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## 9<sup>th</sup> Annual Palace Ice Festival

Mitchell Figure Skating Club & Mitchell Skating Academy  
Mitchell Activities Center, Mitchell, SD  
1001 Minnesota St, Mitchell, SD

**January 17-19, 2025**

Test Session Jan 17 & 18--TBD

A U.S Figure Skating Compete USA, Excel and Well-Balanced Competition

Hosted by the Mitchell Figure Skating Club  
Sanctioned by U.S. Figure Skating--Sanction #35677

Chief Referee: Victoria Aversano  
Accountant: Patty Behnke

Chair: Michelle Bultje  
Email: [themitchellfigureskatingclub@gmail.com](mailto:themitchellfigureskatingclub@gmail.com)

**Competition Entry Deadline: December 14, 2024**  
**Test Session Entry Deadline: Jan 3, 2025**  
**Music Deadline: January 3, 2025**

<http://comp.entryeeze/Home.aspx?cid=638>

*This event is a standard U.S. Figure Skating Nonqualifying Competition*

## **I. COMPETITION OVERVIEW**

The 9<sup>th</sup> Annual Palace Ice Festival will be conducted in accordance with the rules and regulations of U.S. Figure Skating, as set forth in the [current rulebook](#), and/or [current Compete USA handbook](#) as well as any pertinent updates that have been posted on the U.S. Figure Skating [website](#).

This competition is open to all eligible, restricted, reinstated or readmitted persons as defined by the Eligibility Rules.

Skaters must be a currently registered member of a U.S. Figure Skating member club, Learn to Skate USA® member, a collegiate club or who is an individual member in accordance with the current rulebook. For non-U.S. citizens, please refer to the [rulebook](#) for more information.

## **II. ELIGIBILITY**

### **Singles: Excel and Well-Balanced Events:**

- Skaters must meet at least the minimum singles test requirements for the event's level. A skater's singles test level may be higher than the minimum requirement.
  - o Skate Up: skaters **may skate up one level** higher than their minimum test requirement.
- Skaters may not register for an event level lower than allowed by their competitive floor. An athlete's competitive floor is set by one of the following scenarios:
  - o If an athlete has a paid EMS series application for the NQS series, the event level registered for in the most recent NQS will become the lowest level they may compete at in any U.S. Figure Skating sanctioned event.
  - o If an athlete has a paid EMS series application for the Excel Series, the event level registered for in the most recent Excel series will become the lowest level they may compete in any Excel event. For Well-Balanced and Specialty events the skater will be permitted to register at one level lower than the "floor" set by their excel series entry.
  - o If an athlete has never had a paid EMS series application in the NQS or Excel series, the athlete may select their level based on their goals and technical skills as long as the minimum test requirements are met.
- Skaters are not permitted to enter an Excel free skate and a Well-Balanced free skate event at the same competition (example: Juvenile Girls Free Skate and Juvenile Girls Excel Free Skate). However, they are permitted to enter an Excel and a Well-Balanced event of different types such as a short program (if stand-alone event option), specialty or showcase events (example: Intermediate Women Short Program and Intermediate Women Excel Free Skate).
- For more details about establishing event levels, refer to the information sheet [HERE](#) or email [events@usfigureskating.org](mailto:events@usfigureskating.org).

### **Age restrictions/requirements:**

Singles free skate events (well-balanced program) have the following requirements:

Juvenile: Girls – 12 years or younger; Boys – 13 years or younger

Open Juvenile: Girls – 13 years or older; Boys – 14 years or older

Intermediate must be under the age of 18

Adults must be 21 years or older

Skaters entering pre-juvenile and lower events will be divided as closely as possible by age should the number of entries warrant more than one group.

**Please note:** Boys Pre-Juvenile and below: If not enough boys are registered to hold an event, boys will skate with girls in Compulsory, Moves in the Field, and Showcase. They have the option to compete with the girls for the non-IJS Free Skate events or skate an exhibition.

