



# **CHAMPIONS CUP REGULATIONS**

Responsibilities and regulations for participating  
teams, clubs, National Associations, and  
organisers

**Edition 2023  
Home & Away Series**

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**NOTES:**

In this document, 'Organiser' refers to the team/club responsible for providing the venue for a match.

**ABBREVIATIONS:**

CC – Champions Cup  
CCSG – Champions Cup Steering Group  
EDF – Event Disciplinary Function  
IFF – International Floorball Federation  
IFF CB – IFF Central Board  
IFF RACC – IFF Rules and Competition Committee  
IFF RC – IFF Referee Committee  
NA – National Association  
NADO – National Anti-Doping Organisation  
TD – Technical Delegate  
TUE – Therapeutic Use Exemption  
WO – Walk-over

# I. ADMINISTRATIVE REGULATIONS

## 1. GENERAL REGULATIONS

- 1.1. The IFF Champions Cup (CC) shall be conducted in accordance with IFF Competition Regulations, IFF Juridical Regulations and the IFF Rules of the Game, during the period of 1st August 2023 – 28th February 2024, with the four nations Czech Republic, Finland, Sweden, and Switzerland, and their representative clubs organising and participating in the event.
- 1.2. The organisers of the CC Home & Away matches and Finals are appointed by the IFF Champions Cup Steering Group (CCSG) and confirmed by the IFF Central Board (CB) in accordance with the contract for the arrangement of the 4th Edition of the Floorball Champions Cup.
- 1.3. The CC home and away phases shall be organised in the regular home venue of the organising team. This should be the same venue that is used for their national league matches and should be advised in the registration form. If the team chooses to play in a different arena this must be requested for approval from the International Floorball Federation (IFF), at least thirty (30) days prior to the match.
- 1.4. The CC finals shall be organised in a venue jointly decided upon by the CCSG.
- 1.5. The duties and responsibilities of the teams, organisers, stakeholders, and IFF are laid down primarily in this regulation, which includes competition, administrative, organiser, and financial regulations, as well as the contract between IFF and the CCSG stakeholders.
- 1.6. The stakeholders of the CC, the International Floorball Federation, Czech Floorball, the Finnish Floorball Federation, the Swedish Floorball Federation, and the Swiss Floorball Association have signed a separate agreement on the structure and responsibilities of the organisation of the CC.
- 1.7. Participants in the CC are obliged to follow the rules, regulations, and guidelines from the IFF and the CC match organisers.
- 1.8. The CC shall be expanded in future editions by involving other IFF Member Association clubs in the competition.

## 2. LIABILITY

- 2.1. Organising liability rests with the organiser. Claims against IFF or CC stakeholders for compensation will not be accepted.

## 3. IFF EVENT OWNERSHIP

- 3.1. The International Floorball Federation (IFF) and the Champions Cup (CC) Stakeholders are the owners of the Champions Cup (CC) and of all rights of marketing and publicity including transmissions by radio, TV, and internet, video recordings, mobile applications, social media and any other utilisation inherent to the event.
- 3.2. All matters related to this will be separately defined in the agreement between the IFF and the Champions Cup Steering Group (CCSG).

## 4. INTELLECTUAL PROPERTY RIGHTS

- 4.1. IFF and the CCSG will develop significant intellectual property in connection with the CC, including, but not limited to, wordmarks, designs, logos, emblems, symbols, slogans, devices and mascots. This intellectual property will be used by the IFF, CC stakeholders, and the organisers in promoting and advertising the CC. Such property will be owned by the IFF, however, IFF may grant licences to use such intellectual property to its commercial partners and certain other licensees.

- 4.2. In order to ensure that it can control the look, feel and public perception of the CC, and to preserve the commercial value of rights of association with CC events which are granted to commercial partners, IFF & CC stakeholders must be sure that it will be able to assert its ownership of its intellectual property and to prohibit unauthorised persons from using it in all relevant markets including, most importantly, in the host country.

## **5. COMMERCIAL RIGHTS**

- 5.1. The marketing and sales related work will be coordinated by the CCSG, and the operational work will be headed by the IFF Marketing function and a possible appointed CC Brand Manager.
- 5.2. The CC has its own specific logo for all events, in line with the IFF Corporate Identity and the guidelines for the CC logo.
- 5.3. The IFF, with the assistance of the CCSG member countries, will design a graphics package for use by all CC match organisers.
- 5.4. A team is entitled to have advertisements on the player's outfits. The advertisements must not act as to change the colour of the playing jersey. The main colour of the outfit must remain dominant.
- 5.5. IFF owns all international TV rights, all internet rights, and a part of the marketing rights.
- 5.6. The domestic TV & streaming rights are owned by the National Association of the hosting team.
- 5.7. The IFF reserves space for 4 sponsors and branding elements in each competition venue, according to the commercial proposal of the IFF, which must be delivered no later than 30th June prior to the start of the CC. All other sponsor spots are up to the organiser of the match.
- 5.8. A separate plan for the execution of the venue advertisements and branding shall be made between the hosting National Association and their participating club/s.
- 5.9. Home teams will be required to include IFF sponsor advertisements and branding elements according to the agreed plans.
- 5.10. The materials CC sponsor has exclusivity in all fields, but the games are played with the rink, synthetic flooring, and goal cages supplied by the host team &/or National Association.

