



**IBU CUP  
BIATHLON**



**SJUSJØEN  
NORWAY**

**25. NOVEMBER - 1. DECEMBER 2019**

# **OFFICIAL INVITATION**



**NORWEGIAN  
BIATHLON  
ASSOCIATION**



## **A. GENERAL INFORMATION**

### **A.1 VENUE SJUSJØEN**

Sjusjøen is a Norwegian ski destination located 140 km from Oslo Airport Gardermoen. Sjusjøen is located 720 meters above sea level the courses vary between 710 meters and 740 meters above sea level.

### **A.2 ADDRESS OF ORGANIZING COMMITTEE (OC)**

Sjusjøen Skisenter Natrudstilen  
2612 Sjusjøen, Norway

Phone: + 47 992 29 675

Email: [booking@ibucup.no](mailto:booking@ibucup.no)

Website: [www.ibucup.no](http://www.ibucup.no)

### **A.3 EXECUTIVE POSITIONS OF THE OC**

#### **CHAIRMAN**

Mathias Neraasen

Phone: +47 915 65 055

Email: [mathias@ringsaker-almemming.no](mailto:mathias@ringsaker-almemming.no)

#### **CHIEF OF COMPETITION**

Jens Schjerven

Phone: +47 932 62 923

Email: [jens.schjerven@gmail.com](mailto:jens.schjerven@gmail.com)

#### **CHIEF OF LOGISTICS & ACCOMMODATION**

Ane Karlsen

Phone: + 47 992 29 675

Email: [booking@ibucup.no](mailto:booking@ibucup.no)

#### **CHIEF OF ACCREDITATION**

Björg Isene

Phone: +47 924 98 730

Email: [baisene@hotmail.com](mailto:baisene@hotmail.com)

#### **NF NOR CONSULTANT**

Christian Gedde-Dahl

Phone: +47 486 00 654

Email: [christian@skiskyting.no](mailto:christian@skiskyting.no)

### **A.4 COMPETITION COMMITTEE**

Chief of Competition	Jens Schjerven (IR)
Competition Secretary	Sidsel Moholdt (IR)
Chief of Course	Johannes Haukåssveen (IR)
Chief of Stadium	Svein Erik Syljusåsen (IR)
Chief of Timing	Vigdis Thingelstad (IR)
Chief of Shooting Range	Frode Hagen (IR)



### **A.5 LOGISTICS COMMITTEE**

Chief of Logistics, Transportation & Accommodation Ane Karlsen  
Chief of Accreditation Bjørg Isene  
Chief of Media Erik Haugen

### **A.6 REPORT AFTER ARRIVAL**

Before occupying the accommodation, the teams must report to the Accommodation Office by the stadium.

Keys to the wax cabins are handed out at the Competition Office with a deposit of 50€.

#### **Competition office opening hours:**

Monday: 09.00 – 16.00  
Tuesday to Sunday: 08.00 – 18.00

### **A.7 ACCREDITATION**

The accreditation office is located at the stadium building.  
PLARAS is the responsible accreditation company.  
Chief of Accreditation: Bjørg Isene

#### **Opening hours:**

Tuesday: 08.00 – 19.00  
Wednesday: 08.00 – 18.00  
Thursday: 08.00 – 16.00  
Friday: 08.00 – 16.00  
Saturday: 08.00 – 13.00

### **A.8 LIABILITY / INSURANCE**

The organizers are not liable for any injuries to person or material damage.  
National Federations must provide insurance for their athletes. With the registration by name the National Federations confirms that all persons entered have the required insurance.





## **A.9 PROVISIONS GOVERNING THE IMPORT AND EXPORT OF RIFLES AND AMMUNITION, AND OF RADIO EQUIPMENT**

All athletes and officials belonging to a member federation of the European Union, who carry a rifle, must be able to present a European firearms certificate. All athletes and officials of a member federation that is not a member of the European Union have to fill out a customs application and present it to the custom authorities in Norway, wherever they enter Norwegian Territory.

### **Appendix A: Information letter**

**Appendix B: Radio Equipment:** Please return by e-mail to: [firmapost@nkom.no](mailto:firmapost@nkom.no)

### **Appendix C: Declaration of firearms:**

Import of rifle, ammunition, and radio equipment to Norway are free of charge.

## **A.10 VISA REGULATIONS**

A Shengen-visa is also valid in Norway.

