



WORLD TEAM TROPHY
in Figure Skating

2013

A N N O U N C E M E N T

INTERNATIONAL SKATING UNION



1. GENERAL

The ISU World Team Trophy (in Figure Skating) is an ISU Event announced in respect of the current ISU Constitution and Regulations. As per ISU Regulations, Rule 100, paragraphs 3. a) & b) the ISU owns all rights to the ISU World Team Trophy. The ISU World Team Trophy will be held with the approval and the assistance of the International Skating Union, under the responsibility of the organizing ISU Members concerned (in this case the Japan Skating Federation – JSF) and in accordance with the current ISU Constitution and General Regulations 2012, the ISU Special Regulations & Technical Rules Single & Pair Skating and Ice Dance 2012 and all relevant ISU Communications.

The third edition of the ISU World Team Trophy has been allotted by the ISU Council to the Japan Skating Federation to be held in Japan on April 11-14, 2013 in Tokyo.

2. BASIC EVENT FORMAT AND QUALIFYING SYSTEM

a) The ISU World Team Trophy format is based on a competition consisting of the six (6) best national teams from ISU Members with a special provision for the host ISU Member to be included as Qualified Member. Each team will be composed of 2 Men Single Skaters, 2 Lady Single Skaters, 1 Pair Skating couple and 1 Ice Dance couple, i.e. a total of 8 Skaters per team. Each team nominates a Captain from team skaters who represents the team including during the medal giving ceremony.

b) Six (6) ISU Members will qualify based on the scoring scale used for the ISU World Standing points (see applicable scale in sub-paragraph e) below) scored by its best 2 Lady Single Skaters, best 2 Men Single Skaters, the best Pair Skating couple and the best Ice Dance couple primarily at ISU Grand Prix of Figure Skating events and Final season 2012/13 and the ISU World Figure Skating Championships 2013 (season 2012/13), plus possibly the ISU European Figure Skating Championships/ISU Four Continents Figure Skating Championships 2013, the ISU World Junior Figure Skating Championships 2013 and ISU Junior Grand Prix of Figure Skating season 2012/13.

c) The 6 teams having accumulated the highest number of points by the above-mentioned number and discipline of Skaters/Couples in the above mentioned ISU Events and the criteria outlined below will qualify. If there is a tie among teams subject to qualify, the team having earned the higher number of points at the ISU World Figure Skating Championships 2013 will be qualified. If a tie persists, the qualifying ISU Member will be decided by draw. The team of the host ISU Member, if not qualified under the applicable Qualifying System, will receive a wild card entry as team no. 6 replacing the team finishing in that place in the standings.

d) For the purpose of the ISU World Team Trophy Qualifying System, the basis is to attribute to each ISU Member points according to the scale below (sub-paragraph e) on the basis of **the two best results** (the highest number of points earned) of **two different** Single Skaters **Men**, of **two different** Single Skaters **Ladies**, of **one Pair Skating couple** and of **one Ice Dance couple** at each of the two (2) groups of ISU Events listed below (the applicable Events):

- i) in one of the ISU Grand Prix of Figure Skating individual events or Final (senior) season 2012/13.
If Skaters/Couples of a Member have not obtained points in the above-mentioned ISU Grand Prix of Figure Skating individual events and Final (senior) season 2012/13, then the best result in one event of the ISU Junior Grand Prix of Figure Skating individual events (only in individual events but not the Final) season 2012/13 can be considered;
- ii) in the ISU World Figure Skating Championships 2013;
If Skaters/Couples of a Member have not obtained World Standing points in the ISU World Figure Skating Championships 2013, then it is possible to use the ISU European Figure Skating Championships 2013 respectively the ISU Four Continents Figure Skating Championships 2013 and if needed the ISU World Junior Figure Skating Championships 2013.

It must be understood that in spite of the fact that the Qualified ISU Members for the ISU World Team Trophy can only participate with two Single Skaters each Ladies and Men, one Pair Skating couple and one Ice Dance couple, for the ISU World Team Trophy qualifying system the highest number of World Standing points*) per discipline (Ladies, Men, Pair Skating/Ice Dance) earned **at each of the two above-mentioned applicable Events** will be used when cumulating the World Standing points*) earned per Member. This means that more and different Skaters/Couples per Member may contribute to the cumulative number of World Standing points*) per Member. Practically, two to four different Single Skaters Ladies and two to four different Single Skaters Men (the maximum four different Skaters would be two different Skaters each at two Events) could contribute to the cumulative number of World Standing points*) per Member. For Pair Skating and Ice Dance couples it could be one to two Pair Skating couples respectively one to two Ice Dance couples per Member that could contribute to the cumulative number of World Standing points*) per Member (the maximum two different couples would be one couple each at the two applicable Events).

