



# Ice Fest Synchronized Skating Invitational

Hosted by the Carstairs Skating Club

March 16 & 17, 2018

Carstairs Memorial Arena  
Highway 581 and Havenfield Drive  
Carstairs, Alberta



Sanction 9653

## HOST CLUB & EVENT INFORMATION

**Event Name** Ice Fest Synchronized Skating Invitational

**Event Dates** March 16 & 17, 2018

**Host Club Name** Carstairs Skating Club

### Competition Chairs

NAME	Carrie Kmiecik	Sandy Manko
EMAIL	<a href="mailto:cscpreschair@gmail.com">cscpreschair@gmail.com</a>	<a href="mailto:sandymanko@xplornet.ca">sandymanko@xplornet.ca</a>
PHONE NUMBER	403-880-5862	403-828-4994

### Registration Chair

NAME	Central Registration
EMAIL	<a href="mailto:skateabreg@gmail.com">skateabreg@gmail.com</a>

### Technical Representative

NAME	Holly Mayer
EMAIL	<a href="mailto:mayerholly@hotmail.com">mayerholly@hotmail.com</a>

### Arena Details

Name:	Carstairs Memorial Arena
Address:	Highway 581 and Havenfield Dr, Carstairs, Alberta
Phone Number:	403-337-3391
Ice Surface Dimensions:	85' x 200'

### Registration Times

All teams must register no later than one (1) hour prior to their first practice session, or if no practice ice is being used, no later than one and a half (1.5) hours prior to the start of their event.

### Accommodation Information

**Pomeroy Inn and Suites**  
4601 – 46 Avenue  
Olds, Alberta T4H 1P5

Room Rate: \$159  
<http://www.pomeroyinnandsuites.com/hotels-olds-alberta>

# GENERAL INFORMATION

1. The Event is being held under the current rules of Skate Canada Official Rulebook and any amendments thereto which became effective before the date of the competition. The nature of the Event is defined in the Skate Canada Rule Book > Competitions > 12. Synchronized Skating Competitions. Please refer to the most recent version of the Skate Canada Synchronized Skating Technical Requirements for information on well-balanced program requirements and category restrictions. Skate Canada reserves the right to alter the overall procedures to be followed during any part of the Event, if such alteration is considered to be in the best interest of the skaters of the Association. The Technical Representative, Chief Referee, or Senior Referee present will be the agent of the Association in such an instance.

2. **EVENTS TO BE HELD:** The following Categories are to be held:

- Beginner I & II
- Elementary
- Pre-Juvenile
- Juvenile
- Pre-Novice
- Novice
- Intermediate
- Open
- Junior
- Senior
- Adult SYS Class I, II, III

3. **ENTRY FEES:**

Events Offered	Entry Fee
Beginner I Beginner II	\$225 per team and \$25 per skater (including alternates) Teams will skate one program
Elementary Pre-Juvenile Juvenile Pre-Novice Novice Intermediate Open Junior Senior Adult SYS I Adult SYS II Adult SYS III	\$295 per team and \$25 per skater (including alternates)  Teams will skate their free program twice. Junior and Senior teams will skate both a short and free program in a combined event.
Note: \$5 from every entry fee is paid to the Section to help support the programs and services the Section provides.	

