



# 2022/23 - 2023/24 Season IIHF CHAMPIONSHIP REGULATIONS

World Championship  
and  
World Championship Div I

## Preface

The Host must be aware of the value of IIHF Ice Hockey Championships and organise the Championship in accordance with international standards in order to serve the best interest of the sport and the Championship.

The IIHF has produced and distributed the Championship Regulations to all IIHF Member National Associations to direct and guide the Host in the administrative organisation and operation of an IIHF sanctioned Championship.

In an attempt to serve the Host as well as the prospective applicant for an IIHF Ice Hockey World Championship, the Regulations have been revised and comprise all necessary information of former regulations and guidelines. These current Regulations also reflect the signed contract with the IIHF Commercial Partner.

The content of these 2022/23 – 2023/24 Season IIHF Championship Regulations is valid only for the IIHF Ice Hockey World Championship and the IIHF Ice Hockey World Championships Div I. It supersedes any and all previous printings of these Regulations.

We are pleased to present the current issue to all IIHF Member National Associations, providing them with the direction and guidance in order to apply for and organise the various sanctioned competitions, operated under the authority of the International Ice Hockey Federation. We trust that the instructions and the information contained within this document will provide the necessary details and tools for our Member National Associations, their teams and their players to compete in a fair and sporting manner in IIHF Championships.

Regulations pertaining to international player transfers, sport technical matters, seeding, games schedules, medical, health and first aid, medical, doping control, disciplinary cases, the actual playing rules, bidding procedure and the IIHF Congress Organisation can be found in the respective rule and regulation documents of the IIHF. Please contact the IIHF Office directly for any clarification on any of the regulations or for questions on topics not covered in this publication.

Underlined headings refer to special provisions for organisers to host the IIHF Ice Hockey World Championships Div. I in Chapter 21.

Further definitions follow:

Championship	shall mean each IIHF Ice Hockey World Championship and each IIHF Ice Hockey World Championship Div. I Group A and B as applicable.
Commercial Affiliates	shall mean any entity granted a right of commercial exploitation of the Commercial Rights by the Commercial Partner or any of its subsidiaries.
Commercial Partner	shall mean the entity granted the right of commercial exploitation of the Commercial Rights, particularly for marketing, advertising and broadcasting, in connection with the Championships by IIHF.
Commercial Rights	shall mean all rights of commercial exploitation of all rights relating to a Championship, such as television and broadcasting rights as well as marketing, advertising and merchandising rights.
Equipment Supplier	shall mean any entity appointed by IIHF at its discretion for equipping each participating IIHF Team during the Championship with authentic competition apparel.
Host Country Contract or HCC	shall mean the Host Country Contract being concluded by IIHF and the Host regulating the organisation and staging of a Championship by the Host.
Host	shall mean the national IIHF member federation responsible for hosting and staging the Championship, appointed by the IIHF Congress, including any entity, whether with single purpose or not, established by each national IIHF member federation for the purpose of hosting and staging the Championship.
Supplier Pool	shall mean any entity granted the right by the IIHF at its discretion of exposing its identification (logo) on the hockey equipment (e.g. helmet, gloves, stick, skates, protective equipment) being used by players during the Championship.

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**Note: Chapter 21 contains the rules applicable to the organisers of Div I tournaments.**

## **1 GENERAL**

### **1.1 IIHF CHAMPIONSHIP REGULATIONS**

The principles and rules relating to the organisation of IIHF Championships are specified in the IIHF Statutes, Bylaws, Championship Regulations, Sports Regulations and Medical Regulations.

### **1.2 APPLICATION**

The following IIHF Championship Regulations apply to the IIHF Ice Hockey World Championship (senior men's program) and in principle for IIHF Ice Hockey World Championships Div I (further details specified under 21), hereinafter referred to as the Championship.

### **1.3 OWNERSHIP OF IIHF CHAMPIONSHIPS**

The IIHF is the exclusive worldwide owner of all rights pertaining to all Championships and competitions as defined by IIHF Bylaw 1.

IIHF has granted to its Commercial Partner the exclusive right to exploit all Commercial Right to the Championship in a commercially reasonable and legal manner and pursuant the terms of these regulations.

### **1.4 HOSTING RIGHTS**

#### **1.4.1 General**

It is the practice of the IIHF to entrust the organisation of an IIHF Championship or competition to a hosting member national ice hockey association, hereinafter referred to as the Host.

#### **1.4.2 Hosting Rights**

The hosting rights of the Championship granted to the Host are not transferable to a third party. Inability of the Host to perform in accordance with the IIHF Statutes, Bylaws and Regulations can only result in the return of the Championship to the IIHF (if approved by the IIHF) or it being reclaimed by the IIHF.

The Host, in accepting the hosting rights and organisational responsibilities, must at all times maintain full hosting and organisational control, and provide at the request of the IIHF interim progress and financial reports.

#### **1.4.3 Host Sub-contractors**

If a Host wishes to subcontract a part of the rights and/or obligations to any third party, the IIHF Council must approve the agreement and the third party.

Where part of the rights and obligations of the Host are subcontracted to a third party, the Host is still fully responsible for the organisation of the Championship in relation to the IIHF and its partners. The Host shall ensure that third parties shall fulfil all obligations according to the IIHF Statutes, Bylaws and Regulations pertaining to the Championship.

### **1.5 HOST OBLIGATIONS**

The Host shall organise the Championship on behalf of the IIHF.

The Host must take full responsibility for the organisation of the Championship in accordance with the IIHF Statutes, Bylaws, Regulations and Guidelines (as issued and/or amended by IIHF occasionally) without exceptions and fulfil all organisational responsibilities specified therein and in the Host Country Contract as well as in any separate agreement with the IIHF. The Host shall acknowledge and accept to be bound by all these Statutes, Bylaws, Regulations and Guidelines.

Any agreement entered by the Host in order to fulfil such requirements shall be entered solely in the name of the Host. The IIHF is not in any way a partner of agreements with third parties sub-contracted by the Host.

Member National Associations applying to organise an IIHF Championship are advised to address any variation to the IIHF rules pertaining to the Championship with the IIHF before making the application to host the Championship.

#### 1.6 HOST VS. IIHF PARTNERS

The exclusive and worldwide commercial and broadcasting rights to the Championship have been awarded - with no restrictions - by the IIHF to its Commercial Partner being understood that the Host shall not exploit any event related commercial right (excluding ticketing and accommodation).

The Host shall comply with all obligations imposed on the IIHF and the Host in accordance with the agreement concluded by IIHF and the Commercial Partner as further set out in these Championship Regulations, the HCC as well as all Annexes and Guidelines thereto (e.g. without limitation the Broadcast Guidelines, the Marketing/Sponsoring Guidelines, the Merchandising Guidelines, the Online Tournament Statistics Requirements) as released and amended by the IIHF occasionally.

The Host shall take all necessary measures to avoid ambush marketing within the host country and use its best efforts to prevent ambush marketing by competitors of the Commercial Affiliates. The Host, additionally, shall ensure that the venues, the owner of the arenas and any other entity will not grant or purport to grant any right which would imply, directly or indirectly, any association with the Championship or conflict or infringe upon any of the Commercial Rights granted to the Commercial Partner and the Commercial Affiliates.

The Host shall not exploit any Commercial Rights and shall not in any way interfere with the rights and competencies of IIHF and the IIHF partners such as the Commercial Partner and the Commercial Affiliates.

## 2 ORGANISATIONAL PROVISIONS

### 2.1 PROJECT PLAN

The Project Plan, which was approved when the IIHF Host Country Contract was signed, shall be continuously updated and communicated to the IIHF and serve as the basis for the co-operation between the IIHF and the Host. The Project Plan shall include among others:

- Organisation chart, containing all persons and their respective positions; and
- Timetable including all major activities, key decisions and milestones according to the Championship Regulations and other key dates relating to the preparation of the Championship, as given by the timeline in the IIHF Bid Regulations.

### 2.2 EXECUTIVE COMMITTEE ("EC")

#### 2.2.1 Executive Members

An Executive Committee ("EC") shall be set up for the organisation of the Championship and the EC shall consist of the following persons, unless otherwise stated by the IIHF:

- Chairperson: President of the Host National Association
- Members: Max. 2 representatives of the IIHF  
Max. 2 representatives of the Commercial Partner (one for media and one for marketing matters)  
Chairperson of the Organising Committee unless the President of the Host National Association holds this position

The EC Chairperson shall be fully responsible and accountable to the IIHF in all matters relating to the organisation of the Championship.

#### 2.2.2 EC Tasks

The EC shall perform among others the following duties:

- Set policies and make decisions, as required;
- Ensure that the Championship is organised according to the IIHF Statutes, Bylaws and Regulations pertaining to the Championship;
- Oversee the preparations of the Championship and receive reports on all activities of the Organising Committee(s) according to 2.3 below; and
- Approve and monitor the operating budget.

The EC is responsible for providing the IIHF Directorate (which shall consist of representatives of the IIHF and at least one English speaking representative of the participating associations) with corresponding reports during the Championship in order to ensure that the Championship is operated in accordance with the IIHF Statutes, Bylaws and Regulations pertaining to the Championship.

### 2.3 ORGANISING COMMITTEE ("OC")

#### 2.3.1 General

If the Championship is organised in a single city location the EC may appoint an Organising Committee ("OC").

If the Championship is organised in 2 cities there shall be one Central Organising Committee ("COC") beside the EC, who shall communicate with the EC and the IIHF on behalf of the Local Organising Committees ("LOC") established by the COC in each city.

English is the official language of the Championship, all relevant documents must be in English language. The OC is responsible to communicate national laws and regulations, obtain and coordinate any approval of the local authorities and bare connected costs.

#### 2.3.2 OC Members

The OC(s) shall be made up of a representative of the Host National Association and representatives from the respective local civic and ice hockey community. The structure of the OC(s) and the appointments of management positions shall be subject to approval by the EC.

In case of a single city location, the COC or the OC may be chaired by another Host National Association representative than the President and shall be fully responsible and accountable to the EC and the IIHF in all matters relating to the organisation of the Championship.

If the Host has employed the services of a third party to assist in the organisation of a Championship, they may be represented in the OC after the approval of the IIHF / Commercial Partner.

### 2.3.3 OC Tasks

The OC shall perform among others the following duties:

- Promote and stage the Championship;
- Implement decisions made by the EC;
- Implement instructions given by the IIHF; and
- Establish a management and operational structure for the organisation.

Prior to the Championship, the OC shall inform the IIHF and the participating Member National Associations upon request by the IIHF about all aspects of the organisation of the Championship.

### 2.4 STAFF AND VOLUNTEERS

The Host shall be responsible for appointing qualified persons to the EC and OC(s) to co-ordinate the day-to-day operations before, during and after the Championship.

### 2.5 SITE VISITS

Immediately after the allocation of an IIHF Championship, the Host must contact the IIHF in order to schedule site visits together with the Commercial Partner and to discuss all aspects of mutual co-operation related to the Championship, including but not limited to, matters related to broadcasting, advertising and merchandising, inspection of arenas, Fan Zones, hospitality-and storage areas, placing of advertising, preparation and production of all materials associated with the organisation and operation of the Championship (i.e. bulletins, journals, posters, programmes, venue event branding, cards, tickets, stationery, statistics, etc.), obtaining of equipment, suppliers and sponsors.

### 2.6 MEETINGS AND MINUTES

The Host is responsible for the writing and distribution of minutes of all meetings between the Host and the IIHF and meetings between the Host, IIHF and any of its partners (including the Commercial Partner). Once the minutes are approved, the Host shall distribute the minutes to all parties concerned no later than one week following the meeting.

If the Commercial Partner did not participate in the meeting, any questions relating to their rights and obligations shall be sent to them as soon as possible.

No official meeting shall be held or any agreement be made between the Host and the Commercial Partner without notification to the IIHF who may decide to send an IIHF representative to attend.

### 2.7 CHAMPIONSHIP DEVELOPMENT GROUP

In order to transfer organisational knowledge from previous to future Championships, a Championship Development Group shall be set up in relation to each Championship. The group shall consist of representatives of the IIHF, the Commercial Partner and the EC/OCs of previous, current and future Championships. The group shall use its best endeavours to improve the co-operation between the Host, the IIHF and the Commercial Partner, and to encourage the transfer of knowledge from past to future organisers.

### 2.8 CO-OPERATION WITH THE COMMERCIAL PARTNER

The Commercial Partner shall, in co-ordination with the IIHF, be entitled to directly require performance by the Host of those obligations under the HCC that are imposed on the IIHF and/or the Host to the benefit of the Commercial Partner. If the Commercial Partner directly requests performance the Host shall copy IIHF on any correspondence and regularly update the IIHF on any relevant development.



### **3 FINANCES**

#### **3.1 REVENUES**

##### **3.1.1 General**

The Host is entitled to all revenues derived from the Championship with the exception of the following:

- Organising fee to be paid to the IIHF according to 3.1.2 below; and
- Revenues derived from the exploitation of the Commercial Rights by the IIHF and IIHF partners, such as the Commercial Partner.

The Host may purchase or be granted additional rights from the IIHF and/or the Commercial Partner. The revenues derived from the exploitation of such rights shall be distributed according to the conditions as specified in each case by the IIHF and/or the Commercial Partner.

##### **3.1.2 Organising Fee**

The Host shall pay the IIHF an organising fee amounting to CHF 1.5 million (plus sales turnover taxes, such as without limitation, value added taxes, if any).

The guaranteed organising fee of CHF 1.5 million (plus sales turnover taxes, such as without limitation, value added taxes, if any) has to be paid to the IIHF no later than 4 weeks before the start of the Championship.

The IIHF shall have the right to access all information relating to the pricing and sale of tickets. In case ticket sales have been bundled, the IIHF is entitled to re-calculate the revenues for ticket sales and adjust the organising fee accordingly.

All amounts to be paid by the Host are to be paid in full to the IIHF, without any set-off, deduction or other withholding whatsoever. If the Host is required to make any deduction or withholding in respect of taxes, duties and levies or other such charges in respect of any payment, the Host shall gross-up and pay such additional monetary sum and shall enable the IIHF to receive in full the payment that it would otherwise have been entitled to receive.

#### **3.2 COST RESPONSIBILITY**

The Host is obliged to cover all costs related to the organisation of the Championship in accordance with the IIHF Statutes, Bylaws and Regulations, unless otherwise stated by the IIHF.

#### **3.3 FINANCIAL REPORT TO THE IIHF**

The Host shall provide the IIHF with a complete set of management accounts for the Championship.

#### **3.4 HOST NATION TAXES, FEES, ETC.**

The Host shall pay any taxes and/or similar fees levied by the federal, state, local, or any other tax authorities or bodies of the country hosting the Championship on any revenues from or in connection with the Championship or payments to the IIHF, IIHF's subsidiaries or the participating national associations as well as the officials, advisors and employees of the IIHF, IIHF's subsidiaries and the participating national associations with the exception of Swiss income taxes on the IIHF, or the income taxes of the countries where IIHF's subsidiaries, the participating national associations as well as their officials, advisors or employees are resident for tax purposes (for the avoidance of any doubt, no party other than the Host shall be deemed resident in the Host Country for tax purposes).

The Host shall support the IIHF, the IIHF's subsidiaries, the participating national associations (as well as the players, officials, advisors and employees of the IIHF, IIHF's subsidiaries and the participating national associations), the Commercial Partner, and the Commercial Affiliates such as broadcasters, official sponsors and suppliers, in importing and exporting objects, products and technical equipment (such as advertising boards, products for personal use, technical equipment, copiers, cars, computers, medical equipment, Championship uniforms, furniture for hospitality area, Value in Kind products, promotional articles, etc.) for the purpose of exercising all rights and obligations in respect of a Championship. The Host shall ensure that importation and exportation may be effected free of customs duties, taxes and other costs and levies or it shall bear the respective costs. Additionally, the Host shall make the necessary arrangements with the competent custom authorities and shall ensure smooth and expeditious import and export.

The Host must provide the IIHF and its partners with all necessary official documents for tax-exempt and duty-free importation and exportation of all equipment and material supplied and to be used in relation to the Championship, irrespective of the means of transport.

## **4 VENUES AND FACILITIES**

### **4.1 VENUES/CITIES**

#### **4.1.1 Number of Venues/Cities**

If there are 7 or more teams participating in the Championship, the Host must have 2 ice arenas (in compliance with the playing system and the required ice time for games and practices) corresponding with the IIHF requirements.

The Championship may not be played in more than 2 ice arenas (World Championship Div I: one arena).

Exceptions may be permitted by the IIHF Council.

The Organizer of a Championship must at the same time present a reserve ice arena (which is not the practice rink) as a backup solution in case of emergency.

In case the Championship is relocated after the installation of the advertising and/or the broadcasting equipment and infrastructure due to Host related circumstances, the Host shall be responsible for production and installation costs relating to all new arrangements of above.

#### **4.1.2 Location of Venues**

The Championship shall be played in cities with a maximum of 3 hours travelling time apart (arena to arena). The IIHF Council shall approve the arenas and cities.

#### **4.1.3 Arenas, Ice Rinks and Vicinities**

Game, practice rinks and other relevant facilities / areas must be made available to the Host at least 5 days prior to the start of the Championship until 2,5 days after the conclusion of the Championship. During that period, exclusivity has to be guaranteed regarding all areas and installations e.g. dressing rooms, club areas, clean venue rule, catering rights etc., and be reserved in its entirety for the sole use of the participants of the IIHF Ice Hockey World Championship, during the entire event, including game-free days.

The specification of the ice rinks must comply with the official IIHF Rule Book. Netting around the rink shall not show any advertising or other print and should be in dark color.

The Host is responsible for ensuring the arena facilities are fit for the purpose and maintained as such throughout the Championship.

