

ISU.ORG



ISU World Cup Speed Skating
December 1-3, 2023
Stavanger, Norway

Media Information



**INTERNATIONAL
SKATING UNION**

2023-2024

Table of Contents

- 1. Media Accreditation 2**
 - 1.1 Accreditation Requirements 2
 - 1.2. Quotas 2
 - 1.3. Accreditation types and deadlines 3
 - 1.4. Restrictions to Media Non-Right Holders during ISU Events 3
 - 1.4.1. *Restricted areas* 3
 - 1.4.2. *Authorized areas* 4
 - 1.5. TV and Radio Rights Holders Accreditation / Services 4
 - 1.6. Accreditation confirmation and pick-up 4
- 2. Visa Application 4**
- 3. Media Facilities at the venue 5**
 - 3.1. Media Tribunes and TV Commentator positions 5
 - 3.2. Mixed Zone & Press Conferences 5
 - 3.2.1 *Mixed Zone* 5
 - 3.2.2. *Press Conferences* 6
- 4. Media Digital Services 6**
- 5. Media Accommodation 7**
 - 5.1. Media Hotels 7
 - 5.2. Reservation Payment Conditions 7
- 6. Transportation 7**
 - 6.1. Transportation 7
- 7. Useful Information 8**
- 8. Competition Information 8**

The Norwegian Skating Association looks forward to hosting media attending the ISU World Cup Speed Skating in Stavanger, Norway. The event will be held at the Vår Energi Arena Sørmarka (Sørmarkveien 20, 4019 Stavanger, Norway) from December 1st to December 3rd, 2023.

This information will assist you in planning your trip to Stavanger and to apply for media accreditation to cover the event. Every effort will be made to ensure journalists have all the appropriate facilities necessary to work at the event.

The Press Centre and press tribunes will be open and operational as from the first practice/training session on November 27th, 2023 at 09.00am according to the following time schedule (subject to change):

Monday November 27th – Thursday November 30th: 09:00am – 15:00pm
Friday December 1st: 11:00am – 23:00pm
Saturday December 2nd – Sunday December 3rd: 08:00am – 20:00pm

In case of questions, please contact Mr. Vetle Stangeland (nfspeedskatingmedia@gmail.com; +47 406 45 940).

1. Media Accreditation

All media must apply for media accreditation through the ISU Online Media Accreditation System (OMAS) on the International Skating Union (ISU) website (www.isu.org) under «[Media Accreditation](#)».

!!! When registering / applying, please make sure to upload all requested press credentials and to update these at the start of each season.

Only professional journalists and photographers (print/web, TV/Radio), and to some extent some content creators and social media reporters, covering ISU Events for editorial or news purposes will be accredited.

1.1 Accreditation Requirements

All media must provide the following up-to-date documentation when applying for media accreditation:

1. Endorsement letter from the editor-in-chief (formats: pdf, png or jpeg) - **Mandatory**
2. Copy of current professional media or journalist card (formats: pdf, png, or jpeg) – **if available**
3. Copy of ID + portrait photo (formats: pdf, png or jpeg) - **Mandatory**
4. Examples of published work / portfolios (past articles, photographs, etc.) (formats: pdf or web links) - **Mandatory**
5. Any necessary documentation required by the host country which may include sanitary certifications/testing results – **If needed**

1.2. Quotas

If space is limited the following quota will be enforced:

Type of Media	Number of people per media organization
Writing Press	Media Organization (newspaper, magazine, web, agencies, ISU Member Federations): 1 journalist

	Major Agency or Newspaper: 2 journalists
Photographer	Media Organization: 1 photographer
Photographer	Major Agency or Newspaper: 2 photographers For Figure Skating, Synchronized Skating and Short Track Speed Skating: limited to one rink side position, the other in an elevated position. For Speed Skating, 2 rink side positions (if space permits).
TV Non-Right Holder	Media Organization: 3 persons crew max. (e.g. one reporter, one camera person, one editor)
Radio Non-Right Holder	Media Organization: 1 reporter (max.)
Freelancer	Freelance journalist or photographer: 1 person <ul style="list-style-type: none">• Freelancers must provide written evidence that they are assigned to cover the ISU Event on behalf of a media organization.• In case a freelancer is operating under its own account, they may be requested to submit additional written evidence (presentation letter, copy of past editorial pieces, etc).

1.3. Accreditation types and deadlines

The International Skating Union (ISU) and the Organizing Committee (OC) work diligently to ensure there will be ample coverage opportunities available to media outlets wishing to cover the ISU Events.

The type of media accreditation available are the following:

- **On-site** media accreditation (subject to capacity)

The deadlines to apply for media accreditations are as follows:

- **On-site** media accreditation requests: **November 17th, 2023.**

!! No late media accreditation applications will be accepted for on-site requests.

