



ANNOUNCEMENT

2009 BILL PHILLIPS MEMORIAL SYNCHRONIZED SKATING COMPETITION

Dates: December 12 – 13, 2009
Location: Stratford Rotary Complex
353 McCarthy Road, Stratford, Ontario
Hosted By: Interclub North Region
Sanctioned By: Skate Canada – Western Ontario
Rink Sizes: Rink #1 85' X 200'
Closing Date: October 28, 2009

GENERAL INFORMATION

All Skate Canada – Western Ontario (WO) sanctioned skating competitions will be conducted in accordance with the regulations set forth by Skate Canada. Short Program requirements are those for current season as set out in the Skate Canada Rule Book. All amendments, suspensions and interim rules passed by Skate Canada Annual Meeting and Board of Directors and taking affect July 1st of each year will be applied.

All categories Short and Free Programs will be skated as Separate Categories. Each category entered requires a separate entry form to be submitted with appropriate entry fees.

All entries in a category will be grouped for their first skate. The team placing will determine the start order of their 2nd second skate. The combined result of the two skates will determine the FINAL category placing.

The second skate may be divided into gold, silver and bronze categories as number of teams dictate. The results of the final round (2nd skate) will determine the FINAL placing.

For all categories the appropriate Skate Canada Well Balanced Program criteria shall be.

ENTRY FEES

CATEGORIES OFFERED EACH CATEGORY ENTERED REQUIRES A SEPARATE ENTRY FORM	Team Fees	# of Skates
Juvenile, Pre-Novice, Novice, Intermediate, Open	\$ 150.00 per team	2 free skates
Adult SYS Class I, Adult SYS Class II, Adult SYS Class III	\$ 150.00 per team	2 free skates
Junior & Senior SHORT Program only	\$ 90.00 per team	1 short skate
Junior & Senior FREE Program only	\$ 90.00 per team	1 free skate
PLUS for ALL CATEGORIES	\$ 15.00 per skater	including all alternates
All categories will use the CPC system for judging with VIDEO replay		

Competitors must register by fully completing the entry form as posted separately on the WO Competition Schedule on the Skate Canada – Western Ontario website (www.skating-wos.on.ca). Registration fees are to be submitted with each entry form by cheque or money order, made payable to “**Interclub North Region**”.

Cash is not the preferred method of payment. Postdated cheques will NOT be accepted. (NSF charges of \$40.00 will apply)

Mail or Courier payment with entry forms to:

REGISTRAR – Interclub North Region
Registrar – Sandy Fielder
218 Eldon Street
Goderich, ON N7A 3R8

LOCAL ORGANIZING COMMITTEE CONTACT INFORMATION

CALLS NOT ACCEPTED AFTER 10:00 P.M.

Technical Representative	Fred Saretz	N/A	Lfe.saretz@sympatico.ca
LOC Contact	Sue Fowler	519-284-1567	sue@suefowler.ca
LOC Registrar	Sandy Fielder	(519) 524- 2452	cfielder@cabletv.on.ca
WO Championship Chair	Keith Fishwick	(519) 458-4069	keithf@xplornet.com

For further information, please contact the LOC (Local Organizing Committee) Chairs as listed above.

QUALIFICATIONS FOR ENTRY

Skaters must ensure that their Skate Canada / U.S.F.S.A. membership fees have been paid by their Home Club for the current skating year. Please refer to the Skate Canada Rule Book for the Home Club rule.

Skaters must be eligible persons and members in good standing with their Home Club and Skate Canada or the U.S.F.S.A. to be eligible to compete at any Skate Canada – Western Ontario sanctioned Event.

ELIGIBILITY & TECHNICAL INFORMATION

Please refer to the general notes included in the 2009-2010 WO Competition Technical Package for additional technical requirements and entry / qualification restrictions.

All Synchronized Skating teams must register with Skate Canada by November 1st of the current season. Teams failing to register by the deadline will not be allowed to enter competitions for the current skating season.