#### 4.1.4 Fan Zone

Each venue needs to provide free of charge an adequate space to accommodate a Fan Zone in the immediate vicinity of the arena providing approx. 2000m<sup>2</sup> at the main venue and approx. 1000m<sup>2</sup> at the second venue for displays of the Commercial affiliates. Additional space to accommodate entertainment and catering and sufficient load in / delivery capacity has to be considered. The Host will take care of directional signage to / from the Fan Zone prior to and after the games.

Set-up and dismantling time requirements may be up to 2 weeks prior to the start of the Championship until up to 1 week after the Championship.

The Fan Zone will be accessible for non-ticketholders and providers services and activities such as public viewing, food & beverage, sanitary infrastructure, waste removal, cash withdrawal, fan information services, general lighting, luggage / prohibited items deposit options, public Wi-Fi, etc. The Host will coordinate any approval processes with authorities as required. A rate card will be provided by the Host at the latest 4 months prior to the start of the Championship for additional services at individual positions of Commercial Affiliates, such as electricity, upgraded Internet, etc. Any activities and displays are subject to final approval by IIHF and the Commercial Partner.

#### 4.1.5 Light Requirements

The lighting in the arena must be at least 1400 lux for HD television production measured in the direction of the main camera 1.5 m above ice level. The light should have a temperature of minimum 3200° Kelvin (arena without daylight) and up to 5600° Kelvin (arena with daylight), with the same temperature at the playing surface and the stands. The light should be evenly spread at the playing surface and without shadows along the boards. The practice rink should offer a minimum of 600 lux.

To operate the flash zone full light is required at the beginning of each intermission for at least 3 minutes after the last player has left the ice.

Illumination of ice rink displays requires electricity and rigging of specific lighting installations.

#### 4.1.6 Electricity Requirements

In order to organise and broadcast the Championship the Host is obliged to provide free of charge the infrastructure for sufficient and uninterrupted supply of electricity with an emergency power supply system (i.e. with full redundancy and seamless switching) following the specified requests submitted by the IIHF Commercial Partner on behalf of its television partners. On each venue, the power supply and the emergency power supply must each provide a minimum of 550 kVA. The detailed specifications of such power supply system shall be supplied by the IIHF Commercial Partner to the Organising Committee no later than 6 months prior to the start of the Championship. The specific need of power (kVA) will be submitted no later than 3 months to the Organising Committee whereas any exceeding request above 550 kVA the cost will be borne by the requesting party.

Electricity consumption by TV companies for OB-vans, TV studios, etc. will be paid by the requesting party on the basis of applicable standard prices for domestic electrical power (plus a maximum of 15%) in the particular market, where the Championship takes place. The price list has to be released by the Host at least 12 months prior to the Championship. Domestic power for all Broadcast offices in the ice rink including Broadcast offices in the TV-Compound area has to be

paid by the Host.

Electricity for Commercial Affiliates displays and sales positions indoor and outdoor must be made available based on standard applicable costs for individual consumption.

#### 4.1.7 Internet Connections

In each arena sufficient internet connectivity (LAN min. 100 MB/sec, or WAN min. 8 MB/sec with ag8MB/sec backup) must be ensured throughout the production relevant areas and infrastructure.

As to the production vans, production offices, studios and commentary positions, LAN cable connectivity must be ensured. The Host must provide internet free of charge as a standard infrastructure in public areas such as, but not limited to Hospitality areas, Fan Zone areas, etc. and meet all Commercial Partner's specific requirements with respect to Internet which the Host receives three months prior to the Event from the Commercial Partner. For further areas such as e.g. sponsor display areas, merchandising sales stand areas, etc., the Host will provide a Rate Card quote to the Commercial Partner no later than 4 months prior to the Championship.

#### 4.1.8 Environmental Requirements

The Host shall ensure compliance with national environmental legislation relating to the arenas. The Host shall take all steps to ensure that there is no smoking in the arena and to prevent the use of air horns and other noise making items. The Host shall ensure that air horns are not sold or distributed in any area under their control.

No giveaways shall be distributed without prior IIHF approval.

## 4.2 ARENA ROOMS AND FACILITIES

All rooms, floor spaces and facilities shall be made available 5 days prior to the start of the WM free of charge and shall be clearly signed. Certain rooms, such as the Team Uniform Service Centre and the Accreditation Centre, shall be made available 14 days prior to the start of the WM. A proper signage system (combined with the accreditation zones approved by the IIHF) shall guide the various persons easily and quickly through the whole venue and adjacent areas like TV compound, Fan Zone, exterior hospitality areas and media centers, parking lots, etc.

All rooms have to provide proper air condition meeting their purpose and the requested numbers of access keys have to be provided to be accessible 24/7.

#### 4.2.1 Allocation of Rooms

The allocation of rooms with all relating details, such as office equipment, basic furniture, and all necessary connections needed to fulfil the purpose of each room, will be laid down on the occasion of a site visit. The minutes of the site visit together with an attached floor plan shall be signed by the IIHF, the Commercial Partner and the Host. The IIHF may request and/or approve changes of the allocation of rooms. However, any such request must be made at the latest 3 months before the Championship.

#### 4.2.2 Team Dressing Rooms

Each participating team shall be allocated a permanent dressing room (minimum of 120 m<sup>2</sup>) including the additional rooms attached to it to host showers (min. 6 shower heads), WC (min. 3 toilets), coaches room equipped with a wired internet line, massage room, storage), and drying facilities and a TV set with the live signal of all games in both venues.

#### 4.2.3 Team Stretching and Warm-up Area

The Host shall provide a stretching and warm-up area to be shared by the teams playing in the arena. The area shall be equipped with at least 20 stationary bikes, floor matting, wall-mounted antiseptic hand cleaners and adequate ventilation and security.

#### 4.2.4 Game Officials Areas

For the assigned Game Official (2 Referees, 2 Linespersons) and the assigned Stand-by Game Officials (1 Referee, 1 Linesperson) adequate dressing rooms shall be allocated, with a minimum size of 20 m<sup>2</sup>, equipped with showers and WC in each arena. If two (2) or more games are played per day in one arena, two (2) dressing rooms for the Game Officials shall be provided if required by the IIHF.

The Game Officials dressing rooms shall be equipped as follows:

- Bench/chairs and equipment stalls including cloth racks for four (4) Game Officials (working crew);
- Bench/chairs and equipment stalls including cloth racks for two (2) Stand-by Game Officials
- Internet connection (highspeed Wi-Fi access);
- TV Screen in an adequate size including live signal from both venues;
- Time clock/Game clock connection;
- Security; and
- Cleaning service between the games.

The Game Officials shall be provided with:

- Access to organized equipment and repair service;
- Access to skate sharpening service;
- Drink service delivered to the dressing room (sealed water bottles, isotonic drinks, coffee/tea, incl. milk and sugar);
- Snack service delivered to the dressing room (assortment of fruits, energy bars, etc.);
- Shower towels for all assigned Game Officials;
- Laundry service (incl. laundry bags) for uniforms and underwear, after each game and ice practice, preferably provided inside the arena – next day delivery; and
- Skate laces (white), tape assortment (black, white and transparent tape) and visor cleaner.

The Game Official Warm-up Zone shall be equipped with:

- Two (2) stationary warm-up bikes;
- Floor matting;
- Adequate air-conditioning, ventilation; and
- Security set-up.

The Game Official Equipment Drying Room shall be equipped with:

- Drying facility with ventilation in the arena or hotel;
- Sufficient drying racks for all Game Officials' equipment;
- Dehumidifier / electric heater; and
- Lockable doors.

#### 4.2.5 Team Uniform Service Centre

To operate the Team Uniform Service Centre, the Host shall provide by latest 14 days prior to the start of the Championship in each arena ample space (200 m<sup>2</sup>) broken down into the following sub-areas per venue which are connected with internal doors and separated with temporary walls:

- Working area of 100 m<sup>2</sup> with padlock on door;

- 15 tables for electric tools and supplies;
- 8 extra chairs;
- 20 clothing racks on wheels;
- 600 metal coat hangers;
- 2-3 heat press machines (provided by the IIHF);
- Electricity and electrical installations for 6 sewing machines and 2-3 heat press machines;
- One storage room with a minimum of 80 m<sup>2</sup> next to working area secured with padlock;
- Office area within the uniform service centre of 20 m<sup>2</sup> with 2 working spaces equipped with:
  - o Coffee machine;
  - o Telephone;
  - o Wired internet connection;
  - o Refrigerator;
  - o TV;
- Temporary exclusive use of two dressing rooms (see 4.2.2) up to 2 days before the start of the World Championship.

#### 4.2.6 Doping Control Room and First Aid Room

The Host shall provide a Doping Control Station and a First Aid Room as close as possible to the ice-rink and the player dressing rooms. The rooms shall be connected with rubber floor matting to the dressing rooms and equipped and operated in accordance with the IIHF Medical Regulations and the IIHF Anti-Doping Code.

#### 4.2.7 Video Goal Judge Operation Room

The Host shall provide a Video Goal Judge Operation Room and install a Video Goal Judge system as specified by the IIHF Video Goal Judge Operation System Guidelines, and to ensure that the necessary camera and TV feeds are available at that location as well as one wired telephone line including one communication headset. The room must be located with an unrestricted view to the ice-level and the location and the installations shall be approved by the IIHF.

The Host is obliged to cover all costs related to the installation and operation of the Video Goal Judge System unless otherwise stated by the IIHF.

#### 4.2.8 Statistical Service

The Host shall provide working space in the arena for the computer statistics service. The server room should be located close to the time keeping bench and provide working space for 3 persons. The environment must be suitable in regard to temperature and ventilation to run powerful computers and shall provide a TV set with the live feed of all games.

#### 4.2.9 Directorate Meeting Room

The Host shall provide a spacious and adequately furnished and equipped room (television set with Video Conference System upon request, flip chart, beamer) for directorate meetings with an u-shape setup for approximately 40 persons if the venues are close enough to hold the directorate meeting on only one location. Mail and information boxes for each team, directorate members and supervisors shall be set up within or in the vicinity of the meeting room. Refreshments and snacks shall be served at the meetings. At the date of the First Directorate Meeting three (3) additional rooms with classroom style setup for approximately 20 persons are required where the Medical Meeting and the Head Coach Rule Information Meeting (HCRIM) as well as the Team Media Manager Meeting will be held simultaneously. These rooms shall be equipped with TV set, inclusive HDMI access and cabling, flip chart and beamer. The Directorate Meeting will be held following the Passport Control Meeting in the same room.

#### 4.2.10 IIHF Staff Office

The Host must provide in each arena up to 3 offices or one big office area with up to 15 working spaces in total with necessary equipment installed and ready to be used 5 days prior to the Championship. Depending on the office layout, additional storage rooms might be required. The equipment shall include, but not be limited to sufficient lighting and heating, a telephone, strong internet connection, copy machine (fast, color, staples, recto- verso) and 2 printers.

The Host shall supply free of charge mobile phones and network SIM cards for IIHF personnel according to the list prepared by the IIHF. The structure of the telephone list will be provided by the IIHF.

The offices for IIHF staff shall be equipped with two TV sets allowing for live viewing of all on-going games from all venues of the Championship.

#### 4.2.11 IIHF Accreditation Office

The Host shall provide an office space in the Accreditation Centre (see 4.2.18) for the IIHF Accreditation Manager and his/her assistant according to the IIHF Accreditation Guidelines.

#### 4.2.12 IIHF Supervisor Office

The Host shall provide office space for IIHF Supervisors (Officiating Coaches, Doping Control) in each arena.

#### 4.2.13 IIHF Concussion Spotter

The Host shall provide a space for the Medical Supervisor for the Concussion in each arena.

#### 4.2.14 IIHF Official Website Staff

The Host shall provide working space on each venue for three persons working on behalf of the IIHF with the IIHF official website for the Championship. The working space shall be equipped with 3 high-speed internet connections.

#### 4.2.15 IIHF Photographers' Office

The Host shall provide working space on each venue with 2 high-speed internet connections for 2 IIHF photographers. The working space shall be located as close as possible to the ice-level in the arena. The Host shall provide secured and lockable storage rooms for the equipment of the IIHF photographers.

#### 4.2.16 Media Service

The Host shall provide media services according to Chapter 15 below, which include the obligation to provide the following facilities:

- Media Centre: Room or tent offering convenient working conditions for up to 300 accredited journalists and reporters incl. an area for a display of the Commercial Partner;
- Media Tribune: 300 seats per game in the spectator area of each arena to accommodate 300 print media journalists. The seating area shall be the same throughout the whole Championship and located as approved by the IIHF, taking in consideration existing media facilities and their location;
- Commentators: 300 seats for 50 commentator positions per arena to be located centralised in the spectator area, on the same side and as the main camera platform. The allocation of the commentator positions shall be the same throughout the Event and shall be located as close as possible to the centre of the ice surface. Each commentator position must be equipped with 3 seats, a table and further equipment as laid out in 15.2.2 below;
- Press Conference Room: Separate room suitable for press conferences with up to 200 persons.

- Can also be located in or in the vicinity of the Media Centre;
- Mixed Zone: Sufficient space for media interviews in the arenas located as close as possible to the player dressing rooms and the press conference room. The Mixed Zone shall be large enough to accommodate a backdrop of 40 m for all interested media representatives with easy access from the media zones. Further it shall be divided into three sections: 1) TV, 2) Radio, 3) Print Media, to be accessed by the players in the same order;
  - Flash Zone: adequate space at the players' entrance to the rink, where broadcasters are entitled to make flash-interviews with a player (not longer than 90 seconds) during intermissions;
  - Photo Copy Centre: A separate office or facility (at least 20 m<sup>2</sup>) as close as possible to the Media Centre and the Office for Games statistics according to 4.2.8;
  - Media Cafeteria: Located within or in the vicinity of the Media Centre according to above, with a moderate price level; and
  - Commercial Partner Office (TV department: see also 4.2.19) within or in the vicinity of the TV compound as requested by the Commercial Partner.

#### 4.2.17 Transportation Centre

The Host shall provide a fully equipped transportation office/desk according to Chapter 8 below. The transportation office/desk shall be located within or in the vicinity of each game arena.

#### 4.2.18 Accreditation Centre

The Host shall provide an Accreditation Centre (ca 100 m<sup>2</sup>) within or in the vicinity of each game arena. The centre shall be equipped and operated in accordance with the IIHF Accreditation Guidelines.

The Accreditation Centre shall have direct public access and there shall be ample working space in the centre allowing a flow of large groups of people.

#### 4.2.19 IIHF Commercial Partner Offices

The Host shall ensure that each Championship arena has 3 offices (each min 20 m<sup>2</sup>), fully furnished and equipped with telephone, internet access, printer, 2 TV-sets with both arena feeds, etc., which will be made available to the Commercial Partner free of charge. All costs in relation therewith shall be borne by the Host. Reasonable storage space may be requested by the Commercial Partner for storing of deliveries 5 days prior to the Championship and during the Championship.

In addition, the Host shall ensure that the following spaces are made available in both arenas for the use by Commercial Affiliates and suppliers of the Commercial Partner:

- Office on ice rink level for medical/orthopedic supplier;
- Working room/storage (60 m<sup>2</sup>) on ice rink level for board advertising and backdrop supplier;
- Storage for Sport Drinks near Sports Services office for approx. 15 palettes of material;
- Storage for Official Main Sponsor near the displays (min. 60 m<sup>2</sup>);
- Storage for Merchandising near the sales positions (min. 60 m<sup>2</sup>);
- Hostesses changing room for Official Main Sponsor;
- Hostesses changing room for Commercial Partner;
- Storage for Official Printing supplier;
- Storage space for carpets for the Award Ceremonies; and
- Dressing room with shower for the Mascot crew.



#### 4.2.20 IIHF Partner Facilities

The Host shall provide office space to be used by IIHF partners as requested by the IIHF no later than 12 months before the Championship.

#### 4.2.21 VIP Lounges

The Host shall provide fully operational VIP lounges for the IIHF and for the Commercial Partner according to Chapter 11. The VIP lounges for the IIHF and the Commercial Partner shall be located as close as possible to the designated seats according to 11.2 and 11.3 below.

#### 4.2.22 Broadcasting Infrastructure

The Host must provide sufficient and suitable space and infrastructure in the arena for TV and Radio broadcasting in accordance with Chapters 14 and 15 below. The broadcasting infrastructure includes, but is not limited to, availability of electricity, telephone lines, Internet connections and TV facilities like camera podiums and camera instalments at the ceiling (i.e. Video Goal Judge camera), walls, etc.

The Host shall provide space for 2 TV studios (each approx. 30 m<sup>2</sup>) upon request by the IIHF preferably within the arena(s), but not creating any loss on spectator seats ("Seat Kills"). Requests must be made no later than 11 months before the Championship.

However, should this not be feasible, then such space should be provided with a minimum of seat kills. Requests must be made before ticket sales start.

The Host shall provide additional space for additional studios according to 14.4.2 for TV production offices inside the arena upon request if available and against reasonable remuneration.

#### 4.2.23 Arena Public Area

The public area in the arenas and direct vicinity shall be available for Commercial Partner activities (see under 12) such as advertising, product placement and general information. Any Host activity within this area shall be approved by the Commercial Partner and the IIHF. In case permission by public authorities is needed for activities according to above, the Host shall seek for such permission on behalf of the Commercial Partner.

#### 4.2.24 Signage

In all relevant areas in and around the arena, the Fan Zone (and the host city) directional signage in the layout of the Championship design has to be provided indicating the location of respective rooms and functional zones to visitors, guests, participants, staff, volunteers and media. Such signage should also be located at key points in the host city including airports, train station, streetcar and bus stops, relevant parking lots, etc.

The look and location of the planned signage including the detailed signage plan of the arena and surroundings must be submitted for approval to the IIHF at least 6 weeks prior to the start of the Championship.

The Host is responsible to provide a consistent event branding across all venues, especially at locations like player entrance to the arena and the ice.

