



INTERNATIONAL  
ICE HOCKEY  
FEDERATION

# 2019 IIHF CHAMPIONSHIP REGULATIONS

Ice Hockey World Championship Div II-III	(WMII-III)
Ice Hockey U20 World Championship Div I-III	(WM20I-III)
Ice Hockey U18 World Championship Div I-III	(WM18I-III)
Ice Hockey Women's World Championship Div I-V	(WWI-V)
Ice Hockey Women's U18 World Championship Div I	(WW18I)

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**September 2018**

# 2019 IIHF CHAMPIONSHIP REGULATIONS WMII-III, WM20I-III, WM18I-III, WWI-V, WW18I

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## Preface

The Host must be aware of the value of IIHF Championships and organise the Championship in accordance with international standards in order to serve the best interest of the sport and the Championship.

The IIHF has produced and distributed the Championship Regulations to all IIHF Member National Associations to direct and guide the Host in the administrative organisation and operation of an IIHF sanctioned Championship event.

In an attempt to serve the Host as well as the prospective applicant for a IIHF World Championship, the Regulations have been revised, adapted and scaled for the mentioned events and comprise now all necessary information of former regulations, guidelines, manuals and handbooks.

The content of these 2019 IIHF Championship Regulations is valid only for the IIHF Championships of lower Divisions, e.g. IIHF Ice Hockey World Championship Division II-III, the IIHF Ice Hockey U20 World Championship Division I-III, the IIHF Ice Hockey U18 World Championship Division I-III, the IIHF Ice Hockey Women's World Championship Division I-II and the IIHF Ice Hockey U18 Women's World Championship Division I. It supersedes any and all previous printings of these regulations for the aforementioned Championships.

Therefore, we are pleased to present the current issue to all IIHF Member National Associations, providing you with the direction and guidance in order to apply for and organise the various sanctioned competitions, operated under the authority of the International Ice Hockey Federation. We trust that the instructions and the information contained within this document will provide the necessary details and tools for our Member National Associations, their teams and their players to compete in a fair and sporting fashion in IIHF Championship events.

Regulations pertaining to international player transfers, sport technical issues, seeding, games schedules, medical, health and first aid, medical doping control and the actual playing rules can be found in the IIHF Statutes and Bylaws and the respective IIHF Rule and IIHF Regulation documents. Please contact the IIHF Office directly for any clarification on any of the regulations or for questions on topics not covered in this publication.

If not otherwise stated according to below, the "IIHF" refers to the IIHF Council communicated through the office during the pre-event period and the Championship Directorate from the time when the first Directorate meeting is held at the start of each respective Championship.

Zürich, September 2018

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## **1 GENERAL**

### **1.1 IIHF CHAMPIONSHIP REGULATIONS**

The principles and rules relating to the organisation of IIHF Championships are specified in the IIHF Statutes, By-laws, Championship Regulations, Sports Regulations and Medical Regulations.

### **1.2 APPLICATION**

The following IIHF Championship Regulations apply to the IIHF Ice Hockey World Championship Division II-III, the IIHF Ice Hockey U20 World Championship Division I-III, the IIHF Ice Hockey U18 World Championship Division I-III, the IIHF Ice Hockey Women's World Championship Division I-II and the IIHF Ice Hockey U18 Women's World Championship Division I, hereinafter referred to as the Championships.

### **1.3 OWNERSHIP OF IIHF CHAMPIONSHIPS**

The IIHF is the exclusive worldwide owner of all rights pertaining to all Championships and competitions as defined by IIHF By-law 201.

### **1.4 HOSTING RIGHTS**

#### **1.4.1 General**

It is the practice of the IIHF to entrust the organisation of an IIHF Championship or competition to a hosting member national ice hockey association, hereinafter referred to as the Host.

#### **1.4.2 Hosting Rights**

The Hosting rights are regarded granted to the Host as soon as the specific Host Country Contract has been signed by the Host and the IIHF after the allocation of the Championship by the IIHF Annual Congress. The hosting rights of the Championship granted to the Host are not transferable to a third party. Inability of the Host to perform in accordance with the IIHF Statutes, By-laws and Regulations can only result in the return of the event to the IIHF or it being reclaimed by the IIHF.

The Host, in accepting the hosting rights and organisational responsibilities, must at all times maintain full hosting and organisational control, and provide at the request of the IIHF interim progress and financial reports.

#### **1.4.3 Host Sub-contractors**

If a Host wishes to subcontract a part of the rights and/or obligations to any third party, the third party and the agreement must be approved by the IIHF Council before any contract will be signed. Where part of the rights and obligations of the Host are subcontracted to a third party, the Host is still fully responsible for the organisation of the Championship in relation to the IIHF and its partners. The Host shall ensure that third parties shall fulfil all obligations according to the IIHF Statutes, By-laws and Regulations pertaining to the Championship.

### **1.5 HOST OBLIGATIONS**

The Host shall organise the Championship on behalf of the IIHF.

The Host must take full responsibility for the organisation of the event in accordance with the IIHF Statutes, By-laws and Regulations without exceptions, and fulfil all organisational responsibilities specified therein and in the Host Country Contract as well as in any separate agreement with the IIHF.

Any agreement entered by the Host in order to fulfil such requirements shall be entered into solely in the name of the Host. The IIHF is not in any way a partner of agreements with third parties subcontracted by the Host.

Member National Associations applying to organise an IIHF Championship are advised to address any variation to the IIHF rules pertaining to the Championship with the IIHF before making the application to host the Championship.

## 2 ORGANISATIONAL PROVISIONS

### 2.1 PROJECT PLAN

A Project Plan has to be presented to the IIHF after the Championship allocation and shall be continuously updated and communicated to the IIHF and serve as the basis for the co-operation between the IIHF and the Host. The Project Plan shall include among others

- Organisation chart, naming all persons and their respective positions
- Time table including all major activities, key decisions and milestones according to the Championship Regulations and other key dates relating to the preparation of the Championship

### 2.2 EXECUTIVE COMMITTEE ("EC")

#### 2.2.1 Executive Members

An Executive Committee ("EC") shall be set up for the organisation of the Championship and the EC shall consist of the following persons, unless otherwise stated by the IIHF:

- Chairman: President of the Host National Association  
Members: Chairman of the Organising Committee unless the President of the Host National Association holds this position

The EC chairman shall be fully responsible and accountable to the IIHF in all matters relating to the organisation of the Championship.

#### 2.2.2 EC Tasks

The EC shall perform among others the following duties:

- Set policies and make decisions, as required;
- Ensure that the Championship is organised according to the IIHF Statutes, By-laws and Regulations pertaining to the Championship;
- Oversee the preparations of the Championship and receive reports on all activities of the Organising Committee(s) according to article 2.3 below;
- Approve and monitor the operating budget.

The EC is responsible for providing the IIHF Directorate (which shall consist of representatives of the IIHF and participating associations) with according reports during the Championship in order to ensure that the Championship is operated in accordance with the IIHF Statutes, By-laws and Regulations pertaining to the Championship.

### 2.3 ORGANISING COMMITTEE ("OC")

#### 2.3.1 General

If the Championship is organised in a single city location the EC may appoint an Organising Committee ("OC").

If the Championship is organised in two cities there shall be beside the EC one Central Organising Committee ("COC"), who shall communicate with the EC and the IIHF on behalf of the Local Organising Committees ("LOC") established by the COC in each city.

#### 2.3.2 OC Members

The OC(s) shall be made up of a representative of the Host National Association and representatives from the respective local civic and ice hockey community. The structure of the OC(s) and the appointments of management positions shall be subject to approval by the EC.

In case of a single city location, the COC or the OC may be chaired by another Host National Association representative than the President and shall be fully responsible and accountable to the EC and the IIHF

in all matters relating to the organisation of the Championship.

