



World Para  
**Ice Hockey**

# Invitation

Green Bay 2022

World Para Ice Hockey Women's World Challenge

## 1 Introduction

Brown County Ice Management, Green Bay, the entire state of Wisconsin and World Para Ice Hockey are pleased to invite you to the 2022 World Para Ice Hockey Women's World Challenge. The tournament will be held from 26-28 August 2022 at Green Bay's Cornerstone Community Center, USA.

## 2 Organisation and Administration

285 Morris Ave, Green Bay, WI 54313

### Main LOC Contacts:

Responsibility	Name	E-mail
LOC Co-Chair	Mary Ann Robinson	wahadir@yahoo.com
LOC Co-Chair	Brad Roethlisberger	Hockeyrefbar@sbcglobal.net
Transportation	Rhonda Matzke	cabanatan.travel@gmail.com
Accreditation	Robin Bilsborough	robin.bilsborough@wahahockey.com
Accommodation	Becky Unterriker	bunterriker@gmail.com
Coordination	Lauren Roethlisberger	Lauren.Roethlisberger@snc.edu

### 3 Dates of Competition

23 August	Arrival
24 August	Training, classification, equipment check & team picture
25 August	Training, classification, equipment check & Directorate #1
26 August	Opening Ceremonies, Competition, Directorate #2
27 August	Competition & Directorate #3
28 August	Competition & Closing Ceremonies
29 August	Departures

### 4 Venue

The tournament will be held at the following venue:

**Green Bay's Cornerstone Community Center**  
Ruská 3077/135, 700 30 Ostrava-jih-Zábřeh  
USA

Information about ice arena:

- Rink size: 60m x 30m
- Capacity: 1 999
- Construction date: 2005

Website: [www.greenbay.com/listing/cornerstone-community-ice-center/3292](http://www.greenbay.com/listing/cornerstone-community-ice-center/3292)

## 5 Event Schedule

Teams
1. USA
2. CAN
3. GBR
4. WORLD

### Tentative Competition Schedule:

<b>23 August</b>	Arrival
<b>24 August</b>	Training, classification, equipment check & team picture
<b>25 August</b>	Training, classification, equipment check & Directorate #1
<b>26 August</b>	Opening Ceremonies, Game#1, Game#2, Directorate #2
<b>27 August</b>	Game#3, Game#4, Game#5, Game#6, Directorate#3
<b>28 August</b>	<b>Bronze Medal Game, Gold Medal Game, Closing Ceremonies</b>
<b>29 August</b>	<b>Departure</b>

Match ups will be determined later. Changes can be made by WPIH as needed.

## 6 Rules and Regulations

The competition will be conducted under World Para Ice Hockey Regulations 2021-2022, World Para Ice Hockey Rulebook 2018-2022 and World Para Ice Hockey Classification Rules and Regulations ver. 2017. If you require further information, please visit <https://www.paralympic.org/ice-hockey/rules>.

## 7 Maximum Entry per NPC

NPCs are allowed to enter a maximum of **eighteens (18) athletes** (16 players and 2 goalkeepers)

Each NPC is entitled to register up to **six (6) team officials**.

An NPC may request to bring additional team officials but this will be subject to prior approval of the WPIH. The NPC will be required to pay a correspondingly higher entry fee reflecting the cost of additional team officials.

## 8 International classification

Those athletes who have never been classified („New“) or have a designated sport class status of „R“ (Review) will be required to go through International Classification prior to the start of the 2022 Women's World Challenge.

A detailed classification schedule will follow after the revision of the final entries by World Para Ice Hockey. All athletes informed that they require classification must arrive at a time prior to their allocated appointment time. NPCs are advised to contact [info@WorldParaIceHockey.org](mailto:info@WorldParaIceHockey.org) to arrange for the classification schedules.

Athletes due for classification must ensure a copy of the [IPC Medical Diagnostics Form](#) is completed and uploaded by the NPC to SDMS at least six (6) weeks before the event.

## 9 Entries and Registration

All athletes entered in the event must be licensed for the 2022-2023 winter season by the time of the final entries deadline. Athletes' entries not meeting this criterion will be rejected by World Para Ice Hockey.

All athletes must be entered by their respective NPCs or organisations authorised by the NPC and accepted by World Para Ice Hockey.

All NPCs must declare their entries within the given deadlines. No late entries are to be accepted.

Replacement entries may be accepted only due to injury or medical reason. The NPC must submit support documents to World Para Ice Hockey office for approval. The LOC must also approve if such late changes can be accommodated.