#### 4.2.25 Disciplinary Meeting Room

The Host shall provide a fully equipped disciplinary meeting room in the arena or in the hotel including:

- Table set up in a square for 6 persons;
- 1 computer/laptop;

- 1 big TV screen;
- 1 telephone set;
- 1 printer with scanning option;
- High speed internet with 4 connections; and
- Set up for video conference between the venues.

The IIHF reserves the right to request additional rooms and/or variations to above specifications depending on the location of the venues and facilities being used to stage the World Championship.

#### 4.2.26 Sustainable use of facilities

A professional and sustainable waste management system must be created for all venue facilities. Temporary infrastructure should be considered for re-use, recycling and have to be discarded on the cost of the respective Host.

#### 4.2.27 Additional rooms

The IIHF reserves the right to request additional rooms and/or variations to above specifications depending on the location of the venues and facilities being used to stage the World Championship.

## **5 COMPETITION**

### 5.1 IIHF SPORTS REGULATIONS AND IIHF OFFICIAL RULES

The Host is obliged to comply with the IIHF Official Rule Book, the Sport Regulations and other Regulations and Guidelines without exceptions.

### 5.2 LETTER OF INVITATION AND ENTRY VISAS

The Host must arrange in time for letters of invitation and all necessary support related to entry visas and for all necessary approvals for the entry of all teams and official participants, including representatives of the IIHF, the Commercial Partner and the Commercial Affiliates and their material and equipment.

### 5.3 TEAM HOSTS

The Host must assign team hosts ("Team Hosts") to each participating team and these Team Hosts shall serve as the contact person between the Host and the respective teams. The Team Hosts must be able to speak fluent English and the native language of the respective team.

### 5.4 GAME SERVICES

The Host must provide the following services for all participating teams and game officials:

- Uniform service according to the IIHF Uniform Service Procedure;
- Equipment repair service;
- Skate sharpening service;
- Laundry service (incl. laundry bags) for uniforms and underwear after each game and practice preferably provided inside the arena;
- Towel service for games and practices;
- Sufficient pucks (approx. 50 per team) for the practices, pre-game warm-ups. Official game pucks will be provided by the IIHF;
- Drinks- and snacks service delivered to the respective dressing and game official rooms for games and practices; and
- Cleaning service for the dressing and game official rooms, hallways, player benches and

penalty benches after warm-up and between periods.

## 5.5 CEREMONIES

The Host must provide a Chef de Protocol as well as sufficient personnel to ensure that the IIHF protocol as described below is implemented precisely.

### 5.5.1 Flags

The arena must be decorated with national flags of the same dimensions and hanging from a similar height for all of the participating teams in the IIHF Championship. The flags are to be positioned from left to right (seen from the main tribune) in order of seeding as teams enter the Championship. The IIHF flag may be positioned at the start, the end or in the middle of the national flags. The flags shall be positioned in the arena in an appropriate location for maximum visibility. The size of the IIHF flag does not need to be the same as the national flags. The Host must verify the authenticity of the respective national flags and anthems.

The flags might be provided by the IIHF, in which case these must be used exclusively.

A mechanism to hoist the flag must be provided for the post game ceremony according to 5.5.5. Please note that certain countries have a special protocol regarding flag orientation (e.g. SVK) and anthems (e.g. DEN). The provided country flags by the IIHF must be returned to the IIHF Office in Zurich after the tournament.

### 5.5.2 Official Music & Official Speaker

The Host is obliged to use the official IIHF music as provided by the IIHF office in the opening and closing ceremonies, as well as when teams enter the ice surface. The Host shall report the use of the official IIHF music to the respective collecting society (GEMA, SUISA, BIEM, etc.) and is responsible for any and all charges arising from the use of copyright musical works.

The IIHF do have the right to assign additional speakers or replace the intended speaker from the Organizing Committee. Nevertheless, the assigned speakers must have the education to announce in English and in the native language based on the IIHF speaker script protocol.

### 5.5.3 Opening Ceremony

The Opening Ceremony plan shall be presented to the IIHF for approval no later than 8 weeks prior to the Championship.

The Opening Ceremony shall be festive and last no longer than 10 minutes. It should not jeopardize the quality of the ice for the first game. The flag of the host country will be hoisted while the country's national anthem will be played. This is then followed by the ceremonial speech of the President of the Host National Association, followed by the IIHF President, or IIHF directorate Chairperson, who will declare: "On behalf of the International Ice Hockey Federation, I hereby declare the [year] IIHF Ice Hockey [category] Championship [division] opened". Upon request of the Host National Association, a representative of the State may open the Championship.

### 5.5.4 Pre-Game Ceremony

Approximately three (3) minutes before the scheduled starting time of a game and during the playing of the Championship music, both teams will enter the ice surface one after the other, and stand on their respective blue lines with the referee(s) and linespersons standing in front of the timekeeper's bench. Team captains will come forward to the game officials, exchange pennants, and shake hands while the announcer introduces the starting line ups. Then the teams skate to their goalkeepers and then back to the bench, with only the starting players remaining on the ice. The opening face-off shall take place at the exact game start time. For precise timing see the IIHF

Pre- and Post- Game Countdown.

#### 5.5.5 Post-Game Ceremony

Immediately after the game is finished, both teams shall line up on their respective blue lines. The best player of each team will be awarded and after the awards have been presented the game officials will line up on red line. The national anthem of the winning team must be played and at the same time its national flag must be hoisted. All players shall face the flag with helmets off and in a respectful manner. At the conclusion, all players of both teams will shake hands and leave the ice. For exact timing see the IIHF Pre- and Post- Game Countdown.

#### 5.5.6 Championship Awards

The cups and awards to be presented at the conclusion of the Championship by sponsors and suppliers according to 13.7 below shall be presented with the participation of IIHF representatives on the ice surface. The cups and awards may include, but not be limited to, the following:

Provided by the IIHF:

- Best player of each game of each team provided by the Commercial Partner (see 13.7);
- Best players (Goalkeeper, Defender, Forward) in the tournament (nominated by the Directorate);
- Most Valuable Player (MVP) of the tournament provided by Commercial Partner; and
- Referee Commemorative Awards.

Provided by the Organizer:

- Best 3 players of each team in the tournament provided by Host if not provided by Commercial Partner; and
- All-star Team (optional).

Awards provided by the Host must be approved by the IIHF. Any other presentations may be made only with the approval of the IIHF.

#### 5.5.7 Championship Cups and Medals

The IIHF provides the Host with the IIHF Ice Hockey World Championship Cup, the MVP trophy and plates for the 2<sup>nd</sup> and 3<sup>rd</sup> place.

The Host of the IIHF Ice Hockey World Championship has the right to design the medals for the three best teams of the tournament. The design, materials and quality must be approved by the IIHF. If not requested by the Host the IIHF will provide the medals for the three best teams.

The standards for the medals are as follows:

- Diameter: 80 mm – 100 mm;
- Minimum weight: 250 g;
- Minimum thickness: 7 mm;
- Amount: 40 pieces;
- The front shall have national characteristics including the complete official Championship title with the season;
- The back shall have the IIHF identification;
- The ribbon may have the colors of the national characteristics or IIHF colors red, blue and white; and
- The total amount to be produced (including an additional amount for the IIHF) will be specified by the IIHF, and the medals are to be handed over to the IIHF on the first day of the tournament.

In addition, 3 medals (gold, silver, bronze) have to be delivered to the IIHF for archiving purposes.

The design and production costs are the responsibility of the Host. Any other use of the medals or medal design is prohibited.

The IIHF Ice Hockey World Championship Host must inform the IIHF latest in August prior to the Championship if the right for designing the medals will be used.

#### 5.5.8 Victory and Closing Ceremony

The bronze medal winning team will be declared immediately after the post-game ceremony (hand out of the best player of the game award) of the bronze medal game. The medals and award will be handed out on the ice and the anthem of the winning team will be played.

The gold and silver medal winning teams will be declared immediately after the post-game ceremony (hand out of the best player of the game award) of the final game.

The Directorate 3 best players and the Media All Star Team will be announced on the video cube with animations during the setup of the stage for the medal ceremony. Both teams will stand on their respective blue lines facing each other.

After that the on-ice officials awards will be handed out and the referees will be called forward to receive their commemorative medals, followed by the presentation of the MVP award at the stage.

If the winning team has won all its games in the course of the Championship, at first the Infront Jackpot Check will be handed out to the winning team.

Then the silver medals are presented to the players and team officials by IIHF Council Members or representatives who place the medals around the necks of the players and team officials. The medals have to be worn by the players and team officials around the neck in respectful manner for the duration of the closing ceremony and the following post-game mixed zone and media conference procedures. Any infraction of that rule will be reported to the IIHF Disciplinary Board and could result in additional disciplinary sanctions under IIHF Statute 19. The awarded players should then skate forward to the opposing gold medal winning team for the handshake and lines up again along the blue line, before the captain will be called again forwarded to receive the 2nd place award.

Then the gold medals are presented to the players and team officials by IIHF Council Members or representatives who place the medals around the necks of the players and team officials.

When all medals are presented the team lines up along the blue line and the national anthem of the gold medal team will be played while the flags of the three medal winning teams are hoisted.

After the anthem of the winning team the silver medal winning team can leave the ice (optional) through the mixed zone exit. Such procedure will be confirmed between the teams and the IIHF.

The IIHF President / Chairperson will hold the appreciation speech, before the captain of the gold medal winning team will be called to receive the championship trophy.

The gold medal winning team will group for the official team picture on the ice behind the winner board and leaves the ice.

The exact timing and scripting of the ceremonies will be elaborated between the Host, the IIHF, and the Commercial Partner, and are subject to IIHF approval.

## **6 MEDICAL AND ANTI-DOPING**

### **6.1 GENERAL**

The Host must ensure that the medical and doping control requirements as specified in the IIHF Medical Regulations and IIHF Anti-Doping Code are fulfilled.

### **6.2 HEALTH CARE**

The Host must prepare, present and operate a complete medical program, including but not limited to, doping controls and health care services such as nutrition and hydration standards, air quality control plus equipped facilities, medical supplies, medical services and staffing in each arena for official participants and spectators as laid down in the IIHF Medical Regulations and Medical Care Guide.

## **7 ACCOMMODATION AND BOARD**

### **7.1 GENERAL**

The Host is obliged to provide accommodation and full board (breakfast, lunch, dinner) to the persons ("Official Participants") listed in 7.4.

The Official Participants are entitled (if not otherwise stated) to accommodation and meals in 4- or 5-star hotels beginning at noon on the day before the Championship begins until noon of the day after the official Championship mission for the participant concerned is terminated.

The IIHF shall approve the specific hotels in which the teams, game officials, IIHF and media representatives will stay during the Championship. The approval of hotels according to above shall be made no later than 12 months before the Championship. Any change thereafter requires the written approval of the IIHF.

IIHF Congress delegates shall be accommodated in the same hotel as the IIHF Council, unless otherwise agreed between the Host and the IIHF.

### **7.2 HOTEL RESERVATION**

The Host shall confirm to the IIHF the respective hotels with their location not further away than 20-30 minutes travel time to the respective arena including hotel room rates and room availability 12 months prior to the Championship. The Host shall ensure that any agreements with the hotels include as much flexibility as possible in terms of additional rooms, date changes, late deadlines of confirmation, as well as favourable cancellation policies.

The IIHF and its Commercial Partner shall advise the Host at the latest by the end of March prior to the Championship of the number of rooms/nights required.

The Host is obliged to fulfil requests for hotel rooms for Official Participants according to Clause 7.4. The Host is also obliged to make reservations on behalf of the IIHF and/or the Commercial Partner for persons not listed in 7.4, such as, but not limited to, IIHF Committee members, IIHF Life and Honorary Members, guests and partners.

Any costs related to accommodation for persons not listed in 7.4 shall be paid by the guest concerned upon checkout, unless otherwise stated by the IIHF.

The Host shall make additional rooms and board available, especially for teams, at the same financial conditions they have negotiated for the Official Participants.

The approximate numbers of room reservations the Host must provide are listed below:

Participating teams:	min. 450 in total
IIHF Game officials and IIHF Supervisors:	min. 40 in total
IIHF Council, staff and guests:	min. 160 in total
IIHF Congress delegates:	min. 200 in total

The IIHF reserves the right to request additional rooms/nights and/or variations to above schedule depending on the location of the venues and facilities being used to stage the World Championship.

#### 7.2.1 IIHF Office

In the hotel, which accommodates the IIHF Council at the main venue, one spacious room (100m<sup>2</sup>) that can be divided into 2 separate spaces shall be made available upon request as an IIHF office for the duration of the championship. The room shall be available free of charge 3 days prior to the start of the championship until the day after the championship has been concluded, provide 4 working spaces and be equipped with a telephone and internet connections.

#### 7.2.2 Council Meeting Room

In the hotel, which accommodates the IIHF Council in the main venue, one spacious meeting room (minimum 85 m<sup>2</sup>) for Council, with a U-shape setup for 25 to 30 persons, shall be made available equipped with TV set, a beamer, screen, flip chart and internet connection. The costs for the Council meeting room are born by the IIHF.

### 7.3 MEALS AND MEAL MONEY

All participants listed in 7.4 are entitled to breakfast at their respective hotels.

For participating teams, the host must provide meals free of charge for the maximum number of players and officials as specified in IIHF Bylaws 11 – 15, respectively. Additional meals must be paid by the respective team.

Breakfast for the participating teams shall be served in a reserved breakfast area or in a private meeting room with dedicated breakfast buffet. No other hotel guests may disturb teams during meals. Hot meals must be available after evening games, for participating teams, game officials, IIHF Council, Directorate members and IIHF staff at the hotels where they are staying.

For IIHF Council and IIHF Staff, two main meals (lunch and dinner) per day may be covered by the Host in the Host Nation currency (meal money). The IIHF and the Host shall agree on the amount of the meal money. The settlement will be done through a pre-financing from the IIHF and a subsequent refund of the Host.

For the assigned Game Officials and Officiating Coaches, two main meals (lunch and dinner) per day shall be covered from the Host in the Host Nation currency (meal money). The IIHF and the Host shall agree on the amount of the meal money. The settlement will be done through a pre-financing from the IIHF and a subsequent refund of the Host.

The Host must ensure that the nutrition and hydration standards specified in the IIHF Medical Regulations are fulfilled.

## 7.4 OFFICIAL PARTICIPANTS

### 7.4.1 Participating Teams

As a rule, all participating teams shall be accommodated in the same hotel. Each team shall be provided with 8 single rooms and 14 twin rooms. Out of the allocated 14 twin rooms, 2 should be next to each other, connected by a door and furnished for meetings for a minimum of 6 persons. The Host shall use its best endeavors to fulfil additional room requests for the team delegation at the cost of the respective national association until the official Championship mission for the participant concerned is terminated. The price for any additional rooms shall be the same as the negotiated Host's price.

If teams are accommodated in more than one hotel, the hotels should be of equal standard.

Fully equipped meeting rooms (approx. 80 m<sup>2</sup>) must be exclusively available for participating teams for meetings and meals at no cost in the hotel where the teams are staying. Meeting rooms shall be at the minimum equipped with free internet connection, flip chart, TV set (min. 60 inches) inclusive HDMI access and cabling or a projector with cabling and a screen. The meeting rooms shall be the same throughout the Championship and they shall be approved by the IIHF.

### 7.4.2 Officiating Team

All members of the IIHF Officiating Team (Referees, Linespersons, Officiating Coaches and Video Coaches) shall be provided with accommodation two (2) days before the first game until one (1) day after the conclusion of the Championship. Each member of the IIHF Officiating Team shall be provided with a single room.

#### WM

Officiating Coaches	6 Persons	Single Rooms
On-Ice-Officials	16 Referees	Single Rooms
	16 Linespersons	Single Rooms
Officiating Video Coaches	2 Persons	Single Rooms
Physio Therapists	2 Persons	Single Rooms (IIHF)

The IIHF reserves the right to request additional rooms and/or variations to the above schedule depending on the location of the venues and facilities being used to stage the World Championship and the varying Game Officials assignments given by different circumstances.

#### Meeting/Conference Room:

The meeting room for the IIHF Officiating Team in their hotel shall be available during the whole period of the Championship following the schedule provided by the IIHF Officiating Coach.

The IIHF Officiating Team shall be equipped with a flip chart, TV set (adequate full HD) inclusive HDMI access and cabling, audio system and highspeed internet access (WiFi). If no big tv screen is available a beamer is essential.

Bottled mineral water with snacks and fruits should be available in the meeting room.

Photocopy service at the hotel shall be provided free of charge according to the requests of the IIHF Officiating Coach.

#### Physio- and Massage Therapist:

Further, a massage therapy room or similar should be available the whole time, equipped with a massage table. Two (2) additional single rooms must be provided at the costs of the IIHF, if



requested by the IIHF.

#### Incidentals:

The assigned IIHF Game Officials and IIHF Officiating Coaches are entitled to receive incidentals for each day, including the arrival and departure days from the Host, in order to cover expenses in relation to the Championship. Please refer to the IIHF Expense Guidelines. The settlement will be done through a pre-financing from the IIHF which will be invoiced to the Host.

#### 7.4.3 IIHF Representatives

The Host must provide appropriate hotel rooms for the following IIHF representatives one day before the Championship starts until the day after the conclusion of the Championship:

- |  |                             |
|--|-----------------------------|
| - IIHF President with spouse:  | Suite incl. 1 meeting table |
| - IIHF Council members with spouses:   | Double rooms                |
| - IIHF General Secretary with spouse:  | Double rooms                |
| - 15 IIHF staff representatives working at the Championship venues as specified by the IIHF: | Double rooms                |

All IIHF Representatives according to above are entitled to meal money from the Host in accordance with 7.3.

#### 7.4.4 IIHF Annual Congress Delegates

In case the IIHF Annual Congress is arranged during the Championship, the Host is obliged to provide one double room and meal money for the attendance days for the first congress delegate of full and associate Member National Associations from the day before the start of the IIHF Annual Congress until the day after the conclusion of the Championship.

