



Synchronized Skating

16th TISSOT Neuchâtel Trophy 2021

February 12th – 13th, 2021 - Neuchâtel, Switzerland

Organized by:

SWISS ICE SKATING and **Club des Patineurs de Neuchâtel-Sports**

ANNOUNCEMENT

ISU CATEGORIES

ISU Events

Senior	Short Program and Free Skating
Junior	Short Program and Free Skating
Advanced Novice	Free Skating

Interclub Competition -> *See Announcement for Interclub Competition!*

Juvenile	Free Skating
Basic Novice	Free Skating
Mixed Age	Free Skating
Adult	Free Skating

SWISS
ICE SKATING



INVITATION & ANNOUNCEMENT

Swiss Ice Skating and the Neuchâtel Figure Skating Club have the pleasure to invite the ISU members to participate in the

16th TISSOT NEUCHÂTEL TROPHY 2021

Date: February 12th – 13th, 2021

Place: **PATINOIRES DU LITTORAL**
4, Quai Robert Comtesse, CH-2000 Neuchâtel,
(1 hour 20 minutes from Geneva and 1 hour 50 minutes from Zurich)

Ice surface : Main Rink 30 x 60 m (heated, 4'000 spectators)
Practice Rink 30 x 60 m (not heated) in the same complex

COVID-19 DISCLAIMER

Due to the global pandemic situation the organizer cannot take liability for any inconvenience related to COVID-19. The situation at the time of the event must be taken into account. If either Switzerland imposes restrictions on the country of origin of a participant to travel to Switzerland or the country of origin of a participant imposes such measures for travelers from Switzerland, participation in the competition cannot be guaranteed. The organizer cannot assume any responsibility or financial obligations in the event that registered participants are not able to participate in the competition due to restrictions or in case of quarantine. The organizer will refund full payment of the entry fees after deduction of bank charges (max. CHF 50.--) in case of non-participation due to corona. All other cancellations of travel and accommodation are the responsibility of the participants. All information regarding COVID-19 will be published on the Neuchâtel Trophy website <http://neuchatel-trophy.ch> or in special communications to the registered participants.

CORONA PROTECTION CONCEPT

By registering, the teams undertake to fully comply with the protection concept for Tissot Neuchâtel Trophy 2021 issued by the organizer. This concept will be sent to the teams before the competition and be published on the Neuchâtel Trophy website <http://neuchatel-trophy.ch>. It can be adapted at short notice by the organizer to the current situation.

POST ENTRIES

This season we face the possibilities of cancelation of other competitions and other unexpected problems for teams who want to enter our competition. Rule 115 Par. 5b of the General Regulations provides the possibility of a late entry, at the discretion of the Organizing Committee of the Neuchâtel-Trophy 2021 and under **exceptional circumstances** only. We emphasize the importance for teams entering before the closing date, but want to make it possible for as much teams as possible to skate in our competition.

A request for late entry has to be made **as soon as possible**. The exceptional circumstances must be stated with the request, with explanation why entry before the closing date was not possible. All late entries will be discussed with the Referee and all requests will be decided in the best interest of all the teams and skaters, creating a level playing field where possible.



GENERAL RULES

The TISSOT Neuchâtel Trophy 2021 will be conducted in accordance with the ISU Constitution, ISU General Regulations 2018 and Special Regulations & Technical Rules for Synchronized Skating 2018 as well as applicable ISU Communications. The teams must belong to an ISU Member (Rule 130, paragraph 7), the ages must be within the limits specified in Rule 108, paragraph 3. All skaters must qualify with regard to eligibility according to Rule 102 and participation and citizenship requirements according to Rule 109. (This for all categories).

TECHNICAL DATA

This Event will be conducted in accordance with the ISU Constitution, General Regulations 2018, the ISU Special Regulations and Technical Rules Synchronized Skating 2018, as well as all pertinent ISU Communications.

Senior ISU:

At least 15 years before the 1st of July 2020, 16 skaters with a maximum of 4 alternates.

- Short Program 2 minutes and 50 seconds but may be less Factor 0.8
- Free Skating program 4 minutes (+/- 10 sec) Factor 1.6

Well Balanced Program Content according to Communication 2236 Senior Short Program and Senior Free Program.

Junior ISU:

At least 13 years and have not reached the age of 19(*) before the 1st of July 2020, 16 skaters with a maximum of 4 alternates.

- Short Program 2 minutes and 50 seconds but may be less Factor 0.8
- Free Skating program 3 minutes 30 seconds (+/- 10 sec) Factor 1.6

Well Balanced Program Content according to Communication 2236 Junior Short Program and Junior Free Skating Program.

