



 **Grand Prix of Figure Skating[®] Final**

and

 **Junior Grand Prix of Figure Skating Final**

2011/12



ANNOUNCEMENT

1. GENERAL

The ISU Grand Prix of Figure Skating Final and the ISU Junior Grand Prix of Figure Skating Final 2011/12 will be held with the approval and the assistance of the International Skating Union, organized under the responsibility of Skate Canada and in accordance with the ISU Constitution and General Regulations 2010, ISU Special Regulations & Technical Rules Single & Pair Skating and Ice Dance 2010 and relevant ISU Communications and the Memorandum for guidance in holding an ISU Grand Prix of Figure Skating Final (combined Senior & Junior) (2008 edition) as well as the announcements for the ISU Grand Prix of Figure Skating 2011/12 and ISU Junior Grand Prix of Figure Skating 2011/12.

Qualification into the ISU Grand Prix of Figure Skating Final and the ISU Junior Grand Prix of Figure Skating Final 2011/12 is based on the results of the point system established for the ISU Grand Prix of Figure Skating and the ISU Junior Grand Prix of Figure Skating. As with the six ISU Grand Prix of Figure Skating events and the seven ISU Junior Grand Prix of Figure Skating events, all Competitors must belong to an ISU Member (Rule 109, paragraph 1) and qualify with regard to eligibility according to Rule 102, provided their ages fall within the limits specified in Rule 108, paragraph 2.b) for participants in the Senior Final and Rule 108, paragraph 2.c) for participants in the Junior Final and they meet the participation, citizenship and residency requirements as per Rule 109, paragraphs 1 through 5 and ISU Communication 1420.

Passports of the Skaters have to be presented at the accreditation for verification. In accordance with Rule 109 of the ISU Regulations and ISU Communication No. 1420, 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.

In the case where a Pair qualifies for both finals (Junior and Senior) they will have to participate in the Senior Grand Prix Final.

All Competitors, Team Members and Judges must be entered through their ISU Member Federation.

2. TECHNICAL DETAILS

All competitions and practices will take place at the:

“Pavillon de la Jeunesse at ExpoCité” in Québec City, Québec, Canada
250, boul. Wilfrid-Hamel
Québec (Québec) Canada
G1L 5A7

The facility is a 30 meters x 61 meters indoor heated artificial ice surface.

2.1 Technical Details – Junior Final

JUNIOR MEN

Short Program

The required elements to be skated are those listed in ISU Technical Rules Single & Pair Skating 2010 Rule 511, paragraphs 1 and 3 for 2011/12.

Duration: 2 minutes and 50 seconds maximum, but may be less

Free Skating

In accordance with ISU Technical Rules Single & Pair Skating 2010, Rule 512 and the respective ISU Communication. Special attention should be paid to the “well balanced program” and the element value.

Duration: 4 minutes, +/- 10 sec.

JUNIOR LADIES

Short Program

The required elements to be skated are those listed in ISU Technical Rules Single & Pair Skating 2010 Rule 511, paragraphs 1 and 3 for 2011/12.

Duration: 2 minutes and 50 seconds maximum, but may be less

Free Skating

In accordance with ISU Technical Rules Single & Pair Skating 2010, Rule 512 and the respective ISU Communication. Special attention should be paid to the "well balanced program" and the element value.

Duration: 3 minutes and 30 seconds, +/- 10 sec.

JUNIOR PAIRS

Short Program

The required elements to be skated are those listed in ISU Technical Rules Single & Pair Skating 2010, Rule 520, paragraphs 1 and 3 for 2011/12.

Duration: 2 minutes and 50 seconds maximum, but may be less

Free Skating

In accordance with ISU Technical Rules Figure Skating & Pairs Skating 2010, Rule 521 and the respective ISU Communication. Special attention should be paid to the "well balanced program" and the element value.

Duration: 4 minutes, +/- 10 sec.

JUNIOR ICE DANCE

Short Dance

In accordance with ISU Technical Rules Ice Dance 2010, Rule 609 and all pertinent ISU Communications.

Rhythms:

Cha Cha or Cha Cha plus one of the following Latin American Rhythms: Rhumba, Samba, Mambo, Merengue.

Required Elements

2 Pattern Dance Elements: Two (2) sequences of **Cha Cha Congelado**, skated one after the other.

One (1) Short Lift,

One (1) Not Touching Midline Step Sequence,

One (1) Set of Sequential Twizzles.

