



**Tallinn Trophy Novice 2025**

**Tallinn, Estonia**

**November 17 to 23, 2025**

**ANNOUNCEMENT**

# **Tallinn Trophy Novice 2025**

**An International Novice Competition**

**for**

**Men and Women**

**organized by**

**Estonian Skating Union**

**in cooperation with**

**Figure Skating Club Union of Tallinn**

**and**

**Figure Skating School of Tallinn**

**Tallinn, Estonia**

**November 17 to 23, 2025**

**This competition is organized**

**under the authorization of the**

**INTERNATIONAL SKATING UNION**

## 1. GENERAL REGULATIONS

The **Tallinn Trophy Novice 2025** will be conducted in accordance with the ISU Constitution and General Regulations 2024, the Special Regulations & Technical Rules Single & Pair Skating and Ice Dance 2024, and the relevant ISU Communications.

Participation in the **Tallinn Trophy Novice 2025** is open to all Competitors who belong to an ISU Member, and qualify with regard to eligibility according to Rule 102, provided their ages fall within the limits specified in Rule 108, paragraph 3 a) and they meet the participation, citizenship and residency requirements in Rule 109, paragraphs 1 through 5 and ISU Communication 2526 or any update of this Communication.

In accordance with Rule 109 of the ISU General Regulations and ISU Communication 2526 all Skaters who do not have the nationality of the Member by which they have been entered or who, although having such nationality, have in the past represented another Member, must produce an ISU Clearance Certificate. Passports of all Skaters, as well as the ISU Clearance Certificate, if applicable, must be presented at the accreditation of the event for verification.

All competitors must be entered through their respective ISU Member Federation.

## 2. TECHNICAL DATA

**PLACE**                      **Main arena: Tondiraba Ice Rink, Varraku 14, Tallinn, Estonia**  
(an indoor ice-rink with the ice surface of 30 x 60 m, air-conditioned and heated)

**Practice arena: Tondiraba Ice Rink, Varraku 14, Tallinn, Estonia**  
(an indoor ice-rink with the ice surface of 30 x 60 m, air-conditioned and heated)

**Main and Practice Rink are in the same complex.**

<b>ADVANCED</b>	<b>NOVICE</b>	Short Program	In accordance with ISU Technical Rules Single & Pair Skating 2024 and ISU Communication 2699 or any update. Duration:            2 min., 20 sec. +/- 10 sec.
<b>MEN</b>		Free Skating	In accordance with ISU Technical Rules Single & Pair Skating 2024 and ISU Communication 2699 or any update. Duration:            3 min. +/- 10 sec.
<b>ADVANCED</b>	<b>NOVICE</b>	Short Program	In accordance with ISU Technical Rules Single & Pair Skating 2024 and ISU Communication 2699 or any update. Duration:            2 min., 20 sec. +/- 10 sec.
<b>WOMEN</b>		Free Skating	In accordance with ISU Technical Rules Single & Pair Skating 2024 and ISU Communication 2699 or any update. Duration:            3 min. +/- 10 sec.

### **3. ENTRIES**

#### **4.1 General**

All entries for the Tallinn Trophy Novice 2025, must be done through the **ISU Online Registration System (ORS)** by the deadline indicated. Hotel and travel information should also be entered into ORS, as well as bank information. Declarations will need to be uploaded to the ORS as well.

#### **4.2 Preliminary Entries**

The preliminary entries must reach the Organizer by latest: September 27<sup>th</sup> – 20:00h by entering the information through ORS.

#### **4.3 Entries by Name**

##### **4.3.1 Entries of Competitors**

Participation is open to all Skaters/Couples of ISU Members with a maximum of five (7) entries per category (except for the Host Member), who are eligible for International Competitions by age (Rule 108) and by citizenship (Rule 109), and entered through the respective ISU Member. The participation of Skaters from the Host Member into this event is limited with a maximum of ten (14) entries per category.

