



World Single Distances Speed Skating Championships® 2008

March 6-9, 2008 / Nagano Olympic Memorial Arena (M-WAVE)

2-25-18 Nishi-Azabu, Minato-ku, Tokyo 106-8611, Japan
TEL +81 3 5467 3379 / FAX +81 3 5467 3483 / Email: mediaoffice@ypcpr.com

I. Media Accreditation Information

November 26, 2007

The Japan Skating Federation is honored and pleased to hold the ISU World Single Distances Speed Skating Championships® 2008 in Nagano City, Japan in March 2008. The venue selected for the Championships is the Nagano Olympic Memorial Arena (M-WAVE) where the 1998 Nagano Olympics was hosted.

Media Accreditation Package

Please find the Media Accreditation Package attached to assist you in planning the trip to Japan and to apply for the media accreditation to cover the Championships:

- I. Media Accreditation Information
- II. Official Media Hotel Information
- III. Telecommunications Information
- IV. Time Table
- V. Press Information

Accreditation Reminder

1. The application form should be completed and submitted by each journalist or photographer planning to cover the Championships. A total of up to 2 journalists and 2 photographers from each publication are welcome to apply. All applicants will be screened by the ISU Media Coordinator.

Applicants for television and radio stations/programs need to be approved by both the ISU Secretariat and the host broadcaster of the Championship (Fuji TV) to be accredited to the Championship.

2. All media applications must be received by the Organizing Committee no later than January 20, 2008.

3. All applicants must send a copy of ID photograph either by email or postal mail

- ◆ If by email or on a CD-ROM, send the ID photo data in the JPG format (minimal resolution of 72dpi, at 480 x 640 pixels). Please use the applicant's media name and full name as the file name.

E-mail: mediaoffice@ypcpr.com

- ◆ If by postal mail, please enclose with your media accreditation form one photograph (45mm x 35mm) with the applicants' name written in the back.

Address: ISU World Single Distances Speed Skating Championships® 2008 Media Office
2-25-18 Nishi-Azabu, Minato-ku, Tokyo 106-8611 JAPAN

Reminder to Freelance Journalists and Photographers

All freelanced applicants must enclose a letter of confirmation signed by the chief editor of the publication commissioning the coverage of the Championships. Applications must be completed in full with agency/chief editor signatures and stamps to ensure legitimacy. Please note that accreditation approval will be granted to professional journalists and photographers only.

For more information or inquiries, please contact the Media Office at the phone/fax numbers or email address on the letter head.

Tadao Ishihata
Media Officer, Organizing Committee



Japan Skating Federation



Media Accreditation Application Form

FORM I-1

World Single Distances Speed Skating Championships®2008
March 6-9, 2008 / Nagano Olympic Memorial Arena (M-WAVE)

※ PLEASE SUBMIT THIS FORM NO LATER THAN January 20, 2008.

First Name:	Family Name:
Media Name:	Nationality:
Organization Mailing Address (City, State, Country, Zip Code):	
TEL(from country code):	
FAX(from countrycode):	
E-Mail Address:	
AIPS or other Press Card Number:	

◆ **Type of Media (please check (✓) one)**

<input type="checkbox"/> Daily Newspaper	<input type="checkbox"/> TV Station
<input type="checkbox"/> Magazine(Monthly/Weekly/Bimonthly)	<input type="checkbox"/> Radio Station
<input type="checkbox"/> Single Sport Publication	<input type="checkbox"/> Wire Service
<input type="checkbox"/> Freelance	<input type="checkbox"/> Website
<input type="checkbox"/> Others(please specify):	

◆ **Function (please check (✓) one)**

<input type="checkbox"/> Journalist	<input type="checkbox"/> ENG
<input type="checkbox"/> Photographer	<input type="checkbox"/> Technical
<input type="checkbox"/> Other(please specify):	

Name of Editor:	DATE: / / Day / Month / Year	Agency Stamp
Signature:		

- ※ Accredited members of the media will be receiving information on the Championships including the event schedule, accreditation card pick-up, press room details, etc.
- ※ Please bring a copy of this Media Application (Approval) form with you to the venue.