The Pattern Dance Elements must be skated on the Cha Cha Rhythm, in the style of the Cha Cha, with the following range of tempo: 28 to 30 measures of four beats per minute (112-120 beats per minute). The tempo of music throughout the Pattern Dance Elements must be constant.

Latin American Rhythms are described in the ISU Ice Dance Music Rhythms Booklet 1995, pages 13 to 20 (Note: Tango and Paso Doble, which are not included in the description, are not allowed).

Music for the entire Short Dance (including music for specified Pattern Dance) is provided by the couple and may be vocal.

Duration: 2 minutes and 50 seconds, +/- 10 sec

Free Dance

In accordance with ISU Technical Rules Ice Dance 2010, Rule 610 and all pertinent ISU Communications. For the values of the required elements and components see the respective ISU Communication.

ISU Technical Rules Ice Dance 2010, Rule 610 paragraph 2 (well balanced program and required elements) and the relevant ISU Communication must be observed.

Duration: 3 minutes and 30 seconds, +/- 10 sec.

2.2 Technical Details – Senior Final

MEN

Short Program

The prescribed elements to be skated are those listed in ISU Technical Rule Single and Pair Skating 2010, Rule 511, paragraphs 1 and 2 and the respective ISU Communication.

Duration: 2 minutes and 50 seconds maximum, but may be less

Free Skating

In accordance with ISU Technical Rules Single and Pair Skating 2010, Rule 512 and the respective ISU Communication.

Duration: 4 minutes and 30 seconds, +/- 10 sec.

LADIES

Short Program

The prescribed elements to be skated are those listed in ISU Technical Rules Single and Pair Skating 2010, Rule 511, paragraphs 1 and 2 and the respective ISU Communication.

Duration: 2 minutes and 50 seconds maximum, but may be less

Free Skating

In accordance with ISU Technical Rules Single and Pair Skating 2010, Rule 512 and the respective ISU Communication.

Duration: 4 minutes, +/- 10 sec.

PAIRS

Short Program

The prescribed elements to be skated are those listed in ISU Technical Rules Single and Pair Skating 2010, Rule 520, paragraphs 1 and 2, group for 2011/12 and the respective ISU Communication.

Duration: 2 minutes and 50 seconds maximum, but may be less

Free Skating

In accordance with ISU Technical Rules Single and Pair Skating 2010, Rule 521 and the respective ISU Communication.

Duration: 4 minutes and 30 seconds, +/- 10 sec.

ICE DANCE

Short Dance

In accordance with ISU Technical Rules Ice Dance 2010, Rule 609 and all pertinent ISU Communications.

Rhythms:

One to three of the following **Latin American Rhythms: Cha Cha, Rhumba, Samba, Mambo, Merengue.**

Required Elements

2 Pattern Dance Elements: Two (2) Sequences of **Rhumba**, either skated one after the other or not skated one after the other.

One (1) Short Lift,

One (1) Not Touching Circular Step Sequence,

One (1) Set of Sequential Twizzles.

The Pattern Dance Elements can be skated to any of the above mentioned Rhythms (both elements to the same Rhythm or one element to one Rhythm and the second element to a different Rhythm), in the style of this (these) Rhythm(s), with the following range of tempo: 43 to 45 measures of four beats per minute (172-180 beats per minute). The tempo of the music throughout the Pattern Dance Elements must be constant.

Latin American Rhythms are described in the ISU Ice Dance Music Rhythms Booklet 1995, pages 13 to 20 (Note: Tango and Paso Doble, which are not included in the description, are not allowed).

Music for the entire Short Dance (including music for specified Pattern Dance) is provided by the couple and may be vocal.

Duration: 2 minutes and 50 seconds, +/- 10 sec

Free Dance

In accordance with ISU Technical Rule Ice Dance 2010, Rule 610 and all pertinent ISU Communication. For the value of the required elements and components see the respective ISU Communication.

ISU Technical Rules Ice Dance 2010, Rule 610 paragraph 2 (required elements) and the respective ISU Communication must be observed.

Duration: 4 minutes, +/- 10 sec.

2.3 Starting Order Procedure

Skaters/Couples will start the Short Program/Short Dance in reverse order of the ranking order in which they have qualified for the Final.

The starting order for the Free Skating/Free Dance portion is the reverse order of the ranking order in the Short Program or the Short Dance. In the case of a tie, there will be a draw to determine who skates first. Rule 548, paragraph 2 and Rule 635, paragraph 5, b) will be observed.

2.4 Calculation of Results

The calculation will be done according to Rule 352 and 353 for each individual discipline. The medallists will be announced and honoured on the podium.