AGE PREREQUISITES:

For all categories – AGE qualifications are as of July 1st, preceding the event. For changes of category and withdrawals before the Closing Date, the Host Committee reserves the right to charge an administration fee of \$20.00. Entry fees will not be refunded for withdrawals after the Closing Date. See also REFUNDS next page.

Any skater entered in an age-restricted category for which they are not age-qualified cause the team to be disqualified. Entry fees shall not be refunded.

Ages are required on the team list. PROOF OF AGE MAY BE REQUESTED AT REGISTRATION FOR ENTRIES WITH AGE RESTRICTIONS.

TEST PREREQUISITES: There are no test requirements for any Synchronized Skating category.

ENTRY & CLOSING DATE INFORMATION

All should be advised that categories / events may close prior to the announced date should maximum numbers be reached.

All entries **MUST BE RECEIVED** by midnight **October 28, 2008** (not postmarked). The actual dates of the event (Saturday and/or Sunday) will be determined once the total entries are known.

Please ensure that forms are fully completed and signed or they may not be processed. In order to guarantee entry, applications should be mailed as soon as possible. Categories will be filled on a 'first come reservation basis', as determined by the date of receipt of the application and category entered.

The Technical Representative in consultation with the Host Committee reserves the right to limit the number of entries in any category or cancel a category for insufficient entries. Teams that have entered such a category will be notified of their options through their coach.

Categories may be cancelled if "qualified" Officials are not available. This is at the discretion of the Technical Representative.

LATE ENTRIES: Entries will close as of the closing date of the event. **No late entries will be accepted.** At the sole discretion of the Technical Representative, a late entry may be accepted in extenuating circumstances and be subject to receipt of the late entry fee of \$50.00 per category entered.

NSF Cheques – a charge of \$40.00 will be applied to all returned NSF cheques. The team will not be allowed to skate until all entry fees and NSF charges have been paid by cash or certified cheque.

REFUNDS: Entry fees shall be refunded **ONLY** in the following circumstances:

- If the entry is withdrawn in writing **before** the Closing Date (subject to a \$20.00 administration fee)
- If the category is not held (no administration fee).
- If the category is full when your application is received (no administration fee).
- Medical Refund – the team must notify the Host committee of their withdrawal prior to the start of the first skate of the competition and provide the host committee with a medical certificate within 14 days of the completion of the competition (no administration fee).

Changing of categories after application has been received will be subject to a \$20.00 administration fee.

CONFIRMATIONS & SCHEDULES

FLIGHT LISTS (showing teams in alphabetical order) and a **Tentative Competition Schedule** (with Dressing Room assignments) will be posted as soon as possible after the Closing Date of the Competition on the Skate Canada – Western Ontario website: www.skating-wos.on.ca

After reviewing the lists, all questions and/or concerns should be directed to the Registrar immediately.

No other form of confirmation will be provided to the skaters, team managers or coaches.

**Changes to the posted Lists and Schedule will NOT be reflected on the website.
Skaters and Coaches are responsible for verifying their latest skating times upon registration.**

Unaccepted applications will be returned by the host committee.

REGISTRATION

REGISTRATION: The Registration and Information Desk for Managers, Skaters and Coaches will be located in the lobby area of the Arena. All Officials, Team Managers and Coaches are required to register as soon as possible upon arrival. Accreditation **MUST** be worn for entry to restricted areas. Opening time for the registration desk will be 1 hour prior to the beginning of each day of the competition.

ALL TEAMS ARE TO REGISTER ONE (1) HOUR PRIOR TO THE START OF THEIR CATEGORY

The following procedure shall be implemented for all competitions. This complete procedure is the TEAM'S responsibility and as such ONLY the Team Manager or Coach can register and receive the Report Cards.

The LOC shall provide an efficient collection and return method for the Music, Planned Program sheets and the Report Cards.

