS TO FACILITIES AND SPORT ACTIVITIES

a) Operation of sport associations or sport clubs, agreements and grants, and possibilities for non-members to use them
b) Accessibility for the population to facilities: existence of agreements, Sportcard for entrance at reduced rates, public transport to the sport facilities etc

3 – CLUBS AND ASSOCIATIONS AND PARTICIPATION OF RESIDENTIAL SPORT CLUBS OR SPORT ORGANISATIONS IN THE LEAGUE

a) Relevance and number of associations and sport clubs that compete in top divisions, championships and national tournaments (e.g: A, A1, A2, B)
b) Importance of the sport volunteerism, in terms of organization, procedures, search of new candidates

COMPLIANCE WITH THE OBJECTIVES OF ACES EUROPE

4 – SPORT INITIATIVES, EVENTS OR PROJECTS, WHICH ARE DIRECTLY CARRIED OUT OR PROMOTED BY THE CITY COUNCIL

a) Number and relevance of the sport events organised by the City
b) Number and relevance of agreements, conferences, seminars or other events organized in sport matters and in collaboration with entities of importance in sport matters

concerning the most important topics related to sport management and antidoping actions
c) Number and relevance of international, national and local sports events which took place in the City or its surroundings within the last three years
d) Balance of the return of the investment from the use of citizen installations (collections, sales advertising spaces, other revenues, etc.)

5– MEASURES TO PROMOTE HEALTH AND INTEGRATION THROUGH SPORTS IN ALL SOCIAL CLASSES

a) Adequacy of the health care programmes related to sports
b) Adequacy of the opportunities for the different age groups to practice sport
c) Adequacy of the sport courses for those with a specific social background or disability
d) Adequacy of the initiatives to promote integration through sports
e) Adequacy of the educational opportunities for training of coaches and instructors
f) Adequacy of the measures implemented to promote fair play

6 – SPORTSMANSHIP RATE OF THE POPULATION

a) Relevance of the number of card-carrying members in the associations and clubs of Sport Federation
b) Proportion of people of the city/town actively involved in sport
c) Initiatives implemented to increase the proportion of people who habitually practice sport
d) Adequacy of the measures of the city/town to support voluntary participation in sport

7 - INCREASE IN ENVIRONMENTAL SUSTAINABILITY

a) interventions with the aim of saving energy
b) interventions to increase the production and use of renewable energy
c) interventions with the aim of reducing waste production and increasing separate waste collection

8 - PROMOTION OF SPORTS TOURISM

a) Actions to promote the city/town area and spread the knowledge, image and practice of sports tourism

b) Meeting activities between sports associations and economic operators of the two tourism and sport sectors
c) Policies with the aim of facilitating the carrying out of projects and sport tourism events on city/town territory

9 - COMMUNICATION PROJECT TO PROMOTE THE APPLICATION

a) Communication plan to promote the candidature with the territory
b) Promotion of the application and the ACES award (a presence on the Internet is planned, a person who takes care of the "social networks" has been identified, the creation of a logo, of a video, etc.)

10 - RELATIONS BETWEEN THE CITY COUNCIL AND SPORTS OR POLITICAL INSTITUTIONS AT LOCAL, REGIONAL AND NATIONAL LEVEL

a) Agreements and relations between the City and the local, regional and national sports organisations
b) Intensity of the promotion of agreements with sports federations or other entities for the promotion of sport
c) Quantity and quality of the investments in local sport related economy
d) New agreements expected in case of obtaining the award

11 - PROFILE AND POSSIBLE ACTIVITIES AS A EUROPEAN CAPITAL OF SPORT

a) Measures adopted by city/town for achieving the five main aims of the Manifesto of ACES Europe
b) Understanding of the city/town social advantages as an awarded city/town
c) Adequacy of the initiatives and activities of the city to contribute to the work of ACES Europe

