

Friday, 29/11/2019	1,4 km sprint	1,4 km
Saturday, 30/11/2019	5 km	10 km w /15 km m
Sunday 1/12/2019	5 km	10 km w /15 km m

## LILLEHAMMER (NOR)

### Program

Date	Competition	TCM	Other
Friday 6/12/2019		18:00 Scandic Lillehammer Hotel	
Saturday 7/12/2019	11:00 Skiathlon Women 7,5 km + 7,5 km	18:00 Scandic Lillehammer Hotel	Prize giving ceremony directly after the race
	12:30 Skiathlon Men 15 km + 15 km		
Sunday 8/12/2019	10:15 Relay Women 4 x 5 km		Prize giving ceremony directly after the race
	11:45 Relay Men 4 x 7,5 km		

### Contacts

Position	Name	Phone	Email
General Secretary	Fanny Horn Birkeland	+47 95 27 27 29	<a href="mailto:fanny.birkeland@olympiaparken.no">fanny.birkeland@olympiaparken.no</a>
Accommodation	Bente Laugen	+47 480 74467	<a href="mailto:bente.laugen@olympiaparken.no">bente.laugen@olympiaparken.no</a>
Transportation	Lars Erik Sønsteli	+47 916 38 609	<a href="mailto:Lars.Erik.Sonsteli@boreal.no">Lars.Erik.Sonsteli@boreal.no</a>

Finances	Silje Botnen Solbakken	+47 476 20 321	<a href="mailto:silje.solbakken@olympiaparken.no">silje.solbakken@olympiaparken.no</a>
Sport	Torbjørn Broks Pettersen	+47 911 56471	<a href="mailto:broksern@gmail.com">broksern@gmail.com</a>
Wax Cabins	Per Otto Bergersen	+47 909 40441	<a href="mailto:per.otto.bergersen@olympiaparken.no">per.otto.bergersen@olympiaparken.no</a>
Truck driving permissions	Per Otto Bergersen	+47 909 40441	<a href="mailto:per.otto.bergersen@olympiaparken.no">per.otto.bergersen@olympiaparken.no</a>
Medical Service	Thomas Moger	+47 905 38929	

### Offices and their opening times

Office	Location	Opening times
Race office	Cross Country stadium <i>Note: 6/12 Race Office at Scandic Lillehammer Hotel</i>	6/12: 08.00-20.00 7/12: 08.00-16.00 8/12: 08.00-16.00
Transportation	Scandic Lillehammer Hotel Address: Turisthotellvegen 6, 2609 Lillehammer, Norway	2/12-8/12: 08.00-20.00
Finances	Scandic Lillehammer Hotel	5/12: 15.00-20.00 6/12: 08.00-20.00 7/12: 12.00-20.00 8/12: 12.00-20.00
OC Office/ Info Desk	Scandic Lillehammer Hotel	2/12-8/12: 08.00-20.00

### Logistical information

#### Accommodation (World Cup Rules Art. 13)

- Booking according the FIS Rules via FIS Online registration system (preliminary deadline 25/10/19):  
[https://www.fis-ski.com/DB/?authentication\\_page=signin](https://www.fis-ski.com/DB/?authentication_page=signin)
- The OC offers following accommodation (full board included):
  - Four star hotel Scandic Lillehammer Hotel
  - Three star hotel Birkebeineren Hotel & Apartments
- Price for additional accommodation outside of the quota: 125 CHF per person in double room or apartment (minimum number of persons occurs)
- Price for additional single rooms outside of the quota: 150 CHF.
- Accommodation costs: Teams will pay directly in the financial office  
Over quota costs are to be paid credit card only.

- We retain the right for changes.

### **Transport (World Cup Rules Art. 11)**

- Official airport : Oslo Lufthavn Gardermoen
- The OC will arrange transportation between the airport and the hotels. 1 transport (from and to the airport) free of charge. Price for additional transport: 30 CHF per person one way (will be deducted from the reimbursement).
- We also recommend transport by train. Visit the website for timeschedule and prices: [www.vy.no](http://www.vy.no) (from Oslo Airport to Lillehammer).
  - Shuttle from Scandic Lillehammer Hotel and Birkebeineren Hotel & Appartements to the venue (for shuttle times see the transportation desk at the hotel)
- Booking through FIS Online registration system (preliminary deadline 25/10/19):  
[https://www.fis-ski.com/DB/?authentication\\_page=signin](https://www.fis-ski.com/DB/?authentication_page=signin)

### **Reimbursement (World Cup Rules Art. 10 and 13)**

- Carrying costs/Reimbursement : Expenses sheets will be received in financial office during the race weekend or by email: [silje.solbakken@olympiaparken.no](mailto:silje.solbakken@olympiaparken.no). Payments will be done by bank transfer.
- Accommodation costs: Teams will pay directly in the financial office. Over quota costs are to be paid credit card only.

