



Vzw Kunstschaats Academie Hivernia Mechelen  
Spuibeekstraat 1, 2800 Mechelen  
url: [www.hivernia.be](http://www.hivernia.be)  
email: [secretariaat@hivernia.be](mailto:secretariaat@hivernia.be)  
Telefoon: 0032(0)479 469 162

## **OFFICIAL INVITATION**

Dear skaters, club secretaries, judges and coaches,

Vzw Kunstschaats Academie Hivernia Mechelen (KHM) hereby invites you to its International A-Competition "Hiverna Cup" for girls & boys which will take place on Saturday 08 April 2023 and Sunday 09 April 2023.

The competition is organized in co-operation with the Royal Belgian Figure Skating Federation (KBKF/FRBPA), the Flemish Skating Union (VLSU), the management of the Icerink Ice Skating Center Mechelen and the city of Mechelen.

Depending on the situation, COVID-19 protocols may (again) apply to ensure the safety of participants, officials and visitors. If so, these protocols will be provided in advance.

We hope to welcome you and wish you a lot of success in your participation at this competition.

Kind Regards,

Katheen Geerts, President

Pierre Goyvaerts, Secretary  
[secretariaat@hivernia.be](mailto:secretariaat@hivernia.be)  
tel: 0032(0)479 469 162

Supported by





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## International A-Competition “Hivernia Cup”

### Organization

vzw Kunstschaats Academie Hivernia Mechelen (KHM)  
Spuibeekstraat 1, 2800 Mechelen  
Website: [www.hivernia.be](http://www.hivernia.be)  
President: Kathleen Geerts  
Secretary: Pierre Goyvaerts  
E-mail: [secretariaat@hivernia.be](mailto:secretariaat@hivernia.be)  
Contact during competition: 0032(0)479 469 162

### Ice Rink

Ice Rink Ice Skating Center Mechelen,  
Spuibeekstraat 1, 2800 Mechelen, Belgium  
Website: [www.iscm.be](http://www.iscm.be)  
E-mail: [info@iscm.be](mailto:info@iscm.be)  
Tel: 0032(0)15 29 19 91

The ice rink is a covered rink, skating area 60m x 30m.

Ice Skating Center Mechelen offers a wide variety of snacks, salads, sandwiches and hot meals.

Car and coaches parking is sufficiently available at the ice rink.

### Invited members

The competition includes following categories:

**Categories Basic Novice, Intermediate Novice, Advanced Novice (short and free), Junior (short and free) and Senior (short and free).**

Participation is open to all skaters who belong to an ISU Member, and qualify with regard to eligibility, according to Rule 102, provided their ages fall within the limits specified in Rule 108.

The competition is considered to be an “Interclub Competition with participation of Skaters from at least two ISU Members” as per Rule 107(14) of the ISU General Regulations. Competitors will be entered by the clubs and will represent the clubs. Foreign competitors therefore do not require any Clearance Certificate.

The competition is for Girls and Boys.

### Entrance Fee

The entrance fee is €75 for Basic Novice, Intermediate Novice, and €110 for Advanced Novice (short and free), Junior (short and free) and Senior (short and free).

Entrance fee for spectators is free!

### Entries

#### **Belgian clubs:**

Entries must be made using entry form available on the federation website [www.skatebelgium.be](http://www.skatebelgium.be)

#### **Foreign clubs:**

Entries must be made using enclosed Excel forms sheets.

Completed entry forms should be mailed to both

- [Maria.bouwens@vlsu.be](mailto:Maria.bouwens@vlsu.be) , the regional secretary
- [secretariaat@hivernia.be](mailto:secretariaat@hivernia.be) , the club secretary



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## Closing date

Entries will be accepted until **Friday 24 February 2023, 20:00**.

Inscriptions will **not** be closed prior to the closing date, regardless the number of entries received.

## Limitations

In case the number of entries exceeds the maximum capacity, the participants will be determined by draw on **Wednesday 1 March 2023 at 20:00** in accordance with the KBKF/FRBPA competition regulations.

There will be no limitations for the organizing club.

The organizing committee will confirm the participants by mail **one week after closing date at the latest**. An invoice per club will be included.

## Judges

Each participating foreign club has the right to propose an at the least national level qualified judge. Entries from a foreign club bringing a judge will have priority in case of too many entries. Names of the candidates are sent to [secretariaat@hivernia.be](mailto:secretariaat@hivernia.be) before closing date.

The organizing committee will provide all judges with food and lodging and compensations according to KBKF Comm 2019.21.  
[http://www.skatebelgium.be/uploads/4/4/0/7/44077929/communication\\_kbkf\\_2019.21.pdf](http://www.skatebelgium.be/uploads/4/4/0/7/44077929/communication_kbkf_2019.21.pdf)

Travel expenses, hotel arrangements and meals for accompanying partners will not be reimbursed by KHM.

## Payments

If payments aren't received in full on **Friday 24 February** the organizing club has the right to cancel or replace the skater(s) concerned. Please keep in mind that bank transfers can take a few days.

Account holder: Mechelen Kunstschaats Academie Hivernia  
IBAN: BE49 0689 0019 3571  
BIC: GKCCBEBB

After the closing date, there will be **no refunds** in case of withdraw.