If the Host has employed the services of a third party to assist in the organisation of a championship, they may be represented in the OC after the approval of the IIHF.

### 2.3.3 OC Tasks

The OC shall perform among others the following duties:

- Promote and stage the Championship
- Implement decisions made by the EC
- Implement instructions given by the IIHF
- Establish a management and operational structure for the organisation

Prior to the Championship, the OC must inform the IIHF and the participating Member National Associations when requested by the IIHF about all aspects of the organisation of the Championship.

## 2.4 STAFF AND VOLUNTEERS

The Host shall be responsible for appointing qualified persons to the EC and OC(s) to support and to co-ordinate the day-to-day operations before, during and after the Championship.

## 2.5 SITE VISITS

Immediately after the allocation of an IIHF Championship, the Host must contact the IIHF in order to schedule site visits and to discuss all aspects of mutual co-operation related to the Championship, including but not limited to, matters related to broadcasting, advertising and merchandising rights, inspection of arenas, placing of advertising, preparation and production of all materials associated with the organisation and operation of the Championship (i.e. bulletins, journals, posters, programmes, cards, tickets, stationery, statistics, etc.), obtaining of equipment, suppliers and sponsors.

## 2.6 MEETINGS AND MINUTES

The Host is responsible for the writing and distribution of minutes of all meetings between the Host and the IIHF and meetings between the Host, IIHF and any of its partners. Once the minutes are approved, the Host shall distribute the minutes to all parties concerned no later than one week following the meeting.

# 3 FINANCES

## 3.1 REVENUES

### 3.1.1 General

The Host is entitled to all revenues derived from the Championship with the exception of the following:

- Revenues derived from the exploitation of rights owned by the IIHF as further specified in the Host Country Contract

The Host may purchase or be granted additional rights from the IIHF. The revenues derived from the purchase of such rights shall be distributed according to the conditions as specified in each case by the IIHF.

## 3.2 COST RESPONSIBILITY

The Host is obliged to cover all costs related to the organisation of the Championship in accordance with the IIHF Statutes, By-laws and Regulations, unless otherwise stated by the IIHF.

## 3.3 FINANCIAL REPORT TO THE IIHF

The Host shall provide the IIHF with a complete set of management accounts for the Championship. After the Championship the Host shall supply to the IIHF a detailed profit and loss statement.

### 3.4 HOST NATION TAXES, FEES ETC.

The hosting Member National Association shall pay any taxes and/or similar fees levied by the country hosting the Championship on any revenues from the Championship or payments to the participants or to the IIHF.

The Host is obliged to ensure that importation and exportation of objects, products, technical equipment etc. supplied or to be used by the IIHF, the Commercial Partner, TV- and radio broadcasters, official sponsors and equipment suppliers (advertising boards, products for personal use, technical material, equipment material etc.) can be affected free of charge and without any problems. The Host shall guarantee the necessary support or pre-arrangements with customs authorities.

The Host must provide the IIHF and its partners with all necessary official documents for tax-exempt and duty-free importation and exportation of all equipment and material supplied and to be used in relation to the Championship, irrespective of the means of transport.

## 4 VENUES AND FACILITIES

### 4.1 VENUES/CITIES

#### 4.1.1 Number of Venues/Cities

If there are six or more teams participating in the Championship, the Host must have two ice arenas (depending on the playing system and the required ice time for games and practices) corresponding with the IIHF requirements.

The Championship may not be played in more than two ice arenas. Exceptions may be permitted by the IIHF Council after receiving a written request from the Host.

#### 4.1.2 Location of Venues

The IIHF Congress shall approve the arenas and cities.

The Championship shall be played in cities not further than three hours travelling time apart (arena to arena).

#### 4.1.3 Ice Rinks

Game and practice rinks must have guaranteed exclusivity regarding all areas, e.g. dressing rooms, club areas, clean venue rule, catering rights etc., and be reserved for the sole use of the participants of the IIHF Ice Hockey World Championship, during the entire event, including game-free days.

The specification of the ice rinks must comply with the official IIHF Rule Book and have to be fit for purpose one week prior to the start of the Championship and have to be maintained as such throughout the duration of the Championship.

#### 4.1.4 Light Requirements

The lighting strength in the ice pad areas must be at least 900 lux with 600 lux for practice.

#### 4.1.5 Electricity Requirements

The Host is obliged to provide a sufficient supply of electricity in order to organise and broadcast the Championship. The Host shall operate a reasonable Emergency Power Plan, which shall be approved by the IIHF. Electricity usage by TV companies for OB-vans, TV studios etc. shall be supplied by the organiser but paid for by the requesting party.

#### 4.1.6 Environmental Requirements

The Host shall ensure compliance with national environmental legislation relating to the arenas.

The Host shall take all reasonable steps to ensure that there is no smoking in the arena and to prevent the use of air horns. The Host shall ensure that air horns are not sold in any area under their control.

No give-aways shall be distributed without prior IIHF approval.

#### 4.2 Arena Rooms and Facilities

All rooms should be clearly signed and a proper directional signage system (combined with the accreditation zones approved by the IIHF) should guide the various persons easily and quickly through the whole venue.

##### 4.2.1 Allocation of Rooms

The allocation of rooms with all relating details, such as office equipment and basic furniture needed to fulfil the purpose of each room, will be laid down on occasion of a site visitation. The minutes of the site visit together with an attached floor plan shall be signed by the IIHF and the Host. The IIHF may request and/or approve changes of the allocation of rooms. However, any such request must be made at the latest three (3) months before the Championship.

##### 4.2.2 Team Dressing Rooms

Each participating team shall be allocated a permanent dressing room (approximately 80 m<sup>2</sup>) with additional rooms attached to it to host showers (min. 6), WC (min. 3), coaches room (approx. 10 m<sup>2</sup>), massage room (approx. 10 m<sup>2</sup>), storage (approx. 10 m<sup>2</sup>), and drying facilities and a TV set with the live signal of all games in both venues. Each dressing room should have enough seats/spaces to hold the number of players specified under Official Participants (7.4) and in the relevant IIHF Bylaws.

If the arena does not provide appropriate dressing rooms within 2 minutes walking time between the dressing room and the access to the ice, the host has to provide game dressing rooms as close to the ice as possible.

##### 4.2.3 Team Stretching and Warm-up Area

The Host shall provide a stretching and warm-up area to be shared by the teams playing in the arena. The area shall be equipped with sufficient stationary bikes, floor matting and adequate ventilation and security.

##### 4.2.4 Game Official Dressing Rooms

Referees, linesmen and their stand-bys, hereinafter referred to as Game Officials, shall be allocated dressing rooms (minimum of 15 m<sup>2</sup>) with a shower and WC in each arena. If two or more games are played per day in one arena, two dressing rooms for Game Officials shall be provided if required by the IIHF. Dressing rooms for game officials shall be located in other sections of the arena than those of the participating teams. A drying facility for the equipment of the officials shall be provided in the arena or the hotel.

###### 4.2.4.1 Equipment and Service Game Officials Dressing Room

The host must provide the following services for all Game Officials:

- Equipment and repair service;
- Skate sharpening service;
- Laundry service (incl. laundry bags) for uniforms and underwear after each game and practice preferably provided inside the arena;
- Cleaning service for the dressing room between the games;
- Shower Towels for each Game Official and each Stand by + wipe down towels for between periods;
- Personal hygiene article such as Shampoo, Conditioner, Hair grooming, cleaning soap, mouth wash and hankies;
- Drink service delivered to the dressing room (Water bottles (sealed), energy bottles (Gatorade or similar) and coffee / tea);
- Snack service delivered to the dressing room (Assortment of fruits (Banana, apple, orange...), energy bars and chewing gum.

#### 4.2.5 Doping Control Station and First Aid Room

The Host shall provide a Doping Control Station and a First Aid Room as close as possible to the ice-rink and the player dressing rooms. The rooms shall be connected with rubber floor matting to the dressing rooms and equipped and operated in accordance with the IIHF Medical Regulations.

