



**Invitation to  
FIS Ski Jumping World Cup  
in LILLEHAMMER (NOR)**

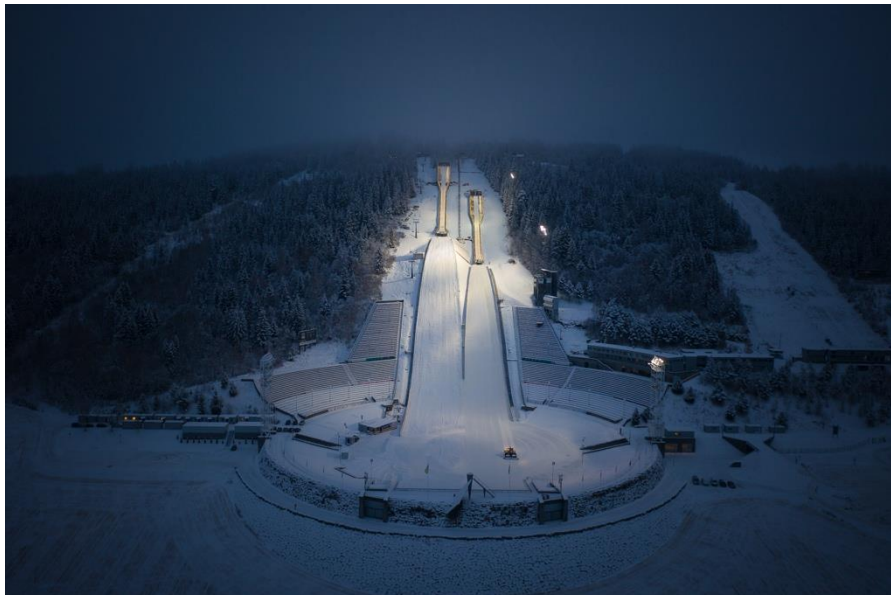
**Dear Ski Friends!**

We hereby invite all members of the International Ski Federation to participate in the FIS World Cup Nordic in Lillehammer 22<sup>nd</sup> - 24<sup>th</sup> November 2024

**We look forward to seeing all of you in Lillehammer!**

Kind Regards,  
Lillehammer Olympiapark AS  
Organising Committee WC  
<https://www.wclhmr.no/en>

**Venue:** FIS World Cup will be held in Lysgårdsbakkene Ski Jumping Arena





## FIS Officials

FIS Race Director	Sandro Pertile (M)	Chika Yoshida (W)
FIS Race Director Assistant	Borek Sedlak (M)	Miran Tepes (W)
FIS Equipment Control	Christian Kathol (M)	Aga Baczkowska (W)
FIS Support Equipment Control	Juergen Winkler (M)	Anette Sagen TBC (W)
FIS Media Coordinator	Horst Nilgen	Horst Nilgen
FIS Technical Delegate	Jelko Gros	
FIS Technical Delegate Ass.	Georg Spaeth	
Judges	Jarle Solbu (NOR)	
	Ryuchi Inoue (JPN)	
	Oliver Kathol (AUT)	
	Lars-Erik Eriksson (SWE)	
	Ryszard Gunka (POL)	

