

 **Grand Prix of Figure Skating® 2018/19**



2018 **NHK**杯
国際フィギュアスケート競技大会

 Grand Prix of Figure Skating® 2018/2019, **NHK** Trophy

ANNOUNCEMENT

NHK Trophy 2018

An International Senior Competition

for

Men, Ladies, Pairs and Ice Dance

organized by

Japan Skating Federation

held in

Hiroshima / JPN

November 9 to 11, 2018

A competition as part of the



Grand Prix of Figure Skating® 2018/19

under the authorization of the

INTERNATIONAL SKATING UNION



1. GENERAL REGULATIONS

The **NHK Trophy 2018** will be conducted in accordance with the ISU Constitution and General Regulations 2018, the ISU Special Regulations & Technical Rules Single & Pair Skating and Ice Dance 2018, and all relevant ISU Communications.

Participation in the **NHK Trophy 2018** is open to all Competitors who belong to an ISU Member and qualify with regard to eligibility according to ISU Constitution and General Regulations Rule 102, provided their ages fall within the limits specified in ISU Rule 108, paragraph 3.a) and they meet the participation, citizenship and residency requirement in ISU Rule 109, and ISU Communication No. 2030 or any update of this Communication.

In accordance with Rule 109 of the ISU General Regulations and ISU Communication 2030 all Skaters who do not have the nationality of the Member by which they have been entered or who, although having such nationality, have in the past represented another Member, must produce an ISU Clearance Certificate. Passports of all Skaters, as well as the ISU Clearance Certificate, if applicable, must be presented at the accreditation of the event for verification.

Entries can only be made through the ISU Members. With reference to the Announcement of the ISU Grand Prix of Figure Skating 2018/19 the event is only open to invited competitors.

2. TECHNICAL DATA

Place	Hiroshima Prefectural Sports Center 4-1 Motomachi, Nakaku, Hiroshima, 730-0011, Japan (an indoor ice-rink with the ice surface of 60 x 30 m, air-conditioned and heated)
MEN	Short Program The required elements to be skated are those listed in ISU Technical Rules Single & Pair Skating 2018, Rule 611, paragraphs 1 and 2. Duration: 2 min., 40 sec. +/- 10 sec.
	Free Skating In accordance with ISU Technical Rules Single & Pair Skating 2018, Rule 612 and the respective ISU Communication. Special attention should be paid to the “well balanced program” and the element value. Duration: 4 min., +/- 10 sec.
LADIES	Short Program The required elements to be skated are those listed in ISU Technical Rules Single & Pair Skating 2018 Rule 611, paragraphs 1 and 2. Duration: 2 min., 40 sec. +/- 10 sec.
	Free Skating In accordance with ISU Technical Rules Single & Pair Skating 2018, Rule 612 and the respective ISU Communication. Special attention should be paid to the “well balanced program” and the element value. Duration: 4 min., +/- 10 sec.
PAIR SKATING	Short Program The required elements to be skated are those listed in ISU Technical Rules Single & Pair Skating 2018, Rule 620, paragraphs 1 and 2 for 2018/19. Duration: 2 min., 40 sec. +/- 10 sec.
	Free Skating In accordance with ISU Technical Rules Figure Skating & Pair Skating 2018, Rule 621 and the respective ISU Communication. Special attention should be paid to the “well balanced program” and the element value. Duration: 4 min., +/- 10 sec.



ICE DANCE	Rhythm Dance	In accordance with ISU Technical Rules Ice Dance 2018, Rule 709. Rhythms, required elements and guidelines are those listed in ISU Communication 2148, 2164, and subsequent updates. Duration: 2 min., 50 sec., +/- 10 sec
	Free Dance	In accordance with ISU Technical Rules Ice Dance 2018, Rule 710. The required elements to be skated are those listed in ISU Communication 2148, 2164 and subsequent updates. Duration: 4 min., +/- 10 sec.

3. ENTRIES

3.1 Confirmation of Entries

In accordance with the ISU Grand Prix of Figure Skating 2018/19 announcement, entries can only be made for skaters/couples who are qualified and/or selected for invitation. The confirmation of the entries must be submitted by **August 15, 2018** latest to

Japan Skating Federation

1-1-1 Jinnan, Shibuya-ku
Tokyo 150-8050, Japan
Fax: +81 3 3481 2350
e-mail: entries@skatingjapan.or.jp

with a copy to

ISU Secretariat

e-mail: entries@isu.ch

Changes or substitutions require the approval of the ISU Grand Prix Coordination Group.