**ADULT EVENTS:**

Age classes for all free skate, dramatic entertainment and light entertainment events:

- Young Adult: 18 years through 20 years
- Class I: 21 years through 35 years
- Class II: 36 years through 45 years
- Class III: 46 years through 55 years
- Class IV: 56 years through 65 years
- Class V: 66 years and older

Age classes for all solo free dance and solo pattern dance events:

- Young Adult/Class I/II: 18 years through 45 years
- Class III/IV/V: 46 years and older

All age classes may be divided or combined depending on the number of entries and at the discretion of the chief referee and/or the competition committee.

Adult 1-6, adult beginner, adult high beginner, adult pre-bronze and adult bronze program/free skate events that meet Adult Competition Series guidelines are offered at this competition. Adult Competition Series participants must submit a photo, scanned copy, email attachment or screenshot of the results sheet to [adultcompetitionservices@gmail.com](mailto:adultcompetitionservices@gmail.com) by the deadline published in the most recent [Adult Competition Series Handbook](#) to receive credit and series points.

**All other singles and partner events (such as Adults, Pairs, Ice Dance):**

- Skaters must meet the minimum test requirements for the events level, but not exceed the maximum permissible test requirement.

**Compete USA**

**ELIGIBILITY AND TEST REQUIREMENTS:** The competition is open to ALL skaters who are current members of either Learn to Skate USA and/ or those who are full members of U.S. Figure Skating (including Aspire). Members of other organizations are eligible to compete but must be a current registered member of Learn to Skate USA or a full member of U.S. Figure Skating.

It is the responsibility of the instructor, coach, or skating director to place the skater at the correct competitive level. Eligibility will be based on skill level as of closing date of entries. All Snowplow Sam and Basic 1-6 skaters must skate at highest level passed or one level higher, and NO official U.S. Figure Skating tests may have been passed, including skating skills or individual dances.

For the Aspire 1-4 levels, eligibility will be based only upon the highest free skate test level passed. Skaters may skate at the highest level passed or one level higher.

**EVENTS OFFERED:**

- **U.S. Figure Skating Program Requirements:** [usfigureskating.org](http://usfigureskating.org) --> Skate --> Compete --> [Program Requirements](#)
- **Compete USA Program Requirements:** [learntoskateusa.com/competeusa](http://learntoskateusa.com/competeusa)
- **Skate United:** For any Skate United (S.U.) Athlete, please have them register for their appropriate level under the “standard” option. Once the registration is complete, the following form must be submitted to the competition chair via email at [www.themitchellfigureskatingclub@gmail.com](mailto:www.themitchellfigureskatingclub@gmail.com)  
[Click here for the Skate United Athlete Form](#)
- **Skating Accommodation Memorandum (S.A.M.):** Skaters using a S.A.M. must submit their S.A.M. to the competition chair via email at [www.themitchellfigureskatingclub@gmail.com](mailto:www.themitchellfigureskatingclub@gmail.com)  
[Click here for more information about S.A.Ms.](#)

