



2024 Champlain Valley Open

Saturday, July 6 – Sunday, July 7, 2024

Gordon H. Paquette Ice Arena (aka Leddy Park Arena)
216 Leddy Park Road, Burlington, VT 05408
Hosted by the Champlain Valley Skating Club



SANCTION # 34441



**Skate Canada
Patinage Canada**

SANCTION # 22011-2024

I. COMPETITION OVERVIEW

The 2024 Champlain Valley Open will be conducted in accordance with the rules and regulations of U.S. Figure Skating, **as set forth in the [current rulebook](#)**, and/or current Compete USA handbook as well as any pertinent updates that have been posted on the U.S. Figure Skating [website](#).

This competition is open to all eligible, restricted, reinstated or readmitted persons as defined by the Eligibility Rules.

Updated 4/23/2024

Skaters must be a currently registered member of a U.S. Figure Skating member club, a collegiate club or who is an individual member in accordance with the current rulebook. For non-U.S. citizens, please refer to the [rulebook](#) for more information.

II. ELIGIBILITY

Singles: Excel and Well-Balanced Events:

- Skaters must meet at least the minimum singles test requirements for the event's level. A skater's singles test level may be higher than the minimum requirement.
 - o Skate Up: skaters may skate up one level higher than their minimum test requirement allows.
- Skaters may not register for an event level lower than allowed by their competitive floor. An athlete's competitive floor is set by one of the following scenarios:
 - o If an athlete has a paid EMS series application for the NQS series, the event level registered for in the most recent NQS will become the lowest level they may compete at in any U.S. Figure Skating sanctioned event.
 - o If an athlete has a paid EMS series application for the Excel Series, the event level registered for in the most recent Excel series will become the lowest level they may compete in any Excel event. For Well-Balanced and Specialty events the skater will be permitted to register at one level lower than the "floor" set by their excel series entry.
 - o If an athlete has never had a paid EMS series application in the NQS or Excel series, the athlete may select their level based on their goals and technical skills as long as the minimum test requirements are met.
- Skaters are not permitted to enter an Excel free skate and a Well-Balanced free skate event at the same competition (example: Juvenile Girls Free Skate and Juvenile Girls Excel Free Skate). However, they are permitted to enter an Excel and a Well-Balanced event of different types such as a short program (if stand-alone event option), specialty or showcase events (example: Intermediate Women Short Program and Intermediate Women Excel Free Skate).
- For more details about establishing event levels, refer to information sheet [HERE](#) or email events@usfigureskating.org.
- With the rule changes in 2024, the Excel Pre-Juvenile level is no longer an option for competitors. If you skated in Excel Pre-Juvenile for the 2023 season and do not feel ready to enter Excel Juvenile, the Excel Program and USFS will make an exception to allow those skaters to lower their competitive floor and compete in Excel Preliminary.
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All other singles and partner events (such as Adults, Pairs, Ice Dance):

- Skaters must meet the minimum test requirements for the events level, but not exceed the maximum permissible test requirement.

EVENTS OFFERED:

[Program requirements for the events listed below can be found here: usfigureskating.org – Skate – Compete – Program Requirements](#)

NOTE: 2024-25 requirements will be used, if available and posted at the above link, unless an implementation date after the competition start date (July 6, 2024) is specified.

NOTE: Skaters may not enter an Excel and Well-Balanced free skate events at the same competition.