For the second congress delegate and additional representatives of the same association, the Host has to reserve rooms, whereby any and all costs related to the accommodation and board of these representatives shall be invoiced to the respective Member National Association and paid by the individual guest before or at the time of the check-out from the hotel concerned.

The price for any additional rooms and board cannot exceed the hotel's official rack rate.

#### 7.4.5 Medical Supervisors

Each of the IIHF Medical Supervisors, assigned to the Championship by the IIHF Council, shall be provided with a single room one day before the Championship starts until the day after the conclusion of the WM.

#### 7.4.6 IIHF Congress Interpreters

4 congress interpreters shall each be provided with a double room from the day before the Annual Congress begins until the day after it ends.

#### 7.4.7 Commercial Partner Representatives

The Host shall provide the Commercial Partner, free of charge, one hotel room in the official IIHF hotel at each venue during the Championship.

The Host shall use its best endeavours to fulfil all other room requests at the cost of the Commercial Partner.

#### 7.4.8 IIHF Result Managers and IT Personnel

Up to 5 persons per venue working for the IIHF statistics service and IT support shall be provided with one single room per person one day before the Championship starts until the day after it ends.

#### 7.4.9 IIHF Disciplinary Operators

2 persons per venue working for the IIHF Disciplinary System shall be provided with one single room per person one day before the Championship starts until the day after it ends.

## **8 TRANSPORTATION**

### 8.1 GENERAL

The Host must provide ground transportation between hotels, ice arenas for games and practices including meeting to the Official Participants listed in 7.4 from the time the participants arrive at the nearest airport approved by the IIHF Council until their departure after the Championship has terminated for the participant concerned. Transportation also has to be provided for IIHF Life Members with spouses, IIHF Auditors with spouses and IIHF Guests.

The Host is responsible to transfer eliminated teams (for the maximum number as defined by the respective IIHF Bylaws) to the nearest approved airport.

Official participants will be responsible for making their own flight arrangements to the IIHF approved airport. Upon their arrival, transportation will be within the responsibility of the Host.

### 8.2 TRANSPORTATION CENTRE

The transportation centre according to 4.2.17 above shall be operated 7 days prior to the Championship until 2 days after the Championship has been concluded. The Transportation service centre shall be attended before, during and after each game and practice. Transportation service has to be available 24h/day. The transportation Centre has to be led by a transport manager and staff who speak English.

### 8.3 TRANSPORTATION SERVICE

The following forms of transportation are required:

- Dedicated buses and luggage vans for teams;
- Limited carpool access for the Team Leader, Head Coach and Equipment Manager;
- Buses, minibuses or cars with drivers for delegates, committee members, referees and linespersons;
- Shuttle service between main hotels and the arenas;
- Appropriate transportation for the Championship Chairperson, IIHF Supervisors and Coaches, IIHF Staff, IIHF Statistic Staff, the Staff of the IIHF Commercial Partner and other duly accredited persons;
- Late transportation availability for Medical Supervisor and doping controlled players;
- Transportation costs (flights, train or car) will be the responsibility of the Host if the Championship is organised in 2 cities and the referees, linespersons and/or Officiating Coaches need to switch cities due to their game assignments. Most convenient travel (flight, train or car) will be chosen when they will be exchanged; and
- Car transportation can only be performed with the official car partner's vehicles.

Adequate pick-up and drop-off locations need to be planned for car fleet and VIPs as well as daily delivery possibilities for goods (e.g. catering supplies, Fan Zone supplies, etc.), especially considering potential roadblock situations.

In addition to the above, the Host shall use its best endeavors to enter an agreement with the public transportation service in order to provide free public transportation for persons with a valid Championship accreditation.

#### 8.4 PARKING SPACE

Thirty free (and an additional 25 for face value upon request) parking passes at prime location have to be provided upon request at each venue for each day of the Championship to the IIHF and its Commercial Partner. Adequate pick-up and drop-off locations need to be planned for fleet, VIP and fan bus operation (if required) as well as daily delivery possibilities for goods (e.g. catering supplies, Fan Zone supplies, etc.), especially taking into account potential roadblock situations.

Parking access in the direct vicinity of the arena should be provided for one vehicle of the IIHF office and one vehicle of each of the participating teams.

All parking areas have to be adequately illuminated.

#### 8.5 OFFICIAL CHAMPIONSHIP CARS

Official Championship cars shall be provided by the Commercial Partner at no cost for the Host (40 cars). The Host is responsible for the drivers, fuel (gas and or electricity to charge hybrid and/or all-electric models, etc.), insurance, tax and regular cleaning service. The number of cars shall be specified by the Commercial Partner well in advance of the Championship.

All officially branded fleet cars have to be parked at a defined visible area at the arenas.

The cars must remain in the design as delivered and no other advertising is allowed. They must be numbered and allocated according to the IIHF protocol.

This means, among others, the following:

- One car and a dedicated driver with local knowledge for the IIHF President, each IIHF Council member and the IIHF General Secretary;
- One car per arena to the IIHF office; and
- One car to the Organising Committee.

Remaining cars to be used by the Host for transportation service according to above. Upon request all fleet cars have to be transferred to the venue where the finals are played on the cost of the organiser.

#### 8.6 MEDIA TRANSPORTATION

A transportation system for media has to be provided free of charge between the main Media Hotels of a city and the game and practice arena. The schedule of such shuttle service should reflect the working hours of media representatives around the games.

Connection between the Championship venues (cities) have to be organised at moderate cost and be borne by media accredited personnel.

## 9 ACCREDITATION

### 9.1 IIHF ACCREDITATION GUIDELINES

The Host has to use and operate the IIHF accreditation system to safeguard access control to the respective areas according to the IIHF Accreditation Guidelines. The accreditation plan showing the various default access codes for the different groups, the accreditation zones at each venue

and the traffic flow has to be approved by the IIHF.

The IIHF shall provide an accreditation system to be operated by the Host. The personnel who will work at the Accreditation Centre must be educated by the Host well in advance of the Championship about the use of the IIHF accreditation system. The commercial partner has the option to provide the lanyards.

## 9.2 ENTITLEMENT TO ACCREDITATION

Accreditation cards, which guarantee free admission to the ice arenas, to the respective zones and services as specified on each card, must be approved by the IIHF and must be issued for:

- All Official Participants as listed in 7.4 above;
- Host personnel, volunteers; and arena vendors and security;
- Accredited TV and Radio personnel approved by the IIHF and Commercial Partner;
- Accredited print media journalists, approved by the IIHF and the Host, who have confirmed on their application form that they are not working for TV or Radio companies;
- Suppliers and personnel working with computers, scoreboard, the Video Goal Judge procedure and equipment repair service shall be given access to the rooms and spaces as needed to fulfil their duties in relation to the Championship;
- IIHF Commercial Partner representatives - a sufficient number of accreditations with “all access at any time”;
- Commercial Affiliates and Supplier representatives if required and as approved by the IIHF and Commercial Partner;
- Technical staff approved by the IIHF granting them access to sections needed to fulfil their tasks in relation to the Championship; and
- IIHF Committee members and guests as specified by the IIHF.

## 10 TICKETING AND SEAT RESERVATION

### 10.1 HOST RIGHTS

With the exception of the reserved seats and the “seat kills” specified in these Championship Regulations, the IIHF grants the right to the Host to sell tickets for all the remaining seats. 12 months prior to the Championship at the latest or before any ticket sale may commence, the Host has to provide a seating chart considering all specified reservations to the IIHF for approval.

The Host shall prepare a ticket strategy plan outlining the categories, prices, packages, box tickets, reduced and free tickets for review by the IIHF at least 12 months before the Championship.

With the start of the ticket sale, the Host is obliged to weekly report the ticket sales to the IIHF by using the IIHF ticket sales statistic form.

### 10.2 TICKET TERMS

The minimum terms and conditions that shall be printed on the back side of the entrance tickets or that the Host shall otherwise bring to the attention of the ticket purchaser are set out in the Ticket Terms Guidelines.

As requested by the IIHF, the Host shall print other information on the backside of the tickets or on boards by the arena entrance regarding spectator policies, e.g. statements that smoking is prohibited in the playing and spectator area and the right to act against advertising violations and/or ambushing.

### 10.3 IIHF TICKETS

The Host shall provide the IIHF free of charge with 800 seats of the best category per game in each arena (hereinafter referred to as the “IIHF seats”). The Host has to provide 50 additional tickets for preliminary round games of the team of the host nation and the team representing Russia and all games of the playoff round.

The IIHF seats shall be in one block in the best location of the arenas and the seat allocation shall not be changed during the whole Championship. Preferably the seats shall be allocated on the same side as the main TV camera, in the lower bowl starting from the center line outwards and with the shortest distance to the VIP hospitality area, if not otherwise stated by the IIHF. The location of the seats shall be approved by the IIHF no later than 8 months before the Championship. Single tickets to the seats shall be delivered to the IIHF Office no later than 3 months before the Championship.

The IIHF may return such tickets to the Host and if so, the IIHF shall use its best endeavors to do so as early as possible.

The Host shall handle the administration of the IIHF tickets and seats according to instructions given by the IIHF, i.e. the Host shall provide directional signage to/from the seats to/from the VIP hospitality area, mark the block of IIHF seats, secure the access (by means of tickets) to these seats and put the names to seats, as requested by the IIHF.

The IIHF alone shall use the IIHF seats at its sole discretion. The following people shall receive tickets or accreditation access to the IIHF seats with the approval of the IIHF:

#### IIHF:

- IIHF President with spouse;
- IIHF Council members with spouses;
- IIHF General Secretary with spouse;
- Directorate members (not belonging to Council);
- Two Congress Delegates with spouses during Congress;
- IIHF Officiating Coaches;
- Medical Supervisors; and
- IIHF staff on duty at the Championship and their spouses.

#### IIHF Guests and Partners:

- IIHF Committee Members;
- IIHF Honorary Members with spouses;
- IIHF Honorary guests;
- IIHF Partners such as IIHF Supplier Pool Members; and
- IIHF Commercial Partner.

All persons to whom seats have been allocated according to above shall be approved by the IIHF.

### 10.4 COMMERCIAL PARTNER TICKETS

In addition to the tickets (as specified above) received from the IIHF according to 10.3, the Commercial Partner is entitled to purchase upon request 500 best category tickets per Game (i.e. “game tickets”, no packages) at face value for itself and the Commercial Affiliates for each day of the Championship. The Commercial Partner shall provide the Host with its respective request by 15 December prior to each Championship.

The Host has to set aside a sufficient amount of such tickets until 31 December prior to each Championship and treat the Commercial Partner with priority in this respect.

#### 10.5 PARTICIPANT TRIBUNE

The Host is obliged to provide a tribune (accredited zone) of 150 seats in each arena with adequate and good seating for accredited team players, team officials, coaches and game officials, hereinafter referred to as the Participant Tribune. The seats shall not be covered by the main TV cameras. The seats shall be the same throughout the whole Championship and must be approved by the IIHF.

#### 10.6 TICKETS FOR PLAYING TEAMS

Each participating team shall receive 45 tickets to their own games to be used at the teams' sole discretion.

The Host shall reserve until 31 August preceding the Championship, 200 single game tickets for the playing teams in the preliminary round against separate remuneration.

#### 10.7 TEAM STAFF POSITIONS

The Host shall provide five seats per team to be used by team officials at each of their own games. They shall be in a good position with unrestricted view to the ice-level. Among these five seats, a space should be provided for the video coach to set up his video camera and tripod, where possible with access to an electrical outlet.

#### 10.8 MEDIA TRIBUNE

##### 10.8.1 Print media journalists

The Host must provide 300 seats per game and arena for accredited print media journalists with equipment as specified in 15.2.1.

##### 10.8.2 Commentator Positions (TV and Radio)

The Host shall provide 300 seats per game and arena for accredited TV commentators and Radio stations that have a contract with the Commercial Partner according to 4.2.16 and 15.2.2.

If according to 4.2.16 more than 50 positions per game and arena are required for commentators, the Commercial Partner must inform the Host at least 3 months before the Championship commences. The Commercial Partner shall pay for all additional costs for seats according to above including seat kills.

##### 10.8.3 TV Observer Positions

The Host shall provide 20 seats per game to be located next to the commentator positions or in the press stand for the Championship Observer positions (TV and Radio).

#### 10.9 PHOTO POSITIONS

The Host must provide space for 100 photographers in the arena and 20 positions on the ice-level in the corners of the rink. The positions shall be approved by the IIHF before tickets go on sale.

The IIHF will send official photographers to the Championship and the Host shall reserve preferred exclusive areas on the ice level (incl. between the player benches) and in the spectator area to be used by the IIHF photographers.

#### 10.10 OFFICIATING VIDEO COACH

The Host must provide one working space in a good position for the officiating video coach. This workplace should have internet and a TV feed connection.

#### 10.11 SEATS FOR STAND-BY GAME OFFICIALS

Two bar chairs on the Ice level should be provided by the Host to allocate one (1) Stand-by Referee and one (1) Stand-by Linesman.

### 11 HOSPITALITY

#### 11.1 SKYBOXES

The Host shall provide in each arena for the IIHF President and the IIHF Council free of charge a "skybox" with approx. 30 seats in the spectator area for the duration of the Championship. The costs for any catering will be borne by the IIHF.

The Host shall provide one "skybox in each arena to the Commercial Partner free of charge, if skyboxes are provided in the arena, for up to 20 persons including 20 spectator seats with easy access from the "skybox" into the main arena and during the whole duration of the Championship. The costs for any catering will be borne by the Commercial Partner. The 20 spectator seats shall be included at no cost.

#### 11.2 VIP LOUNGES

The IIHF and the Commercial Partner have the right to establish and use VIP lounges at each Championship arena for their hospitality activities and to service the hospitality with its own catering company. The VIP lounges shall be in a prime location, in each Event arena or immediately adjacent to the arena, and in immediate proximity to the seats allocated to the IIHF and the Commercial Partner.

The size of the Commercial Partner's VIP Lounge must be at least 800 m<sup>2</sup> (plus additional room for kitchen and storage facilities) in the main arena and at least 400 m<sup>2</sup> (plus additional room for kitchen and storage facilities) in the second arena. The IIHF requires up to 600 m<sup>2</sup> in the main arena and will determine the size of the IIHF VIP-Lounge in conjunction with the Commercial Partner for the second arena. The IIHF, the Host and the Commercial Partner shall determine on a venue-by-venue basis the exact location and infrastructure of such VIP lounges. Access to the VIP lounges, and appropriate restroom facilities shall be secured by the Host. Any arrangements regarding layout, catering, etc. shall be approved by the IIHF and its Commercial Partner no later than 8 months (existing buildings only) before the Championship.

The necessary exclusive floor space and infrastructure (i.e. water, electricity, heating, lighting, WiFi, TV cabling for the signal of both venues and a sufficient amount of monitors, weather proof access and entrance, access control, restrooms, dedicated VIP entrance, wardrobe, lockers, storage etc.) shall be provided at no cost for the IIHF and Commercial Partner. If the arena does not provide a permanent room for that purpose, the Host has to install as close as possible to the seating bowl a temporary construction on concrete floor with solid walls and the above specifications.

The VIP lounges shall be separate or combined as requested by the IIHF and the Commercial Partner and has to be accessed through a dedicated arena VIP entrance. If the VIP lounges are combined, there must be a specially marked section to which access is allowed at the sole discretion of the IIHF and its Commercial Partner, respectively.

VIP guests must be allowed to remain in the hospitality area and sky boxes between the games.

These VIP lounges must be excluded from any catering exclusivities from the arena.

### 11.3 VIP SERVICE

The IIHF and the Commercial Partner will inform the Host no later than 6 months prior to the Championship if they will organise the infrastructure, decoration and service of this area by themselves. In case the IIHF and the Commercial Partner will not use this option the Organiser shall have this responsibility whereby the infrastructure, decoration and service in the VIP lounges shall be of IIHF standard, which means high quality service, classic decorations and a festive atmosphere.

All requirements related to the VIP lounges, such as the location, decoration, quality of food and beverages, timing and cost responsibility for the involved parties, etc., shall be agreed by the IIHF and its Commercial Partner and the Host no later than 6 months prior to the Championship.

The Host shall ensure that the IIHF and the Commercial Partner may retain at their own discretion the caterer for the VIP lounges and/or “skyboxes”. In addition, the Host shall ensure that the IIHF and the Commercial Partner may equip the VIP lounges and the “skyboxes” with the goods and products of the Commercial Affiliates independent from existing supplier agreements of the arenas.

### 11.4 ACCESS AND COST RESPONSIBILITY

The IIHF and the Commercial Partner shall co-ordinate in advance the number of VIP lounges and the respective access policy.

All people listed in 10.3 are entitled to access the VIP lounge according to above and the same people are entitled to hospitality service (food and beverages, etc.). The Host bears the costs for persons included in section “IIHF” according an agreed flat rate.

Costs related to VIP-guests who are invited by the Commercial Partner or the Host, shall be covered by the inviting party.

All costs for persons or guests invited by the IIHF and/or the Commercial Partner shall be paid by the Host in relation to any third party (caterer) but then be reimbursed by the inviting party. The IIHF and the Commercial Partner shall only pay invoices coming directly from the Host.

## 12 **MARKETING AND ADVERTISING RIGHTS**

### 12.1 CLEAN-VENUE-RULE

The Host is obliged to remove any and all advertising from all arenas, facilities and areas to be used in relation to the Championship 5 days prior to the Championship.

All venues used in relation to the Championship, including game and practice arenas, must be completely free of advertising and identifications (including without limitation jerseys of retired players). The Host is obliged to remove any existing visible advertising and identifications from all arenas, facilities and areas to be used in relation to the Championship 5 days prior to the Championship.



The arenas shall be provided with the ability to install Commercial Partner advertising at no cost for the Commercial Partner.

The clean-venue-rule also includes the ice machines in the game and practice arenas that must be single coloured.