Registration Process

- ALL Music for all categories (including Planned Program sheets for all categories) SHALL be registered FIRST. The Manager's/Coach's signature is required for both items.
- The Manager/Coach will be given a ticket when they have completed the registration of ALL their music (this includes FreeSkate, Junior and Senior Long and/or Short Program music as well as the required Planned Program sheets). All music shall be registered at the same time.
- Then the Manager/Coach may present themselves to receive accreditation ID and other papers and info.

RETURN of MUSIC and "REPORT CARDS" Process

CPC JUDGED Categories (new scoring system) - Report Cards will be available at Music Registration upon posting of the Segment and/or Category results. Manager/Coach may sign out SHORT program music at any time after their skate, provided the "Report Card" is available or has been received at the Draw. FreeSkate or LONG program music will not be returned to the Manager/Coach until the "Report Card" is available.

There will only be ONE copy of a "REPORT CARD" produced and this may only be received by the TEAM and must be signed for. Report cards not picked up by the teams at the competition, shall be available from the Chief Data Specialist for a period of 30 Days.

PRACTICE ICE

PRACTICE ICE: Will not be available.

WO MUSIC REQUIREMENTS

NOTE: Information regarding the appropriate software programs to use in order to ensure CD's are compatible with the WO music equipment is available from the Skate Canada – Western Ontario (WO) Audio Personnel. wosaudio@execulink.com
OR www.skating-wos.on.ca

1. General
 - i) Each compact disc shall be a standard CD-R compact disc and enclosed in a single transparent plastic CD case. (**DO NOT use CD-RW**)
 - ii) Music on CD must be in **CD AUDIO** format (**cda** file). (**NOT** mp3, iTunes or DVD). For quality it is recommended to burn only music files that are in **WAV** format.
 - iii) Skaters should keep a CD in a safe place for use at **COMPETITIONS ONLY**.
2. Music Information
 - i) Music information shall be completed in detail as required on Entry Form for each skater or team.
3. Music Registration
 - i) Each skater or team shall register ALL music at the music registration desk before receiving their skater accreditation.
 - ii) Each skater or team shall register 1 copy of each program.
(**Recommendation:** Each skater or team to carry a **second** copy of his or her music at rink side.)
4. Labeling

NO STICK ON LABELS SHALL BE ATTACHED TO EITHER SIDE OF CD's.
(Labels cause CD to jam in CD players)

Each CD will require a **VERSION #** (Ver. #1) and date solo was created (month/year) on CD **ONLY**. {When a skater's music is changed the Version # will change and the date will reflect the date (month/year) of the change}

Skater's or Team's name, category name, total music time (not skating time) and Home Club shall be clearly **PRINTED** on:

- a) Label on CD case back insert **ONLY**. CD must be visible in front of case.
- b) **IDENTIFY** CD by writing on front of CD using an approved pen. Do not use ballpoint pen.

(Use of a fine or medium point Sharpie is OK)

- c) **DO NOT** write on recorded side of CD **OR** apply STICK ON Labels to CD.

5. Recording Specifications

- i) Only one program (**using one track only**) shall be recorded on each CD.
- ii) Music shall be recorded on CD so that it starts within not less than **.25 second** and not more than **.5 second** after PLAY button is pressed on CD player
- iii) CD recording level shall be a normal, consistent listening level.

WO Music Guidelines are also posted on the WO website www.skating-wos.on.ca.

ACCREDITATION FOR COACHES

Each team is entitled to be accompanied by accredited coach and/or choreographer. Coaches are required to register as soon as possible upon arrival.

CURRENT Skate Canada Photo Accreditation **MUST** be worn for entry to restricted areas. A \$20.00 fee will be charged for a temporary pass for coaches who have forgotten their Skate Canada Accreditation.

As of July 1, 2009, there will be a \$20.00 fee for coaches coming to WO Competitions with their Skate Canada Western Ontario Accreditation tag that is NOT up-to-date.