The Entries by names must be made via the ISU Online Registration System (ORS):

<https://fsk-ors.isu.swisstiming.com>

and will be submitted via the ORS simultaneously to the:

**MTÜ Tallinna Uisuklubide Liit**  
Varraku 14  
Tallinn  
e-mail: [competitions@tallinntrophy.eu](mailto:competitions@tallinntrophy.eu)

and to:

ISU Secretariat  
e-mail: [entries@isu.org](mailto:entries@isu.org)

not later than: **Friday, October 17<sup>th</sup> – 20:00 h (local time Tallinn).**

##### **4.3.2 Entries of Judges**

Each participating ISU Member has the right to nominate one judge per discipline who has at least the qualification "Judge for International Competitions".

In case of too many nominated judges the organizer will draw the panel of judges immediately after the closing date for the entries. The result of such draw will be communicated to all ISU Members involved in writing immediately after the conclusion of such draw.

The Entries of Judges must be made via the ISU Online Registration System (ORS) not later than: **Friday, October 17<sup>th</sup> – 20:00 h (local time Tallinn).**

Each panel of Judges will consist of at least 5 Judges.

In case that at the time of the competition more Judges will be available and entered as required to compose the panels of Judges in one or more disciplines, the Organizing Member in consultation with the ISU will conduct on site, a draw for the panel of judges in the discipline in question for the first segment. The Judges, not drawn for the first segment will be seated for the second segment.

The panel for the second segment (Free Skating / Free Dance) will in this case be completed by an open draw amongst the Judges serving in the first segment of the discipline in question.

#### **4.1.4 Entries of Team Members**

Official entries of Team Leaders, Assistant Team Leaders, Team Officials, Team Medical Staff and Coaches and the partner or relative of a Judge will be accepted. Accreditation will be provided to those who are officially accepted by the Organizer.

Please be advised that only one Coach per Skater will be accredited. An Assistant Team Leader will be accepted for Teams having six (6) and more Skaters. Only two Team Officials of each Member, including the Member President provided that they are Council Members, Technical Committee Members or Members of the Head Office of their Federation, will be accredited. Not more than one (1) Team Doctor and one (1) Team Physiotherapist will be accepted as the Team Medical Staff, for which the organizer requests the right to have a medical certification (document) presented before accreditation. An accompanying person to a Judge will only be accepted for accreditation if this person is a partner in life or a relative of the Judge. The Member Federations guarantee that the requested accreditation of Team Members will correspond to their function within the team and the Federation.

The names of all team members must be submitted via the ISU Online Registration System (ORS) and must reach the Organizing Committee and the ISU Secretariat not later than: **October 27<sup>th</sup> - 20:00 h (local time Tallinn)**.

#### **4.1.5 Entry Fee**

With the entry to the competition, the entry fee must be paid as follows:

110.00 € per single skater

**The entry fee will not be refunded in case of withdrawals for any reason.**

#### **Payment instructions:**

Bank Account information IBAN: EE261010220010907015

Bank Name: SEB Bank

Bank Address: Tornimäe 2, 15010 Tallinn, Estonia

BIC/Swift: EEUHEE2X

Holder's Name: Tallinna Uisuklubide Liit MTÜ

Holder's Address: Haabersti 3, Tallinn, 13513, Estonia

The **deadline for entry fee payment** is by **Friday, October 31<sup>st</sup>, 2025**. Failure to pay an entry fee in full by the deadline may result in removal from the entry lists.

## **4. APPOINTED EVENT OFFICIAL**

The Technical Panel and Panel of Judges will be composed in accordance with ISU Communication No. 2699 section 4.

## **5. MUSIC / PLANNED PROGRAM CONTENT**

All Competitors shall furnish competition music of excellent quality on USB drive in any other approved format, in accordance with Rule 343, paragraph 2. A list of titles, composers and orchestras of the music to be used for the Short Program and Free Skating Program for Single must be entered on the ISU Portal. Members can download the information entered to send to the Organizing Committee.

