



Challenger Series in Figure Skating 2016/17



Finlandia Trophy 2016

Espoo, Finland

October 6 - 9, 2016

ANNOUNCEMENT

Finlandia Trophy 2016

An International Senior Competition

for

Men, Ladies, Pairs and Ice Dance

organized by

Finnish Figure Skating Association



Espoo, Finland

October 6-9, 2016

A competition as part of the



Challenger Series in Figure Skating 2016/17

under the authorization of the

INTERNATIONAL SKATING UNION



1. GENERAL REGULATIONS

The **Finlandia Trophy** will be conducted in accordance with the ISU Constitution and General Regulations 2016, the Special Regulations & Technical Rules Single & Pair Skating and Ice Dance 2016, and the relevant ISU Communications.

Participation in the **Finlandia Trophy** is open to all Competitors who belong to an ISU Member, 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 ISU Communication 1420 or any update of this Communication.

In accordance with Rule 109 of the ISU General Regulations and ISU Communication 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. Passports of all Skaters, as well as the ISU Clearance Certificate, if applicable, must to be presented at the accreditation of the event for verification.

All competitors must be entered through their respective Member Federation.

2. ISU CHALLENGER SERIES IN FIGURE SKATING

The **Finlandia Trophy** is part of the ISU Challenger Series in Figure Skating 2015/16 and will be conducted in accordance with additional requirements as specified in the General Announcement for the ISU Challenger Series in Figure Skating 2016/17 as well as ISU Communication 1994.

If the requirements specified in the above-mentioned documents are fulfilled the event will count towards ISU World Standing Points, Minimum Total Technical Score, ISU Challenger Series in Figure Skating Ranking and Prize Money.

There is a limitation for the Skaters/Couples to three (3) participations in the events of the ISU Challenger Series in Figure Skating. Participation in any of an ISU Junior Grand Prix of Figure Skating events or a ISU Grand Prix of Figure Skating events does not limit the participation in events of the ISU Challenger Series.

ISU CHALLENGER SERIES IN FIGURE SKATING RANKING AND PRIZE MONEY

At the end of the ISU Challenger Series in Figure Skating, after the last event of the season has been concluded, the two highest final scores in the up to three different ISU Challenger Series in Figure Skating events of each competitor/couple will be added and taken into consideration to form an ISU Challenger Series in Figure Skating Ranking which will be published on the ISU website.

The top three placed Skaters/Couples of the annual ISU Challenger Series Ranking in Figure Skating after the last event of the ISU Challenger Series in Figure Skating will receive ISU Prize Money as outlined in the General Announcement for the ISU Challenger Series in Figure Skating 2016/17 as well as ISU Communication 1994.

3. TECHNICAL DATA

PLACE **Main arena: Espoo Metro Areena, Urheilupuistontie 3, 02200 Espoo**
(an indoor ice-rink with the ice surface of 30 x 60 m, air-conditioned and heated)

Practice arena: Espoo Metro Areena, Urheilupuistontie 3, 02200 Espoo
(an indoor ice-rink with the ice surface of 27 x 58 m, air-conditioned and heated)

Main and Practice Rink are in the same complex / building.

MEN	Short Program	The required elements to be skated are those listed in ISU Technical Rules Single & Pair Skating 2016, Rule 611, paragraphs 1 and 2. Duration: 2 min. and 40 sec., +/- 10 sec.
	Free Skating	In accordance with ISU Technical Rules Single & Pair Skating 2016, Rule 612 and the respective ISU Communication. Special attention should be paid to the "well balanced program" and the element value. Duration: 4 min. and 30 sec., +/- 10 sec.
LADIES	Short Program	The required elements to be skated are those listed in ISU Technical Rules Single & Pair Skating 2016 Rule 611, paragraphs 1 and 2. Duration: 2 min. and 40 sec., +/- 10 sec.
	Free Skating	In accordance with ISU Technical Rules Single & Pair Skating 2016, 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 2016, Rule 620, paragraphs 1 and 2 for 2016/17. Duration: 2 min. and 40 sec., +/- 10 sec.
	Free Skating	In accordance with ISU Technical Rules Figure Skating & Pairs Skating 2016, Rule 621 and the respective ISU Communication. Special attention should be paid to the "well balanced program" and the element value. Duration: 4 min. and 30 sec., +/- 10 sec.
ICE DANCE	Short Dance	In accordance with ISU Technical Rules Ice Dance 2016, Rule 709. Rhythms, required elements and guidelines are those listed in ISU Communications 1998, 2003 and subsequent updates. Duration: 2 min., 50 sec., +/- 10 sec
	Free Dance	In accordance with ISU Technical Rules Ice Dance 2016, Rule 710. The required elements to be skated are those listed in ISU Communication 1998, 2003 and subsequent updates. Duration: 4 min., +/- 10 sec.



