

ISU.ORG



ISU WORLD TEAM TROPHY
in Figure Skating 2025



ISU World Team Trophy in Figure Skating 2025
April 17 to 20, 2025
Tokyo, Japan

Media Information



**INTERNATIONAL
SKATING UNION**

2024-2025

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Japan Skating Federation looks forward to hosting media attending the ISU World Team Trophy in Figure Skating 2025 in Tokyo, Japan. The event will be held at the Tokyo Metropolitan Gymnasium from April 17, 2025.

This information will assist you in planning your trip to Tokyo 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 will be open and operational as from the first practice session on Wednesday, April 16, 2025 according to the following time schedule (it may be subject to changes and needs to be verified on-site):

I Press Center opening times

Day	Opening times (Tentative)
Wednesday, April 16	10:30 a.m. - 5:30 p.m.
Thursday, April 17	8:30 a.m. - 10:30 p.m.
Friday, April 18	10:00 a.m. - 11:00 p.m.
Saturday, April 19	12:50 a.m. - 11:30 p.m.
Sunday, April 20	13:00 a.m. - 6:00 p.m.

1. Media Accreditation

Writing Press, photographers and freelancer must apply for media accreditation through this website as below URL.

https://docs.google.com/forms/d/1T0TAPNhxInyKkXSX_8AJaom1VQIBQpw2r1nztTS0gCs/edit?ts=6796f8ad

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
	Figure Skating Subcommittee Member in Japan
Photographer	Media Organization: 1 photographer
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	<p>Freelance journalist or photographer: 1 person</p> <p>Freelancers must provide written evidence that they are assigned to cover the ISU Event on behalf of a media organization.</p> <p>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).</p>

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.

On-site media accreditation (subject to capacity) **deadline:**
Monday, March 17 at 18:00 (Local time in Tokyo)

!!! No late media accreditation applications will be accepted.

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 by and agree to the rules in the conduct of their editorial work during ISU events.

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:

Maiko Fujii (Ms.)
fujii@tv-asahi.co.jp

Hanayu Hiroto (Ms.)
hanayu_h@tv-asahi.co.jp

1.6. Accreditation confirmation and pick-up

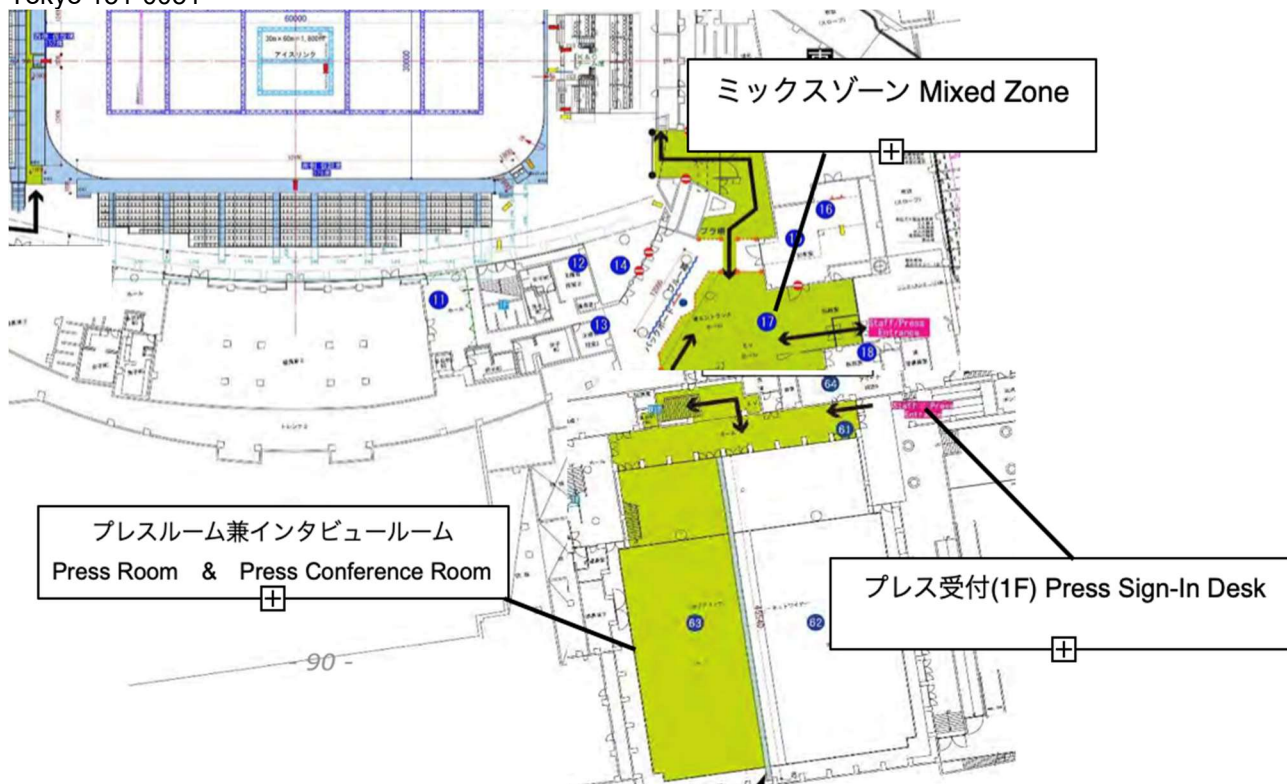
If the accreditation request is accepted, an automatic email of confirmation will be issued. For on-site attendance, you may be asked to present a copy of the confirmation email at the accreditation desk to receive your accreditation badge.