All nations who need a visa for Norway must follow the Norwegian regulations. Visas are given both to the athletes involved in the competitions and to their coaches and technical staff whose presence is connected with the event itself.

The application for the visa must include an accurate list of names, date of birth, roles (athlete, team staff) and passport numbers, and must be sent by the national association to the Organizing Committee Sjusjøen. A copy of this application with no name changes must be sent to the Norwegian Embassy in your home country or to the closest Norwegian Embassy.

Those from Ukraine who do not have a biometric passport must apply in the normal way.

**Deadline for visa invitation request: 19<sup>th</sup> of September 2019**

**Deadline for visa application: 25<sup>th</sup> of September 2019**

### **Following nations require a visa:**

ARM, BLR, CHN, IND, KAZ, KGZ, MDA, MGL, RUS, TPE, UKR, UZB

See all needed information at the webpage of the Embassy.

Appendix D: Visa invitation request form

Appendix E: List of Embassies



## ***B. LOGISTICS***

### ***B.1 TRANSPORT***

Transport for the participating, complete teams from Oslo Airport Gardermoen or Lillehammer Train Station to Sjusjøen and return.

The transportation fee should be paid by the Teams and depends on the number of passengers/amount of luggage.

For precise price information, please contact Ms. Ane Karlsen in advance.

E-mail: [booking@ibucup.no](mailto:booking@ibucup.no)

Phone number: +47 992 29 675.

Reservation of transportation no later than 19<sup>th</sup> of November 2019.

Appendix F: Transportation reservation

### ***PARKING***

Each nation are given two parking permissions at the arena.



## **B.2 ACCOMMODATION**

Accommodation for IBU Cup 1:  
Sunday 24<sup>th</sup> of November – Monday 2<sup>th</sup> of December.

**CATEGORY A**      *25 MIN. BY CAR FROM STADIUM:*  
90 Euro p.p./night in **double room** in hotels in Lillehammer.  
Incl. breakfast (with possibility to make lunch packet),  
dinner and evening meal (cereals etc.). Lunch at the hotel is additional, 25 Euro p.p.

110 Euros per night in **single room**.

**CATEGORY B**      *2-15 MIN. BY CAR FROM STADIUM:*  
75 Euro p.p./night in cabin in Sjusjøen area. 2 persons or more in shared room.  
95 Euro p.p./night in single room. Full board.

**CATEGORY C**      *2-15 MIN. BY CAR FROM STADIUM:*  
35 Euro p.p./night in cabin in Sjusjøen area. 2 persons or more in shared room. Self catering.

### **FOR CATEGORIES B AND C:**

- Minimum 2 persons per bedroom.
- Bedlinen and towels is additional, 10 Euros pr. set.
- Final cleaning of the cabin is included.

Appendix G: Accommodation reservation

Booking of accommodation will be through the organizers Accommodation Officer,  
Ane Karlsen, [booking@ibucup.no](mailto:booking@ibucup.no) / phone number +47 992 29 675.  
Payment will be done directly to the accommodation office.

The reservation deadline is October 26<sup>th</sup> (same day as registration by number).  
Teams can adjust those bookings until November 11<sup>th</sup> at the latest (free of charge).

Number of persons can be adjusted within 10% of the total number of persons free of  
charge, but the number of cabins/rooms can not be adjusted after November 11<sup>th</sup>.  
Any changes exceeding 10% will have to be paid fully by the respective NF.



### **B.3 UPDATE IBU PHOTOS AND BIOS-FILES**

We are updating the athletes' records to keep your data in our database up to date. At the IBU Cup 1 in Sjusjøen, we are organizing the preseason photoshoot and the update of the bios-files for athletes.

The action will take place during the following hours:

Place: Multi Hall in the stadium

Dates: Monday, 25.11            09:00 – 18:00

          Tuesday, 26.11            09:00 – 18:00

After arrival team leaders are kindly requested to contact IBU Cup Media Manager Mariya Osolodkina or IBU Photo Manager Christian Manzoni to fix an appointment to avoid long waiting times. You can also book the time slot for your team bios update in advance at [media.ibucup@ibu.at](mailto:media.ibucup@ibu.at)

