

SPECIAL COACH NOTES

GREETINGS from ISIAAsia and The Rink Ice Arena, Thailand!

First, we would like to thank you for your interest and participation in the *ISIAAsia Championship Series 2019 competitions*. And now we would like to invite you to be part in our **1st ISIAAsia Championship Series Final 2019** if you have collected a minimum of 60 points (***Only for ISIAAsia Championship Series Final 2019***).

NO minimum points are required to participate in TEAM EVENT (SMALL PRODUCTION TEAM) at ISIAAsia Championship Series Final 2019.

The competition will be held in **THE RINK ICE ARENA, BANGKOK, THAILAND** from **15– 19 January 2020**.

We are very excited to welcome you to the 1st ISIAAsia Championship Series FINAL 2019 as we are expecting more competitive events, exciting, fun in Thailand.

Make plans now and encourage your skaters to attend!

Your cooperation and efficient assistance with this registration process will be **GREATLY APPRECIATED!**

1. Please collect all your team's entry forms and payments in your local currency equivalent. Send the completed and signed entry forms to **members@isiasia.org latest by 9 DECEMBER 2019.**

Please Note: You may also send a Team Summary sheet to the **members@isiasia.org** to verify your team entry totals and payment amounts, but **a copy of each Individual and Team entry form must be sent by email (members@isiasia.org) to the ISIAAsia Office by MONDAY, 9 DECEMBER 2019.**

Entries will be processed from the Entry Forms and not from the Team Summary sheets. All incomplete or unsigned forms will not be accepted as completed entries.

2. Transfer the money into U.S. dollars and then send a T/T wire transfer in U.S. dollars to the ISIAAsia office in Hong Kong **latest by MONDAY, 9 DECEMBER 2019. Complete payment details are listed below.**

After your T/T wire transfer is sent, **please e-mail a copy of the transfer receipt to Ms. Vanessa at members@isiasia.org at the ISIAAsia office for bank payment verification.**

If you wish to pay through **ONLINE PAYMENT - Alipay (China) or PayPal**, please contact ISIAAsia office at **members@isiasia.org**.

Send Entries to:

*Ice Skating Institute Asia Limited
P.O. Box No. 579,
General Post Office,
Hong Kong*

Payment is to be made by T/T wire transfer to:

Ice Skating Institute Asia Limited

Bank Details: -

Swift code : HSBCHKHHHKH
Acct Name : Ice Skating Institute Asia Ltd
Bank : Hongkong and Shanghai Banking Corporation
Acct No : 004-450-431788-838
Address : No.1 Queen's Road Central, Hong Kong

Note: Please email a copy of bank draft for verification of entry fees payment.

3. Please plan your travel and practice sessions so you can attend the **REQUIRED COACH & JUDGE MEETING ON TUESDAY, 14 JANUARY 2019**, time to be confirmed later.
4. Skaters are **REQUIRED** to register all the **COMPULSORY EVENTS** that have been selected based on your **TEST LEVEL**.
5. All skaters in every event will receive a medal with **COLORED RIBBON** (Blue, Red, White, Yellow and Green). All skaters not placing in 1st - 5th Place will receive a 5th Place medal.
6. Top 3 skaters will be rewarded with an additional medal (Gold, Silver and Bronze) after we total the **TEAM POINTS** that each skater earn from their 1st event to the 5th event. Each skater will compete from their 1st event to the 5th event with the same competitors in the group.
7. **TEAM POINTS** from **ISIA Asia Championship Series Final 2019** will not be added to your **ISIA Asia Championship Series 2019 Competitions**.
8. In order to avoid confusion on skaters' name on the competition schedule, you are required to fill in your skaters full name. Full name will be appeared in the competition schedule.
9. Forms without **ISIA Asia Membership Number** details **will not be processed**. If you are new member, please write "NEW" on **ISIA Asia Membership No.**

All competition information can be downloaded from our **ISIA Asia official website**.

If you have any additional questions regarding the general event organization, event entries, event schedule, event rules, or any other technical event details please e-mail Harry Janto Leo, Competition Director, at episkate@gmail.com

If you have any additional questions regarding the event entry payments, or other administrative details, please e-mail Ms. Vanessa at members@isiasia.org