



Four Continents Figure Skating Championships® 2015



February 10 - 15, 2015

Seoul, Republic of Korea

ANNOUNCEMENT

1. GENERAL REGULATIONS

The ISU Four Continents Figure Skating Championships® 2015 will be conducted in accordance with the ISU Constitution and General Regulations 2014, the ISU Special Regulations & Technical Rules Single & Pair Skating and Ice Dance 2014, as well as all pertinent ISU Communications.

Participation in the ISU Four Continents Figure Skating Championships® 2015 is open to all Competitors who belong to an ISU Member in accordance with Rule 130, paragraph 3 and qualify with regard to eligibility according to Rule 102, provided their ages fall within the limits specified in Rule 108, paragraph 3. a) and they meet the participation, citizenship and residency requirements in Rule 109, paragraphs 1 through 5 and Communication No. 1420.

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.

2. TECHNICAL DATA

All Championship events as well as some official practices will take place at the “Mokdong Arena Main Rink (1F level)” with an ice surface of 30 m x 60 m. The remainder of the official practices will take place at the “Mokdong Arena – Practice Rink Sub Rink (B1 level)”, (30 m x 60 m). The two facilities are in the same venue, indoor, air-conditioned and heated.

2.1 Minimum Score

Please refer to ISU Communications No. 1876, paragraph 11.

Skaters/couples participating in the ISU Four Continents Figure Skating Championships® 2015 must have reached in an ISU recognized International Competition (as defined by Article 38, paragraph 7 and Rule 107, paragraphs 1 to 9) during the ongoing season (2014/15) or immediately preceding season (2013/14) the applicable minimum Technical Score (for SP/SD and FS/FD) as follows:

| | | | | |
|--------------|----|-------|----|-------|
| MEN | SP | 25.00 | FS | 45.00 |
| LADIES | SP | 20.00 | FS | 36.00 |
| PAIR SKATING | SP | 20.00 | FS | 36.00 |
| ICE DANCE | SD | 19.00 | FD | 29.00 |

The Minimum Total Technical Score (not including Component Scores) is a Technical Score and must have been reached in an ISU recognized International Competition (as per Article 38, paragraph 7 of the ISU Constitution and Rule 107, paragraphs 1 to 9 of the ISU General Regulations) during the ongoing or immediately preceding season in both segments, Short Program/Short Dance and Free Skating/Free Dance (See ISU Special Regulations Single & Pair Skating Ice Dance 2014, Rule 378, paragraph 3).

While the Minimum Total Technical Score must be reached separately in each segment (not a total of the two segments), the Minimum Total Technical Score for each segment may be reached at different competitions.

The Council also decided that the Minimum Technical Score must be reached **twenty-one (21)** days before the first day (first official practice day) of the Championships concerned (same as entry deadline).

2.2 Technical Details

| | | |
|----------------------|---------------|--|
| Men: | Short Program | The prescribed elements to be skated are those listed in ISU Technical Rules Single and Pair Skating 2014, Rule 611, para 1 and 2 and the respective ISU Communication. Duration: max. 2 min., 50 sec., but may be less |
| | Free Skating | In accordance with ISU Technical Rules Single and Pair Skating 2014, Rule 612 and the respective ISU Communication. Duration: 4 min., 30 sec., +/- 10 sec. |
| Ladies: | Short Program | The prescribed elements to be skated are those listed in ISU Technical Rules Single and Pair Skating 2014, Rule 611, para 1 and 2 and the respective ISU Communication. Duration: max. 2 min., 50 sec., but may be less |
| | Free Skating | In accordance with ISU Technical Rules Single and Pair Skating 2014, Rule 612 and the respective ISU Communication. Duration: 4 min., +/- 10 sec. |
| Pair Skating: | Short Program | The prescribed elements to be skated are those listed in ISU Technical Rules Single and Pair Skating 2014, Rule 620, para 1 and 2, group for 2014/15 and the respective ISU Communication. Duration: max. 2 min., 50 sec., but may be less; |
| | Free Skating | In accordance with ISU Technical Rules Single and Pair Skating 2014, Rule 621 and the respective ISU Communication. Duration: 4 min., 30 sec., +/- 10 sec. |
| Ice Dance: | Short Dance | In accordance with ISU Technical Rules Ice Dance 2014, Rule 709. Rhythms, required elements and guidelines are those listed in ISU Communication 1857 and subsequent updates. Duration: 2 min., 50 sec., +/- 10 sec |
| | Free Dance | In accordance with ISU Technical Rules Ice Dance 2014, Rule 710. The required elements to be skated are those listed in ISU Communication 1857 and subsequent updates. Duration: 4 min. +/- 10 sec. |

