

FINLANDIA

Trophy

ESPOO

*International figure
skating competition*

6.–8.10.2017

Espoo Metro Arena

INFORMATION HANDBOOK



Dear Skating Family,

On behalf of the Organizing Committee I wish you all warmly welcome to Espoo to participate in the International Figure Skating Competition, **Finlandia Trophy Espoo 2017.**

This Information Handbook contains useful information (from A - Z) during the competition days. This Information Handbook is only available online and you can find it from www.finlandiatrophy.com pages.

If you require any further information, please don't hesitate to ask any of our volunteers, who will be pleased to assist you.

The Organizing Committee wishes you a pleasant stay in the city of Espoo. We hope you will enjoy your time in Finland and we're looking forward to seeing you here again next October!

Sanna Eklund
Competition Manager



PARTICIPATING ISU MEMBERS

Australia	AUS
Austria	AUT
Belarus	BLR
Canada	CAN
China	CHN
Czech Republic	CZE
Denmark	DEN
Estonia	EST
Finland	FIN
France	FRA
Germany	GER
Great Britain	GBR
Italy	ITA
Japan	JPN
Mongolia	MNG
Philippines	PHI
Poland	POL
Republic of Korea	KOR
Russia	RUS
Spain	ESP
Sweden	SWE
Switzerland	SUI
Turkey	TUR
Ukraine	UKR
United States of America	USA



ACCOMMODATION

The Official Hotels are:

Sokos Hotel Tapiola Garden
Tapionaukio 3
02100 Espoo, Finland
www.sokoshotels.fi/en/espoo/sokos-hotel-tapiola-garden/

Radisson Blu Hotel Espoo
Otaranta 2
02150 Espoo
www.radissonblu.com/fi/hotelli-espoo

Please notice that the OC provides the accommodation only for Referees, Judges and Technical panel. Competitors and all other Team Members are responsible for their own travel, accommodation and meal expenses.

ACCREDITATION

Accreditation takes place at the Sokos Hotel Tapiola Garden beginning on Wednesday, October 4th at 15.00. Accreditation cards will be given to Officials and Competitors, Coaches, Team Leaders and Official Team Members according to the team entry forms. The accreditation cards shall be worn visibly at all times and access to various locations will be controlled.

Chaperons will only receive a bus pass (hotel-ice rink-hotel), not accreditation.

Hotel rooms must be paid upon arrival (e.g. coaches, team leaders, competitors and judges extra nights, etc.). All phone bills, room services and other possible extra costs must be paid before check-out.

Accreditation will be open as follows:

Wednesday	15.00 - 22.00
Thursday	09.00 - 22.00
Friday	09.00 - 16.00
Saturday	n/a, Competition office will serve at the ice rink
Sunday	n/a, Competition office will serve at the ice rink

AWARD CEREMONY

Only the skaters/teams placed first, second and third will be presented at the Award Ceremony. The Award Ceremony does not include flags or national anthems.

BANKS

Banking hours
Monday - Friday 10.00 - 16.00



COMMUNICATIONS

Communication, results and other information will be available in the letter boxes at the Competition Office at the ice rink.

The Referee, Judges and the Technical Panel will receive all information to their boxes in their respective rooms at the ice rink.

COMPETITION OFFICE / INFORMATION DESK AT THE ICE ARENA

The Competition Office opens one hour prior to the first practice session of each day.

DOPING CONTROL

According to the regulations of the Anti-Doping Committee in Finland, doping tests may be performed during the practices and competitions at any time. Anti-doping tests will be made in accordance with the Rule 139 and all current and pertinent ISU Communications.

DRAWS

The draw for the starting order of the Short Program for Ladies, Men and Pairs and short dance for Ice Dance will take place on Thursday, October 5th, 2017 at 19.30 at the Exhibition Centre WEEGEE (address: [Ahertajantie 5, ESPOO](#)) within a walking distance from the official hotel. All Skaters, Officials and other Team Members are warmly welcome.

The draw for Synchronized Skating Short Program starting order will take place at 17:30 at the lobby of the practice rink.

JUDGES MEETING

The Judges' Meeting will be held at the Sokos Hotel Tapiola Garden on Wednesday, October 5th, at 17.00 -18.30.

JUDGES' ROOM AND TECHNICAL PANEL'S ROOM

The Judges' and Technical Panel's rooms at the ice rink are at the ice level.

LIABILITY

The Organizing Committee accepts no responsibility for injury or damage sustained by any participant at this competition

LOST AND FOUND

Please contact the Competition Office at the ice rink.



MEALS

Skaters, coaches and chaperons are requested to pay their meals in the Hotel Restaurant.

Sokos Hotel Tapiola Garden

Breakfast – included in the room price

Thursday	6.30 - 9.15
Friday	6.00 - 9.15
Sat-Sun	6.00 – 10.30

Lunch - the price for the buffet is 12,50€

Thursday	11.00 – 13.00
Fri – Sun	11.00 – 14.00

Dinner - a special Finlandia Trophy menu, prices between 19€ and 27€.

