



Challenger Series in Figure Skating 2016/2017



WARSAW CUP 2016

Warsaw, Poland

17.11.2016 – 20.11.2016

ANNOUNCEMENT



WARSAW CUP 2016

An International Senior Competition

for

Men, Ladies, Pairs and Ice Dance

organized by

Polish Figure Skating Association

Warsaw, Poland

17.11.2016 – 20.11.2016

A competition as part of the



Challenger Series in Figure Skating 2016/2017

under the authorization of the

INTERNATIONAL SKATING UNION



1. GENERAL REGULATIONS

The **Warsaw Cup** 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 **Warsaw Cup** 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

The **Warsaw Cup** is part of the ISU Challenger Series in Figure Skating 2016/2017 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 RANKING AND PRIZE MONEY

At the end of the ISU Challenger Series, after the last event of the season has been concluded, the two highest final scores in the up to three different ISU Challenger Series events of each competitor/couple will be added and taken into consideration to form an ISU Challenger Series 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 & Practice arena: TORWAR II, str. Lazienkowska 6a, 00-449 Warsaw (an indoor ice-rink with the ice surface of 30 x 60 m, air-conditioned and heated)
MEN	<p>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.</p> <p>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.</p>
LADIES	<p>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.</p> <p>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.</p>
PAIR SKATING	<p>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., 40 sec. +/- 10 sec.</p> <p>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.</p>
ICE DANCE	<p>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, 2003 and subsequent updates. Duration: 2 min., 50 sec., +/- 10 sec</p> <p>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, 2019 and subsequent updates. Duration: 4 min., +/- 10 sec.</p>



4. ENTRIES

4.1 General

All Entries must be made by the Member concerned based on the regulations for the ISU Challenger Series 2016/2017.

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.

4.2 Preliminary Entries

The preliminary entry form must reach the Organizer by latest: **Monday, September 26th, 2016** using the respective preliminary entry form.

4.3 Entries by Name

4.3.1 Entries of Competitors

Organizer has the right to limit the number of entries to maximum 3 entries per discipline per ISU Member. After September 26th, 2016 we will inform members if we will use this limitation.

Entries by names must be made simultaneously to:

Polish Figure Skating Association

Street: Lazienkowska 6a

City: Warsaw

fax: +48226295207

e-mail: warsawcup@pfsa.com.pl

and to:

ISU Secretariat

fax: +41 21 612 66 77

e-mail: entries@isu.ch

not later than: **Monday October 24th, 2016 – 20:00 h (local time Warsaw).**

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 reach the Organizing Committee, the ISU Secretariat not later than **Monday, October 24th, 2016 – 20:00 h (local time: Warsaw).**

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 reach the Organizing Committee and the ISU Secretariat (addresses mentioned above), not later than **Monday, October 24th, 2016 – 20:00 h (local time Warsaw)**.

4.3.4 Entry Fee

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

60.00 € per single skater
90.00 € per pair or ice dance couple

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

Payment by cash upon arrival.

5. APPOINTED EVENT OFFICIAL

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, November 17th, 2016** until lunch on **Sunday, November 20th, 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 will, at the expense of the organizing ISU Member, receive pocket money of CHF 200.00 or the equivalent in the local currency.

7. PRACTICE

Official practice for Competitors begins on **Thursday, November 17th, 2016**. The detailed schedule will be issued at the time of registration. According to ISU Rule 344 paragraph 4 after registration at accreditation for a competition, Competitors may not practice in a rink other than the official rink or rinks.

8. MUSIC / PLANNED PROGRAM CONTENT

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

All Competitors shall furnish competition music of excellent quality on CD in any other approved format, 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, all covers/discs must show the Competition event, Competitor's 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. Each program (short program, free skating, short dance, free dance) must be recorded on a separate disc. In addition competitors/couples must provide a back-up drive 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.



9. ARRIVAL OF PARTICIPANTS / TEAMS

The nearest airport to **Warsaw** is **Okęcie Airport (Fryderyk Chopin)** with a distance of **8 km** to the official hotel.

There will be no shuttle or pick-up service from the airport.

