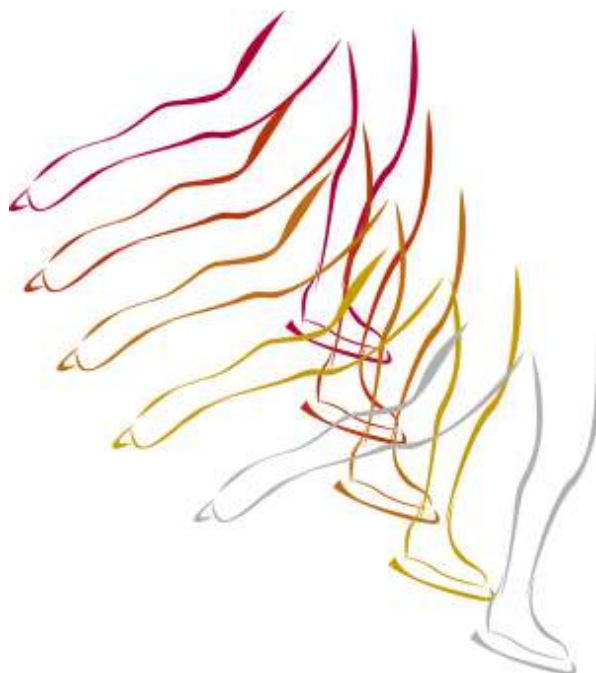




ANNOUNCEMENT



Synchronized Skating Neuchâtel Trophy 2016

January 30th – 31st, 2016

Neuchâtel, Switzerland

Organized by:

SWISS ICE SKATING

and

Club des Patineurs de Neuchâtel-Sports



INVITATION and ANNOUNCEMENT

Swiss Ice Skating and the Neuchâtel Figure Skating Club have great pleasure in inviting you to participate in the

14th NEUCHÂTEL TROPHY.

Participation in the Neuchâtel Trophy is open to all Teams that belong to an ISU Member, Rule 109, paragraph 2, and qualify with regard to eligibility according to Rule 102, provided their ages fall within the limits specified in Rule 108, paragraph 4, and they meet the participation, citizenship and residency requirements in Rule 109 paragraphs 1 and 2d. The composition of teams is determined by the ISU Special Regulations and Technical Rules Synchronized Skating 2014.

Date: January 30th – 31st, 2016.

Place: Patinoires du Littoral, 4, Quai R. Comtesse CH - 2000 Neuchâtel,
(1 hour 20 minutes from Geneva and 1 hour 50 minutes from Zurich)
with ice surface for Main Arena of 30 x 60 m (heated, 4'000 spectators) and Practice
Ice Rink of 30 x 60 m (not heated) in the same complex.

1. INVITED MEMBERS

All the Members of the International Skating Union listed on the ISU Constitution and General Regulations 2014 are invited to enter teams at the Neuchâtel Trophy 2016.

2. GENERAL REGULATIONS

This Event will be conducted in accordance with the ISU Constitution and General Regulations 2014, the ISU Special Regulations and Technical Rules Synchronized Skating 2014, as well as all pertinent ISU Communications.

3. CATEGORIES

The competition is open to the following categories:

Senior Teams

Shall consist of 16 skaters, who must have reached at least the age of 15 by July 1, 2015.

Short Program: maximum 2 minutes 50 seconds; factor 0.8

Free Skating Program: 4 minutes 30 seconds ($\pm$ 10 seconds); factor 1.6

Elements: ISU Communication 1934.

Junior Teams

Shall consist of 16 skaters, who must have reached at least the age of 13 but not have reached the age 19 before July 1, 2015.

Short Program: maximum 2 minutes 50 seconds; factor 0.8

Free Skating Program: 4 minutes ($\pm$ 10 seconds); factor 1.6

Elements: ISU Communication 1934.



Advanced Novice Teams

Shall consist of 14-16 skaters, who must have reached the age of ten (10) and have not reached the age of fifteen (15) before July 1 2015.

Free Skating Program: 3 minutes 30 seconds ($\pm$ 10 seconds); factor 1.0

Elements: ISU Communication 1934.