*) World Standing points are granted and calculated only for the current season and only for the events described as below in paragraph 2.e).

The corresponding ranking and ISU World Team Trophy qualification list indicating the respective qualified ISU Members for the 2013 ISU World Team Trophy (hereafter called the “Qualified ISU Members”) will be published on the ISU website immediately after the ISU World Figure Skating Championships 2013 which will be held in March 2013.

e) ISU World Standing points

Allocation of points:

Place	WC	EC/FC	WJC	GPF	GP	JGP
1.	1200	840	500	800	400	250
2.	1080	756	450	720	360	225
3.	972	680	405	648	324	203
4.	875	612	365	583	292	182
5.	787	551	328	525	262	164
6.	709	496	295	472	236	148
7.	638	446	266		213	133
8.	574	402	239		191	120
9.	517	362	215			108
10.	465	325	194			97
11.	418	293	174			
12.	377	264	157			
13.	339	237	141			
14.	305	214	127			
15.	275	192	114			
16.	247	173	103			
17.	222	156	93			
18.	200	140	83			
19.	180	126	75			
20.	162	113	68			
21.	146	102	61			
22.	131	92	55			
23.	118	83	49			
24.	106	74	44			
Event	11043	7729	4601	3748	2278	1628

WC = World Championships

FC = Four Continents Championships

GPF = Grand Prix Final GP = Grand Prix individual events

EC = European Championships

WJC = World Junior Championships

JGP = Junior Grand Prix individual events

3. CONFIRMATION OF PARTICIPATION AND ENTRIES OF SKATERS/COUPLES

3.1 Skaters/Couples participation/eligibility requirements

The ISU World Team Trophy is only open to Skaters/Couples/individuals who belong to ISU Members that have qualified for participation in the ISU World Team Trophy according to the Qualifying System outlined above. The Skaters/Couples entered by the respective Qualified ISU Members must satisfy the ISU eligibility requirement in accordance with the current ISU Constitution and General Regulations, Rule 102, their age must be within the limits specified in ISU Rule 108, paragraph 2.b) and they must meet the citizenship, residency and participation requirement stated in ISU Rule 109 as well as ISU Communication No. 1420 or any update of this Communication. Entries can only be made through the Qualified ISU Members.

Members whose teams qualified for the ISU World Team Trophy have the obligation to give priority to ISU Events under Rule 136, paragraph 6 and therefore are committed to send their teams to the competition.

In case that any Qualified Member cannot send its team to the competition for whatever reason, the ISU may invite the Member whose team is ranked next in the ISU World Team Trophy qualification list.

Furthermore, in case that one or more of the best ranked Skaters/Couples (in the ISU World Standings valid after the ISU World Figure Skating Championships 2013) of a Qualified ISU Member elects not to participate, the ISU reserves the right to exclude such team from the competition and to invite instead the Member/s whose team is ranked next in the ISU World Team Trophy qualification list.

The ISU in consultation with JSF may authorize to invite to take part in the Exhibition a total of four Skaters/Couples who achieved the best results in the applicable Grand Prix of Figure Skating and World Championships among Skaters/Couples of the respective discipline but who belong to a Member or Members whose team(s) did not qualify for the ISU World Team Trophy competition. Details for the invitation are to be announced later. The relevant expenses will be at the charge of the organizing ISU Member (JSF).

3.2 Consequences of non-participation

It is of the highest importance that Rule 136 paragraph 6 of the ISU General Regulations be respected and implemented by all ISU Members and Skaters.

To be in compliance with Rule 136, paragraph 6, the following directive is issued by the ISU Council. Any Skater/Couple from a Qualified ISU Member, who placed within the first ten (10) places at the ISU World Figure Skating Championships 2013 and is ranked in the ISU World Standings among the best 2 Lady Single Skaters, best 2 Men Single Skaters, the best Pair Skating couple and the best Ice Dance couple of his/her/their respective Qualified ISU Member, if this Skater/Couple elects in advance of the ISU World Team Trophy not to participate in the ISU World Team Trophy (for whatever reason), he/she/they will not be permitted to participate in any other competitions, shows, and exhibitions from Monday noon (March 18, 2013) after the ISU World Figure Skating Championships 2013, during the ISU World Team Trophy, and until April 15, 2013.