#### 4.2.6 Statistical Service

The Host shall provide working space in the arena for the service of the IIHF computer statistic system HYDRA. This server room has restricted access and should be located close to the time keeping bench and provide working space for three persons. Equipment and connections must be provided as specified in the Host Country Contract and the environment must be suitable in regard to temperature and ventilation to run powerful computers.

#### 4.2.7 Directorate Meeting Room

The Host shall provide a spacious (for approx. 20 persons) and adequately furnished and equipped room (television set with DVD-Player, flip chart, beamer) for directorate meetings. Mail and information boxes for each team, directorate members and supervisors shall be set up within or in the vicinity of the meeting room. The Host is responsible for preparing all documentation for directorate meetings, under the guidance of the IIHF. The Host is also responsible for providing a minute-taker for all directorate meetings, and for producing and distributing said minutes, following their approval by the chairman.

#### 4.2.8 IIHF Staff Office

The Host must provide in each arena one office with up to 3 working spaces in total with necessary equipment installed and ready to be used 2 days prior to the Championship. The equipment shall include, but not be limited to sufficient lighting, a telephone with international access, fax machine, copy machine, printer and 3 lines for simultaneous internet access.

#### 4.2.9 Media Service

The Host shall provide media services according to Chapter 14 below, which include the provision of the following facilities:

- Media Centre: Room or tent offering convenient working conditions for up to 30 accredited journalists and reporters;
- Media Tribune: 30 seats per game in the spectator area of each arena to accommodate print media journalists. The seating area shall be the same throughout the whole Championship and they shall be located as approved by the IIHF, taking in consideration existing media facilities;
- Commentator Positions: Where necessary, up to 10 positions (each comprising 3 seats) per game in the spectator area of each arena for commentator positions (TV and Radio). The seats shall be the same throughout the whole Championship and they shall be located on the same side as the main camera platform as close as possible to the centre of the ice surface;
- Press Conference Room: Separate room suitable for press conferences with space for up to 25 persons;
- Mixed Zone: Sufficient amount of space for media interviews in the arenas located as close as possible to the player dressing rooms and the press conference room. The Mixed Zone shall be of adequate size to accommodate all interested media representatives with easy access from the media zone.
- Photo Copy Centre: An office or facility as close as possible to the Office for Game Statistics according to article 4.2.6;

#### 4.2.10 Transportation Centre

The Host shall provide a fully equipped transportation office/desk according to Chapter 8 below. The transportation office/desk shall be located within or in the vicinity of each game arena.

#### 4.2.11 Accreditation Centre

The Host shall provide an Accreditation Centre within or in the vicinity of each game arena. The centre shall be fully equipped and operated by the host.

The Accreditation Centre shall have direct public access and there shall be ample working space in the centre allowing a flow of larger groups of people.

#### 4.2.12 Broadcasting Infrastructure

The Host must provide sufficient and suitable space and infrastructure in the arena for any TV and Radio broadcasting in accordance with Chapter 13. The broadcasting infrastructure includes, but is not limited to, availability of electricity, telephone lines, internet connections and TV facilities like camera podiums and camera instalments at the ceiling (i.e. video goal judge camera), walls etc.

Where needed, the Host shall provide space for TV studios upon request by the respective TV companies, but not creating any loss on spectator seats ("Seat Kills"). Requests must be made not later than six (6) months before the Championship.

#### 4.2.13 Arena Public Area

The public area in the arenas and direct vicinity shall be available for activities such as advertising, product placement and general information. In case permission by public authorities is needed for activities according to above, the Host shall apply for such permission on behalf of the IIHF.

## 5 COMPETITION

### 5.1 IIHF SPORTS REGULATIONS AND IIHF OFFICIAL RULES

The Host is obliged to comply with the IIHF Official Rule Book and Sport Regulations without exceptions.

### 5.2 LETTER OF INVITATION

The Host must arrange for letters of invitation and necessary support related to entry visas and for all necessary approvals for the entry of all teams and official participants, the IIHF representatives and Commercial Partner clients (official suppliers, sponsors, broadcasters etc.) and their material, even when no diplomatic relations exist between the host country and that of official visitors.

### 5.3 TEAM HOSTS

The Host must assign a Team Host to each participating team and the group of the Game Officials and this Team Host shall serve as the contact person between the Host and the respective teams. The Team Hosts must be able to speak fluent English and the native language of the respective team.

### 5.4 GAMES SERVICES

The Host must provide the following services for all participating teams and Game Officials:

- Uniform service according to the IIHF Uniform Service Procedure if applicable;
- Equipment repair service;
- Skate sharpening service;
- Laundry service (incl. laundry bags) for uniforms and underwear after each game and practice;
- Towel service for games and practices;
- Sufficient pucks (approx. 50 per team) for practices, pre-game warm-ups; Official game pucks will be provided by the IIHF;
- Drink- and snack service delivered to the respective dressing rooms for games and practices;
- Cleaning service for the dressing rooms, hallways, player- and penalty benches after warm-up and between periods.

### 5.5 CEREMONIES

The Host must provide sufficient personnel to ensure that the IIHF protocol as described below is implemented precisely.

### 5.5.1 Flags

The arena must be decorated with national flags of the same dimensions and hanging from a similar height for all of the participating teams in the IIHF Championship. The flags are to be positioned from left to right (seen from the main tribune) in order of seeding as teams enter the Championship. The IIHF flag may be positioned at the start, the end or in the middle of the national flags. The flags may be positioned in the arena in an appropriate location for maximum visibility. The size of the IIHF flag does not need to be the same as the national flags. The Host must verify the authenticity of the respective national flags and anthems.

### 5.5.2 Official Music

The Host is obliged to use the official IIHF music as provided in the opening and closing ceremonies, in pre-game procedure as teams enter the ice surface, and as specified in the Use of Official IIHF Music guidelines. The Host shall report the use of the official IIHF music to the respective collecting society (GEMA, SUISA, BIEM, etc.) and is responsible for any and all charges arising from the use of any copyright music.

### 5.5.3 Opening Ceremony

The Opening Ceremony plan shall be presented to the IIHF for approval no later than 4 weeks prior to the Championship.

The opening ceremony shall be festive and take no longer than 15 minutes. . It should not involve fire or other pyrotechnic effects which could jeopardize the quality of the ice for the first game. After the marching-in of the flag bearers, the flag of the host country will be hoisted while the country's national anthem will be played. This is then followed by the ceremonial speeches followed by the IIHF directorate chairman, who will declare on behalf of the IIHF, that the Championship is officially opened. Upon request of the host national association the representative of state may open the Championship with the following wording: "On behalf of the International Ice Hockey Federation, I hereby declare the ...[year] IIHF Ice Hockey ...[category] Championship ...[division] opened". After this declaration the IIHF music will be played and the flag bearers will march off and leave the ice surface.

### 5.5.4 Pre-Game Ceremony

Approximately 3.5 minutes before the scheduled starting time of a game and during the playing of the Championship music, both teams will enter the ice surface one after the other, and stand on their respective blue lines with the referee(s) and linesmen standing in front of the timekeeper's bench. Team captains will come forward to the game officials, exchange pennants, and shake hands while the announcer introduces the starting line ups. After that, the team skates to their goalie and then back to the bench, with only the starting players remaining on the ice. The opening face-off shall take place at the exact scheduled starting time of the game. For precise timing see the IIHF Pre- and Post- Game Countdown.

### 5.5.5 Post-Game Ceremony

Immediately after the game is finished, both teams shall line up on their respective blue lines. The best player of each team will be awarded and after the awards have been presented the game officials will line up on the red line. The national anthem of the winning team must be played and at the same time their national flag shall be hoisted if possible. All players shall face the flag with helmets off and in a respectful fashion. At the conclusion of this, all players of both teams will shake hands and leave the ice. For exact timing see the IIHF Pre- and Post- Game countdown.