3. ENTRIES

3.1 Entries of Competitors

In accordance with Rule 378, ISU Members must enter Competitors and their substitutes on the official entry forms. Entries must reach the Sports Directors (through the ISU Secretariat), the ISU Secretariat and the Organizing Committee not later than **January 20, 2015 – 20:00 h, local time Seoul / KOR** (see Rule 378, paragraph 1). Entries must be made by the Member concerned. Receipt of the entries will be confirmed in writing immediately by the Organizing Committee to the Member.

Entry forms listing Competitors and substitutes must be sent simultaneously to:

**ISU Four Continents Figure Skating Championships® 2015
Organizing Committee**

Fax: +82 2 423 8097

E-mail: isu4conti2015@gmail.com

and to:

ISU Secretariat & Sport Directors Figure Skating

Fax : +41 21 612 6677

E-mail : entries@isu.ch

Mr. Peter Krick

Sport Manager Figure Skating

Fax: +49 8158 928650

E-mail: peter.krick@eventint.com

Preliminary entries (by number) must reach the ISU Secretariat and the Organizing Committee no later than **October 1, 2014**.

All Competitors must turn in to the Organizing Committee together with the entry forms the "Program Content Sheet". It is not permitted to hand over the Program Content Sheets directly to the acting Officials.

Please note that for all persons entered by the Members the procedures in regard to the Declaration for Competitors and Officials entering ISU Events (Rule 131) as outlined in ISU Communication ISU Communication 1876, point 16 (or any update of this Communication) need to be strictly observed.

3.2 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 Organizing Committee.

Please be advised that only one Coach per Skater 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 or other members of the Member provided that they are Council/Board members, Technical Committee members or members of the Head Office of their 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 Organizing Committee 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 Members must 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 that separate form.

For Chaperones (one per Competitor) the Team Leader can request a "bus permit" which will include access to practices. Chaperones will not stay in the Official Skating Family Hotel. The chaperones will not receive any special price tickets to the competition events or the Exhibition.

All Forms must be returned to the Organizing Committee not later than **January 20, 2015 – 20:00 h, local time Seoul / KOR**.

4. JUDGES

4.1 Nomination of Judges for the annual Judges Draw for ISU Figure Skating Championships 2015 to be held on October 16, 2014 in Geneva/SUI

According to ISU Special Regulations & Technical Rules Single & Pair Skating and Ice Dance 2014, Rules 521, the official **entry form for Judges by number** (that had been sent to Members on August 8, 2014), must reach the ISU Secretariat by **October 1st, 2014**, indicating with the entry, in which discipline of the ISU Four Continents Figure Skating Championships® 2015 the Member intends to participate in the respective draw. The Member must also indicate with the entry, which Judge will be available to judge the Pair discipline.

In accordance with the draw results, that will be published in an ISU Communication subsequent to the Judges Draw, Members having been drawn to send Judges to the ISU Four Continents Figure Skating Championships® 2015 must send the official **entry form for Judges by name** to the Sports Directors (through the ISU Secretariat), the ISU Secretariat and the Organizing Committee not later than **December 27, 2014, – 20:00 h, local time Seoul / KOR** (see Rule 521, paragraph 4). Receipt of the entries will be confirmed in writing immediately by the Organizing Committee to the Member.

ISU Four Continents Figure Skating Championships® 2015 Organizing Committee

Fax: +82 2 423 8097

E-mail: isu4conti2015@gmail.com

and to:

ISU Secretariat & Sport Directors Figure Skating

Fax : +41 21 612 6677

E-mail : entries@isu.ch

Mr. Peter Krick

Sport Manager Figure Skating

Fax: +49 8158 928650

E-mail: peter.krick@eventint.com

Entries must be made by the Member concerned. Receipt of the entries will be confirmed in writing immediately by the Organizing Committee to the Member.