Organizing Committee Media Office
 T E L : +81(0)3 5467 3379
 F A X : +81(0)3 5467 3483
 Email : mediaoffice@ypcpr.com

NOTE: All freelance journalists and photographers will need to accompany this form with a signed letter from the editor of the organization you are on assignment for.



Japan Skating Federation



Official Media Hotel Reservation Form

FORM II

World Single Distances Speed Skating Championships®2008
March 6-9, 2008 / Nagano Olympic Memorial Arena (M-WAVE)

The following hotel, conveniently located fairly close to the Championships venue, is recommended to be used by the members of the media. However alternative accommodation information is available upon request.

Official Travel Agency: **Kintetsu International Tokyo**

T E L: +81 (0)3 5217-3821
F A X: +81 (0)3 5217-3833
E-Mail : ec-desk4@or.knt.co.jp
Contact: Speed Skating Desk

Official Media Hotel: **Hotel JAL City Nagano**

Address: 1221 Toigosyo-mashi, Nagano-shi, Nagano Pref. 380-0834 Japan
TEL: +81 26 225 1131 / FAX: +81 26 225 0031

Website: http://www.jalhotels.com/domestic/chubu_hokuriku/nagano/index.html

Room rates:

Single bed room	8,400-yen	(breakfast included)
Twin bed room	13,650-yen	(breakfast included)

*10% service charge and 5% consumption tax are included

*International telephone, fax and high speed internet connection are available in each room.

(100 yen= US\$0.86 = €0.65; according to the exchange rates as of December 1, 2007)

Reservation and Payment

Please fill in the Official Media Hotel Reservation Form on the following page and send it to the Organizing Committee along with the Media Accreditation Application Form. You will be requested to submit your credit card number (AMEX, VISA, MasterCard, JCB or Diners Card accepted).

Changes and Cancellations

For any changes or cancellation, please send a written notification. In case of cancellation after 7 days prior to the check-in date, 20% of the room rate will apply as the cancellation charge.

Transportation

The Organizing Committee will not be able to provide transportation to and from New Tokyo International Airport (Narita Airport) and the Official Hotel (Hotel JAL City Nagano). However, transportation will be provided only to those who are staying at the Official Hotel to and from the hotel and the venue throughout the Championships. For further information, please contact the Official Travel Agency addressed above.

Tokyo Tips

Some useful links on Nagano including maps and tour information:

- ◆ Japan-guide.com: www.japan-guide.com
- ◆ JR East (train map): www.jreast.co.jp/e/index.html



Japan Skating Federation



Official Media Hotel Reservation Form
World Single Distances Speed Skating Championships® 2008
March 6-9, 2008 / Nagano Olympic Memorial Arena (M-WAVE)

FORM II-2

※ PLEASE SUBMIT THIS FORM NO LATER THAN January 20, 2008.

First Name:	Family Name:
Media Name:	Nationality:
Organization Mailing Address (City, State, Country, Zip Code):	
TEL(from country code):	
FAX(from countrycode):	
E-Mail Address:	

◆ **Please check (✓) and fill in appropriately**

Type of Room	<input type="checkbox"/> Single (8,400 yen per night)		
	<input type="checkbox"/> Twin (13,650 yen per night) (To be shared with: _____)		
	<input type="checkbox"/> Smoking	<input type="checkbox"/> Non-Smoking	
Arrival Date		Departure Date	
	Day / Month / Year		Day / Month / Year

Credit Card	<input type="checkbox"/> AMEX	<input type="checkbox"/> VISA	<input type="checkbox"/> MasterCard	<input type="checkbox"/> JCB	<input type="checkbox"/> Diners
Card No.					
Expiration Date					
Cardholder					

Date: _____ Signature: _____

NOTE: For any changes or cancellation, please send a written notification. In case of cancellation after 7 days prior to the check-in date, 20% of the room rate will apply as the cancellation charge.