## OC Contacts

Position	Name	Phone	Email
President, LOC	Per Olav Andersen	+47 91886082	per.olav.andersen@olympiaparken.no
Project manager	Mikko Kokslie	+47 97793788	mikko.kokslie@olympiaparken.no
Chief of Competition	Linda Svendsrud	+47 95949294	svendsrud.linda@outlook.com
Ass Chief of Competition W	Sara Nordsveen	+47 95496548	saranordsveen@gmail.com
Ass Chief of Competition M	Robert S. Hansen	+47 95805244	robert.selbekk.hansen@gausdal.kommune.no
Venue Manager SJ	Per Otto Bergersen	+47 90940441	per.otto.bergersen@olympiaparken.no
Chief of media	Stein B. Olsen	+47 97718106	steinb@lillehammer.com
Event secretary	Bente Laugen	+47 48074467	wcnordic@olympiaparken.no
Accommodation	Bente Laugen	+47 48074467	accommodation@worldcuplillehammer.no
Accreditation	Camilla Jordheim	+47 45276647	accreditation@olympiaparken.no
Transport OC busses	Lars Erik Sønsteli	+47 91638609	lars.erik.sonsteli@boreal.no
Transport local cars	Geir Olaf Oterholt	+47 90901015	geir@bluesfest.no
Finances	Silje B. Solbakken	+47 47620321	silje.solbakken@olympiaparken.no
Wax cabins SJ	Roar Olsen	+47 91170733	roar.olsen@olympiaparken.no
Medical Service	Frøydis Nerموen	+47 99735468	froydis.nerموen@gmail.com



## Program

### Monday 18.11

- Open hill, free training
- SJ Hill free training from 09:00 - 12:30 + 16:00 - 20:00 (TBC)

### Tuesday 19.11

- Open hill, free training
- SJ Hill free training from 11:00 - 12:30 + 16:00 - 20:00 (TBC)

### Wednesday 20.11

- Open hill, free training
- SJ Hill free training from 09:00 - 12:30 + 16:30 - 20:00 (TBC)

### Thursday 21.11

- 19:30: TCM M and W (Scandic Lillehammer Hotel)

### Friday 22.11

- 09:30 Official training HS140 W (2 rounds)
- 13:45: Official training HS140 M (2 rounds)
- 16:15: Mixed Team HS140 M and W

### Saturday 23.11

- 11:00: Qualification HS140 W
- 12:30: Competition start HS140 W
- 14:45: Qualification HS140 M
- 16:00: Competition start HS140 M

### Sunday 24.11

- 11:00: Qualification HS140 W
- 12:30: Competition start HS140 W
- 14:45: Qualification HS140 M
- 16:00: Competition start HS140 M

All times to be confirmed in the FIS event calendar

A schedule for free training times will be made for all nations. Training request can be sent to: [astrid.riise@olympiaparken.no](mailto:astrid.riise@olympiaparken.no).



## OC offices

Race office: Lysgårdsbakkene Ski Jumping Hill  
Event office: Scandic Lillehammer Hotel  
All times to be confirmed in the FIS event calendar.

## Accreditation

The accreditation cards will be handed out at the event office at Scandic Lillehammer Hotel. Please note that the accreditations will be approved according to the registrations in the FIS Entry. Those who have the FIS season accreditation can use this instead of the local accreditation.

Those who don't register through the FIS online entry system need to apply for accreditation. For the application form or other questions regarding accreditation please contact [accreditation@olympiaparken.no](mailto:accreditation@olympiaparken.no)

## Accommodation

The OC offers the following accommodation for athletes and staff (full board included):  
Four star hotel [Scandic Lillehammer Hotel](#)



Address: Turisthotellvegen 6, 2609 Lillehammer



### Prices and rules:

- Booking according to the FIS Rules via FIS Online registration: [https://www.fis-ski.com/DB/?authentication\\_page=signin](https://www.fis-ski.com/DB/?authentication_page=signin)
- The OC will cover accommodation costs according to the FIS World Cup rules
- The price for accommodation outside of the quota or for additional nights is CHF 125 per person in a double room (minimum number of persons occurs). The price for additional single rooms is CHF 160
- For nations with starting quota 4 or more the OC will cover two single rooms
- In case of extra single rooms inside the quota the cost difference between single and double room must be paid. However, in cases where single rooms will be necessary because of gender, role, number of athletes and staff inside the quota the OC will cover this.

FIS Entry deadlines

Preliminary entries: 11/10/2024

Entries: 14/11/2024

### Cancellation rules and fees:

Please see World Cup Rules article 6.2.1.