SINGLES	JUDGING	1st Event Price	2nd Event Price
Excel Free Skate (Aspire 1-4, Pre-Preliminary, Preliminary)	6.0	130	90
Excel Free Skate (Preliminary Plus, Pre-Juvenile Plus, Juvenile – Senior)	IJS	160	110
Well Balanced Short Program (Juvenile – Senior)	IJS	160	110
Well Balanced Free Skate (Pre-Preliminary – Senior)	IJS	160	110
Adult Free Skate (Adult Pre-Bronze)	6.0	130	90
Adult Free Skate (Adult Bronze – Masters Junior/Senior)	IJS	160	110
Adult Beginner & High Beginner Free Skate	6.0	130	90
PARTNERED ICE DANCE	JUDGING	1st Event Price	2nd Event Price
Pattern Dance	6.0	130	90
Adult Pattern Dance	6.0	130	90
Adult Free Dance	6.0	130	90
SPECIALTY	JUDGING	1st Event Price	2nd Event Price
Compulsory Moves (Pre-Preliminary–Senior)	6.0	100	60
Excel Compulsory Moves (Aspire 1–Excel Preliminary)	6.0	100	60
Adult Compulsory Moves (Adult Beginner–Masters Jr/Sr)	6.0	100	60
Jumps Challenge (Aspire Low–Senior)	6.0	100	60
Adult Jumps Challenge (Adult Beginner–Masters Jr/Sr)	6.0	100	60
Spins Challenge (Aspire Low–Senior)	6.0	100	60
Adult Spins Challenge (Adult Beginner–Masters Jr/Sr)	6.0	100	60
Skating Skills (Pre-Pre.–Gold)	6.0	100	60
Adult Skating Skills (Adult Pre-Bronze–Masters Sr)	6.0	100	60
SHOWCASE	JUDGING	1st Event Price	2nd Event Price
Emotional Performance (Pre-Pre. - Senior, Adult)	CJS	130	90
Choreographic Artistry (Juvenile - Senior, Adult)	CJS	130	90
Lyrical Pop (Pre-Pre. - Senior, Adult)	CJS	130	90
Character Performance (Pre-Pre. - Senior, Adult)	CJS	130	90
Comedic Impressions (Pre-Pre. - Senior, Adult)	CJS	130	90
Duets/Trios (Pre-Pre. - Senior, Adult)	CJS	130	90
SOLO DANCE	JUDGING	1st Event Price	2nd Event Price
Solo Pattern Dance (not participating in series)	6.0	130	90
Solo Free Dance	6.0	100	60
Shadow Dance	6.0	100	60
Adult Solo Pattern Dance	6.0	130	90
Adult Solo Free Dance	6.0	100	60

OUR COMMUNITY:

U.S. Figure Skating is dedicated to fostering a culture of belonging and community that is welcoming for all individuals. We are committed to championing diversity, equity and inclusion and understand its value in combating discrimination and challenging inequalities necessary to develop champions both on and off the ice. We are actively working toward developing equitable practices and policies that foster safety and empower all individuals to authentically pursue their unique path in all areas of our sport. We stand firmly on the belief that our members are the most important asset to our organization and that our differences are meaningful and strengthen our sport. We believe that skating is for everyone.

NON-DISCRIMINATION:

U.S. Figure Skating commits in policy, principle and practice to sustain a non-discriminatory approach on and off the ice for all members. We strive to provide equal opportunity for all despite their varied backgrounds, experiences and identities, and want all members to feel valued and respected at every level of organization. U.S. Figure Skating's SkateSafe® Program receives, investigates and addresses allegations of discrimination or harassment throughout its membership and the organization. Please refer to the [SkateSafe® Program Handbook](#) for further definition of harassment, discrimination and abuse.

By attending this event, all participants are willingly committing to upholding U.S. Figure Skating's Code of Ethics (*GR 1.01*) and Code of Conduct (*GR 1.02*), as detailed within the [U.S. Figure Skating Rulebook](#).

To report a concern of discrimination or harassment to U.S. Figure Skating, please visit www.USFigureSkating.org/SkateSafe or email SkateSafe@USFigureSkating.org.

COMPLIANCE:

For full details about participant compliance requirements, refer to the U.S. Figure Skating SkateSafe® webpage: <https://www.usfigureskating.org/skatesafe#compliance>.

COACHES

To be an eligible coach at a nonqualifying competition, coaches must meet the applicable compliance requirements and verified by U.S. Figure Skating. Coach compliance falls into two categories, Coach Compliance (includes choreographers) and Learn to Skate USA® Instructor Compliance. Details regarding compliance requirements can be found [HERE](#). All compliance requirements must be met at the time of check-in to access the competition, no exceptions.

Coaches of foreign athletes: If you are a coach of a foreign athlete only, you are not subject to U.S. Figure Skating coach compliance and will only be asked to provide a letter of good standing for the federation your athlete represents.

TEAM SERVICE PERSONNEL

Teams are permitted a maximum of two team service personnel. Team service personnel must have a current U.S. Figure Skating membership, a green lighted background check and completed SafeSport™ Training. All compliance requirements must be met at the time of check-in to access the competition, no

exceptions. Team service personnel is defined as those indicated as a team manager and/or team service personnel planning to attend the competition with the team.