## 12.2 ADVERTISING POLICY

All advertising in relation to the Championship shall be in accordance with the legislation of the Host Country. The Host has to inform the IIHF of any such legislation.

Advertisements with political, racial or religious content as well as advertising of alcohol (except beer, alcopops or other spirits specifically approved by the IIHF), tobacco and pornography are prohibited. Advertising of or affiliation with any organisation or product touching moral and ethical issues requires prior written approval of the IIHF.

## 12.3 EXCLUSIVE RIGHTS OF THE COMMERCIAL PARTNER

Any and all exclusive and worldwide marketing and advertising rights to the Championship belong and shall belong to the IIHF. Exploitation of marketing and advertising rights and its possibilities have been licensed by the IIHF to the Commercial Partner. These rights include in particular, but are not limited to, venue advertising, uniform and equipment advertising (exceptions apply according to 12.8.1), the right to use titles and designations, the right to use printed matters, sponsoring awards and ceremonies, the right to use VIP lounges and skyboxes (if available), the right of exercising concessions, franchising, displaying, sampling, demonstrating and selling rights as well as any further right to exploit any other marketing or advertising possibility in connection with the Championship.

The Commercial Partner is entitled and authorised to enter into corresponding agreements, i.e. it may award product category exclusive advertising and supplier rights to third parties, and the exclusivity may apply to the products of the sponsors and suppliers in a general context, and thus, not only to products and services offered, supplied and/or promoted in relation to the Championship.

## 12.4 MARKETING; ADVERTISING AND SALE INSIDE OF THE ARENAS

### 12.4.1 Rink-side Area

Unless otherwise stated by the IIHF, the rights of the Commercial Partner include the right to exploit all advertising possibilities at the venues of the Championship, whether sound or visual, including, but not limited to the right to advertise products and/or services:

- On the perimeter advertising boards of each ice rink (including practice rinks) used during the Championship; any other board advertising at any level is not permitted;
- Within the players' benches, official scorers' benches and penalty benches area; under the condition that the advertising does not obstruct the spectators' visibility;
- Under ice as marked in the Under-ice Plan;
- Kick-boards and platinum circle;
- Via projections on the ice, provided that the Game is interrupted and subject to prior coordination between the IIHF and the Commercial Partner;
- Via arena loudspeaker, provided that the game is interrupted, before and after the game and during intermissions;
- On the official timing clock, the video cube, the arena video screens/monitors, the scoreboards, indicator boards, whether static by means of a sticker or electronically by means of advertising spots;
- On the ice resurfacing machines (i.e. "Zambonis");

- In the spectator's area of the arenas at the venues (e.g. safety net/glass, on cheerleader uniforms) subject to IIHF approval (including car placement);
- On backdrop advertising boards supplied by the Commercial Partner to be used during all interviews in the post-game press conference area and in any TV related positions as agreed during the site visits; and
- In the public access area of the arenas (i.e. between the entrance and the spectators' area).

Any other advertising and/or identifications than those placed by the Commercial Partner inside of the arenas are forbidden, unless permitted in each case by the IIHF and its Commercial Partner.

The Host shall change the under-ice advertising up to 3 times in each arena. The first installation and the removal of under-ice advertising shall be free of charge whilst the second and third shall be paid by the Commercial Partner. The Commercial Partner, however, shall bear the costs for the advertising material.

The manufacturer logo of the official timing clock, the video cube, etc. shall be covered on the respective items.

The logos of the manufacturer(s) of the goals, the security glass and the rink boards may be displayed on the respective items as customarily located provided that they have a reasonable size not impairing the rights of the Commercial Affiliates.

The whitening of the ice and the ice markings according to the rule book will be provided by the IIHF on the cost of the Host.

The ice resurfacing machines shall be painted in a single color at the Host's expense.

Any other advertising possibilities inside of the arenas can be approved and granted by the IIHF to the Commercial Partner, and the IIHF shall inform the Host shortly and in writing of any decision accordingly.

#### 12.4.2 Public Area inside of the Arenas / Concessions / Franchise

The Commercial Partner shall have all concessions, franchising, display, sampling, demonstration and selling rights at the venues, except at the customary sales points for food and beverages. In connection therewith, the Commercial Partner shall be provided, free of charge, with a sufficient amount of space in each arena for information and presentation stands of its Commercial Affiliates.

The Commercial Partner and the Commercial Affiliates are entitled to use space in the public access area of the arenas (space between the entry door of the arena and the spectators' area incl. lounges, seats and ice rink) for promotion activities such as display of information, sponsor advertising, operation of sponsor sampling and promotional kiosks and/or sale of products as approved by the IIHF.

The IIHF, the Host, the Commercial Partner and the Official Merchandiser selected by the Commercial Partner for the Championship Merchandising ("Official Merchandiser") shall on a venue-by-venue basis determine the number and prime locations (e.g. main entrance area) of the exhibition and sales stands as well as storage facilities, taking into account the reasonable requests of the Official Merchandiser. The Host shall ensure that such space will be provided to the Official Merchandiser free of charge at the venues during the Championship.

The IIHF may consider any request from the Commercial Partner in respect of the use of hawkers (e.g., roaming vendors) to sell official merchandise on-site and the Host shall comply with any decision of the IIHF in respect hereto.

The Equipment Supplier and the Commercial Partner shall have the right to sell authentic competition apparel and branded replicas at the venues.

#### 12.5 OUTSIDE OF THE ARENAS AND THEIR IMMEDIATE VICINITY

The advertising rights of the Commercial Partner include the direct environment surrounding the arenas (e.g. aerial advertising, arena walls, Fan Zone, etc.) i.e. the area which is under control of the IIHF and/or Host and which the Host shall make available for use free of charge. Presence, advertising in the Fan Zone limited to official sponsors and partners and the Commercial Partner will communicate existing exclusivities 3 month prior to the event.

Food and beverage stands are excluded from such exclusivity but must still be approved by IIHF and its Commercial Partner.

#### 12.6 ARENA NAMES

Existing arena naming rights have to be neutralised during the Championship “campaign” according to the Marketing Guidelines unless otherwise agreed in writing with IIHF and its Commercial Partner.

The Host shall refrain from any activity which is capable of promoting an affiliation of the owner/licensee of the arena naming rights with the Championship; i.e. the logo and likeness of the owner/licensee of the arena naming rights shall not be used for any purpose relating to or arising as a result of the Championship, including without limitation all press conferences, press releases, advertising, maps, printed matters. Moreover, any use of the arena name by the Host shall be in a neutral or generic way (e.g. by using in any written material a neutral font) to prevent in the best possible manner any affiliation of the owner/licensee of the arena naming rights with the Championship. The Host shall inform the arena authorities and the owner/licensee of the arena naming rights to refrain from any activity, which is capable of creating a commercial association with the Championship, and that such activity may constitute ambush marketing.

If the product categories of the Arena Naming Right Owner and the Official Main Sponsor conflict, the logo and brand name of the Arena Naming Rights owner shall be covered at the Venue and the use of the Logo and brand name of the Arena Naming Rights Owner shall be prevented to the extent possible.

#### 12.7 COMMERCIAL BREAKS

The IIHF has granted the Commercial Partner the right to use the game breaks for placing of advertising inserts on the occasion of all games of the Championship. The Commercial Partner has been guaranteed three (3) commercial breaks of a maximum of 70 seconds each, during each regular playing period. The Commercial Partner shall receive a total of maximum 630 seconds per game for commercial exploitation. Subject to 12.2 above, the Commercial Partner is completely free regarding the exploitation of the commercial breaks.

According to the IIHF Sport Regulations, the Host is obliged to ensure the proper operation of commercial timeouts and the organisational links between the game controlling bodies (on and off-ice officials) and the transmission time of the commercials placed by television and/or radio broadcasters and the proceedings on the ice (whistle and restarting whistle).

## 12.8 UNIFORMS AND HELMETS

The Commercial Partner has been awarded the exclusive right to exploit the following advertising possibilities on uniform and equipment to be worn during all games and official practices by the players and game officials, including the right to advertise products and/or services:

- On both sleeves of the uniforms of all IIHF Team players participating in the Championship (including practice), located below the number for players and above the number for the goalkeepers, each at a size of 22 cm x 8 cm;
- Once on the helmets of all IIHF Team players (excl. goalkeeper face masks) participating in the Championship (including training sessions), located on the front side, at a size of 16.0 x 5.5 cm;
- On the uniforms of all referees and linespersons participating in the Championship, located on the front and backside of the shirt, each at a size of 455 cm<sup>2</sup>; and
- Once on the helmets of all referees and linespersons participating in the Championship (including training sessions), located on the front or backside, at a size of 88 cm<sup>2</sup>.

### 12.8.1 Team Advertising rights

The participating teams have in general the non-exclusive advertising right to their helmets to be worn during all games and official practices by the players. The participating teams must submit their respective request in writing to the IIHF and its Commercial Partner by 1 November prior to the respective Championship.

The revenue generated from the sales thereof is the sole property of the respective national federation.

The participating teams may not advertise or promote their participation in the Championship in a way that associates their team partners with the Championship. For avoidance of doubt, the official identification or logo of the Championship may be used for participating team promotion however not in close association with team partners on any communication channel.

All members of a team – players, coaches, bench personnel and team officials must adhere to the IIHF Supplier Handbook the entire duration of the Championship including games and practices 72 hours before and after the end of the event regarding all types of equipment and apparel.

## 12.9 FUTURE ADVERTISING POSSIBILITIES

The Commercial Partner has the right to use advertising possibilities, which might be created in the future and which are approved by the IIHF in order to grant its sponsors and suppliers suitable possibilities for advance advertising related to future Championships. The IIHF has granted the right to exploit any further marketing possibility (e.g. betting and gambling) to the Commercial Partner.

## 12.10 CATERING

The Host shall use reasonable efforts that the caterers in the venues exclusively source the products sold by them within a given product category from a Commercial Affiliate that has been allocated to the respective product category provided that these products are delivered by the Commercial Affiliate at reasonable terms.

## 12.11 HOST OBLIGATIONS

### 12.11.1 Secure the Commercial Partner Rights

The Host is obliged to take all necessary measures to avoid any violation by third parties of the IIHF and Commercial Partner rights as well as the rights of its sponsors and suppliers.

Consequently, the Host shall ensure that the advertising of the sponsors and suppliers of the Commercial Partner is not covered by any persons or objects and its visibility is not diminished in any way.

In particular the Host shall ensure that the field of vision of the public and television cameras on all advertising boards at the venues are not obscured in any manner during the Championship, especially by any security or other official personnel or by any photographers.

The Host shall ensure that no media personnel vendors, attendants or other persons working within or admitted to the arena(s) are displaying any advertising material except with the approval of the IIHF and the Commercial Partner.

#### 12.11.2 Application of Advertising

The Commercial Partner shall produce the advertising boards and ship them to the Host on time and at no cost for the Host.

Advertising (board, under-ice-advertising, etc.) shall be installed in the arenas no later than 3 days prior to the start of the Championship. The installation (painting, fixing), maintenance and removal of the advertising before, during and after the Championship will be handled by a contractual partner appointed by the Commercial Partner. All connected expenses are borne by the respective right holder to the advertising space.

At the conclusion of the Championship the Commercial Partner is responsible to remove the advertising from the advertising boards. The Host is responsible for the ice.

#### 12.12 FAN DATA

The Host shall provide the IIHF all fan data available to the Host and the ticketing provider for marketing purposes. To that end, the Host shall transfer to the IIHF all of the fan data necessary for marketing purposes which are in its possession and cause the ticket provider contracted by the Host to transfer all such fan data to the IIHF as the ticket provider may not have provided to the Host.

The Host shall ensure, and shall cause the ticket provider to ensure, that the ticket purchaser provides all the necessary consents to be able to implement the above said transfers and use of the fan data for marketing purposes by the IIHF in compliance with all applicable data protection and other relevant laws and regulations.

## **13 LICENSING AND MERCHANDISING RIGHTS**

The exclusive and worldwide merchandising and other licensing rights belong and shall belong to the IIHF.

### 13.1 SPONSOR AND SUPPLIER CONTRACTS

The Commercial Partner has been licensed the exclusive right to conclude contracts with suppliers of equipment and services to be used in relation to the organisation of the Championship (hereinafter referred to as "Organisational Equipment") including but not limited to cars, photocopiers, computer hardware, cameras, beverage services as agreed upon with the needs of the Host.

## 13.2 ORGANISATIONAL EQUIPMENT

### 13.2.1 Host Requirements

The Commercial Partner will identify the specific requirements with IIHF and the Host timely in advance of a Championship.

The Host and the IIHF may require from the Commercial Partner the release of up to 10 product categories for the conclusion of supplier contracts against payment of a reasonable remuneration. This request must be made by 30 September prior to the Championship. Such product category release shall be subject to a separate agreement between the Host and the Commercial Partner. However, for the avoidance of doubt, the Commercial Partner is not obliged to release any product category during this period of time.

The Commercial Partner shall provide the Host and the IIHF with a list of the supplier contracts (including the product categories) concluded by 30 September prior to the Championship and the entitlements of the Host in such supplier contracts. As of 1 October, prior to the Championship, the Commercial Partner shall release a maximum of 10 product categories, which are not covered in the above list, upon request to the Host for the conclusion of supplier contracts. Such product category release shall be subject to a separate agreement between the Host and the Commercial Partner.

### 13.2.2 Cars and photocopiers

In the automotive and copy machine categories, the Commercial Partner shall be entitled but not obliged to coordinate with the Host and the IIHF to reach an agreement with suppliers in these 2 product categories. If no such agreement is in place by 15 December prior to the respective Championship, the Commercial Partner shall have an obligation to supply a maximum of 40 cars and a maximum of 20 copy machines for the duration of the Ice Hockey World Championship.

### 13.2.3 Supplier Contracts of the Host

Any supplier contracts between the Host and a supplier shall be subject to the Commercial Partner's prior written approval.

### 13.2.4 Commercial Partner Supplies

The Host is responsible for returning all equipment supplied for the organisation of a Championship by the Commercial Partner and the Commercial Affiliates within 4 weeks after the conclusion of the Championship. The Host will be liable for any losses or costs caused by any delay, damages, abuse or mistreatment of the supplier material.

### 13.2.5 IIHF Equipment Supplier

The IIHF is solely entitled to appoint the Equipment Supplier.

### 13.2.6 Use of Products

The Host shall use the products and/or services of the Commercial Affiliates to the exclusion of any competitive products and/or services. If, however, no agreement as to the reasonable terms and conditions of supply and services can be reached with a particular Commercial Affiliate, the Host shall be entitled to source such products and services from third parties provided always that such suppliers shall be prohibited from availing themselves of any commercial association, official status or any other identification whatsoever in connection with the Championship, the IIHF or the Host. The general principles set out in 13.2.1 shall apply.

The Host shall ensure that no products are used, distributed, or placed at the venues during the Championship that bear any visible brand name, trademark, logo, service mark or design except for the brands of the Commercial Affiliates, local sponsors and such other branding as the IIHF in coordination with the Commercial Partner shall approve in writing.

### 13.3 OFFICIAL CHAMPIONSHIP IDENTIFICATION(S)

#### 13.3.1 Commercial Partner Rights

The Commercial Partner has been licensed the non-exclusive right to use the protected Official identification(s) (identification, mascot, colours, lettering, music, etc.) of the Championship for commercial exploitation and to enter into corresponding agreements. The Host shall design such identification(s) in co-operation with the IIHF and the Commercial Partner: IIHF and the Commercial Partner shall mutually agree on registration, protection and enforcement of such identifications on their own cost.

#### 13.3.2 Host Rights

If the right to design Championship identification(s) is granted to the Host, any costs related thereto shall be borne by the Host who shall insure that no paid or unpaid advertising shall be included in the identification(s).

The Host acknowledges that the IIHF may not grant the Host any right to use its marks (including the designation “[year] IIHF Ice Hockey World Championship”) for commercial purposes without the Commercial Partner’s prior written approval which may be withheld only for reasons of non-compliance with the Championship graphic guidelines provided by the IIHF.

The IIHF and the Commercial Partner shall coordinate the implementation of Championship graphic guidelines that will govern branding and identity of Championships (including all graphic elements, printed matters, venue dressing, marks, etc.). The Host shall adhere to these Championship graphic guidelines.

The Host has the right to produce, distribute, but not sell, give-aways for promotional purposes of the Championship merchandising such as pins or key-holders in a limited quantity. The production (mode, quality, quantity, etc.) has to be approved by the IIHF/Commercial Partner in advance.

#### 13.3.3 Official Mascot

The Commercial Partner has been licensed the right to design, produce, market and sell the official mascot for the Championship before and during the Championship.

The Host must conform to the Commercial Partner protocol regarding the usage of the mascot and the procedure to delegate sub-licenses to the mascot.

The live mascot animation is subject of the Commercial Partner who takes care of the flights and salary of the artists, whereas the Host is in charge of costumes, accommodation, board and local transportation.

### 13.4 PRINTED MATERIAL

#### 13.4.1 General

All printed promotional and manufactured materials as well as products related to the Championship such as Championship logo and the official mascot must contain the official title of the Championship, the IIHF identification (logotype) and the logo of the Official Main Sponsor except otherwise stated by the IIHF and the Commercial Partner. The IIHF and the Commercial

Partner have the rights to approve all such material and products before the production of such material and products may begin.

#### 13.4.2 Commercial Partner Rights

The Commercial Partner has been awarded a right to publish its own printed materials related to the Championship for advertising purposes.

The Commercial Partner has the right to grant to its contract partners suitable possibilities for advanced self-advertising related to the Championship. Any such right shall be restricted to specifications of the partner's status as sponsor and/or partner.

