



The Canadian Freestyle Ski Association (CFSA) is the governing body for the sport of Freestyle Skiing in Canada. It provides programs and services ranging from the development of skill acquisition programs, through the certification of coaches and technical officials, to the training of athletes for international competition.

All Freestyle competitions held in Canada must be sanctioned by CFSA and must be conducted according to policies and procedures approved by CFSA. This handbook reflects these policies and procedures and will guide you in organizing your competition. Please do not hesitate to contact the national office or your provincial office/representative for further information.

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CANADIAN FREESTYLE SKI ASSOCIATION  
ASSOCIATION CANADIENNE DE SKI ACROBATIQUE  
808 Pacific Street  
Vancouver, BC V6Z 1C2

TEL: (604) 714-2233  
FAX: (604) 714-2232

info@freestyleski.com  
<http://www.freestyleski.com>

AUSSI DISPONIBLE EN FRANÇAIS

## Acknowledgements

With problems come solutions. This book is dedicated to all competition organizers past, present, and future.

The Canadian Freestyle Ski Association also wishes to thank John Pomeroy for writing this handbook; Paul Nishikawa for designing it for publication; and Jim Unger and the Universal Press Syndicate for allowing HERMAN™ to be splashed across its pages. Some of the figures in Section 1, Site Specifications, are adapted from International Ski Federation site specification drawings.

The production of this handbook has been made possible by the expertise, ingenuity, hard work, late nights, early mornings, sense of humour, initiative, and overall enthusiasm of a number of people involved in the organization of the sport of Freestyle, they include:

Luc Belhumeur	Ian Lecours
Larry Bilton	Dean MacFarlane
James Boyd	Dave Milne
Steven Bull	Jean-Sebastien Montminy
Gord Campbell	Chris Moore
Terry Crosby	Monique Pouliot
Brendan Denovan	Real Robichaud
Michele Deslandes	Bruce Robinson
Michel Dorion & Eve Lyn Leblanc	Kieran Rousseau
Luc Dubois	Rick Schwinghammer
Joe Fitzgerald	Derek Smith
Judd Fripp	Kathleen Smith
Vincent & Sherri Gauthier	Jean Tremblay
Tim Gayda	Mark Tsang
Peter Judge	Dave Veneer
Denis Laroche	Dustin Wilson
Johanne LaRoche	Terry Wilson
Christian Lavoie	Greg Winter

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## Introduction

The purpose of this handbook is to help you plan and run safe, effective, and fun Freestyle Skiing competitions at the Divisional level. It is assumed that you have taken at least one Officials' course and that you will be working with others in the preparation and running of Freestyle Skiing competitions.

This handbook is an introduction to officiating. It should also serve as an overview you can refer to once you are more experienced and are running competitions on your own.

The emphasis throughout the handbook is on safety, because safety for you and those around you should always be your main concern. All Freestyle events – Halfpipe, Moguls, Ski Cross, Slopestyle, and Aerials – are covered, and the handbook has five sections based on the checklist below.

The handbook also includes a number of appendices (glossary, sample competition budget and schedule).

### If you want to host a competition you need to know the following:

			YES	NO
Do we have sites to the specification required for the level of competition?	¢	¢		
Do we have permission (in writing) to use the sites on the dates we want?		¢	¢	
Do we think we will have enough money to run the event?	¢	¢		
Do we have the event sanction certificate?				¢
Has the event invitation been sent out?				¢
Is the event being advertised?				¢
Do we have all the necessary officials and volunteers?	¢	¢		
Do we have all the necessary equipment?				¢
Are the sites set up and ready to go?				¢
Does everyone know the action sequence for the competition?	¢	¢		
Do we have all of the necessary equipment? (again....)	¢	¢		
Have we made a request for good weather?				¢
Are we prepared for bad weather?				¢

### If you have YES checked off top to bottom then your event should be successful.

We hope this handbook will help you plan for and operate competitions. If you have any suggestions for changes or additions to the handbook, please forward them to the Canadian Freestyle Ski Association so that they can be included in the next edition.

Good luck and safe officiating.

## Site Specifications

This section outlines the ideal site specifications for each of the Freestyle events. While there is flexibility in the degree to which Pipe and Mogul sites should satisfy the specifications outlined in this section, no exceptions are made for Air.

NOTE: Because so many external factors can affect the physical environment for Freestyle, judgement is essential in determining whether facilities, wind conditions, sun orientation, etc. are appropriate for training or competition. Have a technical expert check your site out.

### Air

Air sites must be surveyed and approved (homologated) by a recognized Canadian Freestyle Ski Association Technical Delegate before any activity takes place.

The following norms must be met. (These norms are reproduced from Canadian Freestyle Ski Association Aerial Regulations and Qualification Procedures Manual (ARQ).)

- The Judges' stand must be on one side of the site, on the edge of the knoll (Figure 3).
- Jumps must be situated in such a way that Judges can see the entire run of any skier off any jump.
- The perimeters of the site (top, bottom, and sides) and of the warm-up, finish, and exit areas must be defined with fence or tape.

For more detailed rules and regulations concerning Air events, see Canadian Freestyle Ski Association Aerial Regulations and Qualification Procedures Manual (ARQ).

#### NOTE

For a full size PDF version of any of the following site specification diagrams, please go to the CFSA Web site/Member Services/Competitions/Course Specs:

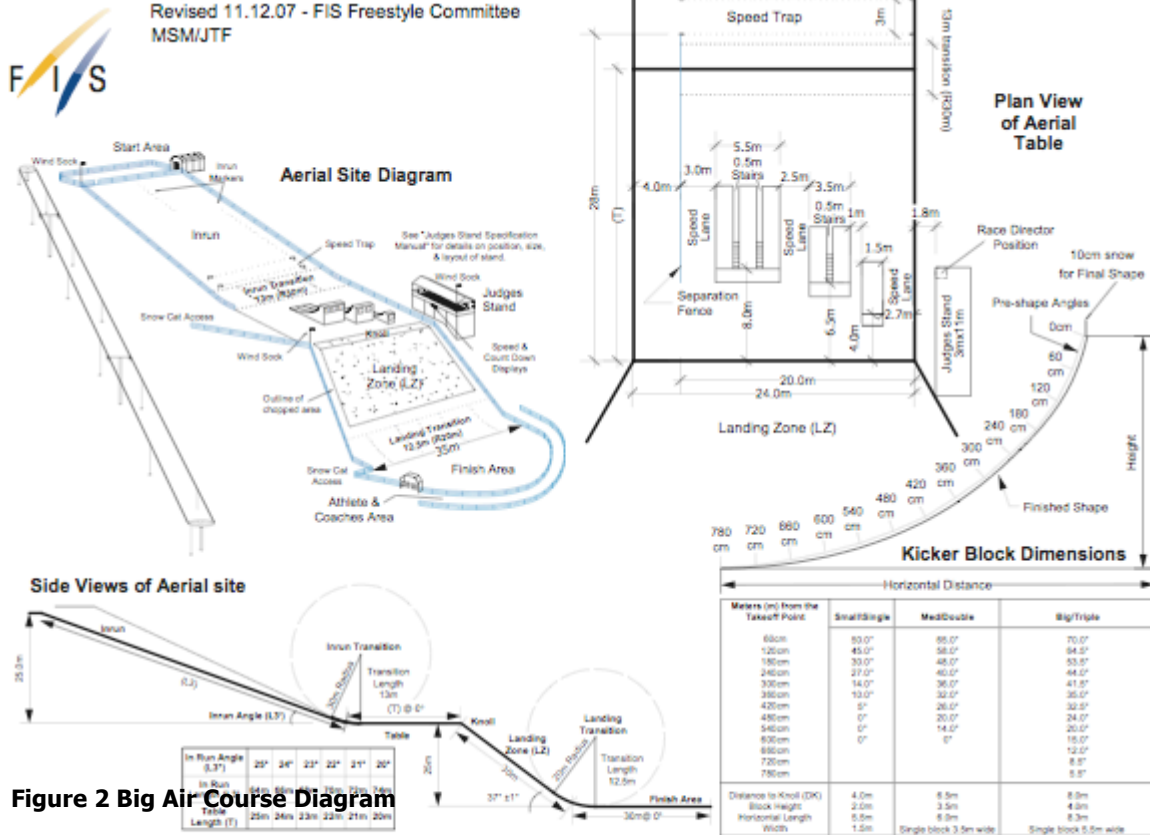
<http://www.freestyleski.com/page.php?la=en&pa=member&id=course-specs>

**Table 1 Air Course Specifications**

SITE SECTION	TYPE OF SITE		
	Big Air	Singles Uprights and Single Invert Only	Doubles Uprights and Double Inverted
In run			
Length (m)	30 minimum	30 minimum	40 minimum
Width (m)	15 per jump	15 minimum	20 minimum
Slope (°)	10-25	10-25	20-25