## **6. RULES OF THE GAME**

- 6.1. All matches shall be played in accordance with the official IFF Rules of the Game. Exceptions may only be granted upon request to the IFF RACC.

## **7. IFF REGULATIONS**

- 7.1. An organiser of a CC match has the right to ask for exceptions concerning these regulations. Exceptions from these regulations can only be agreed upon in a written contract between IFF, the CCSG and the organiser.

## **8. UNFORESEEN CIRCUMSTANCES**

- 8.1. The IFF CB and/or IFF RACC shall take decisions on all matters not provided for in these Regulations, as well as in cases of "force majeure". Such decisions shall not be subject to appeal.

## II. COMPETITION REGULATIONS

### 9. QUALIFICATION OF TEAMS

- 9.1. The CC is played between 1st August – 28th February each season, with the previous season's women's and men's National Champions, and national runners-up or National Cup winners or runners-up of the 4 associations specified in 1.1 being eligible to participate.
- 9.2. The champions of the countries have a strong recommendation to participate in the CC, in accordance with these regulations and the Champions Cup Stakeholder agreement.
- 9.3. Registration to participate and payment of the participation fee shall be received by the IFF no later than the 31st of May preceding the CC. The registration shall be made on the official IFF form which shall be sent to the National Associations, who are then responsible for distributing it to the qualified teams from their country.
- 9.4. If a qualified team, due to reasons beyond control, cannot participate, the National Association may apply to the RACC for the National Championships regular season winner, National Association's Cup runner-up, or 3rd placed team in the National Championship to participate. The application must be made by no later than 15th June preceding the CC. The IFF CB shall decide, based upon the proposal of the RACC. The decision is final.
- 9.5. If a stakeholder country has no team that registers to the event, a replacement team from a country outside of the stakeholder group may be invited to participate, upon agreement between the participating countries. If no replacement country is found, then the phase is considered a walk-over and the registered team proceeds to the next round.
- 9.6. The teams participating in the CC are obliged to hand in any information required by the organiser no later than 21 days before the match, in order not to lose the right to any specific service being offered.
- 9.7. A team that has registered for CC and withdraws shall be sanctioned according to the IFF Juridical Regulations.

### 10. QUALIFICATION OF PLAYERS AND OFFICIALS

- 10.1. Players may only represent one club per competition season in the CC.
- 10.2. Only players licensed with the club not later than the date for handing in the team delegation list for each phase of CC (quarter-finals, semi-finals, finals) shall be eligible to represent the club in the CC, unless they have already represented another club in CC during the current CC season.
- 10.3. Only players having achieved the age of 15 and officials the age of 18 before the start of the CC round in which they are included in a team list are eligible to participate.
- 10.4. A full 10 days before the first match of each stage of the CC, a list of the team delegation, completed on the official IFF form and signed by both the club and its National Association shall be sent to the IFF.
- 10.5. The team delegation list may consist of up to 25 players and up to 10 officials. Only those persons included in the list are entitled to participate in the CC phase for which the team delegation list is entered.
- 10.6. Together with the list, the teams shall send a team photo, an individual photo of each team member (players and officials), according to the IFF instructions, and a picture of the team jerseys showing both the front and the back.
- 10.7. Official identification that includes a name, date of birth and current photo may be checked in connection with a match.

- 10.8. Every player and official must have signed the IFF Event Participant Acknowledgement & Agreement form before being allowed to participate in the CC. The form will be provided by the IFF after the team delegation list is submitted.
- 10.9. From the team delegation list, clubs are entitled to use a maximum of 20 players and 7 officials per match.
- 10.10. The signed list of 20 players and 7 officials taking part in a match shall be handed in to the match secretariat not later than 60 minutes before the match. At the same time, the team line-up form shall be handed in. No other than those on the list are allowed to be in the substitution zone during the match.
- 10.11. At the conclusion of the match a printed match record will be provided by the match secretariat and shall be signed by the referees and team officials.

## **11. PLAYING SYSTEM**

- 11.1. The teams are divided into a Northern (Finland and Sweden) and a Southern (Czech Republic and Switzerland) Conference.
- 11.2. The CC is played with home and away games, and single matches, as follows:
- Quarter-finals – home and away games
  - Semi-finals - home and away games
  - Finals – single matches, with both finals played in the same location
- 11.3. The CCSG, in consultation with the IFF, sets a three-week period in which each stage of the competition must be played. The games can be played at any time during this period, with the date being decided by the National Associations of both teams. The clubs can mutually agree to change the playing date/s, so long as they still fall within the set three-week period. If there is no agreement on the dates, either by the National Associations or clubs, then the IFF will set the date.
- 11.4. The IFF Competition Department shall, after the deadline for registration, build the final fixture list of the CC, based on the proposals of the participating teams, National Associations, and CCSG.
- 11.5. In the quarter-finals, the National Champions of each country will play their away match in the first round and at home in the second round. The only exception to this is if the teams agree to play both matches in the same city on consecutive days.
- 11.6. In the semi-finals, the ballot will be so that the first team is the home team of the first pair. The second team drawn is the home team of the second pair:
- 1 v 3 (according to the order drawn from the ballot)
  - 2 v 4 (according to the order drawn from the ballot)
- 11.7. The team drawn first in the ballot will play at home in the first semi-final round. If there are two teams from the same country, and they are not drawn to meet each other, the other team from that country plays away in the first semi-final round. The only exception to this is if the teams agree to play both matches in the same city on consecutive days.
- 11.8. For home and away games teams can agree to play both games in the same city on two consecutive days for the quarter-final and semi-final stages. If an agreement to this cannot be reached by the teams, the stage will be played with home and away games in the city of each participating team.
- 11.9. Any agreement to play both matches in one city must be made in writing and confirmed by both clubs and both National Associations. The hosting National Association is required to inform the IFF of the decision no later than thirty (30) days prior to the first match of the phase.
- 11.10. Any team in the Men's or Women's Final can apply to host the final event. The IFF and the CCSG will decide based on the applications.
- 11.11. The quarter-finals are played in pairs in home and away games, as follows:
- Northern Conference (4 teams)
    - Finnish champion vs Swedish runner-up/Cup winner