2.5 Music, Music Information and Planned Program Content Sheets

All Competitors shall furnish competition music of excellent quality on either CD (Compact Disk) or MP3 format. The disks must show the exact running time of the music (not skating time), which shall be certified by the Competitor and by the coach, when submitted at the time of registration. Each program (short/free/interpretive free) must be recorded on one track and on a separate disk. 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 Short Dance and Free Dance Program for Ice Dance and for the Exhibition, must be listed for each Competitor on the official Competition Music Form.

In accordance with Rule 343, paragraph 1, all disks must show the Competition event, Competitors 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.

If music information is not complete and disks 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.

2.6 Official Practice

Official practices for Junior and Senior Competitors begin on **Wednesday, December 7, 2011**.

The detailed schedule will be issued at the time of registration. Rule 540, paragraph 4 and Rule 629, paragraph 7 must be observed.

3. POINT SYSTEM FOR QUALIFICATION

3.1 Point System for Qualification Junior Final

Skaters qualify for the ISU Junior Grand Prix of Figure Skating Final 2011/12 by accumulation of points through the ISU Junior Grand Prix of Figure Skating 2011/12. The ranking by points will be published immediately after the last event of the ISU Junior Grand Prix of Figure Skating with qualification to the ISU Junior Grand Prix of Figure Skating Final as follows:

the top 6 Men, Ladies, Pairs and Ice Dance couples

If there is a tie by added points, the following criteria will be taken into consideration for tie-breaking:

- a) the best place obtained in one of the two events will count for the better place/ranking;

If there is still a tie

- b) the higher total of the added total scores obtained in the two events will count for the better place/ranking;

If there is still a tie

- c) participation in two events will be considered better than having participating in only one event

If there is still a tie

- d) the higher total of added scores in Free Skating/Free Dance obtained in the two events will count for the better place/ranking;

If there is still a tie

- e) the higher total score in Free Skating/Free Dance obtained in one of the two events will count for the better place/ranking;

If there is still a tie

- f) the higher total of the added scores in the Short Program/Short Dance obtained in the two events will count for the better place/ranking;

If there is still a tie

- g) the number of participants finishing the two individual events in which the tied Skaters/Couples have competed, will be added to a total. The higher number of participants will count for the better place/ranking.

If there is still a tie, **all** tied Skaters qualify for the ISU Junior Grand Prix of Figure Skating Final.

3.2 Point System for Qualification of the Senior Final

Skaters qualify for the ISU Grand Prix of Figure Skating Final 2011/12 by accumulation of points through the ISU Grand Prix of Figure Skating 2011/12. The ranking by points will be published immediately after the last event of the ISU Grand Prix of Figure Skating with qualification to the ISU Grand Prix of Figure Skating Final as follows:

the top 6 Men, Ladies, Pairs and Ice Dance couples

If there is a tie by added points, the following criteria will be taken into consideration for tie-breaking:

- a) the best place obtained in the two designated events will count for the better place/ranking;

If there is still a tie,

- b) the higher total of the added total scores obtained in the designated events will count for the better place/ranking;

If there is still a tie,

- c) participation in two events will be considered better than having participated in only one event;

If there is still a tie,

- d) the higher total of the added scores in Free Skating/Free Dance obtained in the two designated events will count for the better place/ranking;

If there is still a tie,

- e) the higher total score in Free Skating/Free Dance obtained in one of the two designated events will count for the better place/ranking;

If there is still a tie,

- f) the higher total of the added scores in the Short Program/Short Dance obtained in the two designated events will count for the better place/ranking;

If there is still a tie,

- g) the number of participants finishing the two individual events in which the tied Skaters/Couples have completed, will be added to the total. The higher number of participants will count for the better place/ranking.

If there is still a tie, all Skaters tied are qualified for the ISU Grand Prix of Figure Skating Final.

4. PRIZE MONEY AND PARTICIPATION BONUS

4.1 Junior Final

4.1.1 Participation Bonus – Junior Final

A Skater/Couple will receive an extra bonus of

US\$ 2,500.00

for participation in the ISU Junior Grand Prix of Figure Skating Final, provided the Skater/Couple

- a. completes the Final, including the Exhibition;
- b. takes part in all social events of the Final, if asked by the ISU and/or the Organizing Committee;
- c. participates in the final Exhibition Gala if asked with at least one exhibition number (show number or similar) plus an "encore" if so requested. Only complete programs are accepted (no part or fraction of a program).

