

2017-2021

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CORNEL MARCULESCU

## MEMORANDUM

**TO: ALL FINA NATIONAL FEDERATIONS**  
**FROM: FINA, Lausanne**  
**DATE: 12<sup>th</sup> February 2021**  
**RE: FINA WORLD AQUATICS DAY – 2021 Edition**

Dear Friends,

We have the pleasure to draw your attention on the fifth edition of the FINA World Aquatics Day observed worldwide.

The FINA Executive and the FINA Bureau decided to continue supporting the project of the FINA World Aquatics Day Celebration. Consequently, the National Federations willing to celebrate the World Aquatics Day in 2021 can apply for a financial support of up to **USD 4'000.-**

The NFs wishing to apply for this financial aid will need to submit the attached **Application Form** prior to the event being held, so that the documents may be reviewed. Successful NFs in their application for the grant will receive a confirmation with the total amount allocated to organize their event(s) in the year 2021.

Considering that the total grant allocated (a maximum amount of USD 4'000) depends on the budgeted costs of the celebration, the NF will need to submit:

- i. Summary sheet showing budget versus effective cost
- ii. Original invoices covered by FINA grant with proof of payment (no cash)
  - original contract, quote confirmation and supplier invoice addressed to NF
  - proof of payment by NF: bank transfers, cheques or credit cards
  - in compliance with good governance, traceability between payment and invoices is requested
- iii. Photos of the event(s) and/or video footage
- iv. Invoice addressed to FINA in compliance with VAT and local invoicing requirements
  - FINA SWISS VAT number; CHE-106.746.831 TVA
  - An invoice/reference number to be quoted as payment reference
  - Federation Bank details for the settlement
  - Stamp and signature of the President or Secretary General in official letterhead

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Please note that the NF taking part and being supported by FINA will be expected to comply with the above-mentioned criteria.

**The financial contribution will be provided only after the conclusion of the celebration upon receipt by FINA of the above-mentioned items and within sixty (60) days from the conclusion of the event(s).**

Any material received after this deadline may not be taken into consideration and the FINA Accounting department will not proceed with the payment.

In 2020 and for the first time, the World Aquatics Day celebrations were highlighted by **post-event promotions on the FINA social media platforms**. FINA would like to continue to highlight the events on our social media. Please refer to the attached **Guidelines** to know more about the process and feel free to visit our website:

<http://www.fina.org/event/fina-world-aquatics-day-2021>

Your NF is required to use the **FINA World Aquatics Day appellation and logo** as much as possible, along with **#FINAWorldAquaticsDay** on your social media accounts, in order to clearly identify the event as part of the worldwide Aquatics Day. Click [HERE](#) to access the folder containing the documents to advertise the activities and eventually print any necessary material for the promotional products.

FINA is always delighted to see your commitment and appreciate your admirable motivation and meaningful involvement in the celebrations, and in particular, through this extraordinary period of time despite the challenges the world is currently facing.

We look forward to hearing from you **no later than 18<sup>th</sup> June 2021** should your Federation be interested in applying.

Please accept our best wishes as you join people from all around the world to celebrate the FINA World Aquatics Day in 2021.

Yours Sincerely,



Dr. Julio C. Maglione  
President



Cornel Marculescu  
FINA Executive Director