**Figure 1 Air Course Diagram**  
**Aerial Site Specifications - ICR 3060**

Revised 11.12.07 - FIS Freestyle Committee  
MSM/JTF



**Figure 2 Big Air Course Diagram**

**Big Air Course Specification**  
**Spécifications d'un site de table top**

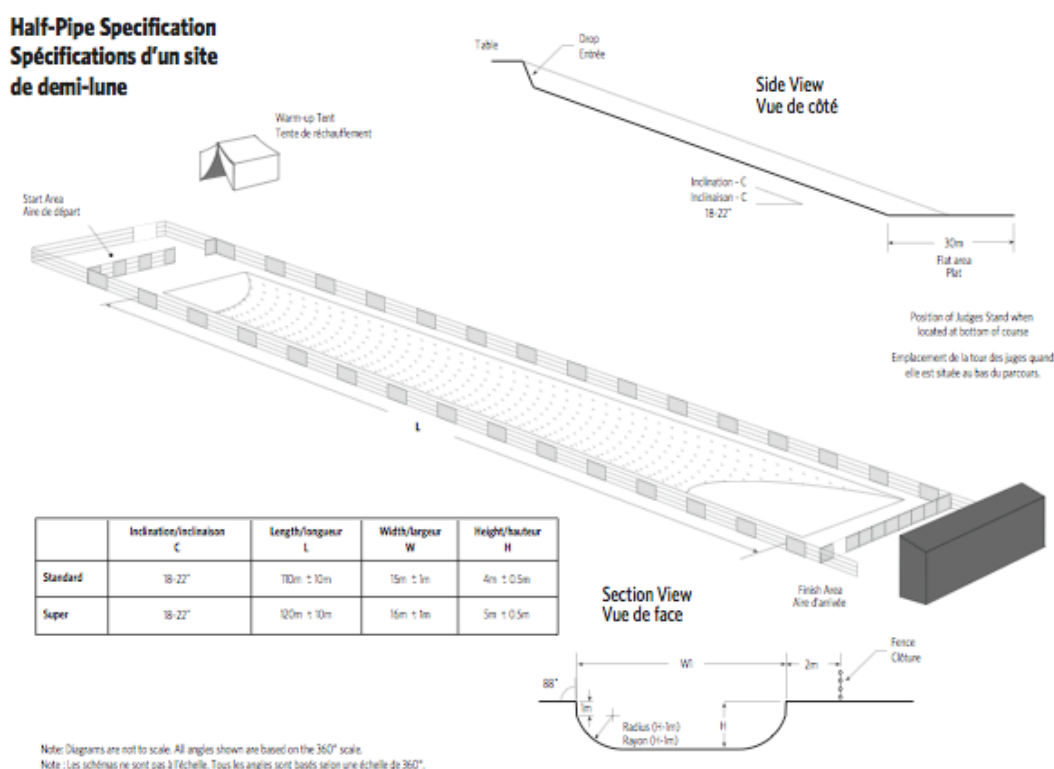




## Halfpipe

- A Pipe must be at least 100 metres long and 15 metres wide with an average pitch of 18-22 degrees.
- The perimeters of the site (top, bottom, and sides) and of the warm-up, finish, and exit areas must be defined with fence or tape.
- The fencing must include a single corridor long enough to fit ten skiers. This is used in a jam format to give the starter a bit of help in knowing who is next in the gate. It is a wise idea to have course security at the entrance to the corridor to help dissuade any pushing and shoving.
- The fence along the running deck must be set two metres back from the lip.
- The judges' stand is placed at the bottom of the Pipe, with the middle of the stand looking straight up the Pipe.
- The judges must have an unobstructed view of the athletes from the time they enter the pipe to the time they cross the finish line.

**Figure 3 Halfpipe Course Diagram**



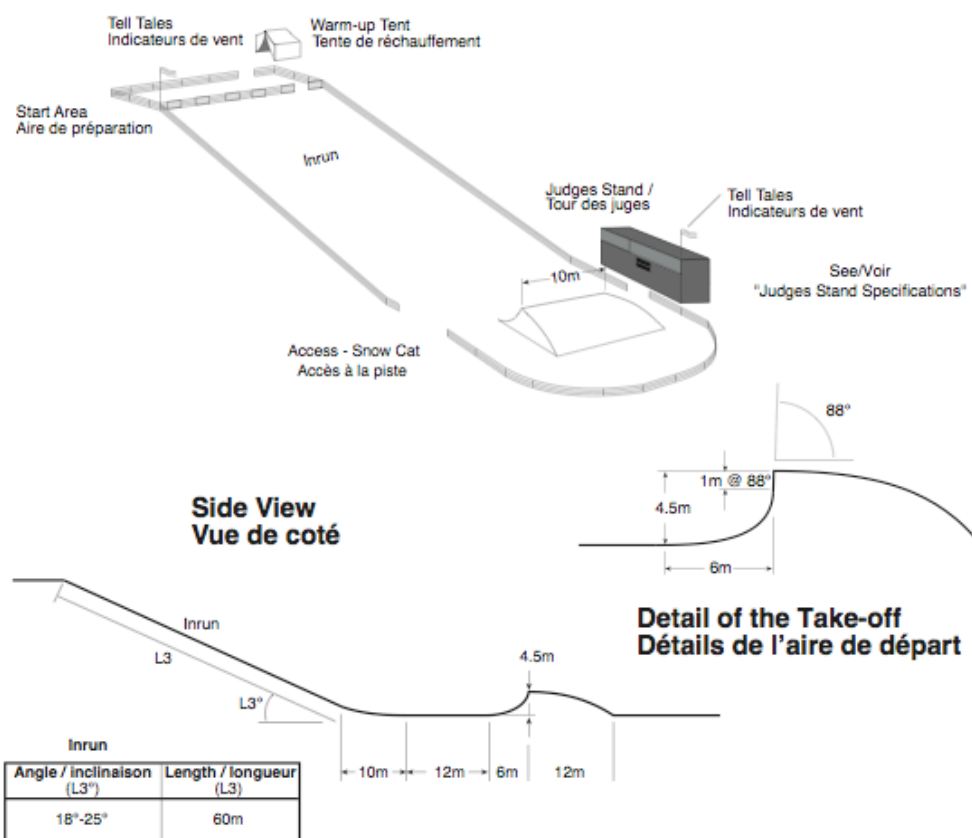
## Quarter Pipe

- A Quarter Pipe must be at least 10 metres wide and around 3 metres high with take-off angle of around 88 degrees
- The perimeters of the site (top, bottom, and sides) and of the warm-up, finish, and exit areas must be defined with fence or tape.

- The fence along the deck must be set two metres back from the lip.
- Padding or woolie bags should be installed on the deck starting about three inches back from the coping.
- The judges' stand is placed at the side of the Pipe.

**Figure 4 | Quarter Pipe Course Diagram**

### Quarter Pipe Course Specification Spécifications d'un site quart de lune



Note: Diagrams are not to scale. All Angles shown are based on the 360° Scale  
Note : Les schémas ne sont pas à l'échelle. Tous les angles sont basés selon une échelle de 360°

## Mogul Sites (Single and Dual)

Site specifications vary according to the level of the competition. There are specifications for Olympics, World Championships, World Cup, NorAm, National, Junior National and Canadian Series Mogul competitions. For provincial and club competitions you need to consult your provincial association.

- The perimeters of the site (top, bottom, and sides) and of the warm-up, finish, and exit areas must be defined with fence or tape.
- The fall line should be straight from top to bottom.
- The course must be divided into ten equal parts using control (Giant Slalom) gates (Figure 4). The horizontal distance between gates should be a minimum of 10m. For Duals an additional set of gates is installed down the

- middle of the course to divide the lanes.
- Also for the Duals course, start gates are required. Whatever design is adapted, it must function so that both gates open at exactly the same time.
- The Judges' stand must be at the bottom of the course, looking up. The stand must also be far enough from the finish line that athletes have a safe stopping distance.

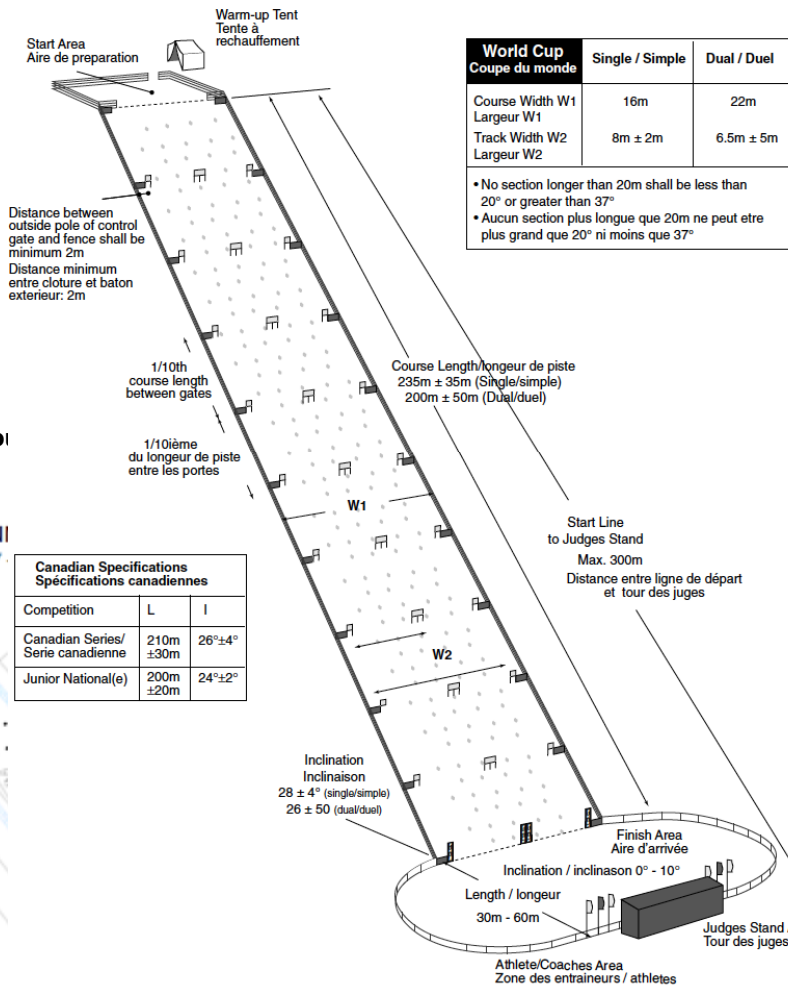
**NOTE**

Dual Gate: A design for a sample Dual gate is shown on page 45.