Mariya Osolodkina, IBU Cup Media Manager  
+ 43 676 84149834

Christian Manzoni, IBU Photo Manager  
+43 676 84149833



## C. COMPETITION INFORMATION

### C.1 COMPETITION PROGRAM

DAY	COMPETITIONS	ZEROING	TRAINING	TEAM CAPTAINS MEETINGS / DRAWS	FLOWER / PRIZE GIVING CEREMONIES
<b>MONDAY</b> 25.11			ARRIVAL RANGE CLOSED SKIING POSSIBLE		
<b>TUESDAY</b> 26.11			10.00 – 12.00 TRAINING MEN  13.00 – 15.00 TRAINING WOMEN	17.00 Team Captains meeting will take place at the multi hall at the stadium. - Info all competitions	
<b>WEDNESDAY</b> 27.11			10.00 – 12.00 OFFICIAL TRAINING MEN  13.00 - 15.00 OFFICIAL TRAINING WOMEN	17.30 Draw in the Timing Room (Jury supervision)	
<b>THURSDAY</b> 28.11	11.00 SPRINT MEN  14.00 SPRINT WOMEN	10.00 – 10.50 MEN  13.00 – 13.50 WOMEN			Directly after each competition at the stadium
<b>FRIDAY</b> 29.11			10.00 – 12.00 OFFICIAL TRAINING MEN  13.00 – 15.00 OFFICIAL TRAINING WOMEN	17.30 Draw in the Timing Room (Jury supervision)	
<b>SATURDAY</b> 30.11	11.00 SPRINT MEN  14:00 SPRINT WOMEN	10:00 – 10:50 MEN  13:00 – 13:50 WOMEN			Directly after each competition at the stadium
<b>SUNDAY</b> 01.12	10.00 PURSUIT MEN  12.30 PURSUIT WOMEN	09.15 – 09.45 MEN  11.45 – 12.15 WOMEN			Directly after each competition at the stadium
<b>MONDAY</b> 02.12	DEPARTURE OF TEAMS				





## **C.2 COMPETITION RULES**

The competitions will be conducted in accordance to the IBU Event and Competition Rules as in effect during the competition days.

## **C.3 IBU SPORT TECHNICAL OFFICIALS**

Race Director IBU Cup	Kristjan Oja / IBU
IBU Technical Delegate	Christophe Vassallo / FRA
Material Control	Janis Berzins / LAT
Course	Ian Lungociu/ ROU
Start/Finish	Johnny Rognstad / NOR
Shooting Range	Magnus Aasen / NOR

## **C.4 TARGET SYSTEM**

Kurvinen KES

## **C.5 COMPETITION COURSE**

You can download all the competition courses from our web site: [www.ibucup.no](http://www.ibucup.no).  
Maps are also attached to this invitation.

## **D. REGISTRATION DEADLINES**

### **D.1 REGISTRATION OF ATHLETES AND STAFF:**

26 <sup>th</sup> of October	Registration by number of persons
11 <sup>th</sup> of November	Registration by names

Registrations in the IBU Membercenter (online).

### **D.2 ACCOMMODATION RESERVATION**

Registration by numbers of athletes and team staff: 26<sup>th</sup> of October 2019

### **D.3 RESERVATION OF TRANSPORTATION**

19<sup>th</sup> of November 2019

### **D.4 DEADLINE FOR VISA INVITATION REQUEST**

19<sup>th</sup> of September 2019

### **D.5 DEADLINE FOR VISA APPLICATION**

25<sup>th</sup> of September 2019



## ***APPENDIX A - LOGISTICAL REQUIREMENTS BORDER/ CUSTOMS REGULATIONS***

### ***A. RIFLES***

Athletes and officials of a National Federation from EEA countries, who bring firearms, must be able to present a European Firearms Certificate. Athletes and officials of a National Federation outside the EEA, who bring firearms, must fill in a costumes application and present it to the custom authorities in Norway. The import of rifle and ammunition to Norway is free of charge.

### ***B. AMMUNITION***

It requires a European firearms certificate to import ammunition.

### ***C. MEDICINE***

Travelers from EEA countries may bring a maximum of one year's supply of legally purchased non-narcotic medicine. Travelers from outside the EEA may enter a maximum of three month's supply of legally purchased non-narcotic medicine. Travelers must be able to demonstrate that the medicine has been prescribed for personal use. There are various rules for entry of medicines, enhancement and supplements, but it is the classification by Norwegian legislation that determines which entry rules to follow.

For more information, check out:

<https://legemiddelverket.no/english/import-wholesaling-and-retailing>

### ***D. NUTRITION***

Travelers from EU/EEA countries are allowed to bring meat, meat products, milk and dairy products according to the customs regulation. It is prohibited to bring in meat, meat products, milk and dairy products from countries outside the EEA area.

