

# **NHK Trophy 2016**



# **ANNOUNCEMENT**

# **NHK Trophy 2016**

**An International Senior Competition**

**for**

**Men, Ladies, Pairs and Ice Dance**

**organized by**

**Japan Skating Federation**

**held in**

**Sapporo, JPN**

**November 25 to 27, 2016**

**A competition as part of the**



**Grand Prix of Figure Skating® 2016/17**

**under the authorization of the**

**INTERNATIONAL SKATING UNION**



## **1. GENERAL REGULATIONS**

The **NHK Trophy 2016** 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 **NHK Trophy 2016** is open to all Competitors who belong to an ISU Member and qualify with regard to eligibility according to ISU Constitution and General Regulations Rule 102, provided their ages fall within the limits specified in ISU Rule 108, paragraph 3.a) and they meet the participation, citizenship and residency requirement in ISU Rule 109, and ISU Communication No. 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 be presented at the accreditation of the event for verification.

Entries can only be made through the ISU Members. With reference to the Announcement of the ISU Grand Prix of Figure Skating 2016/17 the event is only open to invited competitors.

## **2. TECHNICAL DATA**

**Place**                      **Makomanai Sekisuiheim Ice Arena**  
1-1, Makomanaikoen, Minami-ku, Sapporo, Hokkaido 005-0017, Japan  
(an indoor ice-rink with the ice surface of 30 m x 60 m, air-conditioned and heated)

### **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., 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., 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 611, paragraphs 1 and 2.

Duration:          2 min., 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 Communication 1998 and 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 and 2003, and subsequent updates.

Duration:          4 min., +/- 10 sec.

## **3. ENTRIES**

### **3.1 Confirmation of Entries**

In accordance with the ISU Grand Prix of Figure Skating 2016/17 announcement, entries can only be made for skaters/couples who are qualified and/or selected for invitation. The confirmation of the entries must be submitted by **August 15, 2016** latest to

Japan Skating Federation  
1-1-1 Jinnan, Shibuya-ku  
Tokyo 150-8050, Japan  
Fax: +81 3 3481 2350  
e-mail: [entries@skatingjapan.or.jp](mailto:entries@skatingjapan.or.jp)

with a copy to

ISU Secretariat  
fax: +41 21 612 66 77  
e-mail: [entries@isu.ch](mailto:entries@isu.ch)

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

### **3.2 Entries by Name**

As started last season for ISU Championships, all entries for the ISU Grand Prix of Figure Skating Events, must be done through the **ISU Online Registration System (ORS)** by the deadline indicated. From this season, hotel and travel information should also be entered into ORS, as well as bank information. Declarations will need to be uploaded to the ORS as well.

### 3.2.1 Entries of Competitors

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

<https://isu.st-software.com>

and will be submitted via the ORS simultaneously to the:

**Japan Skating Federation**

1-1-1 Jinnan, Shibuya-ku

Tokyo 150-8050, Japan

Fax: +81 3 3481 2350

e-mail: [entries@skatingjapan.or.jp](mailto:entries@skatingjapan.or.jp)

and to

ISU Secretariat

fax: +41 21 612 66 77

e-mail: [entries@isu.ch](mailto:entries@isu.ch)

not later than **Thursday, September 15, 2016 – 20:00 (local time Sapporo)**.

The replacement of Competitors in the ISU Grand Prix of Figure Skating will be made in accordance with Paragraphs 3.5 and 7.6 of the Announcement for the ISU Grand Prix of Figure Skating 2016/17.

### 3.2.2 Entries of Judges

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

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

Please observe the restrictions concerning the selection of Judges within the events of the ISU Grand Prix of Figure Skating 2016/17 that no Judge may serve in more than two ISU Grand Prix.

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

### 3.2.3 Entries of Team Members

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

The names of all team members must be submitted via the ISU Online Registration System (ORS) and must reach the Organizing Committee and the ISU Secretariat not later than **Thursday, September 15, 2016 – 20:00 (local time Sapporo)**.