In addition, depending on the circumstances, the concerned Skater/Couple and Members may be subject to sanctions in accordance with Rule 136, paragraph 6 of the General Regulations.

3.3 Confirmation and Entry Procedure

3.3.1 Entries of Skaters/Couples, Judges and team members

The Qualified ISU Members will be officially informed by the ISU Secretariat shortly after the ISU World Figure Skating Championships 2013 and must enter their Skaters/Couples by **Monday, March 25, 2013**. The official Entry Forms indicating the participating Skaters/Couples plus one substitute for each discipline (Ladies, Men, Pair Skating, Ice Dance) must reach the Organizing Committee of the ISU World Team Trophy and the ISU Secretariat on or before **Monday, March 25, 2013**.

The ISU Members concerned must enter and confirm the participation of Skaters/Couples, Judges selected according to paragraph 13 of this Announcement and other team members using the official Entry Forms

The entry must be made on the official Entry Forms and must be sent to:

Organizing ISU Member:

Japan Skating Federation
Kishi Memorial Hall, Room 414, 1-1-1
Jinnan, Shibuya-ku
150-8050 Tokyo
Japan
fax: +81 33481 2350
e-mail: info@skatingjapan.or.jp

and to

ISU Secretariat
Chemin de Primerose 2
CH - 1007 Lausanne
fax: +41 21 612 66 77
e-mail: entries@isu.ch

and

Peter Krick, Chair Sports Directorate
Am Schorn 38
D-82327 Tutzing
fax: +49 8158 928 650
e-mail: peter.krick@eventint.com

All additional team members (one Team Leader per team, one Coach per Skater, maximum 2 Team Medical Staff and maximum 2 Team Officials) must be entered by using the respective Entry Form Composition of Delegation.

3.2.2 Music / Program Content Sheet

All Skaters/Couples shall furnish competition music of excellent quality on MP3 or CD format, in accordance with Rule 343, paragraph 1. A list of titles, composers and orchestras of the music to be used for the Short Program and Free Program for Single and Pairs, for the Short Dance and Free Dance Program for Ice Dance and for the Exhibition must be listed for each Skater/Couple on the official Music Selection Form and attached to the official Entry Form for Skaters/Couples.

In accordance with Rule 343, paragraph 1, the music device must show the Competition event, Skater's/Couple's name, the Nation and the exact running time of the music (not skating time) including any starting signal and must be submitted at the time of registration. Each program (Short Program, Free Skating, Short Dance, Free Dance) must be recorded on one track and on a separate device. In addition Skaters/Couples must provide a back-up device for each program.

If music information is not complete and discs not provided, accreditation will not be given.

With the Entry Forms, the "Program Content Sheet" must be returned to the Organizing Committee. It is mandatory that the Program Content Sheet be completed precisely by each Skater/Couple in English using the terminology listed in the respective ISU Communications. **It is not permitted to hand over the Program Content Sheets directly to the acting Officials.**

3.4 Withdrawals & substitute Skaters/Couples attendance

If an entered Skater or Couple cannot participate due to injury or illness, he/she/they must immediately inform the Organizing Committee and the ISU Secretariat in writing through the respective ISU Member. The concerned Qualified ISU Member must ensure that the substitute Skater/Couple nominated shall attend.

The substitute Skaters/Couples must remain on stand-by as possible alternates until three (3) days before the Opening of the ISU World Team Trophy, i.e. until Monday, April 8, 2013 – noon local time 12:00/Japan. These substitute Skaters/Couples are responsible to keep readily available their own necessary visa and possibly the travel documents.

Withdrawals are permitted only for illness or injury duly confirmed by a timely Medical Certificate as outlined below and subject to review by an ISU appointed Medical Doctor and/or for other justified serious reasons, such as e.g. bereavement in the close family.