## Registration deadlines

The Registration process and timeline shall be as follows:

1	Opening of SDMS licensing	01 July 2022
2	Opening of SDMS <a href="#">online registration system</a> for <b>Entry (by Number)</b> .	01 July 2022
3	Deadline for SDMS online <b>Entry (by Number)</b> (NPCs are invoiced based on the number provided in this entry).	08 July 2022
4	Opening of SDMS <a href="#">online registration system</a> for <b>Entry (by Name)</b>	08 July 2022
5	Close of SDMS online <b>Final Entry (by Name)</b> system and deadline for payment of the entry fee and provision of: <b>NOTE: No</b> reimbursement for any team members withdrawn will be accepted after this date.	29 July 2022
6	Opening of <a href="#">IPC Accreditation system</a>	08 July 2022
7	Deadlines for entries into <a href="#">IPC Accreditation system</a> : 1. Team arrival and departure information (Transport) 2. Team accommodation information Team entries including photos	29 July 2022

## SDMS Online Entry Process

The SDMS online entry system can be accessed via the following:

[paralympic.org/sdms](http://paralympic.org/sdms)

The log-in details are the same username and password used for **SDMS account**.

If you do not have access to the SDMS/Entries system, please **contact your NPC**. The NPC will be able to make the online entry on your behalf.

Detailed **instructions for the online entry process** can be found [here](#).

## IPC Accreditation System

The IPC Accreditation System will open in April and can be accessed via your SDMS account. Here you will be required to enter the team's transportation details, accommodation information, photos, team staff information. This substitutes the filling of forms that we did in the past. The information will be directly available to the LOC. Athlete information such as athlete photos will be automatically generated from the SDMS.

The website to the accreditation system is: [www.paralympic.org/accreditation](http://www.paralympic.org/accreditation)

A separate email with instructions will be sent out at later stage.

## 10 Entry Fee

The entry fee is charged at **25 EUR per participant** (incl. athletes and team officials).

NOTE: **accommodation for the approved Team Contingent is not included.** Additional rooms must be booked and paid separately (see section 15).

### Payment

The Entry Fee of 25 EUR per participant must be paid by transfer to the IPC. Upon submission of the online Entry by Number, NPCs will be issued with a Participation Fee Invoice. This invoice should be paid direct to IPC (bank details below) by **no later than 29 July 2022**. Please ensure that the **correct invoice number** is referenced in the payment.

Account Name:	IPC, Adenauerallee 212-214, D-53113 Bonn, Germany
Bank:	Deutsche Bank AG, D-53113 Bonn, Germany
Bank code:	380 700 59
Branch No.:	414
SWIFT Address:	DEUT DE DK 380
IBAN:	DE75380700590029012200

## 11 Transportation

The Local Organizing Committee (LOC) will provide a transportation service from Green Bay–Austin Straubel International Airport or Chicago O’Hare International Airport to the team dedicated hotel (on official arrival/departure days or other days as agreed), and from the hotel to the arena for the duration of the Championships.

The LOC Transportation Manager will help NPC’s with flight organization in relation to transport to the Venue.

NPCs must submit their transportation information via the IPC Accreditation System.

## 12 Meals

The Host Organizing Committee is responsible for covering the expense of 3 meals + snack for a maximum of 25 people per team, per day. Any additional persons and any changes made to the pre-set menu that exceed the negotiated rate are the responsibility of the team and will be charged directly to the respective team. The same applies to “Extras” at the hotel during the tournament.

Breakfast will be served at the hotel. Lunch, dinner and snacks will be served at the Competition Venue. Please list any dietary requirements in the accreditation system (vegetarian/vegan need, halal, kosher or intolerance/allergies).

## 13 Extra Days

In case of early arrival or late departure, extra need for transportation and/or ice renting, all costs are to be covered 100% by the NPC/team itself. Please contact the LOC with a copy to [info@WorldParaIceHockey.org](mailto:info@WorldParaIceHockey.org) for more information about extra days.



## 14 Accommodation

The official competition hotels will be the:

Team USA	Single room: \$129 USD per person/day, Double room: \$65 USD per person/day ( <i>room must be double occupancy</i> )	<a href="#">Aloft</a>
Team CAN	Single room: \$129 USD per person/day, Double room: \$65 USD per person/day ( <i>room must be double occupancy</i> )	<a href="#">SpringHill Suites Green Bay</a>
Team GBR	Single room: \$129 USD per person/day, Double room: \$65 USD per person/day ( <i>room must be double occupancy</i> )	<a href="#">Holiday Inn</a>
Team WRD	Single room: \$129 USD per person/day, Double room: \$65 USD per person/day ( <i>room must be double occupancy</i> )	<a href="#">Radisson Hotel &amp; Conference Center Green Bay</a>

The LOC offers to participants the option to stay in either double or single room accommodations. Please confirm the number of daily wheelchair users and the number of accessible room required

## Booking

Bookings for the accommodation have to be made through the LOC. Submit the accommodation information via IPC Accreditation System.