## 4. MEALS, LODGING and TRAVEL EXPENSES

### 4.1 Meals and Lodging

The organizer will provide and cover the expenses for rooms and meals for all Competitors and Judges participating, beginning with dinner from **Wednesday, November 23, 2016** until breakfast on **Monday, November 28, 2016**.

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

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

## **4.2 Travel Expenses**

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

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

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

## **4.3 Miscellaneous**

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

The Judges, the Referees, the Technical Controllers, the Technical Specialists and the Data and Replay Operators will receive remuneration in accordance with ISU Communication No. 1910 (or any update of this Communication). The honorarium will be provided in hard currency. The remuneration will be paid upon accreditation.

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

## **5. PRACTICE**

Official practice for Competitors begins on **Thursday, November 24, 2016**. The detailed schedule will be issued at the time of registration.

## **6. MUSIC / PLANNED PROGRAM CONTENT**

In accordance with Rule 343, paragraph 1 all Competitors shall furnish competition music of excellent quality in digital audio file.

The OC of the NHK Trophy 2016 requests that the music files will be submitted preferably on CD or USB flash memory and we restrict to accept WAV file only on site at the time of registration. The Organizing Committee will keep the medium with the music files until the end of the competition, therefore it is not acceptable to use any kind of other medium than CD or USB flash memory such as smart phone, tablet or similar medium to provide the music.

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 and for the Exhibition must be listed for each Competitor on the official Music Selection Form and sent to the ISU Secretariat by **September 1, 2016**.

In accordance with Rule 343, paragraph 1, the medium on which the music files are submitted must show the exact category / event name, the Competitor's name, the Nation and the exact running time of the music (not skating time) including any starting signal. Each program (short program, free skating, short dance, free dance) must be recorded on a separate file. In addition competitors/couples must provide a back-up medium (only on CD) for each program.

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

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

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

## **7. ARRIVAL OF PARTICIPANTS / TEAMS**

The participating Teams and all respective team-members as well as all Event Officials are requested to announce to the Organizing Committee as soon as possible but no later than **Thursday, September 15, 2016**, the name of the airlines, flight numbers, dates, times of arrival or any other information concerning transportation and arrivals. The detailed travel information need to be submitted via the ISU Online Registration System (ORS).

The nearest airport to Sapporo is **New Chitose Airport (CTS)**, with a distance of approximately **60 min / 55 km** to the official hotel. The Organizing Committee provides a bus shuttle to meet the teams on arrival. Please be informed that chaperones are only guaranteed a pick-up service if they travel with the team and will be requested to pay a ground transportation fee.

## **8. OFFICIAL HOTEL**

### **Sapporo Prince Hotel**

Nishi 11-chome, Minami 2-jo, Chuo-ku  
Sapporo, 060-8615, Japan

phone: +81 11 241 1111

web: <http://www.princehotels.com/en/sapporo/>

## **9. ACCREDITATION**

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

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

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

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

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

## 10. RESULTS and DRAW OF STARTING ORDERS

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

The applicable procedure for the starting order at each individual ISU Grand Prix of Figure Skating event and the Final shall be decided by the Council and published in an ISU Communication after the Council meeting scheduled September 9-11, 2016.

## 11. PRESENTATION OF MEDALS

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

## 12. POINTS FOR "ISU Grand Prix of Figure Skating"

Points will be awarded as follows:

### Men and Ladies

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

### Pair Skating and Ice Dance

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

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

## 13. PRIZE MONEY

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

**U.S. \$180,000.00**

Awarded to winners and placed skaters/couples as follows:

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

The individual prize money will be transferred to the ISU Members concerned immediately after the conclusion of the **NHK Trophy 2016**.

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

Skaters/Couples are expected to be ready for any ceremony and/or prize award and participate in press conferences and/or social events if asked by the ISU and/or the event's Organizer. Failure to do so may



result in a reduction of awarded Prize Money. The decision to reduce Prize Money will be made by the ISU Representative attending the event, subsequently to be ratified by the Council.

