

**NAGANO - JAPAN**  
**13 - 15 DECEMBER 2019**



**ISU World Cup Speed Skating**

**Nagano, Japan**

**December 13-15, 2019**

**Media Information**



The Japan Skating Federation looks forward to hosting media attending the ISU World Cup Speed Skating in Nagano, Japan. The event will be held at the M-Wave from December 13, 2019.

This information will assist you in planning your trip to Nagano and to apply for media accreditation to cover the event. Every effort will be made to ensure journalists have all the appropriate facilities necessary to work at the event.

The press centre and press tribune will be open and operational for the first practice/ training session on Wednesday, November 12, 2019 at 8:30.

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If you require further information or have any questions, please contact:

Press Officer  
Toshimichi ADACHI (Mr.)  
E-mail: [entries-ss2019@skatingjapan.or.jp](mailto:entries-ss2019@skatingjapan.or.jp)

## Media Accreditation

**All media** must apply for media accreditation through the ISU Online Media Accreditation System (OMAS) on the International Skating Union (ISU) website ([www.isu.org](http://www.isu.org)) under «[Media Accreditation](#)».

Accreditation will be granted to professional journalists and photographers only.

### Writing press, photographers, non-right holding media and freelancers

- **Writing Press** (newspaper, magazine, internet, agencies and ISU Member Federations): maximum one professional per organization (agencies and major newspapers: maximum two professionals)
- **Photographer**: maximum one professional per organization (agencies and major newspapers of Foreign Press Center Japan: maximum two professionals)
- **Television non-right holder**: maximum three professionals per organization
- **Radio non-right holder**: maximum one professional per organization
- **Freelancer**: A freelance journalist or photographer is a full time professional editor or photographer, who is not employed by an agency or newspaper – a self-employed professional. A freelance editor or photographer must provide written evidence that he/she operates on behalf of a clearly identified media. A freelance editor or photographer operating under his/her own account will not be accepted.

**The total number of accredited media representatives will be subject to capacity. The Organizing Committee (OC) and ISU reserve the right to refuse any accreditation should the number of applications exceed given space or if any requested information / documentation has not been provided in due time.**

The deadline to apply for media accreditation is **November 29, 2019**. All media must provide the following documentation when applying for media accreditation and further information can be requested:

1. Copy of current professional media or journalist card
2. ID photo in .jpg.
3. *If not in possession of a professional media card, a comment must be added to the note box provided and a letter from your editor confirming your assignment must be uploaded to your application.*

### Rights holding TV and radio

All right holding media must also apply for accreditation via OMAS. Access to the Right Holders area is restricted, therefore Right Holders are invited to contact the ISU Media Team [media@isu.ch](mailto:media@isu.ch) in order to obtain a username and password. To book any broadcasting services or facilities please contact the host Broadcaster:

NHK (Japan Broadcasting Corporation)  
Contact person: Tetsuji YAMAMOTO (Mr.)  
E-mail: [yamamoto.t-dq@nhk.or.jp](mailto:yamamoto.t-dq@nhk.or.jp)

### Accreditation Confirmation

If the accreditation request is accepted, an automatic email of confirmation will be issued. You may be asked to present a copy of the email of confirmation to receive your accreditation badge.

You will also be notified if your accreditation request is denied. Please note that the ISU and OC reserve the right to refuse accreditation with or without justification.

Media Accreditation badges are to be picked up at M-Wave Press room from 8:30 a.m. on Wednesday, December 12, 2019 onwards.

## Visa Application

Media representatives requiring an official invitation letter in order to apply for a visa must contact the Organizing Committee. Please note that an official invitation letter will only be provided to approved media representatives.

Check the following URL to find out if you need to obtain a visa to enter Japan.

[http://www.mofa.go.jp/j\\_info/visit/visa/short/novisa.html](http://www.mofa.go.jp/j_info/visit/visa/short/novisa.html)

The procedure is shown in the following page to apply for a visa.

[http://www.mofa.go.jp/j\\_info/visit/visa/index.html](http://www.mofa.go.jp/j_info/visit/visa/index.html)

It will take at least one week for the visa to be issued, so it is highly recommended to consider the timing for the application.

\* If you require assistance to apply for the visa, please fill in the form below and return it to the Organizing Committee by **November 1, 2019 at the latest.**

[Visa Application Form](#)

## Media Facilities at the venue

- Work desks, power, wired and wireless internet, TV screens, lockers will be provided.

## Media Tribune and TV Commentator positions

- Please follow the direction signage at the venue. There will be no table seats for the press in spectator stands but the above convenience for the media will be provided in the on-site press room with easy access.

## Mixed Zone

The Mixed Zone provides an opportunity for media to interview athletes immediately after competition.

