



Essex Synchro Classic
Saturday, November 9, 2019
Richard J. Codey Arena at South Mountain
560 Northfield Avenue, West Orange, NJ 07052

The Essex Synchro Classic will be conducted in accordance with the rules and regulations of U.S. Figure Skating, as set forth in the current Rulebook as well as any pertinent updates which have been posted on the U.S. Figure Skating web site.

This competition is open to all synchronized teams comprised of members who are eligible, restricted, reinstated, or readmitted persons, as defined by the Eligibility Rules, and currently registered members of a U.S. Figure Skating member club, a collegiate club or an individual member in accordance with the current Rulebook. Refer to the current rule book regarding eligibility of non-U.S. Citizens.

This event is proud to participate in the National Synchronized Skating Series. Participation in this series is open to all Snowplow Sam Synchro, Synchro Skills 1, 2, or 3 teams and preliminary, pre-juvenile, open juvenile, open collegiate, open adult and open masters teams. Visit www.usfigureskating.org for more information on this series. Results of this event for participating teams will be reported to U.S. Figure Skating for calculation of the series results.

ELIGIBILITY / TEST AND AGE REQUIREMENTS: Skaters must meet the age requirements by the July 1st preceding this competition.

- Moves in the Field test requirements are as of the entry deadline.

ENTRIES:

- All entries must be submitted through Entryeeze
- Entry deadline Monday, September 30, 2019
- Entry fees are as follows:

Synchro Skills 1-3 and Snowplow Sam \$100/team \$5 per skater

Synchro events will be run in accordance to the Learn to Skate USA Competition Manual (a maximum of 6 teams per group).

6.0 and IJS Teams	\$300/team \$35/skater
Combined Fee for Junior and Senior	\$350/team and \$35 per skater
Short Program and Free Skate	

For Synchro Skills levels, if a team fits into one level age-wise, but would like more of a challenge, they should be able to "skate-up" one level (for example, team has majority of skaters under 9 years old but would like to skate in the Synchro Skills 2).

Fee includes official practice and 45 minute use of the Educational Center for hair/makeup/off-ice warm up. No hair, makeup or off ice will be allowed in the Codey Arena itself and will be strictly enforced.

REFUND POLICY:

Entry fees will not be refunded after entry deadline unless no competition exists or is canceled. The online processing fees are non-refundable. Checks returned for non-sufficient funds and contested credit card charges will be assessed a \$35 processing fee. Payment of the fee will be required before the team is allowed to participate in practice ice or events.

FACILITIES: The competition will be held at:
Richard J. Codey Arena at South Mountain
560 Northfield Avenue, West Orange, NJ 07052
973-731-3828

Website, Essexskatingclub.org

Rink dimensions are 200' X 85'. There are nine (9) locker rooms. The rink is comfortable. There is a snack bar in the arena and fast food outlets (McDonalds and Dunkin Donuts) are across the street.

LOCKER ROOMS AND CHANGING AREAS: This event will follow the Locker Rooms and Changing Area policy included in the SafeSport Handbook. **This will be strictly enforced.**

MUSIC: The official competition music must be uploaded through Entryeze. A duplicate CD should be readily available rinkside. Music should be picked up at the registration table following each event. Every reasonable care will be taken, but the Essex Skating Club of NJ cannot be responsible for CDs left at the end of the competition.

For the Essex Synchro Skating Classic, ***online music submission is the ONLY acceptable method to submit program music. We will NOT accept CDs!*** After you have paid for your events, the system will prompt you to upload your music for each event that requires music. If your music is not available at that time, you can log out of your account and return later to upload your music by going to the "Competition" tab and then selecting "My Music." Please be sure you are uploading the correct music for the correct event segment. Be careful, for example, not to mix up your short program and your free skate! All music must be uploaded by October 15, 2019 at 11:59PM ET. The uploaded program music MUST conform to the following specifications:

- Programs per file: One (1) - Only one event segment program music (e.g. short program, free skate, short dance, free dance, etc.) per file is allowed.
- File Format: mp3 or m4a - The uploaded file music must be an mp3 or m4a file. Simply changing the file extension to "mp3" or "m4a" from another file format is not acceptable.
- Bit Rate: 192 kbps is requested (bit rates between 128 and 320 kbps will be accepted).
- Maximum file size: 10 MB
- Maximum run time: Five (5 minutes)
- ID3 Metadata (tags): None - The Chief Music Coordinator strongly requests that mp3 files DO NOT contain any ID3 metadata, commonly called tags. This is especially true of any embedded images such as album cover art, picture of the skater, etc. Please, NO EMBEDDED IMAGES!
- Maximum leader: The Chief Music Coordinator requests that there be NO leader. The leader is the silence between the start of the track and the actual start of the program music.