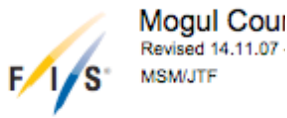
**Figure 5 | Moguls Course Diagram**

**Mogul Course Specification  
Spécifications d'un site de bosses**

Revision 10/2000



**Figure 6 | Dual Moguls Co**

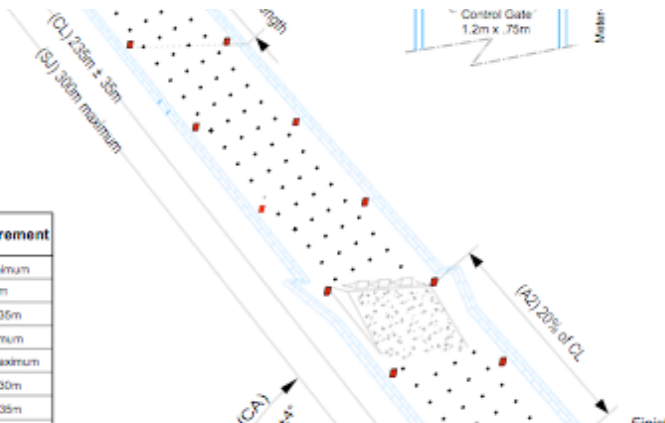


Canadian Specifications Spécifications canadiennes		
Competition	L	I
Canadian Series/ Serie canadienne	210m ±30m	26°±4°
Junior National(e)	200m ±20m	24°±2°



Note: Diagrams are not to scale. All angles shown are based on the 360° scale.  
Note: Les diagrammes ne sont pas à l'échelle. Tous les angles sont basées à l'échelle 360°.

Code	Mogul Course Criteria 4200	Measurement
CW (m)	Course Width	16m minimum
TW (m)	Track Width	10m ± 2m
CL (m)	Course Length	235m ± 35m
CF (m)	Control Gate to Fence	2m minimum
SJ (m)	Start to Judges Stand	300m maximum
VD (m)	Vertical Drop Start to Finish	110m ± 30m
HD (m)	Horizontal Distance	175m ± 35m



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## Slopestyle

Slopestyle is a basically a bunch of acrobatic features that primarily include jumps and rails but may also include a Quarter Pipe.

- A Slopestyle course needs to include at least two features so, as such, there is really no minimum length requirement; what is enforced, however, is that the features must meet their respective safety requirements.
- In terms of site design particular attention needs to be paid to flow between the features (ensuring that enough speed can be developed to safely ride a given feature, and that the landing areas are long enough and wide enough.)

Please be familiar with the document CFSA Terrain Park and Terrain Usage Guidelines, which can be found here:

<http://www.freestyleski.com/pdfs10/members/CFSATerrainParkRailPolicyEN.pdf>

The site perimeters must be fenced off and the course closed during competition. Depending on the sight lines the judges panel may have to be split up into groups. The number of groups shall depend on the number of judges available but there shall be no less than two judges per position. The number of judges per position shall depend on the number of features that can be seen from a particular vantage point (i.e. if 60 % of the course can be seen from position A then 60% of the judges shall be positioned at position A). The fewer the judges positions the better for everything concerned.

## Administration

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## Permission from Ski Area

Once you've found a satisfactory site and you've got the money to run it, you need to decide when you want to use the site(s) and then get permission from the ski area in writing to use it on the dates you outline.

One of the things the ski area will require is a sanction certificate.

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## Sanction Certificate

Once a competition date has been set, you require a sanction certificate from the Canadian Freestyle Ski Association. A request for competition sanction can be obtained at

<http://www.freestyleski.com> website or by contacting your provincial association or the CFSA National Office. The request for a sanction form must be sent to the CFSA through your respective provincial association. The dates requested shall include set up and tear down days as well. Your official request must be made at least 2 weeks prior to the event.

Please note that ski area may ask for a "certificate of insurance". This is different from a sanction certificate. There is no extra charge for this but it does take a bit longer to prepare.

As sponsors and suppliers are found they need to be appended to the sanction form. This can be done by sending an updated list to the CFSA.

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## Budget

If you have the sites, the next thing will want to know is if you can afford to run it. Please refer to Appendix C, which gives a sample competition budget. As outlined, there are a number of sources of revenue but it is a bit beyond the scope of this book to go into detail. If it is the intention of the committee to go after marketing and/or government funding at whatever level, this must be done WAY EARLY in the game. You will have no luck at the last minute.

On the expenses side budget high and make sure that you leave room for incidentals particularly if it is your first event. A thick padding on the miscellaneous expenses will allow for a learning curve.

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## Event Invitation

Once the sites and dates have been established and the event has been sanctioned, an invitation must be sent out to let everyone know that the event is happening.

Send out an event invitation at least 2 months before the competition (earlier for larger competitions). Event invitations must contain the following information about the competition:

- Date(s)
- Location
- Costs: base fee, event fee, bib deposit, lift tickets, social activity, etc.
- Schedule of events (training, competition, presentations, meetings). See Appendix A for a sample competition schedule.
- Name, address, phone number, fax, and email of Secretary (or other primary) of Organizing Committee
- Accommodation information (if applicable).

Encourage teams to pre-register at least 2 weeks before the competition. Actual registration should take place 2 days before the competition, usually at the Team Leader Meeting. (This gives all sections of the Organizing Committee a good idea how many competitors there will be and helps the Scorekeeper prepare for the competition.)

**Note:** Anyone participating as an athlete, coach, official, judge, or volunteer in a sanctioned Canadian Freestyle Ski Association (CFSA) event must be a registered member of CFSA. It is one of your responsibilities as an organizer to ensure that this rule is upheld. You'll also need to figure out what officials and equipment you'll need, prepare the site and run the

competition!! These topics are covered in the remaining sections of this handbook.

## Officials

All Freestyle competitions need trained officials. So if you're going to run an event, you're going to need help. While certain officials are common to all Freestyle competitions, others are required only at specific events. The purpose of this section is to help you put together an officials crew for your competition.

This section specifies the make-up of Freestyle crews, describes each crewmember's responsibilities, and presents a worksheet you can use when assembling your own crew.

## Competition Crew

Every Freestyle event needs a Competition Crew. This team officiates at a series of events, going from one to the next. Crewmembers and their responsibilities are described below. There are training modules for entry level officials, management level officials and TDs.

<b>Crew Member</b>	<b>Responsibility</b>
<b>Technical Delegate</b>	Member of the Competition Jury, the key decision-makers in any competition. Oversees all aspects of a competition, with particular regard for safety. If necessary, has the last word on any competition issue. Should have prior experience running Freestyle events.
<b>Chief of Competition</b>	Member of the Competition Jury, the key decision-makers in any competition. Represents the Organizing Committee on the Competition Jury. Supervises Chiefs of Courses, making sure that all aspects of a competition are prepared.
<b>Head Judge</b>	Member of the Competition Jury, the key decision-makers in any competition. Represents judges.
<b>Judges (3,5,7)</b>	A minimum of five Judges is needed to run a Divisional-level event; three is okay for a club level event but not ideal. It is beyond the scope of this handbook to describe the full scope of Judges' responsibilities other than to say that being a Judge requires specific training. For more information, please refer to FIS-Freestyle Judging Manual, and talk to your Divisional Head Judge.
<b>Judges' Assistant</b>	Coordinates getting competitors' scores from the Judges to the Assistant Scorekeeper.
<b>Secretary</b>	Coordinates event admin. (Invitations and minutes of meetings) and registers competitors.
<b>Treasurer</b>	Develops and oversees event budget.
<b>Equipment Manager</b>	Maintains a working inventory of all equipment for the competition.
<b>Score-runners</b>	Deliver the hard copy of Judges' scores and Timers' records from the Judges' Assistant and Head Timer to the Assistant Scorekeeper.
<b>Crew Member</b>	<b>Responsibility</b>
<b>Scorekeeper</b>	Calculates and tabulates results. Training is required for this job.
<b>Assistant Scorekeeper</b>	Receives scores and helps the Scorekeeper with calculations.
<b>Starter</b>	Starts athletes at the top of the course.
<b>Assistant Starter</b>	Delivers athletes to the Starter/start gate.
<b>Announcer</b>	Announces relevant information over the microphone. Should be knowledgeable about Freestyle.
<b>Sound System Operator</b>	Ensures that the sound system operates smoothly.
<b>Ski Patrollers</b>	Administer first aid. The recommended minimum is two fully equipped ski patrollers with sled and backboard per event site. It is VERY important to make arrangements for patrollers with the local patrol leader well in advance of the competition.

## Event Crew

<b>Crew Member</b>	<b>Responsibility</b>
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### Pipe Crew

**Chief of Course** Ensures that the Half Pipe and/or Quarter Pipe site(s) is/are prepared for training/competition.

**Pipe shaper(s)** Ensures that the pipe is prepared and maintained

### Mogul Crew

**Chief of Course** Ensures that the Mogul site is prepared for training/competition.

**Mogul Crew** Maintain jumps and course, chop landings

**Timers (3)** Record competitors' times. Ensure that time is delivered to the Scorekeeper.

**Electronic Timing (ET)** Installs and operates ET.

**Operator (if available)**

### Air Crew

**Chief of Course** Ensures that the Aerial site is prepared for training/competition.

**Knoll Master** Directs traffic on the Aerial site. Also opens and closes jumps.

**Landing Choppers (4-8)** Ensure that landings are soft. The more landing choppers there are, the better – provided their duties are properly coordinated!!

### Slopestyle Crew

**Course Crew (6-10)** Maintains course features and keeps general eye on safety throughout race.

### Miscellaneous Crews

<b>Crew Name</b>	<b>Responsibility</b>
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**Media Crew** Distributes competition results and related stories to the media.

**Fencing crew** Responsible for installing and maintaining fencing on all courses.

**Banner Crew** Responsible for sponsor advertising on courses.

## Equipment

The next thing is equipment! You can probably find a lot of what you'll need at the ski hill itself or in basements or garages, but you may have to beg, borrow, or rent certain items.