- Cancellation fee between 8 days and until the end of the events: 100% cancellation fee.
- For cancellations of more than what is stated in the rules above the OC will charge a 100% cancellation fee.

### Official transport and shuttle

Official transport

- Official airport: Oslo Airport Gardermoen
- For OC transportation, please fill in your request through the FIS online registration system: [https://www.fis-ski.com/DB/?authentication\\_page=signin](https://www.fis-ski.com/DB/?authentication_page=signin)
- There will be a limited number of OC departures from/to the airport.



Alternative transportation (if no OC bus):

- Train: Direct train (approx one departure every hour, except for in the night). Please see the schedule/order here: <https://www.vy.no/en>. Choose Oslo Lufthavn (the airport) to Lillehammer. Alternatively buy the ticket at the airport/station or on board the train.

Shuttle to the venues:

- There will be shuttle service from the hotel to the venues. For shuttle times see the transportation desk at Scandic Lillehammer Hotel or at the hotel reception.

### **Reimbursement for FIS Officials**

Carrying costs/Reimbursement:

Expenses sheets must be sent to: [silje.solbakken@olympiaparken.no](mailto:silje.solbakken@olympiaparken.no). Payments will be done by bank transfer.

### **Travel money and payment:**

- Travel money will be deducted from accommodation above quota and paid by bank transfer. Please send us updated bank information to [silje.solbakken@olympiaparken.no](mailto:silje.solbakken@olympiaparken.no)
- Accommodation costs above quota: Teams will pay directly in the event office at Scandic Lillehammer Hotel. Only credit cards will be accepted.
- In case you are not able to pay by card, please send us your invoice information in advance.
- For teams that already know that all their accommodation is inside the quota, please send us updated bank information.



## Prize money payment

Prize Money will be paid by bank transfer to the athletes after event. The prize money is regulated by the FIS Rules for World Cup. Receipts will be provided to the athlete electronically and a copy transmitted to FIS.

Remember to upload bank info using the FIS Athlete Registration module in the FIS member section. Responsible for prize money: [heddamieloken.hoel@skiforbundet.no](mailto:heddamieloken.hoel@skiforbundet.no)

## Income tax information for prize money

- Income tax of European citizens is 15%
- Income tax of non-European citizens is 15% (USA 0%)  
*Tax will be deducted by the OC according to the Norwegian Foreign Artist Taxation Act, and taxes will be paid by the OC according to the regular tax legislation in Norway.*

## Waxing facilities

- Wax cabins are available from 17.11.2024 from 12:00 (TBC)
- The keys to the cabins are available at the lift station at the venue. Please remember to return all keys.
- Wax cabins for SRS companies according to World Cup rules.

## Team Catering

Costs for lunch service at venue is CHF 10 per person per day for over quota or if you haven't ordered and paid full board via the Organising Committee. Opening hours to be announced at TCM.

## Regulations of radio equipment/radio frequencies

The import, export and the operation of radio equipment in Norway is regulated by national law. Permits for the use of radio transmission equipment must be requested according to national specifications.

For information please see: <https://www.nkom.no/english/frequency-licences>



Please fill in the form 'Application for temporary use of radio equipment in Norway' and return it to [firmapost@nkom.no](mailto:firmapost@nkom.no):

Deadline: as soon as possible.

### **Doping control**

According to FIS standards and rules.

### **FIS Licence**

To participate in FIS events all athletes must possess a valid FIS Code.

### **Insurance**

All athletes need the insurance arranged by their NSA. LOC is not responsible for any injuries of the athletes neither for the damage or lost property.

### **Regulations of Visa**

Remember that citizens of some countries will need a visa for visiting Norway. Please check with your embassy if you need a visa for Norway.

If you need an official letter of invitation from the OC, please send a request to: [wcnordic@olympiaparken.no](mailto:wcnordic@olympiaparken.no). Be sure to send names and what kind of information you need to get accepted to travel to Norway.