In the case an entered Skater/Couple is withdrawn for injury or illness a Medical Certificate is required to be submitted to the ISU as per Rule 140, paragraph 5. The Certificate must be issued on the stationary of a Medical Doctor or on an ISU withdrawal form in case of in-competition withdrawal and duly signed by the Medical Doctor. If the certificate is not in English a translation signed by the President or General Secretary of the Member of the respective Skater must be attached.

In addition, upon request of the ISU the Certificate must be received by the ISU within 72 hours after the notice of withdrawal and the following information must be included or attached:

- i) the history which clearly indicates the date of injury or date of onset of illness, the type of injury or illness and severity of injury or illness as well as the physical findings on examination;
- ii) copies of laboratory or radiological reports that were conducted in the investigation of the injury/illness;
- iii) the recommended treatment by the physician including medications, therapy, advice on training frequency and intensity, date for follow-up examination (a copy of this assessment should then be forwarded to the ISU), expected date of return to full activity, planned further investigations and/or criteria for return to full activity.

The Skater/Couple withdrawn for any reason, including injury or illness, cannot take part in any skating event until the date decided and published by the ISU.

Replacements do not influence the invitation of Judges or the composition of the panel of Judges.

3.5 Travel Documents and Permits

Due to the limited time between the ISU World Figure Skating Championships 2013 and the ISU World Team Trophy, all qualified team members are requested to take care of their individual travel documents and permits (visa, etc.) on a timely basis. ISU Members who, based on the results of the ISU Grand Prix of Figure Skating season 2012/13 are likely to qualify for the ISU World Team Trophy (pending the results of the ISU World Figure Skating Championships 2013) are strongly recommended to make the necessary visa arrangements (if necessary for travel to Japan) in due time, i.e. before the ISU World Figure Skating Championships 2013.

A meeting with Representatives from the Members of the qualified teams will be organized on Sunday, March 17, 2013 at 12:00 noon – in London ON, CAN, (exact location t.b.d.).

3.6 Insurance/Liability

In accordance with Rule 119, it is the sole responsibility of each ISU Member participating in ISU Events, to provide medical and accident insurance for their athletes, officials and all other members of the Member's team. Such insurance must assure full medical attendance and also the return to the home country by air transport or by other expeditious means of the ill or injured person.

The ISU and the Organizing Committee (Organizing Member) assumes no responsibility for or liability with respect to bodily or personal injury or property damage incurred by Skaters/Couples and Officials.

4. EXPENSES

The organizing ISU Member (JSF) will pay travel expenses based on economy airfare rates for all participating Skaters/Couples to the ISU World Team Trophy, for all Judges invited, for all appointed Referees, Technical Controllers, Technical Specialists, Data and Replay Operators plus 2 persons per team as support personnel (which may be Coaches, Team Leaders, choreographers etc.) from their domicile to the event and return.

Participating team members and Judges are requested to arrange their own air tickets by themselves but to inform the OC as soon as possible about the planned details (flight schedule, airlines, fares, etc) and get the OC's approval before issuing the tickets.

The travel expenses shall be paid by the OC through wire-transfer upon receipt of the detailed expense reimbursement request that must include a copy of the corresponding invoice and copy of air ticket. Alternatively, the travel expenses can be reimbursed by the OC on site in Tokyo upon presentation of the expense reimbursement request including a copy of the respective invoice and air ticket.

Air tickets for appointed Referees, Technical Controllers, Technical Specialists, Data & Replay Operators will be arranged directly by the OC through its official travel agent in consultation with each Official.

The organizing ISU Member (JSF) will pay accommodation and meal expenses for the above-mentioned persons from dinner on **Tuesday, April 9, 2013** through breakfast on **Monday, April 15, 2013**. This period may be extended in case of reasonable individual flight arrangement necessities.

Traveling substitute Skaters/Couples will not be at the charge of the organizing ISU Member (JSF). The respective Member is responsible for their expenses.

5. ANTI-DOPING TESTS

The Anti-Doping tests will be conducted in accordance with the current ISU Anti-Doping Rules & Procedures (ISU Communications No. 1650 and 1651 or any further update of these Communications).

The tests will be carried out on the best scoring Skater in Singles (after the final Free Skating), Pair Skating (after the Free Skating) and Ice Dance (after the Free Dance). One Skater from the remainder of the Skaters shall be selected by random draw in Singles, Pair Skating and Ice Dance. In Pair Skating and Ice Dance, either the man or the lady, but not both, shall be tested and selected by random draw.