### 5.5.6 Championship Awards

The cups and awards to be presented at the conclusion of the Championship by sponsors and suppliers according to article 12.8 below shall be presented with the participation of IIHF representatives on the ice surface. Any other award presenter has to be approved by the IIHF. The cups and awards may include, but not be limited to, the following:

- Best 3 teams in the tournament (gold, silver, and bronze medals, trophies, awards)
- Best players (Goalkeeper, Defence, Forward) in the tournament (nominated by the Directorate)
- Best 3 players of each team in the tournament
- Most valuable player of the tournament
- All-star Team

Other awards such as a leading scorer award or a fair-play trophy or similar may be provided by the Host but must be approved by the IIHF. Any other presentations may be made only with the approval of the IIHF.

#### 5.5.7 Championship Cups and Medals

The IIHF provides the Host with the IIHF World Championship Award, and awards for the, 2<sup>nd</sup> and 3<sup>rd</sup> place together with a set of gold, silver and bronze medals.

#### 5.5.8 Victory and Closing Ceremony

The Closing Ceremony plan shall be presented for the approval of the Chairman of the Directorate before the second-to last game day and should follow approximately the script below:

The gold, silver and bronze medal winning teams will be declared immediately after the post-game ceremony of the final game by the IIHF President, or directorate chairman, accompanied by the President of the host national association. The three medal winning teams will stand in an open square facing the main tribune with the gold and silver medal teams on the blue lines with the bronze medal team along the boards between the blue lines facing the tribune. At this point the individual award winners will come onto the ice surface to receive their awards by the representatives of sponsoring companies accompanied by IIHF representatives and organising committee representatives.

- Best players (Goalkeeper, Defence, Forward) in the tournament (nominated by the Directorate)
- Other individual awards (approved by the IIHF and accepted by the Directorate)

After being awarded, these players will take their place inside the open square along with the three winning teams. Then the 3 winning team trophies and the gold, silver and bronze medals are presented to the players and team officials by IIHF Council Members who place the medals around the necks of the players and team officials. The medals have to be worn by the players and team officials around the neck in respectful manner for the duration of the closing ceremony and the following post-game mixed zone and media conference procedures. Any infraction of that rule will be reported to the IIHF Disciplinary Committee and could result in additional disciplinary sanctions under IIHF Bylaw 1001. Finally, the national anthem of the gold medal team will be played while the flags of the three medal winning teams are hoisted.

If the Championship structure is designed so that only 2 teams are available for the victory- and closing ceremony, the bronze medal award ceremony may also take place after the bronze medal game.

After all awards are presented, the IIHF President or directorate chairman will declare the Championship closed:

"On behalf of the International Ice Hockey Federation, I hereby declare the [year] IIHF Ice Hockey [category] Championship [division] closed". After this declaration the music of the IIHF will be played. The exact timing and scripting of the ceremonies will be elaborated between the Host, the IIHF, and the Commercial Partner, and are subject to IIHF approval.

#### 5.5.9 Banquets

The Host may propose to the IIHF to organise a banquet during the Championship, in which case the official speakers will be the President of the host national association and the President of the IIHF or the designated directorate chairman. Special awards may be presented if provided and agreed by the IIHF, the Host and the respective sponsors.

#### 5.5.10 Gifts for Hosts

The IIHF gifts for the Hosts of the Championship will be presented to the deserving officials sometime prior to the final game of the Championship.

## **6 MEDICAL AND DOPING**

The Host must ensure that the medical and doping control regulations as specified in the IIHF Medical Regulations are fulfilled.

### **6.1 HEALTH CARE**

The Host must prepare, present and operate a complete medical program for players and spectators, including but not limited to, taking appropriate measures in the areas of doping control, health care services, nutrition and hydration standards, air quality control, medical supplies, medical services and staffing, and provide fully equipped medical facilities in each arena as laid down in the IIHF Medical Regulations.

## **7 ACCOMMODATION AND BOARD**

### **7.1 GENERAL**

The Host is obliged to provide accommodation and full board (breakfast, lunch, dinner) to the persons listed in article 7.4 below, hereinafter referred to as Official Participants.

The Official Participants (if not otherwise stated below) are entitled to accommodation and meals in 3 star hotels of high quality beginning at noon the day before the Championship begins until the official Championship mission for the participant concerned is terminated (incl. reasonable time to arrange for their earliest departure, generally 24 hours.)

The IIHF shall approve the specific hotels in which the teams, game officials, IIHF will stay during the Championship. The approval of hotels according to the above shall be made no later than six (6) months before the Championship. Any change thereafter requires the written approval of the IIHF.

### **7.2 HOTEL RESERVATIONS**

The Host shall confirm hotel room rates and room availability as given in the Bid Project Plan six months prior to the Championship.

The IIHF shall advise the Host at least 3 months prior to the Championship of the number of rooms required.

The Host is obliged to fulfil additional requests for hotel rooms for Official Participants as listed in article 7.4 below. The Host is also obliged to make reservations on behalf of the IIHF for persons not listed in Chapter 7.4, such as but not limited to, IIHF Committee members, IIHF Honorary Members, IIHF photographers and writers, guests and partners.

Any costs related to accommodation for persons not listed in Chapter 7.4 shall be paid by the guest concerned at the time of check-out, unless otherwise stated by the IIHF.

The Host shall make additional rooms available, especially for teams, at the same room rate they have negotiated for the Official Participants.

In addition the following items shall be available at each hotel for the official participants:

- all rooms should have an own bathroom (shower, toilet)
- TV
- free internet access
- all meals buffet style (three courses)
- providing buses on request for the day-off excursion

### **7.3 MEALS AND MEAL MONEY**

All participants listed in article 7.4 are entitled to breakfast at their respective hotels.

The host has to provide meals free of charge for the maximum number of players and officials as specified in the IIHF Bylaws. Additional meals have to be paid by the respective team.

Breakfast for participating teams shall be served in a reserved breakfast area or in a private meeting room with dedicated breakfast buffet. No other hotel guests may disturb teams during meals. Hot meals must be available for lunch and dinner and after evening games, until midnight.

For game officials, IIHF Council and IIHF staff, two main meals per day may be covered by cash payment from the Host in the Host Nation currency (Meal Money) if more practical.

The Host must ensure that the nutrition and hydration standards specified in the IIHF Medical Regulations are fulfilled.

## 7.4 OFFICIAL PARTICIPANTS

### 7.4.1 Participating Teams

If practical, all participating teams shall be accommodated in the same hotel. Whenever possible, the IIHF Tournament chairman must also be accommodated in the team hotel. Each team shall be provided with single rooms and double rooms as specified below. The Host shall use its best endeavour to fulfil additional room requests for the team delegation at the cost of the respective national association. Where teams are accommodated in more than one hotel, the hotels should be of equal standard.

WM II	11 double rooms, 6 single rooms
WM III	10 double rooms, 6 single rooms
WM20 I	11 double rooms, 6 single rooms
WM20 II	11 double rooms, 6 single rooms
WM 20 III	10 double rooms, 6 single rooms
WM18I	11 double rooms, 6 single rooms
WM18 II	11 double rooms, 6 single rooms
WM18 III	10 double rooms, 6 single rooms
WW I	11 double rooms, 6 single rooms
WW II	11 double rooms, 6 single rooms
WW III	10 double rooms, 6 single rooms
WW18 I	10 double rooms, 6 single rooms

Conference rooms must be provided for the participating teams in their hotel and the conference rooms shall be equipped with flipchart, and a Television set with a DVD player.