In case of injury or illness of any participant in the Final the extra bonus may be granted as an exception also for those Skaters/Couples who are unable to finish their event but have completed at least one initial round, provided the injury or illness is confirmed through the official doctor and, if needed, through one of the ISU Medical Advisors.

The bonus will be paid at the end of the Final through the Organizing ISU Member and through the ISU Members of the awarded Skaters. The withholding taxes, if any, will be deducted according to the respective law of the host country taking into account double tax treaties with the countries of the awarded Skaters. The ISU is not responsible for any taxes, fees or other costs.

4.1.2 Prize Money – Junior Final

The Prize Money made available by the ISU for the ISU Junior Grand Prix of Figure Skating Final is:

US\$ 105,000.00

The prize money in favour of the awarded Skaters will be paid at the end of the Final through the Organizing ISU Members and through the ISU Members of the awarded Skaters. The withholding taxes, if any, will be deducted according to the respective law of the host country taking into account double tax treaties with the countries of the awarded Skaters. The ISU is not responsible for any taxes, fees or other costs.

The individual prize money will be as follows:

Men and Ladies		Pairs and Ice Dance (per Couple)	
1st place	US\$ 6,000.00	1st place	US\$ 9,000.00
2nd place	US\$ 5,000.00	2nd place	US\$ 7,500.00
3rd place	US\$ 4,000.00	3rd place	US\$ 6,000.00
4th place	US\$ 3,000.00	4th place	US\$ 4,500.00
5th place	US\$ 2,000.00	5th place	US\$ 3,000.00
6th place	US\$ 1,000.00	6th place	US\$ 1,500.00

Skaters/Couples qualified for the exhibition of the Final must participate with an appropriate show number different from their competition programs. Failure to do so will result in a reduction of US\$ 1,000.00 from the awarded prize money.

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 Skate Canada. Failure to do so may result in a reduction of awarded prize money. The decision to reduce prize money will be made by the assigned ISU Delegate, subsequently to be ratified by the Council.

4.2 Senior Final

4.2.1 Participation Bonus – Senior Final

There is no participation bonus for participants of the ISU Grand Prix of Figure Skating Final.

4.2.2 Prize Money – Senior Final

The Prize Money made available by the ISU for the ISU Grand Prix of Figure Skating Final is:

US\$ 272,000.00

The prize money in favor of the awarded Skaters will be paid at the end of the Final through the Organizing ISU Members and through the ISU Members of the awarded Skaters. The withholding taxes, if any, will be deducted according to the respective law of the host country taking into account double tax treaties with the countries of the awarded Skaters. The ISU is not responsible for any taxes, fees or other costs.

Men, Ladies, Pairs and Ice Dance	
(Men/Ladies per Skater – Pairs/Ice Dance per Couple)	
1st place	US\$ 25,000.00
2nd place	US\$ 18,000.00
3rd place	US\$ 12,000.00
4th place	US\$ 6,000.00
5th place	US\$ 4,000.00
6th place	US\$ 3,000.00

Skaters/Couples qualified for the exhibition of the Final must participate with an appropriate show number different from their competition programs. Failure to do so will result in a reduction of US\$ 5,000.00 from the awarded prize money.

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 Skate Canada. Failure to do so may result in a reduction of awarded prize money. The decision to reduce prize money will be made by the assigned ISU Delegate, subsequently to be ratified by the Council.

5. ENTRIES OF TEAMS

5.1 General

Please note that the procedures in regard to declaration forms as outlined in ISU Communication 1628 need to be strictly observed.

5.2 Entries of Competitors – Junior Final

Confirmation of entries will be forwarded to the Member of the qualified Skaters/Couples by the ISU Secretariat. The respective member must forward on the official entry form, the entries for the ISU Junior Grand Prix of Figure Skating Final, to Skate Canada.

If a Skater or Couple cannot participate due to injury or illness, the respective ISU Member must inform the ISU Secretariat and the Organizing Committee in writing immediately so that the ISU Secretariat can extend an invitation to the next ranked Skater/Couple.

The Skater or Couple will be required to forward a medical certificate to the ISU Secretariat in accordance with paragraph 6.2 of this announcement.

The ISU Members concerned must enter and confirm the participation of the qualified Competitors, the qualified substitutes by **November 1, 2011**.

5.3 Entries of Competitors – Senior Final

Confirmation of entries will be forwarded to the Member of the qualified Skaters/Couples by the ISU Secretariat. The respective Member must forward on the official entry form, the entries for the ISU Grand Prix of Figure Skating Final to Skate Canada

If a Skater or Couple cannot participate due to injury or illness, the respective ISU Member must inform the ISU Secretariat and the Organizing Committee in writing immediately so that the ISU Secretariat can extend an invitation to the next ranked Skater/Couple.