4. ENTRIES

4.1 General

All Entries must be made by the Member concerned based on the regulations for the ISU Challenger Series in Figure Skating 2016/17.

Receipt of the entries will be confirmed in writing immediately by the Organizing Committee to the Member (Rule 115, paragraph 5).

Each Entry Form must be signed by an authorized ISU Member Representative such as President, General Secretary, Executive Director, CEO (Rule 104, paragraph 4). For more details, please refer to Rules 115, 131, 378 and ISU Communication No. 1628 or any update of this Communication.

All entries must be sent to the Organizing Committee electronically using links and/or web forms. Links are in the end of this announcement and in each form. Please note that forms 1, 2 and 3 are automatically submitted to the ISU Secretariat when using the provided links.

4.2 Preliminary Entries

The preliminary entry form (00_CS_Preliminary Entry Form) must be submitted electronically **through the given [web-link](#)** to the Organizer latest by **August 8, 2016**.

4.3 Entries by Name

4.3.1 Entries of Competitors

Each ISU Member may enter one competitor for each single event (up to a maximum of three (3) entries per Member as well as two (2) Ice Dance couples and two (2) Pairs, considering there are sufficient places for participation. This limitation does not conflict with the entries of the Organizer.

Entries by names must be sent to Organizing Committee electronically via given [web-link](#)

and by e-mail to the following address:

ISU Secretariat
fax: +41 21 612 66 77
e-mail: entries@isu.ch

not later than: **Tuesday, September 6, 2016 – 20:00 h (local time Espoo)**.

4.3.2 Entries of Judges

Each participating ISU Member has the right to nominate one (1) judge who has at least the qualification "Judge for International Competitions".

In case of too many nominated judges the organizer will draw the panel of judges immediately after the closing date for the entries. The result of such draw will be communicated to all ISU Members involved in writing immediately after the conclusion of such draw.

The official entry form for Judges must be submitted to the Organizing Committee through the given [web-link](#) and via e-mail to the ISU Secretariat, no later than **Tuesday, September 6, 2016 – 20:00 h (local time Espoo)**.

Each panel of Judges will consist of at least 7 Judges. In exceptional cases and if there is no possibility to compose a panel of judges with at least 7 Judges, the ISU Vice-President Figure Skating may exceptionally authorize the panel in question to have a minimum of 6 Judges.

In case that at the time of the competition more Judges will be available and entered as required to compose the panels of Judges in a one or more disciplines, the Organizing Member in consultation with the ISU will conduct on site, a draw for the panel of judges in the discipline in question for the first segment. The Judges, not drawn for the first segment will be seated for the second segment.



The panel for the second segment (Free Skating / Free Dance) will in this case be completed by an open draw amongst the Judges serving in the first segment of the discipline in question.

4.3.3 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 Organizer.

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 provided that they are Council 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 organizer requests the right to have a medical certification (document) presented before accreditation. An accompanying person to a Judge will only be accepted for accreditation if this person is a partner in life or a relative of the Judge. The Member Federations guarantee that the requested accreditation of Team Members will correspond to their function within the team and the Federation.

The names of all team members must be listed on the Entry Form "Composition of Delegation" and must be submitted the Organizing Committee through given [web-link](#) and via e-mail to the ISU Secretariat (addresses mentioned above), no later than **Tuesday, September 6, 2016 – 20:00 h (local time Espoo)**.

4.3.4 Entry Fee

With the entry to the competition, the entry fee must be paid as follows:

65.00 € per single skater

95.00 € per pair or ice dance couple

The entry fee will not be refunded in case of withdrawals for any reason.

Entry fee must be paid latest by **September 6, 2016**

Payment instructions

Finnish Figure Skating Association
Radiokatu 20
FI-00240 Helsinki

Bank	Nordea Bank Finland Plc
Account #	IBAN FI91 1023 3000 210141
BIC/Swift	NDEAFIHH

5. APPOINTED EVENT OFFICIALS

This ISU Challenger Series in Figure Skating event will follow the requirements of the General Announcement for the ISU Challenger Series in Figure Skating 2016/17 as well as ISU Communication 1994 and principles of Rule 420, paragraph 5.a) of the ISU Special Regulations Single & Pair Skating and Ice Dance 2016 for appointing the event officials.

The members of each individual Technical Panel (Technical Controller and the Technical Specialists) will not be from the same ISU Member. At least two (2) Technical Panel members will have the qualification "ISU", however one of the three members may have the qualification "International".

The Referee will have at least the qualification "International" and could be of the same ISU Member as one member of the Technical Panel (Technical Controller and Technical Specialists).