The Organizing Committee will provide a bus shuttle **ONLY between an official hotel and the ice rink.**

All Referees, the Technical Panel (Technical Controller, Technical Specialists, Data & Replay Operators) Judges, Competitors, Team Leaders, Team Officials, Team Medical Staff and Coaches are requested to announce to the Organizing Committee as soon as possible but no later than **Monday, October 24th, 2016** the name of the airlines, flight numbers, dates and times of arrival or any other information concerning transportation and arrivals. The official "travel form" should be used.

10. OFFICIAL HOTELS

NOVOTEL Centrum

Str. Marszalkowska 94/98, 00-510 Warsaw

Phone: +48 22 5960000

Fax: +48 22 5960647

e-mail: H3383@accor.com

website: <http://www.novotel.com/gb/hotel-3383-novotel-warszawa-centrum/index.shtml>

(please fill the Hotel Booking Form)

Hotel capacities can only be booked via hotel using Booking Form. Booking requests have to be sent to the hotel by latest **November 9th, 2016**. The organizer cannot guarantee the availability of rooms, for bookings which are received after that date. All payments shall be made upon arrival at the hotel.

MERCURE WARSZAWA GRAND

Str. Krucza 28, 00-522 Warsaw

Phone: +48 22 5832100

Fax.: +48 22 5832121

e-mail: h3384-re1@accor.com

website: <http://www.accorhotels.com/gb/hotel-3384-hotel-mercure-warszawa-grand/index.shtml>

(please fill the Booking Form)

Hotel capacities can only be booked via hotel using Booking Form. Booking requests have to be sent to the hotel by latest **November 10th, 2016**. The organizer cannot guarantee the availability of rooms, for bookings, which are received after that date. All payments shall be made upon arrival at the hotel.

11. ACCREDITATION

The official accreditation for Teams is planned at the **OC Office at the ice rink (room 35)** 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 accreditation. The Team Leader may request "bus permits" for the official registered Chaperons to join the official shuttle bus system of the Organizing Committee.



12. RESULTS

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.

13. PRESENTATION OF MEDALS AND PRIZES

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 hoisted.

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. 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.

16. INFORMATION AND VARIOUS

For information, please contact the Organizing Committee:

Polish Figure Skating Association

Str. Lazienkowska 6a

00-449 Warsaw

phone: +48226295207

fax: +48226295207

e-mail: warsawcup@pfsa.com.pl



17. EVENT SCHEDULE

Wednesday, November 16, 2016		Arrival of teams
Thursday, November 17, 2016		Official Practice (starting at noon)
	TBA	Team Leader Meeting
	TBA	Individual Technical Panel Meetings per Discipline
	18:30	Referees and Technical Controllers Meeting
	20:00	Judges Draw and Meeting
Friday, November 18, 2016	12:00	ICE DANCE – Short Dance PAIRS – Short Program MEN – Short Program
Saturday, November 19, 2016	10:00	LADIES – Short Program MEN – Free Skating ICE DANCE – Free Dance PAIRS – Free Skating Victory Ceremonies MEN, ICE DANCE and PAIRS
Sunday, November 20, 2016	07:00	PAIRS – Round Table Discussion
	08:30	MEN – Round Table Discussion
	10:00	ICE DANCE – Round Table Discussion
	11:30	LADIES – Free Skating Victory Ceremonies LADIES
	18:00	LADIES – Round Table Discussion

Please note:

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

**FORMS AND DEADLINES**

Number	Form	Deadline
Form 01	Preliminary Entry Form	26.09.2016
Form 02	Composition of Delegation	24.10.2016
Form 03	Entry Form for Competitors	24.10.2016
Form 04	Entry Form for Judges	24.10.2016
Form 05	Visa request form	26.09.2016
Form 06	Team Travel Form	24.10.2016
Form 07	Ice Dance Music Information	24.10.2016
Form 08	Program Content Form	24.10.2016
Hotel 1	booking form MERCURE Warszawa Grand hotel	17.11.2016
Hotel 2	booking form NOVOTEL Centrum hotel	09.11.2016