European Figure Skating Championships® 2014

January 13 - January 19, 2014

Budapest, Hungary

ANNOUNCEMENT

1. GENERAL REGULATIONS

The ISU European Figure Skating Championships® 2014 will be conducted in accordance with the ISU Constitution and General Regulations 2012, the ISU Special Regulations & Technical Rules Single & Pair Skating and Ice Dance 2012, as well as all pertinent ISU Communications.

Participation in the ISU European Figure Skating Championships 2014 is open to all Competitors who belong to an ISU Member in accordance with Rule 130, paragraph 2 and qualify with regard to eligibility according to Rule 102, provided their ages fall within the limits specified in Rule 108, paragraph 2. a) and they meet the participation, citizenship and residency requirements in Rule 109, paragraphs 1 through 5 and Communication No. 1420 or any update of this Communication.

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

Venues:
Main arena: "Syma Hall"
(an indoor ice-rink with the ice surface of 60 x 30 m, air-conditioned and heated)

Practice arena: "Budapest Practice Rink"
(an indoor ice-rink with the ice surface of 60 x 30 m, air-conditioned and heated)

Distance between both rinks is about 500 m, which is approximately 5 minutes walking distance.

2.1 Minimum Technical Score

Please refer to ISU Communications No. 1797, paragraph 6.

Skaters/couples participating in the ISU European Figure Skating Championships 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 (2013/14) or immediately preceding season (2012/13) the applicable minimum Technical Score (for SP/SD **and** FS/FD) as follows:

Men	SP	25.00 points	FS	45.00 points
Ladies	SP	20.00 points	FS	36.00 points
Pairs	SP	20.00 points	FS	36.00 points
Ice Dance	SD	18.00 points	FD	28.00 points

Skaters/couples, who fail to achieve the minimum score as indicated above at the time of the entry deadline by names (21 days prior to the Championships), must present on site of the Championships to the ISU Representative/Sport Director/Event Coordinator a certification (copy of protocol page) of the event, in which they have obtained such a minimum score.

The deadline for such confirmation is 24 hours prior to the Team Leader's meeting.

2.2 Technical Details

Men:	Short Program	The prescribed elements to be skated are those listed in ISU Technical Rule Single and Pair Skating 2012, Rule 511, 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 2012, Rule 512 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 2012, Rule 511, 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 2012, Rule 512 and the respective ISU Communication. Duration: 4 min., +/- 10 sec.
Pairs:	Short Program	The prescribed elements to be skated are those listed in ISU Technical Rules Single and Pair Skating 2012, Rule 520, para 1 and 2, group for 2013/14 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 2012, Rule 521 and the respective ISU Communication. Duration: 4 min., 30 sec., +/- 10 sec.
Ice Dance:	Short Dance	In accordance with ISU Technical Rules Ice Dance 2012, Rule 609. Rhythms, required elements and guidelines are those listed in ISU Communication 1782 and subsequent updates. Duration: 2 min., 50 sec., +/- 10 sec
	Free Dance	In accordance with ISU Technical Rules Ice Dance 2012, Rule 610. The required elements to be skated are those listed in ISU Communication 1782 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 Chair of the ISU Sports Directorate, the ISU Secretariat and the Organizing Committee not later than **December 23, 2013 – 20:00 h local time Budapest** (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 (Rule 115, paragraph 5).

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

ISU European Figure Skating Championships 2014
Organizing Committee
Hungarian National Skating Federation
Fax: +36 1 251 2279
E-mail: info@efsc2014.com

and to:

Chair of ISU Sports Directorate
Mr. Peter Krick
Fax: +49 8158 928650
E-mail: peter.krick@eventint.com

International Skating Union
Fax : +41 21 612 6677
E-mail : entries@isu.ch

Preliminary entries (by number) must reach the ISU Secretariat and the Organizing Committee no later than **October 1st, 2013**.

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 1628 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 the 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 by registered mail or fax not later than **December 23, 2013 – 20:00 h local time Budapest**.

4. JUDGES

4.1 Nomination of Judges for the annual Judges Draw for ISU Figure Skating Championships 2014 to be held on October 9, 2013 in Zurich/SUI

According to ISU Special Regulations & Technical Rules Single & Pair Skating and Ice Dance 2012, Rules 582 and 660, the official **entry form for Judges by number** (that had been sent to Members on July 19, 2013), must reach the ISU Secretariat by **October 1st, 2013**, indicating with the entry, in which discipline of the ISU European Figure Skating Championships 2013 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 European Figure Skating Championships 2014 must sent the official **entry form for Judges by name** to the Chair of the ISU Sports Directorate, the ISU Secretariat and the Organizing Committee not later than **November 29, 2013 – 20:00 h local time Budapest** (see Rules 582, paragraph 4.d) and Rule 660, paragraph 4.d)). Receipt of the entries will be confirmed in writing immediately by the Organizing Committee to the Member

ISU European Figure Skating Championships 2014
Organizing Committee

Hungarian National Skating Federation
Fax: +36 1 251 2279
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and to:

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International Skating Union
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E-mail: entries@isu.ch

Entries must be made by the Member.