5. MEALS, LODGING, PREPAYMENT AND TRAVEL EXPENSES

In accordance with Rule 137 the expenses are regulated as follows:

- a) All expenses for accommodation and meals for all Competitors participating in the Championships will be covered by the Organizing Committee during the period beginning with dinner on **Monday, February 9, 2015** and ending with lunch on **Monday, February 16, 2015**.
- b) All expenses for accommodation and meals for one (1) Team Leader for each participating Member in the Championships will be covered by the Organizing Committee during the period beginning with dinner on **Monday, February 9, 2015** and ending with lunch on **Monday, February 16, 2015**.
- c) All expenses for accommodation and meals for Technical Controllers, Technical Specialists and Data & Replay Operators will be covered by the Organizing Committee during the period beginning with dinner on **Monday, February 9, 2015** and ending with lunch on **Monday, February 16, 2015**.
- d) All expenses for accommodation and meals for Referees and Judges will be covered by the Organizing Committee during the period as listed below:
 - Referees: from lunch on **Tuesday, February 10** and ending with lunch on **Monday, February 16, 2015**,
 - Judges Men, Pairs and Ice Dance: from lunch on **Tuesday, February 10** and ending with lunch on **Monday, February 16, 2015**,
 - Judges Ladies: from lunch on **Wednesday, February 11** and ending with lunch on **Monday, February 16, 2015**,

Should any Competitor, Team Leader or Official arrive at the Hotel before the time indicated above or stay longer, the costs for accommodation and meals are at the burden of the user. A credit card or cash deposit is required on arrival for security and other incidental (i.e. telephone, movies, etc.) charges. If there are no expenses or damages to the room, cash deposit will be returned to the guest on departure.

It is the responsibility of the participating Members to make the necessary travel plans and arrangements for their Skaters.

All extra expenses incurred by any Competitor or any kind of Official will be the responsibility of the individual and must be paid prior to departure.

The Organizing Committee requests that, for all Team Members whose accommodation expenses are not covered by the Organizing Committee as outlined above, a pre-payment (deposit) to guarantee the availability of required rooms has to be made. Please use the official forms received with the first Information Letter for booking and calculation. The pre-payment (50% of the total amount) must be made by **November 8, 2014**. The terms of payment for the remainder will be published well in time by the Organizing Committee.

All rooms ordered for any person (if paid by the organizer or the member federation) are subject to the cancellation policy as outlined in the first information.

Travel expenses will be paid in accordance with Rule 137. Out of pocket expenses for Referees, Technical Controllers, Technical Specialists, OAC Members, Judges, Data & Replay Operators will be paid in accordance with the Memorandum for Guidance in Holding ISU Figure Skating Championships and ISU Communication No.1794 or any update of this Communication. Payments will be provided at registration. No expenses will be reimbursed for any other accompanying persons (i.e., Assistant Team Leaders, Coaches, Team Officials, Team Medical Staff, Chaperones, etc.).

Please note: It is the obligation of the Team Leader and or the Assistant Team Leader to attend at least one of the two scheduled Team Leaders Meeting. Failing to do so, the Organizing Committee will not cover the expenses for the Team Leader as indicated above.

6. PRACTICE

Official practices for Competitors begin on **Tuesday, February 10, 2015**. The detailed schedule will be issued at the time of registration. Rule 344, paragraph 4 must be observed.

7. MUSIC

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 1, 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 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.

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

8. ARRIVAL & DEPARTURE OF PARTICIPANTS

All ISU Event Officials, Competitors, Team Leaders and Team Officials taking part in the Championships are requested to announce as soon as possible but not later than **January 5, 2015**, to the Organizing Committee, on the enclosed forms, the names of the airlines, flight numbers, dates and times of arrival at **Incheon International Airport (ICN) or Gimpo International Airport (GMP)**. These locations are considered as the official arrival/departure points for the ISU Four Continents Figure Skating Championships 2015, from where a shuttle transfer will be organized.

Coaches, Team Medical Staff and Chaperones are only met if they travel with the team.