6. PRIZE MONEY – APPEARANCE FEES

a) The organizing ISU Member (JSF) will make available the Global Prize Money amount (that is secured through the ISU's agreements) for the ISU World Team Trophy of:

U.S. \$1'000'000

to the Skaters/Couples of the awarded teams. All prize money in favor of the Skaters/Couples will be paid via bank transfer by the organizing ISU Member (JSF) to the Members of the Skaters/Couples of the awarded teams immediately after the ISU World Team Trophy based on the following scale:

1 st	placed team:	US\$ 200'000
2 nd	placed team:	US\$ 170'000
3 rd	placed team:	US\$ 160'000
4 th	placed team:	US\$ 150'000
5 th	placed team:	US\$ 140'000
6 th	placed team:	US\$ 130'000.

b) If a team completes the competition (both segments for each discipline) with fewer than the foreseen 8 Skaters (2 Lady Single Skaters, 2 Men Single Skaters, 2 partners for one Pair Skating Couple and 2 partners for one Ice Dance couple) for other than justifiable reasons (injury/illness or other serious reasons such as bereavement in the close family and/or other reasons outside the Skaters control and responsibility as accepted by the ISU Referee), the above mentioned Prize Money amounts will be reduced by 12.5% per Single Skater or 25% per couple not having completed the competition.

c) The Skaters/Couples being invited and participating in the exhibition only (see paragraph 3.1) above), will receive the following appearance fees (Total US\$ 50'000)

2 Single Skaters: US\$ 10'000 each per Skater;

1 Pair Skating couple/ 1 Ice Dance couple: US\$ 15'000 each per couple.

d) The ISU Member of Skaters who have been awarded prize money may retain a maximum of 10 %. No deduction by Members is allowed for the appearance fees of the Skaters/Couples only participating in the exhibition.

e) The allocation of the prize money within a team among the competing Skaters/Couples shall be as follows:

Pursuant to paragraph b) above, each Skater (Single Skater or each partner of a Pair Skating/Ice Dance couple) will receive an **equal share** of the Prize Money awarded to the team as per paragraph a), b) & d) above.

For example, a team having completed the competition with all the 8 Skaters, each Skater will receive 1/8 of the Prize Money awarded to the team, i.e. 1st place US\$ 200'000 less possibly 10% for the Member = US\$ 180'000 with 1/8 being US\$ 22'500. A team having completed the competition with 7 Skaters, each Skater will receive 1/7 of the Prize Money awarded to the team, i.e. 1st place US\$ 200'000 less possibly 10% for the Member less 12.5% for one Skater not having completed the competition = US\$ 157'500 with 1/7 being US\$ 22'500, and so forth.

f) All costs and taxes related to the amount transferred to the awarded ISU Members are under the control, responsibility and charges of the organizing ISU Member (JSF), respectively the ISU Member for the part of the respective position of the awarded Skaters/Couples as well as the Skaters/Couples. The organizing ISU Member (JSF) transferring the prize money/appearance fee in US Dollars to the Member of the awarded Skaters/Couples shall deduct the applicable withholding tax, if any, according to the respective law of the host country, taking into account double tax treaties with the countries of the awarded Members/Skaters/Couples. Only actually occurred bank charges and fees may be deducted, i.e. no arbitrary lump-sum deductions for the processing of the payment are allowed. The ISU is not responsible for any taxes, fees or other cost.

g) The awarded ISU Members, after having made the respective transfer to the awarded Skaters, shall confirm in writing, on a special ISU form, that the money has been made available to the Skaters concerned. The form shall be signed by the President, the General Secretary and the Skater(s) concerned and must be returned to the ISU Secretariat at the latest two months after the ISU World Team Trophy.

h) Skaters/Couples qualified for the exhibition must participate with an appropriate show number different from their competition programs. Failure to do so will result in a reduction of US\$ 10'000 for Single Skaters and US\$ 15'000 for Pair Skating couples/Ice Dance couples from the awarded prize money.

i) Skaters/Couples are expected to be ready for any ceremony and/or prize award and to participate in press conferences and/or social events if asked by the ISU and/or the event's Organizer. Failure to do so may result in a reduction of awarded prize money. The decision to reduce prize money will be made by an entitled ISU Representative, subsequently to be ratified by the ISU Council.