One approach to getting competition equipment together is to assign responsibility for individual items or groups of items to specific people. Ask people to get the equipment they are responsible for well in advance—at least a month before the competition. Next, decide where to keep all the equipment, and set up a system for getting it there. Once everything is on hand and in one place, have ONE person keep an inventory.

**If more than one person is in charge of inventory, stuff gets lost!**

Listed below are the specifics of all the equipment needed to run a Freestyle competition. This equipment is generally grouped by the parts of the competition site it's needed for.

## Equipment List

### Item

#### **Fencing / Control Gates**

Fencing or tape, minimum 500m

Bamboo poles, 100 or more

Zap straps or wire

2 snow/ice drills, & at least 4 spare batteries

2 shovels

2 picks

22 GS gates (11 red, 11 blue)

For Duals: 33 gates (17 red, 16 blue)

#### **Public Address (PA)**

1000 watts minimum, 4-channel stereo system

4 speakers 200m speaker cable

Power bar

Digital Music player and/or CD player, appropriate cables and jacks

2 microphones and stands 2 microphone cables, 25m

Extension cords, minimum 100m

#### **Generator (if no regular current available)**

5000 watts minimum

Spare gas, oil

Extension cord, 100m

Plywood to shelter unit and block sound

#### **Radios**

10 heavy-duty radios with carrying cases and chargers

(or more if running more than one venue/event) radios must be capable of running on up to 6 channels

Spare batteries for all radios

#### **Grooming Equipment**

Shaping shovels, minimum 2

Chopping shovels, minimum 10

Sturdy grain shovels, minimum 6

Picks or long-handled ice choppers, minimum 10

Large snow scoops, minimum 4

Snow blower

Garden rake, Aluminum, wide

Plywood jump forms

Coming up with enough fencing is usually the most difficult item on the list so start looking early!!

Make sure you are shown how to put the system together or you will be pulling your hair out!!

Keep checking the fuel levels!

No screamers or speechmakers, keep it simple and to the point!

1 Bundle of bamboo

**Note: All this equipment must be on site during Air training and competition Boxes for jumps**

see Appendices F and G

This item requires carpentry skills and equipment

### Dye and Color

For course color

Pine boughs

Food colouring dye – "Chef Master" Royal Blue liquid gel mixed with 3 gallons water and 1 gallon windshield washer antifreeze – in a sprayer

4 cans ozone-friendly red spray paint (for jumps)

Pine boughs are preferable for course colour because they are environmentally friendly and provide the greatest colour contrast in poor light conditions

### Measurements

Albany level or clinometer (for slope angles)

Angle meter (for jump angles)

LONG (60m.) measuring tape (for anything and everything)

### Timing

Minimum 2 stopwatches (for marking start and finish 'lap' times on running clock)

Battery beam or hard-wire beam timing system

2 clipboards for recording times

Test electronic timing again and again before event!!

### Judges' Stand(s)

Scaffolding, 2 sections deep, 3 sections long, (and high enough to meet the Head Judge's specifications)

Reinforcement cables for stability and snow anchors (cookies)

Shovels (if tower is on snow)

Support clips

Flooring

Perimeter fence for top section

People who know how to install scaffolding properly

**Note:** Judges' stands must NOT face directly into the sun!

There is also a diagram for a judges/scoring trailer in Appendix F

### Registration/Admin, Judging, and Scoring

CFSA registration forms

Cash box

Ledger

Receipt book

Judges' scorecards for each event

Results sheets

100 sheets each of green, yellow, blue, and white paper

8 clipboards

Lots of pens, pencils, and erasers

2 hand-held staplers

Staples—lots of them!!

Computer with tested scoring program installed

Printer and printer cable

Blue - Aerials

Green - Halfpipe

Orange - Dual Moguls

Yellow - Single Moguls

White - Slopestyle

Power bar and extension cords  
 Calculator  
 Photocopier (or access to one!)

### **Banners and Publicity**

Bamboo poles or wooden stakes  
 Wire or tie wrap  
 Drills, including spare batteries

**TARPS AND OR PLYWOOD TO COVER EVERYTHING IN CASE OF BAD WEATHER!!**

## Site/Event Preparation

Once you've got the people and equipment you need, you can prepare the site for the competition. This section describes the essentials of site preparation for each of the Pipe, Mogul, and Air events, as well as site preparation specifics that are common to all three events.

SITE FEATURE	PREPARATION POINT
--------------	-------------------

### Halfpipe

<b>Course</b>	<ul style="list-style-type: none"> <li>☛ Define the course (mid-point and finish line) as early as possible so that competitors can become familiar with its perimeters (Figure 2, page 5).</li> <li>☛ Groom the course daily so that the surface is as smooth as possible.</li> <li>☛ Get the Pipe Dragon into the pipe at least 6 to 8 hours before training starts so that it has enough time to set.</li> </ul>
<b>Sound System</b>	<ul style="list-style-type: none"> <li>☛ Set up the system so that sound is even for the entire length of the course.</li> <li>☛ Shelter the system from the elements to protect it and competitors' music. (Competitors in all events may supply their own music.)</li> </ul>
<b>Judges' Stand</b>	<ul style="list-style-type: none"> <li>☛ Set the stand up at least 2 days in advance so that the Head Judge can inspect the Judges' view.</li> </ul>

### Moguls

<b>Course</b>	<ul style="list-style-type: none"> <li>☛ Define the course length and width as early as possible so that competitors can become familiar with its perimeters (Figure 4, page 6).</li> <li>☛ Set the control gates as early as possible.</li> <li>☛ Define the start and finish lines with dye paint.</li> <li>☛ If necessary, build bumps. If no groomer is available, lots of shovels and picks are in order!</li> <li>☛ Build air bumps (more shovels!). Please see Appendix G for Mogul Jump Box diagram</li> </ul>
<b>Sound System</b>	<ul style="list-style-type: none"> <li>☛ Ideally, set up the system so that sound is even for the entire length of the course.</li> <li>☛ Shelter the system from the elements to protect the equipment and competitors' music.</li> </ul>
<b>Judges' Stand</b>	<ul style="list-style-type: none"> <li>☛ Set the stand up at least 2 days in advance so that the Head Judge can inspect the Judges' view.</li> </ul>

<b>Timing Equipment</b>	☛ Set equipment up as close to the finish line as possible but outside the fence for the course perimeter.
-------------------------	--

## TEST THE EQUIPMENT!

### Air

- 
- Site**
- ☞ Define the course length and width as early as possible so that competitors can become familiar with its perimeters (Figure 2, page 3).
  - ☞ Prepare the site well in advance of the competition—3 days minimum.
  - ☞ Check and double-check that basic minimum site specifications are met (Figure 3, page 5, and Canadian Freestyle Ski Association's Air Regulations and Qualification Procedures (ARQ Manual)).
  - ☞ Make sure there is enough snow on the in-run, table, and landing.
  - ☞ Establish the knoll line. This reference point is necessary because every chop causes the line to move back as snow falls down the hill and the loss has to be filled in to the knoll line.
  - ☞ Measure the placement of jumps (the distance from take-off to knoll).
  - ☞ Make jumps:
    - ☞ For Big Airs, use a groomer to build big piles of snow, cut the jumps out of the piles, and use the excess snow to help fill the landing.
    - ☞ For Kickers, fill in boxes either by hand or with a snow blower.
  - ☞ Put big piles of snow (way more than you think you'll ever need) in reserve in case of bad weather, and cover the pile with a tarp to protect it from rain.
- Sound System**
- ☞ Ideally, set up the sound system so that sound is even for the full length of the course
  - ☞ Shelter the system from the elements to protect the equipment and competitors' music. \*
- Judges' Stand**
- ☞ Set the stand up at least 2 days in advance so that the Head Judge can inspect the Judges' view.
- 

### Slopestyle

- 
- Site**
- ☞ **In the unlikely event that you are building a Slopestyle course from scratch...** define the course, width and features as early as possible so that competitors can become familiar with its set-up as early as possible.
  - ☞ Define location and dimensions of features well in advance of the competition to allow for adequate preparation time as well as modifications.
  - ☞ Ensure that adequate amounts of reserve snow is available to deal with wear and tear issues.
  - ☞ Install control gate early so as not to interrupt training.
- Sound System**
- ☞ Ideally, set up the sound system so that sound is even for the full length of the course
  - ☞ Shelter the system from the elements to protect the equipment and competitors' music.\*
- 

### Admin Preparation

- 
- Registration**
- ☞ You will have to find a low traffic area that is secure so that equipment can be locked up at night.
  - ☞ Ensure that registration and scoring computers are available and minimum of 2 persons to operate the admin support/event logistics.
  - ☞ Make sure you have enough bibs with appropriate numbering for each athlete in each event you are running.
  - ☞ Ensure that you have cash or cheques for paying Officials per diems and travel expenses.



**Team Leader Meetings** † These must be held somewhere quiet. (There are agendas for Team Leader Meetings available).

- † At the T.L. Meeting, the entry lists will be checked, sites preparation and event schedule and will be reviewed. The weather forecast will be announced.

**Draw/Start Lists** † After registrations have been finalized and checked by coaches, hold the draw for starting positions. Use one of two approaches:

- † Use a scoring program with random-draw capability.
- † Use a double-blind draw. For this draw, place every registered competitor's name/bib number in one box; place numbers from 1 through the number of registered competitors in a second box. Draw one name/bib number from the first box, a number from the second box; the number from the second box is the competitor's starting position. Repeat this process until all names/ bib numbers and numbers have been drawn—and the start list is complete!
- † Make start lists (and extra copies) available ASAP.

