

## Special Coach Notes

**THANK YOU** for your interest in our **SKATE ASIA 2023** Competition. It is very excited to see SKATE ASIA 2023 back in Hong Kong again 😊

In this respect of the Skate Asia 2023 in **Discovery Bay Ice Rink, Hong Kong** which is only a few months away, are particularly important. They bring together people from all-around South-East Asia, China, middle east, USA and many more to celebrate our passion in ice skating and our unity in diversity.

Therefore, we hope you **MAKE YOUR PLANS NOW** and encourage all of your skaters to attend! And do not forget to participate in **ISIA Asia Coaching Accreditation**.

Since we are expecting another popular Skate Asia Competition this year and to help ensure an accurate and easy entry process for your skaters - we wish all coaches to follow our instructions for easier processing of your skaters' entry forms and payments. Your cooperation and efficient help with this registration process will be **GREATLY APPRECIATED!!**

1. Please collect all of your team's entry forms and payments in your local currency equivalent. Send the completed and signed entry forms to arrive at the ISIA Asia office in Hong Kong **BY WEDNESDAY, 7 JUNE 2023**

**Please Note: A copy of each Individual, Dance and Team entry form must be completed, signed, and email to [info@isiasia.org](mailto:info@isiasia.org) by BY WEDNESDAY, 7 JUNE 2023**

**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 ISIA Asia office in Hong Kong **before June 7, 2023. Complete payment details are listed below.** Please transfer the competition fees including bank charges from your respective country.  
After your T/T wire transfer is sent, **you must also e-mail a copy of the transfer receipt to Queenie Wong or Vanessa Cheung at [info@isiasia.org](mailto:info@isiasia.org) for bank payment verification.**

**All Send Entries to:**

[info@isiasia.org](mailto:info@isiasia.org)

**Payment (in full amount including bank charges in your respective country) 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 transfer receipt to [info@isiasia.org](mailto:info@isiasia.org) verification of entry fees payment.**

3. Please plan your travel and practice sessions so you can attend the **REQUIRED COACH & JUDGE MEETING ON SATURDAY, AUGUST 6, 2022** (Time to be confirmed)
4. ISIAAsia proudly presents ISIAAsia Coaching Accreditation at Skate Asia 2023. We encourage all coaches to participate in this program, as it will be conducted by World and Olympic Coach. If you wish to participate, please send email to [info@isiasia.org](mailto:info@isiasia.org)

*The ISIAAsia Coaching Accreditation details (levels, and speakers) will be updated approximately in July 2023.*

5. All skaters in every event will receive a medal. All skaters not placing in 1st - 5th Place will receive a 6th Place medal.
6. The competition schedule packet, ice time schedule & reservation can be downloaded through our official website [www.skateasia2023.com](http://www.skateasia2023.com) in July 2023.
7. Please be informed that there won't be any printed program book for this competition. All competition information can be downloaded through official website and ISI CMS app (android)

*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 Mr. Harry Janto Leo ([episkate@gmail.com](mailto:episkate@gmail.com)) or Mr. Indy Wong ([indywvf@gmail.com](mailto:indywvf@gmail.com))*

*If you have any additional questions regarding the event entry payments, or other administrative details, please e-mail Queenie or Vanessa at [info@isiasia.org](mailto:info@isiasia.org)*