

Advancement Information Packet



Orleans Arena
February 21 – 24, 2024
www.ussynchrochampionships.com

Advancement Information Overview

Congratulations! Your team has advanced to the U.S. Synchronized Skating Championships!

The information in this packet outlines all steps required to prepare your team for attendance at the U.S. Synchronized Skating Sectional Championships. This includes practice ice sales, submitting program information, and more.

A final information packet with details for your on-site experience will be sent no less than 2-weeks from the start of the competition.

If you have any questions regarding the Championships:

- General competition inquiries: events@usfigureskating.org
- Housing inquiries: housing@usfigureskating.org
- Website: www.ussynchrochampionships.com

If your team advances but does not intend to compete at the U.S. Synchronized Skating Championships, please contact Megan Romeo at U.S. Figure Skating by emailing mromeo@usfigureskating.org and any applicable alternates will be contacted.

Important Dates & Deadlines

1. Advancement Day: Monday, Jan. 29
 - a. [2024 Advancement Chart](#)
2. UPI Purchase in EMS: Friday, Feb. 2 at 11:59 p.m. ET
3. Mandatory Team Form ([HERE](#)): Friday, Feb. 2 at 11:59 p.m. ET
 - a. Must complete UPI purchase in EMS prior to submitting this form.
4. Update Coaches & Team Personnel: Friday, Feb. 2 at 11:59 p.m. ET
5. Roster Substitution Requests ([HERE](#)): Wednesday, Feb. 7
6. Know Before You Go Call: Tuesday, Feb. 13 at 8:00 p.m. ET
7. Music & PPC Upload: Wednesday, Feb. 14 at 11:59 p.m. ET
8. First available unofficial practice: Tuesday, Feb. 20
9. 2024 U.S. Synchro Championships: Feb. 21 - 24

Advancement

All teams that earn [advancement by placement](#) at the sectional championships will receive an email confirming their advancement from U.S. Figure Skating no later than 8:00 p.m. ET on Monday, January 29.

Teams will have their registration advanced from the sectional events to the championships on this date. No additional registration steps are required, however your team will be responsible for submitting additional forms and information within a very tight timeline. Please read all details of this packet carefully to assure your team completes all required steps.

Schedule

A tentative schedule has been posted on the event website:

www.ussynchrochampionships.com.

This schedule is subject to change pending final advancement. An updated detail schedule including start orders will be made available as soon as possible but no later than 2 weeks prior to the start of the competition.

Arena Information

Orleans Arena

4500 Tropicana Ave.

Las Vegas, NV 89103

[Website](#)

The ice surface at this arena is NHL size.

Housing Information

All teams are required to book housing through U.S. Figure Skating. Teams will be staying at the Orleans Hotel and Casino attached to the Orleans Arena. Any teams who do not stay within the event room block will be subject to penalty. All teams eligible for advancement should have submitted the housing request form by January 28.

If you have not yet completed a hotel room request, contact housing@usfigureskating.org immediately.

[Click here to review the full Hotel Booking Process and Policy document.](#)

Practice Ice Sales

Official practice ice (OPI) is included with advancement for all teams and will appear in your EMS profile after the team is advanced.

Unofficial practice ice (UPI) sales will be a two-step process:

- Step 1: Purchase credits for the number of desired UPI segments in EMS. Save your invoice for submission with scheduling preferences in Step 2.
- Step 2: Provide UPI scheduling preferences on the Mandatory Form. You must upload the invoice for the purchase of your credits from EMS to this form with your preferences.

UPI segments will be available for purchase in 10-minute segments for \$125/segment. Ice will be available beginning the morning of Tuesday, Feb. 20 through the morning of Saturday, Feb. 24.

There is NO GUARANTEE that you will be assigned the number of sessions that you request. Every effort will be made to accommodate as many teams as possible before assigning extra ice to any one team. Refunds will only be issued if segment requests cannot be accommodated.

Practice Facilities

America First Center
222 S. Water St.
Henderson, NV 89015

[Website](#)

City National Arena
1550 S Pavilion Century Dr.
Las Vegas, NV 89135

[Website](#)

Hylo Park Arena (formerly Pepsi Ice Arena)
2400 N Rancho Dr.
Las Vegas, NV 89130

Las Vegas Ice Center
9295 W Flamingo Rd Unit 130
Las Vegas, NV 89147

[Website](#)

Mandatory Team Form

All teams are required to complete the Mandatory Team Form by Friday, Feb. 3 at 11:59pm.