Any reported damages caused by one of the teams have to be paid directly on site. If this is not possible, the amount will be deducted from the MNA's IIHF account after the championship. The caused damage has to be addressed to the team leader on site. The OC, together with the hotel and the team leader then fill out the "IIHF Damage Declaration Form" to be signed by each party listing the details of the damage and the amount to be reimbursed. If the parties cannot agree, the IIHF Chairman will evaluate the situation and specify the amount of the damage. This also applies for any damages inside the venue.

### 7.4.2 Game Officials

All referees, linesmen and assigned IIHF Referee Supervisors shall be provided with accommodation, starting 2 days before the first game until one day after the conclusion of the championship. Each of the assigned IIHF Referee Supervisors shall be provided with a single room and the referees and linesmen shall be provided with shared double rooms as specified below.

4 team tournament	2 single rooms	4 double rooms
6 team tournament	2 single rooms	6 double rooms
8 team tournament	2 single rooms	9 double rooms
9 team tournament	3 single rooms	9 double rooms

The IIHF reserves the right to request additional rooms and/or variations to the above schedule depending on the location of the venues and facilities being used to stage the World Championship and the varying game officials assignments given by different circumstances.

The assigned game officials shall also be given use of one conference room equipped with a flip chart and DVD player connected to a TV set (min. screen 61 cm), and if possible a PC projector with cabling and a screen at their hotel.

The meeting room for the game officials in their hotel shall be available to them during the whole period of the championship following the schedule provided by the IIHF Referee Supervisor. Photocopy service at the hotel shall be provided free of charge according to the requests of the IIHF Referee Supervisor. The assigned Game Officials are entitled to cash payment from the Host in order to cover incidental

expenses in relation to the Championship in accordance with IIHF By-Law 1207.

#### 7.4.3 IIHF Representatives

Upon request the Host must provide appropriate hotel rooms for IIHF representatives and guests.

- IIHF President with spouse: suite
- IIHF Championship Chairman double room
- IIHF General Secretary with spouse: one double room
- One IIHF office representative per venue: double room

#### 7.4.4 Medical Doping Control Supervisors

Each of the IIHF Medical Doping Control Supervisors, assigned to the Championship by the IIHF Council, shall be provided with a single room.

#### 7.4.5 IIHF Result Managers and IT Personnel

Up to two persons per venue working for the IIHF statistics service shall be provided with one single room per person. One day before the championship starts until the day after it ends.

#### 7.4.6 IIHF Disciplinary Operators

Up to 2 persons per venue working for the IIHF Disciplinary System shall be provided with one single room per person one day before the Championship starts until the day after it ends.

## 8 TRANSPORTATION

### 8.1 GENERAL

The Host must provide ground transportation to the official participants listed in Chapter 7.4 from the time the participants arrive at the nearest airport approved by the IIHF until their departure after the Championship mission of the participant concerned has ended. Official participants will be responsible for making their own flight arrangements to the IIHF approved airport. Upon their arrival, transportation will be within the responsibility of the Host. The Host shall provide transportation between hotels and ice arenas for games, practices, and meetings and between the hotels and the nearest airport approved by the IIHF.

### 8.2 TRANSPORTATION DESK

The transportation desk according to article 4.2.10 above shall be operational from 2 days prior to the championship until one day after the Championship has been concluded. The transportation centre shall be attended before, during and after each game and practice. A transportation contact has to be available 24h/day by phone.

### 8.3 TRANSPORTATION SERVICE

The following forms of transportation are required:

- Dedicated Buses and luggage vans for teams, if applicable
- One dedicated vehicle (van or car) for each participating team for use at their own discretion
- Buses, minibuses and cars with local drivers for directorate members, referees and linesmen;
- Transportation between main hotels and the arenas;
- Appropriate transportation for the Championship Chairman, IIHF Supervisors, IIHF staff, IIHF statistics staff and other duly accredited persons;

Parking access in the direct vicinity of the arena should be provided for one vehicle of each of the participating teams

In addition to the above, the Host shall use its best endeavours to enter an agreement with the public transportation service in order to provide free public transportation for persons with a valid Championship accreditation.

## **9 ACCREDITATION**

### **9.1 IIHF ACCREDITATION GUIDELINES**

The Host shall operate an accreditation system to safeguard access control to the respective areas according to the IIHF Accreditation Guidelines.

### **9.2 ACCREDITATION CENTRE**

The Host shall set up an Accreditation Centre according to article 4.2.11 above.

The Host shall provide an accreditation system to be operated by the Host. The Host may request to use the IIHF Accreditation System HERMES. The personnel who will work at the Accreditation Centre must be educated by the Host well in advance of the Championship

### **9.3 ENTITLEMENT TO ACCREDITATION**

Accreditation cards, which guarantee free admission to the ice arenas, to the respective zones and services as specified on each card, must be approved by IIHF together with the Host and must be issued for:

- All Official Participants as listed in Chapter 7.4 above;
- Host personnel, volunteers; arena vendors and security;
- Accredited TV and radio personnel approved by the IIHF
- Accredited print media journalists, approved by the IIHF and the Host, who have confirmed on their application form that they are not working for television or radio companies;
- Suppliers and personnel working with computers, scoreboard, the video goal judge procedure and equipment repair service shall be given access to the rooms and spaces needed to fulfil their duties in at the Championship;
- Technical staff approved by the IIHF with access to sections needed to secure their interests and for fulfil their tasks in relation to the Championship;
- IIHF partners such as Supplier Pool Members;
- IIHF Committee members and guests as specified by the IIHF;

## **10 TICKETING AND SEAT RESERVATION**

### **10.1 HOST RIGHTS**

With the exception of the reserved seats and the “seat kills” specified in these Championship Regulations or arising from necessities related to sponsor or broadcaster services or technical needs, the IIHF grants the right to the Host to sell tickets to all remaining seats.

### **10.2 IIHF TICKETS**

The Host shall reserve up to twenty (20) seats per game in each arena for the IIHF, hereinafter referred to as the IIHF seats.

The IIHF seats shall be of the best category and in the best location in each arena and the seats shall be located within the same block of the spectator area during the whole Championship. The Host shall handle the administration of the IIHF tickets and/or seats according to instructions given by the IIHF.

The IIHF shall use seats at its discretion.

### 10.3 PARTICIPANT TRIBUNE

The Host is obliged to provide a tribune of 60 seats in each arena with adequate and good seating for accredited team players, team officials, coaches and game officials, hereinafter referred to as the Participant Tribune. The seats shall be the same throughout the whole Championship and they shall be approved by the IIHF.

In addition to the above, each participating team shall receive free tickets to their own games as follows:

Women's Div I and II Competitions	min. 28
Women's Div III Competitions	min. 26
Juniors Div I and II Competitions	min. 28
Juniors Div III Competitions	min. 26
Men's Div I and II Competitions	min. 28
Men's Div III Competitions	min. 26

### 10.4 MEDIA TRIBUNE

#### 10.4.1 Print media journalists

The Host must provide up to 20 seats per game and arena for accredited print media journalists.

### 10.5 PHOTO POSITIONS

The Host must provide space for up to 15 photographers in the arena and 6-8 positions on the ice-level in the corners of the rink.

### 10.6 TEAM STAFF POSITIONS

The Host shall provide five seats per team to be used by the team officials at each of their own games. They shall be in a good position with unrestricted view to the ice-level.

## 11 ADVERTISING RIGHTS

### 11.1 CLEAN-VENUE RULE

The Host is obliged to remove any and all advertising from all arenas, facilities and areas to be used in relation to the Championship which are not listed under 11.3 and 11.4.

### 11.2 ADVERTISING POLICY

All advertising in relation to the Championship shall be in accordance with the legislation of the Host Country. The Host has to inform the IIHF of any such legislation.

Advertisements with political, racial or religious content and advertising of alcohol (except beer), tobacco and pornography are prohibited. Advertising touching moral and ethical issues requires prior written approval of the IIHF.

### 11.3 ADVERTISING INSIDE THE ARENAS

The advertising opportunities include the following areas and will be regulated in the respective Host Country Contracts.