The withdrawn Skater or Couple will be required to forward a medical certificate to the ISU Secretariat in accordance with paragraph 6.2 of this Announcement.

The ISU Members concerned must enter and confirm the participation of the qualified Competitors, the qualified substitutes by **November 30, 2011**.

5.4 Entries of Team Members

Official entries of Team Leaders, Assistant Team Leaders, Team Officials, Team Medical Staff 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 ISU and Skate Canada.

Please be advised that only one Coach per Skater/Couple will be accredited. An Assistant Team Leader will be accepted for Teams having six (6) and more Skaters. Only two Team Officials of each Member, including the Member President provided that they are Council Members, Technical Committee Members or Members of the Head Office of their ISU Member federation, will be accredited. Not more than one (1) Team Doctor and one (1) Team Physiotherapist will be accepted as the Team Medical Staff, for which the organizer requests the right to have a medical certification (document) presented before accreditation. A partner or relative of a Judge will be accepted for restricted accreditation. The Member Federations shall guarantee that the requested accreditation of Team Members will correspond to their function within the team.

The names of Team Leaders, Assistant Team Leaders, Team Officials, Team Medical Staff and Coaches must be listed on the Entry Form "Composition of Delegation". Judges and Judges' partners or relatives are to be listed on the same form.

For teams qualified for the ISU Junior Grand Prix of Figure Skating Final all Forms must be returned to Skate Canada and the ISU Secretariat by fax/email and confirmed by registered mail no later than **November 1, 2011**.

For teams qualified for the ISU Grand Prix of Figure Skating Final all Forms must be returned to Skate Canada and the ISU Secretariat by fax/email and confirmed by registered mail no later than **November 30, 2011**.

ISU Members qualified for both the Senior and Junior Grand Prix Final are requested to provide a set of preliminary forms with all the team members concerning the Junior Final by **November 1, 2011** and provide and updated set of forms including all team members of the Senior Final by **November 30, 2011**.

5.5 Contact Information for submitting of Entry Forms

The entries must be made on the official entry forms and must be sent by fax/email and confirmed by registered mail to:

Skate Canada

865 Shefford Road
Ottawa, Ontario, Canada
K1J 1H9
Fax: +1 613 748 5718
Email: 2011gpf@skatecanada.ca

and to:

International Skating Union

Chemin de Primerose 2
CH-1007 Lausanne
Switzerland
Fax: +41 21 612 6677
Email: entries@isu.ch

Peter Krick

Chair Sports Directorate
Am Schorn 38
82327 Tutzing
Germany
Fax: +49 8158 928 650
Email: peter.krick@eventint.com

6. REPLACEMENT OF QUALIFIED SKATERS

6.1 Replacement Procedure

A qualified Skater/Couple for the ISU Grand Prix of Figure Skating Final and or ISU Junior Grand Prix of Figure Skating Final, unable to participate, will be replaced by the immediate following Skater/Couple based

on the ranking order of points of the ISU Grand Prix of Figure Skating or the ISU Junior Grand Prix of Figure Skating 2011/12.

The first three substitute Skaters/Couples must imperatively stay on "stand-by" until **Monday, December 5, 2011 – 12:00 (noon) Québec City local time (EST)**. The ISU Members concerned are responsible for the necessary visa and/or travel documents.

6.2 Injury or Illness of Qualified Skaters

In the case a Skater 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 respective Skater must be attached;

In addition, upon request of the Chair of the Sports Directorate 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.

6.3 Decision for Replacement

The ISU Vice President of Figure Skating will make the final determination of any replacement for the Final in accordance with paragraph 6.1 of this announcement.

7. ISU EVENT OFFICIALS AND JUDGES

7.1 ISU appointed Officials

The ISU President will appoint all Officials (Referees, Technical Controllers, Technical Specialists, Assistant Technical Specialists, Data/Replay Operators, OAC members) for the Final in accordance with the 2010 Regulations. All Officials must have the qualification for ISU Championships.

The ISU Secretariat will inform the Organizing Committee of the names of the Officials assigned to the Final. No changes will be accepted unless confirmed by the ISU Secretariat.

7.2 Composition of Panels of Judges

The panel of Judges will consist of 9 Judges of different ISU Members in each discipline, if possible, but not less than 7 Judges. Judges must have the qualification of "ISU Judge". The invitations to the Judges will be issued by the ISU Secretariat.