[Click here to access the Mandatory Team Form.](#)

You will be asked to create login information to access this form. This will allow you to save and return to the form multiple times until your final submission by the Feb. 3 deadline. This form will request the following information/purchases:

- Practice Ice Preferences
 - o You will be asked to submit your invoice from purchase in EMS.
 - o Scheduling preference and conflict information will be requested.
- Team Photo Upload and Program Information
 - o \$25 to include your team's photo in the event program
- Team Information Table purchase

- Optional: \$150 for unmanned, undressed table
- Program Ads Purchase
 - Full Page Ad - \$300
 - Bleed: 8.626" x 11.125"
 - Trim: 8.375" x 10.875"
 - Copy should be at least .25" from the trim edge
 - Half Page Ad - \$150
 - 7.375" x 4.875"
 - If you need assistance designing a program ad, email design@usfigureskating.org.
- Media Request Information
 - Program Themes
 - Contact for media inquiries
 - Fun/interesting facts about your team

Rosters and Team Personnel

Upon advancement, you will be asked to verify your competition roster as well as listed coaches and team service personnel in your EMS team portal by Wednesday, Feb. 8.

If you would like to request a substitution to your roster, you must submit a Roster Change Request form no later than Wednesday, Feb. 7 at 11:59pm ET.

[CLICK HERE for the Roster Substitution Request form.](#)

Know Before You Go Call

All teams should have at least one representative attend the Know Before You Go Call on Tuesday, Feb. 13 at 8:00 p.m. ET.

Register in advance for this meeting: <https://usfigureskating-org.zoom.us/meeting/register/tZEud-qhqD4pE9euKooiZOnLu5cCanrUqwKN>

Music & PPC Submission

Your music & PPC will NOT carry over from sectionals. You must upload and submit these items via EMS by the submission deadline of Wednesday, Feb. 14.

Ticket Information

Tickets are available now through Orleans Arena [HERE](#).

Pricing for tickets is as follows, all ticket prices include taxes and fees.

- Single Day Ticket (Available for Wednesday, Thursday, Friday, Saturday) - \$57/day

- All Event Ticket (Access Wednesday - Saturday) - \$152
- *Discounted tickets for children 5 and under, senior citizens, and military are available.

Important Spectator Policies

Please share the Orleans Arena bag policy and prohibited items policies linked below with all friends and family attending the competition.

[Orleans Arena Bag and Prohibited Items Policy](#)

All spectators or teams entering the building to watch (without skate bags) will enter the arena through Gate A attached to the Orleans Hotel and parking garage.

Credentialed attendees that access through the team entry at Gate B will not be subject to this bag policy but all bags will still be searched.

Arena Diagrams & Information

Ice Surface Map: [CLICK HERE](#)

Parking Information at the Orleans Arena

There is ample parking surrounding the Orleans Arena. A bus pull-off is located in front of Gate B. Buses are welcome to park anywhere they are able in the lot.

Any team or spectator cars should park in the Orleans Arena parking garage or the Orleans Hotel and Casino parking garage.

Credential Pick-up & Check-In

Prior to accessing the arena for the first time, teams must pick up their credentials. Accreditation is located inside of Gate B, the main team entrance into the arena.

Due to the size of the accreditation space, we ask that one representative from the team pick up the athlete credentials and distribute outside of the arena or at the hotel prior to the full team coming over to the arena for any reason.

Coaches and Team Managers will need to check themselves in as a form of ID is required as compliance must be verified.

Accreditation will begin at 7:30 a.m. on Wednesday, Feb. 21. Detailed hours of operation will be provided in the final information packet.

Live Streaming, Video, & Photography

Live stream of the junior, senior, senior elite 12 and collegiate events will be available on [Peacock Premium](#). All other events will be live streamed to the U.S. Figure Skating YouTube page.

A live results link will be available on the event website.

KRPhotogs will be taking action photos at the competition. Pre-order your team's photos here: <https://krphotogs-direct.com/product/2024-us-synchronized-skating-championships/>

Volunteer

If you or members of your team are interested in volunteering for this event, they may sign up via EMS under [Volunteer Opportunities](#). All volunteers must be a member of U.S. Figure Skating or have a [non-member account](#) to access the [Volunteer Opportunities](#) section of EMS.

Intent to Compete/Withdrawals

If your team does not intend to compete at the U.S. Synchronized Skating Championships, please email events@usfigureskating.org as soon as possible.