7. VENUE AND LOCAL ORGANIZING COMMITTEE FOR THE ISU WORLD TEAM TROPHY

Organizing Committee: **Japan Skating Federation**
Place: Yoyogi National Stadium, Tokyo

8. REQUIRED PROGRAMS TO BE SKATED

Men:	Short Program	The prescribed elements to be skated are those listed in ISU Technical Rule Single and Pair Skating 2012, Rule 511, paragraphs 1 and 2 and the respective ISU Communication. Duration: max. 2 min., 50 sec., but may be less
	Free Skating	In accordance with ISU Technical Rules Single and Pair Skating 2012, Rule 512 and the respective ISU Communication. Duration: 4 min., 30 sec., +/- 10 sec.
Ladies:	Short Program	The prescribed elements to be skated are those listed in ISU Technical Rules Single and Pair Skating 2012, Rule 511, paragraphs 1 and 2 and the respective ISU Communication. Duration: max. 2 min., 50 sec., but may be less
	Free Skating	In accordance with ISU Technical Rules Single and Pair Skating 2012, Rule 512 and the respective ISU Communication. Duration: 4 min., +/- 10 sec.
Pairs:	Short Program	The prescribed elements to be skated are those listed in ISU Technical Rules Single and Pair Skating 2012, Rule 520, paragraphs 1 and 2, group for 2012/13 and the respective ISU Communication. Duration: max. 2 min., 50 sec., but may be less;
	Free Skating	In accordance with ISU Technical Rules Single and Pair Skating 2012, Rule 521 and the respective ISU Communication. Duration: 4 min., 30 sec., +/- 10 sec.
Ice Dance:	Short Dance	In accordance with ISU Technical Rules Ice Dance 2012, Rule 609. Rhythms, required elements and guidelines are those listed in ISU Communication 1721 and subsequent updates. Duration: 2 min., 50 sec., +/- 10 sec
	Free Dance	In accordance with ISU Technical Rules Ice Dance 2012, Rule 610. The required elements to be skated are those listed in ISU Communication 1721 and subsequent updates. ISU Technical Rules Ice Dance 2012, Rule 610 paragraph 2 (required elements) and the respective ISU Communication must be observed. Duration: 4 min. +/- 10 sec.

9. STARTING ORDER

The participating Skaters/Couples will be listed according to their ISU World Standing placement at time of the ISU World Team Trophy. The starting order in the Short Program or Short Dance segment will be the reverse order of the ISU World Standing placements. In the case of any tie, there will be a draw to determine who skates first.

Skaters/Couples, not having earned any ISU World Standing points will be listed at the bottom of the ISU World Standing list in country order. There will be a separate draw between those Skaters/Couples with no World Standing points to determine the starting order, following the basic principles of ISU Rule 579.

For Free Skating/Free Dance the starting order will be the reverse order of the result after the previous segment.

10. ISU JUDGING SYSTEM – RESULT DETERMINATION

The ISU Judging System as described in current ISU Special Regulations Single and Pair Skating/Ice Dance shall apply, in particular but not limited to Rule 352, Rule 353, Rule 522 and Rule 611.

To determine the final result of the ISU World Team Trophy the following rule will be used:

For each category points will be awarded assigning 12 points to the first placed Single Skater/Pair Skating, Ice Dance couple and decreasing in descending order by one point, i.e. 12, 11, 10, 9, etc. The last placed participant in the Single categories (if all Skaters have completed the event) will receive 1 point and similarly the last places in the Pair Skating and Ice Dance categories will receive 7 points.

The team having earned the highest number of aggregate points is the winner; the team having earned the second highest number of aggregate points is ranked second and so on.

When forming the intermediate and final result, in case of a tie between Teams, the tie breaking procedure will be used taking into consideration

- The highest total team points from the two (2) best places in different disciplines will break the ties;
- If they remain tied, the highest total scores of the two (2) best places according to the team points in different disciplines will break the ties;
- If they remain tied, the highest total team points from the three (3) best places in different disciplines will break the ties;
- If they remain tied, the highest total scores of the three (3) best places according to the team points in different disciplines will break the ties;
- If these criteria fail to break the ties, the teams will be considered as tied.

11. AWARDS ON ICE

The winning team will be awarded with the ISU World Team Trophy. All participating Skaters/Couples will receive a medal.

The national anthem of the country of the winning team will be played and the flags of the countries of the three best teams will be hoisted.