No Judge may serve in more than two disciplines of the ISU Grand Prix of Figure Skating Final and two disciplines of the ISU Junior Grand Prix of Figure Skating Final 2011/12 each.

The composition of the panels of Judges in each category will be made in accordance with the following procedure:

- a) first priority will be given to the participating ISU Members in the Senior Final;
- b) second priority will be given to the participating ISU Members in the Junior Final;

- c) third priority, if necessary, will be given to the ISU Grand Prix of Figure Skating organizing Members of individual ISU Grand Prix events (Senior);
- d) fourth priority, if necessary, will be given to the ISU Members with Judges present at the ISU Grand Prix of Figure Skating Final (Junior and Senior), but not mentioned under a) and b);
- e) fifth priority, if necessary, will be given to the host Member of the ISU Grand Prix of Figure Skating Final and the ISU Junior Grand Prix of Figure Skating Final;
- f) sixth priority, if necessary, will be given to the ISU Members with Skaters/Couples qualified as alternates in the Senior Final;
- g) seventh priority, if necessary, will be given to the ISU Members with Skaters/Couples qualified as alternates in the Junior Final;
- h) eighth priority, if necessary, will be given to the ISU Members with Skaters/Couples not qualified for the ISU Grand Prix of Figure Skating Final, with priority to the discipline concerned, starting from that Skater/Couple with the highest total amount of points but not being alternate for the final.

7.3 Invitation of Judges

The invitations to the Judges will be issued by the ISU Secretariat immediately following the last event of the ISU Grand Prix of Figure Skating 2011/12 (Rostelecom Cup, Moscow).

The respective ISU Members entitled to nominate a Judge must submit the name of the Judge(s) no later than **November 30, 2011**.

The selection of Judges will be made by the respective Member. The Members are responsible for providing all selected and stand-by Judges with the appropriate travel documents in time.

The name(s) of the Judge(s) must be submitted on the official entry form by fax/email and confirmed by registered mail to:

Skate Canada

865 Shefford Road

Ottawa

Ontario, Canada

K1J 1H9

Fax: +1 613 748 5718

Email: 2011gpf@skatecanada.ca

and to:

International Skating Union

Chemin de Primerose 2

CH-1007 Lausanne

Switzerland

Fax: +41 21 612 6677

Email: entries@isu.ch

Peter Krick

Chair Sports Directorate

Am Schorn 38

82327 Tutzing

Germany

Fax: +49 8158 928 650

Email: peter.krick@eventint.com

7.4 Officials Remuneration

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

8. TRAVEL EXPENSES AND TRAVEL DOCUMENTS

The Organizing Member will pay travel expenses for air-fare (economy rates) for all Competitors qualified for the ISU Grand Prix of Figure Skating Final and for the ISU Junior Grand Prix of Figure Skating Final, and the Judges from their domicile to **Québec City Jean Lesage International Airport (YQB)** and return, or alternatively in the case of skaters, from their training site and return. The travel expenses of the Referees, the Technical Controllers, the Technical Specialists, the Data and Replay Operators are covered by the ISU.

ISU Members are asked to make their own travel arrangements for competitors and judges as follows:

- determine preferred flight/day/ time of day for arriving and departing flights
- email Form 05-B and sample airline itinerary or preferred travel days/times to Krista McGucken at Corporate Traveller (Krista.McGucken@corporatetraveller.ca) with copy to Skate Canada (2011gpf@skatecanada.ca)
- All Travel must be booked to arrive and depart between December 6 and December 12 unless special permission is obtained from Skate Canada.
- Skate Canada will automatically pay the cost for air tickets for competitors and judges booked with Corporate Traveller

If Skate Canada approves that an ISU Member purchase air tickets or make travel arrangements in a different manner for their competitors and/or judge, or if a judge wishes to purchase their own air ticket, the agreed upon reimbursement amount will be made one week after the completion of the event by direct deposit into the bank account indicated on the Bank Transfer Information for Prize Money (Form 06), or to a bank account as provided to Skate Canada by the individual judge. Only flights that have been approved in writing (by email) will be reimbursed. The Organizing Committee will in general only reimburse the same price of air-tickets, which at the maximum represents the rate the Organizing Member can obtain.

Airline bookings for coaches, team leaders and other accompanying persons may be possible if requested. In this case, valid credit card information must be provided at the time of booking.

Once flights have been booked any changes to air tickets and related expenses will be the responsibility of the traveller.

All Team members, Referees, the Technical Controllers, the Technical Specialists, the Data and Replay Operators and Judges are responsible for their own travel documents (visa, insurance, etc.).