## Running an Event

Now that you have the officials and equipment you need and the site is ready, it's time to have a competition. This section covers the following aspects of running a competition:

- Pre-competition preparation, all events
- Communication/action sequences for each of Pipe, Mogul, and Aerial events
- Results
- Wrap-up

### Pre-Competition Preparation, All Events

Listed below are the preparation activities that must be performed on competition day before any Freestyle event. How long this preparation takes depends on many factors—especially the weather, manpower, and the number of competitors. Here are the activities:

- Everyone involved should get to the site on time or early—if anything can go wrong, it will, and it will have to be corrected ASAP.
- Distribute and test radios as soon as possible. Advise people to keep radio chatter to a minimum.
- Check the sound system right away.
- Clarify the system for radio communication: (short and sweet)
- Dedicate one channel to running the competition.
- Dedicate a second channel to getting scores from the Judge's Assistant to the Assistant Scorekeeper.
- All other communication should take place on a third channel or by other means!
- Establish a system for monitoring generators' fuel levels throughout the competition.

Get music pumping and the Announcer talking over the PA as soon as possible—it draws people's attention to upcoming events.

Make sure that officials are in position at least 15 minutes early. Be very firm about this. The faster officials get into position, the smoother and faster the competition will go.

As soon as all officials have taken their positions, the Technical Delegate or Chief of Competition should do a systems check in which everyone acknowledges that he or she is in position. As soon as everything is ready to go, the Technical Delegate or Chief of Competition will give the green light to start the competition.

**Note:** If there is an unscheduled stoppage at any point during a Freestyle event, the Competition Jury must be informed ASAP.

### Accident or Incident Reporting

If an accident, or an incident that may involve liability, occurs the following must take place.

**For incidents involving potential liability:** The CFSA National Office must be informed immediately by phone at 714-2233. Office staff will provide instruction.

**For accidents:** Accident reports are available online at:

<http://www.freestyleski.com/page.php?la=en&pa=member&id=downloads>

Completed forms must be received at the CFSA National Office within 24 hours of the occurrence.

---

## Aerial and/or Big Air Competition

The communication/action sequence for each Aerial jump is as follows:

The following communication occurs before the jump:

- The Head Judge declares "Next competitor and jump please" over the radio.
- The Starter announces "Competitor (Name) Bib #\_ is ready and will be performing (jump name) off of jump # \_\_\_" over the radio. (This announcement reflects any required changes in the competitor's flight plan. The day the Aerial competition is held, one Judge supervises pre-competition training and records each competitor's most difficult jump. Competitors who do not perform their most difficult jump in practice are not allowed to perform this jump in competition.)
- The Head Judge declares "Judges ready" over the radio.
- The Announcer states the competitor's name and jump name over the PA.
- The Announcer says "On course" over the PA once the competitor is on the course.
- The Starter confirms the next competitor with the Head Judge.
- After the competitor's run, the Announcer promotes the last run, the competition, event sponsors and scores as they become available. He or she talks over the PA until the Judges announce that they are ready. During this period the announcer also cues up the next competitor's music.

The competitor's scores are stapled together and either:

1) read to the score room by radio and then given to a runner to take to the score room or 2) handed to a runner, who takes them to the score room.

---

## Halfpipe Competition - *This is an extremely fast paced event.*

There are two usual formats for this event:

### **Singles Format:**

- Qualifications shall consist of 2 runs; the competitor's best single run shall count.
- Finals shall consist of 12 Men and 6 Women. Finals consists of 2 runs the start order of the second run shall be the reverse of the ranking from the 1st run. The best of the 2 finals runs shall rank the finals athletes.

### **Canadian Halfpipe Format**

All competitors get two runs with the second round run in reverse order of the results of the first round. Field size will determine if you are able to use this format or not.

In both formats the best of the 2 finals runs are used to produce the final score and rank the athletes.

The communication/action sequence for each Halfpipe run is as follows:

- The Head Judge asks "Next competitor please" over the radio.
- The Starter states "Bib #\_\_\_\_\_ is ready"
- The Announcer tells the crowd who is in the gate then promotes this athlete and cues up the competitor's music.
- When the Judges are ready the Head Judge will say send Bib # \_\_\_\_\_"
- The Announcer announces "Bib #\_\_\_\_\_, name, dropping in !"
- After the competitor's run, the Announcer promotes the last run, the competition, event sponsors and scores as they become available. He or she talks over the PA until the Judges announce that they are ready. During this period the announcer also cues up the next competitor's music.

All music should be clearly marked with the competitor's name, team, and bib number—it will avoid confusion.

Scores are stapled and either:

- 1.) read to the score room by radio and then given to a runner to take to the score room or
- 2.) handed to a runner, who takes them to the score room.

## Quarter Pipe Competition

The pacing for this is much like an Aerial event.

The communication/action sequence for each Pipe run is as follows: The following communication occurs before the run:

- The Head Judge asks "Next competitor please" over the radio.
- The Starter states "Bib # \_\_\_\_\_ is ready"
- The Announcer tells the crowd who is in the gate then promotes this athlete and cues up the competitor's music.
- When the Judges are ready the Head Judge will say send Bib # \_\_\_\_\_"
- The Announcer announces "Bib # \_\_\_\_\_, name, dropping in !"
- After the competitor's run, the Announcer promotes the last run, the competition, event sponsors and scores as they become available. He or she talks over the PA until the Judges announce that they are ready. During this period the announcer also cues up the next competitor's music.

All music should be clearly marked with the competitor's name, team, and bib number –it will avoid confusion.

Scores are stapled and either:

- 1.) read to the score room by radio and then given to a runner to take to the score room or
- 2.) handed to a runner, who takes them to the score room.

## Mogul Competition (Single Moguls)

The communication/action sequence for each Mogul run is as follows:

- The Starter confirms the next competitor with the Head Judge.
- The Head Timer and Head Back-up Timer state "Timing ready" over the radio.
- The Announcer promotes the next athlete in the gate and cues up the competitor's music.
- The Head Judge declares "Judges ready" over the radio. The Announcer may cue the Starter using a consistent phrase such as "We are ready at the top!"
- The Starter keys open his radio microphone then announces "Bib # \_\_\_\_\_, name, Competitor ready 3, 2, 1, GO!" over the PA.
- After the competitor's run, the Announcer promotes the last run, the competition, event sponsors and scores as they become available. He or she talks over the PA until the Judges announce that they are ready. During this period the announcer also cues up the next competitor's music.

If timing is electronic, the competitor's time is his or her electronic time. The recorded hand times at the top and bottom of the course may be needed in the event that electronic timing fails. Those numbers shall be radioed to the Chief of Timing who will calculate by subtracting the start line time from the finish line time.

The competitor's time and Judges' scores are stapled together and either 1) read to the score room by radio and given to a runner to take to the score room or 2) given to a runner, who takes them to the score room.

## Mogul Competition (Dual Moguls)

Preparations for dual moguls competitions include installation of the dual moguls drop gate, switching the control gates so that they are colour matched to the appropriate side of the course (red control gates on skier's left and blue control gates on skier's right then alternating colours down the centerline of the track,) and switching the timing from single moguls format to differential timing (where the 1st athlete crossing the finish line starts the clock and the 2nd athlete stops the clock.)

Dual moguls events may be run as full field duals or with a single moguls qualification round that will be used to seed the top 16 Men and 16 Women for dual moguls competition.

Single Moguls protocols are used to seed the qualification round and run that event.

The previous day's Single Moguls results should be used to seed full field dual moguls competitions.

If there are not 2 separate electronic timing systems available for differential timing (1 to backup the other in case of 'no time'), 2 hand timers shall be positioned at the bottom of the course with stop watches synchronized and running. 1 hand timer shall mark a lap time for the blue course and 1 hand timer shall mark a lap time for the red course. In the event that these times are required, the Chief of Timing shall calculate the differential by subtracting the 1st athletes time from the second athlete's time for the purposes of converting the differential time to a score.

The communication/action sequence for each Mogul run is as follows:

The Starter confirms the next pair to Dual with the Head Judge.

The Announcer promotes the next pairing.

The Head Timer and Head Back-up Timer state "Timing ready" over the radio.

The Head Judge declares "Judges ready" over the radio.

The Starter checks that the competitors are ready then keys open his radio microphone and loudly announces "Blue Course Ready! Red Course Ready!" and then throws open the gate.

After the Dual, the Announcer promotes the dual that just ran while awaiting the results. Once the Judge's identify the scores, scoring will announce the dual winner (course and bib number) then the Announcer will announce the winning competitor announces the next pairing over the PA until the Judges announce that they are ready.

The competitor's time and Judges' scores are stapled together and either 1) read to the score room by radio and given to a runner to take to the score room or 2) given to a runner, who takes them to the score room.

## Slopestyle Competition

This pacing of this event closely resembles that of Half Pipe. There are two usual formats for this event:

1. All competitors will get one individual run, the skiers in the top half of the results of the first round will get a second run and, time allowing, the top ten from the second round will get a third and final run.
2. All competitors get two runs with the second round run in reverse order of the results of the first round.

In both formats the last run counts as the final score for competitor ranking purposes.

The communication/action sequence for each Slopestyle run is as follows:

- The Head Judge asks "Next competitor please" over the radio.
- The Starter states "Bib # \_\_\_\_\_ is ready."
- The Announcer tells the crowd who is in the gate.
- When the Judges are ready the Head Judge will say send Bib # \_\_\_\_\_"
- The Announcer announces "Bib # \_\_\_\_\_, name, dropping in!"
- 
- For a One Run format: After the competitor's run, the Announcer promotes the last run, the competition, event sponsors and scores as they become available. He or she talks over the PA until the Judges announce that they are ready. During this period the announcer also cues up the next competitor's music.

All music should be clearly marked with the competitor's name, team, and bib number—it will avoid confusion.

Scores are stapled and either:

- 1) read to the score room by radio and then given to a runner to take to the score room or
- 2) handed to a runner, who takes them to the score room.

---

## Results

Unofficial results should be taken to the Announcer as the competition progresses.

