

## **PERFORMANCE SANCTION PRIMER**

For U.S. Figure Skating Clubs and their Members

*(Revised March 2015)*

Appearances in events by U.S. Figure Skating members are governed by a set of specific rules that protect their eligibility for competitions, tests and other U.S. Figure Skating activities. These rules are spelled out in detail in the U.S. Figure Skating rulebook. They apply to every U.S. Figure Skating member from the most basic beginner to World and Olympic champions.

This primer is meant to help you understand the basics of the eligibility and sanctions rules, which are designed to ensure that U.S. Figure Skating members participate in properly sanctioned events or otherwise protect their eligibility.

### **PERFORMANCE SANCTIONS**

Performance sanctions are issued by U.S. Figure Skating to protect the eligibility of its members. Performance sanctions are issued to the following (see SR 3.01):

- Member clubs.
- U.S. Figure Skating individual members (those persons who do not belong to a club as a home club member).
- Registered independent Synchronized Skating/Theater On Ice teams.

The eligibility of a skater may also be protected by a Basic Skills performance approval (see [www.usfigureskating.org](http://www.usfigureskating.org)) or a special sanction (see SR 3.20).

Performance sanction applications must be submitted by one of the above-referenced entities and cannot be submitted by a coach, parent or arena manager.

Each club has a U.S. Figure Skating sanction officer assigned to them each season. Once a club or other entity noted above submits a sanction application, the U.S. Figure Skating sanction officer reviews the sanction application and approves it when appropriate. Member clubs may designate a member to serve as the club sanction chair. The club sanction chair prepares performance sanction applications and submits them for approval. U.S. Figure Skating will also accept sanction applications submitted by club officers (president, vice president, secretary, treasurer).

With few exceptions, all carnivals/ice shows/performances, exhibitions, appearances or entertainment of any kind where U.S. Figure Skating eligible skaters participate must be sanctioned. Sanctions are required when any of the following conditions apply:

1. Admission is charged or admission is contingent upon a donation.
2. Member club or promoter is a recipient of some pecuniary benefit.
3. Skaters, other than those who are members of the host club, have been invited to participate.
4. Ineligible persons in skating have been invited to participate.
5. The performance is held at a location other than the principal skating headquarters of the host club.
6. The event is advertised and/or the public is invited to attend.
7. Skaters or synchronized skating/Theater On Ice teams perform at hockey games.
8. The event is part of a radio or television broadcast.

All forms of advertising, announcement, program or notice, including on the internet, of any sanctioned performance must state that the event is presented by the sponsoring club and sanctioned by U.S. Figure Skating.

## The Skater's (and Parent's) Responsibilities

When you are invited to skate in ANY exhibition that is not sponsored by your home club, you must take the following steps:

1. **Question whether a skating event is properly sanctioned for U.S. Figure Skating members.**
  - a. If the event is a show or exhibition that is being held by another U.S. Figure Skating club, then it is probably sanctioned. That host club should contact an officer in your club to confirm the sanction and formally ask for permission for you to skate. The host club may request a signed permission letter.
  - b. If the organization holding the event has never heard of U.S. Figure Skating nor has any idea what a sanction is, you should talk to your home club or U.S. Figure Skating headquarters to determine how to proceed.
2. **If the event has not been properly sanctioned, you and your club need basic information about the event and the organizers.**
  - a. Who is organizing the event and why? Get a full name, address and phone number of someone in authority for the event.
  - b. When and where is the event being held?
  - c. Is the event free to the public or is admission being charged?
  - d. What are the figure skaters expected to do as part of the event?
  - e. Are the figure skaters receiving any type of payment (including monetary equivalent of goods or services) to participate?

Additionally, you should:

- Obtain a current U.S. Figure Skating rulebook and become acquainted with the eligibility rules for skaters.
- Contact your club for a letter of permission to skate, if the event is being held by another club, and make certain it is provided to the club organizing the event.

## The Member Club's Officers' Responsibilities

1. To apply for sanctions for the club's events in a timely manner.
2. To formally invite guest skaters to a club event that is sanctioned.
3. To provide a posted notice at sanctioned events that the event is "Sanctioned by U.S. Figure Skating" and to arrange for this information to be stated in any printed material.
4. To confirm the sanction status of other clubs' events to which your members have been invited and provide letters of permission to skate.
5. To check on the details of unsanctioned events to which your members have been invited and to apply for a U.S. Figure Skating sanction, if appropriate.
6. To complete the financial report when required by the rules.