The Commercial Partner has the right to display free of charge the name, logo, emblem or any other designation of the Commercial Affiliate on printed material produced by the Host such as the following:

- On a maximum of 21 full pages in the official program brochure if an official program brochure is produced. Additional pages at the request and cost of the Commercial Partner;
- On official poster;
- On the accreditation cards and any other official identification card (such as working cards, authorisation cards etc.) related to the Championship provided it is technically feasible;
- On the entrance tickets to the Championship provided it is technically feasible. The main sponsor(s) logos shall be displayed on the front side of each ticket together with the IIHF logo and the respective event logo in the same size;
- On all printed material (e.g. copies, letterheads, information folders, press information, brochures, invitations, scoring lists, bulletins, journals, publications, etc.) in relation to the Championship; and
- The above rules also apply to any other promotional matter (e.g. public transport such as buses, tramways, cars, taxis or billboards, LED boards, etc).

All proposed printed matters related to the Championship shall conform to the Marketing/Sponsoring Guidelines and shall be submitted by the Host to the IIHF and the Commercial Partner for prior approval.

#### 13.4.3 IIHF Rights

The IIHF has the right to use free of charge up to 5 pages in all IIHF championship programs for its public relations and information purposes.

### 13.5 MERCHANDISING RIGHTS

#### 13.5.1 Merchandising Rights of Commercial Partner

The Commercial Partner has been licensed the exclusive right to develop, manufacture, market, distribute, promote, sell and advertise merchandising products in relation to the Championship in any product category with the exception of 13.2 above (this right includes the Commercial Partner's right to develop, manufacture, market, distribute, promote, sell and advertise non-branded replicas, excluding non-branded replica jerseys). The Commercial Partner has also been licensed the right to produce, distribute and sell souvenirs with the official identification of the Championship (pins, t-shirts, hats, scarves, mascots, pucks, etc.).

#### 13.5.2 Promotional Use of Championship Merchandise

The Commercial Partner shall grant the Host upon its request the right to use official Championship merchandise for protocol and general non-commercial promotional purposes, provided that these products are not used for resale. The Host, however, shall be obliged to order and/or have produced official Championship merchandise by the Official Merchandiser. The



Commercial Partner shall oblige the Official Merchandiser to supply the Host upon written request with official Championship merchandise at preferable prices. Additionally, any planned distribution of Championship merchandise by the Host shall be approved by the Commercial Partner.

#### 13.5.3 Merchandising Rights of the Host:

- The Commercial Partner permits the Host to set up an individual Host merchandising program and to use the marks subject to the following terms and conditions: Term of the Host Merchandising Program: Date of allocation by the IIHF Congress to Host the Event until 1 December prior to the start of the Event at the latest. The Host has to guarantee a proactive product recall upon expiry of the term so as to ensure the exclusivity of the Official Merchandiser as of 1 December prior to the start of the Event;
- Geographical restriction: the Host Merchandising Program shall be restricted to the Host country;
- Merchandising products: all proposed merchandising products need the Commercial Partner's prior written approval in terms of quality, design and amount before any production commence. The following core merchandising products are excluded from the Host Merchandising Program for the exclusive commercialisation by the Official Merchandiser: Mascot, any form of clothing, pins and pucks; and
- Revenues and costs: the Host shall be entitled to retain all revenues derived from the Host Merchandising Program. All costs in relation to the Host Merchandising Program shall be borne by the Host.

#### 13.6 OFFICIAL TITLES

The Commercial Partner has been licensed the exclusive right to hold, market and sell official titles such as:

- Official Main Sponsor;
- Official Sponsor;
- Official Outfitter;
- Official Partner;
- Official Supplier;
- Official Supporter;
- Official Products and/or Services;
- Official Merchandiser;
- Official Licensee;
- Official Time Keeper/Timing Service;
- Official Broadcaster;
- “[company] Jackpot; and
- Any similar titles.

#### 13.7 SPONSORED CUPS AND AWARDS

The Commercial Partner has been licensed the right and the Commercial Partner shall have the obligation to arrange for awards to be presented by Commercial Affiliates at the conclusion of each Game of the IIHF Ice Hockey World Championship to the best player of each team. The presenting Commercial Affiliate shall have the right to create the presentation carpet/ice covering that is to be used for the presenting ceremony. The Commercial Partner shall consult with the IIHF if different awards shall be presented during different phases of the Championship.

The host shall supply supporting staff for the setup of the award ceremony and presentation to the players.

### 13.8 FILM, VIDEO AND STORAGE MEDIUM RIGHTS

The Commercial Partner has been licensed the exclusive media rights to produce, have produced or assign appropriate rights pertaining to films, videos, USB-Sticks, as well as other sound, vision and/or sound-vision carriers of any kind, regardless of the application mode or storing/recording method (analogue, digital) of the Championship. This includes also the right to exploit the Video Game Rights.

### 13.9 NEW MEDIA AND ANCILLARY RIGHTS

#### 13.9.1 Rights of the IIHF and the Commercial Partner

Multi-media rights, such as social networks or other digital platforms and any other right in connection with the coverage of the Championship, without restriction of the contents - by means of phone, Internet streaming, SMS, WAP and other present and future on/off-line services and possibilities - are and shall be owned by the IIHF and granted to the Commercial Partner for exploitation.

#### 13.9.2 Website

The IIHF and the Commercial Partner jointly run and maintain the official and exclusive World Championship website in co-operation with the Host under the lead of the IIHF. The official website is the first and main point of entry for all information and news regarding the World Championship. The Host must refer to the official website URL in their promotion or communication of the Championship and refrain from creating a separate news outlet on any Host associated channels.

Six months after the allocation of the Championship the Host must contact the IIHF in order to obtain the relevant Guidelines which include among others the following provisions about the official World Championship website:

- The IIHF and the Commercial Partner shall provide the design of the homepage;
- The official website has to be provided at least in English and the host country's language. No advertising is allowed on the website without the written approval of the Commercial Partner and the IIHF;
- The logotypes of the Commercial Partner sponsors and partners shall be included on the website and the location and size of the logotypes shall be approved by the Commercial Partner;
- All editorial content (text, pictures, videos) that must be provided by the Host on its own expense has to be approved by the IIHF before being published;
- The Official Merchandiser shall be entitled to have installed a direct link on the official Event website of each WM to its online shop; and
- The website address is provided and registered by the IIHF.

#### 13.9.3 Social Media Guidelines

Social media channels for IIHF tournaments are created and implemented in collaboration with the LOC. The IIHF Website Manager and the LOC will have administrator access to the page, and ownership of the social media page reverts to the IIHF at the conclusion of the event.

The LOC must ensure that the IIHF, the host country member national association, sponsors, commercial partners and participating teams can be associated with the content being published. Posts should be neutral in tone and should not criticize any of the stakeholders mentioned above.

The IIHF retains ownership of any social media accounts that are created in collaboration with the LOC for the purpose of promoting an IIHF tournament or event.

Following the conclusion of the tournament, the IIHF reserves the right to reassign any social media accounts to a new LOC. If the existing LOC wishes to use the account for another purpose or to promote a future tournament, they must obtain approval from the IIHF Marketing and Communications Department.

## **14 BROADCASTING**

All broadcasting rights belong and shall belong to the IIHF.

### **14.1 EXCLUSIVE RIGHTS OF THE COMMERCIAL PARTNER**

The Commercial Partner has been licensed the exclusive worldwide rights to transmit the Championship, whole or in part, live or by means of recordings on TV or radio without restriction pertaining to the technical methods (including transmission via direct TV-satellites, via satellite-to-cable, telegraphic, via cable or wireless (radio-telegraphic), via closed circuit, Pay-TV, Pay-per-View, Video-on-Demand, or by means of any other future technical systems applied for transmission (analogue or digital), both for private and public national television and/or radio and/or public viewing).

The broadcasting rights according to above include the right to arrange for the necessary transmission and signal production(s) or to have them arranged. It also includes the right to exploit or have exploited the TV Sponsorship, TV-Insertion and TV Superimposing Rights (transparent, non-transparent, whole or in part, on-screen graphics/advertising) and "virtual" advertising boards (not really existing in the ice arena) and inserts such boards into the TV signal.

The Host shall neither exploit nor grant to any third party the right to (transmit) produce and/or broadcast, whole or in part, by any means, television and radio signals of the Championship games for transmission purposes, including but not limited to summaries, extracts, news reports, features etc., irrespective of the transmission time.

### **14.2 COMMERCIAL PARTNER OBLIGATIONS**

The Commercial Partner has the right to and is responsible for producing the TV-signal of all games of the Championship according to international standard. The Commercial Partner ensures the live signal transmission between the arenas and provides the signal for use within the arenas ex OB-van.

### **14.3 GAME SCHEDULE**

The Host must prepare the game schedule for the Championship in accordance with Bylaw 10 and the IIHF Sport Regulations. The game schedule shall be finally approved by the IIHF, the participating teams and the Commercial Partner no later than 31 July prior to the Championship.

For the quarter-finals and semi-finals of the Championship, the starting time of each game shall be managed flexibly and without the consultation of the teams involved in order to safeguard a change of afternoon games to evening games and vice versa.

Therefore, tickets for quarter-finals and semi-finals should not specify any game pairing.

The Host has to be aware of any changes of the game schedule approved by the IIHF with the Commercial Partner and its TV-needs, in close cooperation with the Host.

## 14.4 HOST OBLIGATIONS

### 14.4.1 General

The Host must fully comply with all obligations regarding technical facilities, equipment, services and infrastructure for professional coverage and transmission of the Championship as imposed by the IIHF in particular with those set out in the Broadcasting Guidelines. The Host shall ensure that the entities controlling the venues meet these requirements. For this purpose, the Host shall incorporate the relevant provisions of the Broadcasting Guidelines in the agreement with the entities controlling the venues.

### 14.4.2 TV Infrastructure

The Host, in agreement with the IIHF and the Commercial Partner, must provide free of charge the specified required television related infrastructure as well as space for the TV transmission vans, production trucks and other technical vehicles required as well as appropriate facilities as specified in these regulations and required for the performance of any functions by the TV and radio broadcasters contracted by the Commercial Partner, such as:

- Camera positions: Each arena shall provide:
  - A main camera platform opposite of the player benches for six cameras centralised above the ice and at the appropriate angle to produce a TV-signal of international standard;
  - An unlimited number of camera platforms upon request by the Commercial Partner (including but not limited to the corners of the rink, reverse angle, super slow motion, behind the goals, cable cam, etc.);
  - Roof camera mountings for cameras above the goals (for the Events) and above the ice centre (WM only); and
  - Ensure undisturbed working conditions for camera crews with appropriate security measures including direct access from the TV compound into the arena without further security check.
- Data/statistics as available from the IIHF data-system to the host-broadcasters (TV and Radio) graphics system and to the commentator positions;
- Studios: Each arena provide adequate space for:
  - 2 studios within the spectators' seat area, each in size of approx. 30 m<sup>2</sup> (not exceeding 50 seats each) within or next to the commentator positions' area and/or the press stand;
  - Additional studios outside the spectators' seat area upon request, if available and free of charge as well as additional studios within the spectators' seat area, if available and against reasonable remuneration;
  - 6 ENG-positions of 1,5 x 2 m each (to be used as stand-up positions or mini-studios) with good view to the ice).
- Production Offices: Each arena shall have a sufficient number of rooms for broadcasters, the booking office and additional studios in the arena building; if not applicable adequate space needs to be provided in containers immediately adjacent to the arena itself;
- Animated player portraits: in the player area with 25 m<sup>2</sup>, and a minimum 3 m height;
- TV-compound: Each arena shall have adequate space immediately adjacent to the arena itself for TV transmission vans as well as TV- and Radio production vans and other technical vehicles required (PTT, etc.) at the nearest point to the production sites in the arenas. The size of the TV-compound shall not exceed 2000 m<sup>2</sup> and has to be secured by an appropriate fence;
- Sanitary infrastructure has to be provided within the same accreditation zone;
- SNG-compound: Each arena shall have adequate space in the direct environment surrounding the arena for vans up-linking the TV-signals at the nearest point to the TV-compound. This area shall be oriented geographically according to the requirements of the broadcasters. The size of the SNG-compound shall not exceed 500 m<sup>2</sup>;

- Cabling: The cabling system in each arena shall be made available to all broadcasters. Subject to the arena safety certificate, broadcasters requiring their own cabling shall have the right to install and use their own cabling system, provided the competent official authorities, which issued the arena safety certificate have inspected and certified such cabling.

The Host must provide for any requirements necessary for the impeccable installation of the technical equipment prior to the start of the Championship and is responsible for the security of the entire TV equipment within and outside the arena(s) 24/7.

#### 14.4.3 Mixed Zone

Only if notified by the IIHF, the Host shall control the access to the Mixed Zone with a limited number of special passes according to the following priority order:

1. Host broadcaster;
2. TV-Organisations from countries of teams playing;
3. TV-Organisations from countries of teams in the same group (first-come);
4. Other TV-Organisations from countries of teams playing in the other groups (first-come);
5. Other TV-Organisations (first-come).

The Host will assist in the implementation of this running order. The Mixed Zone should provide a sponsor backdrop to be supplied by the Commercial Partner and monitors with the live feed of the game.

The IIHF and the Commercial Partner shall approve all other details related to the Mixed Zone.

#### 14.4.4 Flash Zone

Flash Zone: Each arena shall have adequate space in the vicinity of the field of play, where broadcasters are entitled to make flash-interviews with a player (no longer than 90 seconds) during intermissions and the end of the game. The Flash Zone should feature a sponsor backdrop.

#### 14.4.5 Master Tapes

The master tapes / DVD of the IIHF Championship tournament games are the property of the IIHF and will be delivered via the Commercial Partner.

#### 14.4.6 Transmission of all on-going games

The Host shall provide sufficient TV-monitors in the Media Centre, dressing rooms, VIP lounges and the IIHF and Commercial Partner offices on which the games in progress in all arenas shall be transmitted live. The Commercial Partner shall provide the live signal ex OB-van to the TV-monitors according to above at no cost for the Host.

## 15 MEDIA

### 15.1 MEDIA CENTRE AND PRESS TRIBUNE

#### 15.1.1 Media Centre

The Host is obliged to provide a Media Centre according to international standards and this includes, but is not limited to the provision of facilities according to 4.2.16 above.

Opening hours of the Media Centre shall be from the start of the first on-ice practice of the day or 09:00 local time until 2 hours after the conclusion of the last game of the day or until 24:00 local time.

In accordance with 13.2.1, the Host shall specify the required equipment and services for the Commercial Partner no later than 12 months before the start of the Championship.

The Media Centre shall have air conditioning and heating installed and provide working space with phone, electricity plugs, and Internet connections for up to 300 accredited print media journalists. At least 4 TV-monitors with a live signal of all on-going games shall be placed. An adequate number of telephones, Internet terminals shall be available for the usage of accredited media representatives. The Media Centre shall also provide a well- functioning service desk enabling quick connections and collecting of fees for lines and transmissions, services for Internet access, photocopies and supplies for cell phones and Internet connection.

#### 15.1.2 Press Conference Room

The Host shall provide a Press Conference Room of international standards for up to 200 persons. The Press Conference Room shall be equipped with one podium for at least 5 persons with microphones to be used by speakers and media representatives and on the opposite side another podium for TV cameras. The Host shall provide assistants for press conferences and assistants who shall be equipped with wire-less microphones in order to achieve a speedy delivery of questions by media representatives during press conferences. The podium of the speakers should provide a sponsor backdrop supplied by the Commercial Partner.

#### 15.1.3 Information Service

The Host shall provide a system for the supply of Championship information to accredited media representatives. The information service shall be offered by the assistants working in the Media Centre or via self-service in the Media Centre such as computer information kiosks, pigeonholes, etc.

#### 15.1.4 Photocopy Centre

The Host shall provide a Photocopy Centre equipped with a fast and powerful copy machine (at least 50 copies per minute) with sorting and stapling feature to reproduce and distribute the reports from the IIHF results and statistics system.

#### 15.1.5 Media Cafeteria

The Host shall offer a snack bar within or in the vicinity of the Media Centre where food and beverages incl. warm meals shall be available at reasonable prices.

#### 15.1.6 Photography

The IIHF holds the exclusive right to grant the permission to use strobe lights at the Championship.

The right to photograph with strobe light equipment at the games must be approved by the IIHF. A maximum of 2 sets of strobe lights may be installed at the venue and tests must be run for the satisfaction of the photographer, Host broadcaster and the IIHF.

The LOC must provide space for 100 photographers in the arena including a minimum number of 20 positions at ice level. All photo positions must be approved by the IIHF and the LOC Photo Manager prior to the start of ticket sales.

### 15.2 MEDIA TRIBUNE

#### 15.2.1 Media Tribune for Print media journalists

The Media Tribune in the spectator area according to 4.2.16 above shall be equipped with writing desks with electricity plugs for at least 300 persons. Special telephone connections to the seats and Internet connection must be ordered no later than 3 months before the Championship and be

paid by the respective media requesting the service. The Media Tribune must be clearly marked, separated and guarded so that access to the tribune by spectators is not possible. The Media Tribune seats should be combined into one single block, with easy access to and from the media working areas, in particular the mixed zone.

#### 15.2.2 Commentator Positions (TV and Radio)

The Host shall provide commentator positions for TV companies and Radio stations having a contract with the Commercial Partner.

A commentator position comprises 6 seats (3 seats wide and 3 seats to mount the table) separated from each other by small plastic dividers and installed with necessary functioning equipment, including but not limited to, the availability of electricity, telephone lines and a computer acting as a data monitor/laptop for statistics according to international standards. However, the TV monitors will be provided via the Commercial Partner at no cost to the Host.

Special telephone connections to the seats or Internet connections must be ordered ahead and be paid by respective TV companies and Radio stations. New requirements arising from changing in broadcasting technology shall be approved by the IIHF.

The Commercial Partner shall provide the Host with a list of broadcasting requirements not later than 3 months prior to the commencement of the Championship.