Official results for each event should be printed on appropriately colored paper:

Aerials—blue paper

Moguls—yellow paper

Dual Moguls—orange paper

Halfpipe—green paper

Slopestyle—white paper

**Note:** The word “unofficial” should be written on any results that have not been checked and signed by the Scorekeeper and the Head Judge

Results should be published as soon as possible after each event—you can guarantee that someone will ask the Organizing Committee for results 10 seconds after an event. Having a quiet, out-of-the way place for scorers to work is essential to getting results ready as fast as possible.

Depending on the size and importance of the event, a results book may be prepared. If one is produced, it should be distributed to all competitors, the Competition Jury, national office, and the media, and some spares should be set aside. Results books should contain the following information:

- A list of competitors in each event
  - A list of officials for each event
  - Qualification and final results
  - Minutes of Team Leader meetings
- 

## Wrap-up

When it’s all over, everyone involved should pitch in and help tear down and clean up the entire site. Arrangements should also be made to return all equipment begged, borrowed, or rented for the competition. Finally, the Organizing Committee and the ski area should evaluate the competition. This evaluation can be as formal or informal as those involved want it to be. Appendix B contains a form you can use for recording the details of a competition budget. The point is to conduct an evaluation, learn how the competition can be better run next time, and keep the communication lines open.

---

## Next Steps

We hope that this handbook has helped you plan for and operate competitions. If you have any suggestions for changes or additions to the handbook, please forward them to the national office so that they can be included in the next edition.

# Appendix A

## Glossary

- Course** The specific area upon which a competitor performs/ competes.
- Fall line** The line a ball would take if it rolled down a slope.
- Floater** A type of ski jump specifically designed for upright aerials (no flips).
- Homologation** The process of measuring a site to ensure that it meets technical specifications for training and competition for a particular level of event.
- In-run** The area above the transition of the jump used to gain speed for the take-off.
- Kicker** A type of ski jump specifically designed for inverted aerial manoeuvres (flips).
- Knoll** The area of transition from the table to the landing hill.
- Landing hill** The area of the slope between the transition of the knoll and the transition of the outrun.
- Out-run (or Finish Area)** The area below the transition of the landing hill where the athlete stops.
- Pre-registration** Advance sign-in of competitors. This usually takes the form of team leaders mailing or faxing lists of competitors to the Organizing Committee



- Registration** The official sign-in of competitors by Team Leaders or the competitors themselves.
- Site** The general competition area, which includes the start and finish areas, the Judges' stand, etc.
- Shaping** The process of cutting out the curvature of a jump.
- Side-slip** The process of inspecting a course and removing or packing down ice chunks, rocks, ridges, or anything else that might hinder competitors on the course.
- Table** The area between the transition of the in-run and the transition of the landing hill.
- Templates** Forms or pre-measured shapes used to facilitate the cutting and shaping of jumps.
- Transition** The area where one slope meets another.

## Appendix B Sample Competition Schedules

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### HALFPIPE EVENT

---

#### Day before Event

---

- Final registration
  - Team Leader meeting
  - Draw and start lists
  - Inspect and side-slip course
- 

#### Day of Event

---

- |                 |                                 |
|-----------------|---------------------------------|
| <b>10:45 am</b> | • Site inspection               |
| <b>11:00 am</b> | • Open site for practice        |
|                 | • Check sound                   |
|                 | • Distribute start lists        |
| <b>12:45 pm</b> | • Judges and officials in place |
|                 | • Close site                    |
|                 | • Site inspection               |

- Side-slip course if necessary
- 1:00 pm**
  - Open site for competition
  - Competition run 1
  - Tabulate and cut
  - Post results
  - Practice
  - Close site
  - Site inspection
  - Competition run 2
  - Tabulate and post results
  - Medal presentations
  - Tear down

## Appendix B Sample Competition Schedules

---

### MOGUL EVENT

---

#### Day before Event

---

- Final registration
  - Team Leader meeting
  - Draw and start lists
  - Inspect course
- 

#### Day of Event

---

- 8:45 am**
  - Site inspection
  - Open course for practice
  - Check timing and sound
  - Distribute start lists
- 9:45 am**
  - Judges and officials in place
  - Close course
  - Course inspection

- Open course for competition
- 10:00 am**
  - Forerunners
  - Pacesetters (if necessary)
  - Comp. Run 1 (if Duals - Preliminary Rounds)
  - Tabulate and cut (if Duals - Final Rounds)
  - Post results
  - Practice
- Close course for inspection
- 1:30 pm**
  - Competition run 2 (or if Duals final rounds)
  - Tabulate and post results
  - Medal presentations
  - Tear down

## Appendix B Sample Competition Schedules

---

### AIR EVENT

---

#### Day before Event

---

- Final registration
  - Team Leader meeting
  - Draw and start lists
  - Inspect course
- 

#### Day of Event

---

- 8:30 pm** • Chop, chop, chop landing and knoll
- 9:45 pm** • Site inspection Practice Judge in place
- 11:00 pm**
  - Open site
  - Site inspection ongoing
  - Set up and test sound
  - Distribute start lists
- 12:45 pm** • Judges and officials in place

- Close site
- Chop, chop, chop landing and knoll
- 1:00 pm**
  - Site inspection Competition run 1
  - Site inspection ongoing
  - 
  - If decided, tabulate results from first jump and run second jump in reverse order of 1st jump results
  - Competition run 2
  - Competition run 3 (?)
  - Post results
  - Medal presentations
  - Tear down

## Appendix B Sample Competition Schedules

### SLOPESTYLE EVENT

---

#### Day before Event

---

- Final registration
  - Team Leader meeting
  - Draw and start lists
  - Inspect and side-slip course
- 

#### Day of Event

---

- |                 |                                 |
|-----------------|---------------------------------|
| <b>10:45 am</b> | • Site inspection               |
| <b>11:00 am</b> | • Open site for practice        |
|                 | • Check sound                   |
|                 | • Distribute start lists        |
| <b>12:45 pm</b> | • Judges and officials in place |
|                 | • Close site                    |
|                 | • Site inspection               |
|                 | • Side-slip course if necessary |
| <b>1:00 pm</b>  | • Open site for competition     |

- Competition run 1
- Tabulate and cut
- Post results
- Practice
- Close site
- Site inspection
- Competition run 2
- Tabulate and post results
- Medal presentations
- Tear down

## Appendix C Sample Budget Form

This form is designed to help you track the revenues and expenses associated with a competition. You may find that some of the items listed are not applicable; for instance, the ski area you decide to use may not charge you a facility fee, or there may be no lift- ticket expenses. The form emphasizes setting up a quick budget; if you have any suggestions for improvement, please let us know!

---

### Revenues

Sponsorships  
 Provincial subsidies  
 Merchandise (T-shirts, etc.)  
 Entry fees:  
 Base entry fees  
 Pipe  
 Moguls  
 Aerials

Revenues, Total (#1) \$ \_\_\_\_\_

---

### Expenses

#### Administration

Insurance (including sanction fee)  
 Photocopying  
 Phone/fax/mail  
 Stationery and office supplies  
 Subtotal \$ \_\_\_\_\_

#### Transportation

Judges  
 TD  
 Other

#### Lift Tickets

Pipe  
 Moguls  
 Aerials  
 Subtotal \$ \_\_\_\_\_

#### Personnel Expenses

Production crew  
 Judges  
 TD  
 Starter



Subtotal \$ _____ <b>Accommodation</b> Judges TD Other Subtotal \$ _____ <b>Meals</b> Judges TD On-hill lunches Subtotal \$ _____ <b>Facility Fee</b> Snowmaking, grooming, fencing, etc. Subtotal \$ _____	Other Subtotal \$ _____ <b>Production</b> Judges' tower Scoring trailer Truck rental Sound system Generators Medals Radios Grooming equipment Misc. Subtotal \$ _____
Expenses, Total (#2) \$ _____	
BALANCE (#1 subtract #2) \$ _____	

## Appendix D Officials Worksheet

Official	Names
Competition Crew	_____
Technical Delegate	_____
Chief of Competition	_____
Head Judge	_____
Judges	_____
Judges' Assistant	_____
Secretary/Treasurer	_____
Inventory Control Officer	_____
Score-runners	_____
Scorekeeper	_____
Assistant	_____
Starter	_____
Assistant Starter	_____
Announcer	_____
Sound System Operator	_____
Ski Patrollers	_____
Pipe Crew	_____
Chief of Course, Pipe	_____
Tape Operator	_____
Mogul Crew	_____
Chief of Course, Moguls	_____
Timers (3)	_____
Aerial Crew	_____
Chief of Course, Aerials	_____
Knoll Master	_____
Landing Choppers	_____

Miscellaneous Crew	_____
Media Crew	_____
Fencing Crew	_____
Banner Crew	_____
Other	_____

## Appendix E Resources

There are other resources you can refer to for information on running Freestyle events. Here are just some of them:

Canadian Freestyle Ski Association, Aerial/ Regulations and Qualification Procedures (ARQ Manual).

Canadian Freestyle Ski Association, Big Air Safety Guidelines

Canadian Freestyle Ski Association, Terrain Park and Rail Usage Guidelines

Canadian Freestyle Ski Association, Mogul Course Construction Manual

FIS-Freestyle, General Rules and Regulations. The International Ski Competition Rules.

FIS-Freestyle, General Rules for Scoring. (Judging Manual).