3.2 Entries by Name

All entries for the ISU Grand Prix of Figure Skating Events must be done through the **ISU Online Registration System (ORS)** by the deadline indicated. Hotel and travel information must also be entered into ORS, as well as bank information. Declarations will need to be uploaded to the ORS as well.

3.2.1 Entries of Competitors

The Entries by names must be made via the ISU Online Registration System (ORS):

<https://fms.sportresult.com/isu>

and will be submitted via the ORS simultaneously to the:

Japan Skating Federation

1-1-1 Jinnan, Shibuya-ku
Tokyo 150-8050, Japan
Fax: +81 3 3481 2350
e-mail: entries@skatingjapan.or.jp

and to

ISU Secretariat

e-mail: entries@isu.ch

not later than **Friday, October 5, 2018 – 20:00 (local time Hiroshima)**.

The replacement of Competitors in the ISU Grand Prix of Figure Skating will be made in accordance with Paragraphs 3.5 and 7.6 of the Announcement for the ISU Grand Prix of Figure Skating 2018/19.



3.2.2 Entries of Judges

An entry of competitor(s) is not automatically followed by an entry of a Judge. Participating ISU Members may be invited by the Organizing Member to nominate one or more Judges for one event. Any substitution or changes for any of the invited judges need the approval of the Organizing Member.

The Entries of Judges must be made via the ISU Online Registration System (ORS).

Please observe the restrictions concerning the selection of Judges within the events of the ISU Grand Prix of Figure Skating 2018/19 that no Judge may serve in more than two ISU Grand Prix.

Each panel of Judges will consist of a maximum of 9 Judges but with a minimum of 7 Judges, if possible.

3.2.3 Entries of Team Members

Official entries of Team Leaders, Team Officials, Team Medical Staff, Team Media Officer and Coaches and the partner or relative of a Judge will be accepted. Accreditation will be provided to those who are officially accepted by the Organizer.

The names of all team members must be submitted via the ISU Online Registration System (ORS) and must reach the Organizing Committee and the ISU Secretariat not later than **Friday, October 5, 2018 – 20:00 (local time Hiroshima)**.

4. MEALS, LODGING and TRAVEL EXPENSES

4.1 Meals and Lodging

The organizer will provide and cover the expenses for rooms and meals for all Competitors and Judges participating, beginning with dinner from **Wednesday, November 7, 2018** until breakfast on **Monday, November 12, 2018**.

Should any Competitor or Judge arrive at the hotel before or stay longer than the period described above, their room costs and expenses will be the responsibility of the individual and must be paid on arrival, except if an arrangement has been made with the organizer.

The organizer will provide and cover the expenses for rooms and meals also for the ISU Representative, the Referees, the Technical Controllers, the Technical Specialists, the ISU Grand Prix Coordinator for the ISU Grand Prix of Figure Skating, the Data and Replay Operators, the Technical staff of the Result Service Provider and the Anti-Doping Control Team during the same period as indicated for the competitors. If any longer period is agreed upon with the Organizing Committee, the period of coverage will be prolonged as agreed.

4.2 Travel Expenses

The Organizing Member will pay travel expenses based on economy airfare rate for all Competitors invited to its ISU Grand Prix of Figure Skating event, for all Judges invited as well as the Anti-Doping Control Team, from their domicile to Hiroshima and return. The travel expenses of the Referees, Technical Controllers, Technical Specialists and the Data & Replay Operators are covered by the ISU.

Skaters/Judges, who wish to purchase their air tickets directly or make other individual travel arrangements must first have a confirmation from the Organizing Committee concerning the acceptance of the travel costs. For all appointed ISU Event Officials, these should have the confirmation of the ISU before purchasing their tickets.

Japan Skating Federation is the only authorizing body of airline tickets. All participants must agree to the acceptance of the provided tickets when the invitation is accepted. No reimbursement will be made on any airline ticket issued by any other agency or any other airline unless written permission is received from the **Japan Skating Federation** prior to its ticketing.



4.3 Miscellaneous

All extra expenses incurred by any Team Member or any kind of Official will be the responsibility of that person and must be paid prior to departure.