SINGLES	JUDGING	1 <sup>st</sup> Event Price	2 <sup>nd</sup> Event Price	3 <sup>rd</sup> + Event Price
Excel Free Skate (Pre-Preliminary – Senior)	6.0	105	35	25
Well Balanced Free Skate (Pre-Prelim-PreJuv & Open Juv)	6.0	105	35	25
Adult Free Skate (Adult Pre-Bronze – Master Jr/Sr)	6.0	105	35	25
Adult Beginner & High Beginner Free Skate	6.0	105	35	25
SPECIALTY	JUDGING	1 <sup>st</sup> Event Price	2 <sup>nd</sup> Event Price	3 <sup>rd</sup> Event Price
Compulsory Moves (Pre-Preliminary–Senior)	6.0	105	35	25
Excel Compulsory Moves	6.0	105	35	25
Adult Compulsory Moves (Adult Beginner–Masters Jr/Sr)	6.0	105	35	25
Jumps Challenge (PrePre–Senior)	6.0	105	35	25
Adult Jumps Challenge (Adult Beginner–Masters Jr/Sr)	6.0	105	35	25
Spins Challenge (PrePre–Senior)	6.0	105	35	25
Adult Spins Challenge (Adult Beginner–Masters Jr/Sr)	6.0	105	35	25
Step Sequence (Pre-Pre.–Senior)	6.0	105	35	25
Adult Step Sequences (Adult Pre-Bronze–Masters Sr)	6.0	105	35	25
Skating Skills (Pre-Pre.–Gold)	6.0	105	35	25
Partnered Moves Challenge (Bronze – Gold)	6.0	105	35	25
Adult Skating Skills (Adult Pre-Bronze–Masters Sr)	6.0	105	35	25
SHOWCASE	JUDGING	1 <sup>st</sup> Event Price	2 <sup>nd</sup> Event Price	3 <sup>rd</sup> + Event Price
Emotional Performance (Preliminary – Senior, Adult)	CJS	105	35	25
Choreographic Artistry (Preliminary - Senior, Adult)	CJS	105	35	25
Lyrical Pop (Preliminary - Senior, Adult)	CJS	105	35	25
Character Performance (Preliminary - Senior, Adult)	CJS	105	35	25
Comedic Impressions (Preliminary - Senior, Adult)	CJS	105	35	25

<b>SHOWCASE--continued</b>	<b>JUDGING</b>	<b>1<sup>st</sup> Event Price</b>	<b>2<sup>nd</sup> Event Price</b>	<b>3<sup>rd</sup> + Event Price</b>
Interpretive (PrePre-Senior, Adult)				
Duets/Trios (Preliminary – Senior, Adult)	<i>CJS</i>	105	35	25
Theme Event—“Motown”	<i>CJS</i>	105	35	25
Inflatables	<i>CJS</i>	105	35	25
Mini Production Ensemble	<i>CJS</i>	65	35	25
Production Ensemble	<i>CJS</i>	65	35	25
<b>SOLO DANCE</b>	<b>JUDGING</b>	<b>1<sup>st</sup> Event Price</b>	<b>2<sup>nd</sup> Event Price</b>	<b>3<sup>rd</sup> + Event Price</b>
Solo Pattern Dance (not participating in series)	6.0	105	35	25
Solo Open Pattern Dance	6.0	105	35	25
Solo Free Dance	6.0	105	35	25
Solo Combined Dance	6.0	105	35	25
Shadow Dance	6.0	105	35	25
Adult Solo Pattern Dance	6.0	105	35	25
Adult Solo Free Dance	6.0	105	35	25
<b>COMPETE USA EVENTS</b>	<b>JUDGING</b>	<b>1<sup>st</sup> Event Price</b>	<b>2<sup>nd</sup> Event Price</b>	<b>3<sup>rd</sup> + Event Price</b>
Snowplow Sam-Basic 6 Program w/ Music	6.0	65	35	25
Aspire 1-4 Program w/ Music	6.0	65	35	25
Adult 1-6 Program w/ Music	6.0	65	35	25
Adult Free Skate (Beg. – Bronze)	6.0	65	35	25
Snowplow Sam – Basic 6 Elements	6.0	65	35	25
Aspire 1-4 Compulsory Moves	6.0	65	35	25
Adult 1-6, Beginner – Bronze Compulsory Moves	6.0	65	35	25
Compete USA – Spin Challenge	6.0	65	35	25
Compete USA – Jump Challenge	6.0	65	35	25
Compete USA – Showcase	6.0	65	35	25
Compete USA—Solo Dance	6.0	65	35	25

**OUR COMMUNITY:**

U.S. Figure Skating is dedicated to fostering a culture of belonging and community that is welcoming for all individuals. We are committed to championing diversity, equity and inclusion and understand its value in combating discrimination and challenging inequalities necessary to develop champions both on and off the ice. We are actively working toward developing equitable practices and policies that foster safety and empower all individuals to authentically pursue their unique path in all areas of our sport. We stand firmly on the belief that our members are the most important asset to our organization and that our differences are meaningful and strengthen our sport. We believe that skating is for everyone.