The Data Operator and the Replay Operator will have at least the qualification "International".



6. MEALS, LODGING and TRAVEL EXPENSES

The organizer will provide and cover the expenses for rooms and meals for all Referees, the Technical Controllers, the Technical Specialist, the Data and Replay Operators and Judges participating, beginning with dinner on **Wednesday, October 5, 2016** until breakfast on **Monday, October 10, 2016**.

Should any of the above mentioned persons 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.

The Organizing Committee will cover the costs for travel expenses for all Referees, the Technical Controllers, the Technical Specialist, the Data and Replay Operators.

In accordance with the General Announcement for the ISU Challenger Series in Figure Skating 2016/17 as well as ISU Communication 1994, all Referees, the Technical Controllers, the Technical Specialist, the Data and Replay Operators and Judges officiating in the “senior” competitions of an ISU Challenger Series in Figure Skating event will, at the expense of the organizing ISU Member, receive pocket money of CHF 200.00 or the equivalent in the local currency. Any Official officiating besides in the “senior” category also in another category (for example junior), will at the expense of the organizing ISU Member receive an additional amount of CHF 100 (or equivalent in another currency) of pocket money per additional day of service.

7. PRACTICE

Official practice for Competitors begins on **Thursday, October 6, 2016**. The detailed schedule will be issued at the time of registration.

8. MUSIC / PLANNED PROGRAM CONTENT

All Competitors shall furnish competition music of excellent quality as a **digital audio file**, in accordance with Rule 343, paragraph 1. A list of titles, composers and orchestras of the music to be used for the Short Program and Free Skating Program for Single and Pairs, for the Short and Free Dance Program for Ice Dance must be listed for each Competitor on the official Music Selection Form and attached to the official Entry Form for Competitors.

In accordance with Rule 343, paragraph 1, the music file must show the exact running time of the music (not skating time), which shall be certified by the Competitor and by the coach at the time of registration. Each program (Short Program/Free Skating/Pattern Dance when music is provided by the Couple/Short Dance/Free Dance) must be provided as a separate file. In addition competitors/ couples must provide a back-up drive for each program.

The music files must be submitted electronically through the [given link](#) latest by September 6, 2016.

Requested file format: .WAV

File name according to category and program e.g. M SP Lastname Firstname

If music information is not complete and/or the music is not provided, accreditation will not be given.

With the entry forms, the “Planned Program Content” must be returned to the Organizing Committee in time. It is mandatory that the Planned 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.



9. ARRIVAL OF PARTICIPANTS / TEAMS

The nearest airport to **Espoo** is **Helsinki-Vantaa Airport (HEL)** with a distance of **25 km** to the official hotel.

The Organizing Committee provides a shuttle bus service from and to the airport. The transportation fee is 15€/person/one way. Transportation fee can be paid at the time of accreditation. Only cash is accepted. Please inform the Organizing Committee together with your entry whether you will be using the transportation offered.

All delegation members are advised to submit the following information through the given link latest by September 6, 2016.

- The Flight Number and the name of the airlines
- Date and times of arrival/departure
- Need of the transportation offered

10. OFFICIAL HOTEL(S)

Sokos Hotel Tapiola Garden

address Tapionaukio 3
 02100 Espoo, Finland
phone: + 358 20 1234 616
web: <https://www.sokoshotels.fi/en/espoo/sokos-hotel-tapiola-garden/>

Radisson Blu Hotel Espoo (if needed)

address Otaranta 2
 02150 Espoo
phone: +358 20 1234 705
web: <https://www.radissonblu.com/fi/hotelli-espoo>

Room prices (same in both hotels)

Single room	89 €/room/night, including breakfast
Double room	99 €/room/night, including breakfast
Three-bed room	119 €/room/night, including breakfast (number of these rooms are limited)

Hotel reservations must be booked via the Organizing Committee by submitting the needed information through the [given link](#). latest by **September 6, 2016**. The Organizer Committee cannot guarantee the availability of rooms, for bookings which are submitted after the given date. All hotel payments are made personally upon arrival at the hotel.

11. ACCREDITATION

The official accreditation for Teams is planned at the **Sokos Hotel Tapiola Garden** upon arrival.

Accreditation as a Team Member will be given to all entered Judges, Competitors and one Team Leader per participating team, one Coach per Competitor, a maximum of two Team Officials of ISU Members (including the Member President), 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. Accreditation will only be granted to persons in those various functions if officially entered and named through their ISU Member. **The ISU Member certifies with the signed entry form the indicated functions within the team of all team members. Any misuse of any function will be sanctioned by the ISU/OC.**

Accreditation will be given to appointed Event Officials and Guests.