MANDATORY ATHLETES

Athletes age 18+ as of the competition start date who will be competing on a team (i.e., synchro, ice dance, pairs, shadow dance, theatre, etc.) with at least one Minor Athlete must complete SafeSport™ Training. *

Minor athletes who turn 18 mid-season are encouraged to seek parental consent to take the online SafeSport™ Training early to avoid any disruptions in their ability to participate as the training is required upon turning 18. The athlete will not be compliant until they have completed the training and their Members Only portal reflects completion. Please email skatesafe@usfigureskating.org for instructions or questions regarding parental consent.

III. REGISTRATION INFORMATION

Entries will be accepted via EntryEeze (<http://www.entryeeze.com>), etc. with credit card only. Each transaction includes a 3% credit card fee.

Registration Deadline: May 23, 2024, at 11:59 PM ET.

If space is available, at the discretion of the competition chair and chief referee.

Late registration deadline: May 24, 2024, at 11:59 ET + \$35 Late Fee.

NOTE: Chief Referee may, at their discretion and for any reason, cancel late registration.

1. Go to <http://www.entryeeze.com>.
2. Log in with your existing EntryEeze username and password or create a new account.
3. Click on the U.S. Flag under “Active Competitions.”
4. Click on Champlain Valley Skating Club logo or search by state/date.
5. If you need assistance completing your registration, contact CVOpenVT@gmail.com.

For events with skater-selected music, music must be uploaded in EntryEeze and for IJS short program and free skating events, PPC must be uploaded in EntryEeze. For deadlines and more instructions, please see the relevant sections below in this announcement.

Please note: The accounting committee has asked that Showcase Duets/Trios be set up as a team event in EntryEeze which will be separate from individual events – one person will register the team, give it a name, indicate the number of team members, pay for the team, and then roster each skater on the team.

PARTNERED EVENTS:

Only one partner will complete registration for the team. During the registration process, you will be asked to identify your partner and verify their test information. **The registered partner will be responsible for managing all aspects of the competition for the team including music/PPC upload, practice ice sales, etc.**

FOREIGN SKATERS:

Non-U.S. skaters intending to register for this competition must set up a non-member account prior to registering for the competition ([click here for HOW TO](#)). This can be done by choosing the “Non-Member? Create Account” option on the [Members Only](#) login page.

TEST CREDIT:

Skaters competing in IJS events that meet the requirements for test credit (Juvenile through Senior Free Skate, including Excel) may request their test credit forms from the competition chairs at CVOpenVT@gmail.com before the event or at the time of registration. A signed result sheet with individual protocol and the report showing the test scores generated by the Chief Accountant must be picked up at the registration desk prior to the end of the competition. There will be a \$20 fee for the test credit packet if the passing test requirements are met.

CRITIQUES/FEEDBACK

Technical panel critiques will be offered for IJS short program and free skating events immediately after the event or as otherwise scheduled by the LOC, technical panel, and/or chief referee. The location and timing will be announced shortly before or during the competition.

MUSIC SUBMISSION/UPLOAD:

ENTRYEEZE COMPETITION PORTAL MUSIC SUBMISSION:

DEADLINE: June 25, 2024

Competitors participating in events with music are required to upload their music to EntryEeze no later than June 25, 2024, by 11:59 PM ET. After this date, skaters will be locked out of this feature and subject to a \$20 late fee. The late fee will automatically be added to each skater's cart who doesn't meet this requirement by the deadline. Late fees will not be removed under any circumstances and must be paid prior to receiving the skater credential onsite.

All music must meet the following criteria. If you have questions about what format you have, please contact your coach, and get a new version of your music that meets the criteria listed below.

MUSIC CRITERIA:

- File Format: MP3
- Bit Rate: 192 kbps or higher and Sample Rate: 44,100 kHz
 - This will be verified by the music chair, and they may request you upload a corrected file.
- Leaders and trailers (the silence or "dead space" before and after the actual start and end of the program music) may not exceed two (2) seconds. We prefer that there be NO leaders or trailers at all. Excessive leaders and trailers may disrupt the playing of the music during competition.

ENTRYEEZE MUSIC UPLOAD INSTRUCTIONS:

Once online registration has been completed, skaters can now manage their music and PPC uploads as well as manage their practice ice, view competition schedule and update coach information.

1. Go to <http://www.entryeeze.com>. Click on the Skater "Start here..." button, select "Vermont" for state and "2024 Champlain Valley Open" for the competition.
2. Select "Skaters & Parents" button and enter your USFS or LTS USA membership number. Click "Next..." Enter your PIN number. Click "Next..."
3. Music: Select the "My Music" option under the "Competition" tab.
4. Remember to "logout" or "sign out."