4.2 Judges Meeting, Draw and Judges’ Round Table Discussion

The individual 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 panel of Judges and the seating order of the panels of Judges will be made 45 minutes prior to each segment. Subsequent draws, as required, will be made at the “Syma Hall” (main rink), judges room. A detailed draw schedule will be published on site.

Judges' Round Table Discussions are scheduled the day following the conclusion of the respective event.

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 **Sunday, January 12, 2014** and ending with lunch on **Monday, January 20, 2014**.

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 **Sunday, January 12, 2014** and ending with lunch on **Monday, January 20, 2014**.

c) all expenses for accommodation and meals for Technical Controllers and Technical Specialists will be covered by the Organizing Committee during the period beginning with dinner on **Sunday, January 12, 2014** and ending with lunch on **Monday, January 20, 2014**.

d) all expenses for accommodation and meals for Referees, Judges and Data & Replay Operators will be covered by the Organizing Committee during the period as listed below:
   - Referees: from lunch on Monday, January 13 and ending with lunch on Monday, January 20, 2014
   - Judges Ladies and Ice Dance: from lunch on Monday, January 13 and ending with lunch on Monday, January 20, 2014
   - Judges Men: from lunch on Tuesday, January 14 and ending with lunch on Monday, January 20, 2014
   - Judges Pairs: from lunch on Wednesday, January 15 and ending with lunch on Monday, January 20, 2014
   - Data and Replay Operators: from lunch on Monday, January 13 and ending with lunch on Monday, January 20, 2014

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.

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 4, 2013**. The terms of payment for the remainder will be published well in time by the Organizing Committee.

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.).

6. PRACTICE

Official practices for Competitors begin on Monday, January, 13, 2014. The detailed schedule will be issued at the time of registration. Rule 540, paragraph 4 and Rule 634, paragraph 4, must be observed.

7. MUSIC

All Competitors shall furnish competition music of excellent quality on either MP3 or CD (Compact Disk) format. The disks must show the exact running time of the music (not skating time), which shall be certified by the Competitor and by the Coach when submitted at the time of registration. Each program (short/free/interpretive free) must be recorded on one track and on a separate disk. 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 Music Selection Form and attached to the official Entry Form for Competitors, according to Rule 378, paragraph 5 (sent by registered mail or fax).

In accordance with Rule 343, paragraph 1, all disks must show the Competition event, Competitors 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.

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 **December 23, 2013**, to the Organizing Committee, on the enclosed forms, the names of the airlines, flight numbers, dates and times of arrival at Budapest Liszt Ferenc Airport (BUD) or the 3 Budapest Main Railway Stations. These locations are considered as the official arrival/departure points for the ISU European Figure Skating Championships® 2014, 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 European Figure Skating Championships® 2014 " as follows:

Accreditation for Teams, ISU Office Holders, ISU Guests, ISU Event Officials, Teams Officials and Member Presidents will be located in the “Danubius Hotel Arena”, from January 11 until January 15, 2014 evening. After that date the Accreditation will be at the Main Rink.

Accreditation for Media, TV, OC and Volunteers will be located in the “Accreditation Center”, “Syma Hall”, from January 10 to January 19, 2014 evening.

All Competitors and Judges will be required to present their passport or other official Schengen travel document for those being resident in Schengen countries (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 or the Schengen document.

10. OFFICIAL HOTEL

The official hotels 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:

Hotel Lion's Garden****
(ISU Event Officials, Referees, Judges)
H-1146 Budapest, Cházár András u. 4
Phone: +36-1-273-2070
Fax: +36 1 221 4274
E-mail: info@lions-garden.com

Danubius Hotel Arena****
(Skaters, Team Leaders, Team Medical Staff, Coaches, Member Presidents, Team Officials)
1148 Budapest, Ifjúság útja 1-3
Phone: +36 1 889 5200
Fax: +36 1 889 5252
E-mail: arena.reservation@danubiushotels.com

Hotel Andrassy****
(IMG, ISU Guests, ISU Office Holders, ISU Representative, Member Presidents, Team Officials)
1063 Budapest, Munkácsy Mihály utca 5
Phone: +36 1 462 2100
Fax: +36 1 322 9445
E-mail: reservations.andrassy@mamaison.com

Hotel reservation is only possible through the Organizing Committee.