FIS Wiki site: <http://wiki.fisski.com>

FIS ftp site: <ftp://ftp.fisski.ch/Freestyle/>

These resources are all available from the Canadian Freestyle Ski Association:

### **Canadian Freestyle Ski Association**

808 Pacific Street  
Vancouver, BC  
V6Z 1C2

Tel: (604) 714-2233

Fax: (604)-714-2232

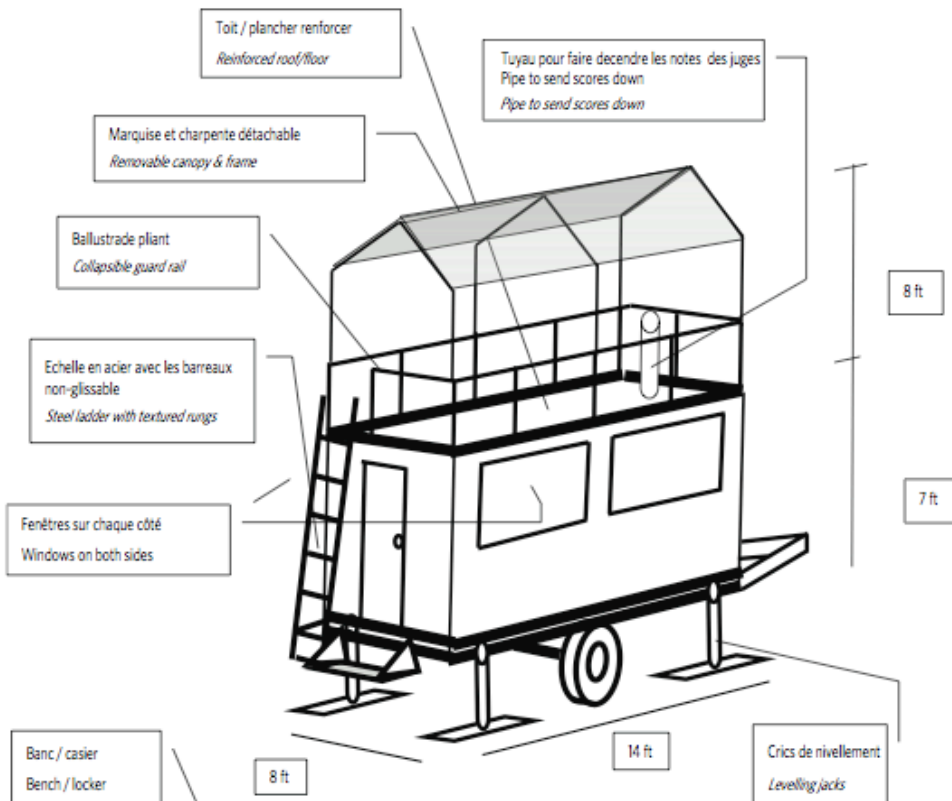
[info@freestyleski.com](mailto:info@freestyleski.com)  
[www.freestyleski.com](http://www.freestyleski.com)

## Appendix F Judges Stand Diagram

**LA ROULOTTE** (conception/design: Eve-Lyne Leblanc, Michel Dorion)

Tour des juges et salle de compilation portatif

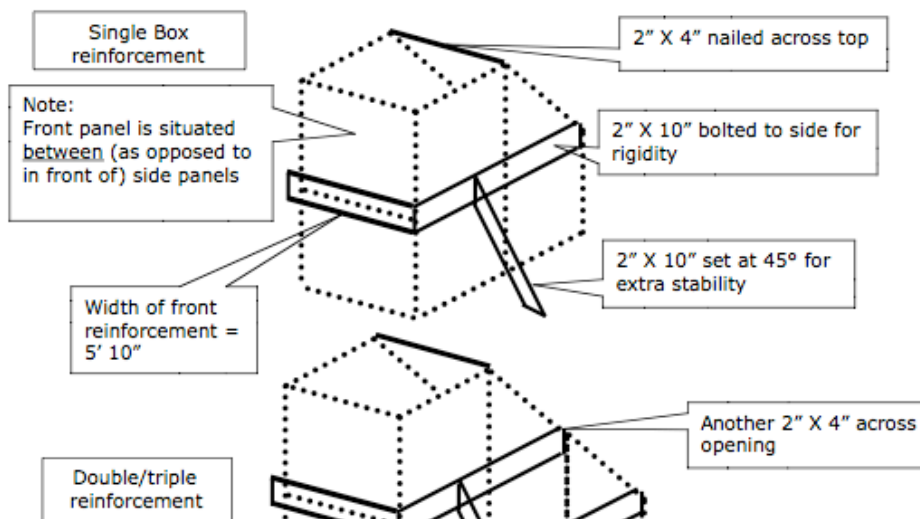
Mobile judges stand and score room



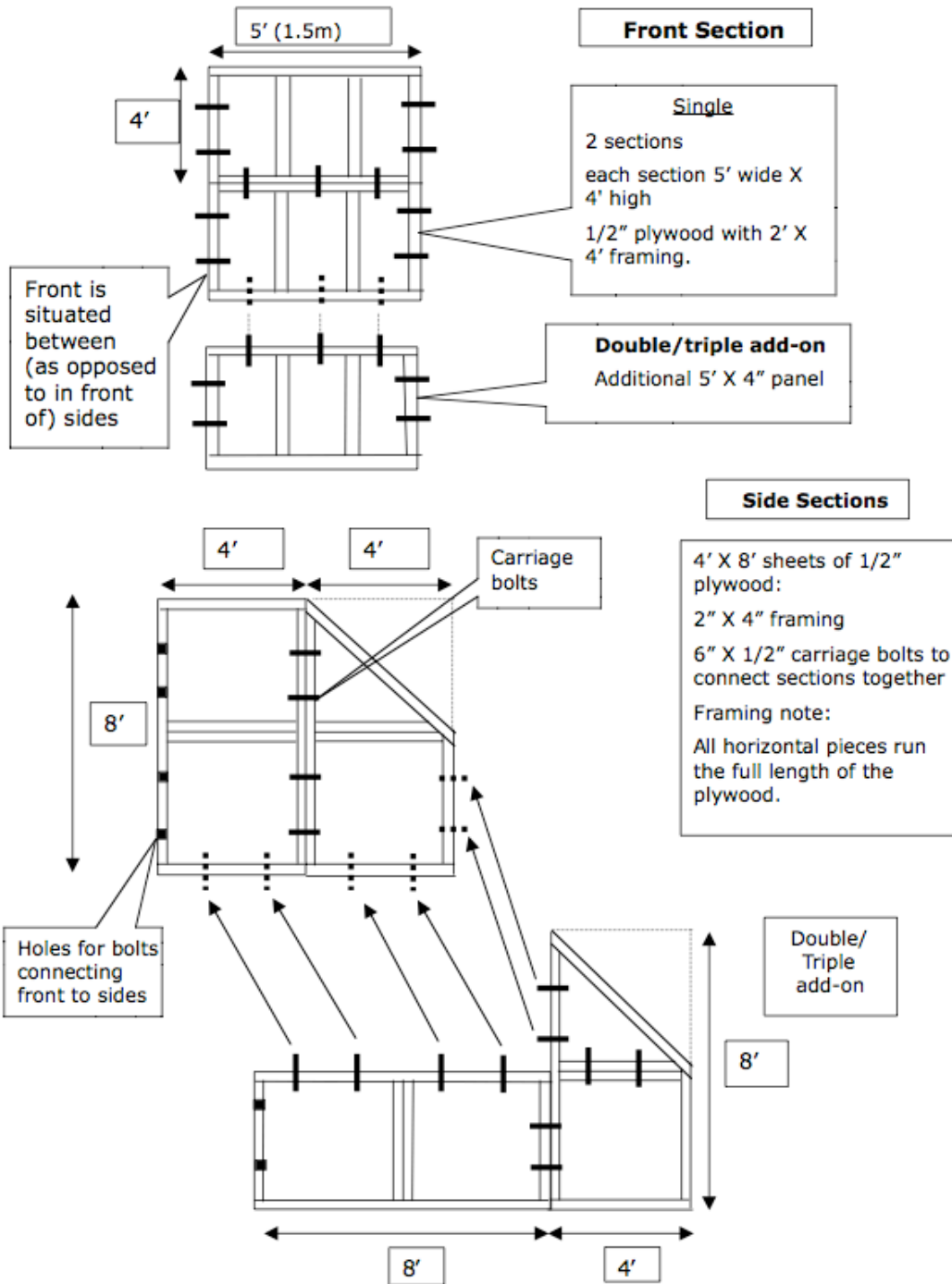
## Appendix G Kicker Box Diagram

**KICKER BOX MATERIALS LIST**

Boxes		Reinforcement	
Item	# of	Item	# of
4' X 8' X 1/2" plywood	11	2" x 10" X 12'	6
2" X 4" X 8' spruce	33	7" X 1 1/2" carriage bolts	52
2" X 4" X 6'	6	wing-nuts and washers	lots
9/16" X 6.5" carriage bolts with (wing)nuts and a lot of washers	32		
2 1/2" wood screws.	lots		







## Adjustable Mogul Jump Box

---

### Is this situation familiar?

A great Mogul course is developing and it is time to put in the jumps. The usual scene is that every athlete has to take off their skis, stick them in the snow to form a temporary box in which snow is filled.

What usually happens is the skis can't take the pressure and fall down or they get in the way when someone tries to pack down the snow.

If you use regular sheets of plywood the problem of how to attach them together comes up and if you pre-fab a rigid box, it's a pain to carry around and, unless you are really lucky, it never adapts to the terrain without a lot additional digging.

---

### Solution? Maybe...

A small version of a kicker box which can adapt to the varied terrain of Mogul hill. The "box" comes in three pieces that can be attached quickly by way of large wing-nuts. This makes transport easy. The sides adapt to the terrain because the upper attachment slides in a track. This allows the front to remain at 90 degrees.

It takes only three pairs of skis (one each side) to support the box while snow is being thrown in.