Basic Novice Teams

Shall consist of 9-16 skaters, who must not have reached the age of fifteen (15) before July 1 2015.

Free Skating Program: 3 minutes ($\pm$ 10 seconds); factor 1.7; falls: -0.5

Elements: ISU Communication 1934.

Teams may attempt any level, but the highest level that will be called for an element will be level 2. Highest difficulty Group of Features may be attempted and will be called as executed.

Mixed Age Teams

Shall consist of 12-16 skaters, there are no age limits.

Free Skating Program: 3 minutes 30 seconds ($\pm$ 10 seconds); factor 1.6

Elements: same as in Advanced Novices according to ISU Communication 1934.

VAULTS AND UNSUSTAINED GROUP LIFTS ARE PERMITTED.

Adult Teams

Shall consist of 12-16 skaters; 25% of the Team must have reached the age of twenty-one (21) and 75% of the Team must have reached the age of twenty-five (25) before July 1 2015.

Free Skating Program: 3 minutes ($\pm$ 10 seconds); factor 1.6; falls: -0.5

Elements: ISU Communication 1934.

Teams may attempt any level, but the highest level that will be called for an element will be level 2. Highest difficulty Group of Features may be attempted and will be called as executed.

4. ENTRIES

The organizer reserves the right to limit the number of entries per ISU Member.

All entries have to be sent to the Organizing Committee of the Neuchâtel Trophy 2016.

ORGANIZING COMMITTEE

CLUB DES PATINEURS DE NEUCHÂTEL-SPORTS

4, Quai Robert Comtesse - CH - 2000 NEUCHÂTEL

Fax ++41 32 755 59 60

Internet: www.neuchatel-trophy.ch

E-Mail: direction@neuchatel-trophy.ch

Date of preliminary entry: **October 1st, 2015.**

Final date of entry: **November 15th, 2015.**

Category	Entry fee
Senior and Junior	CHF 500.00
Advanced Novice, Basic Novice, Adults and Mixed Age	CHF 450.00



The entry fee has to be paid by bank transfer in CHF no later than **December 31st, 2015** to

Beneficiary Club des Patineurs de Neuchâtel-Sports,
c/o M. Denis Keller, CH-2017 Boudry
Bank Banque cantonale Neuchâteloise, Place Pury 4, CH-2001 Neuchâtel
Account No 1014.24.76.0
IBAN CH31 0076 6000 1014 2476 0
BIC/SWIFT BCNNCH22

Commission and/or fees for bank transactions have to be paid directly to the bank in addition to the entry fee at the time of the bank transfer.

5. OFFICIALS

Each participating ISU Member sending at least one (1) Team participating in the competition may nominate **only one (1) judge** listed on the ISU list for Referees and Judges for Synchronized Skating 2015/2016.

The **Referees, Technical Controllers, Technical Specialists** and **Data/Replay Operators** will be invited by the Organizing Committee and chosen from the respective ISU lists for Synchronized Skating 2015/2016.

The Organizing Committee will pay for travel expenses at APEX (Advance Purchase Excursion) airfare economy rates for all invited Referees, Technical Controllers, Technical Specialists and Data/Replay Operators. **Travel expenses of the Judges are borne by their respective ISU Member or by themselves.**

Furthermore, the Organizing Committee will provide ground transportation in Neuchâtel, as well as accommodation and meals, from Friday, January 29th, 2016, lunch, to Sunday, January 31st, 2016, dinner or Monday, February 1st, 2016, after Breakfast. All other expenses will be the responsibility of each individual Official. Should any Official arrive at the hotel before or stay after the period described above, their room costs and expenses will be their responsibility and must be paid upon arrival. Travel, accommodation and meal expenses for wives, husbands, relatives, etc. are not covered by the Organizing Committee.

The Official Hotel for Referees, Technical Controllers, Technical Specialists, Judges, Data/Replay Operators and VIPs is:

HOTEL BEAULAC
Esplanade Léopold-Robert 2, CP 258
CH-2000 Neuchâtel
Phone ++41 32 723 11 11
Fax ++41 32 725 60 35
Email: hotel@beaulac.ch

All the Referees, Judges and Members of the Official Team Delegation taking part in the Neuchâtel Trophy 2016 are requested to submit the details of their trip to the Organizing Committee as soon as possible, but no later than **November 15th, 2015**.