11. OPENING CEREMONY on Ice

The Opening Ceremony on Ice will take place on Wednesday, January 15, 2014 at 16:45 h, in the "Syma Hall" (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 – "Syma Hall" (main rink). 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 afternoon, January 19, 2014 – 15:00 h, according to Rule 104, paragraph 17 a) and b).

14. 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 in connection incurred by Competitors and Officials.

15. ANTI-DOPING

The Anti-Doping tests will be conducted in accordance with the current ISU Anti-Doping Rules & Procedures (ISU Communications No. 1665 and 1800 or any further update of this Communication).

After the Short Program / 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 reminder 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. TITLES AND MEDALS

The winners will bear the title according to Rule 134:

European Figure Skating Champion for 2014
Lady European Figure Skating Champion for 2014
European Pair Champions for 2014
European Ice Dance Champions for 2014

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 3.f).

17. NATIONAL ANTHEM

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

18. INFORMATION

For further information, please contact:

ISU European Figure Skating Championships® 2014
Organizing Committee

Hungarian National Skating Federation
Tel: +361 252 23 69
Fax: +361 251 22 79
E-mail: info@efsc2014.com

19. SCHEDULE OF EVENTS

Date	Time	Event
Monday, January 13	All day	Official Practice
	10:00	Team Leaders Meeting
	12:00	ICE DANCE - Technical Panel Meeting
	15:00	MEN - Technical Panel Meeting
	20:00	LADIES – Technical Panel Meeting
Tuesday, January 14	All day	Official Practice
	14:00	Referees and Technical Controllers Meeting
	15:00	ICE DANCE – Initial Judges Meeting
	17:00	LADIES – Initial Judges Meeting
	20:00	ISU and Judges Dinner
Wednesday, January 15	07:30	PAIRS – Technical Panel Meeting
	08:00	MEN – Initial Judges Meeting
	10:30	LADIES – Short Program
	16:45	Opening Ceremony on Ice
	17:30	ICE DANCE – Short Dance
Thursday, January 16	08:00	PAIRS – Initial Judges Meeting
	11:45	MEN – Short Program
	18:25	ICE DANCE – Free Dance
Friday, January 17	07:30	ICE DANCE – Technical Panel Review Meeting
	09:00	ICE DANCE – Judges Round Table Discussion
	13:30	PAIRS – Short Program
	17:50	LADIES – Free Skating
Saturday, January 18	07:30	LADIES – Technical Panel Review Meeting
	09:00	LADIES – Judges Round Table Discussion
	12:05	MEN – Free Skating
	17:30	MEN – Technical Panel Review Meeting
Sunday, January 19	08:00	MEN – Judges Round Table Discussion
	11:00	PAIRS – Free Skating
	14:45	PAIRS – Technical Panel Review Meeting
	15:00	Gala Exhibition
	17:00	PAIRS – Round Table Discussion
	20:00	Closing Banquet (tbc)

Please note: This schedule is subject to changes.

20. SUMMARY OF FORMS & DEADLINES

Forms		DUE DATE
A 01	Preliminary Entry Form	October 1, 2013
A 02	Hotel Request Form Team Leaders, Competitors, Judges	October 1, 2013
A 03	Hotel Request Form Team Officials, Coaches, Others	October 1, 2013
A 04	Visa Application Form	As soon as possible
B 01	Entry Form for Judges	November 29, 2013
B 02	Hotel Sheet for Judges	November 29, 2013
B 03	Travel Form for Judges	November 29, 2013
C 01	Composition of Delegation	December 23, 2013
C 02	Entry Form for Competitors	December 23, 2013
C 03	Hotel Sheet	December 23, 2013
C 04	Bank Transfer	December 23, 2013
C 05	Travel Form for Teams	December 23, 2013
C 06	Press Information	December 23, 2013
C 07	Competition Music Information	December 23, 2013
C 08	Ice Dance Music Information Form	December 23, 2013
C 09	Exhibition Music Information	December 23, 2013
C 10	Planned Program Content	December 23, 2013
C 11	Skater Health Care Form	December 23, 2013

Payments	DUE DATE
Deadline for 50% deposit for hotel reservations from Federation	November 4, 2013
Refund of 100% hotel deposit for cancellations until	December 9, 2013
Refund of 50% hotel deposit for cancellations from December 10, 2013 until	December 26, 2013
No refund for cancellations from	December 27, 2013
Federation to pay balance of hotel payment	Latest upon arrival