

ISU.ORG



ISU SHORT TRACK WORLD TOUR

OCTOBER 25-27, 2024

MONTREAL, CANADA

Media Information



INTERNATIONAL
SKATING UNION

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Speed Skating Canada looks forward to hosting media attending the ISU Short Track World Tour in Montreal, Canada. The event will be held at the Maurice-Richard Arena (2800 Viau St, Montreal, Quebec H1V 3J3, Canada) from October 25-27, 2024.

This information will assist you in planning your trip to Montreal 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 **Thursday, October 24, 2024** according to the following time schedule (it may be subject to changes and needs to be verified on-site):

- Thursday, October 24: 12:00pm - 7:00pm
- Friday, October 25: 8:00am - 7:00pm
- Saturday, October 26: 8:00am - 7:00pm
- Sunday, October 27: 8:00am - 7:00pm

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.

Accreditation is exclusively reserved for professional journalists employed by or representing media organizations (including agencies, print/web, TV/Radio), photographers, and, in some cases, content creators and social media reporters covering ISU Events for editorial or news purposes.

Representatives from ISU Member Federations involved in press and communication activities, and which have been officially approved by the ISU, are also eligible for accreditation.

Please note that individuals affiliated with sponsors, brands, or agencies will not be considered for media accreditation.

1.1 Accreditation Requirements

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

1. **Endorsement letter** confirming the journalist's affiliation with the registered media company or activity. The letter must include the date, the media company's logo, details about the role/function, and a signature from the editor-in-chief - * *Mandatory*
2. Copy of current **professional media or Press Card** - *if available*
3. Copy of a **valid ID/passport + headshot picture** - * *Mandatory*
4. Examples of **published work / portfolios** (e.g., past articles or photographs) - * *Mandatory*

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 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 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:

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

The deadlines to apply for media accreditations are as follows:

On-site media accreditation requests: **October 18, 2024**

⚠️ 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 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.

To book any broadcasting services or facilities please contact the Host Broadcaster:

Joel Mineau
OC Host Broadcaster
Email: joel@balboasport.com
Cell: +1-514 386-4121

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. **Note that the ISU and OC reserve the right to refuse accreditation requests with or without justification.**

Accreditation badges will be distributed to media in the Press Centre during opening hours, beginning Thursday, October 24 at 12:00pm ET.

2. Visa Application

Media representatives requiring an official invitation letter in order to apply for a visa must contact the Organizing Committee. For visa request, please provide passport details and name of the Embassy where it will be applied.

Jill Lynch

Organizing Committee

worldcup@speedskating.ca

+1-587-433-8646

Please note that an official invitation letter will only be provided to approved media representatives.

3. Media Facilities at the venue

The Press Center is located near the west entrance of the venue. The space includes workstations with both wired and wireless internet, power bars and a television for viewing the competition. Accredited media will be provided with beverages (coffee, water, etc.) and snacks.

The Press Centre will be open as follows:

- Thursday, October 19: 12:00pm - 7:00pm
- Friday, October 20: 8:00am - 7:00pm
- Saturday, October 21: 8:00am - 7:00pm
- Sunday, October 22: 8:00am - 7:00pm

4.1. Media Tribunes and TV Commentator positions

There will be a limited number of workstations available in the media tribunes. Seats will be attributed to accredited media on a first-come, first-serve basis.

TV Commentator positions are also available at the venue. Contact the Host Broadcaster for additional information or to reserve a commentary position:

Joel Mineau

OC Host Broadcaster

Email: joel@balboasport.com

Cell: +1-514 386-4121

4.2. Mixed Zone & Press Conferences

4.2.1 Mixed Zone

The Mixed Zone provides an opportunity for media to interview athletes immediately after competition. The Rights Holders Mixed Zone is located at ice level just outside the athletes exit Heat Box. The Non-Rights Holder Mixed Zone is located near the Press Centre on the west side of the venue.

The Mixed Zone area is split into the following sections and follows a pre-determined priority order:

- Quick Quotes (made available on the ISU website)
- TV / Radio Rights Holders (with pre-booked positions)
- ISU Production/Social Media crew
- TV / Radio Rights Holders with ENG positions
- Non-Rights Holders (print/web, 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 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.

4.2.2. Press Conferences

Details for an in-person press conference – featuring athletes and coaches from Canada, as well as members of the Organizing Committee – will be shared with accredited media at a later date.

5. 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 webpage](#) with access to all competition information

ISU Photo Event Gallery

- Password to access the ISU photo galleries for editorial and non-commercial purposes will be provided on the Inside ISU Events App.
- 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](#)
- X (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 (if available).
- It gathers all the key media-related information constantly updated live with push notifications alerts.
- The password to access the Media App of the relevant Event is provided via OMAS once an accreditation is approved.

OC Media Information

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

- [Event Website](#)
- [Press Releases](#)
- [Photo Galleries](#)
 - Photos are free to use for editorial, non-commercial purposes. Please credit “Speed Skating Canada” and tag Speed Skating Canada on social media.
- Social Media:
 - Follow Speed Skating Canada on [Instagram](#), [Facebook](#), [Twitter](#) and [TikTok](#) for up-to-date information and behind-the-scenes content.

6. Media Accommodation

The OC has a designated hotel for the competition (see below). Due to limited capacity the priority for rooms will be given to participating countries and their delegations. If additional space is available at their hotels, rooms could be offered to accredited media.

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

6.1. Media Hotels**Hotel Universel Montréal**

5000 rue Sherbrooke Est, Montréal, Québec, H1V 1A1

Contact: Mrs Yuening Song

Phone: +1-800-567-0223

Email: ysong@hoteluniverselmontreal.com

7. Transportation

Shuttle transportation will be arranged from the official media hotel to the main venue and the practice arena. Shuttle schedules will be provided on-site and in the Inside ISU Events App.

⚠ Please be advised that the transportation services will only be available for official media hotel.

Montreal has a variety of public transportation options, including trains and buses. For more information on how to get around, please consult the [Société de transport de Montréal](#) website.

8. Competition Information

Please check the [ISU Event Webpage](#) for all information about the Short Track World Tour Montréal. Results will be available here: [Results - International Skating Union](#)

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

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

Alain Brouillette

OC Press Officer

Email: abrouillette@speedskating.ca

Phone/WhatsApp: +1-613-601-2630

[Event Website](#)