- Swedish champion vs Finnish runner-up/Cup winner
- Southern Conference (4 teams):
  - Czech Republic champion vs Swiss runner-up/Cup winner
  - Swiss champion vs Czech Republic runner-up/Cup winner

11.12. The scoring of the match/es will be as follows:

- A match can end in a draw.
- Three (3) points are awarded for a win, 0 points for a loss, and 1 point each for a draw during ordinary game time.
- If the teams are equal on points after ordinary time of the last match in the stage, then extra time and, if necessary, penalty shots, according to the IFF Rules of the Game shall be played.
- The results of all matches versus a team which has missed a match or matches, shall be recorded as a walk-over with a score of 5-0 recorded.
- The winners of the quarter-finals qualify for the semi-finals

11.13. The semi-finals are played in pairs in home and away games, as follows:

- Winners of the quarter-finals will be balloted into semi-finals, in a draw conducted by the IFF
- The first team balloted for each semi-final will be the home team

11.14. The scoring of the match/es will be as follows:

- A match can end in a draw.
- Three (3) points are awarded for a win, 0 points for a loss, and 1 point each for a draw during ordinary game time.
- If the teams are equal on points after ordinary time of the last match in the stage, then extra time and, if necessary, penalty shots, according to the IFF Rules of the Game shall be played.
- The results of all matches versus a team which has missed a match or matches, shall be recorded as a walk-over with a score of 5-0 recorded.
- The winners of the semi-finals qualify for the final

11.15. The final match for both women and men will be played between the winners of the semi-finals as a single match in one event location

11.16. The home team is balloted in a draw conducted by the IFF

11.17. The final matches, when ending in a draw after ordinary time, will be decided according to the IFF Rules of the Game concerning extra time and, if necessary, penalty shots.

## 12. GENERAL MATCH REGULATIONS

12.1. The matches of the CC shall be played in accordance with the current IFF Rules of the Game, with the exception of any special conditions outlined in these Regulations.

12.2. Playing time is 3 x 20 minutes. Extra time of 10 minutes. Penalty shots with 5 players, according to the Rules of the Game.

12.3. Intermission time in all CC matches is 15 minutes.

12.4. The match schedule of the CC shall be made according to a minimum time interval to the official arrival/departure time of the away team before and after a game:

- Before match = 4 hours
- After match = 4 hours (if the airport is within 2 hours of travelling)

12.5. The match schedule shall be built so that the teams and referees only require one (1) night's accommodation. Matches must be scheduled to start no earlier than 10:00 CET and no later than 19:00 CET.

12.6. Teams are entitled to warm up at least 30 minutes on the rink before the start of a match.

12.7. The organisers are entitled to request to the IFF Competition Department for changes in the timetable for reasons of television coverage. The teams shall be informed at a justified time before the start of the match concerned.



### **13. VIDEO GOAL REVIEW**

13.1. The IFF video goal review system will only be used in the final round.

### **14. WALK OVER**

14.1. When a Walk Over (W.O) is at hand, meaning when a team does not line up to a match, the match is forfeited, and the opponent shall be considered having won the match with the result 5-0.

### **15. PLAYER'S OUTFITS**

- 15.1. The player's outfit shall be according to the IFF Rules of the Game
- 15.2. The participating teams shall have one dark and one light coloured jersey to play with, and the main colour must be dominating.
- 15.3. Both jerseys must have the player's surname printed with clearly visible Latin letters on the back of the jersey.
- 15.4. Visible parts of undershirts, undershorts, tights, and compression wear shall be black or can be the same colour as the dominating colour of the match uniform shirt or the shorts.
- 15.5. A player taking part in the CC shall wear one number during each phase of the competition. Changes due to unforeseen circumstances, such as damage to the uniform, or blood, may be allowed with the permission of the IFF or CC Technical Delegate.
- 15.6. If, due to unforeseen circumstances, two teams have the same colour jerseys the team with the possibility to change, normally the home team, shall change.
- 15.7. All teams are required to send a photo of their two playing shirts (one light and one dark) when registering for the event.
- 15.8. The IFF may decide separately about further regulations in CC regarding numbering, colours, and advertisements on the player's &/or team official's outfit and equipment.

### **16. VENUE ACCESS**

- 16.1. The organiser shall ensure that the competition venue is available for access by the teams no later than two (2) hours prior to the start of the match.
- 16.2. Subject to venue availability, both teams should be able to access the competition court at least 90mins prior to the match start to allow for an extended on-court warm-up. A minimum of 30 minutes on-court warm-up time prior to a match is guaranteed.
- 16.3. It is the responsibility of the organiser to ensure that the competition venue is prepared, with flooring, rink, and goal cages in place.
- 16.4. Balls for warm-up must be provided by the organiser.
- 16.5. For the final match, subject to availability of the venue, a training session of 60mins shall be made available to the away team/s on the day prior to the final match or at least 5hrs prior to the match time.