The Organizing Committee will help and support applications for visa purposes if those requests arrive in an appropriate time.

9. MEALS AND LODGING

9.1 Meals and Lodging for ISU Event Officials and Judges

The Organizing Member will pay accommodation and meal expenses for all Judges, Referees and Technical Officials (Technical Specialists, Technical Controllers, Data & Video Operators, Swiss Timing Sport Service GmbH from dinner on **Tuesday, December 6, 2011** through breakfast on **Monday, December 12, 2011**.

If any longer period is agreed upon with the Organizing Committee, the period of coverage will be prolonged accordingly.

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

9.2 Meals and Lodging for Competitors

The Organizing Member will pay accommodation (on a shared basis where there are competitors from the same country/gender participating) and meal expenses for all Junior Competitors from dinner on **Tuesday, December 6, 2011** through breakfast on **Monday, December 12, 2011** and for all Senior Competitors from dinner on **Wednesday, December 7, 2011** through breakfast on **Monday, December 12, 2011**. Each individual period may be extended due to individual flight arrangements.

If any longer period is agreed upon with the Organizing Committee, the period of coverage will be prolonged accordingly.

All extra expenses incurred by any Competitor will be the responsibility of respective team leader and must be paid prior to departure.

9.3 Meals and Lodging for other Team Members

All expenses for rooms and meals for any other team member will be the responsibility of the respective team leader or of the respective team member and must be paid prior to departure.

10. ARRIVAL OF TEAMS

All ISU Event Officials, Competitors, Team Leaders and Team Officials, Judges, Coaches, and Team Medical taking part in the ISU Grand Prix of Figure Skating Final and the ISU Junior Grand Prix of Figure Skating Final 2011/12 are requested to announce as soon as possible but no later than **November 30, 2011** to the Organizing Committee, on the enclosed forms, the names of the airlines, flight numbers, dates and times of arrival at **Québec City Jean Lesage International Airport (YQB)**.

All announced team members will be met by the Organizing Committee at **Québec City Jean Lesage International Airport (YQB)**. Coaches and Team Medical Staff are only met if they travel with the team.

11. OFFICIAL HOTEL

All ISU Event Officials, ISU Guests, Competitors, Judges and other Team Members will be accommodated at

Fairmont Le Château Frontenac

1 rue des Carrières

Québec, Québec, Canada

G1R 4P5

Phone: +1 418 692 3861

Fax: +1 418 692 1751

<http://www.fairmont.com/frontenac>

All bookings must be made through the Organizing Committee.

Additional hotels for Media: All media personnel are requested to arrange the reservation by themselves.

Hotel Manoir Victoria

44, Côte du Palais

Vieux-Québec, Québec, Canada G1R 1H9

Phone: +1 418 692 1030

Fax: +1 418 692 3822

<http://www.manoir-victoria.com>

12. REGISTRATION

All ISU Office Holders, ISU Event Officials, Competitors, Team Leaders, Team Officials, Team Medical Staff and one Coach/Choreographer (per Competitor) taking part in the Final are requested to register as follows:

Accreditation for ISU Office Holders, ISU Event Officials, Teams and media will be located in the hotel

Fairmont Le Château Frontenac starting on Monday, December 5, 2011 to Wednesday, December 7, 2011. Accreditation will then move to the arena **Pavillon de la Jeunesse** on Thursday, December 8, 2011 to the end of the event.

All Skaters and Judges will be required to present their passport (and clearance certificate if passport is not the same as the Member entering the Skater) prior to receiving accreditation. Accreditation will not be issued without presentation of a valid passport.

13. INSURANCE / LIABILITY

In accordance with Rule 119, it is the sole obligation of each ISU Member participating in ISU Events, 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. 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 means. 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.

14. ANTI-DOPING

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 this Communication).

The tests will be carried out on the best placed Skater/s 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 shall be selected by random draw.

15. PRESENTATION OF MEDALS

The three best placed Skaters/Couples in each event will be announced and honored. Gold, silver and bronze medals will be presented to the medalists. The national anthem of the winner will be played and the flags of the medal winners will be hoisted.

16. EXHIBITION

All medalists of the ISU Grand Prix of Figure Skating Final as well as the Gold Medalists of the ISU Junior Grand Prix of Figure Skating Final and other selected Competitors will be required to participate in the Gala Exhibition on Sunday, December 11, 2011.

Show exhibition numbers different from the competition programs are expected (see also paragraph 4.1.2 and 4.2.2). A Short Program/Short Dance or a Free Program or a part of it or a competition program in another costume or skated to a different music is not to be considered a „show number“.