## 16 STATISTICS AND CHAMPIONSHIP DOCUMENTATION

### 16.1 IIHF STATISTICS SYSTEM

In order to utilise the IIHF statistic system, the Host is required to provide the following environment according to Hydra requirements:

- An exclusive permanent synchronic fibre cable connection (100Mb/sec) between both Hydra venue servers for a smooth data synchronisation. This connection may also serve as backup line for the TV signal;
- A direct telephone line and a LAN or WAN connection in each arena's timekeeping bench to connect to the Internet. The plug shall be located either at the time keeping bench or in direct proximity to it with a good view to the rink;
- Appropriate hardware (incl. laptops and A4 printers) and the operation of the system after an appropriate education. The Host will receive the necessary software to operate the statistic system from the IIHF and link it to the IIHF website;
- A minimum of 12 seats in the commentator area with Internet connection; and
- A minimum of 4 additional seats with unrestricted view to the ice and the game clock at the side of the player benches.

### 16.2 GAME FOOTAGE DISTRIBUTION

The Host shall distribute the provided game videos of the Championship on digital copy. The Host shall ensure that all rights (copyrights, etc.) for the footage are assigned to the IIHF and the IIHF is provided with digital copies of all games. Each participating team shall receive free of charge digital copies after their own games and shall be entitled to use these digital copies for non-commercial purposes only and as material for technical instruction. One digital copy after each game shall be provided to the IIHF Officiating Coaches for their review and educational use. The Host shall make digital copies from all games available for all participating teams at moderate costs.

### 16.3 FINAL DOCUMENTATION

After the conclusion of the Championship, the Host is obliged to provide complete statistical documentation and essential information (hereinafter referred to as Final Documentation.)

The Host shall send one copy of the Final Documentation to each of the participating national associations and one copy to the IIHF office within 14 days after the termination of the Championship. If possible, the Final Documentation shall be distributed as a digital file.

The IIHF Final Documentation must contain at least the following:

- Composition of the Executive Committee and/or the Organising Committee;
- Composition of the Honorary Presidency, if established;
- Composition of the Championship Directorate and the assisting officials (chief statistician and recording secretary);
- Referee game reports; and
- List of accredited journalists, television and radio reporters, cameramen and photographers.

### 16.4 DOCUMENTATION FOR THE IIHF ARCHIVE

The following original documents must be submitted to the IIHF office within 7 days after the conclusion of the Championship:

- IIHF Event Photography Agreements;
- Individual Player Entry Forms controlled and signed by the Directorate;
- Lists of Team Officials;
- Original IIHF official game sheets with eventual game reports and original signatures;
- Waivers for under-aged players; and
- Minutes of all directorate meetings and special proceedings.

For the archives of the IIHF, the Host is obliged to send official samples or game worn equipment if requested by the IIHF or HHoF. The host should provide binder and sheet protectors to the Result Manager for collecting the archive documentation. The host must send all above mentioned items to the IIHF.

### 16.5 EVALUATION OF THE CHAMPIONSHIP ORGANISATION

The Host is obliged to make an evaluation and debriefing following the Championship according to Guidelines and Forms distributed by the IIHF. In addition, the Host shall co-operate with future Hosts, the IIHF, and the IIHF Commercial Partner in order to transfer the knowledge of Championship organisation to future Hosts. The Host shall participate in the work of the Championship Development Group, shall cooperate with the IIHF to organise observer tours on-site during the event and shall fulfil all paperwork requirements as mentioned above in this paragraph and in accordance with 2.7 above.

## 17 INSURANCE

### 17.1 EVENT CANCELLATION AND ABANDONMENT INSURANCE

The Host shall, at its own expense, secure and maintain comprehensive insurance coverage with an insurer of recognised international standard to cover all risks of the ascertained net financial loss (revenue, costs) arising from any cancellation, abandonment, postponement, interruption, curtailment or relocation of the Insured Event (in whole or in part) due to any cause beyond the control of the Host or the IIHF.



## 17.2 GENERAL THIRD PARTY LIABILITY INSURANCE

### 17.2.1 Third Party Liability

The Host shall, at its own expense, secure and maintain comprehensive general third-party liability insurance with an insurer of recognized international standard with sufficient minimum sum insured for each occurrence of bodily injury, property damage and/or financial losses. The Host shall ensure that the IIHF be named as an additional insured party in the general third-party liability insurance policy.

### 17.2.2 Coverage

The Host shall obtain comprehensive coverage unless the IIHF specifies otherwise in the Host Country Contract and/or the Insurance Guidelines.

## 17.3 OTHER INSURANCES

The Host shall, as its own expense, conclude other insurances according to the IIHF Insurance Guidelines which deem to be necessary.

## 17.4 INSURANCE - GENERAL CONDITIONS

### 17.4.1 Insurance Policies

All insurance policies executed by the Host (and, if applicable, third parties such as the arena owner/operator) shall be non-cancellable and provide coverage including post-processing and dismantling of the Event. The insurance policies shall be concluded at the earliest possible stage.

### 17.4.2 Prior written approval

For the IIHF Ice Hockey World Championship, the proposed insurance policies shall be presented to IIHF for prior written approval. IIHF, acting reasonably, may request modifications of or amendments to the proposed policies and the Host shall be obliged to comply with such requests.

All insurance policies must be presented to IIHF in English language as soon as possible but not later than 6 months prior to the opening game of the IIHF World Championship.

### 17.4.3 IIHF Insurance Guidelines

These regulations are further defined and detailed in the respective IIHF Insurance Guidelines, which are mandatory to the Host.

## 17.5 OFFICIAL PARTICIPANTS

### 17.5.1 Participant's insurance

The member national association and its team competing at the Championship shall, at its own expense, secure and maintain all necessary health and personal accident insurance coverage for its players and team officials participating in accordance with the IIHF Statutes, Bylaws Rules and Regulations for the Championship.

### 17.5.2 Evidence

Every member national association must, on its team's arrival at the Championship provide written evidence of the medical insurance coverage in place for its team in the official language of the IIHF, as required by the IIHF. In the event that a national member association fails to meet this requirement, the Host, in conjunction with the IIHF, must arrange for the necessary health insurance in accordance with the IIHF Statutes, Bylaws, Rules and Regulations for the Championship. The IIHF shall be responsible to the Host for the costs of said coverage and shall deduct any costs of said health insurance from any monies that are owed to the member national

association for its participation in the Championship.

#### 17.5.3 Third-party liability insurance

The IIHF recommends that every member national association, at its own expense, secure and maintain comprehensive general third-party liability insurance.

## **18 SECURITY**

### 18.1 ARENA SECURITY AND PROTECTION

The Host is responsible for access control and for the security of all relevant rooms, areas and installations (e.g. Fan Zone, TV compound, media center, offices, storage, separate VIP entrances, VIP lounges) during the whole period when the arena is under his command.

The Host shall provide sufficient security for the access control to the arena and for the seats in the spectator area, e.g. While the puck is in play, spectators are not allowed to enter the seating bowl. Event Service Personnel at the seating bowl entrance gates are required to stop spectators at the entrance while the "Puck is in Play". Once the game has stopped spectators are requested to proceed accordingly and take their seat.

The Host shall work in close co-operation with the local police and fire department to develop the Security Plan. The plan shall include emergency and evacuation scenarios for special political situations and risk groups, bomb and similar threats, security for high ranked VIPs, players and IIHF Officials, partners and guests and shall be in English language.

The Host has to provide sufficient security to the team and the office area during and beyond practice and game times. The Host may be held responsible for claims in case of incidents.

The Host must provide 24h security for the entire installed TV equipment within and outside the arena(s) and has to provide 24h security and access control to the TV compound outside the arena.

### 18.2 ACCESS TO CHAMPIONSHIP HOTELS

The Host shall ensure that the media and fans have restricted access to player hotels as specified by the IIHF and that the hotels provide sufficient security.

### 18.3 ACCESS TO THE ICE SURFACE

The Host shall take all reasonable steps to ensure that no unauthorised persons are allowed on the ice surface at any time.

### 18.4 SAFETY CERTIFICATION

The Host is responsible for ensuring all required safety certification related to the operation of the arena and its facilities and occupation by members of the public and employees have been obtained prior to the start of the Championship.

## **19 IIHF CONGRESS**

### 19.1 GENERAL

The Annual Congress is organised every year during the IIHF Ice Hockey World Championship and normally has a duration of approx. three days. In case the IIHF Annual Congress will take place during the IIHF Ice Hockey World Championship, the Host must organise the Congress in

accordance with the IIHF Congress Guidelines and provide service to Congress delegates as specified therein.

The IIHF Semi Annual Congress prior to the IIHF Ice Hockey World Championship is organised by the IIHF with a financial lump sum contribution by the respective Host to cover the operational obligations specified in the IIHF Congress Guidelines.

## 19.2 IIHF CONGRESS GUIDELINES

The Host shall provide facilities and fulfil requirements two days prior to the opening of the Congress until the end of the congress according to the IIHF Congress Guidelines. The Host shall provide among others the following:

- Conference room for approx. 200 persons;
- Podium with a 14-seat forum table for the Council as well as one empty table behind the General Secretaries chair;
- Simultaneous translation equipment for English, German and Russian. Interpreters will be provided by the IIHF;
- 4 wireless microphones for the auditorium;
- Screen with back projection or LED screen;
- Universal video playback system;
- Beamer and projection tools for PC-animated presentations; and
- Beverages and snacks during the coffee breaks.

## 20 SANCTIONS

### 20.1 IIHF DISCIPLINARY BOARD

Any violation of the rights of the IIHF and/or its partners or the rights of the IIHF Commercial Partner must be reported by the Championship Directorate Chairperson and may become a matter of the IIHF Disciplinary Board.

### 20.2 WITHDRAWAL OF HOSTING RIGHTS / CANCELLATION OF THE CHAMPIONSHIP

If the Host does not fulfil its commitment to host and organise the Championship, the Host will be fined by the IIHF with CHF 1 million except in the case of force majeure.

The fine does not restrict the rights of the IIHF and/or the IIHF member national associations for compensation arising from the withdrawal of the Host or a confirmed participant.

Furthermore, if in the opinion of the IIHF Council and after having exhausted all possible remedies with the Host:

1. The Host is in fundamental breach of the Host Country Contract,
2. The Host is unable to meet its obligations in accordance with the hosting contract,
3. The Host has failed to meet any material pre-condition on which hosting rights were granted,
4. There is reason for concern that the well-being or the safe freedom of movement of the players, officials, travelling spectators and media is in doubt,

then the IIHF Council shall have the right to withdraw hosting rights from the Host and return the Championship to the IIHF without being liable for compensation to the Host and to allocate the Championship to another member national association, subject to ratification by Congress.

In case the hosting member national association has created a separate entity that shall be responsible for organising and hosting a Championship all obligations of such Host shall be joint

and several obligations of such Host and the respective member national association.

### 20.3. NON-FULFILMENT OF HOSTING OBLIGATIONS

If the Host fails to fulfil its commitment to organise the Championship in accordance with the rights and obligations stipulated in the Host Country Contract, IIHF Statutes and Bylaws, IIHF Championship Regulations, IIHF Sport Regulation and Rule Book and all other Regulations and Guidelines relevant to organising the respective Championship, the IIHF shall have the automatic right to fine the Host up to CHF 100,000 in accordance with the below procedures.

#### Procedures

All Violations of the Host Country Contract, IIHF Statutes, Bylaws, Regulations and Guidelines relevant to the organising the respective Championship will immediately be reported to (a) the Directorate Chairperson if realized during the Championship or (b) the IIHF General Secretary if realized before or after the Championship. If the Directorate Chairperson or the General Secretary determines that a Violation has in fact occurred, he will immediately ask the Host to rectify the Violation and then impose a fine in accordance herewith.

#### Fines

Fines are accumulative, that is, each Violation will be separately evaluated and the appropriate fines imposed accordingly. The same rule will apply if the facts presented in the Host's bid presentations are altered in any way or if deadlines imposed by the IIHF are not adhered to.

First Violation	500 CHF
Second Violation	2'500 CHF up to 8'000 CHF
Third Violation	3'500 CHF up to 12'000 CHF
Fourth or more Violations	4'500 up to 15'000 CHF

The variation in the amount of fine imposed by the IIHF depends on whether the Host's non-compliance is recoverable or if the damage is irrecoverable and whether the respective Violation is for the same issue as the First and/or subsequent Violations.

In accordance with IIHF Disciplinary Code Article 12 all sanctions are appealable to the IIHF Disciplinary Board in accordance with the IIHF Disciplinary Code.

### 20.4 NON-FULFILMENT OF PARTICIPATING OBLIGATIONS

If a Participating Member National Association fails to fulfil its commitment to participate in the Championship in accordance with the rights and obligations stipulated in the Team Entry Form, the IIHF Statutes, Bylaws, Regulations and Guidelines relevant to participation in the respective Championship, unless specified otherwise in such document, the IIHF shall have the automatic right to fine the Participating Member National Association up to 20'000 CHF in accordance with the below procedure.

#### Procedures

All Violations of the Team Entry Form, the IIHF Statutes, Bylaws, Regulations and Guidelines relevant to participation in the respective Championship will immediately be reported to (a) the Directorate Chairperson if realized during the Championship and (b) the IIHF General Secretary if realized before or after the Championship. If the Directorate Chairperson or General Secretary determines that a Violation has in fact occurred, he will immediately ask the Participating Member National Association to rectify the Violation and then impose a fine in accordance herewith.

### Fines

Fines are not cumulative, that is, each Violation will be separately evaluated, and the appropriate fines imposed accordingly.

First Violation	Warning or 500 CHF
Second Violation	1'000 CHF up to 4'000 CHF
Third Violation	1'500 CHF up to 6'000 CHF
Fourth or more Violations	2'000 up to 8'000 CHF

The variation in the amount of fine imposed by the IIHF depends on whether the Participating Member National Association's non-compliance is recoverable or if the damage is irrecoverable and whether the respective Violation is for the same issue as the First Violation and/or subsequent Violations.

In accordance with IIHF Disciplinary Code Article 12, all sanctions are appealable to the IIHF Disciplinary Board in accordance with the IIHF Disciplinary Code.

## **21 PROVISIONS FOR HOSTING THE IIHF ICE HOCKEY WORLD CHAMPIONSHIPS DIV I**

For the Hosts of IIHF Ice Hockey World Championships Div I Group A and B ("WMI") tournaments, the following numbers replace the corresponding provisions in the IIHF Championship Regulations 1 to 20. All other provisions, which are not listed below, apply as written in the IIHF Championship Regulations also for WMI organisers:

### **3.1.1 General**

The Host is entitled to all revenues derived from the Championship with the exception of the following:

- Revenues derived from the exploitation of rights owned by the IIHF and IIHF partners such as the Commercial Partner;

The Host may purchase or be granted additional rights from the IIHF and/or the Commercial Partner. The revenues derived from the purchase of such rights shall be distributed according to the conditions as specified in each case by the IIHF and/or the Commercial Partner.

### **3.1.2 Organising Fee**

Not applicable

### **4.2.4 Game Officials Area**

For the assigned Game Official (2 Referees, 2 Linespersons) and the assigned Stand-by Game Officials (1 Referee, 1 Linesperson) adequate dressing rooms shall be allocated, with a minimum size of 20m<sup>2</sup>, equipped with showers and WC in each arena. If two (2) or more games are played per day in one arena, two (2) dressing rooms for the Game Officials shall be provided if required by the IIHF.

The Game Officials dressing rooms shall be equipped as follows:

- Bench/chairs and equipment stalls including cloth racks for four (4) Game Officials (working crew);
- Bench/chairs and equipment stalls including cloth racks for two (2) Stand-by Game Officials
- Internet connection (highspeed Wi-Fi access);
- TV Screen in an adequate size including live signal from both venues;

- Time clock/Game clock connection;
- Security; and
- Cleaning service between the games.

The Game Officials shall be provided with:

- Access to organized equipment and repair service;
- Access to skate sharpening service;
- Drink service delivered to the dressing room (sealed water bottles, isotonic drinks, coffee/tea, incl. milk and sugar);
- Snack service delivered to the dressing room (assortment of fruits, energy bars, etc.);
- Shower towels for all assigned Game Officials;
- Laundry service (incl. laundry bags) for uniforms and underwear, after each game and ice practice, preferably provided inside the arena – next day delivery; and
- Skate laces (white), tape assortment (black, white and transparent tape) and visor cleaner.

The Game Official Warm-up Zone shall be equipped with:

- Two (2) stationary warm-up bikes;
- Floor matting;
- Adequate air-conditioning, ventilation; and
- Security set-up.

The Game Official Drying Room shall be equipped with:

- Drying facility with ventilation in the arena or hotel;
- Sufficient drying racks for all Game Officials' equipment;
- Dehumidifier / electric heater; and
- Lockable doors.

#### 4.2.5 Team Uniform Service Centre

Not applicable

#### 4.2.7 Video Goal Judge Operation Room

The Host shall provide a Video Goal Judge Operation Room and install a Video Goal Judge system as specified by the IIHF Video Goal Judge Operation System Guidelines, and to ensure that the necessary camera and TV feeds are available at that location as well as one wired telephone line including one communication headset set. The room must be located with an unrestricted view to the ice-level and the location and the installations shall be approved by the IIHF.

The Host is obliged to cover all costs related to the installation and operation of the Video Goal Judge System unless otherwise stated by the IIHF.

#### 4.2.9 Directorate Meeting Room

The Host shall provide a spacious and adequately furnished and equipped room (television set with Video Conference System upon request, flip chart, beamer) for Directorate Meetings with a U-shape setup for approximately 15 persons. Mail and information boxes for each team, directorate members and supervisors shall be set up within or in the vicinity of the meeting room. Refreshments shall be served at the meetings.

At the date of the first Directorate Meeting additional two (2) additional rooms with classroom style setup for approximately 10 persons are required where the Medical Meeting and the Head Coach Rule Information Meeting (HCRIM) will be held simultaneously. These rooms shall be equipped with TV set, inclusive HDMI access and cabling, flip chart and beamer. The Directorate Meeting

will be held following the Passport Control Meeting in the same room.

