

Registration

Skater Registration

- ❑ Skate Canada Manitoba Sectional Championships - All skaters are required to register for the competition before their official practice session immediately prior to the first portion of their event (Skate Canada Rule 7406(1), 7410(1), 7709(1))
- ❑ For all other competitions - Skaters must register a minimum of 1 hour prior to the start of their first event. This does not mean 1 hour before the individual skater skates BUT 1 hour prior to the Start of their EVENT.
- ❑ Upon registration skaters' names should be checked off as registered (a complete list of entries will be provided by Skate Canada Manitoba except for Regional Competitions).
- ❑ **Official entry forms will be forwarded to the Chief Data Specialist and will remain with the Chief Data Specialist for the duration of the Competition (at no time are the entry forms to leave the Data Specialist Room).**
- ❑ Regional Competition Host Committees will ensure Official entry forms are given to Chief Data Specialist for that event
- ❑ In the case of a registration discrepancy the Chief Data Specialist and Technical Representative or Chief Referee will assist with solving the situation.

Officials Registration

- ❑ All Officials are required to register (a complete list of Officials will be provided by the Technical Representative or Chief Referee).
- ❑ Officials should be provided with accreditation tags and any necessary information at this time.
- ❑ The Skate Canada Manitoba Section Chairperson and staff should be provided with accreditation tags at registration.
- ❑ Officials should be wearing Skate Canada Manitoba Photo ID tags.

Coaches Registration

- ❑ All coaches are required to register (a complete list of coaches will be provided by Skate Canada Manitoba, except for Regional Competitions – provided by Host Committee).
- ❑ Coaches must show a valid Photo ID card (check expiry date & Skate Canada Membership Sticker).
- ❑ Any problems with a coach's registration should be immediately directed to the Technical Representative or Chief Referee.
- ❑ The Skate Canada Manitoba Coaches Representative will be able to assist with the details of coach registration.

Music Registration

- ❑ Music registration and general registration should be separate from each other but near by and visible.
- ❑ Skaters must register 2 copies of each of their programs (1 original and 1 backup).
- ❑ Apply the appropriate label to each CD (as provided by Skate Canada Manitoba for Provincial Competitions, Regional Competitions provided by Host Committee)
- ❑ Place each CD in the appropriate box
- ❑ When music is being registered and picked up skaters must sign the music register.
- ❑ For competitive events, planned program content forms must be completed and submitted at time of registration (appendix U).
- ❑ Registration table should have a few blank copies of the planned program content form at the table.