9. REGISTRATION

All ISU Office Holders, ISU Event Officials, Competitors, Team Leaders, Team Officials, Team Medical Staff and one Coach (per Competitor) taking part in the Championships are requested to register for the ISU Four Continents Figure Skating Championships 2015 as follows:

Accreditation for ISU Office Holders, ISU Event Officials and Teams will be located in **“MLV Hotel Kintex”**, and for Media at the **Mokdong Arena - accreditation center**.

All Competitors and Judges will be required to present their passport (and Clearance Certificate if the passport is not of the same country as the Member entering the Skater and/or the Skater having previously represented another Member) prior to receiving accreditation. Accreditation will not be issued without presentation of a valid passport.

10. OFFICIAL HOTELS

The official hotel for ISU Office Holders, ISU Event Officials, Judges, Team Officials and Federation Presidents, Skaters, Team Leaders, Coaches, Assistant Team Leaders and Team Medical Staff are:

MVL Hotel

Taegeukno 20 Ilsandonggu,
Goyang City, Gyeonggi-do, Korea
Tel: +82 3 927 7700
Email: info.kintex@mvlhotel.com
<http://www.mvlhotel.com/kintex/>

For Media

Seoul Golden Hotel,
663Gonghangdae-ro, Gangseo-gu,
Seoul 157-040 Korea
Tel: +82 2 3397 2002,
Email: book@goldenseoul.com,
Homepage: <http://www.goldenseoul.com>

Best Western Niagara Hotel

259-2 Yeomchangdong, Gangseogu,
Seoul, Korea
Tel: +82 2 3660 4000,
Homepage: <http://www.niagarahotel.co.kr>

Hotel River Park

261-4 Yeomchangdong, Gangseogu,
Seoul, Korea
Tel: +82 2 3665 3330,
Homepage: <http://www.riverpark.co.kr>

11. OPENING CEREMONY ON ICE

The Opening Ceremony on Ice will take place on **Thursday, February 12, 2015 at 16:30**, at the Mokdong Arena (main rink).

12. DRAWS - ORDER OF SKATING

The draws for the order of skating will be held individually per discipline at the Draw and Press conference Room at the Mokdong Arena. The exact dates and time will be provided at Registration.

13. EXHIBITION

All medalists and other Competitors will be selected to give an exhibition on **Sunday, February 15, 2015 at 17:30**, at the Mokdong Arena according to Rule 104, paragraph 17 a) and b).

14. MEETINGS FOR ISU EVENT OFFICIALS and JUDGES

The individual Initial Judges Meetings and – if applicable – an additional Judges draw will be held one (1) day prior to each first segment of each individual discipline. The draw for the seating order of the panels of Judges will be made 45 min. prior to each segment. Subsequent draws, as required, will be made at the “Mokdong Arena” in the judges’ room. A detailed draw schedule will be published on site.

Please see the dates and times for all other official meetings for Technical Panels (before and after the respective event), Referees and Technical Controllers Meeting and Judges Round Table Discussions in paragraph 20 Schedule of Events. ISU Event Officials and Judges are responsible to make their travel arrangements in order to be able to attend the respective meetings. If 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 20.

15. 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.

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

16. ANTI-DOPING

The Anti-Doping tests will be conducted in accordance with the current ISU Anti-Doping Rules & Procedures (ISU Communications No. 1765 and 1800 or any further update of this Communication).

After the Short Program / Short Dance one randomly selected Skater in each discipline shall be tested. 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. After the Free Program / Dance, the three best ranked Skaters of the final result in the Singles, Pair Skating and Ice Dance shall be tested. 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.

17. TITLES AND MEDALS

The winners will bear the title according to Rule 133:

Four Continents Figure Skating Champion for 2015
Lady Four Continents Figure Skating Champion for 2015
Four Continents Pair Champions for 2015
Four Continents Ice Dance Champions for 2015

ISU gold medals will be awarded to the Champions and ISU silver and bronze medals to the second and third placed Competitors at the end of the finals in each discipline.

In accordance with Rule 134, paragraph 3 f), a small ISU gold medal will be awarded to the winner of each event (Short Program and Free Skating for Ladies, Men and Pairs and Short Dance and Free Dance for Ice Dance) and small silver and bronze medals to the second and third in each category, but no anthem will be played or flags raised. The distribution will be made according to Rule 134, paragraph 3f).