Judges, Referees, Technical Controllers, Technical Specialists and Data and Replay Operators will receive remuneration in accordance with ISU Communication No. 2096 (or any update of this Communication). The honorarium will be provided in hard currency. The remuneration will be paid upon accreditation.

If a skater/couple (seeded or non-seeded) does not finish an event, that skater/couple's Member Federation is obligated to cover the expenses for travel, accommodation and meals for the skater/couple and for the Judge, if the Judge is not working in another panel.

5. PRACTICE

Official practice for Competitors begins on **Thursday, November 8, 2018**. The detailed schedule will be issued at the time of registration.

6. MUSIC / PLANNED PROGRAM CONTENT

All Competitors shall furnish competition music of excellent quality on CD (Compact Disc) or in any other approved format.

In accordance with Rule 343, paragraph 2, all discs must show the Competition event, Competitors name, the Nation and the exact running time of the music - not skating time - including any starting signal, which shall be certified by the Competitor and by the coach, when submitted at the time of registration. Competitors must provide a back-up drive for each program.

The titles, composers and orchestras of the music to be used for the Short Program and Free Skating Program for Singles and Pairs, for the Rhythm Dance and Free Dance Program for Ice Dance and for the Exhibition, must be listed for each Competitor on the official Competition Music Form and sent to the ISU Secretariat by **September 1, 2018**.

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

The "Program Content Sheet" must be returned to the Organizing Committee in time. It is mandatory that the Program Content Sheet be filled in precisely by each Skater/team in English using the terminology for the elements listed in the respective ISU Communication.

It is not permitted to hand over the Program Content Sheets directly to the acting Officials.

7. ARRIVAL OF PARTICIPANTS / TEAMS

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 **Friday, October 5, 2018** the name of the airlines, flight numbers, dates, times of arrival or any other information concerning transportation and arrivals. The detailed travel information need to be submitted via the ISU Online Registration System (ORS).

The nearest airport to Hiroshima is **Hiroshima Airport (HIJ)** with an approximate distance of **55km (app. 50 minutes drive)** to the official hotel.

The Organizing Committee provides a bus shuttle to meet the teams on arrival. Please be informed that chaperones are only guaranteed a pick-up service if they travel with the team and will be requested to pay a ground transportation fee.



8. OFFICIAL HOTEL

Grand Prince Hotel Hiroshima

23-1, Motoujina-machi, Minami-ku,
Hiroshima, Japan

web: <http://www.princehotels.com/hiroshima/>

9. ACCREDITATION

The official accreditation will be located at the official hotel **Grand Prince Hotel Hiroshima** upon arrival.

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

Accreditation as a Team Member will furthermore be given to all entered Judges, Competitors and one Team-Leader and one Team Media Officer per participating team, one Coach per Competitor, a maximum of two Officials of ISU Members, provided that they are Council Members, Technical Committee Members or Members of the Head Office of their Federation and a maximum of two medical persons, for which the organizer requests the right to have a medical certification (document) presented before accreditation. Accreditation will only be granted to persons in those various functions if officially entered and named through their National Association.

The ISU Member certifies with the entries in ORS the indicated functions within the team of all team members. Any misuse of any function will be sanctioned by the ISU/OC.

Chaperons will not receive accreditation. The Team Leader may request “bus permits” for the official registered Chaperons to join the official shuttle bus system of the Organizing Committee.

10. RESULTS

The marking system (ISU Judging System) as described in ISU Technical Rule Single & Pair Skating and Ice Dance 2018, Rule 352 and Rule 353 (Determination and publication of results) will be used.

11. STARTING ORDERS

In accordance with Rule 513, paragraph 1, the starting order for the Short Program/Rhythm Dance for each individual ISU Grand Prix of Figure Skating event as well as the Final will be conducted by a draw as follows:

For the purpose of the draw, the Competitors are listed and ranked in accordance with the latest ISU World Standings at the time of the Team Leaders Meeting at the respective Event. Skaters/Pairs/Couples, who have not received any ISU World Standing points will be listed at the bottom of the list in country order.

The Competitors will be divided into starting order groups in accordance to Table I of the Technical Rules using the total number of Competitors.

Within the starting order groups, the Competitors will be divided into two equal subgroups, in case of an odd number of Competitors the subgroups with the Competitors drawing for the higher starting numbers will include one more Skater/Pair/Couple.