12. ISU APPOINTED OFFICIALS

The ISU will appoint all Technical Officials (ISU Referees, ISU Technical Controllers, ISU Technical Specialists, Assistant Technical Specialists, and ISU Data & Replay Operators) and may appoint an Event Coordination Team for the ISU World Team Trophy.

The ISU Secretariat will inform the organizing ISU Member (JSF) of the names of the Officials assigned to their Event. No changes will be accepted unless confirmed in writing by the ISU Secretariat.

An OAC team will also be appointed, which is performing the Officials' evaluation at home based on DVDs.

13. PANEL OF JUDGES

The panel of Judges will in principle consist of 9 ISU Judges of different ISU Members in each discipline. Judges must have the qualification ISU Judge. Each participating Member may send 1 ISU Judge for Single & Pair Skating plus 1 ISU Judge for Ice Dance, total 2 Judges per participating Member. The 2 Judges must be able to cover all disciplines, i.e. Single Skating, Pair Skating and Ice Dance.

To complete the panels of 9 Judges, up to 8 additional ISU Judges (up to 4 additional Judges qualified to judge both Single & Pair Skating as well as up to 4 additional Judges for Ice Dance) will be invited from other and different ISU Members. These Additional needed Judges from Members not participating with Skaters in the ISU World Team Trophy will be selected by the ISU on the basis of the official ISU World Standings valid after the ISU World Figure Skating Championships 2013 (held in March 2013), i.e. among at least the 4 ISU Member with the highest placed Singles Skaters/Pair Skating couple, Ice Dance couple regardless of the discipline, in the current World Standings subject to availability of the necessary qualified Judges.

The composition of the panel of Judges including seating order for each segment will be drawn on site.

14. OFFICIALS REMUNERATION

The Judges, Referees, Technical Controllers, Technical Specialists, Data and Replay Operators will receive remuneration in accordance with ISU Communication No. 1631 (or any update of this Communication), paragraph II. K, the same remuneration as for the (senior) Grand Prix. Only hard currencies are acceptable. The remuneration should be paid upon accreditation.

15. EXHIBITION

The top scoring Skaters/Couples of each discipline (Ladies, Men, Pair Skating and Ice Dance) of the ISU World Team Trophy plus the invited Skaters/Couples as per paragraph 3.1 above are expected to participate in the final Exhibition with an appropriate show performance. The invitation criteria for the Exhibition are to be announced. Encores are expected and must be of different nature as the original show performances (different music, different performance). Encores are expected from the best scoring Skaters/Couples of the ISU World Team Trophy. Skaters/Couples who fail to meet these requirements will have their prize money reduced by US\$ 10'000 for Single Skaters and by US\$ 15'000 for Pair Skating/Ice Dance couples.

Maximum 4 Skaters/Couples who are nominated by the organizing Member (JSF) can skate in the Exhibition in addition to those Japanese Single Skaters/Pair Skating couple/Ice Dance couple from the JSF team who qualified to skate in the Exhibition.

Japanese Skaters/Couples not part of the JSF team having competed in the ISU World Team Trophy will neither receive expense reimbursement nor appearance fees.

In addition, the team from Japan plus one selected team might be asked to choreograph a team-exhibition.

The final Exhibition is a part of the ISU World Team Trophy.

16. HOTEL

The official hotel for the ISU World Team Trophy is:

KEIO PLAZA HOTEL

2-2-1 Nishi-Shinjuku, Shinjuku-Ku,

Tokyo 160-8330 Japan

Phone: +81 3 3344 0111

Fax: +81 3 3345 8269

URL: <http://www.keioplaza.com/>

Room Charge:

20,000Yen/day (including breakfast & service charge & tax)

major credit card accepted (VISA, Master, American Express, Diners)

Please enter all room requirements including those of the Team Leader, coaches, team officials, medical staffs and chaperons on the Hotel Form.

The hotel will not accept individual reservations within the reserved Organizing Committee block. The Hotel Sheet is to be submitted to the Organizing Committee **by Monday, March 25, 2013 at the latest.**

17. ARRIVAL OF PARTICIPANTS

The participating teams and all respective team members as well as all Event Officials are requested to announce to the Organizing Committee as soon as possible but no later than **Monday, March 25, 2013** the name of the airlines, flight numbers, dates and times of arrival at the **Narita Airport (NRT)** or **Haneda Airport (HND)** or any other information concerning transportation and arrivals. The official Travel Form should be used.