Each gold medalist will be expected to provide an encore in addition to their regular exhibition programs. There will be no extra exhibition fee awarded.

17. ROUND TABLE DISCUSSIONS

Please see the date and time of the Round Table Discussions in the attached schedule.

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

International Skating Union

Mr. Ottavio Cinquanta, ISU President

Contact:

International Skating Union

Mr. Fredi Schmid, ISU Director General

or

Ms. Patricia Mayor, ISU Sports Coordinator Figure Skating

Chemin de Primerose 2

1007 Lausanne/Switzerland

Phone: +41 21 612 66 66

Fax: +41 21 612 66 77

Email: entries@isu.ch or mayor@isu.ch

Mr. David Dore

ISU Vice President of Figure Skating

& Coordinator ISU Figure Skating Event Coordination Group

534 Buchanan Crescent

Gloucester, Ontario, Canada

K1J 7V4

Fax: +1 613 747 8222

Email: daviddore@sympatico.ca

Any late changes regarding an event (entries etc) must be communicated simultaneously to the ISU Secretariat (entries@isu.ch) and to Peter Krick (email: peter.krick@eventint.com).

ISU Grand Prix Coordination Group (Junior and Senior):

Mr. David Dore, ISU Vice-President of Figure Skating

& Coordinator ISU Grand Prix Coordination Group

Mr. Peter Krick, ISU Chair Sports Directorate

Mr. Mario Meinel, ISU Event Coordinator

Ms. Rita Zonnekeyn, Member S&PTC

Ms. Halina Gordon-Poltorak, Chair IDTC

Secretary: Ms. Patricia Mayor, ISU Sports Coordinator Figure Skating

Organizing Members of the 6 individual ISU Grand Prix of Figure Skating Events

Canada

Skate Canada

China

Chinese Skating Association

France

Federation Française des Sports de Glace

Japan

Japan Skating Federation

Russia

The Figure Skating Federation of Russia

United States

The United States Figure Skating Association

Organizing Member ISU Grand Prix of Figure Skating Final 2011/12

Skate Canada

865 Shefford Road

Ottawa, Ontario, Canada, K1J 1H9

Fax: +1 613 748 5718

Email: 2011gpf@skatecanada.ca

19. Preliminary Event Schedule (subject to change)

Wednesday, Dec. 7, 2011	12:00	Team Leaders Meeting	
	13:45	Referees/Technical Controllers Meeting	
	14:30	Judges' Meeting Ice Dance	
	16:00	Judges' Meeting Singles and Pairs	
	18:00	Welcome Ceremony/Reception at Hotel	
	20:00	ISU and Judges Dinner	
Thursday, Dec. 8, 2011	16:15	Opening on Ice	
	17:00	Junior Pairs	Short Program
	18:15	Junior Ladies	Short Program
	19:20	Junior Ice Dance	Short Dance
	20:35	Junior Men	Short Program
Friday, Dec. 9, 2011	11:25	Junior Pairs	Free Skating
	12:50	Senior Ladies	Short Program
	14:00	Senior Ice Dance	Short Dance
		Victory Ceremony Junior Pairs	
	18:30	Junior Ladies	Free Skating
		Victory Ceremony Junior Ladies	
	20:00	Senior Pairs	Short Program
	21:15	Senior Men	Short Program
Saturday, Dec. 10, 2011	07:30	Judges Round Table Discussion	Junior Pairs
	09:00	Judges Round Table Discussion	Junior Ladies
	14:20	Junior Ice Dance	Free Dance
	15:40	Senior Ladies	Free Skating
	16:55	Senior Men	Free Skating
		Victory Ceremonies Senior Ladies, Junior	
		Dance, Senior Men	
	19:00	Junior Men	Free Skating
	20:30	Senior Pairs	Free Skating
		Victory Ceremonies Junior Men, Senior	
Sunday, Dec. 11, 2011		Pairs	
	22:00	Judges Round Table Discussion	Junior Ice Dance
	06:30	Judges Round Table Discussion	Senior Ladies
	08:00	Judges Round Table Discussion	Senior Men
	09:30	Judges Round Table Discussion	Junior Men
	11:00	Judges Round Table Discussion	Senior Pairs
	13:50	Senior Ice Dance	Free Dance
		Victory Ceremony Senior Ice Dance	
	16:00	Exhibition Gala	
	17:00	Judges Round Table Discussion	Senior Ice Dance
	20:00	Closing Banquet	