6. ACCOMMODATION FOR TEAMS

Accommodation for participating Teams is at their own expense.

A list of hotels that support the Neuchâtel Trophy will be published on www.neuchatel-trophy.ch. You can also find other hotels on www.neuchateltourisme.ch.

The Organizing Committee can be contacted at: accommodation@neuchatel-trophy.ch.

When booking your hotels, please mention that you are participating to the Neuchâtel Trophy. Some hotels pre-book rooms for the participants of the Neuchâtel Trophy and therefore say they are "fully booked" if they don't know who the booking is for.

7. TRANSPORTATION

It is the responsibility of all participating teams to organize and cover the costs of their journey to and back from Neuchâtel, which should include the transfer to and from the airport, or any transportation to Neuchâtel and back as well as within Neuchâtel from the Hotel to the skating rink and back. For all the teams staying in the Canton of Neuchâtel, public transport will be free for the duration of the stay. If requested, the Organizing Committee will assist with further information regarding transfer within Neuchâtel. Please contact: accommodation@neuchatel-trophy.ch.

8. ACCREDITATION / REGISTRATION SERVICE

A reception service for accreditation will be provided in the Main Arena for participating teams as follows:

- Thursday, January 28th, 2016 from 14:00 to 18:00
- Friday, January 29th, 2016 from 09:00 to 12:30 and from 15:00 to 18:30
- Saturday, January 30th, 2016 from 08:00 to 13:00
- Sunday, January 31st, 2016 from 08:00 to 10:00

For special requests please contact the Organizing Committee.

9. PLANNED PROGRAM CONTENT SHEET

The Planned Program Content Sheet should be returned to the Organizing Committee by **November 15th, 2015** at the latest. It must be signed by a coach or Team Representative. However, the programs' content may be changed at the time of registration. Changed Program Content Sheets must be handed over to the Registration desk. **It is not permitted to hand over the Program Content Sheets directly to acting Officials.**

10. EXTRA PRACTICE ICE

Additional practice sessions will be available on

- **Thursday, January 28th, 2016**
- **Friday, January 29th, 2016**



at the rate of CHF 120.00 per 30 minutes and will be granted in the order of arrival of the bookings. Block bookings may be subject to modification to allow all competitors the opportunity of having extra practice ice. No extra practice ice will be permitted after the Official Draw.

11. MUSIC

All Teams shall provide competition music of excellent quality in either MP3 or CD format. The discs must show the exact running time of the music (not skating time), which shall be certified by the Team and by the Coach, when submitted at the time of registration. Each program (Short Program/Free Skating) must be recorded on one track and on a separate disc. Teams must provide a back-up drive for each program (see Rule 823, paragraph 1).

The volume level of the music as determined by the ISU Medical Commission in either the practice or competition rinks must not exceed 85–90 dB Sound Pressure Level in any part of the arena (see Rule 823, paragraph 4).

12. OFFICIAL PRACTICE

The Official Practice will start in the Main Arena on Saturday, January 30th, 2016. Each Team will be allowed a ten (10) minute period for the Short Program and a twelve (12) minute period for the Free Skating.

13. OFF ICE-WARM-UP

Off-ice warm-up areas are located at the Stadium, close to the Skating Rink (3 minutes' walk).

14. DRAWS

The Official Draws will take place at the **Competition Ice Rink** on Friday, January 29th, 2016 at 19:00.

For the categories presenting two programs, the draw for the starting order for Free Skating will take place immediately after the end of the Short Program in the **Press Room** located in the **Main Arena**. For these draws, only the Team Captain, the Vice Captain, Coaches and Team Managers are invited to attend the Draw.

15. OPENING CEREMONY

The Opening Ceremony will take place at the **Competition Ice Rink** on Saturday, January 30th, 2016 at 15:00. Three skaters from each team are requested to take part in the Ceremony as National Flag and team banner carriers.

16. PRIZES AND TROPHY

A trophy will be presented to the winning Team. The winning teams will have their entry fee reimbursed. All skaters of the participating teams will receive a souvenir.