**NON-DISCRIMINATION:**

U.S. Figure Skating commits in policy, principle and practice to sustain a non-discriminatory approach on and off the ice for all members. We strive to provide equal opportunity for all despite their varied backgrounds, experiences and identities, and want all members to feel valued and respected at every level of organization. U.S. Figure Skating's SkateSafe® Program receives, investigates and addresses allegations of discrimination or harassment throughout its membership and the organization. Please refer to the [SkateSafe® Program Handbook](#) for further definition of harassment, discrimination and abuse.

By attending this event, all participants are willingly committing to upholding U.S. Figure Skating's Code of Ethics (*GR 1.01*) and Code of Conduct (*GR 1.02*), as detailed within the [U.S. Figure Skating Rulebook](#).

To report a concern of discrimination or harassment to U.S. Figure Skating, please visit [www.USFigureSkating.org/SkateSafe](http://www.USFigureSkating.org/SkateSafe) or email [SkateSafe@USFigureSkating.org](mailto:SkateSafe@USFigureSkating.org).

**COMPLIANCE:**

For full details about participant compliance requirements, refer to the U.S. Figure Skating SkateSafe® webpage: <https://www.usfigureskating.org/skatesafe#compliance>.

**COACHES**

To be an eligible coach at a nonqualifying competition, coaches must meet the applicable compliance requirements and verified by U.S. Figure Skating. Coach compliance falls into two categories, Coach Compliance (includes choreographers) and Learn to Skate USA® Instructor Compliance. Details regarding compliance requirements can be found [HERE](#). All compliance requirements must be met at the time of check-in to access the competition, no exceptions.

Coaches of foreign athletes: If you are a coach of a foreign athlete only, you are not subject to U.S. Figure Skating coach compliance and will only be asked to provide a letter of good standing for the federation your athlete represents.

**TEAM SERVICE PERSONNEL**

Teams are permitted a maximum of two team service personnel. Team service personnel must have a current U.S. Figure Skating or Learn to Skate USA® membership, a green lighted background check and completed SafeSport™ Training. All compliance requirements must be met at the time of check-in to access the competition, no exceptions. Team service personnel is defined as those indicated as a team manager and/or team service personnel planning to attend the competition with the team.

**MANDATORY ATHLETES**

Athletes age 18+ as of the competition start date who will be competing on a team (i.e., synchro, ice dance, pairs, shadow dance, theatre, etc.) with at least one Minor Athlete must complete SafeSport™ Training. Minor athletes who turn 18 mid-season are encouraged to seek parental consent to take the online SafeSport™ Training early to avoid any disruptions in their ability to participate as the training is required upon turning 18. The athlete will not be compliant until they have completed the training and their Members Only portal reflects completion. Please email [skatesafe@usfigureskating.org](mailto:skatesafe@usfigureskating.org) for instructions or questions regarding parental consent.

### **III. REGISTRATION INFORMATION**

**Online** registration for all events will be through **EntryEeze**.

Deadline for registration is **December 14<sup>th</sup>, 2024 11:59pm**.

Deadlines are subject to change at the discretion of the local organizing committee. Any adjusted deadlines will be posted on EntryEeze.

Late entries and change event requests will be accepted only at the discretion of the Competition Chief Referee and will be assessed a \$25 late fee.

The host club reserves the right to close registration at any time if event capacity is met.

**Compete USA Events:** \$65 for the 1<sup>st</sup> event per competitor  
\$35 for 2<sup>nd</sup> event per competitor  
\$25 for each additional event per competitor

**USFS Events** (Excel/Well-Balanced):  
\$105 for the 1<sup>st</sup> event per competitor  
\$35 for 2<sup>nd</sup> event per competitor  
\$25 for each additional event

Payment via secure credit card payment will be made on EntryEeze at the time of registration. A 3.8% processing fee will be applied to all entries. Electronic entries paid with a successful credit card transaction will be considered a valid entry. There will be an additional \$50 fee for any credit card entry that is disputed.