Competitors must also have available a backup copy of their competition music on a cell phone and it must be immediately available rinkside whenever the skater competes. If the phone does not have the standard round headset connector, an appropriate adapter, such as an Apple Lightning connector or

Samsung USB-C adapter is required to be attached. The phone should be presented to the music person with the file ready to play, phone in airplane mode and volume turned to maximum.

If you need assistance after reviewing the music criteria and upload instructions above, email CVOpenVT@gmail.com.

PLANNED PROGRAM CONTENT (PPC) SUBMISSION/UPLOAD – FOR IJS EVENTS ONLY:

ENTRYEEZE PPC UPLOAD INSTRUCTIONS:

Once online registration has been completed, skaters can now manage their music and PPC uploads as well as manage their practice ice, view competition schedule and update coach information.

1. Go to <http://www.entryeeze.com>. Click on the Skater “Start here...” button, select “Vermont” for state and “2024 Champlain Valley Open” for the competition.
2. Select “Skaters & Parents” button and enter your USFS or LTS USA membership number. Click “Next...” Enter your PIN number. Click “Next...”
3. PPCs: Select “Planned Program Content” option under the “Competition” tab and select the event/segment for the elements to be uploaded. Select your planned elements from the dropdown menu.
4. Remember to “logout” or “sign out.”

PPC Upload Deadline: June 30, 2024, at 11:59 PM ET. After this date, skaters will be locked out of this feature and subject to a \$20 late fee. The late fee will automatically be added to each skater's cart who doesn't meet this requirement by the deadline. Late fees will not be removed under any circumstances and must be paid prior to receiving the skater credential onsite.

REFUND POLICY

Entry fees will not be refunded after entry deadline unless no competition exists, or the event is canceled. There will be no refunds for medical withdrawals. The online processing fees are not refundable. Skaters will be offered a short window of time to withdraw for a refund shortly after the close of entries if they are the only entrant in an event (or they may skate their event anyway, or compete at another level for which they are also eligible, or against skaters of the opposite gender for the Pre-Juvenile/Adult Bronze levels or below, in accordance with Rule 3055). Where only one competitor has entered a Showcase event of a non-qualifying competition, the Chief Referee may combine events to create a contested event if possible.

LIABILITY:

U.S. Figure Skating, Learn to Skate USA, the Champlain Valley Skating Club, and Gordon H. Paquette Arena (Leddy Park Arena) 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.

IV. COMPETITION DETAILS

FACILITIES:

Facility Name: Gordon H. Paquette Arena (Leddy Park Arena)

Facility Address: 216 Leddy Park Road, Burlington, VT 05408

Facility Website: <https://enjoyburlington.com/place/leddy-arena/>

NHL Surface (200' x 85' with rounded corners). Locker rooms will be available and the snack bar will be available during the weekend (hours TBD with proceeds benefiting the Champlain Valley Skating Club).

LOCKER ROOMS AND CHANGING AREAS:

Locker rooms and changing areas at U.S. Figure Skating competitive events are for athletes only, will be labeled with regard to specific use and where identified will be gender specific. An exception can be made for athletes under 11 years old that will allow for one parent of the same sex to assist their child immediately prior to and after their skating event(s). Please review the Locker Room and Changing Area Policy in the [SkateSafe® Handbook](#).

U.S. Figure Skating Travel Policy:

All travel must strictly adhere to Two-Deep Leadership requirements. An Adult Participant cannot transport a Minor Athlete one-on-one and Two-Deep Leadership requirements must be adhered to at all times during In-Program travel, by transporting at least two minors or a second Adult Participant. An Adult Participant cannot share a hotel room or other sleeping arrangement with a Minor Athlete(s). Full details of the SkateSafe® Travel Policy and any exceptions can be found starting on page 12 of the [SkateSafe® Handbook](#).

OFFICIAL WEBSITE & UPDATES:

All competition information available prior to the start of the competition will be posted on the competition EntryEeze page:

1. Go to <http://www.entryeeze.com>.
2. Log in with your existing EntryEeze username and password or create a new account.
3. Click on the U.S. Flag under "Active Competitions."
4. Click on Champlain Valley Skating Club logo or search by state/date.
5. If you need assistance completing your registration, contact CVOpenVT@gmail.com.