Telecommunications Information

FORM III

**World Single Distances Speed Skating Championships®2008
March 6-9, 2008 / Nagano Olympic Memorial Arena (M-WAVE)**

The Press Center is located within the Nagano Olympic Memorial Arena as to provide working areas and access to information and updates for all accredited members of the media. It will be available from the first day of the official training up until the conclusion of the Championships (March 3rd through 9th).

- ◆ Telecommunications facilities available at the Press Center include the followings:
 1. Power supply (100V)
 2. High-speed internet (cable LAN equipped)
 3. Telephone and fax machine
 - * Please ask one of the media staff to use the phone for international calls (only collect calls accepted).
 - * Pre-paid telephone cards can be purchased at the Press Center.
 - * Please rent a private mobile phone on your own (e.g. at the airport) if necessary.
 4. Copy machine

- ◆ Please be aware that there will be no desk and power supply at the Press Tribune.

- ◆ Starting from December 10th, 2007 all results and other information concerning the competition will be available at the following website:

<http://www.skatingjapan.jp/>





Time Table

FORM IV

World Single Distances Speed Skating Championships®2008
March 6-9, 2008 / Nagano Olympic Memorial Arena (M-WAVE)

◆The following schedule is subject to change.

	3/3 (Mon)	3/4 (Tue)	3/5 (Wed)	3/6 (Thu)	3/7 (Fri)	3/8 (Sat)	3/9 (Sun)	
06:00								06:00
07:00								07:00
08:00								08:00
09:00	09:00 EUROPE	09:00 NON-EUROPE	09:00 EUROPE		09:30 OPEN			09:00
10:00	10:30	10:30	10:30		11:00 OPEN	10:00 OPEN		10:00
11:00	10:50 NON-EUROPE	10:50 EUROPE	10:50 NON-EUROPE		11:30 500m M (1)	11:30 OPEN		11:00
12:00	12:20	12:20	12:20	12:00 OPEN		12:00 500m L (1)	12:00 OPEN	12:00
13:00	13:30 EUROPE	13:30 NON-EUROPE	13:30 EUROPE	13:20 OPEN	14:00 3000m L	13:30 1000m M	13:30 OPEN	13:00
14:00	15:00	15:00	15:00	Opening Ceremony	15:00 500m M (2)	14:00 500m L (2)	14:00 1000m L	14:00
15:00	15:20 NON-EUROPE	15:20 EUROPE	15:20 NON-EUROPE	14:00 1500m L	15:00 DRAW	15:00 10000m M	15:00 1500m M	15:00
16:00	16:50	16:50	16:50	5000m M	16:00 OPEN		16:00 5000m L	16:00
17:00						TP L		17:00
18:00			18:00 Opening Draw	17:30 DRAW	18:30 OPEN	18:15 DRAW	18:00 TP M	18:00
19:00						19:00 OPEN		19:00
20:00							20:00 Award Banquet	20:00
21:00								21:00
22:00								22:00
23:00								23:00



Japan Skating Federation



Official Training



Ladies



Men



Hotel



Draw (M-Wave)



Press Information

FORM V

World Single Distances Speed Skating Championships®2008

DATE	Press Center Open Hours	Press Conference	
March 3 (Mon)	08:30—18:00	—	—
March 4 (Tue)	08:30—18:00	—	—
March 5 (Wed)	08:30—18:00	—	—
March 6 (Thu)	09:00—19:00	1500m Ladies	TBD
		5000m Men	TBD
March 7 (Fri)	09:00—17:00	500m(1) Men	—
		3000m Ladies	TBD
		500m(2) Men	TBD
March 8 (Sat)	09:00—20:00	500m(1) Ladies	—
		1000m Men	TBD
		500m(2) Ladies	TBD
		10000m Men	TBD
		Ladies Team Pursuit	TBD
March 9 (Sun)	11:00—20:00	1000m Ladies	TBD
		1500m Men	TBD
		5000m Ladies	TBD
		Men Team Pursuit	TBD

March 6-9, 2008 / Nagano Olympic Memorial Arena (M-WAVE)

◆The following schedule is subject to change.



Japan Skating Federation