The following method to submit the Competitor's music to the Organizing Committee must be followed:

- the ISU Member is responsible for submitting their Competitor's music as direct attachment to an email to the Organizing Committee ([music@tallinntrophy.eu](mailto:music@tallinntrophy.eu)) until **Friday, November 7th, 2025**. Please note: some music files might exceed the size of a regular email. In this case, an email based transfer service which allows to send large files could be used to send the file to the OC.
- each submission shall be labelled with the name of the ISU Member, name of the category, segment and the name(s) of the competitor(s).  
Example:  
EST\_AdvancedNovice\_Men\_FS\_Smith\_John  
LAT\_AdvancedNovice\_Women\_SP\_Maxwell\_Max
- the music files must be sent as WAV or MP3 file formats. Any other format is not acceptable. Please note: Files in MP3 format may have a significant difference in the music quality when reproduced. The Organizing Committee in this case is not responsible if the music quality would be insufficient.
- Each Competitor must have an own back-up drive (USB Stick) for each program in the format of a WAV or MP3 file.
- The exact running time of the music (not skating time) must be communicated to the Organizing Committee when submitting the music and shall be certified by the Competitor/Coach/Team Leader at the time of registration.
- During the Official Practice sessions, the music will be played as indicated in the Practice Schedule and will allow to verify the correctness of the submitted music. If there is an issue with the music, the Team Leader/Coach may be allowed to change the music by presenting an acceptable reproduction to the Organizing Committee's Music Team (USB Stick with file format of WAV or MP3 file).

If the music files have been submitted within the above-mentioned deadline to the Organizing Committee, then the music team of the Organizing Committee is entirely responsible for the correct execution of the music. In case of issues with submitted music files, the Organizing Committee may request at the time of registration a secondary copy of the music files. In case the music files have not been submitted in time to the Organizing Committee, the skater(s) must present their music latest at the time of registration on the above defined mean and in the defined format.

Please note: CDs will not be accepted by the Organizing Committee.

If music information is not complete and/or the music is not provided, accreditation will not be given.

The Planned Program Content must also be entered by the ISU Member or the Skater(s) on the dedicated ISU platform. It is mandatory that the Program Content information be filled in precisely by each Skater/team in English using the terminology for the elements listed in the respective ISU Communication.

## **6. ARRIVAL OF PARTICIPANTS / TEAMS**

The nearest airport to **Tallinn** is **Tallinn Lennart Meri Airport (TLL/EETN)** with a distance of **6 km** to the official hotel.

The Organizing Committee does not provide a shuttle bus to meet the teams on arrival. Teams can use public transportation means or taxi. There are two direct bus lines: nr 2 and 8 going directly to the official hotel. One time ticket price is 2 EUR, QR code [ticket](#) can be purchased on <https://tallinn.pilet.ee/> portal at the date of arrival.

All Referees, the Technical Panel (Technical Controllers, Technical Specialists, Data & Replay Operators) Judges are requested to announce to the Organizing Committee as soon as possible but no later than **November 3<sup>rd</sup>, 2025** the name of the airlines, flight numbers, dates and times of arrival or any other information concerning transportation and arrivals. The detailed travel information need to be submitted via the ISU Online Registration System (ORS).

## **7. OFFICIAL HOTEL(S)**

### **Hampton by Hilton Tallinn**

Tartu mnt 49, 10115 Tallinn, Estonia

phone: +372 6205222

e-mail: [sales@hamptontallinn.com](mailto:sales@hamptontallinn.com)

[reservations system link](#)

Password: "Tallinn Trophy 2025"

Single or Double Room 75 EUR/night

Please make room reservations directly with hotel. To get discounted rate, please use password "**Tallinn Trophy 2025**". Discounted rates are valid until 30.10.2025.

### **Hilton Tallinn Park**

FR.R.Kreutzwaldi 23, 10147 Tallinn, Estonia

phone: +372 6305333

e-mail: [tallinn.events@hilton.com](mailto:tallinn.events@hilton.com)

Password: ATATR

[Reservation system link](#)

Please check prices online.

Please make room reservations directly with hotel. To get discounted rate, please use password "**ATATR**". Discounted rates are subject to room availability.

### **Oru Hub Hotel**

Narva mnt 120, 10127 Tallinn, Estonia

phone: +372 6033300

e-mail: [info@oruhotel.ee](mailto:info@oruhotel.ee)

Password: „Tallinn Trophy 2025“

Single Room 59 EUR/night breakfast included

Double Room 62 EUR/night

Please make room reservations directly with hotel. To get discounted rate, please use password "**Tallinn Trophy 2025**". Discounted rates are valid until 30.10.2025.