In case of ties in the World Standings there will be a separate draw between tied Competitors to decide the order of the draw. In case of ties in the World Standings on the border of starting order groups or the subgroups, all those tied Competitors will be included in the later group or subgroup and the following group or subgroup will be smaller by the number of Competitors so added to a later group. However, this procedure has no influence on the size of the warm-up groups for the Short Program / Rhythm Dance which strictly follows Table II of the Technical Rules.

There will be a free draw among all Competitors of each such subgroup with the highest ranked Skater/Pair/Couple drawing first and so on.



There will be a separate draw between those Skaters/Pairs/Couples with no World Standing placements to determine the starting order, following the basic principles of the draws.

The starting order for the Free Skating/Free Dance will be conducted by a draw in line with the detailed provisions of ISU Rule 513, paragraph 2 as stated in the 2018 Technical Rules Single & Pair Skating/Ice Dance.

12. PRESENTATION OF MEDALS

The three best placed skaters/couples in each event will be announced and honoured. Gold, silver and bronze medals will be presented to the medallists. The national anthem of the winner will be played and the flags of the medal winners hoisted.

13. POINTS FOR “ISU Grand Prix of Figure Skating”

Points will be awarded as follows:

Men and Ladies

1 st place	15 points
2 nd place	13 points
3 rd place	11 points
4 th place	9 points
5 th place	7 points
6 th place	5 points
7 th place	4 points
8 th place	3 point

Pair Skating and Ice Dance

1 st place	15 points
2 nd place	13 points
3 rd place	11 points
4 th place	9 points
5 th place	7 points
6 th place	5 points

The points received are of value for the ISU Grand Prix of Figure Skating and the qualification for the ISU Grand Prix of Figure Skating Final. If a skater/couple does not complete an event due to illness or injury, this event will be treated as "not skated", i.e. the result(s) of initial round(s) completed will not count for the Grand Prix ranking order. However, such an event will count as one participation but without receiving credit in the ranking order.

14. PRIZE MONEY

The Global Prize Money per individual event of the ISU Grand Prix of Figure Skating will be:

U.S. \$180,000.00

Awarded to winners and placed skaters/couples as follows:

	Men and Ladies	Pair Skating and Ice Dance (per Couple)
1 st place:	US\$ 18,000.00	US\$ 18,000.00
2 nd place:	US\$ 13,000.00	US\$ 13,000.00
3 rd place:	US\$ 9,000.00	US\$ 9,000.00
4 th place:	US\$ 3,000.00	US\$ 3,000.00
5 th place:	US\$ 2,000.00	US\$ 2,000.00

The individual prize money will be transferred to the ISU Members concerned immediately after the conclusion of the **NHK Trophy 2018**.

Skaters/Couples qualified or invited for the exhibition of an event must participate with an appropriate show number different from their competition programs. Failure to do so will result in a reduction of US\$ 3'000 from the awarded Prize Money.

Skaters/Couples are expected to be ready for any ceremony and/or prize award and 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 the ISU Representative attending the event, subsequently to be ratified by the Council.

The withholding tax will be deducted according to the actual government's law.

Exhibition Fee

An exhibition fee to be provided by the Organizing Member will only be paid to Skates/Couples who are not awarded Prize Money. The exhibition fee is set at US\$ 200.00 for Single Skaters (Men and Ladies) and US\$ 300.00 for Pairs and Ice Dance Couples.

In each of the six GP events, it shall be allowed to include up to 2 exhibition numbers of either ineligible or eligible skater(s) from the host country having past tradition and/or reputation, but who have not competed in the respective event (herewith called "extra exhibition numbers"). The extra exhibition numbers may not take place after the winners of the respective events who must skate last in the exhibition.

The inclusion of these 2 extra exhibition numbers is subject to the approval of the ISU President, or if not attainable, subject to approval by the Vice President Figure Skating. The above mentioned Exhibition fee does not apply to these skaters.

15. ISU WORLD STANDINGS

World Standing points will also be awarded according to the "World Standings Procedure", that can be found on the ISU website (www.isu.org) under Single & Pairs/Ice Dance – World Standings."

16. ANTI-DOPING CONTROLS

Anti-Doping tests will be carried out according to the ISU Anti-Doping Rules and ISU Anti-Doping Procedures, as given in the applicable ISU Communications (ISU Communications No. 1922 & 2117 or later updates).

