

READY STEADY TOKYO test events

Test Event Information
Canoe Slalom



Bulletin 3 – JULY 2019

Tokyo 2020

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1. INTRODUCTION

The Tokyo 2020 canoe slalom team is pleased to release this 3rd bulletin with key additional information.

For any questions, please contact:

- Satoru TOKUNAGA
- Tokyo 2020 Canoe Slalom Manager
- canoe_slalom@tokyo2020.jp

The 1st and 2nd information bulletin can be found on the ICF website:
<http://www.canoeicf.com/canoe-slalom-olympic-test-event/tokyo-2019/team-info>

2. KEY INFORMATION

2.1 Competitions date

- **Elimination competition & NHK cup**

Name of the Event	2019 NHK Cup Canoe Slalom Competition
Competition Dates	18 - 20 October 2019
Official Training Dates	16 - 17 October 2019
Participation Fees	Yes
Ticketed Event	No

- **Test Event**

Name of the Event	READY STEADY TOKYO - Canoe slalom
Competition Dates	25 - 27 October 2019
Official Training Dates	21 - 24 October 2019 The eliminated athletes are allowed to paddle during the official training for Test Event
Participation Fees	No
Ticketed Event	No

2.2. Provisional competition schedule

The provisional competition schedule is available on the ICF website:

<https://www.canoeicf.com/canoe-slalom-olympic-test-event/tokyo-2019/schedule>

3. KEY MANDATORY DEADLINES

28 July 2019	Final Extended deadline to book accommodation and transport services. No new extension possible. Contact: ecc_iod09@or.knt.co.jp
15 August 2019	Numerical entries deadline (Elimination Competition, Tokyo 2020)
8 October 2019	Nominal entries deadline
21 October 2019 17h00	Confirmation of the Nominals entries for the Test Event

It is mandatory to respect these key deadlines.

4. PRE-GAMES TRAINING

- Kasai canoe slalom centre will be open a total of 60 days for Pre-Games Training.
- The cost to use the facility during Pre-Games Training period is JPY 3,600 per athlete / hour.
- Detailed information is contained in the Pre-Games Training bulletin.
- Please refer to Pre-games training bulletin, which can be found on the ICF website:
<https://www.canoeicf.com/canoe-slalom-olympics/tokyo-2020/team-info>

5. ENTRY PROCESS & DEADLINE (REMINDER)

5.1 Generality

Entries and accreditation requests must be made by the National Federation using the ICF's online entries system (SDP): <https://icf.msl.es/icf/icf.jsp>

For detailed instructions on how to submit entries, please read the SDP user guide. Any questions or issues relating to entries or accreditation should be sent tosdp@canoeicf.com prior to the respective deadline.

SDP user guide http://www.canoeicf.com/sites/default/files/nf_userguide_v2.2.pdf

5.2 Numerical entries

- Numerical entries close: 15 August 2019
- You must submit through SDP the number of athletes you will enter into each event **based on the quota allocation confirmed by the ICF.**
- Please also give indicative numbers for the overall number of athletes and team personnel who will attend the event with your delegation.

The remaining quotas after the numerical entries will be reallocated by the ICF based on the 2019 ICF Canoe Slalom World Championships results on 1st October.

5.3 Nominal entries

- Nominal entries close: 8 October 2019 (Elimination Competition for the Test Event)
- Each athlete competing must be entered by name.
- Team personnel must also be submitted for accreditation at this time. These entries will be used to produce the accreditation cards for all teams.

5.4 Confirmation of the nominal entries for the Test Event

- Deadline by 21 October 2019 17h00
- The National Federation must confirm the nominal entry to the Canoe Slalom Technical Chair.

6. PAYMENT OF THE PARTICIPATION FEE

- Participation fee for Elimination competition is 90€ per athlete and per team official.
- The participation fees must be paid by bank transfer or credit card before the arrival at Kasai canoe slalom centre
- No other payment method is available.
- Bank Account Information

Account Name	KINKI NIPPON TOURIST CORPORATE BUSINESS CO, LTD
Bank	SUMITOMO MITSUI BANKING CORPORATION
Bank code	0009
Branch code	760 SUZURAN BRANCH by SWIFT directly
SWIFT Address	SMBCJPT
Account Number	7300785
IBAN	None

When making payments please quote "CSL TEV" followed by your country code.

- Payments must be made in EURO. Bank and currency charges must be paid by NFs in addition to the accreditation fee.
- If you require an invoice please contact:
 - ecc_iod09@or.knt.co.jp
 - (Official Travel Agency - KINKI NIPPON TOURIST CORPORATE BUSINESS CO.,LTD)

7. ACCOMMODATION SERVICES – BOOKING PROCEDURE

- **EXTENDED DEADLINE: 28 JULY 2019 – NO NEW EXTENSION POSSIBLE**
- Tokyo2020 cannot arrange an accommodation and transportation service for NFs who do not submit the questionnaire form, appendix 1.
- To assist the participating NFs in the accommodation arrangements, Tokyo 2020 has appointed KINKI NIPPON TOURIST as the official Tokyo 2020 Test Events Travel Agency.
- The accommodation allocation is on first-come first-served basis.
- The accommodation and transports (people and boats) costs are under the National Federations' financial responsibility.
- Invoice for the travel arrangements will be issued at the end of September.
- Contact:
 - KINKI NIPPON TOURIST CORPORATE BUSINESS CO.,LTD
 - Email: ecc_iod09@or.knt.co.jp
 - Tel: +81-3-6891-9354

8. TRANSPORT SERVICES – BOOKING PROCEDURE

- We provide airport transfers, boat transportation and transportation between the recommended hotels and Venue with the following rates.
- These transport services are available only for those who submit a questionnaire (Appendix-1) form by 28 July 2019.