### **Medical Service**

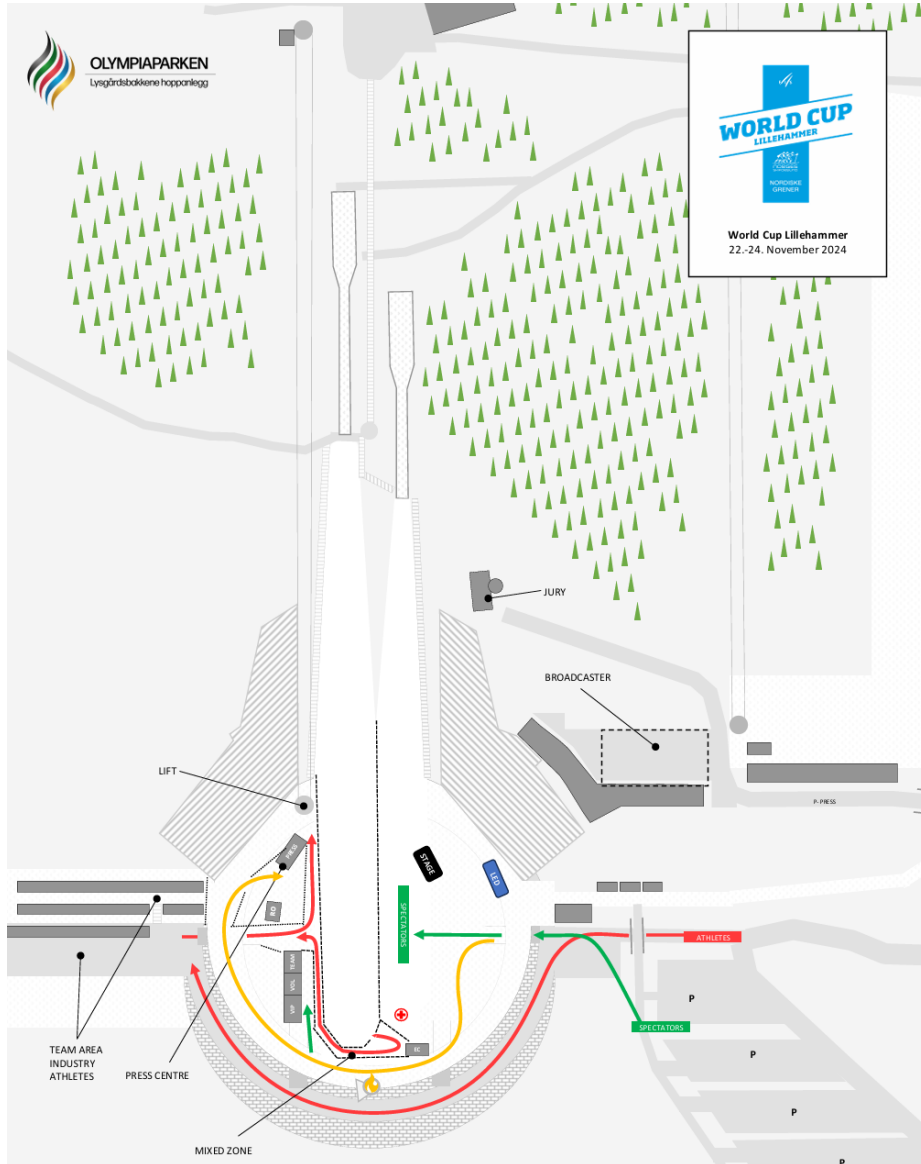
- In case you have an emergency, you can call the following number: 113.
- Medical facilities at
  - the venue: + 47 997 35 468
  - hospital nearby: +47 915 06 200





## Arena Map

### Lysgaardsbakkene Ski Jumping Hill



Updated arena map on website: <https://www.wclhmr.com/en> (TBA)