Advanced Novice:

At least 10 years and have not reached the age of 15(*) before the 1st of July 2020, 16 skaters with a maximum of 4 alternates. Free skating 3 minutes (+/- 10 sec)

- Free Skating program 3 minutes (+/- 10 sec) Factor 1.6

Well Balanced Program Content according to Communication 2238 Advanced Novices.

(*)= A one year extension of the upper age limit may be permitted for some Novice and Junior teams as set out in ISU Communication 2316. Teams who are granted such an extension need to show the certificate confirming the exception issued by the ISU.



ENTRIES & FEES

Please be so kind to notify us **your intention to participate** at the competition not later than **November 1st 2020**, so we can begin planning for your attendance (Preliminary Entry Form)

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

All entries must be sent to the Organizing Committee of the TISSOT Neuchâtel Trophy 2021.

ORGANIZING COMMITTEE

CLUB DES PATINEURS DE NEUCHÂTEL-SPORTS

4, Quai Robert Comtesse, CH-2000 NEUCHÂTEL

E-Mail : presidente@neuchatel-trophy.ch

Website : www.neuchatel-trophy.ch

All Entries have to be sent by email to the Organizing Committee of Tissot Neuchâtel Trophy 2021 : direction@neuchatel-trophy.ch.

Please use the preliminary entry form for the preliminary entry and send it.

Date of preliminary entry:

November 1st, 2020

Final date of entry:

December 1st, 2020

Category	Entry fee
Junior & Senior	CHF 500
Advanced Novice	CHF 400

The entry fee must be paid by bank transfer in CHF no later than **January 4th, 2021** 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	CH81 0076 6000 1032 8771 5
BIC/SWIFT	BCNNCH22XXXX

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

If the competition cannot be held due to regulations / recommendations issued by the Federal Office of Public Health (FOPH/BAG) or the Health Department of the Canton of Neuchâtel, the organizer will refund full payment of the entry fees after deduction of bank charges (max. CHF 50.--)



OFFICIALS

Each participating ISU Member sending at least one (1) Team participating in the competition may nominate **one (1) judge** listed on the ISU list for Referees and Judges for Synchronized Skating 2020/2021.

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 2020/2021.

The Organizing Committee will cover 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 Thursday, February 11th, 2021, dinner to Sunday, February 14th, 2020, 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. The Organizing Committee does not cover travel, accommodation and meal expenses for wives, husbands, relatives, etc.

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

Email: hotel@beaulac.ch

Website: www.beaulac.ch/fr/

All the Referees, Judges and Members of the Official Team Delegation taking part in the TISSOT Neuchâtel Trophy 2021 are requested to submit the details of their trip to the Organizing Committee as soon as possible, but no later than the final date of entry.

ACCOMMODATION FOR TEAMS

Accommodation for participating Teams is at their own expense.

A list of hotels that support the TISSOT Neuchâtel Trophy 2021 will be published on the website: www.neuchatel-trophy.ch.

You can also find other hotels on <https://www.j3l.ch/fr/Z10488/neuchatel-tourisme>.

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

When booking your hotels, please mention that you are participating to the TISSOT Neuchâtel Trophy 2021. Some hotels pre-book rooms for the participants of the competition and therefore say they are “fully booked” if they do not know who the booking is for. The assumption of any cancellation costs is the responsibility of each team.



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.

ACCREDITATION / REGISTRATION SERVICE

A reception service for accreditation will be provided in the Main Arena for participating teams and event officials. Details regarding the accreditation time will be communicated at a later date so we can adjust them to the relevant COVID-19 measures if necessary.

For special requests, please contact the Information desk at the entrance of the Main Rink.

All registered skaters have to enclose a **copy of their passport** (in alphabetical order) when they sign in, passports copies have to be collected for the referee of the competition.

PLANNED PROGRAM CONTENT SHEET

The Planned Program Content Sheet must be forwarded to the Organizing Committee by the final date of entry 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.**

EXTRA PRACTICE ICE

Additional practice sessions will be available on Thursday, February 11th, 2021 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.

MUSIC

All Teams shall provide competition music of excellent quality in MP3 format.

We would be grateful to receive your music in advance (no later than December 31st, 2020) by email at music@neuchatel-trophy.ch.

The email message should contain one music file or file link. Please mention «category name, team name, competition program and exact running time of the music» in the subject of the email.

Alternatively, you can also give your music file on a USB stick or on CD at the accreditation upon arrival.



According to the ISU Special Regulations and Technical Rules Synchronized Skating 2018, Rule 823, paragraph 2, the music covers/CDs 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. Teams must provide a back-up drive for their program.

OFFICIAL PRACTICE

The Official Practice will be held in the Main Arena.