### **17. FIELD OF PLAY**

- 17.1. A venue chosen for CC shall have a playing area that is 40m long and 20m wide, with at least 1.5m of free space outside of the rink, and at least 7m of free height over the field of play (measured from the playing surface).
- 17.2. Any playing area which does not meet the specifications listed in 17.1 but is approved by a NA for use in a national league competition can be used for CC, with the exception of the final round, where approval of all venues must be made by the IFF.
- 17.3. The playing surface shall be made of synthetic material. The rink and goal cages of the organiser will be used.
- 17.4. The substitution benches and match secretariat shall be according to the Rules of the Game

## **18. REFEREES**

- 18.1. All matters concerning referees in the CC shall be dealt with by the IFF Referee Committee (RC) according to valid regulations and decisions.
- 18.2. Each National Association with a team participating in CC must nominate three (3) referee pairs for approval by the IFF RC. The referees do not need to be international level referees but must be refereeing at the highest level of the National Association.
- 18.3. The referees for all matches will be appointed by the IFF RC from the approved referee group, no later than 21 days prior to a match. Publication of the appointments should be made no more than 24hrs prior to a match.
- 18.4. It is permitted for referees to officiate a match involving a team/s from their own home country.
- 18.5. If teams in the quarter-final or semi-final stage of CC agree that both matches will be played in one city, only one referee pair will be appointed for both games.
- 18.6. Referee clothing will be provided by the IFF apparel sponsor.
- 18.7. Random financial audits for referees may be carried out, as well as regular scrutiny of their on-field decisions.

## **19. TECHNICAL DELEGATE**

- 19.1. Each National Association with a team participating in CC must nominate three (3) Technical Delegates (TD), according to separate guidelines set by the IFF Rules & Competition Committee (RACC)
- 19.2. The RACC, in consultation with the host NA, will appoint a TD for each match, chosen from those nominated by the National Association of the home team.
- 19.3. The TD may come from the same country as the home team but must not, in any way, be affiliated, either currently or in the past, with any team or club participating in the match to which they are appointed.
- 19.4. For the final matches, an independent TD shall be appointed by the IFF.
- 19.5. The TD shall ensure that the competition is run according to the CC Regulations and The Rules of the Game.
- 19.6. When taking decisions, all valid IFF regulations are applicable.
- 19.7. The TD will have the power to impose sanctions according to the guidelines set by the RACC. Sanctions imposed by the TD are final as far as the duration of the competition to which they apply is concerned.

## **20. DISCIPLINARY MATTERS**

- 20.1. An Event Disciplinary Function (EDF) will be appointed for the whole of the CC event.
- 20.2. The EDF will be formed according to Article 13 of the IFF Juridical Regulations.
- 20.3. The EDF will, in consultation with the appointed TD for a match, decide in all disciplinary matters during the CC.
- 20.4. Sanctions imposed by the EDF are final as far as the duration of the competition to which they apply is concerned.
- 20.5. A suspension decided by the EDF may not exceed 3 matches and applies only to matches in the said event.
- 20.6. When taking decisions, the valid IFF regulations are applicable.
- 20.7. All disciplinary matters which are not in the competence of the EDF, IFF CB or the IFF RACC shall be dealt with by the IFF Disciplinary Bodies.
- 20.8. The report in a disciplinary matter shall be handed in at the latest by 16:00 CET the day after the match. The EDF shall decide and inform of the decision no later than three (3) days after the report is received, or at least 24hrs prior to the start of the player's / team's next match in the competition, whichever occurs first.

- 20.9. In the case of a disciplinary matter for a team, player, &/or team official who has their next match in the competition already before the timeframes in 17.8 occur, then special conditions for the handling of the matter will be applied by the EDF &/or TD to ensure that is dealt with prior to the start of their next match.
- 20.10. A disciplinary report handed in by a team must be written, signed, and accompanied by the amount of 500 CHF, which will be returned only if the decision is in favour of the reporter. If the report refers to a video clip this shall be included in the report.
- 20.11. When handling a disciplinary matter during an event the EDF may use video recording only if the recording is from the official filming of the event, which includes IFF livestream footage, video footage from other cameras approved for use by the IFF, or any official TV broadcast footage.

## **21. PROTESTS**

- 21.1. The TD will, in co-operation with the CC EDF, decide in all matters regarding protests during the CC.
- 21.2. When taking decisions, the valid IFF regulations are applicable.
- 21.3. If necessary, the TD can refer a protest to the IFF RACC &/or EDF for a decision.
- 21.4. The intention to protest shall be noted in the Match Record directly after the match and the protest shall be handed to the TD within 60 minutes from the end of the match concerned.
- 21.5. Protests concerning qualification of players shall be handed in before the start of the match concerned.
- 21.6. A protest must be written, signed, and accompanied by the amount of 100 CHF, which will be returned only if the protest is approved. The protest documents and payment must be received by the TD.