The Mixed Zone is split into five main sections and follows a pre-determined priority order:

- Quick Quotes available through the ISU website
- Rights holders TV and radio broadcasters who have pre-booked positions
- ENG crews
- Written press
- Non-rights holders

All athletes must pass through the Mixed Zone on completion of every event. Media may also approach coaches for interviews in their designated section, if required. The Media Operations team will make sure that skaters go through the mixed zone, fulfil any media requests but are

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also responsible to make sure that the medallists get to their ceremony on time and will return to the Mixed Zone to finish TV interviews, and will then attend the press conference.

The Mixed Zone is located at the opposite side of the media entrance on the concourse.

## Material Available

- [Press Releases](#): To receive ISU press releases, please subscribe [here](#)
- [Media Guide](#)
- Social Media:
  - [ISU Facebook](#)
  - [ISU Instagram](#)
  - [ISU Twitter](#)
  - [ISU YouTube](#)
  - [ISU Weibo](#)
  - \*Official Facebook Event Page will be open soon.
- Hashtags: #WCSpeed

## Media Accommodation

The OC has designated two official media hotels. Shuttle bus transportation to the venue will be arranged from the official team hotel, the Hotel Metropolitan Nagano, which is two- or three-minutes walk from the two official media hotels. Shuttle bus schedule will be provided on site. Every individual media person is responsible for booking their own accommodation and bearing any cancellation fees.

Remarks:

There are limited number of rooms at the two official media hotels. We therefore recommend to book ahead of time.

## Official Travel Agency

Kintetsu International Tokyo (KNT) Speed Skating Desk  
[knt-speedskating@knt-ec.com](mailto:knt-speedskating@knt-ec.com)

## Media Hotels

### Hotel Sunroute Nagano-Higashiguchi

Room rate : Single room(15m2) JPY9,350 (per night / including breakfast and tax)

Address: 995-1 Kurita, Nagano-city, 380-0921, Japan

TEL: +81-26-264-7700 FAX : +81-26-264-6611

Website: <https://www.sunroutenagano-higashiguchi.jp/en/>

LAN: Free high-speed Internet access available

Breakfast: Buffet style

Access: one-minute walk from JR Nagano Station (East Exit).

### Sotetsu Fresa Inn Nagano-Zenkojiguchi

Room rate: Single room(14m2) JPY9,900 (per night / including breakfast and tax)

Address: 1356, Suehiro-cho, Nagano-city, 380-0825, Japan

TEL: +81-26-480-2031 FAX : +81-26-480-2035

Website: <https://fresa-inn.jp/en/nagano/>

LAN: Free high-speed Internet access available

Breakfast: Buffet style

Access: one-minute walk from JR Nagano Station (Zenkoji Exit).

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## Reservation Payment Conditions

Deposits: Your credit card information will serve as deposit upon reservation.

Cancellation charge:

Two weeks before arrival: 20%

One week before arrival: 50%

One day before arrival or No-show: 100%

Payment method: Credit card (VISA, Master, Diners, Amex)

## Transportation & Telecommunications

### Transportation

Access to Nagano-city:

<http://www.go-nagano.net/map/access>

Access to the venue:

Official shuttle bus services operate between the official team hotel, Hotel Metropolitan Nagano and the venue. The Hotel Metropolitan Nagano located three minutes walking distance from two official media hotels.

Shuttle schedules will be provided on site.

### Telecommunications

OC will provide wired and wireless free internet service at the press room. If you request to provide own internet line, please contact to the OC by November 29, 2019.

## Useful Information

General Information of Nagano:

<http://www.go-nagano.net/>

### Banking hours:

Regular banking hours are Monday to Friday from 9:00 to 15:00. All banks on Saturday, Sunday and national holidays are closed all day.

### Currency :

Paper bills, are 10,000Yen, 5,000Yen and 1,000Yen bills and coins are 500Yen, 100Yen, 50Yen, 10Yen, 5Yen and 1Yen. Most stores accept all bills but larger bills (10,000Yen or 5,000Yen) may not be accepted for public transportation such as buses.

### Taxes :

There is a 10% sales tax in Japan on all services and products. Prices indicated sometimes include the tax while others may exclude it. Vending machines, convenient stores, coffee shops, buses, taxies, etc. mainly indicate prices including sales tax. Restaurants, fashion boutiques, hotel, etc. mainly excluded it.

### Gratuity :

Tipping in restaurants is not necessary. Hotel restaurants or cafe automatically add a service charge to the bill.

Time zone :

Time zone for Japan is 9 hours ahead of Greenwich Mean Time (GMT+9:00).

Climate (December in Nagano) :

Daily Average (°C) +2.1

Maximum temperature +6.8

Minimum temperature -1.6

Electricity :

100V plug type A

## Competition information

Entries and Results: [https://live.isuresults.eu/events/2020\\_JPN\\_0001/schedule](https://live.isuresults.eu/events/2020_JPN_0001/schedule)

***For any additional questions or information, please do not hesitate to contact:***

Press Officer:

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[Official website](#)

[ISU Event page](#)