Short Program		Free Skating	
Senior ISU	10 minutes	Senior ISU	12 minutes
Junior ISU	10 minutes	Junior ISU	12 minutes
		Advanced Novice	12 minutes

The music will start:

- In the practice of 10 minutes: After 1:30 minute and after 6:00 minutes
- In the practice of 12 minutes: After 1:30 minute and after 7:00 minutes

OFF-ICE WARM-UP

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

DRAWS – STARTING ORDER

The starting order will be determined by draw.

The initial draw for Junior ISU & Senior ISU Short Program and for Advanced Novices Free Skating will be done Thursday February 11th afternoon by the Referee with the Organizing Committee and be published on the competition Website not later than Thursday 22.00 h.

The draw for the Free Skating for the categories Junior ISU and Senior ISU will be done after the short program seniors at the ice rink on Friday.

OPENING CEREMONY

There will be no Opening Ceremony.

CLOSING CEREMONY

The details regarding the closing ceremony will be communicated at a later date so we can adjust them to the relevant COVID-19 measures if necessary.



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 his Athletes, Officials and all other Members of the ISU Member's team(s). Such insurance must provide full medical coverage as well as the return journey of the ill or injured person to the home country by air transport or by other expeditious means. 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.

PUBLICITY WAIVER

Members, officials, teams and competitors hereby acknowledge and consent to the fact that team photos, team information and results will be published, as well as that the Tissot Neuchâtel Trophy 2021, in Neuchâtel, Switzerland, may be televised or live streamed either in whole or in part, for showing on a worldwide basis. According to the ISU Constitution and General Regulations 2018, both members and competitors (in this particular case, teams) hereby certify and warrant that the music and choreography presented and used by the competitors have been fully cleared and authorized for public use and consent to the use of his or her name, biography and likeness on or in connection with any television or radio program broadcast and re-broadcast throughout the world, motion picture, print media or the advertising and publicizing of such program, without further clearance or payments of any kind on the site of the International Skating Union, the organizing member Swiss Ice Skating, the Organizing Committee and the relevant television network or broadcasters being required.



LIST OF FORMS

Please send all forms by e-mail to direction@neuchatel-trophy.ch

Form N°	Title	Deadline
Form 01	Preliminary Entry	November 1 st , 2020
Form 02	Team Contact	December 1 st , 2020
Form 03	Team Entry (with picture)	December 1 st , 2020
Form 04	Officials Entry	December 31 st , 2020
Form 05	Team Travel Information	December 1 st , 2020
Form 06	Competition Music Information	December 1 st , 2020
Form 07	Team Hotel Information	December 1 st , 2020
Form 08	Planned Program Content Sheet	December, 1 st , 2020
Form 09	Extra Practice Ice Request	December 1 st , 2020
Form 10	Meals / Picnic Order and related payment	December 31 st , 2020
Form 11	Fees	January 4 th , 2021
	Sending music as MP3-file to music@neuchatel-trophy.ch	December 31 st , 2020



TENTATIVE SCHEDULE OF EVENTS

Wednesday, February 10th, 2021

Upon request	Extra practice ice	Main Rink & Practice Rink
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Thursday, February 11th, 2021

07:00 – 18:45	Extra practice ice	Main & practice Rink
09:00 – 18:30	Official registration for Teams & Officials	Main Rink
17:00	Initial Technical Panel meeting	Judges room
18:00	Initial Judges meeting	Judges room
19:30	Official Draw: Juvenile / Basic Novice / Advanced Novice Free Skating Junior & Senior ISU Short Program	To be announced on the website

Friday, February 12th, 2021

08:00 – 13:00	Official registration for Teams	Main Rink
08:00 – 14:00	Official Practice : Juvenile / Basic Novice / Advanced Novice FS Junior & Senior ISU Short Program	Main Rink
15:00 – 22:00	Competition Juvenile / Basic Novice / Advanced Novice Free Skating Junior & Senior Short Program	Main Rink
After competition	Intermediate draw Junior & Senior ISU Free Skating	Public dressing room
After competition	Awards Ceremony Juvenile / Basic Novice / Advanced Novice	To be announced

Saturday, February 13th, 2021

08:00 – 13:00	Official registration for Teams	Main Rink
08:00 – 13:00	Official Practice : Adult / Mixed Age Junior & Senior ISU Free Skating	Main Rink
14:00 – 19:00	Competition Adult / Mixed Age Free Skating Junior & Senior Free Skating	Main Rink
After competition	Awards Ceremony	To be announced
21:00	Round Table Discussion	To be announced

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 Tissot Neuchâtel Trophy 2021 once the number of participating Teams will be known.