



Marie Lundmark Trophy

Helsinki, Finland

9.-11.2.2024

ANNOUNCEMENT



Marie Lundmark Trophy

An International Competition

for

Junior and Senior

organized by

Finnish Figure Skating Association

Helsinki, Finland

9.-11.2.2024

A competition as part of the



Challenger Series in Synchronized Skating 2023/24

under the authorization of the

INTERNATIONAL SKATING UNION



1. GENERAL REGULATIONS

The **Marie Lundmark Trophy** will be conducted in accordance with the ISU Constitution and General Regulations 2022, the Special Regulations & Technical Rules Synchronized Skating, and the relevant ISU Communications.

Participation in the **Marie Lundmark 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 4 and they meet the participation, citizenship and residency requirements in Rule 109, paragraphs 1 through 5 and ISU Communication 2526 or any update of this Communication.

All Teams must be entered through their respective ISU Member Federation.

2. CHALLENGER SERIES IN SYNCHRONIZED SKATING

The **Marie Lundmark Trophy** is part of the Challenger Series in Synchronized Skating 2023/24 and will be conducted in accordance with additional requirements as specified in the General Announcement for the Challenger Series in Synchronized Skating 2022/23 as well as ISU Communication 2540.

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 Synchronized Skating Ranking.

There is a limitation for the Teams to two (2) participations in the events of the Challenger Series in Synchronized Skating.

CHALLENGER SERIES IN SYNCHRONIZED SKATING RANKING

At the end of the Challenger Series in Synchronized Skating, after the last event of the season has been concluded, the highest final score in the up to two (2) different Challenger Series in Synchronized Skating events of each Team will be added and taken into consideration to form a Challenger Series in Synchronized Skating Ranking which will be published on the ISU website.

3. TECHNICAL DATA

PLACE	Main arena: Helsingin jäähalli / Helsinki Ice Hall (an indoor ice-rink with the ice surface of 27,7 x 60 m, air-conditioned and heated)
	Practice arena: Helsinki Training Hall (an indoor ice-rink with the ice surface of 25,5 x 58,4 m, air-conditioned and heated)
	Main and Practice Rink are in the same complex / building.



JUNIOR	Short Program	Duration: 2 minutes and 50 seconds, but may be less, The General Short Program Elements and requirements are listed in Rule 991, paragraphs 1 a), 2 and 3, Rule 992, paragraphs 1 a), 2 and 3 a). The Short Program Elements and Requirements to be skated for Season 2023/24 are listed in ISU Communication 2553.
	Free Skating	Duration: 3 minutes and 30 seconds +/- 10 seconds The Well Balanced Program Requirements are listed in Rule 991, paragraphs 1 b), 2 and 4, Rule 992, paragraph 1 b), 2 and 3 c). The Free Skating Elements and Requirements to be skated for Season 2023/24 are listed in ISU Communication 2553.
SENIOR	Short Program	Duration: 2 minutes and 50 seconds, but may be less, The General Short Program Elements and requirements are listed in Rule 991, paragraphs 1 a), 2 and 3, Rule 992, paragraphs 1 a), 2 and 3 a). The Short Program Elements and Requirements to be skated for Season 2023/24 are listed in ISU Communication 2553.
	Free Skating	Duration: 4 minutes +/- 10 seconds The Well Balanced Program Requirements are listed in Rule 991, paragraphs 1 b), 2 and 4, Rule 992, paragraph 1 b), 2 and 3 c). The Free Skating Elements and Requirements to be skated for Season 2023/24 are listed in ISU Communication 2553.

4. ENTRIES

4.1 General

All Entries must be made by the ISU Member concerned based on the regulations for the Challenger Series in Synchronized Skating 2023/24.

All entries for the Marie Lundmark Trophy must be done through the **ISU Online Registration System (ORS)** by the deadline indicated. 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.

4.2 Preliminary Entries

The preliminary entries must reach the Organizer by latest: **Friday December 1st, 2023** by entering the information through ORS.

4.3 Entries by Name

4.3.1 Entries of Teams

Participation is open to all Teams of ISU Members.

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

<https://fms.sportresult.com/isu>

and will be submitted via the ORS simultaneously to the:

Finnish Figure Skating Association

Valimotie 10
00380 Helsinki
e-mail: mlt@stll.fi



and to:

ISU Secretariat
e-mail: entries@isu.ch

not later than: **Friday, January 12, 2024 – 20:00 h (local time city of event).**

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 Entries of Judges must be made via the ISU Online Registration System (ORS) not later than: **Friday, January 12, 2024 – 20:00 h (local time city of event).**

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, the Organizing Member in consultation with the ISU will conduct on site, a draw for the panel of judges 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) will in this case be completed by an open draw amongst the Judges serving in the first segment.

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 Team will be accredited. An Assistant Team Leader will be accepted. Only one Team Official 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. 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 submitted via the ISU Online Registration System (ORS) and must reach the Organizing Committee and the ISU Secretariat not later than: **Friday, January 12, 2024 – 20:00 h (local time city of event).**

4.3.4 Entry Fee

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

700.00 € per Team

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

The OC will send instructions for the payment after the entry deadline.



5. APPOINTED EVENT OFFICIAL

This Challenger Series in Synchronized Skating event will follow the requirements of the General Announcement for the Challenger Series in Synchronized Skating 2023/24 as well as ISU Communication 2540 and principles of Rule 910, paragraph 5.a) of the ISU Special Regulations Synchronized Skating 2022 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 Specialists, the Data and Replay Operators and Judges participating, beginning with dinner on **Thursday February 8, 2024** until breakfast on **Monday February 12, 2024**.