Maximum trailer: The Chief Music Coordinator requests that there be NO trailer. The trailer is the silence between the end of the program music and the end of the actual track.

Backup Music at Event (CDs)

In addition to submitting the music online, ***all competitors/teams must also have at least one (1) backup copy of their competition music on CD, AT RINKSIDE, during the actual competition event segment or official practice.*** CDs must meet the following requirements:

- In standard Audio CD format (Compact Disc Digital Audio). Other formats, including mp3 are NOT acceptable.
- Clearly marked with a permanent marker (e.g. Sharpie, do NOT use a label or tape) as follows: First Name, Last Name, (Club – Optional but requested), Event, Event Segment and Music Length (e.g. Jane Smith, Acme FSC, Novice Ladies, Free Skate, 3:10 or Synchro Team, Widget FSC, Preliminary, Free Skate, 1:59)
- Each CD may have only ONE (1) music track on it. In the case where a skater competes in both a short program/dance and a free skate/free dance, two (2) separate discs must be available. Any disc with more than one (1) track is NOT acceptable.
- Lead in time (time before the music begins) on CDs may not exceed two (2) seconds.
- Due to the compatibility and reliability reasons, music may NOT be submitted on re-recordable “CD-RW” discs. ***PLEASE, no CD-RWs!!***

The Local Organizing Committee (“LOC”), competition officials, and volunteers exercise reasonable care when handling CDs. However, they are not responsible for damage to or loss of any CDs. The LOC is not responsible for CDs not picked up by the end of the competition. Those CDs will be destroyed.

Interruption in Music – U.S. Figure Skating Rule 1403

If, after the competitor/team’s name has been called to compete, there is an issue with the downloaded music or CD provided at the event, the competitor will have up to 3 minutes to rectify the situation with a backup copy of the music on CD. After 3 minutes, the competitor/team will be considered withdrawn.

Administrative Fee for Incorrect/Changed Music or Failure to Upload Music

The LOC may assess each competitor/team an additional charge, up to \$25.00 per event segment, to manually handle a competitor/team’s music, if the competitor/team: 1) fails to submit their music prior to the close of online music submission, 2) submits files that do not follow the specifications above, 3) uploads the incorrect music for a given event segment (e.g. uploads short program music instead of the free skate), or 4) requests a change of music after the music upload deadline. In the event the LOC decides to assess an administrative fee, the competitor/teams will not receive their credentials at registration until they pay the fee and turn in their music on CD, conforming to the requirements above.

PLEASE HAVE SEPARATE CDs FOR PRACTICE AND COMPETITION.

LIABILITY: U.S. Figure Skating, The Essex Skating Club of NJ, Inc., Richard J. Codey Arena at South Mountain and Essex County Department of Parks and Recreation accept no responsibility for injury or damage sustained by any participant in this competition. This is in accordance with Rule 1600 of the official U.S. Figure Skating Rulebook.

JUDGING SYSTEM:

International Judging System (IJS)	Majority 6.0 Judging System
Juvenile	Snowplow Sam Synchro
Intermediate	Synchro Skills 1-3
Novice	Preliminary
Junior Short Program & Free Skate	Pre-Juvenile
Senior Short Program & Free Skate	Open Juvenile
Collegiate	Open Adult
Adult	Open Masters
Masters	Open Collegiate

All teams competing in a level judged under IJS will be required to complete a Planned Program Content Sheet. Each team's Planned Program Content sheet must be completed via their Member's Only profile at www.usfsaonline.org **at least 7 days** before the start of the event.

REGISTRATION: Registration will begin on July 22, 2019 at 12:01AM and end at September 30, 2019 at 11:59PM. The registration table will be located in the lobby of the Codey Arena. Registration will be open one hour before the first event and run through the last event of the day. One team representative should register on behalf of the team, as soon as the team arrives at the competition. Coaches, team managers, and team service personnel must register separately to receive their credential (see requirements below).

ADMISSION: Credentials will be given to each team member, one coach, and two (2) adult team service personnel. Pre-paid admission for spectators will be \$15 for adults and teens 14 and over. Children under six years of age are free. Pre-paid discount tickets must be purchased through Entryeeze. Tickets will be available for purchase at the arena on the day of the competition for \$20 per ticket.