## **8. ACCREDITATION**

The official accreditation for Teams is planned at the **Tondiraba Ice Rink** upon arrival.

Accreditation as a Team Member will be given to all entered Judges, Competitors and one Team Leader per participating team, one Coach per Competitor, a maximum of two Team Officials of ISU Members (including the Member President), provided that they are Council Members, Technical Committee Members or Members of the Head Office of their Federation and a maximum of two medical persons. Accreditation will only be granted to persons in those various functions if officially entered and named through their ISU Member. **The ISU Member certifies with the signed entry form the indicated functions within the team of all team members. Any misuse of any function will be sanctioned by the ISU/OC.**

Accreditation will be given to appointed Event Officials and Guests.

## **9. STARTING ORDER DRAW**

The Starting Order Draw for Short Program will be held in accordance with ISU Rule 512 and ISU Rule 513. Procedure will take place **on Thursday, November 20<sup>th</sup> 2025** at the competition venue Meeting Room, exact time will be announced after the closure of entries within the published competition Time schedule.

## **10. RESULTS**

The marking system (ISU Judging System) as described in ISU Technical Rule Single & Pair Skating 2024, Rule 352 and Rule 353 (Determination and publication of results) will be used.

## **11. INSURANCE / LIABILITY**

In accordance with Rule 119, it is the sole obligation of each Member participating in ISU Events, to provide medical and accident insurance for their athletes, officials and all other members of the Member's team. Such insurance must assure full medical attendance and also the return of the ill or injured person to the home country by air transport or by other expeditious. It is an internal matter of each ISU Member to decide the issue who shall pay the premium for such insurance.

The ISU and the Organizing Committee assume no responsibility for or liability with respect to bodily or personal injury or property damage incurred in connection incurred by Competitors and Officials.

## **12. MEETINGS FOR ISU EVENT OFFICIALS AND JUDGES**

All Referees, Technical Controllers, Technical Specialists, Data and Replay Operators and Judges are responsible to make their travel arrangements in order to be able to attend the respective event related meetings. If any other party makes the flight arrangements, the Referees, Technical Controllers, Technical Specialists, Data and Replay Operators and the Judges are responsible to check if such arrangements are in line with the detailed schedule as mentioned under paragraph 18.



### 13. INFORMATION AND VARIOUS

For information, please contact the Organizing Committee:

**MTÜ Tallinna Uisuklubide Liit**  
Varraku 14  
Tallinn  
e-mail: [info@tallinntrophy.eu](mailto:info@tallinntrophy.eu)

To stay up to date with information, possible restrictions and the latest updates please follow competition on Sportity App (iOS/Apple and Android) using code: TTRNOV2025



The banner features a purple and pink wavy background. In the top left is a small square icon with a white stylized 'S'. To its right is the 'Sportity' logo in white. Below the logo, the text 'For direct event information please download the Sportity app and insert this password:' is written in white. A large white rounded rectangle in the center contains the password 'TTRNOV2025' in bold black letters. Below this, the text 'Sportity app is available in' is followed by two app store logos: 'Available on the App Store' and 'Get it on Google play'. Under each logo is a QR code. The website 'www.sportity.com' is written in white at the bottom left.

 **Sportity**

For direct event information please download the Sportity app and insert this password:

**TTRNOV2025**

Sportity app is available in

 

 

[www.sportity.com](http://www.sportity.com)

**FORMS AND DEADLINES**

<b>Number</b>	<b>Form</b>	<b>Format</b>	<b>Deadline</b>
N/A	Preliminary Entry Form	ORS	September 27 <sup>th</sup> , 2025
N/A	Composition of Delegation	ORS	October 31 <sup>st</sup> , 2025
N/A	Entry Form for Competitors	ORS	October 31 <sup>st</sup> , 2025
N/A	Entry Form for Judges	ORS	October 24 <sup>th</sup> , 2025
N/A	Hotel reservation request	Directly to the Hotel	
Form 01	Visa request form	Form 01	October 25 <sup>th</sup> , 2025
N/A	Press Information	ISU Portal	Valid for season 25/26
N/A	Competition Music Information	ISU Portal	Valid for season 25/26
N/A	Program Content Form	ISU Portal	Valid for season 25/26