AWARDS

Medals will be awarded to the 1st, 2nd and 3rd place teams for each final combined result or Gold or Silver or Bronze as category size dictates.

Presentations will take place in the auditorium for each FINAL approximately 15 minutes following the posting of results.

Medal winners are expected to wear skating attire at the medal presentations. Medals will not be handed out prior to the posted awards presentation times. Medal winners are expected to wait for the Awards presentations to receive their medal.

Unclaimed awards will not be forwarded.

TRANSPORTATION

Transportation is the responsibility of the skater/team and their family.

PUBLICITY WAIVER

The athlete and team, upon acceptance of registration for an event, hereby acknowledges and consents to the use of his or her name, biography and likeness on or in connection with any television or radio program, video/DVD, print media or the advertising and publicizing of such program as may be designated by Skate Canada - WESTERN ONTARIO and waives all rights to remuneration or otherwise in connection with the above. The foregoing is subject to assurance that the eligible status of the athlete will be fully protected by Skate Canada.

MEDICAL

Medical Services for emergency or accidental occurrences will only be provided for skaters.

Further reference to the **WO Medical Coverage Guidelines** is posted on the Skate Canada – Western Ontario website www.skating-wos.on.ca.

OTHER INFORMATION

COSTUMING: The clothing for all competitors must be modest, dignified and appropriate for athletic competition – not garish or theatrical in design. Accessories and props are not permitted.

MARKING: ALL categories will use the new CPC system of Judging.

SKATE SHARPENING: Skate sharpening will NOT be available ON-SITE. Blades should be in good condition before arrival.

PHOTOGRAPHER & VIDEO CAMERA POLICY: Parents and coaches will be allowed to videotape ONLY their team's performance using personal video cameras from the seating area. Flash Photography is NOT ALLOWED.

A Professional Videographer and/or Photographer will be available at the competition for your convenience. Please check with registration for further information.

MEALS & REFRESHMENTS: A Snack Bar and/or Lounge will be available during the Competition. Many recognized restaurants are available in the area. We encourage you to patronize the local businesses / restaurants that have supported each specific event by sponsoring Program advertising.

INFORMATION / LOST & FOUND: Throughout the Competition, information will be available at the Registration / Information Desk. Lost and found items will be kept in this area.

TICKET INFORMATION:

General Admission	\$ 5.00 per day
Children (5 & Under, accompanied by an adult)	FREE

ACCOMMODATION

HOTEL RESERVATIONS: Skaters, parents and coaches will be required to book accommodations directly with the hotel of their choice as required.

Hotels in the area:

River Garden Inn

10 Romeo St. N.
Stratford, Ontario N5A 5M7
(519) 271-4650

Arden Park Hotel

552 Ontario St.
Stratford, Ontario N5A 3J3
(519) 275-2936

Festival Inn

1144 Ontario St.
Stratford, Ontario N5A 6Z3
(519) 273-1150

See also --- www.city.stratford.on.ca

For additional information:

London is 45 minutes to the southwest via # 7 and # 4 hwy
Woodstock is 30 minutes south via # 59 hwy
Kitchener / Waterloo is 30 minutes east via # 7 hwy

MAP & DIRECTIONS

Reference Internet Map Sites (i.e. arenamaps.com, mapquest.com, mapblast.com etc.) for view of map and directions.

TECHNICAL REQUIREMENTS

Refer to the 2009-2010 WO Competition Technical Package as posted on the Skate Canada – Western Ontario web site www.skating-wos.on.ca, and the Skate Canada Technical Handbook for all category requirements.

**SKATE CANADA – Western Ontario
ANNOUNCEMENTS ARE SUBJECT TO CHANGE**

WATCH SKATE CANADA – WESTERN ONTARIO WEBSITE FOR CHANGES/CORRECTIONS
www.skating-wos.on.ca