#### 11.3.1 Rink-side Area

Includes the following areas inside the game and practice arenas:

- Boards surrounding the ice rink; no second level permitted
- Within the team and penalty benches area, under the condition that the advertising does not obstruct the spectators' view
- under-ice areas as specified by the IIHF in the respective Host Country Contract
- Area(s) of the official timing clock and the score board
- Ice re-surfacing machines

- Verbal advertising via loudspeakers - only when there is a stoppage in play
- Any further advertising possibilities within the arenas/halls, such as safety nets/glass and product placement, in the spectators area
- Backdrop advertising board to be used during all interviews in the entire Mixed Zone the Media centre and post-game press conference area

Any other advertising and/or identifications inside the arenas are forbidden, unless permitted specifically on a case-by-case basis by the IIHF.

Any other advertising possibilities inside the arenas can be approved and awarded by the IIHF to the Host in the Host Country Contract.

#### 11.4 OUTSIDE THE ARENAS AND THEIR IMMEDIATE VICINITY

The advertising opportunities include the following areas outside the arenas and are regulated in the respective Host Country Contract:

- Advertising on flags and banners;
- Advertising in the air (captive balloons etc.), as far as municipal authorities approve this;
- Advertising on the outside wall and perimeter as defined and agreed during a site visit by the IIHF.
- Advertising on the spaces located in front of the arenas, as far as municipal authorities approve this, such as game and training areas and the spaces located directly inside and outside of the arenas, press centres, VIP lounges etc, under the control of the arena owner/manager. The exclusivity for the spaces above is only limited to the powers of control of the arena owners/managers.

The advertising rights outside the arenas are principally held by the Host.

Any other advertising possibilities outside the arenas can be approved and awarded by the IIHF to the Host.

#### 11.5 COMMERCIAL BREAKS

Upon request the IIHF may grant the right to use game breaks for TV advertising if applicable, for live televised games of the Championship.

According to IIHF Sport Regulations, the Host is obliged to ensure the organisational links between the game controlling bodies (on and off-ice officials) and the correct timing and duration of the commercials placed by television and the proceedings on the ice (whistle and restarting whistle and appropriate game situation). In any case, commercial timeouts must follow the correct procedure, as specified in the IIHF Sport Regulations.

#### 11.6 TEAM UNIFORMS AND HELMETS

The participating teams have been awarded the non-exclusive advertising rights to the jersey (game and practice) and helmets to be worn during all games and official practices by the players and official team representatives on the player bench.

The revenue generated from the sales thereof is the sole property of the respective national federation. The advertising on the uniforms and helmets of game officials is limited as follows:

- On the helmet's front side with max. size of 16 cm x 5.5 cm
- On both sleeves of the jersey, located above or below the number on the shoulder, with max size of 22cm x 8cm

A maximum of two different sponsors is allowed. If the front of the helmet is not used for advertising, the manufacturer's logo must be covered according to IIHF Supplier Pool Regulations.

Should a participating team find a sponsor for the team jersey and/or helmets, such advertising and the agreement with the sponsor must be approved by the IIHF no later than 30 days prior to start of the event.

## 11.7 GAME OFFICIAL UNIFORMS AND HELMETS

The advertising on the uniforms and helmets of the game official is limited as follows:

- On the helmet's front side with max. size of 16 cm x 5.5 cm
- On the breast part of the front and back side of the jerseys with max. size of 455cm<sup>2</sup>
- Other advertising possibilities as established and approved by the IIHF

A maximum of two different sponsors is allowed. If the front of the helmet is not used for advertising, the manufacturer's logo must be covered according to IIHF Supplier Pool Regulations.

Should a Host find a sponsor for the jersey and/or helmets, such advertising and the agreement with the sponsor must be approved by the IIHF no later than 30 days prior to start of the event. After the agreement is approved, the IIHF will inform the respective referees and linesmen about the advertising and the fact that they must wear it.

The organiser bears all the costs of placing the advertising onto the jerseys and helmets. In case of permanent damage, the organiser has to remunerate the costs of replacing the jersey or helmet.

The income for the advertising on the referees and linesmen shall be divided as follows:

- 50 % to the Host
- 50 % to the IIHF

## 11.8 FAN DATA

When requested by the IIHF, the Host shall provide the IIHF all fan data available to the Host and the ticketing provider for marketing purposes. To that end, the Host shall transfer to the IIHF all of the fan data necessary for marketing purposes which are in its possession and cause the ticket provider contracted by the Host to transfer all such fan data to the IIHF as the ticket provider may not have provided to the Host.

The Host shall ensure, and shall cause the ticket provider to ensure, that the ticket purchaser provides all the necessary consents to be able to implement the above said transfers and use of the fan data for marketing purposes by the IIHF in compliance with all applicable data protection and other relevant laws and regulations.

## 12 LICENSING AND MERCHANDISING RIGHTS

### 12.1 SPONSOR AND SUPPLIER CONTRACTS

The Host has the right to conclude contracts with suppliers of equipment and services to be used in the organisation of the Championship, hereinafter referred to as Organisational Equipment, including but not limited to cars, photocopiers, computer hardware, cameras, DVD players/recorders. DVDs, beverage service, as agreed upon depending on the needs of the Host.

These cannot be in direct competition with IIHF supplier or sponsor categories.

### 12.2 ORGANISATIONAL EQUIPMENT

#### 12.2.1 Host Requirements

The Host must provide the Organisational Equipment as required by these Championship Regulations

#### 12.2.2 Cars and photocopiers

Should the Host not be in a position to contract any equipment suppliers in the product categories cars and copy, then the Host shall cover these product categories or entrust a third party with its coverage at the cost of the Host.

### 12.3 OFFICIAL CHAMPIONSHIP IDENTIFICATION(S)

#### 12.3.1 Host Rights

The Host has the right to design and use the Official identification(s) (identification, mascot, colours, lettering, music etc.) of the Championship for commercial exploitation and to enter into corresponding

agreements. No paid or unpaid advertising shall be included in the identification(s). Any costs related thereto shall be borne by the Host and the Host shall be responsible for the necessary protection of the identification(s).

The design of such material has to be approved by the IIHF before any production.

The IIHF has the non-exclusive right to use all official identification for promotional purposes.

### 12.3.2 OFFICIAL MASCOT

The Host has the right to design, produce, market and sell the official mascot for the Championship before and during the Championship.

The Host must conform to the IIHF protocol regarding the usage of the mascot.

## 12.4 PRINTED MATERIAL

### 12.4.1 General

All printed promotional and manufactured materials as well as products related to the Championship such as Championship logo and the official mascot must contain the official title of the Championship and the IIHF identification (logotype). The IIHF must approve all such material and products before the production may begin.

### 12.4.2 IIHF Rights

The IIHF has the right to use for free up to five (5) pages in all IIHF Championship Programs for its public relations and information purposes.

As requested by the IIHF, the Host shall print information on the backside of the tickets or on boards by the arena entrance regarding spectator policies including statements that smoking is prohibited in the playing and spectator area and that the organiser has the right to act against advertising violations and/or ambushing.

## 12.5 MERCHANDISING RIGHTS

The Host has the right to design, produce, market, and sell merchandising products in relation to the Championship

## 12.6 OFFICIAL TITLES

The Host has the right to hold, market, and sell official titles such as:

- Official Main Sponsor
- Official Sponsor
- Official Outfitter
- Official Partner
- Official Supporter
- Official Products and or Services
- Official Supplier
- Official Licensee
- Official Timekeeper/Timing Service
- Official Broadcaster
- Official Product
- Any similar titles

## 12.7 COMMEMORATIVE COINS, MEDALS, PLAQUES, STAMPS ETC.

The Host has the right to issue licences for the production and distribution of commemorative coins, medals, plaques and stamps (etc). The design of these products needs to be approved by the IIHF.