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



12. RESULTS AND FREE SKATING/DANCE STARTING ORDER

The marking system (ISU Judging System) as described in ISU Technical Rule Single & Pair Skating 2016, Rule 352 and Rule 353 (Determination and publication of results) will be used.

The starting order for the Free Skating and Free Dance will be in reverse order of the result of the Short Program/Dance (ISU 513 2 according to 2016 ISU Congress decision).

13. PRESENTATION OF AWARDS

The three best placed Skaters/Couples in each event will be announced and honored.

Men and Ladies placed in the 1st place will be awarded with 3'000€ prize money. Winners of the Pairs and Ice Dance categories, will receive prize money amount of 4'000€.

Payments will be made through the respective National Associations as per ISU Rule 102. The withholding tax will be deducted according to Finnish law.

14. 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.

15. EXHIBITION

There will be NO exhibition.

16. MEETINGS FOR ISU EVENT OFFICIALS and JUDGES

All Referees, Technical Controllers, Technical Specialists, Data and Replay Operators and Judges are responsible to make their travel arrangements in order to be able to attend the respective event related meetings. If any other party makes the flight arrangements, the Referees, Technical Controllers, Technical Specialists, Data and Replay Operators and the Judges are responsible to check if such arrangements are in line with the detailed schedule as mentioned under paragraph 20.

17. INFORMATION AND VARIOUS

For information, please contact the Organizing Committee:

Finnish Figure Skating Association

Radiokatu 20

00093 VALO / Helsinki (Finland)

phone: +358 40 940 2315

e-mail: finlandiatrophy@stll.fi

Competition website: www.finlandiatrophy.com

**18. EVENT SCHEDULE**

Wednesday, October 5, 2016	All day	Arrival of teams
		Unofficial practice
	17:00	Referees and Technical Controllers Meeting
	18:00	Judges Draw and Meeting
	19:00	Individual Technical Panel Meeting: Pairs, Ladies and Men
	20:00	Draw PAIRS and LADIES
Thursday, October 6, 2016	17:00	PAIRS – Short Program
		LADIES – Short Program
Friday, October 7, 2016	11:30	Individual Technical Panel Meeting: Ice Dance
	17:00	Opening Ceremony
		Draw – MEN and ICE DANCE
	17:30	PAIRS – Free Skating
		LADIES – Free Skating
		Victory Ceremony Pairs and Ladies
		PAIRS – Technical Panel Review
		PAIRS – Round Table Discussion for Judges
		LADIES – Technical Panel Review
		LADIES – Round Table Discussion for Judges
Saturday, October 8, 2016	14:00	MEN – Short Program
		ICE DANCE – Short Dance
Sunday, October 9, 2016	13:00	MEN – Free Skating
		ICE DANCE – Free Dance
		Victory Ceremonies MEN and ICE DANCE
		MEN – Technical Panel Review
		MEN – Round Table Discussion for Judges
		ICE DANCE - Technical Panel Review
		ICE DANCE – Round Table Discussion for Judges

Please note:

This schedule is subject to changes and will be updated in accordance with the final number of entries.



FORMS AND DEADLINES

#	form	dead-line	web form	attach document in web
00	Preliminary Entry	08.08.2016	x	
01	Composition of Delegation	06.09.2016	x	x
02	Entry Form for Competitors	06.09.2016	x	x
03	Entry Form for Judges	06.09.2016	x	x
04	Visa Request Form	06.09.2016	x	
05	Hotel Sheet	06.09.2016	x	
06	Travel Form	06.09.2016	x	
07	Press Information	06.09.2016		x
08	Music Information	06.09.2016		x
09	Ice Dance Music Information	06.09.2016		x
10	Planned Program Content	06.09.2016		x
11	Bank Information	06.09.2016	x	

WEB-LINKS

Number	Form	Deadline
Form 0	Link to Preliminary Entry Form	08.08.2016
Form 1	Link to Composition of Delegation form	06.09.2016
Form 2	Link to Entry Form for Competitors	06.09.2016
Form 3	Link to Entry Form for Judges	06.09.2016
Form 4	Link to Visa request form	06.09.2016
Form 5	Link to Hotel Sheet	06.09.2016
Form 6	Link to Team Travel Form	06.09.2016
Form 7	Link to Press Information and Accreditation Photo	06.09.2016
Form 8	Competition Music Information (same link for 8, 9, 10)	06.09.2016
Form 9	Ice Dance Music Information (same link for 8, 9, 10)	06.09.2016
Form 10	Program Content Form (same link for 8, 9, 10)	06.09.2016
	Music files (.WAV format)	06.09.2016
	Link to Music, ID Music, Program Content form and Music files	
Form 11	Link to Bank Information	06.09.2016