12 - SCHEDULE CONTAINING THE EVENTS/SPORTS ACTIVITIES PLANNED FOR THE YEAR OF THE APPLICATION
a) Relevance and certainty of execution of the events list (including conventions, seminars, congresses, sport events, etc.) planned for the candidacy year

APPENDIX VIII: DIFFERENCES BETWEEN EUROPEAN CAPITAL/COMMUNITY/CITY/TOWN/REGION OF SPORT AWARDS

Article	Subject	Specific requirements				
		Capital	Community-Island	City	Town	Region
8.1	Number of members composing the Evaluation Committee.	7-9 persons.	3-5 persons.	3-5 persons.	3-5 persons.	5-7 persons.
8.2	Participation of Committee members on both visits to candidate cities.	At least 40%.	50%, if two municipalities compete for the award.	50%, if two municipalities compete for the award.	50%, if two municipalities compete for the award.	At least 40%.
12.5	The nationality of Committee Members constitute a conflict of interest if coincidence with nationality of municipalities.	In any case, without exception.	Shall not constitute a conflict of interest.	Shall not constitute a conflict of interest.	Shall not constitute a conflict of interest.	Shall not constitute a conflict of interest.
15	Steps for presenting the candidature	Dates and steps have to be met as described in the article.	The dates are indicative, the steps are required.	The dates are indicative, the steps are required.	The dates are indicative, the steps are required.	The dates are indicative, the steps are required.
16.1	Requirements to present a candidature to the awards.	Having 500,000 or more inhabitants censused. Being a capital city of the European continent.	Consist of minimum three municipalities. Having censused together between 25,000 and 499,999 inhabitants. Island no limit.	Having censused between 25,000 and 499,999 inhabitants.	Having censused between 1 and 24,999 inhabitants.	no limitation in terms of inhabitants.
16.2	Limitation for cities in the same country to compete for the award.	Two cities in the same country cannot compete for the award	Two communities of the same country, but not in the same province, can compete for the award.	Two cities of the same country, but not in the same province, can compete for the award.	Two town of the same country, but not in the same province, can compete for the award.	Just one Region per country and following order of arrival of the Letter of Intention.
18.2	Number of facilities visited upon request of the Board of ACES Europe.	ACES Europe Board will request the visit to three facilities.	ACES Europe Board will request the visit to one facility.	ACES Europe Board will request the visit to one facility.	ACES Europe Board will request the visit to one facility.	ACES Europe Board will request the visit to one facility.
22.1	Fee payment to be candidate city.	The amount will be 12.000€.	The amount will be 1000€ each More than 500k inhabitants 5.000€	The amount will be 2.350 €.	The amount will be 1000 €.	The amount will be €12,000 for regions consisting of more than 100 municipalities and €6,000 for regions with less than 100 municipalities.

Article	Subject	Specific requirements				
		Capital	Community-Island	City	Town	Region
27.2	Penalty for breach of the Regulations.	€40,000 tax free.	€20,000 tax free.	€20,000 tax free.	€10,000 tax free.	€20,000 tax free
Anexo I	Duration of the visit to candidate municipalities.	4 days, two integral for visiting the town.	3 days, one integral for visiting the town.	3 days, one integral for visiting the town.	2 days, one integral for visiting the town.	4 days, two integral for visiting the region
Appendix I	Design of the visit. Number of facilities visited upon request of ACES Europe Board.	ACES Europe Board will request the visit to three facilities.	ACES Europe Board will request the visit to one facility.	ACES Europe Board will request the visit to one facility.	ACES Europe Board will request the visit to one facility.	ACES Europe Board will request the visit to one facility.
Appendix I	Gala dinner.	It will be an essential aspect of the visits.	It will not be an essential aspect of the visits.	It will not be an essential aspect of the visits.	It will not be an essential aspect of the visits.	It will not be an essential aspect of the visits.
Appendix II	Way to count scores.	On the count of ratings the highest and lowest recorded ratings are excluded.	All the scores of members of the Evaluation Committee will be considered.	All the scores of members of the Evaluation Committee will be considered.	All the scores of members of the Evaluation Committee will be considered.	All the scores of members of the Evaluation Committee will be considered.
Appendix II	Minimum grade to obtain in the voting process to access the award.	Candidates must obtain at least 8 out of 10.	Candidates must obtain at least 7,5 out of 10.	Candidates must obtain at least 7,5 out of 10.	Candidates must obtain at least 7 out of 10.	Candidates must obtain at least 7,5 out of 10.