18. NATIONAL ANTHEM

The Organizing Committee asks all Members to bring a copy of their National Anthem on CD.

19. INFORMATION

For further information, please contact:

ISU Four Continents Figure Skating Championships® 2015

Organizing Committee

Tel: +82 2 422 6165, +82 2 418 6322

Fax: +82 2 423 8097

E-mail: isu4conti2015@gmail.com

20. SCHEDULE OF EVENTS

| Date | Time | Event |
|---------------------------|-------------|--|
| Tuesday, February 10 | All day | Official Practice |
| | 10:00 | Team Leaders Meeting |
| | 12:00 | ICE DANCE – Technical Panel Meeting |
| | 15:00 | MEN – Technical Panel Meeting |
| | 17:15 | PAIRS – Technical Panel Meeting |
| Wednesday, February 11 | All day | Official Practice |
| | 09:00 | Referee & Technical Controllers Meeting |
| | 10:00 | PAIRS – Initial Judges Meeting |
| | 12:15 | LADIES – Technical Panel Meeting |
| | 13:30 | MEN – Initial Judges Meeting |
| | 17:35 | ICE DANCE – Initial Judges Meeting |
| | 20:30 | ISU and Judges Dinner |
| Thursday, February 12 | 09:30 | LADIES – Initial Judges Meeting |
| | 11:00 | ICE DANCE – Short Dance |
| | 14:00 | PAIRS – Short Program |
| | 16:30 | Opening on Ice |
| | 17:15 | MEN – Short Program |
| Friday, February 13 | 13:00 | ICE DANCE – Free Dance |
| | 1700 | LADIES – Short Program |
| | 17:00 | ICE DANCE – Technical Panel Review Meeting |
| Saturday, February 14 | 09:00 | ICE DANCE - Judges Round Table Discussion |
| | 14:30 | PAIRS – Free Skating |
| | 17:30 | MEN – Free Skating |
| | 18:00 | PAIRS – Technical Panel Review Meeting |
| Sunday, February 15 | 08:00 | PAIRS – Judges Round Table Discussion |
| | 08:30 | MEN – Technical Panel Review Meeting |
| | 10:15 | MEN – Judges Round Table Discussion |
| | 12:00 | LADIES – Free Skating |
| | 17:30 | EXHIBITION |
| | 17:30 | LADIES – Technical Panel Review Meeting |
| | 18:30 | LADIES – Judges Round Table Discussion |
| | 21:00 | Closing Banquet |

Please note: This schedule is subject to change.

21. SUMMARY OF DEADLINES

| Forms | | DUE DATE |
|--------------|--|---------------------|
| A 01 | Preliminary Entry Form | October 1, 2014 |
| A 02 | Hotel Request Form Team Leaders, Competitors, Judges | October 1, 2014 |
| A 03 | Hotel Request Form Team Officials, Coaches, Others | October 1, 2014 |
| A 04 | Visa Application Form | As soon as possible |
| B 01 | Entry Form for Judges | December 27, 2014 |
| B 02 | Hotel Sheet for Judges | December 27, 2014 |
| B 03 | Travel Form for Judges | December 27, 2014 |
| C 01 | Composition of Delegation | January 20, 2015 |
| C 02 | Entry Form for Competitors | January 20, 2015 |
| C 03 | Hotel Sheet | January 20, 2015 |
| C 04 | Bank Transfer | January 20, 2015 |
| C 05 | Travel Form for Teams | January 20, 2015 |
| C 06 | Press Information | January 20, 2015 |
| C 07 | Competition Music Information | January 20, 2015 |
| C 08 | Ice Dance Music Information Form | January 20, 2015 |
| C 09 | Exhibition Music Information | January 20, 2015 |
| C 10 | Planned Program Content | January 20, 2015 |
| C 11 | Skater Health Care Form | January 20, 2015 |

| Payments | DUE DATE |
|--|-------------------------|
| Deadline for 50% deposit for hotel reservations from Federation | November 14, 2014 |
| Refund of 100% hotel deposit for cancellations | Up to December 30, 2014 |
| Refund of 50% hotel deposit for cancellations from December 31 until | January 22, 2015 |
| No refund for cancellations after this date | January 22, 2015 |
| Federation to pay balance of hotel payment | Latest at registration |