17. INSURANCE / LIABILITY

In accordance with Rule 119, it is the sole obligation of each 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 of the ill or injured person to the home country by air transport or by other expeditious. It is an internal matter of each ISU Member to decide the issue who shall pay the premium for such insurance.

The ISU assumes no responsibility for or liability with respect to bodily or personal injury or property damage incurred in connection incurred by Competitors and Officials.

18. MEETINGS FOR ISU EVENT OFFICIALS AND JUDGES

Please see the dates and times for all official meeting in the attached schedule. ISU Event Officials and Judges are responsible to make their travel arrangements in order to be able to attend their respective pre and post event meetings. If the event Organizing Member or any other party makes the flight arrangements, the ISU Event Officials and the Judges are responsible to check if such arrangements are in line with the detailed schedule as mentioned under paragraph 21.



19. INFORMATION

For further information, please contact

Japan Skating Federation

Attn: Tomoko DOI

1-1-1 Jinnan, Shibuya-ku

Tokyo 150-8050, Japan

Fax: +81 3 3481 2350

e-mail: entries@skatingjapan.or.jp

or

International Skating Union

Avenue Juste-Olivier 17

1006 Lausanne, Switzerland

phone: +41 21 612 6666

fax: +41 21 612 6677

e-mail: entries@isu.ch

20. ISU GRAND PRIX OF FIGURE SKATING ORGANIZING STRUCTURE & CONTACT INFORMATION

ISU Headquarters

ISU Secretariat

E-mail: entries@isu.ch

fax: +41 21 612 66 77

**ISU Coordinator for the ISU Grand Prix
Coordination Group**

Mr. Alexander Lakernik

ISU Vice-President Figure Skating

E-mail: alex.lak169@gmail.com

ISU Grand Prix Coordination Group (Junior and Senior series)

Mr. Alexander Lakernik, ISU Vice-President of Figure Skating
& Coordinator ISU Grand Prix Coordination Group

Mr. Charles Cyr, ISU Sports Director Figure Skating

Ms. Krisztina Regöczy, ISU Sports Director Figure Skating

Ms. Rita Zonnekeyn, Member S&PTC

Ms. Halina Gordon-Poltorak, Chair IDTC

Ms. Patricia Mayor, ISU Sport Manager Figure Skating (Secretary)

**ISU Grand Prix of Figure Skating Final and ISU Junior Grand Prix of Figure Skating Final
Organizing Member**

Contact: Skate Canada
Box 15, 261-1200 St. Laurent Blvd
Ottawa, ON K1K 3B8 / Canada
Mr. Paul Kitcher
Email: pkitcher@skatecanada.ca



21. EVENT SCHEDULE

Wednesday, November 7, 2018	All day	Arrival of Teams
Thursday, November 8, 2018	All day	Official Practice
	09:15	MEN – Technical Panel Meeting
	10:00	Team Leaders Meeting
	12:15	PAIRS – Technical Panel Meeting
	13:15	LADIES – Technical Panel Meeting
	14:30	ICE DANCE – Technical Panel Meeting
	17:00	Referees and Technical Controllers Meeting
	18:00	Judges Meeting
	20:30	ISU and Judges Dinner
Friday, November 9, 2018	14:20	PAIRS – Short Program
	16:10	LADIES – Short Program
	18:15	Opening Ceremony
	19:05	MEN – Short Program
Saturday, November 10, 2018	12:45	ICE DANCE – Rhythm Dance
	14:35	PAIRS – Free Skating Victory Ceremony Pairs
	16:40	LADIES – Free Skating Victory Ceremony Ladies
	19:30	PAIRS – Technical Panel Review
	19:30	MEN – Free Skating Victory Ceremony Men
Sunday, November 11, 2018	07:00	PAIRS – Judges Round Table Discussion
	08:00	MEN – Judges Round Table Discussion
	08:00	LADIES – Technical Panel Review
	09:00	MEN – Technical Panel Review
	09:00	LADIES – Judges Round Table Discussion
	11:30	ICE DANCE – Free Dance Victory Ceremony Ice Dance
	15:00	Exhibition Gala
	15:00	ICE DANCE – Technical Panel Review
	16:00	ICE DANCE – Judges Round Table Discussion
	19:30	Closing Banquet

Please note: This schedule is subject to changes.