## **22. ANTI-DOPING**

- 22.1. All players registered for an IFF competition agree to undergo doping control testing. Refusal of a player to submit to a doping test shall be considered as equivalent to a positive result.
- 22.2. All players using medication that is on the Prohibited List must have a valid Therapeutic Use Exemption (TUE) to participate in the CC.
- 22.3. The IFF recommends that all TUEs be applied for with the National Anti-Doping Organisation (NADO) of the team's own country as early as possible after the team registers for the event.
- 22.4. If needed, TUE applications can be made with the IFF, but the application must be submitted at least 30 days prior to the start of the first match of the CC that the player will participate in, and all documentation must be in English. TUE applications submitted to the IFF within 30 days of the event start will not be accepted.
- 22.5. All matters regarding anti-doping during the CC must be referred to the IFF Anti-Doping Officer (ADO)
- 22.6. Only the IFF ADO can impose sanctions regarding Anti-Doping matters. Sanctions imposed by the IFF ADO are final as far as the duration of the competition to which they apply is concerned.
- 22.7. When taking decisions, the valid IFF regulations, including the IFF Anti-Doping regulations are applicable.
- 22.8. In case of a positive doping test, the player concerned shall be suspended during investigation and the matter will be dealt with according to the IFF Anti-Doping Regulations.

## **23. BETTING**

- 23.1. Those with a possibility to influence the outcome of a match may not, themselves or via another person/s, bet on the outcome of a match.
- 23.2. Players, officials, secretariat, and board members may not bet on a match where their own club participates. Further, their team delegates are responsible for any untrue action, or attitude aimed at altering documents, or the performance of the participating team members, or influencing or agreeing of the result of a match or competition, or the scoring or any other individual appearance at any point of a match to the advantage of its own team, opponent or any third party.
- 23.3. Referees and Technical Delegates may not bet on a match, or any match in a tournament, they are part of.
- 23.4. Participants' laptops, computers and similar devices and telecommunication tools including cell phones and internet in the pre-defined restricted areas (including locker rooms) should not be used for external communication in connection with a match.
- 23.5. Teams may use in-venue communication devices, and tablets/computers on the team bench for the purpose of statistics and coaching only.
- 23.6. Matches may be excluded from the betting offer of organisations under investigation or subject to sanctions for manipulations.
- 23.7. All matters related to possible betting infringements will be dealt with according to the Ethical Offences outlined in the IFF Juridical Regulations.
- 23.8. Sanctions for breaches of the betting regulations are according to the IFF Juridical Regulations.

## **24. PRIZES**

- 24.1. The winning team, for both genders, shall receive prize money of 10,000 CHF, a cup, and 35 IFF Gold medals.
- 24.2. The runner-up, for both genders, shall receive prize money of 5,000 CHF, a cup, and 35 IFF Silver medals.
- 24.3. The referees of the final matches shall be presented one IFF Gold medal each.
- 24.4. No additional medals will be produced.
- 24.5. In each match a best player from each team will be awarded. The host team is responsible for providing the prizes.

## **25. OFFICIAL MEETINGS**

- 25.1. Attendance at official meetings is compulsory for the participating teams.
- 25.2. Immediately prior to the start of each stage, the Captain's & Technical meeting shall be held. The meeting shall be held as a conference call.
- 25.3. A representative from the IFF, a representative from each of the local organising committees, and the Technical Delegate for each match, shall be present. The participating teams must be represented by their Head of Delegation, coach, and captain.
- 25.4. The Heads of Delegation shall attend other meetings scheduled by the IFF, Jury, or the organising committee.

## III. ORGANISER REGULATIONS

### 26. ORGANISING COMMITTEE

26.1. The organiser shall have a committee that is responsible for managing the planning and execution of their CC match, including all matters to do with finances, venues, competition matters (including match statistics), ceremonies, ticketing, media services, TV / internet broadcast, anti-Doping & medical services, VIP services, security, & volunteers

### 27. COMPETITION VENUE

27.1. At the time of registration for CC, each team must specify the venue they will use for CC matches. If the nominated venue does not have a playing area which meets the specifications set in 2.2, but is approved by a National Association for use in a national league competition, it can still be approved for use in CC.

### 28. FIELD OF PLAY

- 28.1. A venue nominated for CC quarter-finals and semi-finals shall have a playing area that is 40m long and 20m wide, with at least 1.5m of free space outside of the rink, and at least 7m of free height over the field of play (measured from the playing surface).
- 28.2. A venue nominated for the CC finals shall meet the above requirements but have free space around the court of 3m wide and 5m long.
- 28.3. The playing surface shall be made of synthetic material. The flooring should be provided by the organiser unless otherwise agreed with the National Association.
- 28.4. The substitution benches and match secretariat shall be according to the Rules of the Game

### 29. SCOREBOARD

- 29.1. A scoreboard must be visible to the teams, referees, officials, media and spectators, and should display the following information:
- Team names (abbreviations of their names)
  - Score
  - Period being played
  - Penalty timing, with the possibility of up to three penalties at a time
  - Time outs (This means being able to display a different time while still being able to return to the main match clock display without disruption)

### 30. INTERNET SERVICES

- 30.1. Internet connections (minimum speed of 100Mbps) must be provided for different user groups in the venue:
- Match secretariat & video goal review
  - Team staff, Technical Delegate, Media
  - TV, Radio & Livestream broadcasts (require dedicated connections)

### 31. ILLUMINATION OF THE PLAYING FIELD

- 31.1. Lighting sources which may disturb the players, referees, officials, or the public shall be avoided, and television lighting equipment must not interfere with the progress of the game.
- 31.2. The recommended maintenance for illumination of the field of play is as follows:

Camera type	Horizontal Illuminance	Uniformity Mn/Ave	Uniformity Mn/Max	Vertical Illuminance	Uniformity Mn/Ave	Uniformity Mn/Max	Colour Rendering	Glare Rating
HDTV	1500-3000	0.8	0.7	2200	0.7	0.6	>90	<50
Slow-motion	1500-3000	0.8	0.6	1800	0.7	0.5	>80	<50
Fixed	1500-3000	0.8	0.6	1400	0.7	0.5	>80	<50
Mobile	1500-3000	0.8	0.6	1200	0.5	0.3	>80	<50

Average horizontal and vertical illuminance ratios: it is recommended that the ratio for horizontal illuminance (field of play) is between 0.75 and 1.5 of the vertical illuminance for cameras. Where there is HDTV, all horizontal values for other cameras are as for HDTV. Measurements should be taken 1.5 m above the playing surface.

## 32. SPECTATOR FACILITIES

- 32.1. Spectator seating should be arranged, where possible, to have the maximum capacity of spectators in the main TV camera view.
- 32.2. Facilities, such as catering and toilet facilities for the spectators should be provided in the venue
- 32.3. Provision should be made to accommodate disabled spectators, including good viewing positions with seating for support people, and easy access for wheelchairs to appropriate toilet facilities and support devices.

## 33. VIP SERVICES

- 33.1. A VIP room, offering refreshments, light meals and snacks shall be available for the Club, NA, IFF, & VIPs. For quarter-final and semi-final matches the VIP room is optional. For the final matches, VIP services must be provided.

## 34. TECHNICAL ROOMS

### 34.1. Team Locker Rooms

- Each team shall have the use of its own locker room from at least 90 minutes before their match starting time and at least 60 minutes after their match ends.
- The locker rooms should have sufficient seating for at least 25 people, with sufficient showers and toilets

### 34.2. Referee Locker Room

- The referees shall have the use of their own locker room from at least 90 minutes before the match starting time and at least 60 minutes after the match ends.
- The locker room should be easily accessible from the field of play and have its own shower and toilet.
- For the finals, if there are both male & female referee pairs, then a second locker room must be provided.

### 34.3. Doping control room

- The competition venue should have a doping control room containing a waiting room, sample collecting area and sample talking area (toilet).

### 34.4. Administrative office

- The competition venue should have an office space that can be used by the TD, IFF, and organiser staff
- For quarter-finals and semi-finals this space should be big enough to accommodate 5 people. For the Finals, this space should be big enough to accommodate 7-10 people.

### **35. MATCH SECRETARIAT**

- 35.1. Match secretariat, penalty and substitution benches shall all be, where possible, placed on the same side of the court. This should also, if possible, be the same side as the main TV camera. The match secretariat shall be placed at a safe distance outside the rink at the centreline.
- 35.2. Match secretariat staff shall consist of the following staff:
- Two timekeepers (one to operate scoreboard, one to keep manual time back-up)
  - One match record keeper (IFF Statistics)
  - One speaker
  - Two penalty bench guards
- 35.3. All match secretariat staff, including penalty bench guards, must be at least 15yrs of age.
- 35.4. Training on the use of the IFF Statistics system will be provided to all organisers by the IFF
- 35.5. Match secretariat equipment should include:
- At least four chairs
  - Scoring equipment
  - Audio equipment connected to the hall's broadcasting system
  - A reliable internet connection (preferably via cable)
  - Timing equipment (including one electronic scoreboard and one manual stopwatch)
  - Computer with internet access for online match record (IFF Statistics Software)
  - Printer for printing online match record
  - IFF Match Secretariat instructions & forms (provided by IFF)
  - Notepads and pens
  - Match balls
  - Tape for the goal creases and a tape measure
  - Materials for repairing goal cages, goal nets and the rink
  - Brooms and cloths for cleaning the floor
- 35.6. Seating for the TD should be provided near the field of play, close to the match secretariat.

### **36. PENALTY BENCHES**

- 36.1. The penalty benches shall for each team accommodate at least 4 persons and be located next to the match secretariat.
- 36.2. The penalty bench area must be clearly marked and separated from the team substitution benches, and there shall be one penalty guard at each penalty bench (seated at the end closest to the opposition team bench).

### **37. SUBSTITUTION BENCHES**

- 37.1. The substitution benches for each team should have at least 15 and a maximum of 20 seats.
- 37.2. The ends of the substitution zone should be clearly marked on the floor, and there should be rubbish bins located at the ends of the benches.

### **38. FIRST AID**

- 38.1. Qualified First Aid staff with appropriate equipment (including a stretcher and, if available, a defibrillator) should be located in the immediate vicinity of the field of play during all matches. First aid services for spectators must also be available, if required.

### **39. SAFETY AND SECURITY REQUIREMENTS**

- 39.1. The organiser is responsible for the safety and security arrangements in the venue.



## **40. MEDIA REQUIREMENTS**

### **40.1. Media Tribune**

- The competition venue must provide a media tribune (stand) that is in an unobstructed viewing position in the main seating area. It must be well-lit and provide easy access to a media working area. It must provide internet access and an electricity source.
- There should be seating sufficient to accommodate the accredited written press. There should be separate areas for TV and radio broadcast commentators.