In order to receive a chaperone credential, each team manager and team service personnel must have completed the SafeSport Training and successfully passed a background check. Those that cannot produce proof that these have been successfully completed will not be provided a chaperone credential. This will be strictly enforced

Team managers and team service personnel will be asked to pick up their own credentials. These credentials are only to be used by the team manager and team service personnel who originally picked them up and may not be shared. Anyone found using a credential, not on the approved compliance list, will have their credential privileges revoked for the duration of the competition and the violation will be brought to the attention of U.S. Figure Skating and the Ethics Committee.

Please see the U.S. Figure Skating SafeSport Handbook for more details.

PRACTICE ICE: Unofficial practice ice will be available at the Richard J Codey Arena at South Mountain, 560 Northfield Ave, West Orange NJ on Saturday, November 9, 2019. Each session will be 8 Minutes and cost \$75 per block for all 6.0 and Juvenile events. IJS events will have a 9 minute unofficial practice block and cost \$90 per block. Junior and Senior teams may purchase unofficial ice time in 12 minute blocks at a cost of \$100 per block Space is limited and will be scheduled on a first come first served basis

PHOTOGRAPHY / VIDEOGRAPHY: Still and video photographers will be at the event and available for purchase.

AWARDS: Medals will be given to all skaters and alternates for 1st, 2nd, 3rd and 4th place finishes.

OFFICIAL NOTICES: An official bulletin board will be maintained near the entrance of Rink 1. It is the responsibility of each competitor, parent, and/or coach to check the bulletin board frequently for any schedule changes and/or additional information.

Skaters are requested to arrive 45 minutes prior to the scheduled time of their event. The official schedule of events will be posted no later than 14 calendar days prior to the commencement of the competition.

INFORMATION REGARDING ALL COACHES:

To coach at a U.S. Figure Skating nonqualifying competition, a professional coach or choreographer must be:

- ✓ Must be a current full member of U.S. Figure Skating- either through a member club or as an individual member.
- ✓ If 18 years of age or older, must submit the proper payment of \$20 through the U.S. Figure Skating Members Only website, and submit information for and successfully pass an annual background check.
- ✓ Must complete the CER SafeSport training course and any additional courses as required in MR 5.12 effective starting July 1, 2018.
- ✓ Must submit proof of general liability insurance with limits of \$1 million per occurrence/ \$5 million aggregate.

The local organizing committee/club will have a list of coaches who are cleared for a credential at the competition. Coaches will need to check in at the event registration desk and show a government issued photo ID to receive a credential. Coaches who are **NOT** on the list will need to show proof of membership in U.S. Figure Skating, proof of compliance, and a photo ID at check in.

If a coach cannot provide a photo ID and is not on the list or cannot produce the necessary documents, he or she will not be allowed a credential – no exceptions. We strongly urge all coaches to have their cards with them. Non-credentialed coaches will not be permitted in the designated coaching area at rink side during events including practice sessions.

Foreign coaches will be required to present the LOC with a letter, from their federation, verifying they are a member in good standing.

CONTACT INFORMATION:

For questions, please contact the following individuals:

Competition Chair:	Michele Blatt	Essexsynchroclassic19@gmail.com	917-816-4111
Chief Referee:	Ann Buckley	adbuckley@comcast.net	
Practice Ice Chair:	Cindy Lee	Essexsynchroclassic19@gmail.com	
Additional Contact:	Lynn Gordon	Essexsynchroclassic19@gmail.com	

ADDITIONAL INFORMATION:

The Richard J Codey Arena is 15 minutes from Newark Liberty International Airport and 45 minutes by mass transportation to New York City, Community Coach Bus Route 77 stops at the arena and goes directly into the Port Authority Bus Terminal in the heart of Manhattan.

The Zenith Group is the provider for the teams' hotel accommodations. To make team arrangements, please call 1-800-476-0542 or email Ken Broadbent at the Zenith Group. For more detailed information email Ken at kbroadbent@thezenithgrp.com.

The Richard J Codey Arena at South Mountain is the cornerstone of the South Mountain Reservation and Recreational Area. The Turtle Back Zoo, hiking trails, miniature golf and Tree Top Experience (weather permitting) are available. For additional information go to the Essex County Department of Parks and Recreation Website at <https://www.essexcountyparks.org/parks/south-mountain-reservation/about>

RULES/ISU COMMUNICATIONS:

See the current rulebook/website for current rules and ISU communications.

<http://www.usfigureskating.org/story?id=84114>