17. MEDICAL SERVICE / LIABILITY

In accordance with Rule 119, it is the sole obligation of each ISU Member participating in the competition, as defined in Rule 107, to provide medical and accident insurance for their Athletes, Officials and all other Members of the ISU Member's team(s). Such insurance must provide full medical coverage and also the return journey of the ill or injured person to the home country by air transport or by other expeditious means. The ISU, Swiss Ice Skating and the Organizing Committee assume no responsibility for or liability with respect to bodily or personal injury or property damage incurred in connection with the event by Competitors and Officials. The Organizer will not provide participant insurance coverage for the event. The Organizer will provide emergency medical services for all Competitors during the competition and official practice sessions at the Official Ice rink. The local hospital is within 5 minutes distance from the Ice Rink.

18. ANTI-DOPING CONTROLS

If an Anti-doping test is carried out, it will be conducted in accordance with the current ISU Anti-Doping Rules & Procedures (ISU Communications No. 1922 and 1923 or any further update of this Communication).

19. LIST OF FORMS

Form No.	Title	Deadline
Form 01	Preliminary Entry	October 1 st , 2015
Form 02	Team Contact	November 15 th , 2015
Form 03	Team Entry (with picture)	November 15 th , 2015
Form 04	Officials Entry	November 15 th , 2015
Form 05	Team Travel Information	November 15 th , 2015
Form 06	Competition Music Information	November 15 th , 2015
Form 07	Team Hotel Information	November 15 th , 2015
Form 08	Planned Program Content Sheet	November 15 th , 2015
Form 09	Extra Practice Ice Request	November 15 th , 2015
Form 10	Meals / Picnic Order	December 31 st , 2015
Form 11	Fees	December 31 st , 2015



20. TENTATIVE SCHEDULE OF EVENTS

Thursday, January 28th, 2016

14:00 – 18:00	Official registration for Teams	Competition Ice Rink
Upon request	Extra practice ice	Competition Ice Rink/ Second Ice Rink

Friday, January 29th, 2016

08:00 – 18:45	Extra practice ice	Competition Ice Rink/ Second Ice Rink
09:00 – 12:30/ 15:00 – 18:30	Official registration for Teams	Competition Ice Rink
13:30 – 17:00	Official registration for Event Officials	Hotel Beaulac
17:00	Referee and Technical Panel Meeting	Judges Room
18:00	Initial Judges Meeting	Judges Room
19:00	Official Draw for all categories	Competition Ice Rink
20:00	Official Dinner for Officials, VIP, Committee	Venue to be announced

Saturday, January 30th, 2016

09:00 – 13:00	Official registration for Teams	Competition Ice Rink
08:00 – 14:00	Official practice JUNIOR/SENIOR Short Program	Competition Ice Rink
	Official practice BASIC/ADVANCED NOVICE	
11:00	Team Leader Meeting	Press Room
15:00	Opening Ceremony	Competition Ice Rink
15:45 – 22:00	Competition BASIC/ADVANCED NOVICE	Competition Ice Rink
	Competition JUNIOR/SENIOR Short Program	Competition Ice Rink
	Intermediate draw JUNIOR/SENIOR Free Skating	Press Room
	Awards Ceremony BASIC/ADVANCED NOVICE	Competition Ice Rink
	immediately after the end of the competition	
22:30	Dinner for Officials	Venue to be announced

Sunday, January 31st, 2016

08:00 – 13:00	Official Practice MIXED AGE/ADULTS	Competition Ice Rink
	Official Practice JUNIOR/SENIOR Free Skating	Competition Ice Rink
14:00 – 19:00	Competition MIXED AGE/ADULTS	Competition Ice Rink
	Competition JUNIOR/SENIOR Free Skating	Competition Ice Rink
	Awards Ceremony	
	immediately after the end of the competition	
20:00	Dinner for Officials	Ice Rink
21:00	Round Table Discussion	Ice Rink

This is a tentative schedule of events. The final program is subject to change depending on the number of Teams entering the competition and will be available on the website of the Neuchâtel Trophy once the number of participating Teams will be known.