### **40.2. Media Working Area (Press Room)**

- A media working area should be provided in each competition venue. This area should include a working area with desks, chairs, power, internet, & printer, and should also include an area where catering (refreshments and snacks) may be provided.
- The media working area should provide easy access to and from other media-related facilities such as the media tribune, mixed zone, as well as access to adequate toilet facilities.

### **40.3. Photographers**

- The competition venue must provide a working area for accredited photographers. This area should include a working area with desks, chairs, power & internet, and should also include an area where catering (refreshments and snacks) may be provided.
- The photographer's working area may be combined with the media working area or may be separate but, in either case, should provide easy access to the area directly outside the field of play and any specially marked photographer's zones in the venue.
- Accredited photographers should preferably be identified by the wearing of a photographer's vest, provided by the organiser.
- Photo zones around the rink should be clearly marked.

### **40.4. Mixed Zone**

- The competition venue must have a mixed zone between the rink and the team dressing rooms where accredited media can interview players following a match.
- The mixed zone should be easily accessible from the team dressing rooms, the media working area and the media tribune. It should include a CC event backdrop and be large enough to accommodate the necessary media.
- The mixed zone should be organised so as to give the host broadcaster the first right to interview, followed by other TV, radio and then the written press.

### **40.5. TV requirements**

- In each competition venue, the main TV camera shall (where possible) be located on the side that gives the best visibility to the in-venue advertisements &/or spectator stands
- TV cameras shall be situated such that they do not cause any disturbance or danger for the participants or spectators
- Space for a dedicated production room may need to be provided in the venue
- Suitable electricity and internet levels, as required by TV broadcasters, must be provided by the organiser

## **41. LIVESTREAM & VIDEO PRODUCTION REQUIREMENTS**

- 41.1. The organiser must arrange for the match to be livestreamed via the specified CC media channels. A production manual as well as instructions on the use of the IFF platform will be provided to all organisers by the IFF.



#### **41.2. Livestream specifications**

- The livestream should be produced in High Definition with a minimum 1 (main) + 2 (fixed goal) camera setup. It must be capable of including commentary.

#### **41.3. Graphics**

- A basic graphics package will be provided by the IFF to each organiser. This will include an intro bumper, replay swipe, and specific CC-branded graphics such as scoreboard & result templates. Scoreboard graphics software is the responsibility of the livestream production company.

#### **41.4. Highlights**

- The organiser must provide match highlights of 3-5 minutes, which should be uploaded to the specified CC media channel/s within 4hrs after the conclusion of the game.

#### **41.5. Match video**

- The organiser must provide a copy of the livestream recording to the participating teams, NAs, and IFF directly after the match, either via USB or an online file sharing service.

#### **41.6. Player interviews**

- The organiser is responsible for conducting an interview, in English, with one player from each team after every match. The interview video must be uploaded to the specified CC media channels within 60mins of the conclusion of the game.

### **42. MATCH PHOTOGRAPHS**

42.1. The organiser is responsible for taking photographs during the match. A minimum of 30 high resolution photos must be uploaded by the organiser to the specified CC media channels within 30mins of the conclusion of the game. The photos shall be freely available for use by the clubs, NAs, & IFF for the purpose of the event promotion. The photos shall not be used for commercial use, except by IFF.

### **43. REPORTS AND INFORMATION**

#### **43.1. Registration information from clubs to IFF**

- When registering to the Champions Cup, all teams must provide the following information to the IFF:
  - Contact details for the person from the club who will be responsible for all arrangements to do with the match organisation
  - Details of their nominated competition venue (venue name, address, technical specifications, website)
  - Uniform information – colour of shirt, shorts, socks
  - Contact details for the person responsible for their livestream production

#### **43.2. Organisational information between clubs**

- The clubs participating in a phase are responsible for all communication between each other regarding the organisation of the match and other logistics arrangements such as travel, accommodation, meals etc.

#### **43.3. Information from IFF to clubs**

- The IFF shall provide contact details for all registered teams to the nominated club contact once all registrations are received and confirmed.
- Approx. 45 days prior to the start of the quarter-final phase the IFF will provide the participating teams with the following information:
  - Team Information Guidelines
  - Team list form
  - Player & team photo specifications

- No later than 7 days prior to the start of each phase the IFF will provide the participating team list information to the organising club
- At the completion of each phase, the IFF will advise new information & due dates to the clubs qualified to the next phase.

#### **43.4. Team information from clubs to the IFF**

- No later than 10 days prior to the start of the quarter-final phase, the participating clubs must provide to the IFF the following information:
  - Team list (25 players & 10 officials)
  - Individual photos of all players & team officials
- No later than 10 days prior to the start of the semi-final phase and final round, the participating clubs must provide to the IFF the following information:
  - Team list (25 players & 10 officials)
  - Individual photos of all players & team officials of any players or officials who have not participated in earlier rounds

#### **43.5. Post-event report**

- Following the conclusion of each phase, the participating teams, clubs, NAs, and match officials will be required to complete an online post-event feedback form.