#### ***JUDGING SYSTEM***

The 6.0 Majority Judging System will be used for all events with the exception of Showcase events Pre Pre and higher which will be CJS (Component Judging System) as noted in the table of events. There will be no IJS events.

#### **MUSIC SUBMISSION/UPLOAD:                      DEADLINE: Jan 3, 2025 11:59pm**

All individual skaters and skating teams must submit music electronically via EntryEeze by the music deadline of Friday January 3, 2025 at 11:59pm. Any music file submitted after the deadline will incur a \$20 late fee. Music submitted to EntryEeze by contestants will be deleted after the competition is complete. File format should be MP3.

Competitors must also have available a backup copy of their competition music on a cell phone and it must be immediately available rink side whenever the skater competes. If the phone does not have the standard round headset connector, an appropriate adapter, such as an Apple Lightning connector or Samsung USB-C adapter is required to be attached. The phone should be presented to the music person with the file ready to play, phone in airplane mode and volume turned to maximum.

#### **REFUND POLICY**

Entry fees will not be refunded after entry deadline unless no competition exists or the event is canceled due to insufficient registrations or for any other reason. There will be no refunds for medical withdrawals. The online processing fees are not refundable. Checks returned for non-sufficient funds and contested credit charges will be incur a \$50 fee. Payment of the fee will be required before the skater is allowed to participate in practice ice or events.

**LIABILITY:**

U.S. Figure Skating, Learn to Skate USA®, Mitchell Figure Skating Club and the Mitchell Activities Center accept no responsibility for injury or damage sustained by any participant in this competition. This is in accordance with Rule 1600 of the official U.S. Figure Skating Rulebook.

**IV. COMPETITION DETAILS**

**FACILITIES:**

Mitchell Activities Center  
1001 Minnesota St  
Mitchell, SD 57301

Rink Size: 85' x 200' with rounded ends.

**LOCKER ROOMS AND CHANGING AREAS:**

Locker rooms and changing areas at U.S. Figure Skating competitive events are for athletes only and will be labeled with regard to specific use and where identified will be gender specific. An exception can be made for athletes under 11 years old that will allow for one parent of the same sex to assist their child immediately prior to and after their skating event(s). Please review the Locker Room and Changing Area Policy in the [SkateSafe® Handbook](#). The use of any recording and photographic devices inside a Locker Room/Changing Area is strictly prohibited. Any violation of this policy is punishable under the U.S. Figure Skating SkateSafe® policy and U.S. Figure Skating Rulebook.

**U.S. Figure Skating Travel Policy:**

All travel must strictly adhere to Two-Deep Leadership requirements. An Adult Participant cannot transport a Minor Athlete one-on-one and Two-Deep Leadership requirements must be adhered to at all times during In-Program travel, by transporting at least two minors or a second Adult Participant. An Adult Participant cannot share a hotel room or other sleeping arrangement with a Minor Athlete(s). Full details of the SkateSafe® Travel Policy and any exceptions can be found starting on page 12 of the [SkateSafe® Handbook](#).

**OFFICIAL WEBSITE & UPDATES:**

Competition information and schedule will be posted on EntryEeze.com. An official bulletin board will be maintained at the registration/check in desk. It is the responsibility of each competitor, parent and coach to check the bulletin board frequently for any schedule changes and/or additional information pertaining to the competition. Skaters should arrive 45 minutes prior to the scheduled time of their events. A tentative schedule of events will be posted prior to the competition.

**RESULTS:** The competition will utilize online results. A link to the results will be posted on the competition bulletin board at the registration desk.

**SCHEDULE**

Competitors may be scheduled on any day or time during the announced dates of the competition. The competition and practice ice schedule will be available after the close of entries. All participants will be notified via email once available.



**PRACTICE ICE:**

Practice ice will be available for purchase on the EntryEeze competition website. It is suggested that you reserve your practice ice when you register so that you will have first choice of times once the available practice times are posted online. To reserve practice ice at the time of registration, select the number of practice ice sessions you want to reserve and pay for them with your registration. Each skater will be allowed to reserve one session per event registered. You will receive an email from EntryEeze with a PIN number in order to access your practice ice records and select your sessions on a first come first served basis once the practice ice schedule is posted. Practice ice cost will be \$18/session if prepaid with registration.