### **Prize money payment (World Cup Rules Art. 8)**

- Due to data protection rules the data's from the athletes have to be given directly to: [silje.solbakken@olympiaparken.no](mailto:silje.solbakken@olympiaparken.no)
- Or on-site in the financial office (opening times see above)
- Prize money form is available on FIS website and in Finances-desk at Scandic Lillehammer Hotel:  
[https://assets.fis-ski.com/image/upload/v1570630619/fis-prod/assets/Bank\\_Transfer\\_Form\\_incl\\_Contacts.pdf](https://assets.fis-ski.com/image/upload/v1570630619/fis-prod/assets/Bank_Transfer_Form_incl_Contacts.pdf)

### **Income tax information for prize money:**

- Income tax of European citizens is 15%
- Income tax of non-European citizens is 15% (USA 0%)

### **Waxing facilities (World Cup Rules Art. 14)**

- Wax cabins: available from 2/12/2019 at 12:00
- Waxing trucks: teams arriving with trucks have to inform the OC before 25/10/2019.  
[https://docs.google.com/spreadsheets/d/1DHfXxlcDyLXQ90ODhkGLt5HIA7\\_Uf7BK9PRn1QKb188/edit#gid=0](https://docs.google.com/spreadsheets/d/1DHfXxlcDyLXQ90ODhkGLt5HIA7_Uf7BK9PRn1QKb188/edit#gid=0)
- The keys to the cabins are available at the wax building office. Keys return to the wax building office (sub race office) on the day of departure.
- Parking cards can be picked up at the Scandic Hotel OC office.

### **Team Catering**

- Team Catering facilities are open Friday 10:00-16:00, Saturday and Sunday 09:00-16:00.
- Do not forget to sign up on the google doc for the lunch

[https://docs.google.com/spreadsheets/d/13wm5JU7RzwrUonl8AciSFEKdq4H7OTUKGDm\\_EnQLVfo/edit?usp=sharing](https://docs.google.com/spreadsheets/d/13wm5JU7RzwrUonl8AciSFEKdq4H7OTUKGDm_EnQLVfo/edit?usp=sharing)

- Costs for lunch service is 10 CHF per person per day if you haven't ordered and paid full board via the Organizing Committee (must be ordered in the google doc above).
- Vouchers and bracelets for lunch serving will be handed out to Team Leaders at the OC desk in Scandic Lillehammer Hotel Thursday 5/12 and Friday 6/12.

### Medical Service

- In case you have an emergency you can call the following number: 112
- Medical facilities at
  - the venue: + 47 905 38 929
  - hospitals near by: +47 915 06 200

### Regulations of radio equipment/Radio Frequencies:

- The import, export and the operation of radio equipment in Norway is regulated by national law. Permits for the use of radio transmission equipment must be requested according to national specifications.
- For information and application form please see <https://eng.nkom.no/technical/forms/frequency/frequencies>. Fill in the form 'Application for temporary use of radio equipment in Norway' and return it to [firmapost@nkom.no](mailto:firmapost@nkom.no). Deadline: as soon as possible.

### Regulations of Visa:

- Remember that citizens of some countries will need a visa for visiting Norway. Please check with your embassy if you need a visa for Norway. For an official letter of invitation, please send a request to: [fanny.birkeland@olympiaparken.no](mailto:fanny.birkeland@olympiaparken.no).

### Special permissions for truck driving (Sunday- and night, other days with special regulations)

- There is no need for a special permission for truck driving on Norwegian roads. No special rules and regulations, except for the normal Norwegian weather and snow conditions and the need of snow tires.

### Special advice for the route and roads

(from the previous World Cup stage and to the next one): no special comments.

### Maps and Courses

Race	Course	Length
Friday	All competition courses classic and skate	Competition length
Saturday	2 x 3.75km red + 2 x 3.75km blue	15km L
	4 x 3.75km red + 4 x 3.75km blue	30km M

Sunday

2,5 km red and blue L  
 3,75 km red and blue M

4 x 5 km L  
 4 x 7,5 km M