This Regulations are applied exactly the same for the geographic area under the name 'Mediterranean'

APPENDIX IX: INFORMATION ON DATA PROTECTION (GDPR)

ACCEPTANCE OF TERMS AND CONDITIONS AND DATA PROTECTION

The participation in the selection process of THE EUROPEAN CAPITAL, COMMUNITY/ISLAND, CITY, TOWN AND REGION OF SPORT implies the full and unconditional acceptance of these general regulations, as well as the acceptance of the criteria established by ACES Europe to resolve any questions arising from such regulations, as well as the criteria regarding the resolution of any conflict and interpretation of these rules.

ACES Europe reserves the right to reject the participation of any participant who does not meet the requirements described in these general regulations and terms of participation.

ACES Europe reserves the right to modify at any time the conditions set out in the general regulations, including their possible cancellation before the date of the decision, provided that there is a justified cause, and undertakes to communicate in good time the new general regulations, conditions or, where applicable, the definitive cancellation of the selection process.

All updated information on the Awards can be accessed at the following web address: www.aceseurope.eu.

ACES Europe declines and denies all responsibility any liability for damages of any kind that may result from the lack of veracity, validity, completeness and/or authenticity of the information provided by the participants.

Participants consent to the use by ACES Europe of their image and name in any type of publication, promotion, advertising or any other type of diffusion, of any type, for commercial, informative or promotional purposes, provided that it is related to this selection process.

DATA PROTECTION

In compliance with the provisions of current legislation on the Protection of Personal Data, ACES Europe, with registered offices in Rond Point Robert Schuman 6 (Box 5) 1040 Bruxelles (Belgium), telephone +322 234 7964 and e-mail aces@aces-europa.eu informs that the following processing of personal data shall be carried out in connection with the ACES Europe activities and these general regulations:

Processing of personal data for participation in the candidature and awards.

The personal data provided in the framework of the participation in this selection process of THE EUROPEAN CAPITAL, COMMUNITY/ISLAND, CITY, TOWN AND REGION OF SPORT will be processed for the sole purpose of ensuring the proper management of the selection process.

The basis for the processing of the data consists in the legitimate interest for the maintenance of the relations between the involved EUROPEAN CAPITAL, COMMUNITY/ISLAND, CITY, TOWN OR REGION and ACES Europe in connection with the management of the candidature and the selection process, according to the conditions and general regulations described in this document. The data will be kept for as long as the relationship is maintained and its deletion is not requested, and, in any case, in compliance with the applicable legal and stipulated timeframes.

No data will be transferred to third parties, unless ACES Europe is legally obliged to do so. No international transfers of such data are foreseen.

Use of personal image in connection with public events:

In connection with the ACES Europe activities, images of the attendees to public events may be used and published in different media and social networks.

All the individuals attending the public events connected with ACES Europe and these general regulations authorise ACES Europe, by confirming their attendance, free of charge, to use the images (photographs and/or videos) that may be taken at the public events,

which may be used for dissemination through publications, websites, media, social networks, etc. with the aim of advertising the public event at stake. This particular data processing shall be considered an international transfer of data due to the nature of the use of the internet, websites and social networks.

The images will be kept indefinitely, unless the concerned party revokes his/her consent.

The owners of the personal data may exercise their rights of access, rectification, erasure, portability and limitation or opposition by writing to ACES Europe at aces@aces-europa.eu. Besides, the data subjects have the right to complain to the competent supervisory authority if they consider that their rights have not been duly respected.