4. **ENTRIES:** Entrants in Events shall be:
  - a) Eligible persons as defined in Skate Canada Rule Book > Competitions > 2.1 Eligibility to Participate.
  - b) Be Associate members in good standing of the Association**Restriction of Entries** – The organizing committee reserves the right to limit the number of entries. Competition may not begin before 12pm on Friday and may not run more than 12 hours on Saturday. Competition must be completed by 5pm on Sunday.
5. **CLOSING DATE OF ENTRIES:** All entries must be received no later than **January 26, 2018 at 12:00pm (noon) MST**. It is the responsibility of the team to ensure that their entry is submitted to the Host Committee Registration person by the closing date. All entry fees must be paid online through the Uplifter registration system at the time of registration.
6. **LATE ENTRIES:** Late entries will be accepted at the discretion of the Technical Representative and if space permits in the event. Entries received after the deadline date will have a late entry fee of \$100 applied per team entry. Late entries may be accepted up till 7 days after the registration deadline. No entries will be accepted after the 7 days for late entries has passed.
7. **REFUND OF ENTRY FEES:** A team withdrawing prior to the closing date of entries would receive a refund of the registration fee less a \$10 administration fee. There will be no refunds for withdrawals after the closing date of entries.
8. **MARKING SYSTEM:** The Cumulative Points Calculation (CPC) system will be used for all teams except Beginner I, Beginner II, and Elementary, which will be assessed to standard. Beginner teams will receive an assessment of Gold/Silver/ Bronze/Merit as in STAR 3. Elementary teams will be assessed and ranked as in STAR 4. Beginner teams will not be placed or ranked and the scores will not be posted. The team's report card will be provided to the team.  
Details for all categories can be found in the 2017-2018 Skate Canada SYS Technical Requirements and the Synchronized Skating Learn to Train Event Management Guide on Skate Canada Info Centre.
9. **PRACTICE ICE:** All practices will be at the Carstairs Memorial Arena the evening of Friday, March 16, 2018 from 7-10 pm. Ten minute blocks will be available for all teams at a cost of \$50.00. Fees are payable through the Uplifter online registration system. Practice ice may be limited by time constraints; every effort will be made to accommodate one block of practice ice per team. In the event the committee is restricted by time, practices will be awarded on a first-come, first-serve basis. Practice ice will be scheduled by the host club.
10. **SCHEDULE OF PRACTICE TIMES AND EVENT SCHEDULE:** Practices will begin the evening of March 16, 2018. First and second skates will all be held on Saturday, March 17, 2018. Schedules will be emailed to all registered teams as soon as possible after the closing of entries (teams must provide email addresses). A schedule will be posted on the Section website ([www.skateabnwtun.ca](http://www.skateabnwtun.ca)).
11. **CONFIRMATION:** Each team will receive confirmation with the following information:
  - a) Tentative Event Schedule
  - b) Practice Ice Time Schedule
  - c) Photography Information
  - d) Arena Map
12. **ON-SITE REGISTRATION:** Teams must register at least one (1) hour prior to their first scheduled practice, or if no practice is being used, no later than one and a half (1.5) hours prior to the start of their category at the competition.

13. **MUSIC REGISTRATION:** Each team **must provide 2 CDs at Registration.** One for competition (marked as “**Master**”) and one for back up (marked as “**Copy**”). The competition Master will be played during practices and competition; the Copy will only be used if there is a problem with the Master CD.

The Team Manager or other designated representative is responsible for retrieving their CDs at the completion of the Event from the Registration Desk.

**STANDARD SPECIFICATION FOR CDs:**

1. Only one (1) program shall be recorded on each CD
  2. The start of the music shall be recorded on the CD at least 3 seconds following the head leader and not more than 5 seconds after it.
  3. Music shall be recorded at equal levels on both left and right channels in stereo.
  4. Team name followed by event program length and coach’s name must be clearly printed on the CD.
  5. CDs shall be enclosed in a standard hard plastic jacket (i.e. not paper).
  6. Music recording levels shall be a maximum of 0VU and a minimum of -8VU.
  7. Music must be in .wav formation (not .mp3, iTunes or DVD format).
14. **ACCIDENTS:** The Association and Committee of the Host Club undertake no responsibility for damages or injuries suffered by the skater. As a condition of and in consideration of their entries in this event, all competitors and their parents or guardians shall be deemed to agree to assume all risks or injuries to the competitor’s person and property resulting from, or caused by, or connected with the conduct and management of the competitions. An agreement must also be deemed to release any and all claims they may have against the officials, the Association, the Host Club, and their officers. Entries shall be accepted only in accordance with these conditions.
15. **CANCELLATION OF EVENTS:** The Host Club reserves the right to cancel events.
16. **COACH ACCREDITATION:** All coaches must be minimally NCCP Regional Coach Certified and carry proof of current membership within the Association and a valid First Aid certificate. Coaches may expect to register at the registration desk.
- Note:** During the competition, the main coach and one alternate (skater) will stand at the entrance to the ice with the Assistant Referee Ice Level. The Team Manager and any other alternates will be in the exit area. Chaperones will be allowed in the dressing rooms **ONLY** and will not have access to ice level during the competition.
17. **AWARDS:** Teams will be informed of the medal presentation protocol in the Welcome Package provided at registration.
18. **PICTURES & VIDEOS:** Persons wishing to take photographs of on ice performances are reminded that use of flash cameras is forbidden. The use of video cameras must be restricted to areas that do not hamper the skaters or officials. NOTE: You may only take pictures or videos of your own skater/team.
19. **PROTEST POLICY:** Skate Canada Protest Policy for competitions using CPC will be followed. In addition, if there is an event using manual calculation where the results are not posted within one hour of the completion of the last event of the day, the protest must be made to the Event Referee within the first hour of the following day’s competition. If the Event Referee is unavailable, the protest may be made to the Technical Representative or Chief Referee.