1.4. Restrictions to Media Non-Right Holders during ISU Events

Non-Right Holders media – print/web journalists, TV/Radio, photographers, content creators and social media reporters – who have not negotiated any special production rights – need to abide and agree to the following rules in the conduct of their editorial work during ISU events ([see Terms and Conditions here](#)).

1.4.1. Restricted areas

Filming in the below listed areas is strictly forbidden:

- Competitions / Field of play
- Training sessions (at the Practice or Main rinks)

- Warm-up zone
- Changing rooms
- Mixed Zone area
- From public seats at all times (even during ice resurfacing)

The transgression of any of these rules may result in the exclusion from ISU Events, removal of accreditation and legal actions.

1.4.2. Authorized areas

Non-Right Holders media are only allowed to produce video, audio-recorded material for editorial/news purposes in the following areas:

- In the Press Conference room
- Outside the venue

! Special filming permissions, including permission to conduct interviews in the Mixed Zone, may be granted to Non-Rights Holders media on a limited and case-by-case basis. Requests must be made through the a form ([available for download here](#)) and submitted to the ISU Media Team (media@isu.ch) at least one week prior to the start of the event.

1.5. TV and Radio Rights Holders Accreditation / Services

All Rights Holders media must also apply for accreditation via [OMAS](#). Access to the Rights Holders online area is restricted, therefore Rights Holders are invited to contact the ISU Media Team (media@isu.ch) in order to obtain a username and password.

Any broadcasting services or additional internet services such as dedicated internet line in the Press Center, Press Tribune or rink side for agency photographers, should be booked with the Host Broadcaster (**TBC**). In case of questions, please contact Mr. Vette Stangeland (nfspeedskatingmedia@gmail.com; +47 406 45 940).

1.6. Accreditation confirmation and pick-up

If the accreditation request is accepted, an automatic email of confirmation will be issued. For on-site attendance, you may be asked to present a copy of the confirmation email at the accreditation desk to receive your accreditation badge.

You will also be notified if your accreditation request is denied. **Please note that the ISU and OC reserve the right to refuse accreditation requests with or without justification.**

The accreditation Center will be located at the venue and open as from Monday November 27th (see time schedule on page 2).

2. Visa Application

For Visa application and passport requirement details, visit www.udi.no.

Media representatives requiring an official invitation letter in order to apply for a visa must contact the Organizing Committee at nfspeedskatingmedia@gmail.com. Please note that an official invitation letter will only be provided to approved media representatives.

For the invitation letter please submit the following information: surname, name, date of birth, passport number, date of issue, expiry date.

For visa request, please provide passport details and name of the Embassy where it will be applied.

3. Media Facilities at the venue

The Press Centre will be located on the third floor of the arena, and will comprise the following facilities:

- 6 double PE commentary positions with 2 desks and chairs
- Electricity and cabled internet
- 6 positions for the press

All practical information related to Media facilities may be subject to change, and will in any case be provided on site. For further questions on that topic, please contact nfspeedskatingmedia@gmail.com

3.1. Media Tribunes and TV Commentator positions

The Media Tribunes will be equipped as follows:

- 6 tabled positions + up to 8 additional non tabled seats
- Electricity and cabled internet available in the area
- Large screens
- Any equipment can be locked into a technical room located on the 3rd floor

There will be 12 TV Commentator positions.

3.2. Mixed Zone & Press Conferences

3.2.1. Mixed Zone

The Mixed Zone provides an opportunity for media to interview athletes immediately after competition.

It will be located on the ground floor, close to the infield entrance. For Rights Holders willing a fixed camera in this area it is necessary to stretch a cable from the speakers' room (3rd floor) to the Mixed Zone. The distance is approximately 100 meters.

The Mixed Zone is split into five main sections and follows a pre-determined priority order:

1. TV and Radio Rights Holders who have pre-booked positions
2. ISU Production/Social Media crew
3. TV / Radio Rights Holders with ENG positions
4. Non-Right Holders (written/web press, TV/Radio, social media without any production rights)

Athletes will go through the Mixed Zone on completion of every competition/race. Coaches may also be requested for interviews. The media operations team onsite will do its best to make sure the requested skaters go through the Mixed Zone for media interviews, however it is not mandatory for the athletes to give interviews.

!/\ Priority will be given to medal ceremonies and TV Right Holders.

As the timing between the end of medal ceremonies and the start of press conferences (if available) is quite tight, note that medallists will go through the TV Right Holders' Mixed Zone for interviews and, if time permits, they could spend a limited time in the Non-Rights Holders area. If interviews in the Non-Rights holders area must be cut short, all questions should then be asked during the press conferences (if available).

3.2.2. Press Conferences

There will be no press conference scheduled for this event.