After the schedule has been posted and those that reserved practice ice have had the opportunity to select their sessions, additional practice ice will be available for purchase at \$20/session. Any remaining open spots for practice ice will be available for purchase at the registration desk during the competition for \$22/session. All sessions are 20 minutes. No music will be played during practice ice. There are no refunds for practice ice purchases.

Practice ice for Mini Production Ensembles and Production Ensembles will be available for purchase at \$30/20 minutes per group. Music will be allowed. Time will be determined after the close of registration of the competition.

Notification of competition and practice ice times will not be available by phone, mail, or email. Skaters' and Coaches' schedules will be available via the web at the EntryEeze competition website. Please check back often.

**ONSITE CHECK-IN:**

The Registration/Check-In Desk will be open one-half hour prior to start of scheduled events which is dependent on entries. The registration desk will remain open during all individual practice ice sessions and events. The Registration Desk is located inside the Toshiba Ice Rink (north rink), located within the Mitchell Activity Center. Please register promptly upon arrival. Registration will be your final confirmation of event(s) and competition time(s).

**If you are participating in a role requiring compliance, please be sure to [download or print your compliance card](#) to verify your compliance status on-site, if requested. If you believe your compliance card does not accurately reflect your compliance status, please contact [skatesafe@usfigureskating.org](mailto:skatesafe@usfigureskating.org) at least 2 business days prior to the competition for assistance.**

**AWARDS:**

Awards will be provided for each event 1<sup>st</sup>-6<sup>th</sup> place. Award ceremony will be held in the lobby throughout the competition when results are finalized.

**PHOTO/VIDEO:**

Professional photography/video is not planned for this event. **Note, per U.S. Figure Skating policy, photographing and/or recording of anyone other than your own skater is strictly prohibited.**

**TEST SESSION:**

A test session will be held in conjunction with this competition. Test session registration deadline is 11:59pm Jan 3, 2025. A link to the test session registration will be uploaded to the Entryeeze competition page when available. Registration is online only. Test session schedule is to be determined depending on entries, but anticipated to be Friday Jan 17<sup>th</sup>, 2025.

**HOTEL ACCOMMODATIONS:**

Comfort Inn & Suites	Quality Inn	Holiday Inn Express	Hampton Inn
2020 Highland Way	1221 S Burr	810 E Spruce St	1920 Highland Way
Mitchell, SD 57301	Mitchell, SD 57301	Mitchell, SD 57301	Mitchell, SD 57301
(605) 990-2400	(605) 996-1333	(605) 292-9292	(605) 9105-1575

**MERCHANDISE:** Competition spirit wear will be available for order online only. An email will be sent when the store is open. Please pre-order online during registration via the link on EntryEeze. Merchandise order deadline will be posted on EntryEeze. Items will be distributed at registration check in.

**CONCESSIONS:** Will be available.

**CONTACT INFORMATION:**

Competition website: [www.entryeeze.com](http://www.entryeeze.com)

Club website: [www.themitchellfigureskatingclub.org](http://www.themitchellfigureskatingclub.org)

For questions, please contact Michelle Bultje, voice or text at 605-680-5134 or via e-mail at [themitchellfigureskatingclub@gmail.com](mailto:themitchellfigureskatingclub@gmail.com).

Competition Chair:	Michelle Bultje	<a href="mailto:themitchellfigureskatingclub@gmail.com">themitchellfigureskatingclub@gmail.com</a>	(605) 680-5134
Chief Referee:	Victoria Aversano	<a href="mailto:vaversano@tvfsc.org">vaversano@tvfsc.org</a>	
Test Chair:	Samantha Schaefer	<a href="mailto:Shareasmile82@gmail.com">Shareasmile82@gmail.com</a>	
Club President	Jill Bannwarth		(605) 940-2558