## 12.8 SPONSORED CUPS AND AWARDS

The Host has the right to arrange for cups and awards to be presented by its partners to the best players (forward, defence and goalkeeper) of the Championship as well as the Main Sponsor Cup, Fair Play Cup etc. of the Championship.

The awards presented at official ceremonies cannot be in competition with the official IIHF Awards or with IIHF Sponsors or sponsor categories.

All sponsored Awards have to be approved by the IIHF before such a right is granted to a sponsor.

## 12.9 FILM, VIDEO AND CASSETTE RIGHTS

The Host has the rights to produce or have produced films, videos, cassettes and DVDs as well as other sound, vision and/or sound-vision carriers of any kind, regardless of the application mode or storing/recording method (analogue, digital) of the Championship.

## 12.10 NEW MEDIA RIGHTS

### 12.10.1 Rights of the IIHF

Multi-media rights (interactive rights) without restriction of the contents - by means of Internet, SMS, WAP and other future On/Off-Line services and possibilities - are mutually owned by the IIHF and may be granted to the Host.

### 12.10.2 Host Rights

The IIHF hold all the rights to Internet web pages related to the Championship. However, such rights may be awarded to the Host in order to create a solid base of information about the Championship during the pre-event period. In this case, the rights shall be awarded to the Host according to the following conditions:

- The IIHF shall approve the design and the languages of the homepage;
- No advertising is allowed on the web page which is in competition to the official Championship Sponsors;
- The web page must contain the Official IIHF Championship title and identification as well as the official IIHF logotype;
- A complete documentation of the user profile with results and statistics must be included in the Final Documentation to be sent to the IIHF according to Art. 15 below;
- The Host web page can be hosted by the IIHF and if not, the web page address must be known to the IIHF in order to build a link between the IIHF official web page and the Host web page;
- The homepage must be delivered to the IIHF after the tournament in electronic form as specified by the IIHF.

## 13 BROADCASTING

### 13.1 NON-EXCLUSIVE RIGHTS OF THE HOST

The broadcast and/or transmission rights are subject to the copyright remaining the property of the IIHF.

#### 13.1.1 National Transmission Rights

The non-exclusive TV rights granted to the Host are limited to the free to air terrestrial based transmission of the event solely to the national territory of the Host during and not longer than three days following the event.

The Host must advise the IIHF of all international and national requests and/or enquiries regarding the broadcasting of the event. The IIHF will review all such requests including cable, satellite, pay per view, pay per request and other distribution opportunities with the organiser.

The IIHF retains the right to enter agreements with TV stations and web casting providers that transmit their programme cross-nationally (e.g. Eurosport, ESPN etc.)

The Host may have a television broadcast partner, if any, serve as the host broadcaster for this event. This broadcast partner shall provide a feed of all produced games to the IIHF for redistribution to the federations, at rate card.

The Host is not permitted to sell television broadcasting and/or transmission rights to any broadcaster and/or station carrying the signal from the event to be re-financed, sponsored and/or presented by any company and/or product and/or service which conflicts with the current IIHF sponsor and/or advertiser product or service categories.

#### 13.1.2 Web casting

The rights granted herein also include the non-exclusive live web casting rights to transmit any audio, TV or video signal related to the event via Internet within the national territory of the organiser. Moreover, they include the worldwide non-exclusive web casting rights to transmit game highlights after the end of each individual game.

#### 13.1.3 TV Commercial Breaks

Requests to use commercial breaks during televised games have to be approved by the IIHF before any TV contract including this right may be signed.

### 13.2 HOST OBLIGATIONS

#### 13.2.1 General

The Host must fully comply with all television related commitments and allow any Broadcasting Partners to produce an international signal of any Championship games they wish.

#### 13.2.2 Game Schedule

The Host must prepare the game schedule for the Championship in accordance with By-law 616 and the IIHF Sport Regulations. The Game schedule shall be finally approved by the IIHF and the participating teams no later than the IIHF Semi-Annual Congress prior to the Championship.

#### 13.2.3 TV Infrastructure

The Host, in agreement with the IIHF, must provide support in the setup of the specified required television related infrastructure as well as space for the TV transmission vans, production trucks and other technical vehicles required (PTT etc.) as well as appropriate facilities (camera positions, inclusive camera platforms and roof camera mountings, studio facilities, production offices, electric power supply, illumination, telecommunication lines) as required for the performance of any functions by the TV and radio broadcasters contracted by the Host or by the IIHF.

The Host must provide for any requirements necessary for the impeccable installation of the technical equipment prior to the start of the Championship and is responsible for the security of the entire TV equipment within and outside the arena(s), as well as to ensure undisturbed working conditions for camera crews with appropriate security measures.

#### 13.2.4 Documentation of live game coverage

In the event of national and/or international live game coverage, the broadcaster must record on DVD all produced games (televised or otherwise) for the IIHF archives.

All records must be labeled in English according to the content including event title, dates(s) of the game(s), number(s) of the game(s), names of the teams and venue. All recordings must have an international sound track (if broadcast internationally) and the local voice-over soundtrack. These records shall become the property of the IIHF from the moment of creation and must be appropriately packaged, labeled and shipped pre-paid freight to the location designated by the IIHF at the latest seven (7) days after the completion of the Event. If the IIHF has not designated a shipping location by the conclusion of the respective Event, the host shall ship the respective records to the IIHF Office.

## **14 MEDIA**

### **14.1 MEDIA CENTRE AND PRESS TRIBUNE**

#### **14.1.1 Media Centre**

Where necessary, the Host must provide a Media Centre with air conditioning and heating installed, and which provides adequate working space with phone and electricity plugs and internet connections (free or at rate card) for any interested print media journalists.

#### **14.1.2 Press Conference Room**

The Host shall provide a Room for Press Conferences for up to 30 persons. The Host shall provide an assistant for press conferences, where needed, in order to achieve a speedy delivery of questions by media representatives during press conferences.

#### **14.1.3 Mixed Zone**

The mixed zone should fulfil any necessary technical requirements and feature a sponsor backdrop (if applicable), to be supplied by the Host.

The IIHF shall approve all details related to the Mixed Zone.

#### **14.1.4 Photocopy Centre**

The Host shall provide a Photocopy Area equipped with a fast and powerful copy machine (at least 50 copies per minute) with sorting and stapling feature to distribute the reports from the IIHF result and statistic system.

#### **14.1.5 Photography**

The right to photograph with strobe light equipment at the games must be approved by the IIHF. A maximum two sets of strobe lights may be installed at the venue.

## **15 STATISTICS AND CHAMPIONSHIP DOCUMENTATION**

### **15.1 INFRASTRUCTURE**

In order to utilise the IIHF statistics system, the Host is required to provide, according to Hydra requirements:

- A direct telephone line and a LAN (min. 100 MB/sec) or WAN (min. 2 MB/sec) connection in each arena's timekeeping bench to connect to the Internet. The plug shall be located at the time keeping bench. Appropriate hardware (incl. laptops and printers) and the operators of the system, who will undergo an appropriate education by the IIHF. The Host will receive from the IIHF the necessary software to operate the statistic system and link it to the IIHF web page.
- Additional min 4 seats with unrestricted view to the ice and the game clock

### **15.2 GAME DVDs**

The Host shall record all games of the Championship (DVD). The Host shall ensure that all rights (copyrights etc.) for the records are assigned to the IIHF and that the IIHF is provided with DVDs of all games. Each participating team shall receive free of charge a DVD of their own games and shall be entitled to use this recording for non-commercial purposes only and as material for technical instruction. The Host shall make DVDs of all games available upon request of the participating teams at moderate costs.

### **15.3 FINAL DOCUMENTATION**

After the conclusion of the Championship, the Host is obliged to provide complete statistical documentation and essential information (hereinafter referred to as Final Documentation.)