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 Specialists, the Data and Replay Operators.

In accordance with the General Announcement for the Challenger Series in Synchronized Skating 2023/24 as well as ISU Communication 2540, all Referees, the Technical Controllers, the Technical Specialists, the Data and Replay Operators and Judges officiating in the "Junior" and "Senior" competitions of a Challenger Series in Synchronized 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.

7. PRACTICE

Official practice for Competitors begins on **Friday, February 9, 2024**.

The detailed schedule will be issued at the time of registration.

8. MUSIC / PLANNED PROGRAM CONTENT

All teams shall furnish, in advance, competition music of excellent quality via event platform https://www.lyyti.in/MLT2024_music until January 26, 2024, in accordance with Rule 343, paragraph 2.

Please note: if music file exceeds the size of 1gb, an email-based transfer service which allows to send large files could be used to send the file to the OC via email.

In accordance with Rule 823, paragraph 2, each submission shall be labelled with the name of the ISU Member, name of the category, segment and the name(s) of the competitor(s). The music files must be sent as WAV or MP3 file formats. Any other format is not acceptable. Each team must have an own back-up drive (USB Stick) for each program in the format of a WAV or MP3 file.

The exact running time of the music (not skating time) must be communicated to the Organizing Committee when submitting the music and shall be certified by the Competitor/Coach/Team Leader at the time of registration.

Please note: CDs will not be accepted by the Organizing Committee.



A list of titles, composers and orchestras of the music to be used for the Short Program and Free Skating Program must be entered on the ISU Portal. Members can download the entered information to send to the Organizing Committee.

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 Team in English using the terminology for the elements listed in the respective ISU Communication.

9. ARRIVAL OF PARTICIPANTS / TEAMS

The nearest airport to **Helsinki** is **Helsinki-Vantaa Airport (HEL)** with a distance of **20 km** to the official hotel.

The Organizing Committee can organize a bus transportation to meet the teams on arrival. Please accept that we have to ask for a transportation fee from all teams who book this shuttle service. Please inform the Organizing Committee latest on December 10, 2024, whether you would need the transportation.

All Referees, the Technical Panel (Technical Controllers, 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 **Friday, January 26, 2024** the name of the airlines, flight numbers, dates and times of arrival or any other information concerning transportation and arrivals. The detailed travel information need to be submitted in ISU Online Registration System (ORS).

10. OFFICIAL HOTEL(S)

Scandic Park Helsinki

Mannerheimintie 46, 00260 HELSINKI

phone: +358 300308407

email: parkhelsinki@scandichotels.com

web: <https://www.scandichotels.fi/hotellit/suomi/helsinki/scandic-park-helsinki>

Official hotel is the nearest hotel from the ice rink located only 1,4 km from the ice rink. Hotel capacities can only be booked via the Organizing Committee. Booking requests have to be sent to the organizer by latest **Sunday December 3, 2023**, [via the link](#).

Once confirmed the bookings are non-refundable. The organizer cannot guarantee the availability of rooms for bookings which are received after that date. All payments shall be made in advance.

Organizing Committee can organize transportations between hotel and ice rink during the competition days (Fri-Sun). Please request transportation [via the link](#). Please accept that we have to ask for a transportation fee from all teams who book this shuttle service.

11. ACCREDITATION

The official accreditation for Teams is planned at the **Helsinki Ice Hall** 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 Team, 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.



12. RESULTS

The marking system (ISU Judging System) as described in ISU Technical Rule Synchronized Skating 2022, Rule 842 and Rule 843 (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.

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 and the Organizing Committee assume 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 as mentioned under paragraph 17.

16. INFORMATION AND VARIOUS

For information, please contact the Organizing Committee:

Finnish Figure Skating Association
Valimotie 10
00380 Helsinki, Finland
phone: +358 40 940 2610 / Nina Gustafsson
e-mail: mlt@stll.fi



17. EVENT SCHEDULE

Thursday, February 8, 2024	All day	Arrival of teams
Friday, February 9, 2024	All day	Official practice
	TBA	Individual Technical Panel Meetings per Discipline
	TBA	Referees and Technical Controllers Meeting
	TBA	Judges Draw and Meeting
Saturday, February 10, 2024	TBA	JUNIOR – Short Program
	TBA	SENIOR – Short Program
Sunday, February 11, 2024	TBA	JUNIOR – Free Skating
	TBA	SENIOR – Free Skating
		Victory Ceremonies JUNIOR and SENIOR

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	Format	Deadline
N/A	Preliminary Entry Form	ORS	1.12.2023
N/A	Composition of Delegation	ORS	12.1.2024
N/A	Entry Form for Teams	ORS	12.1.2024
N/A	Entry Form for Judges	ORS	12.1.2024
N/A	Hotel reservation request	weblink	3.12.2023
N/A	Team transportation request	weblink	15.10.2023
Form 1	Visa request form	mlt@stll.fi	as soon as possible
N/A	Music files	weblink	26.1.2024
N/A	Press Information	Available in ISU Portal	Valid for season 23/24
N/A	Competition Music Information	Available in ISU Portal	Valid for season 23/24
N/A	Program Content Form	Available in ISU Portal	Valid for season 23/24