8.1 Rate for Airport transfers

Transportation	Fee
Airport transfer (Narita to/from recommended Hotel)	€980/one way *a large sized-coach with 45 seats
Airport transfer (Haneda to/from recommended Hotel)	€755/one way *a large sized-coach with 45 seats

Note the rate for airport transfer will be finalized around the end of September after receiving flight information as it depends on the number of passengers on the same coach.

8.2 Rate for boat transportation

Transportation	Fee
Boat Transportation (Narita or Haneda Airport to/from Venue)	€985/one way *a four-ton truck (can accommodate up to 10 boats)

Note the rate for airport transfer will be finalized around the end of September after receiving flight information as it depends on the number of boats on the same track.

8.3 Rate for transportation between the Recommended Hotels and Venue

Transportation	Fee
Recommended Hotels (BESTWESTERN Tokyo-Nishikasi / Best Westen Tokyo Nishikasai Grande) to/from Venue	€25/one way (per person)

Transportation	Fee
Recommended Hotels (Tokyo Bay Tokyu Hotel) to/from Venue	€40/one way (per person)

Note Only available from Oct. 16 – Oct. 27 (the period of NHK Cup and Test Event) the rate for transportation between official hotels and Venue will be finalized around the end of September after summarizing of all requests from each team.

9. LUNCH SERVICES DURING COMPETITION

There are no restaurants and shops around the venue.

- Lunch is served only during the Competition days (18 - 20 and 25 - 27 October 2019) for teams making reservation at sport information desk.
- Please make sure reservation three days before the date of lunch service.
- The estimated cost is JPY 1,200 /person / lunch including VAT under self-serving.
- Food is expected to be pasta, sandwich, salad, fruits, yogurt, etc.
- Lunch catering is served at Athletes Lounge from 10:00 to 15:00.
- Please make your request filling in the questionnaire form, appendix 1, which help Tokyo2020 to prepare the catering service.



Appendix 1: The questionnaire form to book accommodation and transportation services

The Questionnaire Form <Ver.2> travel plan

In order to know the number of delegate for NHK cup and Test event of Tokyo2020 roughly,
All teams please send this form to us by 28 July 2019.
 *We will take advantage of this form for managing an event.

Nation	
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■ Contact Person

Name		Title	
Email Address		Gender	
Phone	Country code		Phone Number

*Your confirmation and invoice will be sent to the contact details provided by email.

■ Estimated Number of Persons

	Men	Women	Number of boats
Athlete			
Coaches/Officials			
Others			

■ Accommodation Request *Mark with '✓'

•Hotel If you would like us to arrange the hotels, please select "Yes".
 In case of self-arrangements, select "No".

Yes No

•Which Hotel do you want to stay? *Mark with '✓'

① Best Western Tokyo Nishikasai *Single Room Only

② Best Western Tokyo Nishikasai Grande *Twin Room Only

③ Tokyo Bay Tokyu Hotel

•Please let us know the number of each room type you required during Oct13 to Nov2 including Pre-Games-Training roughly.

Room Type	Single	<input type="text"/> Room	Twin(2beds)	<input type="text"/> Room	Triple(3beds)	<input type="text"/> Room
<small>*Only ③ Tokyo Bay Tokyu Hotel</small>						
Check in/out Date	Check in	<input type="text"/>	Check out	<input type="text"/>		

■ Transportation Request (Airport Transfers / Boat Transportation / Transportation (Official Hotels to/from Venue))

Please select 'Yes' if you need any of the following transportation service or select 'Self-arrangement' if you prepare it by yourself;
 The price is now listed in 8, of the Bulletin (#3).

•Airport Transfers[NRT] <Arrival> from Airport to Official Hotels	<input type="checkbox"/>
<Departure> from Official Hotels to Airport	<input type="checkbox"/>
•Airport Transfers[HND] <Arrival> from Airport to Official Hotels	<input type="checkbox"/>
<Departure> from Official Hotels to Airport	<input type="checkbox"/>
•Boat Transportation <Arrival> from Airport to Venue	<input type="checkbox"/>
<Departure> from Venue to Airport	<input type="checkbox"/>
•Transportation (Official Hotels to/from Venue) <One-way> from Official Hotels to Venue	<input type="checkbox"/>
<One-way> from Venue to Official Hotels	<input type="checkbox"/>

■ Catering Service for Lunch at Venue

Please select 'Yes' if you would like to have lunch at Venue. There are no restaurants and shops around the venue other than this catering option.
 The price is now listed in 9, of the Bulletin (#3) and this is available **only for the competition days (18 - 20 and 25 - 27 October 2019)**

Yes No

If "Yes", please specify the dates;

*e.g.: Oct. 25-27

■ VISA *Mark with '✓'

Yes No

Please select "Yes" if you need to obtain a visa to enter Japan and wish to receive any supporting documents for your application.

*You can check whether it is necessary to require a visa on the website of Ministry of Foreign Affairs of Japan, which mentions the list of nationals applying to exemption of Japanese visa. (http://www.mofa.go.jp/j_info/visit/visa/index.html)

■ Agreement for General Data Protection Regulation / EU personal data

Please make sure to read and agree to proceed.

For EU residents, agreement is required for the "Processing of Personal Data of Customers in EU" before filling the information.

http://sports.knt.co.jp/tour/2018/11/grandslam/Processing_of_Personal_Data_of_Customers_in_EU.pdf

I have read and agree with the document

Non EU residents

■ Return to this form : No later than Sunday 28 July 2019

Official Travel Agency : KINKI NIPPON TOURIST CORPORATE BUSINESS CO.,LTD

Email: ecc_jod09@or.knt.co.jp

Tel: +81-3-6891-9354

For any queries on any of above, please contact to us.