Narita Airport (NRT) and the airport **Haneda (HND)** are the official airports of the Event with a distance of about 120 min from Narita, and 60 min. from Haneda Airport to the KEIO PLAZA Hotel. The Organizing Committee provides a bus shuttle to meet the teams on arrival.

18. PRACTICE

Official practice for Skates/Couples begins on **Wednesday, April 10, 2013**. The detailed schedule will be issued at the time of registration. According to ISU Special Regulations, Rule 540, paragraph 4 and 634, paragraph 4 no Skater/Couple may practice in a rink other than the official rink or rinks after having been accredited through the Organizing Committee.

19. ACCREDITATION

The official accreditation is planned at the **Keio Plaza Hotel** upon arrival.

Accreditation will be given to appointed Event Officials, ISU Office Holders and Guests.

Accreditation as a team member will be given to all entered Judges, Skaters/Couples and one Team-Leader per participating team, one Coach or Choreographer per Skater, a maximum of two Team Officials per ISU Members, provided that they are Council members, Technical Committee Members or members of the Head Office of their ISU Member and a maximum of two Medical Persons, for which the OC before accepting the accreditation may request the presentation of a diploma/credential confirming the medical competency of the Medical Person.

Accreditation will only be granted to persons in those various functions if officially entered and named through their ISU Member. For applicable payments of expenses by the OC, point 4 above applies.

The ISU Member certifies with the signed Entry Form the correctness of the indicated functions of the indicated team members. Any misleading information and/or misuse of any function will be subject to sanctions as per ISU Regulations.

20. ISU WORLD TEAM TROPHY ORGANIZING STRUCTURE & CONTACT INFORMATION

International Skating Union

Mr. Ottavio Cinquanta, ISU President

Contact:

International Skating Union

Mr. Fredi Schmid, ISU Director General

Ms. Patricia Mayor, ISU Sports Coordinator Figure Skating

Telephone: +41 21 612 66 66

Fax: +41 21 612 66 77

E-mail: mayor@isu.ch or entries@isu.ch

Mr. David Dore

ISU Vice President of Figure Skating

Telephone: + 1 613 747 9770

Telefax: + 1 613 747 8222

E-mail: daviddore@sympatico.ca

Event Coordination:

Mr. Peter Krick, ISU Chair Sports Directorate

Mr. Mario Meinel, ISU Event Coordinator

Organizing ISU Member:

Japan Skating Federation (JSF)

Mrs. Seiko Hashimoto, President

Telephone: +81 33481 2351

Telefax: +81 33481 2350

E-mail: info@skatingjapan.or.jp

For additional Information please contact:

Japan Skating Federation (JSF)

see contact details above

or

International Skating Union (ISU)

see contact details above

or

Peter Krick, Chair ISU Sports Directorate

Am Schorn 38, D-82327 Tutzing

Telephone: +49 8158 90 30 68

Telefax: +49 8158 92 86 50

E-mail: peter.krick@eventint.com

21. EVENT SCHEDULE

Tuesday, April 9, 2013	All day	Arrival of teams
Wednesday, April 10, 2013	07:00	Official Practice
	14:00	Team Leaders Meeting
	17:00	Referees and Technical Controllers Meeting
	18:00	Judges Meeting
	19:30	Opening Ceremony & Reception
Thursday, April 11, 2013	08:30	Official Practice
	14:40	Opening Ceremony on Ice
	15:15	ICE DANCE Short Dance
	16:35	MEN Short Program
	18: 40	LADIES Short Program
Friday, April 12, 2013	09:30	Official Practice
	16:00	PAIRS Short Program
	17:25	ICE DANCE Free Dance
	19:00	MEN Free Skating
Saturday, April 13, 2013		Official Practice
	09:00	Round Table Discussion ICE DANCE
	10:15	Round Table Discussion MEN
	15:15	PAIRS Free Skating
	16:50	LADIES Free Skating
	App.18:35	Award Ceremony
	21:00	Prize Giving Ceremony and Closing Banquet
Sunday, April 14, 2013	07:30	EXHIBITION practice
	09:30	Round Table Discussion PAIRS
	10:15	Round Table Discussion LADIES
	14:00	GALA EXHIBITION

Subject to changes