Withdrawals one month before the competition at the latest, **because of a medical reason with implications exceeding the competition date**, will be exceptionally refunded **only if confirmed by a specialist's medical certificate**.

## Time Table

The time table will be published as soon as available on the federation website [www.skatebelgium.be](http://www.skatebelgium.be). Please (re-)check for possible changes when approaching the day of the competition.

During the competition, minor modifications related to the time table can be made due to organizational circumstances.

The timetable will also mention all Price Awarding Ceremonies.

## Starting Order

For each category, the starting order will be determined by draw. The draw will be done by computer prior to the competition.

As soon as available, the starting order will be published on the federation website [www.skatebelgium.be](http://www.skatebelgium.be)



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## Planned Elements

### Belgian clubs:

Planned Elements will be used from the national database.

Participants whose planned elements have changed need to update the database **10 days before the first competition day at the latest.**

(see KBKF Comm 2019.18)

### Foreign clubs:

Planned elements must be sent to [ludod@telenet.be](mailto:ludod@telenet.be), the national competition coordinator and in copy to [mariabouwens@vlsu.be](mailto:mariabouwens@vlsu.be), the regional secretary before **Friday 10 April 2023.**

## Music

### Belgian clubs:

Program music will be used from the national database.

Participants whose program music has changed need to update the database **10 days before the first competition day at the latest.**

(see KBKF Comm 2019.17)

### Foreign clubs:

Program music must be sent to [secretariaat@hivernia.be](mailto:secretariaat@hivernia.be) before **Friday 10 April 2023.**

We recommend to use [www.wetransfer.com](http://www.wetransfer.com) if your club wants to transfer multiple files at once.

File format: mp3 file

File name format: FS <Category> <Full Name> <Time>

<Category> = BNO, INO, ANO, JUN, SEN

Example: FS ANO John Doe 2m34.mp3

During the event, and only for backup purposes, all competitors must also have a copy of their music available on USB-stick using the correct file format and file name format, or on audio CD (no CD-RW or DVD). If an audio CD is used, it will only contain the program music.



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## Registration

All competitors must register **in person, every competition day**, at the info desk upon arrival, **presenting their identity card or Kids ID**.

Competitors entered in the first category of the competition day must register **30 minutes before the start of the competition**.

All other competitors must register **one hour before the start of their category at the latest**.

Coaches must visibly wear a valid trainer's license to enter the neutral zone.

## Awarding Ceremony

All participants must be present in their competition costumes for the announcement of the results and the prize awarding ceremony.

There will be partial awarding ceremonies during the day.

In case of absence during the awarding ceremony, no trophies or medals will be provided.

## Liability and Insurance

In accordance with ISU rules the organizing committee accepts no liability for injuries or damages sustained by competitors.

In accordance with ISU rules the responsibility for health and accident insurance lies with the athletes, officials and all other members of the team. Such insurance must include full medical care and repatriation

## Technical Regulations

The competition will be conducted in accordance with the latest International Interclub A-Competition Regulations which can be found on [http://www.skatebelgium.be/uploads/4/4/0/7/44077929/5-2022-2023\\_int.\\_interclub\\_a-competition\\_regulations.pdf](http://www.skatebelgium.be/uploads/4/4/0/7/44077929/5-2022-2023_int._interclub_a-competition_regulations.pdf)

In case ISU regulations should change by the time of the competition, program contents will be updated according to the latest ISU communications.

The marking system (ISU Judging System) will be used in accordance with the respective ISU Communications.

## Privacy regulations

The organization of this event complies to the General Data Protection Regulation legislation. Consequently, we hereby inform you that participation in our competition requires us to share personal data as follows:

- Participant list and starting order: a list of participants is shared with the judges and officials, with the audience and on [www.skatebelgium.be](http://www.skatebelgium.be). The list mentions full name, gender, category and club.
- Results: a list of participants and their detailed results is published after the competition on [www.skatebelgium.be](http://www.skatebelgium.be).

Photographic pictures of the programs and/or awarding ceremonies will be taken and published on local and/or social media for promotion purposes. When entering the competition, participants agree with taking and publishing these pictures.



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## COVID-19 regulations

During the competition, COVID-19 safety measures by national and/or local health authorities may (still) apply. If so, these measures will be indicated and should be met at all times. All participants and club secretaries will be informed in advance regarding such measures.

When showing any symptoms of the COVID-19 virus (such as fever, coughing or trouble breathing), or in case you recently have been in contact with a person who acquired the virus, you should prioritize your health and the health of those around you. You will therefore not be allowed to participate in the competition.

## Accommodations

Skaters, coaches and supporters may book travel arrangements and accommodations individually and at their own expense.  
We recommend to include a cancellation insurance in case the number of entries exceeds the maximum capacity.  
Suggestions for accommodations can be found on  
<https://visit.mechelen.be/en/logies>

## Summary

<b>Closing date:</b>	Friday 24 February 2023, 20:00
<b>Draw (if needed):</b>	Wednesday 1 March 2023 20:00
<b>Payments before:</b>	Friday 24 March 2023
<b>Music before:</b>	Friday 10 March 2023
<b>Planned Elements before:</b>	Friday 10 March 2023
<b>Competition date(s):</b>	Saturday 8 April 2023 Sunday 9 April 2023.

For all other questions, please feel free to contact the organizing committee.