It is the responsibility of each competitor, parent and coach to check the competition EntryEeze page frequently for any schedule changes and/or additional information pertaining to the competition.

On the day(s) of competition, notices and announcements may be posted around the rink and/or communicated verbally by the competition chair(s), announcer, referee, or registration desk volunteers.

Results will be posted online throughout the competition on the U.S. Figure Skating website at a link TBD that will be posted on the competition EntryEeze page.

SCHEDULE

Competitors may be scheduled on any day or time during the announced dates of the competition. The competition and practice ice schedule will be available after the close of entries. All participants will be notified via email once available.

PRACTICE ICE:

Practice ice will be available for purchase through EntryEeze after the schedule is published and until Thursday, July 4 at 11:59 PM ET (or until full) at \$20/session. If there is space available, practice ice may be purchased during the competition at the Registration Desk for \$25/session. Practice ice sessions are 20 minutes long. No music will be played during these sessions.

ENTRYEEZE PRACTICE ICE INSTRUCTIONS:

1. Go to <http://www.entryeeze.com>. Click on the Skater "Start here..." button, select "Vermont" for state and "2024 Champlain Valley Open" for the competition.
2. Select "Skaters & Parents" button and enter your USFS or LTS USA membership number. Click "Next..." Enter your PIN number. Click "Next..."
3. Practice ice: Select an option under "Practice Ice" tab.
4. Remember to "logout" or "sign out."

ONSITE CHECK-IN:

Check-in will open 30 minutes prior to the first practice ice session or event of each competition day in the snack bar area downstairs. Signage will direct skaters and coaches where to go to check in.

AWARDS:

Medals will be awarded for 1st, 2nd, and 3rd place. Medals will be presented for all events, regardless of number of participants. Awards will be presented in the snack bar area at various times throughout the day. Please check in with the registration desk with questions.

The name of the winner of Excel Preliminary Plus Girls Free Skating event is engraved on the Elaine Lavigne Cup, which is kept on display at the Gordon Paquette Arena. The winner will receive a small plaque after the competition.

VOLUNTEER INFO:

We welcome volunteers! Please contact CVOpenVT@gmail.com for more information about volunteer positions available

VOLUNTEER COMPLIANCE:

Reminder: Compliant positions at all U.S. Figure Skating events include key LOC members, locker room monitors and ALL medical event personnel. [Click here for volunteer compliance information.](#)

PHOTO/VIDEO:

Videography services will be provided by Steve Salina Videography and all skaters will receive access to their videos after the competition, **included in the entry fee.** Half-ice events (spins, compulsory moves) may not have complete videos for each skater. All photography and recording by spectators are restricted to hand-held battery-operated equipment, without monopod/tripod. Photography or recording for any commercial purpose is strictly prohibited. For the safety of the skaters, there is **NO**

FLASH PHOTOGRAPHY PERMITTED AT ANY TIME.

If professional photography services are secured, the details will be announced on the competition EntryEeze page.

ADDITIONAL INFORMATION:

Official hotel accommodations:

A block of rooms has been booked for skaters and coaches at the Best Western Plus Windjammer Inn and Conference Center, 1076 Williston Road, South Burlington, VT 05403 for \$159/night plus tax (approximately 5 miles / 15 minutes from the rink). Please use the link below for the group rate: https://www.bestwestern.com/en_US/book/hotel-rooms.46013.html?groupId=3L9XM6A3

You can also call the hotel directly at 802-863-1125 and mention “Champlain Valley Open Participants.”

We may add more hotel specials as we get closer to the competition. Hotel information will be available on EntryEeze.

Airport information:

Burlington International Airport (BTV) is located approximately 7 miles from the Gordon Paquette Arena. Complimentary, 24-hour shuttle service is available to the official hotel (Best Western Windjammer Inn and Conference Center, <http://www.bestwesternburlingtonvt.com/>).

Vendor & Sponsorship opportunities:

We welcome and would greatly appreciate any vendors (aside from videographers) and sponsors. Please contact CVOpenVT@gmail.com with any interest.

CONTACT INFORMATION:

Competition website: Find our competition page on www.entryeeze.com.

For questions, please contact the following individuals:

Competition Chair:	Lisa Young and Johnny Mendez	CVOpenVT@gmail.com	
Chief Referee:	Nick Bond	CVOpenVT@gmail.com	
Practice Ice Chair:	Johnny Mendez	CVOpenVT@gmail.com	