Thursday	15.00 – 23.00
Friday	15.00 – 24.00
Saturday	15.00 – 23.00
Sunday	16.00 – 22.00

Radisson Espoo

Breakfast – included in the room price

Wednesday - Friday	6.30 - 10.00
Saturday	7.00 - 11.00
Sunday	6.30 - 11.00

In Tapiola there are various restaurants to choose from, as well as many restaurants in the walking distance away from hotel Tapiola Garden.

The Organizer will provide accommodation and meals for all drawn Judges, the invited Referees and the Technical Panel at the hotel Tapiola Garden beginning with dinner on Thursday October 5th, through breakfast on Monday, October 9th, 2017.

The Referees, Judges and Technical panel members will receive their meal and drink vouchers upon accreditation.

MEDICAL SERVICE

First aid personnel and a doctor are available during the official practices and competitions.



MIXED ZONE

The Mixed Zone is situated next to the Kiss&Cry corner.

MUSIC

The Competitors are requested to submit their music during the accreditation, (Sokos Hotel Tapiola Garden), if not submitted in advance.

Music CDs will be returned after the free skating competition of each category (and after SyS short program competition) to the competition office.

NON-SMOKING POLICY

Please note that smoking is strictly prohibited inside the ice rink, in the official hotel and all restaurants.

OFFICIALS/ JUDGES DINNER

Dinner for all Judges, members of the Technical Panel and Referees will be held at Hotel Tapiola Garden, on 5th October at 21:00.

PHARMACIES

Tapiolan Apteekki (Tapiola Pharmacy), Kauppamiehentie 6, 02100 Tapiola (at the shopping area next to hotel) Phone: +358 9452 0130

Opening hours

Monday – Thursday	8.00 - 21.00
Saturday	9.00 - 18.00
Sunday	10.00 -18.00

PRACTICE

See separate practice schedule for Thursday October 5th, it will be by category/country. After the opening draw on Thursday the practices are according to the Starting Order.

The ice dance practice for Friday will be skated in the drawn order and with music rotation.

PRESS CENTRE

The Press Centre is located on the 2nd floor above the Kiss&Cry.
The Press Centre is open:

Thursday 5 th	12.00 – 18.00
Friday 6 th	08.00 – 23.30
Saturday 7 th	10.00 – 23.00
Sunday 8 th	10.00 – 22.00

Chief Press Officer is Ms Mila Kajas-Virtanen tel. + 358 40 530 5400.



PRESS CONFERENCES AND INTERVIEWS

Press Conferences will be held in the Press Centre after Short Program and Short Dance competitions and for the three medalists after the Awards Ceremonies. In the case of any additional interviews the press staff will contact skaters directly.

PRIZE MONEY

The event is part of the "ISU Challenger Series 2017/2018". Points and Prize money is being settled within the separate announcement of this Series.

The Organizer will award 3 000€ to the skaters placed 1st in Men's and Ladies' categories and 4 000€ for the Ice Dance couple. The Organizer will also award 2000€ to the synchronized skating team placed 1st. Payments will be made through the respective National Associations as per ISU Rule 102. The withholding tax will be deducted according to Finnish law.

ISU World Standing points will also be awarded according to the "ISU Challenger Series Announcement 2017/2018".

PROTOCOL

Results for each category will be available after the Award Ceremony at the Information Desk. Protocols will also be available online afterwards (www.isu.org, www.finlandiatrophy.com).

PUBLIC TRANSPORTATION

Please contact the Finlandia Trophy 2017 Information Desk at the Hotel or the Competition Office at the ice arena for closer information.

SHOPPING

Regular shopping hours in Espoo and Helsinki:

Shops	Monday – Friday	09.00 - 18.00
	Saturday	09.00 - 16.00
Department stores	Monday – Friday	09.00 - 21.00
	Saturday	09.00 - 20.00
	Sunday	12.00 - 18.00

Shopping Centre Ainoa with variety of shops, restaurants and cafeterias located just next to 5 official hotel. The centre is open:

Monday – Friday	7.00 - 22.00
Saturday	7.00 - 21.00
Sunday	10.00 - 21.00



SKATE SHARPENING

The Skate Sharpening and Shoe Repair will be available at the Practice Hall from Wednesday to Sunday.

TEAM SEATS

There will be team seats reserved in the section in the third floor above the judges.

TRANSPORTATION

A special shuttle bus service connects between the hotel Sokos Hotel Tapiola Garden and the ice rink. It takes approximately 15 minutes / one way. The detailed time schedule will be given at the accreditation.

WARM UP

Warm up area at the ice rink, is located in the “dressing room side” in the 3rd floor. There is soft

WARM UP FOR SYNCHRONIZED SKATING

Warm up before synchronized skating practice and competition will take place in Summahalli, which is next to the Metro Arena. See separate schedule for the warm up times.

WATER

The tap water is safe to drink in Finland.