The Host shall send one copy of the Final Documentation to each of the participating national associations and one copy to the IIHF office within fourteen (14) days after the termination of the

Championship. Preferably the Final Documentation will be distributed as a CD.

The IIHF Final Documentation must contain at least the following:

- Composition of the Executive Committee and/or the Organising Committee
- Composition of the Honorary Presidency, if established
- Composition of the Championship Directorate and the assisting officials (referee supervisor, medical control doping supervisor, chief statistician and recording secretary)
- List of game officials and off ice officials, including but not limited to referees, linesmen, goal judges, video goal judges, official scorekeepers, assistants to official scorekeepers, timekeepers, penalty box attendants, official announcers and statistical recorders
- Registration of players and officials of each participating team
- Schedule of games with results and final standings
- Team statistics
- Individual statistics
- Awarded teams and players by game / by tournament
- IIHF official game sheets accompanied by any referee game reports
- List of accredited journalists, television and radio reporters, cameramen and photographers.
- A minimum of 10 photographs in digital format from each game in the event, all in colour with the highest standard of quality. The photos must include the name of the photographer, date and identification of the player(s) in the photographs.

#### 15.4 DOCUMENTATION FOR THE IIHF ARCHIVE

In addition, the following original documents must be submitted to the IIHF office within seven (7) days after the conclusion of the Championship:

- Individual Player Entry Forms controlled and signed by the Directorate
- Lists of Team Officials
- Original IIHF official game sheets with eventual game reports and original signatures
- Waivers for under-aged players
- Minutes of all directorate meetings
- Records or minutes of special proceedings
- Report of the Directorate Chairman

For the archives of the IIHF, the Host is obliged to send samples of official posters, coins, game programmes, game tickets, official pins, pennants, pucks and any other type of memorabilia with the identification of the Championship to the IIHF office.

#### 15.5 EVALUATION OF THE CHAMPIONSHIP ORGANISATION

The Host is obliged to make an evaluation and debriefing of the Championship according to guidelines and forms distributed by the IIHF. In addition, the Host shall co-operate with future Hosts, the IIHF and the IIHF Partners in order to pass along experience of Championship organisation to future Hosts.

## 16 INSURANCE

### 16.1 EVENT CANCELLATION AND ABANDONMENT INSURANCE

The Host shall, at its own expense, secure and maintain comprehensive insurance coverage with an insurer of recognised international standard to cover all risks of the ascertained net financial loss (revenue, costs) arising from any cancellation, abandonment, postponement, interruption, curtailment or relocation of the Insured Event (in whole or in part) due to any cause beyond the control of the Host or the IIHF.

## 16.2 GENERAL THIRD PARTY LIABILITY INSURANCE

16.2.1 The Host shall, at its own expense, secure and maintain comprehensive general third party liability insurance with an insurer of recognised international standard with sufficient minimum sum insured for each occurrence of bodily injury, property damage and/or financial losses. The Host shall ensure that the IIHF be named as an additional insured party in the general third party liability insurance policy.

16.2.2 The Host shall obtain comprehensive coverage unless the IIHF specifies otherwise in the Host Country Contract and/or the Insurance Guidelines.

## 16.3 OTHER INSURANCES

The Host shall, as its own expense, conclude other insurances according to the IIHF Insurance Guidelines which deem to be necessary.

## 16.4 INSURANCE - GENERAL CONDITIONS

16.4.1 All insurance policies executed by the Host (and, if applicable, third parties such as the Arena Owner/Operator) shall be non-cancellable and provide coverage including post-processing and dismantling of the Event. The insurance policies shall be concluded at the earliest possible stage.

16.4.2 These regulations are further defined and detailed in the respective IIHF Insurance Guidelines, which are mandatory to the Host

## 16.5 OFFICIAL PARTICIPANTS

16.5.1 The member national association and its team competing at the Championship shall, at its own expense, secure and maintain all necessary health and personal accident insurance coverage for its players and team officials participating in accordance with the IIHF Statutes, By-laws Rules and Regulations for the Championship.

16.5.2 Every member national association must, on its team's arrival at the Championship provide written evidence of the medical insurance coverage in place for its team in the official language of the IIHF, as required by the IIHF. In the event that a national member association fails to meet this requirement, the Host, in conjunction with the IIHF, must arrange for the necessary health insurance in accordance with the IIHF Statutes, By-laws, Rules and Regulations for the Championship. The IIHF shall be responsible to the Host for the costs of said coverage and shall deduct any costs of said health insurance from any monies that are owed to the member national association for its participation in the Championship.

16.5.3 The IIHF recommends that every member national association, at its own expense, secure and maintain comprehensive general third party liability insurance.

## 17 SECURITY

### 17.1 ARENA SECURITY AND PROTECTION

The Host shall provide sufficient security and access control to the entire arena and for the seats in the spectator area. The Host shall work in close co-operation with the local police and fire department to develop a Security Plan. The plan shall include emergency and evacuation scenarios for special political situations and risk groups, bomb and similar threats, security for high ranked VIPs, players and IIHF Officials, partners and guests.

The Host has to provide sufficient security to the ice-level (including player benches, penalty boxes and timekeeping bench), the team area, the mixed Zone and the office area during and beyond practice and game times. The Host may be held responsible for claims in case of incidents.

The Host must provide 24h security for the installed TV equipment in the arena and at the TV compound outside the arena.

#### 17.2 ACCESS TO CHAMPIONSHIP HOTELS

The Host shall ensure that the media and fans have restricted access to player hotels as specified by the IIHF and that the hotels provide sufficient security.

#### 17.3 ACCESS TO THE ICE SURFACE

The Host shall take all reasonable steps to ensure that no unauthorised persons are able to access the ice surface at any time.

#### 17.4 SAFETY CERTIFICATION

The Host is responsible for ensuring all required safety certifications related to the operation of the arena and its facilities and occupation by members of the public, participants, and employees have been obtained prior to the start of the Championship.

### 18 SANCTIONS

#### 18.1 IIHF DISCIPLINARY COMMITTEE

Any violation of the rights of the IIHF and/or its partners must be reported by the Championship Directorate Chairman and may become a matter for the IIHF Disciplinary Board.

#### 18.2 WITHDRAWAL OF HOSTING RIGHTS / CANCELLATION OF THE CHAMPIONSHIP

If the Host does not fulfil its commitment to host and organise the Championship, the Host will be fined by the IIHF according IIHF Bylaw 619, except in the case of force majeure.

The fine does not restrict the rights of the IIHF and/or the IIHF Member National Associations for compensation arising from the withdrawal of the Host or a confirmed participant.

Furthermore, if in the opinion of the IIHF Council and after having exhausted all possible remedies with the Host National Association:

1. The Member National Association is in fundamental breach of the Host Country Contract,
2. The Member National Association is unable to meet its obligations in accordance with the hosting contract,
3. The Member National Association has failed to meet any material pre-condition on which hosting rights were granted,
4. There is reason for concern that the well-being or the safe freedom of movement of the players, officials, travelling spectators and media is in doubt,

Then the IIHF Council shall have the right to withdraw hosting rights from a Member National Association and return the event to the IIHF without being liable for compensation to the Member National Association and to allocate the Championship to another Member National Association, subject to ratification by Congress.

#### 18.3. Non-Fulfilment of Hosting Obligations

If the Host fails to fulfil its commitment to organise the Championship in accordance with the rights and obligations stipulated in the Host Country Contract, IIHF Statutes and Bylaws, IIHF Championship Regulations, IIHF Sport Regulations and IIHF Rule Book and all other Regulations and Guidelines relevant to organising the respective Championship, the Host will be penalised by the IIHF and be fined up to CHF 1.000.000,-. Fines are cumulative, that is, each infraction will be separately evaluated and the appropriate fines imposed accordingly. The same rule will apply if the facts presented in the Host's bid presentations are altered in any way or if deadlines imposed by the IIHF are not adhered to.