## IV. FINANCIAL REGULATIONS

### 44. PARTICIPATION COSTS

- 44.1. Each stakeholder shall pay 30,000 CHF for the organisation of the CC per year.
- 44.2. The National Associations have the obligation to pay their Champions Cup fee, regardless of whether clubs from their country participate or not.
- 44.3. Each participating team shall pay 2,500 CHF per year, payable at the time of registration.
- 44.4. The participating teams carry their own costs but can apply for a subsidy from the CC pot. This subsidy is intended to cover the cost of one night's accommodation and travel for the official team delegation of the away team. In the case of both home and away matches being played in one city then the cost of an extra nights accommodation & meals can be applied for.
- 44.5. The maximum subsidy for the travel expenses of the away team is 5.000 CHF for the quarter-finals and 8.000 CHF for the semi-finals and finals. The final amount to be compensated is decided by the CCSG and any additional costs must be covered by the club.
- 44.6. Teams are entitled to use additional personnel in the event, but these are not included in the official team list, and all costs, including travel, food, accommodation, and tickets are the responsibility of the team.
- 44.7. A club is responsible for taking out the appropriate insurance to cover their delegation.

### 45. ORGANISING COSTS

- 45.1. All costs related to the organisation of a match are the responsibility of the host team.
- 45.2. The home game organiser is not paying anything to the visiting club. All participation costs for both teams are paid by their respective clubs.
- 45.3. If teams in the quarter-final or semi-final stage of CC agree that both matches will be played in one city on consecutive days, then an agreement regarding the sharing of organisational costs must be made between the teams. If agreement cannot be reached, the National Associations will decide. If agreement cannot be reached by the National Associations, the IFF will decide.
- 45.4. The organiser shall assist the teams to arrange domestic transport, however, the cost of all transport is the own responsibility of the participating teams.
- 45.5. The organiser shall assist the teams to book accommodation and meals, however, the costs of all accommodation and meals is the responsibility of the participating teams.

### 46. LIVESTREAM PRODUCTION COSTS

- 46.1. The organiser is to cover the costs of the production of the livestream from all matches. The organiser will receive a subsidy of 1000 CHF for each match from the CC pot to go towards these costs.
- 46.2. The livestream must be produced by the hosting team, according to the applicable CC Video Production & Broadcasting guidelines provided by the IFF.

### 47. TICKETS / RESERVED SEATING

#### 47.1. Quarter-finals & semi-finals

- 47.1.1. A club playing in a quarter-final or semi-final match is entitled, free of charge, to a maximum of 10 ordinary tickets valid for the match/es.
- 47.1.2. A NA with a club participating in a quarter-final or semi-final match is entitled, free of charge, to a maximum of 5 ordinary tickets valid for each CC match to which their affiliated club is qualified.

- 47.1.3. The IFF is entitled, free of charge, to a maximum of 5 ordinary tickets valid for each CC match in the quarter-final and semi-final rounds

## **47.2. Finals**

- 47.2.1. A club with a team participating in the final round, is entitled, free of charge, to a maximum of 10 tickets (5 VIP accreditations and 5 ordinary tickets) valid for both the men's and women's final matches
- 47.2.2. A club who is not participating in the final round, but has participated in the earlier rounds of that year's CC are entitled, free of charge, to a maximum of 5 tickets (2 VIP accreditations and 3 ordinary tickets) valid for both the men's and women's final matches
- 47.2.3. A NA with a team participating in the finals, is entitled, free of charge, to a maximum of 8 tickets (3 VIP accreditations and 5 ordinary tickets) valid for both the men's and women's final matches
- 47.2.4. NAs without a club participating in the finals, but who have had an affiliated club participate in that year's CC are entitled, free of charge, to a maximum of 5 tickets (2 VIP accreditations and 3 ordinary tickets) valid for both the men's and women's final matches
- 47.2.5. The IFF is entitled, free of charge, to a maximum of 15 tickets (5 VIP & 10 ordinary tickets) valid for both the men's and women's final matches
- 47.2.6. The organiser of the final matches should reserve sufficient seating for the teams (players & officials) who are participating in the final matches. Confirmation from the teams of the needs for seats can be requested by the organiser prior to the event.

## **48. TRAVEL COSTS FOR IFF OFFICIALS**

### **48.1. Technical Delegate**

- The NA of the host team of the quarter-final and semi-final stages is responsible for all costs associated with the TD. The responsibility of costs for the TD starts and ends on the day of the match. The NA is responsible for the costs of the travel and food of the appointed TD, as well as accommodation if it is required.
- The NA hosting the finals is responsible for all costs associated with the TD and can apply for a subsidy from the Champions Cup pot. The responsibility of costs for the TD for the finals starts the day before the first match and ceases on the day of the last match. The NA is responsible for the travel and food of the appointed TD, as well as accommodation if it is required.

### **48.2. Referees**

- The responsibility for the organiser to host the referees for the quarter-final and semi-final stages starts and ends on the same day of a match. The organiser is responsible for the costs of the travel and food of the appointed referees, as well as accommodation if it is required.
- The responsibility for the organiser to host the referees for the final stage starts the day before the start of the first match and ceases on the day of the last match. The organiser is responsible for the travel, food, and accommodation of the appointed referees.
- The IFF is responsible for the payment of the referee fees for all stages of the CC.

## **49. MEDICAL COSTS**

- 49.1. The organiser shall be responsible for the cost of having qualified first aid staff in the competition venue to provide emergency care for event participants and spectators.
- 49.2. Participating teams are responsible for all medical costs related to their team, including taking out sufficient insurance to cover their delegation

## **50. DOPING TESTS**

50.1. The IFF shall be responsible for all costs related to doping control tests.

## **51. PRIZES**

51.1. All CC medals & cups are provided by the IFF.

51.2. Best player awards for each match are the responsibility of the organiser.