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

#### **Exhibition Fee**

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

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

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

### **14. ISU WORLD STANDINGS**

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

### **15. ANTI-DOPING CONTROLS**

The Anti-Doping tests will be conducted in accordance with the current ISU Anti-Doping Rules & Procedures (ISU Communications No. 1922 and 1970 or any further update of this Communication).

The tests will be carried out on the winning skater/s in Singles (after the 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.

### **16. 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.

### **17. MEETINGS FOR ISU EVENT OFFICIALS AND JUDGES**

Please see the dates and times for all official meeting in the attached schedule. ISU Event Officials and Judges are responsible to make their travel arrangements in order to be able to attend their respective pre and post event meetings. If the event Organizing Member or any other party makes the flight arrangements, the ISU Event Officials and the Judges are responsible to check if such arrangements are in line with the detailed schedule as mentioned under paragraph 20.



## **18. INFORMATION**

For further information, please contact

Japan Skating Federation  
1-1-1 Jinnan, Shibuya-ku  
Tokyo 150-8050, Japan  
Fax: +81 3 3481 2350  
e-mail: [info@skatingjapan.or.jp](mailto:info@skatingjapan.or.jp)

or

International Skating Union  
Avenue Juste-Olivier 17  
1006 Lausanne, Switzerland  
phone: +41 21 612 6666  
fax: +41 21 612 6677  
e-mail: [entries@isu.ch](mailto:entries@isu.ch)

## **19. ISU GRAND PRIX OF FIGURE SKATING ORGANIZING STRUCTURE & CONTACT INFORMATION**

### **ISU Headquarters**

ISU Secretariat  
E-mail: [entries@isu.ch](mailto:entries@isu.ch)  
fax: +41 21 612 66 77

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

Mr. Alexander Lakernik  
ISU Vice-President Figure Skating  
E-mail: [alex.lak169@gmail.com](mailto:alex.lak169@gmail.com)

### **ISU Grand Prix Coordination Group (Junior and Senior series)**

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

Mr. Charles Cyr, ISU Sports Director Figure Skating  
Ms. Krisztina Regöczy, ISU Sports Director Figure Skating  
Ms. Rita Zonnekeyn, Member S&PTC  
Ms. Halina Gordon-Poltorak, Chair IDTC  
Ms. Patricia Mayor, ISU Sports Coordinator Figure Skating (Secretary)

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

Contact: Fédération Française des Sports de Glace  
41 rue de Reuilly  
F-75012 Paris  
Email : [patinage@ffsg.org](mailto:patinage@ffsg.org)

**20. EVENT SCHEDULE**

Wednesday, November 23, 2016	All day	Arrival of Teams
Thursday, November 24, 2016	All day	Official Practice
	09:00	MEN – Technical Panel Meeting
	10:00	PAIRS – Technical Panel Meeting
	11:45	ICE DANCE – Technical Panel Meeting
	12:45	LADIES – Technical Panel Meeting
	14:00	Team Leaders Meeting
	17:00	Referees and Technical Controllers Meeting
	18:00	Judges Meeting
	20:30	ISU and Judges Dinner
Friday, November 25, 2016	14:20	PAIRS – Short Program
	16:10	LADIES – Short Program
	18:15	Opening Ceremony on Ice
	19:05	MEN – Short Program
Saturday, November 26, 2016	12:45	ICE DANCE – Short Dance
	14:35	PAIRS – Free Skating
		Victory Ceremony Pairs
	16:50	LADIES – Free Skating
		Victory Ceremony Ladies
	19:30	MEN – Free Skating
	19:30	PAIRS – Technical Panel Review
		Victory Ceremony Men
Sunday, November 27, 2016	07:00	PAIRS – Judges Round Table Discussion
	08:15	MEN – Judges Round Table Discussion
	08:30	LADIES – Technical Panel Review
	09:30	LADIES – Judges Round Table Discussion
	09:30	MEN – Technical Panel Review
	11:45	ICE DANCE – Free Dance
		Victory Ceremony Ice Dance
	15:00	ICE DANCE – Technical Panel Review
	16:00	ICE DANCE – Judges Round Table Discussion
	19:30	Closing Banquet

**Please note: This schedule is subject to changes.**