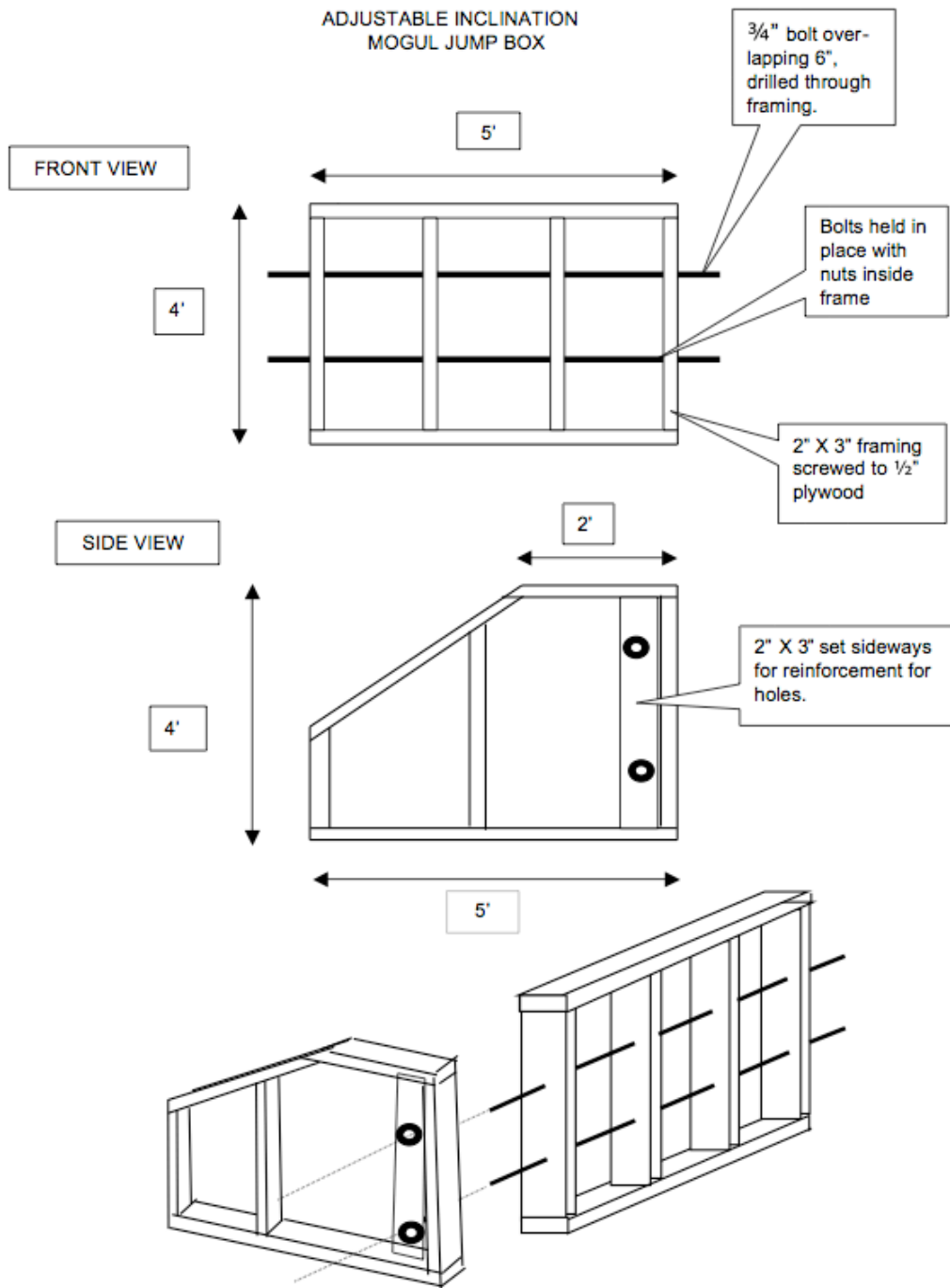
The crew using the box can carry a panel in one hand and a shovel in the other. It comes apart quickly so both jumps will be done in no time

---

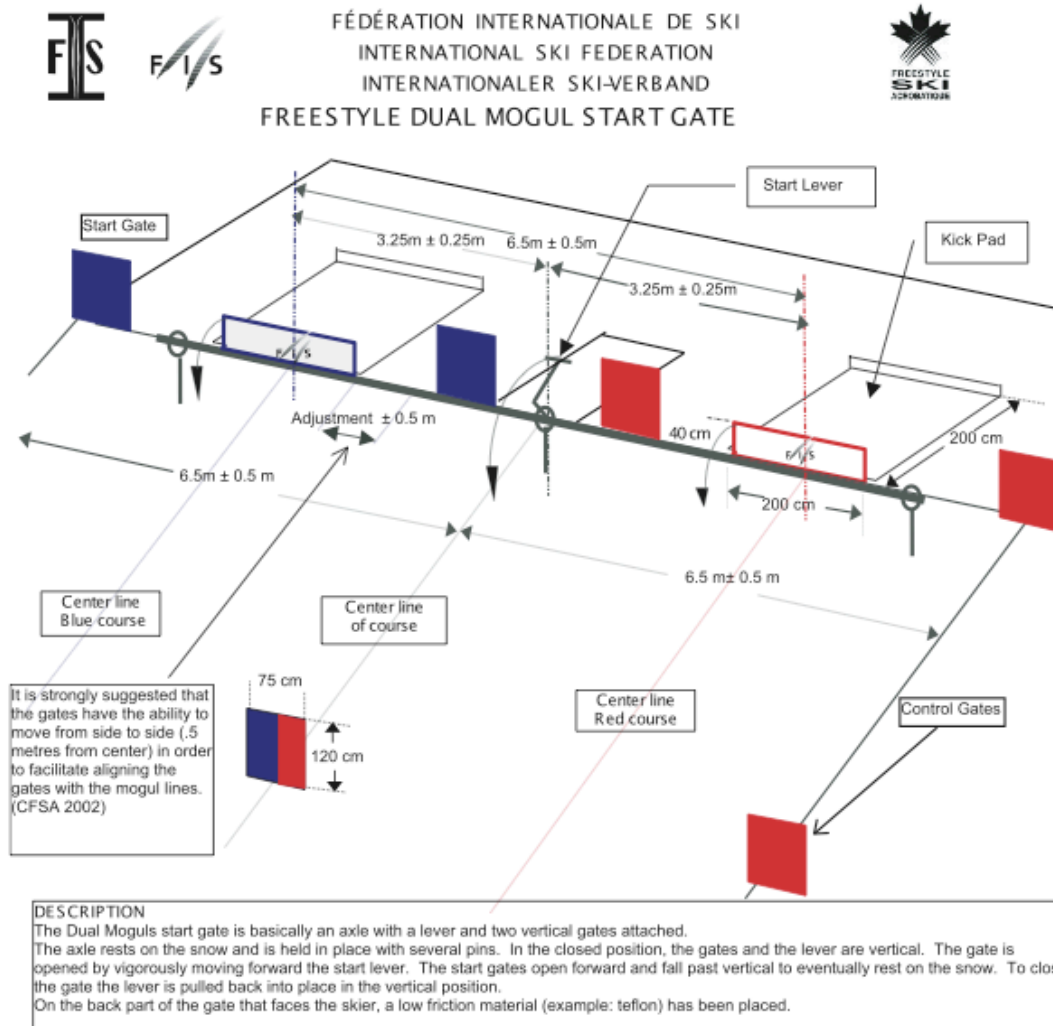
### Materials

Item	Quantity
2" wood screws	100
4' X 8' x 1/2" plywood	3 sheets
2" X 2" X 6' spruce	10
2" X 2" X 8'	2
6' X 3/4" bolt (+ washers and nuts) 2	

## Adjustable Mogul Jump Box Diagram



# Appendix H Dual Mogul Start Gate Diagram



## ICR RULE REFERENCES

### 4302.1.3 Layout of the Dual Mogul Site

Nine control gates (markers or slalom poles - maximum of 0.75m wide by 1.2m high, designating the outside of the course and center line must be located on the course at equally spaced intervals. (The width of the each track on Dual Mogul courses shall be set at  $6.5 \pm 0.5$ ) (Prague FS9805-05 Prague FSRT9805-07, Brixen FS9705-05, FSRT9705-12a, FSRT9705-13)

### 4306.4 Dual Moguls Start Device.

All start devices gates must be approved before they can be used in competition (Prague FS9805-06, Prague FSRT9805-08)

The Start Ramp shall be prepared in such a way that the competitors can stand relaxed on the starting line and can quickly reach full speed after leaving the start.

The specifications can be adjusted to the needs of the specific course.

The start gates are to be placed in the center of each of course. The gates have to open simultaneously and it must be impossible for a competitor to open the gates himself or cause the gates to lock by applying pressure to them. (Brixen FS9705-05, FSRT9705-01)

### Example:

Two hinged gates each 200 cm wide and 40 cm in height shall be attached to a horizontal pole. A start handle is attached at  $90^\circ$  to the horizontal pole in the center of the two start gates. The starting block (behind the board) must be covered with Teflon to protect the ski. The weight for each hinge gate is 15 kg. (Prague FS9805-06, Prague FSRT9805-08)

The opening system shall operate in such a way that both gates open outwards on operation of a single control mechanism. Mechanical controls are preferred over electrical ones, for reasons of reliability and portability. (Prague FS9805-06, Prague FSRT9805-08)

3043.4.4.1 The Dual Moguls Start signals shall begin with a warning from the Announcer: "Blue Course ready; Red Course ready!". The starter or gate opener shall open both gates simultaneously within 3 seconds of this announcement. Should the gates fail to open for any reason, this procedure shall be re-commenced.

3043.4.4.2 If a competitor is unable to start for any reason, the other competitor in that round has the choice whether or not to ski.



CANADIAN FREESTYLE SKI ASSOCIATION

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CANADIAN FREESTYLE SKI ASSOCIATION  
ASSOCIATION CANADIENNE DE SKI ACROBATIQUE  
808 Pacific Street  
Vancouver, BC V6Z 1C2

TEL: (604) 714-2233  
FAX: (604) 714-2232  
EMAIL: [info@freestyleski.com](mailto:info@freestyleski.com)

[www.freestyleski.com](http://www.freestyleski.com)