## Obtaining an Event Sanction

1. An officer or sanction chair of a U.S. Figure Skating member club should complete and submit a performance sanction application online at least 30 days prior to the event. This application describes the event and its participants and can be found on the Members Only site at [www.usfsonline.org](http://www.usfsonline.org). There is no fee to obtain a sanction, however, applications submitted less than 30 days prior to the start date are subject to a late processing fee of \$25 (charged at time of submission).
2. Information you will need in order to complete the application is as follows:
  - a. Title of event (**Warning:** the use of "Olympics" in the title is prohibited).
  - b. Date(s) of event.
  - c. Type of event.
  - d. Location (facility) – If the facility is the principal headquarters of another club, you must have a letter of permission to upload.
  - e. Is a promoter involved? If yes, is promoter skating related?
  - f. If the event is hosted with a charity, does the charity meet definition of SR 2.02E?
  - g. Are net receipts in full being used to promote figure skating for your members and/or for the

benefit of the charity? \*\*

- h. Is admission being charged or monetary donations accepted? If yes, are monies to be used in the promotion of figure skating for your members?
  - i. Is a flat fee being paid to the club?
  - j. Are skaters receiving fees, goods or services to appear in the event? If yes, you will need to know the skaters' names and amount they are receiving.
  - k. Will eligible Canadian skaters participate? If yes, you will need a letter of permission from Skate Canada to upload.
  - l. Will Foreign Eligible persons participate? If yes, you will need to know skaters' names and countries.
3. When completed, the application is automatically forwarded to the assigned U.S. Figure Skating sanction officer for review and approval. Once the sanction officer approves the application, the club is notified and the sanction certificate can be downloaded from the Members Only site.

*\*\*If no, an assessment fee will be required (see 9.00).*

### **CARNIVALS/ICE SHOWS**

Carnivals/ice shows are performances where skating furnishes the principle entertainment for spectators. Member clubs hosting carnivals/ice shows must apply for a performance sanction. There are typically solo and group performances along with costumes, props and music, and performers are predominantly eligible skaters. *Club officers: Please note that at this time, the performance sanction application refers ice shows as a carnival.*

### **EXHIBITIONS**

An exhibition is a skating performance by an eligible person(s) by itself or as part of some other entertainment and usually involves eligible skaters. The member club hosting an exhibition must apply for a performance sanction. There may be solos and/or group numbers and normally there are no props or special costumes. In many clubs, exhibitions take place between the periods of a hockey game or at the conclusion of a skating season. They are also common after a major competition, such as the U.S. Figure Skating Championships.

Clubs may host exhibitions:

1. To provide an opportunity to promote figure skating.
2. To provide an opportunity for selected skaters and/or groups to perform before an audience in preparation for a competition.

### **APPROVED CONTRACTS**

U.S. Figure Skating has provided the Eligible Skaters Compensation Agreement (ESCA) to enable eligible athletes to receive payment for 1) their participation in non-sanctioned skating performances, 2) personal appearances for commercial endorsements or 3) use of their name or photograph to advertise any commercial product, service or enterprise, all while protecting their eligibility to compete in U.S. Figure Skating, ISU and/or Olympic competitions. An ESCA may also be used, even when the skater is not being paid, to protect the skaters' eligibility when a sanction is not otherwise available for the event.

U.S. Figure Skating advises that the athlete or his/her representative agree to the terms of the activity with each sponsor or promoter through the means of a written contract. U.S. Figure Skating requires that athletes who are compensated must be so at a minimum of \$50.00 per activity. These payments to the athletes are not tax deductible.

Please note that an ESCA is not required when athletes accept financial gifts in any amount from family members, friends or businesses, provided that the athlete does not perform or provide any reciprocal service to the private sponsor/donor. There is no tax advantage to the private sponsor/donor for providing such a gift, and athletes are not required to notify U.S. Figure Skating of any such gifts. The ESCA has a processing fee attached to it that must be sent in prior to approval. To receive an ESCA, please contact U.S. Figure Skating headquarters at 719.635.5200 or download from [www.usfigureskating.org](http://www.usfigureskating.org).