### ***E. RADIOS***

The operation of radio equipment is notifiable.

The import and the control of radio frequencies are free of charge.



## APPENDIX D - VISA INVITATION REQUEST FORM

Please fill in needed information. Look also on the webpage to the embassy and see what they require and if you have to do the application electronically.

24<sup>th</sup> November – 2<sup>th</sup> OF December 2019

SJUSJØEN / NOR

Must be returned electronically to Christian Gedde-Dahl no later than 19<sup>th</sup> of September 2019.

E-mail: [christian@skiskyting.no](mailto:christian@skiskyting.no) Phone number: +47 486 00 654

	SURNAME	FIRST NAME	DATE OF BIRTH	PASSPORT NUMBER	EXPIRY DATE	ROLE <small>ATHLETE / STAFF</small>
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						



## **APPENDIX E - LIST OF EMBASSIES**

<b>NATION</b>	<b>WEBSITE/EMAIL</b>
<b>RUS, ARM, UZB</b>	<a href="http://www.norvegia.ru">www.norvegia.ru</a>
<b>CHN, MGL</b>	<a href="http://www.norway.cn">www.norway.cn</a>
<b>UKR</b>	<a href="http://www.norway.com.ua">www.norway.com.ua</a>
<b>KAZ, KGZ</b>	<a href="http://www.norvegia.kz">www.norvegia.kz</a>
<b>MDA</b>	<a href="http://www.indemb.no">www.indemb.no</a>
<b>IND</b>	<a href="http://www.indemb.no">www.indemb.no</a>
<b>TPE</b>	<a href="mailto:emb.beijing@mfa.no">emb.beijing@mfa.no</a>
<b>BLR</b>	<a href="https://www.udi.no/en/want-to-apply/visit-and-holiday/visitors-visa-to-norway/?c=blr">https://www.udi.no/en/want-to-apply/visit-and-holiday/visitors-visa-to-norway/?c=blr</a>





## **APPENDIX F - TRANSPORTATION**

By plane: [www.osl.no](http://www.osl.no) (Oslo Airport Gardermoen)

By train: [www.nsb.no](http://www.nsb.no) (Train to Lillehammer)

By car: 140 km from Oslo Airport Gardermoen to Sjusjøen

### **TRANSPORTATION RESERVATION**

**Must be returned electronically to Ane Karlsen no later than 19<sup>th</sup> of November 2019.**

E-mail: [booking@ibucup.no](mailto:booking@ibucup.no)

Phone number: +47 992 29 675

<b>NATIONAL ASSOCIATION</b>		
<b>ADDRESS OF THE ASSOCIATION</b>		
<b>ZIP-CODE</b>		
<b>TOWN</b>		
<b>CONTACT PERSON</b>		
<b>PHONE NUMBER</b>		
<b>E-MAIL</b>		
	<b>ARRIVAL</b>	<b>DEPARTURE</b>
<b>DATE</b>		
<b>TIME</b>		
<b>FLIGHT NUMBER</b>		
<b>NUMBER OF PERSONS</b>		

When arriving Oslo Airport Gardermoen, please get in contact with the info desk to Norway Express.



## **APPENDIX G – ACCOMMODATION**

### **ACCOMMODATION RESERVATION**

**Must be returned electronically to Ane Karlsen no later than: 26<sup>th</sup> of October 2019.**

E-mail: [booking@ibucup.no](mailto:booking@ibucup.no) Phone number: +47 992 29 675

<b>NAME</b>		
<b>ADDRESS</b>		
<b>COUNTRY</b>		
<b>PHONE NUMBER</b>		
<b>E-MAIL</b>		
<b>DATE OF ARRIVAL</b>		
<b>DATE OF DEPARTURE</b>		
<b>NUMBER OF PERSONS</b>	<b>DOUBLE ROOM</b>	<b>SINGLE ROOM</b>
<b>CATEGORY A</b>		
<b>CATEGORY B</b>		
<b>CATEGORY C</b>		

### **DEADLINE: 26<sup>TH</sup> OF OCTOBER 2019**

Booking of accommodation will be through the organizers Accommodation Officer, Ane Karlsen, [booking@ibucup.no](mailto:booking@ibucup.no) / mobile + 47 992 29 675.

Payment will be done directly to the accommodation office.