4. Media Digital Services

The ISU provides relevant and live media information through a number of digital channels:

ISU Website:

- [Homepage](#)
- [News section](#)
- [Media section](#) that includes the [OMAS accreditation portal](#), [Press Releases](#), [Media Guides](#), [ISU Photo Collection](#) as well as video libraries ([Ice Skating Channel](#), [Archives](#)).
- [ISU Newsletter](#)
- [Event website](#) with access to all competition information

ISU Photo Event Gallery

- Access ISU photo galleries for editorial and non-commercial purposes (TBC)
- When using a picture, the ISU must be credited as follows: ©*International Skating Union (ISU)* and must be tagged or mentioned in any social media post.

ISU Social Media Accounts:

- Facebook: [@ISUFigureSkating](#) / [@ISUSpeedSkating](#) / [@ISUShortTrackSpeedSkating](#)
- Instagram: [@ISUFigureSkating](#) / [@isuspeedskating](#)
- Youtube: [Skating ISU](#)
- Twitter: [@ISU Figure](#) / [@ISU Speed](#)
- Tik Tok: [@isuskating](#)
- Weibo: [weibo.com/isuofficial](#)
- LinkedIn: <https://www.linkedin.com/company/international-skating-union>

Inside ISU Event App:

- The Inside ISU Event App is the main source of information and means of communication for media attending ISU Events on-site or remotely.
- It gathers all the key media-related information (competition schedule, media areas operating hours, contacts, virtual mixed zone, transportation, press releases, entries/results, etc.), constantly updated live with push notifications alerts.
- The password for the ISU App «Inside Events» will be posted in the Media center and in the official media hotel / The password to access the Media App of the relevant Event is provided via OMAS once an accreditation is approved.

The OC also offers media information relevant to the Event on the following digital channels:

- Event Website: <https://www.skoyteforbundet.no/world-cup---stavanger-2023/>
- Event Hashtags:
 - #ISUworldcupstavanger
 - #SpeedSkating
- OC Photo Event Gallery: for access please contact nfspeedskating@gmail.com,
- Social Media Accounts:
 - Instagram: [@norgesskoyteforbund](#)

5. Media Accommodation

The Organizing Committee has designated the [Scandic Stavanger City](#) as the official media hotel.

The deadline for hotel booking is October 17th, 2023. The negotiated deal includes accommodation between November 29th and December 3rd.

Booking contacts:

Scandic Stavanger City

T: [+47 21 61 52 00](tel:+4721615200)

Email: stavangercity@scandichotels.com

Note that every individual media person is responsible for booking their own accommodation and bearing any cancellation fees.

5.1. Media Hotels

- Address:
Scandic Stavanger City
Reidar Bergesgate 7
Stavanger

The Scandic Stavanger City hotel is located not far from the bus stop “Fiskepiren”.

- Prices:
 - 2249kr NOK for single room
 - 2449kr NOK for double room

The price includes breakfast. Lunch and dinner can be bought in the hotel bar and restaurant.
Exchange rate: approx. 1 EUR = ca. 11,5 NOK

- Bookings can be made at www.scandichotels.no by selecting “Scandic Stavanger City”.

5.2. Reservation Payment Conditions

- Reservation code/booking code: **BNOR291123**

This deal ends October 17th, so make sure to proceed with a reservation before this date.

- Payment Method: Visa, invoice when booking for more than 5000 NOK.
- If you wish an invoice payment, you need to give the organization the invoice address together with the reference number of your booking. An invoice fee of 75 NOK applies.

6. Transportation

6.1. Transportation

Shuttle transportation will be arranged from the official media hotel to the main venue and the practice arena (2-3 times during the competition days). Shuttle schedules will be provided on site and on the Inside ISU Events App. Please be advised that the transportation service will only be available for the designated official media hotel.

Transportation from the airport to the official media hotel: “Flybussen” (the airport bus) goes to the city center of Stavanger and takes approximately 30 min. Also, the bus named “Kolombus” (number 11) goes from the airport every 20 min.

7. Useful Information

- **Exchange rate:** approx. 1 EUR = 11.5 NOK
- **Time zone:** GMT +1
- **Climate:** Weather in Stavanger in November is often chilly and there might be rain/wind, so please bring warm clothes accordingly.
- **Public transportation:**
 - Tickets for public transport (for journeys other than to the ice rink) can be purchased here: <https://www.kolombus.no/en/tickets/how-to-buy-tickets/>
 - Flybussen (Airport bus): <https://www.flybussen.no/en/airports/stavanger-airport/>

8. Competition Information

- Schedulem Entry List, results and rankings will be available [here](#).

For any additional questions or information, please do not hesitate to contact:

OC Press Officer:

Vetle Stangeland

T: +47 406 45 940

E-mail: nfspeedskatingmedia@gmail.com

[OC Official website](#)

[ISU Event webpage](#)