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.**

The Media AD Card will be issued and be ready to be picked up at the Media Sign-in Desk in the Tokyo Metropolitan Gymnasium, while the Press Center is open.

Wednesday, April 16 10:30 a.m. - 5:30 p.m.
Thursday, April 17 8:30 a.m. - 10:30 p.m.
Friday, April 18 10:00 a.m. - 11:00 p.m.
Saturday, April 19 12:50 a.m. - 11:30 p.m.
Sunday, April 20 13:00 a. m. - 6:00 p.m.

Tokyo Metropolitan Gymnasium
Address: 1-17-1, Sendagaya, Shibuya City,
Tokyo 151-0051



2. Media Facilities at the venue

- Number of work desks: 208 seats at the Press Center
- Power plugs
- Wireless internet
- TV screens
- Area for photographers
- Press information desk

2.1. Mixed Zone & Press Conferences

2.1.1. Mixed Zone

The Mixed Zone provides an opportunity for media to interview athletes immediately after competition.

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

1. Quick Quotes (made available on the ISU website)
2. TV / Radio Rights Holders (with pre-booked positions)
3. ISU Production/Social Media crew
4. TV / Radio Rights Holders with ENG positions
5. Non-Rights Holders (print/web, TV/Radio, social media without any production rights)

6.

Athletes will go through the Mixed Zone on completion of every competition. 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 medalists 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.

2.1.2. Press Conferences

Press conferences will feature the top-3 finishers after each competition/race and/or after victory ceremonies on final competition days at the Press Working Area..]

Provide details on location and schedule of press conferences (with a map - if available)]

3. Media Digital Services

The ISU provides relevant and live media information through a number of digital channels:

ISU Website:

- [Homepage](#)
- [News Section](#)
- [Media Section](#)
 - [OMAS Accreditation Portal](#)
 - [Media Guides](#)
- [Event Webpage](#)

ISU Photo Event Gallery

- Password details to the ISU Picdrop photo galleries for editorial and non-commercial purposes will be accessible 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>
- Naver: <https://tv.naver.com/isuofficial>

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.
- 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.

Organizing Committee Media Resources

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

- Event Website: <https://www.tv-asahi.co.jp/figure-wtt2025/>
- Event Tickets: <https://www.tv-asahi.co.jp/figure-wtt2025/ticket/>
- Event Hashtags: #WTTFigre
- Social Media Accounts: X: @skatingjapan
Instagram: skatingjapan
YouTube: @jsfchannel

4. Media Accommodation

The Organizing Committee has designated media hotels.

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

Booking contacts: wtt2025-travel@jtb.com

5. Useful Information

- Climate: (November in Tokyo):
Day time Average 18.0 °C (64F)
Night time Average 13.0°C (55F)
- Currency: Paper bills, we have 10,000Yen, 5,000Yen and 1,000Yen bills and coins, we have 500Yen, 100Yen, 50Yen, 10Yen, 5Yen and 1Yen coins are used. Most stores accept all bills but larger bills (10,000Yen or 5,000Yen) may not be accepted when you take public transportation like buses
- Electrical plug types: 100V plug type A
- Time zone: 9 hours ahead of Greenwich Mean Time (GMT+9:00)
- Emergency numbers: Emergency (119) Police (110)
- Website of local or national tourist office:
Visit Tokyo - The Official Travel Guide of Tokyo, GO TOKYO
<https://www.gotokyo.org/en/index.html>

6. Competition Information

- Entry List, Results and Rankings: <https://results.isu.org/events/fsevent00120673.htm>
- Schedule:

Tuesday, April 15, 2025	All day	Arrival of Teams
Wednesday, April 16, 2025	10:00	Technical Panel Meeting ICE DANCE
	11:00	Official Practice
	11:00	Team Leaders Meeting
	11:00	Technical Panel Meeting MEN and WOMEN
	12:15	Team Medical Meeting
	14:00	Technical Panel Meeting PAIR SKATING
	16:30	Referees and Technical Controllers Meeting
	17:30	Initial Judges Meeting
Thursday, April 17, 2025	09:00	Official Practice
	14:55	Opening Ceremony on Ice
	15:50	ICE DANCE – Rhythm Dance
	17:15	MEN – Short Program
	19:25	WOMEN – Short Program
Friday, April 18, 2025	10:30	Official Practice
	17:00	PAIR SKATING – Short Program
	18:25	ICE DANCE – Free Dance
	19:55	MEN – Free Skating
	20:00	Technical Panel Review Meeting ICE DANCE
	22:00	Technical Panel Review Meeting MEN
Saturday, April 19, 2025	09:00	Round Table Discussion MEN
	10:15	Round Table Discussion ICE DANCE
	12:30	Exhibition Practice and Official Practice
	18:30	PAIR SKATING – Free Skating
	20:00	WOMEN – Free Skating
	20:00	Technical Panel Review Meeting PAIR SKATING
	22:00	Victory Ceremony
	22:00	Technical Panel Review Meeting WOMEN
Sunday, April 20, 2025	08:30	Exhibition Practice
	09:00	Round Table Discussion PAIR SKATING

10:15

Round Table Discussion WOMEN

14:00

GALA EXHIBITION

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

ISU World Team Trophy in Figure Skating 2025

Media Office

TEL: +81(0)3-6821-8689

E-mail: wt25@mediaoffice.co.jp

[ISU World Team Trophy in Figure Skating 2025 event page](#)