## **REGISTRATION REQUIREMENTS:**

**REGISTRATION CHANGES:** After the registration deadline date, changes to entries will only be made at the discretion of the Technical Representative. Confirm which event to register in with your coach before submitting your registration.

**PROOF OF AGE:** For all categories, age shall be the age of the skater before **July 1, 2017**. You do not have to submit your proof of age document when registering. Please bring the skater's birth certificate to the competition so that it may be produced upon request. If you cannot produce proof of age when requested, the skater may be withdrawn from the event. It is your responsibility to ensure the skater is entered in the correct category according to Skate Canada's age and test requirements.

**PLANNED PROGRAM SHEETS:** Planned Program Sheets are required for all categories. Planned Program Sheets must be submitted through the link below by **March 9, 2018 at 12:00pm (noon) MST**.

There will be a \$20 fee for failing to register Planned Program Sheets by the deadline. Teams will not be permitted to register at the competition until the late fee has been paid and a Planned Program Sheet has been completed. If you have submitted a planned program sheet for an event after July 1, 2017, you are not required to re-submit. Only if the teams elements have changed from the previous submission, do you need to submit again. The most current dated, complete submission will always be used for an event.

## **HOW TO REGISTER**

- All registrations must be completed using the Uplifter online registration form
- Refer to the [Synchro How to Register](#) link on the Skate Alberta-NWT/Nunavut registration site for detailed instructions
- All payments must be paid online using a credit card at the time of registration - **Registration is not complete until payment is received**
- If you are unsure of what to enter in the various entry form fields, please contact your coach. There will be no changes accepted after February 9, 2018 unless due to an error made by the technical representative. This includes registering in the wrong event

### **REGISTER HERE**

<https://skateabnwtun.uplifterinc.com/>

A 'Synchro How to Register' document can be found on this website. Please email [skateabreg@gmail.com](mailto:skateabreg@gmail.com) with any questions regarding online registration as the process is different from the previous seasons.

**Registration must be completed by January 26, 2018 at 12:00pm (noon) MST**

### **SUBMIT PLANNED PROGRAM SHEET HERE**

<https://skateabregistration.wufoo.eu/forms/ssv1aje1lfy1i4/>

**Planned Program Sheets must be submitted by March 9, 2018 at 12:00pm (noon) MST**

## **LIVE STREAMING/PHOTOGRAPHY**

The event may be photographed and/or live streamed. By virtue of your registration for the competition, you are consenting to being included in the live streaming/photography of this event that will help to train others and to promote skating in Canada. You release Skate Canada: Alberta-NWT/Nunavut, its officers and employees, and each and all persons involved from any liability connected with the video & audio recordings. By attending and competing at the competition, you waive any right to inspect or approve any video or audio recordings taken by Skate Canada: Alberta-NWT/Nunavut.

If you do not wish to have your skate photographed or live streamed, inform the Competition Chair of the event. We cannot guarantee that you will not be photographed or live streamed but we will do our best to accommodate the request.

## **COMPETITION CONTACTS**

In an effort to simplify the registration and communication process and ensure timely and correct responses, please use the following contacts.

### **Central Registration – [skateabreg@gmail.com](mailto:skateabreg@gmail.com)**

- For inquiries relating to competition registration including:
  - Access to the Uplifter form
  - Confirmation of registration and payment
  - Corrections to registration submissions
  - Withdrawals prior to the registration deadline

### **Technical Representative – Holly Mayer [mayerholly@hotmail.com](mailto:mayerholly@hotmail.com)**

- For inquiries relating to competition information including:
  - Technical information
  - Competition schedule
  - Event flights
  - Withdrawals after the registration deadline

### **Competition Chair – [cscpreschair@gmail.com](mailto:cscpreschair@gmail.com) Or [sandymancko@xplornet.ca](mailto:sandymancko@xplornet.ca)**

- For inquiries relating to venue logistics: