



**2017 PACIFIC COAST
SECTIONAL FIGURE SKATING
CHAMPIONSHIPS
ANNOUNCEMENT**



**FIGURE SKATING
CHAMPIONSHIPS** 
SALT LAKE CITY, UTAH



2017 Qualifying Competition Season

TECHNICAL ANNOUNCEMENT

1. GENERAL

The 2017 U.S. Figure Skating qualifying competition season consists of a total of 13 events. These include 12 qualifying events (nine regional championships, three sectional championships), and the 2017 Prudential U.S. Figure Skating Championships (juvenile, intermediate, novice, junior and senior). All 13 events are sanctioned by U.S. Figure Skating and conducted according to the most current U.S. Figure Skating rulebook, 2016-2017 edition, with changes and clarifications as posted on the U.S. Figure Skating website and this announcement. Compliance with these rules as updated or amended is the responsibility of the participants. U.S. Figure Skating reserves the right to incorporate revisions to the international judging system (IJS) made by the ISU for junior and senior events and by U.S. Figure Skating to novice events and below.

The qualifying and national championship competitions are only open to competitors who (1) Are current members of U.S. Figure Skating (2) Meet the eligibility requirements according to U.S. Figure Skating Rule 2211 (3) Meet all age and test requirements pertaining to the event to be entered and (4) Meet the citizen and residency requirements as stated in Rules 2230-2243 and ICR 6.09 of the U.S. Figure Skating Rulebook. Please note amendments have been made to the requirements for returning U.S. skaters as well as non-U.S. skaters wishing to compete. Consult the rulebook to ensure you complete the necessary requirements.

Important Notice regarding coaches for all qualifying competitions (Regionals, Sectionals and U.S. Championships)

To be credentialed as a coach at a U.S. Figure Skating qualifying level competition, a professional coach or choreographer must:

- Be declared by a skater at the time of the registration process with U.S. Figure Skating (July 15-Sept. 1, 2016)
- Listed as Coaches Education Requirement (CER) Category A compliant for 2016-2017
- Successful (green) background check
- A current member in good standing with U.S. Figure Skating
- A current member in good standing with the PSA

A coaches' requirements chart can be found here:

<http://www.usfigureskating.org/Content/Coaches%20Requirement%20Chart.pdf>.

Each local organizing committee (LOC) will be provided with 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 I.D. to receive a credential. Coaches who are NOT on the list will need to show proof of membership in both U.S. Figure Skating and the PSA, a Coaches Registration card, proof of Category A compliance in CER, and a photo I.D. at check in. **If a coach cannot provide a photo I.D. 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.**

2017 Sectional Figure Skating Championships

Important Notice for All Pairs and Dance Teams

All pairs and dance teams will begin their qualifying season at their respective sectional championships (unless they have been notified of a bye advancing them directly to the U.S. Championships). Furthermore, only one member of the team will register for the season and thus have access to the competition season profile (the registration will not show on the member's profile who did not register).

For the 2017 competition season, the 12 qualifying events are:

REGIONAL CHAMPIONSHIPS

2017 North Atlantic Regional Championships

Amherst Skating Club; Williamsville, N.Y.: Sept. 28-Oct. 2, 2016

2017 Eastern Great Lakes Regional Championships

Lansing Skating Club; East Lansing, MI: Sept. 28-Oct. 1, 2016

2017 Southwest Pacific Regional Championships

Coyotes Skating Club of Arizona; Scottsdale, AZ: Sept.28-Oct. 2, 2016

2017 Central Pacific Regional Championships

Wasatch Figure Skating Club; Ogden, Utah: Oct. 5-9, 2016

2017 South Atlantic Regional Championships

BWF Communications; Ashburn, VA: Oct. 5-9, 2016

2017 Southwestern Regional Championships

Dallas Figure Skating Club: Plano, TX: Oct. 5-9, 2016

2017 New England Regional Championships

Champlain Valley Figure Skating Club; Burlington, VT: Oct. 19-23, 2016

2017 Northwest Pacific Regional Championships

Wenatchee Figure Skating Club; Wenatchee, WA.: Oct. 19-23, 2016

2017 Upper Great Lakes Regional Championships

Rochester Figure Skating Club; Rochester, MN.: Oct. 19-23, 2016

SECTIONAL CHAMPIONSHIPS

2017 Eastern Sectional Championships

Extreme Ice Center; Indian Trail, NC: Nov. 16-20, 2016

2017 Midwestern Sectional Championships

Broadmoor Figure Skating Club; Colorado Springs, CO: Nov. 16-20, 2016

2017 Pacific Coast Sectional Championships

Salt Lake Figure Skating; Salt Lake City, Utah: Nov. 16-20, 2016

The national championships will be organized for all qualifiers in:

2017 Prudential U.S. Figure Skating Championships

Sprint Center & Silverstein Eye Centers Arena (Juvenile, Intermediate & Novice Competition) Kansas City, Missouri: January 14-22, 2017

2. REGISTRATION

A. METHOD

Online Electronic Registration (Required)

Online registration is the ONLY method available for entry into the 2017 U.S. Figure Skating qualifying competition season. Registration opens July 15, 2016 at 3:00 pm EST.

To enter online into the 2017 qualifying competition season, proceed in the following manner:

- Log on to www.usfsaonline.org
- Input your membership number and password
 - If you do not already have a password, go to www.usfsaonline.org first and follow the online instructions.

If you are experiencing difficulty with the online registration, please email the U.S. Figure Skating Member Services Department at memberservices@usfigureskating.org or call the U.S. Figure Skating main number at 719.635.5200.

B. DEADLINES

The entry deadline for the 2017 qualifying competition season is **11:59 p.m., Sept. 1, 2016**. The time zone of your primary residence/principle training center (juvenile, intermediate) or home club (novice, junior, senior) will determine the entry deadline of 11:59 p.m., Sept. 1, 2016.

NO LATE REGISTRATIONS WILL BE ACCEPTED AFTER THIS DEADLINE – NO EXCEPTIONS.

Juvenile and Intermediate Singles Competitors ONLY:

During the online registration process, you will be given the option to input your principle training center if you wish to compete out of the region you train rather than the region in which your primary residence is listed. The following guidelines must be followed:

- You must train at your principle training center at least six (6) months and one (1) day during the calendar year to be eligible
- The region you select is binding (whether it is based on primary residence or principle training center) and cannot be changed.

Age requirements must be met by **Sept. 1, 2016**.

Test requirements must also be met by **Sept. 1, 2016**. Provisional entries based on passing a test after the closing date of entries will not be accepted. Please refer to U.S. Figure Skating Rules 2420-2423 for further testing information and guidelines.

*Skaters entering a singles event in addition to a partnered event must enter a regional championship within the section they have chosen for the partnered event.

2017 Sectional Figure Skating Championships

C. ENTRY FEES

All competitors entering the 2017 qualifying competition season must submit payment of the \$175 entry fee to U.S. Figure Skating. All competitors are required to pay both the entry fee into the qualifying competition season (for each event entered) and an administration fee, which is \$10.

2017 QUALIFYING COMPETITION SEASON ENTRY FEES

Entry Fee	Level/Discipline
\$175	Juvenile/Intermediate/Novice/Junior/Senior Singles (First competition at regional championships)
\$175	Juvenile/Intermediate/Novice/Junior/Senior Pairs and Dance Teams (first competition at sectional championships)
\$10	Administration Fee

Sectional Championships Qualifying Entry Fees

Singles skaters advancing from the regional championships to the sectional championships will incur an additional \$175 entry fee and a \$10 administration fee. Competitors will receive an email from U.S. Figure Skating Headquarters outlining the payment process after their respective regional championships have concluded. Note, this total will **NOT** automatically be charged using the same credit card used to pay for entry into the qualifying season. Skaters receiving byes or who advance per the four or fewer rule will NOT incur any additional entry or administrative fees.

ENTRY FEE BREAKDOWN for 2017 QUALIFYING COMPETITION SEASON

Discipline	Regional Championships	Sectional Championships	U.S. Championships
Singles Skaters	\$175	\$175	N/A
Pairs and Dance	N/A	\$175	N/A

Your registration is not considered valid until all appropriate entry and administrative fees are paid and all required supplements (including the planned program content sheet and music upload) are completed online to U.S. Figure Skating.

D. PAYMENT

Online payment via credit card the ONLY accepted form of payment.

Advancement information and entry fee instructions for those advancing to the sectional championships from the regional championships will be **emailed** from U.S. Figure Skating headquarters the week following each respective regional championship. If you have any questions, please contact Brett Mueller at bmueller@usfigureskating.org.

Once entered, all withdrawals are considered final. A skater may not reenter even if the withdrawal occurs prior to the entry deadline on Sept. 1, 2016. Please note: refunds are not given for any reason. *If you need to withdraw, you must send an email to Brett Mueller (see above) with your name, U.S. Figure Skating membership number, event in which you were entered (i.e. Junior Ladies) and the competition from which you wish to withdraw.

E. BYES

No medical byes will be considered. Competitors awarded a bye to their sectional championships or the U.S. Championships will receive official notification in writing from U.S. Figure Skating. All competitors wishing to compete in the 2017 qualifying competition season, including those who receive a bye, must enter by the Sept. 1, 2016, deadline. Please refer to the most recent U.S. Figure Skating rulebook for details on byes.

3. TECHNICAL DETAILS

A. CONDUCT OF EVENTS

For the 2017 season, all events and levels at all championship competitions (regional, sectional, U.S. Championships) will be conducted in accordance with the international judging system (IJS). Check the U.S. Figure Skating website for technical and/or rules updates at http://www.usfigureskating.org/New_Judging.asp.

B. AGE AND TEST QUALIFICATIONS

All age and test requirements can be found in the U.S. Figure Skating Rulebook starting with Rule 4200 (senior singles). The rulebook is available online at <http://www.usfigureskating.org/content/2016-17%20Rulebook%2006-30-16.pdf>.

C. TECHNICAL ELEMENTS

The well-balanced program charts for all levels and disciplines are posted on the U.S. Figure Skating web site at http://www.usfigureskating.org/New_Judging.asp?id=355. As referenced earlier in this announcement, U.S. Figure Skating will incorporate all changes made by the ISU with regard to well-balanced programs. Please refer to this web site often for continuous updates.

D. COMPETITION PROFILE

All competitors entering into the 2017 qualifying competition season (regionals and sectionals) are required to complete an online "Competition Program" which includes the following:

- Upload of each piece of competition music
- Music copyright information for all music
- Planned Program Content detailing the elements in both programs.
- *Detailed information with regard to submission can be found on the competition websites and member's only. For a video tutorial of this new feature, please click [here](#).*

Please note that you do not have to complete this at time of entry although it is strongly encouraged. An athlete may update their "Competition Program" details at any time by logging into "Members Only" at www.usfsaonline.org. Athletes will not be allowed to make any edits to their "Competition Program" **one week prior** to the start of your competition as this time is used for event organizers to download your information and prepare for the event. If you need to make any adjustments within two weeks of the event you will be required to do that onsite.

Finally, you will not be allowed to receive your credential at registration until U.S. Figure Skating and the local organizing committees have received this information.

MUSIC UPLOAD/SUBMISSION

For all qualifying competitions during the 2017 season, online music submission is the ONLY acceptable method to submit program music. The uploaded program music **MUST** conform to the following specifications:

- | | |
|--------------------|---|
| Programs per File: | One (1) – Only one piece of competition program music (e.g. short program, free skate, short dance, free dance, pattern dance, etc.) per file is allowed. |
| File Format: | mp3 – The uploaded file must be an MP3 file (MPEG-1 or MPEG-2 Audio Layer III). Simply changing the file extension to "mp3" from another file format is not acceptable. |

2017 Sectional Figure Skating Championships

Bit Rate:	192kbps
Maximum File Size:	10MB
Maximum Running time:	Five (5) minutes
Maximum Leader:	Two (2) seconds – The leader is the silence between the start of the track and the actual start of the program music. The Music Committee prefers that there be NO leader.
Maximum Trailer:	Two (2) seconds – The trailer is the silence between the end of the program music and the actual end of the track. The Music Committee prefers that there be NO trailer.

BACKUP MUSIC AT EVENTS (CD'S)

For all qualifying events during the 2017 season, **competitors must submit their music online**. In addition, all competitors must have at least one (1) backup CD rink-side at practice sessions and during the actual competition event. CDs must meet the following requirements:

- In standard Audio CD format. Other formats, including mp3 are NOT acceptable.
- Clearly marked as follows: LAST NAME, FIRST NAME, EVENT (Ex. SP) and Music length (Ex. 2:50).
- Each CD must have only ONE (1) music track on it. In the case of a short program/dance and free skate/free dance, two (2) separate discs must be used. Any disc with more than one (1) track will NOT be accepted!
- Lead in time (time before the music begins) on CDs may not exceed two (2) seconds.
- Due to compatibility and reliability reasons, music may NOT be submitted on re-recordable "CD-RW" discs.

U.S. Figure Skating and the LOC are not responsible for damage to or loss of CDs, further music not picked up by the end of the competition are not the responsibility of the LOC and will not be sent to the competitors.

E. SEEDING AND QUALIFYING ROUNDS AT REGIONAL CHAMPIONSHIPS

A skater who is added to an event due to unforeseen circumstances will be added to one of the groups (which group will be at the discretion of the chief referee) up to 24 hours before the start of the first qualifying group in that event. No reseeding or reassignments between groups will be made after the competitors are notified of their qualifying groups. Posting of the start order will be on the LOC website or the arena. The official schedule of events will be posted at the competition.

F. OFFICIAL BULLETIN BOARD/EVENT WEBSITE

The official bulletin board and event website will contain any announcements or changes, and it is the responsibility of the competitors to check often for official notices. Please refer to the local portion of the announcement for further information regarding the bulletin board and event website.

3. ADVANCEMENT TO THE 2017 PRUDENTIAL U.S. CHAMPIONSHIPS

A. QUALIFIERS

All athletes advancing to the 2017 Prudential U.S. Championships will receive an email from U.S. Figure Skating on Wednesday, November 23rd outlining the logistics of your advancement (hotel reservations, credential information etc.).

Please note: fifth- and sixth-place finishers in all singles, pairs and dance levels are the first and second alternates to the U.S. Championships. Alternates are not required to submit any paperwork unless contacted by U.S. Figure Skating. These competitors will be provided access to an event announcement as they may be selected to compete up to 24 hours before their competition event. Alternates DO NOT need to mail in any paperwork or required forms unless contacted by U.S. Figure Skating.

Juvenile & Intermediate Pairs & Dance:

If there are fewer than four teams from one or more sections advancing to the U.S. Championships, a sufficient number of teams from other section(s) will be permitted to enter in order to bring the number of entrants up to a maximum of 12 teams. These additional entrants in the intermediate and juvenile pairs and dance events will be selected in the order of their placement at the comparable sectional event of the same year. If two teams are tied for the additional place both will be permitted to enter.

4. INSURANCE/LIABILITY

A. LIABILITY

U.S. Figure Skating, the host club(s) and/or interclub association, the organizing committee, and the ice arenas being utilized for these events accept no responsibility for injury or damage sustained by any participant in these championships (U.S. Figure Skating Rule 1600).

5. ANTI-DOPING

Anti-doping tests will be conducted at the 2017 Prudential U.S. Figure Skating Championships, held in Kansas City, Missouri, Jan. 14-22, 2017. Anti-Doping testing will be conducted in the Senior-level events only and consist of the top four place-winners plus one random selection for each discipline. If selected, testing is mandatory.

6. CONTACTS

For further information, requests should be addressed to:

A. U.S. FIGURE SKATING

Coordinator, Competitions
Brett Mueller
bmueller@usfigureskating.org

Chair, Competitions Committee
Hal Marron
halmarron@aol.com

B. LOCAL ORGANIZING COMMITTEE

Please refer to the additional information located on the following pages for detailed contact information for the local organizing committee hosting your specific championships.



2017 PACIFIC COAST SECTIONALS SECTIONAL FIGURE SKATING CHAMPIONSHIPS

GENERAL INFORMATION

The 2017 Pacific Coast Sectional Figure Skating Championships will be held November 16-20, 2016 at the Salt Lake City Sports Complex located at 645 Guardsman Way (1580 East) Salt Lake City, UT 84108. The Championships are sanctioned by U.S. Figure Skating and hosted by the Salt Lake Skating Club.

The entry deadline for the 2017 Pacific Coast Sectional Figure Skating Championships is **11:59p.m., September 1, 2016.**

**REGISTRATION ENTRIES MUST BE SUBMITTED AT WWW.USFSAONLINE.ORG.
ONLINE REGISTRATION IS THE ONLY METHOD AVAILABLE FOR ENTRY INTO THE 2017
QUALIFYING COMPETITION SEASON.**

For additional information, check out the competition website at the following link:
www.pacificcoastsectionals.com

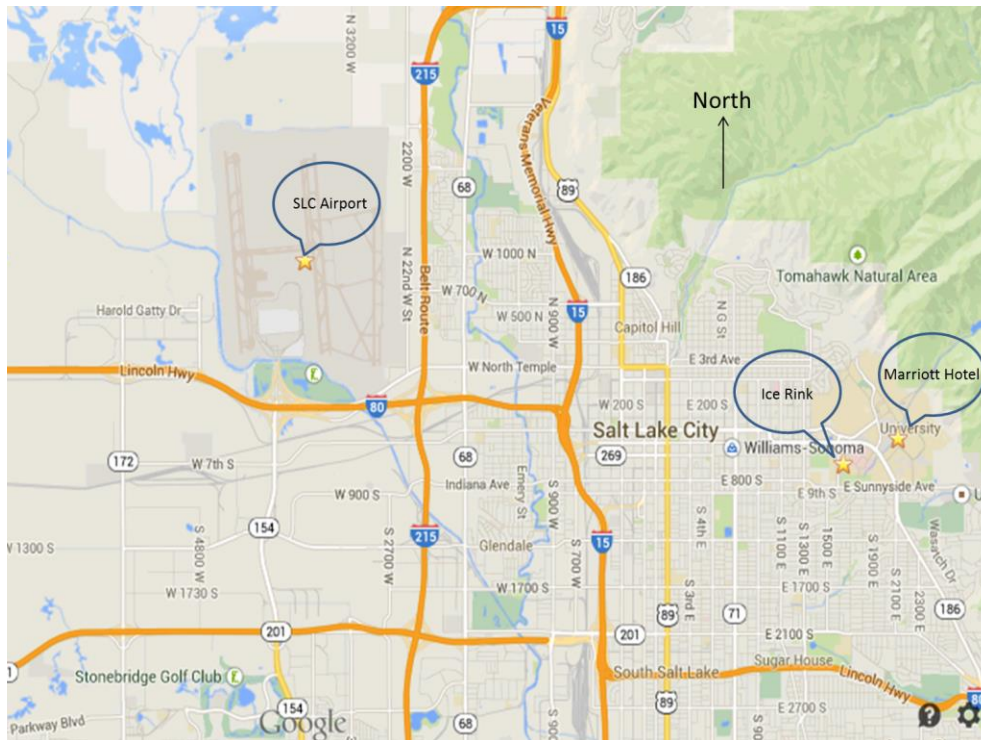
After the close of entries, September 1, 2016, there will be absolutely no entry fee refunds unless an event is canceled.

ARENA INFORMATION

Salt Lake City Sports Complex
645 Guardsman Way (1580 East)
Salt Lake City, UT 84108
385-468-1925

<http://slco.org/RECREATION/slcSports/index.html>

The Sports Complex has two Olympic size rinks. The surface is 200' x 100' with rounded corners. Each rink has 4 locker rooms, which may be used as dressing rooms. The facility has a snack bar which will be open to the public during the event. Parking is free and plentiful. Hotels are 2-4 miles from the rink. There are several eating establishments within driving distance.



REGISTRATION

The Registration Desk will be open starting Monday, November 14, 2016 at Noon through Sunday, November 20, 2016 through close of competition during all practice and competition hours. All skaters are expected to be in the arena one hour prior to the start of their scheduled event. An exact schedule for registration will be posted once the final competition schedule is complete. Please check the website for updates. All skaters are expected to be in the arena one hour prior to the start of their scheduled event.

BULLETIN AND NOTICES

An official bulletin board will be maintained in the lobby area outside of the West Rink of the Salt Lake City Sports Complex and will contain official information only. The official schedule of events will be posted on the official bulletin board and will supersede all other schedules. It is the responsibility of each participating skater to check the official bulletin board for all official information. Notices posted here are considered sufficient notice to all. All skaters must check the official board frequently.

AWARDS

Medals will be presented to athletes in first through fourth place in each qualifying and championship event. Trophies will be awarded to the champion in each championship event. Awards will be presented at times designated on the official bulletin board.

ADMISSION

Entrance to the competition is by credential or ticket only and these are not transferrable.

	Adults	Children (12 and under)	Children (5 and under)
All Event: Pre-Order	\$40	\$25	Free
All Event: At the Door	\$45	\$35	Free
One-day: At the Door	\$20	\$15	Free

Tickets can be purchased by completing the attached Form A . Tickets are needed to enter the arena during all scheduled events. All "at the door" tickets will be available for purchase at the upstairs entrance to the West Rink.

CREDENTIALS

Each athlete will receive complimentary credentials for 1 chaperone and 1 designated approved coach.

The credentials are marked with the individual's name and are non-transferable. You must have credentials to enter West Rink or East Rink, the warm-up area, and the locker rooms. One additional chaperone and coach credential may be purchased at the registration desk. Additional chaperone and coach credential badges are \$45.

At the time of registration, AFTER competition music has been turned in, each competitor will receive their credential badges for themselves and their chaperone(s). The competitor's coach will pick up their credential badge separately at check-in.

A photo ID must be shown by all chaperones and coaches when the credential is picked up. BADGES are non-transferable!

Badges must be worn at all times while in West Rink or East Rink. Any lost badges will be replaced for an additional charge of \$50 per badge.

PHOTOGRAPHY

The 2017 Pacific Coast Section Figure Skating Championships official photographer is:

- Quick Silver Shots – www.quicksilvershots.com

Action photos as well as still awards photos will be available for purchase at the event.

Please note: Flash photography of the competition, including practice ice, is strictly prohibited per U.S. Figure Skating policy.

VIDEOGRAPHY

The U.S. Figure Skating Production Team will serve as the official IJS Replay provider for all qualifying competitions this season. To order video for the 2017 qualifying season, please visit www.pacificcoastsectionals.com. All competitors will be notified when videos are available to preview and purchase.

Please note: videotaping of the competition, including practice ice, in any form is strictly prohibited per U.S. Figure Skating policy.

SPECTATOR

This is a non-smoking facility. Flash photography and videotaping are not permitted at any time the competitors are on the ice, including the warm up. Please turn off all audible tones on your electronic media devices. No items of any kind are to be thrown on the ice. Violation of this rule may subject the offender to ejection from the arena.

PROGRAM INFORMATION

If you would you like your photo in the event souvenir program, email a photo to Laura Hutchings (laura.hutchings@aol.com), no later than October 25, 2016. Photos should be a "yearbook style" headshot in JPEG or PNG format with a pixel resolution of at least 600 x400 pixels. Detailed instructions with a link to the email address will be available on the event website: www.pacificcoastsectionals.com. Photographs and media forms will be used for the program and publicity of the event. Submission of a competition entry automatically grants permission to use all accompanying information, including photographs, for publicizing these Championships. Programs can be purchased at the cost of \$20 per program. It is in your best interest to pre-purchase your program as there will be a limited availability at the event.

MERCHANDISE

Event merchandise will be available for purchase at the arena.

SCHEDULE / GROUPS

A tentative schedule is provided in this announcement. This schedule is subject to change based on the number of entries. An updated schedule will be posted on the event web site www.pacificcoastsectionals.com as soon as possible following the close of entries. (Entries close on September 1, 2016).

ACCOMMODATIONS

Please make your reservations early to guarantee you have the necessary room(s). All hotel information may also be viewed on the event website

www.pacificcoastsectionals.com

OFFICIAL HOTEL:

Marriott University Park * 480 Wakara Way * Salt Lake City, Utah 84108

Cutoff date to reserve a room is October 24, 2016

Hotel is entirely non-smoking

Located less than 5 minutes from the Salt Lake City Sports Complex

Less than 15 minutes from Salt Lake International Airport

Complimentary on-site parking

Wireless Internet in all guest rooms

Cash Machine/ATM

Concierge Desk

Swimming pool and whirlpool spa

Onsite restaurant and sports bar

Discounted Rooms: \$122.00 per night

Reservations made online:

[Book your group rate for Salt Lake Figure Skating Pacific Coast Sectionals](#)

If you have questions or need help with the link, please do not hesitate to ask. We appreciate your business and look forward to a successful event.

You can call 1-800-228-9290 and reference the Salt Lake Figure Skating Pacific Coast Sectionals with a reservations agent:



OTHER HOTELS:

[Hampton Inn & Suites Salt Lake City/University-Foothill Dr.](#)

1345 S. Foothill Drive

Salt Lake City, Utah 84108

801-583-3500

Cutoff date to reserve a room is October 14, 2016

Located 3 miles from the rink

Discounted Rooms: \$139.00 per night

Free hot breakfast offered daily

Free high-speed and Wireless Internet access in the lobby and all guestrooms,

Guests have the option to earn both HHonors points & airline miles.

Reservations

- Web: <http://hamptoninn.hilton.com/en/hp/groups/personalized/S/SLCFHHX-481-20161114/index.jhtml>
- Call 1-800-HAMPTON, tell them you want to stay at the Hampton Inn & Suites Salt Lake City/University-Foothill, give them the dates of November 14-20, 2016 and let them know you are with the Salt Lake Figure Skating Group.
- Or call the hotel directly at 801-583-3500



TRANSPORTATION

Salt Lake City International Airport (SLC) to Salt Lake County Sports Complex: 10.3 Miles ~ 16 minutes

Express Shuttle from Airport to Hotel is \$20.00 first person, \$12.00 second person per way.

Please contact Express Shuttle at

1-800-397-0773 or <http://www.expressshuttleutah.com/>

Marriott hotel does offer a complementary shuttle on a first come first serve basis. The Hampton Inn has no complementary shuttles

PRACTICE ICE

The sale of practice ice for all regional and sectional championships will be handled by U.S. Figure Skating via "Members Only" at www.usfsaonline.org. The sale of practice ice is not available until AFTER the registration deadline on September 1, 2016. All registered pairs and dance teams will receive an email directly from U.S. Figure Skating outlining the purchasing process for ALL practice ice segments in their respective sectional championship. Singles competitors advancing from the regional championships will be able to purchase practice ice for the sectional championships once all regionals have concluded (after October 23, 2016).

Please note, practice ice is NOT included with your registration!

Once purchased, there will be NO refunds or transfers of any practice ice sessions regardless of circumstance.

All skaters must register at the designated check in prior to skating any unofficial or official practice session. Skaters will not be permitted on their official practice ice sessions if they have not submitted their competition profile via the Members Only section of www.usfigureskating.com. Further, an additional hard copy of the music must be submitted to the ice monitor, this copy will be returned immediately following the completion of the official practice ice session.

Safety on any practice ice session is the responsibility of the skater. The size and makeup of practice ice groups is at the discretion of the Chief Referee and Local Organizing Committee. Skaters are expected to follow usual rink etiquette. Coaching shall be from behind the side boards. Coaches are not permitted to be in the music box or on the officials' platform. Skaters who are not skating shall leave the ice surface to rest or converse. Only credentialed coaches and credentialed athletes will be permitted in the restricted areas with access to the ice.

LOCAL ORGANIZING COMMITTEE – CONTACT INFORMATION

Please contact Event Chairs via email and allow up to 48 hours for responses to be provided.

Competition Chair(s):	Nicole Moreno	nicolemoreno1@msn.com
Registrar:	Nicole Moreno	nicolemoreno1@msn.com
Practice Ice:	Nicole Moreno	nicolemoreno1@msn.com
Programs:	Laura Hutching	laura.hutchings@aol.com
Advertising & Sponsorship:	Alexis Krueel	alexis@krueel.cc
Chief Referee:	Doug Williamns	
Event Website:	www.pacificcoastsectionals.com	

FORMS CHECKLIST FOR COMPETITORS

Competitors Name: _____ USFS#: _____

	FORMS CHECKLIST	TOTALS
	Tickets, Program & Pin – Form A	Email to nicolemoreno1@msn.com
	Chaperone & Coach Credential – Form B	Email to nicolemoreno1@msn.com
	Program Information – Single Skaters – Form C-1	Email to laura.hutchings@aol.com
	Program Information – Pairs & Dance Skaters – Form C-2	Email to laura.hutchings@aol.com
	Photo Headshot	Email to laura.hutchings@aol.com
	Program Advertising – Form D	Email to nicolemoreno1@msn.com

Money will be collected at the registration desk. If you qualified for more than one event, please complete all forms per event and email by the deadline.

Money will be collected at registration desk	Deadline
Pairs, Dance & Regional Byes	October 3, 2016
2017 CP Regional Qualifiers	October 12, 2016
2017 NW Regional Qualifiers	October 26, 2016
2017 SWP Regional Qualifiers	October 12, 2016

Please email forms to:
Nicole Moreno
nicolemoreno1@msn.com

Tickets, Program & Pin Form - FORM A

Competitors Name:	USFS#:	
Address:		
City:	State:	Zip:
Phone:	Email:	

ITEM	QUANTITY	PRICE	TOTAL
Adult All Event Pass (Pre-order only)		\$40	\$
Child (6-12 yrs) All Event Pass		\$25	\$
Official Event Program		\$20	\$
Official Event Pin		\$10	\$
Total			\$

Please order carefully. No refunds or exchanges.

Holders of "All Event Tickets" are entitled to admission to all competition events and practice. All Event Tickets are non-transferable and non-refundable. Lost tickets may be replaced at cost of \$50. All advanced orders will be distributed at the registration desk. Additional programs and pins will also be available for purchase onsite.

Money will be collected at registration desk	Deadline
Pairs, Dance & Regional Byes	October 3, 2016
2017 CP Regional Qualifiers	October 12, 2016
2017 NW Regional Qualifiers	October 26, 2016
2017 SWP Regional Qualifiers	October 12, 2016

Please email forms to:
Nicole Moreno
nicolemoreno1@msn.com

Chaperone & Coach Credential Order – FORM B

Competitors Name:	USFS#:	
Address:		
City:	State:	Zip:
Phone:	Email:	
Events Entered:		

The following Chaperone & Coach will receive one complimentary credential.