Deadline for reservation:	15 July, 2022
Deadline for final payment:	1 August, 2022

## Cancellations/Refunds Policy

- Cancellation after 4 August, 2022 is 50% of accommodation fee.
- Cancellation after 8 August, 2022 100% of accommodation fee.

## Bank Information

The Accommodation Fees should be transferred to the following bank account according to the terms of payment:

IBAN number	NA
SWIFT / BIC	Routing Number - 075917937
Account Number	1043406
Name of Bank	Nicolet National Bank
Organization	Brown County Ice Management
Under indication of	Don Chilson

## Location

The distance from the hotel to the Arena is maximum 12 km, a journey time of approximately 10 – 15 minutes, depending on the traffic.

## 15 Green Bay, WI

The City of Green Bay is most known for its American Football Team the Green Bay Packers, however, the community is also known for its papermaking history and its hometown hospitality. The Fox River which divides the city into an east side and west side created a transportation and natural resource for making of paper products. The Fox River and the Bay of Green Bay is also known as a great fishery for many species including walleye and muskellunge. The cities geographical location provides a change of season from outdoor athletics in the spring and summer, to hunting in the fall, and plenty of winter sports. At one time, Green Bay boasted the largest brewing population in the state. Although, it is no longer the largest, the community is seeing a resurgence of micro-breweries many that are located near Lambeau Field (Home stadium of the Packers).

## 16 Immigration and Customs

All visitors must have a valid passport to enter the USA. Passports must be valid at least three (3) months after the expected departure date from the USA. For example, if the departure date is 29 June 2022, the passport must be valid until 29 September 2022. Individuals will be asked to have all documents in hand and ready for presentation at the primary inspection point prior to arriving at the Immigration & Customs booth.

## 17 Visitor Visa

If required, please forward a complete invitation list of each person travelling with your group to the USA via e-mail to LOC responsible person no later than 01 August 2022

The list must include the following:

- Legal Given Name as it appears in the passports
- Passport issuing country
- Passport number
- Passport expiry date
- Date of birth
- Passport issuing date

## 18 Covid Risk Assessment and Restrictions

A detailed Covid-19 Management Plan will be sent separately and will be updated as required to ensure it reflects the latest developments.

Every NPC will be required to appoint a dedicated COVID-19 Team Officer. This person will be the key contact for all matters related to COVID-19 with the LOC / WPIH before and during the Championships.

The COVID-19 Team Officer will be responsible for ensuring all team participants understands and follow the Event's COVID-19 Management Plan.

The COVID-19 Team Officer should be confirmed no later than 01 August 2022 by directly the LOC. Please, take into consideration that the action of your team before they travel and throughout your stay in Green Bay, will be crucial to the safety and success of the 2022 Women's World Challenge.

## 19 Insurance

Each National Federation and/or National Paralympic Committee must ensure that all members of their delegation are appropriately insured, including coverage for accidents, health, travel, property and liability.

Each team will need to provide evidence of insurance cover at the first Directorate Meeting at the latest. Please send a copy to [info@WorldParaIceHockey.org](mailto:info@WorldParaIceHockey.org).

## 20 Medical Information

### **Treatment**

No medical insurance for accidents will be provided to any of the participants. All participants are responsible for obtaining their own medical insurance (including Repatriation Coverage) and will be responsible for any medical expenses resulting from participation in the event.

### **Medical services**

The LOC will do its best to guarantee the safety of all participants and will provide emergency ambulance, and first aid services for the teams during the entire duration of the tournament.

Medical personnel will be present at all events at the tournament venue.

## 21 Accreditation

All accreditation details for athletes and team officials are dealt with in the IPC Accreditation online entry system. All accreditation cards will be handed out upon arrival to the Team Manager.

## 22 Contact details

Should you require further information please do not hesitate to contact us.

### Local Organising committee

Contact person:	Brad Roethlisberger
Address	2702 Hilltop Drive, Green Bay, WI 54313
Email:	<a href="mailto:hockeyrefbar@sbcglobal.net">hockeyrefbar@sbcglobal.net</a>
Telephone:	920-562-1466

### World Para Ice Hockey

Contact person:	World Para Ice Hockey
Address:	Adenauerallee 212-214, 53113 Bonn, Germany
Email:	<a href="mailto:info@WorldParaIceHockey.org">info@WorldParaIceHockey.org</a>
Telephone:	+49 2282097 149
Fax:	+49 2282097 209