#### 4.2.10 IIHF Staff Office

The Host must provide up to 3 working spaces (including free internet access) in total with access to necessary equipment such as a telephone, copy machine and printer.

The office for IIHF staff shall be equipped with one television set allowing for live viewing of all on-going games of the Championship.

#### 4.2.11 IIHF Accreditation Office

Not applicable

#### 4.2.12 IIHF Supervisor Office

Not applicable

#### 4.2.13 IIHF Concussion Spotter

Not applicable

#### 4.2.14 IIHF Official Website Staff

The Host shall provide working space on each venue for one person working on behalf of the IIHF with the IIHF official website for the Championship. The working space shall be equipped with one high-speed internet connection.

#### 4.2.15 IIHF Photographers' Office

Not applicable

#### 4.2.16 Media Service

The Host shall provide media services according to Chapter 15 below, which include the provision of the following facilities:

- Media Centre: Room or tent offering convenient working conditions for up to 50 accredited journalists and reporters incl. an area for a display of the Commercial Partner;
- Media Tribune: 50 seats per game in the spectator area of each arena to accommodate 50 print media journalists. The seating area shall be the same throughout the whole Championship and be located as approved by the IIHF, taking in consideration existing media facilities;
- 60 seats for 15 commentator positions per arena and per game to be located in the spectator area, on the same side and centralised as the main camera platform. The allocation of the commentator positions shall be the same throughout the Event and shall be located as close as possible to the centre of the ice surface. Each commentator position must be equipped with 3 seats, a table and further equipment as laid out in 15.2.2 below;
- Press Conference Room: Separate room suitable for press conferences with up to 50 persons (soundproof location);
- Mixed Zone: Sufficient space for media interviews in the arenas located as close as possible to the players' dressing rooms and the press conference room. The Mixed Zone shall be large enough to accommodate all interested media representatives with easy access from the media zones. Further, it shall be divided into three sections: 1) TV, 2) Radio, 3) Print Media, to be accessed by the players in the same order;
- Photo Copy Centre: A separate office or facility (at least 20 m<sup>2</sup>) as close as possible to the Media Centre and the Office for Games statistics according to 4.2.8; and
- Media Cafeteria: Located within or in the vicinity of the Media Centre according to above, with a moderate price level.

#### 4.2.21 VIP Lounges

The Host shall provide fully operational VIP Lounges to be used also for the IIHF and for the Commercial Partner.

#### 4.2.22 Broadcasting Infrastructure

The Host must provide sufficient and suitable space and infrastructure in the arena for TV and Radio broadcasting. The broadcasting infrastructure includes, but is not limited to, availability of electricity, telephone lines, Internet connections and TV facilities like camera podiums and camera instalments at the ceiling (i.e. Video Goal Judge camera), walls, etc.

The Host shall provide space for TV studios upon request by the IIHF preferably within the arena(s), but not creating any loss on spectator seats (“Seat Kills”). Requests must be made no later than 9 months before the Championship.

However, should this not be feasible, then such space should be provided with a minimum of seat kills. Requests must be made before ticket sales start.

#### 5.5.7 Championship Cups and Medals

The IIHF provides the Host with the IIHF World Championship Plates, for the 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> place together with a set of gold, silver and bronze medals.

#### 5.5.8 Closing Ceremony

The Closing Ceremony plan shall be presented for the approval of the Chairperson of the Directorate before the first quarter-final game and may follow the belowscript:

The gold, silver and bronze medal winning teams will be declared immediately after the post-game ceremony of the final game by the IIHF President, or directorate Chairperson, accompanied by the President of the Host National Association. The 3 medal winning teams will stand in an open square facing the main tribune with the gold and silver medal teams on the blue lines and with the bronze medal team along the boards between the blue lines facing the tribune. At this point the individual award winners will come onto the ice surface to receive their awards by the representatives of sponsoring companies accompanied by IIHF representatives and organising committee representatives.

The Commercial Partner is entitled to arrange for cups and awards to be presented by contract partners to the best players (Goalkeeper, Defender, Forward) of the Championship as well as the Main Sponsor Cup, etc. The Cups and awards shall be presented by the partner(s) of the Commercial Partner with the participation of an IIHF representative on the ice during the closing ceremony.

After being awarded, these players will take their place inside the open square along with the three winning teams. Then the 3 winning team trophies and the gold, silver and bronze medals are presented to the players and team officials by IIHF Council Members who place the medals around the necks of the players and team officials. The medals have to be worn by the players and team officials around the neck in respectful manner for the duration of the closing ceremony and the following post-game mixed zone and media conference procedures. Any infraction of that rule will be reported to the IIHF Disciplinary Committee and could result in additional disciplinary sanctions under IIHF Statue 19.

Finally, the national anthem of the gold medal team will be played while the flags of the three medal winning teams are hoisted.



If the Championship structure is designed so that only 2 teams are available for the victory- and closing ceremony, the bronze medal award ceremony may also take place after the bronze medal game.

The exact timing and scripting of the ceremonies will be elaborated between the Host, the IIHF, and the Commercial Partner, and are subject to IIHF approval.

## 7.2 HOTEL RESERVATIONS

The Host shall confirm to the IIHF the respective Hotels with their location not further away than 20-30 minutes travel time to the respective arena including hotel room rates and room availability to the IIHF.

The IIHF and its Commercial Partner shall advise the Host at least 6 months prior to the Championship of the number of rooms required.

The Host is obliged to fulfil requests for hotel rooms for Official Participants according to 7.4 below. The Host is also obliged to make reservations on behalf of the IIHF and/or the Commercial Partner for persons not listed in 7.4, such as but not limited to, IIHF Committee members, IIHF Honorary Members, guests and partners.

Any costs related to accommodation for persons not listed in 7.4 shall be paid by the guest concerned upon checkout, unless otherwise stated by the IIHF.

The Host shall make additional rooms available at the same room rate they have negotiated for the Official Participants.

The approximate minimum numbers of room reservations the Host has to provide are listed below:

Participating teams:	min. 110 in total
IIHF game officials and IIHF Supervisors:	min. 8 in total
IIHF Council, staff and guests:	min. 10 in total

## 7.3 MEALS AND MEAL MONEY

All participants listed in 7.4 are entitled to breakfast at their respective hotels. For participating teams the host has to provide meals free of charge for the maximum number of players and official as specified in IIHF Bylaws 11 – 15 respectively. Breakfast for participating teams shall be served in a reserved breakfast area or in a private meeting room with dedicated breakfast buffet. No other hotel guests may disturb teams during meals. Hot meals must be available after evening games, for participating teams, game officials, IIHF Council, Directorate members and IIHF staff at the hotels where they are staying.

The Host must ensure that the nutritional and hydration standards specified in the IIHF Medical Regulations are fulfilled.

For IIHF Council and IIHF Staff, two main meals per day may be covered from the Host in the Host Nation currency (meal money). The IIHF and the Host shall agree on the amount of the meal money. The settlement will be done through a pre-financing from the IIHF and a subsequent refund of the Host.

The Host must ensure that the nutrition and hydration standards specified in the IIHF Medical Regulations are fulfilled.

For the assigned Game Officials and Officiating Coaches, two main meals (lunch and dinner) per day shall be covered from the Host in the Host Nation currency (meal money). The IIHF and the Host shall agree on the amount of the meal money. The settlement will be done through a pre-financing from the IIHF and a subsequent refund of the Host.

#### 7.4.1 Participating Teams

Whenever possible and convenient, all participating teams shall be accommodated in the same hotel. Each team shall be provided with 6 single rooms and 12 twin rooms. The Host shall use its best endeavours to fulfil additional room requests for the team delegation at the cost of the respective national association. Where teams are accommodated in more than one hotel, the hotels should be of equal standard.

Conference rooms must be available for the participating teams in the hotel where the teams are staying and the conference rooms shall be equipped with flip chart, a Television set (min. 60 inches) inclusive HDMI access and cabling or a projector with cabling and a screen.

#### 7.4.2 Officiating Team

All members of the IIHF Officiating Team (Referees, Linespersons, Officiating Coaches and Video Coaches) shall be provided with accommodation two (2) days before the first game until one (1) day after the conclusion of the Championship. Each member of the IIHF Officiating Team shall be provided with a single room.

##### WMIA

Officiating Coaches	2 Persons	Single Rooms
On-Ice-Officials	7 Referees	Twin Rooms
	7 Linespersons	Twin Rooms
Officiating Video Coaches	2 Persons	Single Rooms

##### WMIB

Officiating Coaches	2 Persons	Single Rooms
On-Ice-Officials	4 Referees	Twin Rooms
	4 Linespersons	Twin Rooms

The IIHF reserves the right to request additional rooms and/or variations to the above schedule depending on the location of the venues and facilities being used to stage the World Championship and the varying Game Officials assignments given by different circumstances.

##### Meeting/Conference Room:

The meeting room for the IIHF Officiating Team in their hotel shall be available during the whole period of the Championship following the schedule provided by the IIHF Officiating Coach.

The IIHF Officiating Team shall be equipped with a flip chart, TV set (adequate full HD) inclusive HDMI access and cabling, audio system and highspeed internet access (WiFi). If no big tv screen is available a beamer is essential.

Bottled mineral water with snacks and fruits should be available in the meeting room.

Photocopy service at the hotel shall be provided free of charge according to the requests of the IIHF Officiating Coach.

##### Physio- and Massage Therapist:

Further, a massage therapy room or similar for the WM20 should be available the whole time, equipped with a massage table. Two (2) additional single rooms must be provided at the costs of the IIHF, if requested by the IIHF.

#### Incidentals:

The assigned IIHF Game Officials and IIHF Officiating Coaches are entitled to receive incidentals for each day, including the arrival and departure days from the Host, in order to cover expenses in relation to the Championship. Please refer to the IIHF Expense Guidelines.

The settlement will be done through a pre-financing from the IIHF which will be invoiced to the Host.

#### 7.4.3 IIHF Representatives

Upon request of the IIHF, the Host must provide appropriate hotel rooms and board for IIHF representatives:

- |   |                 |
|---|-----------------|
| • IIHF President with spouse:   | Suite           |
| • IIHF Council members with spouses:  | Double rooms    |
| • IIHF General Secretary with spouse:   | one Double room |
| • 3 IIHF staff representatives working at the Championship venues as specified by the IIHF: | Double rooms    |

#### 7.4.4 IIHF Annual Congress Delegates

Not applicable

#### 7.4.6 IIHF Congress Interpreters

Not applicable

#### 7.4.8 IIHF Result Managers and IT Personnel

Up to 2 persons per venue working for the IIHF statistics service shall be provided with one single room per person.

### 8.3 TRANSPORTATION SERVICE

The following forms of transportation are required:

- Dedicated Buses and luggage vans for teams;
- Buses, minibuses for referees and linespersons;
- Shuttle service between main hotels and the arenas; and
- Appropriate transportation for the Championship Chairperson, IIHF Officiating Coaches, IIHF Staff, IIHF Statistic Staff, the Staff of IIHF Commercial Partner and other duly accredited persons.

### 8.5 OFFICIAL CHAMPIONSHIP CARS

Official Championship cars shall be provided by the Commercial Partner at no cost for the Host (approx. 10 cars). The Host is responsible for the drivers and the fuel (gas, electricity to charge hybrid and/or all-electric models, etc.).

The number of cars shall be specified by the Commercial Partner well in advance of the Championship.

All officially branded fleet cars have to be parked at a defined visible area at the arenas.

The cars must remain in the design as delivered and no other advertising is allowed. They must be numbered and allocated according to the IIHF protocol.

### 9.1 IIHF ACCREDITATION

The Host must use Hermes for its accreditation system to safeguard access and control the respective areas.

The Host must create an accreditation plan showing i.e. the various default access codes for the different groups, the accreditation zones at each venue and the traffic flow has to be approved by the IIHF.

The commercial partner has the option to provide the lanyards.

### 10.3 IIHF TICKETS

The Host shall reserve a maximum of 150 seats of the best category per game in each arena for the IIHF and its Commercial Partner, hereinafter referred to as the IIHF seats. The IIHF and its Commercial Partner will request the exact number of required seats 3 months prior to the Championship at the latest.

The IIHF seats shall be in the best location of the arenas and the seats shall be located within the same block of the spectator area during the whole Championship. Preferably the seats shall be allocated on the same side as the main TV camera, in the lower bowl starting from the centre line outwards and with the closest distance to the VIP hospitality area, if not otherwise stated by the IIHF.

The IIHF may return tickets to the IIHF seats and if so, the IIHF shall use its best endeavours to do so as early as possible.

The Host shall handle the administration of the IIHF tickets and seats according to instructions given by the IIHF, i.e. the Host shall mark the block of IIHF seats, secure the access to these seats and put the names to seats, as requested by the IIHF.

### 10.5 PARTICIPANT TRIBUNE

The Host is obliged to provide a tribune (accredited zone) of 75 seats in each arena with adequate and good seating for accredited team players, team officials, coaches and game officials, hereinafter referred to as the Team and Game Officials Tribune. The seats shall not be covered by the main TV cameras. The seats shall be the same throughout the whole Championship and they shall be approved by the IIHF.

### 10.6 TICKETS FOR PLAYING TEAMS

Each participating team shall receive 29 tickets to their own games to be used at the teams' sole discretion.

### 10.7 TEAM STAFF POSITIONS

Not applicable

### 10.8 MEDIA TRIBUNE

#### 10.8.1 Print media journalists

The Host must provide 50 seats per game and arena for accredited print media journalists, wherever possible, with a writing desk. Special telephone and/or Internet connections to the seats must be ordered no later than 3 months before the Championship and all costs related thereto must be paid by the respective media requesting the service.

#### 10.8.2 Commentator Positions (TV and Radio)

The Host shall provide 60 seats per game and arena for accredited TV commentators and radio stations that have a contract with the Commercial Partner according to 4.2.16 and 15.2.2.

If more than 15 positions - each comprising 3 seats at a table - per game and arena are required for commentators, the Commercial Partner must inform the Host at least 3 months before the Championship commences. The Commercial Partner shall pay for all additional costs for seats according to above including seat kills.

#### 10.9 PHOTO POSITIONS

The Host must provide space for accredited photographers in the arena and on ice-level in the corners of the rink. The positions shall be approved by the IIHF before tickets go on sale.

#### 10.11 SEATS FOR STAND-BY GAME OFFICIALS

Two bar chairs on the Ice level should be provided by the Host to allocate one (1) Stand-by Referee and one (1) Stand-by Linesman.

#### 11.4 ACCESS AND COST RESPONSIBILITY

The IIHF and the Commercial Partner shall co-ordinate with the Host in advance the number of VIP-Lounges and the respective access policy.

Costs related to VIP-guests who are invited by the IIHF, the Commercial Partner or the Host shall be covered by the inviting party.

All costs for persons or guests invited by the IIHF and/or the Commercial Partner shall be paid by the Host in relation to any third party (caterer) but then be reimbursed by the inviting party. The IIHF and the Commercial Partner shall only pay invoices coming directly from the Host.

#### 14.3 GAME SCHEDULE

The Host must prepare the game schedule for the Championship in accordance with Bylaw 10 and the IIHF Sport Regulations. The game schedule shall be finally approved by the IIHF, the participating teams and the Commercial Partner.

The Host has to be aware of any changes of the game schedule approved by the IIHF with the Commercial Partner and its TV-needs, in close cooperation with the Host.

#### 15.1.1 Media Centre

The Host is obliged to provide a media centre according to international standards including, but is not limited to, the provision of facilities according to 4.2.16 above.

Opening hours of the Media Centre shall be from the start of the first on-ice practice of the day or 09:00 local time until 2 hours after the conclusion of the last game of the day or until 24:00 local time.

In accordance with 13.2.1, the Host shall specify the required equipment and services for the Commercial Partner no later than 12 months before the start of the Championship.

The Media Centre shall have air conditioning and heating installed and provide working space with phone and electricity plugs for up to 50 accredited print media journalists. TV-monitors with a live signal of on-going games shall be placed. An adequate number of telephones, Internet terminals shall be available for the usage of accredited media representatives. The Media Centre shall also provide a well-functioning service desk enabling quick connections and collecting of fees for lines and transmissions, services for Internet access, photocopies and supplies for cell phones and Internet connection.

#### 15.1.2 Press Conference Room

The Host shall provide a press conference room of international standard. The Press Conference Room shall be equipped with one podium for at least 5 persons with microphones to be used by speakers and media representatives and another podium for TV cameras on the opposite side. The Host shall provide assistants for press conferences and assistants who shall be equipped with wire-less microphones in order to achieve a speedy delivery of questions by media representatives during the press conferences. The podium of the speakers should feature a sponsor backdrop supplied by the Commercial Partner.

#### 15.1.6 Photographs

Photographic and archive obligations.

#### 15.2.1 Media Tribune for Print Media Journalist

The Media Tribune in the spectator area according to 4.2.16 above shall, whenever possible, be equipped with writing desks with electricity and telephone plugs for at least 100 persons. Special telephone connections to the seats and Internet connection must be ordered no later than 3 months before the Championship and be paid by the respective media requesting the service.

#### 16.1 IIHF STATISTICS SYSTEM

In order to use the IIHF statistic system, the Host is required to provide according to Hydra requirements in accordance with Chapter 16 above.

#### 17.4 INSURANCE - GENERAL CONDITIONS

17.4.1 All insurance policies executed by the Host (and, if applicable, third parties such as the Arena Owner/Operator) shall be non-cancellable and provide coverage including post-processing and dismantling of the Event. The insurance policies shall be concluded at the earliest possible stage.

17.4.2 These regulations are further defined and detailed in the respective IIHF Insurance Guidelines, which are mandatory to the Host.

#### 19 IIHF ANNUAL CONGRESS

Not applicable.