Designated Chaperone:	Relationship to Skater:
Primary Coach:	Coach USFS#:
Coach Email:	Coach PSA#:

One Additional Chaperone Credential Request - \$45.00

Designated Chaperone:	Relationship to Skater:
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Second Additional Coach Credential Request (Singles/Pairs/Dance) - \$45.00

Primary Coach:	Coach USFS#:
Coach Email:	Coach PSA#:

Third Additional Coach Credential Request (Pairs/Dance Only) - \$45.00

Primary Coach:	Coach USFS#:
Coach Email:	Coach PSA#:

Money will be collected at registration desk	Deadline
Pairs, Dance & Regional Byes	October 3, 2016
2017 CP Regional Qualifiers	October 12, 2016
2017 NW Regional Qualifiers	October 26, 2016
2017 SWP Regional Qualifiers	October 12, 2016

Please email forms to:
Nicole Moreno
nicolemoreno1@msn.com

Single Skaters Program Information – FORM C1

All Program Information must be submitted electronically in an email to Laura Hutchings laura.hutchings@aol.com. In subject line please put “2017 Pacific Coast Program”.

You may copy this information directly into an email or fill in as a word.doc and submit as an attachment.

Single Skaters – If you skate pairs or dance, please submit both FORMS.

Competitors Name:	USFS #:
Level/Event:	Date of Birth:
Hometown:	Home Club:
Coach #1:	Coach #2:
Choreographer #1:	Choreographer #2:

Placement at:	Short Program	Freestyle
2017 NW Regionals		
2017 CP Regionals		
2017 SWP Regionals		

PHOTOS: If you wish to be pictured in this program, please submit a **high resolution** digital photograph (head and shoulder shot against a plain light colored background – no plants, no shadows.) **Photos must be submitted by email in the following format JPEG file of no greater than 300 dpi named “<Name> <Event Entered>.jpg. The email address is laura.hutchings@aol.com**

The sooner we receive this information, the more time we have to work on the program. We appreciate ALL early arrivals.

_____ I have submitted my program information to laura.hutchings@aol.com

_____ I am NOT sending in a photograph to be included in the program.

Money will be collected at registration desk	Deadline
Pairs, Dance & Regional Byes	October 3, 2016
2017 CP Regional Qualifiers	October 12, 2016
2017 NW Regional Qualifiers	October 26, 2016
2017 SWP Regional Qualifiers	October 12, 2016

Please email forms to:
Laura Hutchings
laura.hutchings@aol.com

Pairs & Dance Teams Program Information – FORM C2

All Program Information must be submitted electronically in an email to Laura Hutchings laura.hutchings@aol.com. In subject line please put "2017 Pacific Coast Program".

You may copy this information directly into an email or fill in as a word.doc and submit as an attachment.

Pairs & Dance Teams – One form per team

Level:	Event:
Female Name:	USFS #: DOB:
Hometown:	Home Club:
Male Name:	USFS #: DOB:
Hometown:	Home Club:
Coach #1:	Coach #2:
Choreographer #1:	Choreographer #2:

Pairs Music SP	
Pairs Music FS	
Dance Music PD	
Dance Music SD	
Dance Music FD	

PHOTOS: If you wish to be pictured in this program, please submit a **high resolution** digital photograph (head and shoulder shot against a plain light colored background – no plants, no shadows.) **Photos must be submitted by email in the following format JPEG file of no greater than 300 dpi named "<Name> <Event Entered>.jpg. The email address is laura.hutchings@aol.com**

The sooner we receive this information, the more time we have to work on the program. We appreciate ALL early arrivals.

I have submitted my program information to laura.hutchings@aol.com
 I am NOT sending in a photograph to be included in the program.

Money will be collected at registration desk	Deadline
Pairs, Dance & Regional Byes	October 3, 2016
2017 CP Regional Qualifiers	October 12, 2016
2017 NW Regional Qualifiers	October 26, 2016
2017 SWP Regional Qualifiers	October 12, 2016

Please email forms to:
Laura Hutchings
Laura.hutchings@aol.com

Program Advertisement – FORM D

Advertise your business to a crowd of potential customers. Program format is 8½ x 11". Please check the size of the ad you wish to purchase.

_____ Business Card	\$40
_____ Quarter Page	\$75
_____ Half Page	\$125
_____ Full Page	\$200
_____ Inside Back Cover	\$300

Please send Ad electronically! Congratulate your skaters!

You can tell your skaters how proud you are of them by placing a personal message in the souvenir program. Personal Ads are approximately 1/8 of a page and are \$20. Please provide the personal message below. For all other ads, please enclose camera ready artwork.

Name:		
Address:		
City:	State:	Zip:
Phone:	Email:	

Terms:

- The program format is 8½ by 11" printed black and white except for the cover and outside back cover.
- Advertisers must submit camera-ready artwork, 300 dpi digital art work (preferred .jpg or .pdf format) submitted via email to nicolemoreno1@msn.com
- The 2017 Pacific Coast Sectional Figure Skating Championships reserves the right to position all advertisements.

Please complete this form and return by October 26, 2016.

Please email nicolemoreno1@msn.com