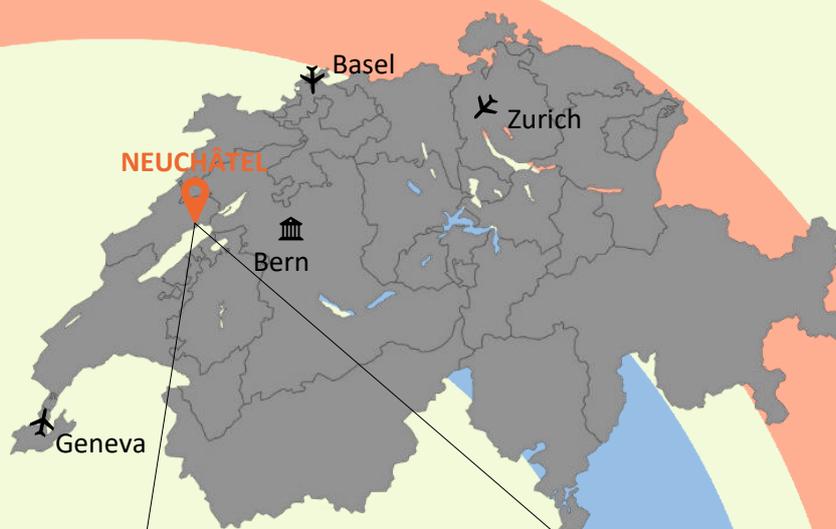


MEDIA GUIDE



**WOMEN'S WORLD FLOORBALL
CHAMPIONSHIPS 2019**
7th – 15th December
Neuchâtel, Switzerland



CONTENTS

HOW TO GET TO NEUCHÂTEL, SWITZERLAND	3
HOW TO GET TO THE VENUES IN NEUCHÂTEL	5
TRANSPORTATION IN NEUCHÂTEL	6
SITUATION PLAN	7
PATINOIRES DU LITTORAL	8
LA RIVERAINE	9
MIXED ZONE	10
PRESS CONFERENCE	10
STATISTICS	10
INTERNET	11
CATERING	11
PHOTOGRAPHERS	11
ACCREDITATION	11
GAME SCHEDULE	13
PRACTICES	14
MEDIA MATCH	14
VIDEO GUIDELINES	14
PROCEDURES AND CEREMONIES	15
HOST BROADCASTER OPERATIONS	18
WFC 2019 CHANNELS	19
CONTACTS EVENT	20
IMPORTANT CONTACTS	20
ABOUT SWITZERLAND	21
WHAT TO DO IN NEUCHÂTEL	22

HOW TO GET TO NEUCHÂTEL, SWITZERLAND

... by plane ✈

The three biggest airports in Switzerland are Geneva, Basel-Mulhouse and Zurich. The easiest way from the airport to Neuchâtel is by train. If you want to hire a car, the travel time is about 10 minutes longer than by train. Below are the normal travel times from the three airports by train. You can check your appropriate connection to your flight online under: <https://www.sbb.ch/en/> .

Geneva airport – Neuchâtel: 1h10min (direct)
 Basel airport – Neuchâtel: 1h30min (change in Olten or Biel)
 Zurich airport – Neuchâtel: 1h45min – 2h (direct or change in Zurich main station)

... by train 🚆

The easiest and most comfortable way to get from « A » to Neuchâtel is by train. You can check your appropriate connection online under: <https://www.sbb.ch/en/>.

Public transport tickets

Tickets can be booked online (<https://www.sbb.ch/en/>), at the ticket machines or at the counter. Either you buy a single-way ticket to get to Neuchâtel or you can buy a Swiss Travel Pass / Swiss Travel Pass Flex. In the table below you'll find the current prices.

Product	Price 2 nd class	Travel time
Geneva airport – Neuchâtel (one way)	42.00 CHF	1h10min
Basel airport – Neuchâtel (one way)	46.20 CHF	1h30min
Zurich airport – Neuchâtel (one way)	59.00 CHF	1h45min 2h00min
Swiss Travel Pass – 3 days	225.00 CHF	
Swiss Travel Pass – 4 days	270.00 CHF	
Swiss Travel Pass – 8 days	398.00 CHF	
Swiss Travel Pass Flex – 3 days (in 1 month)	259.00 CHF	
Swiss Travel Pass Flex – 4 days (in 1 month)	310.00 CHF	
Swiss Travel Pass Flex – 8 day (in 1 month)	445.00 CHF	

With a Swiss Travel Pass and Swiss Travel Pass Flex you have free access to over 500 museum, 50% discount on most on the mountain railways. Further information under: <https://www.myswitzerland.com/en-ch/>

... by car

Take the highway exit « Neuchâtel/Neuchâtel-Centre/Maladière ». At the first roundabout take the 2nd exit and follow the street. From the next roundabout on, the direction to the free parking spaces (limited) should be signposted. The free parking spaces are situated in walking distance, approximately three minutes to the main arena.

Free parking space (limited)		
1	Official WFC – parking space	Rue des Beaux-Arts 30, 2000 Neuchâtel
Chargeable parking space		
2	Parking La Maladière Centre (open 7 days a week from 07:00 – 24:00)	Rue Pierre-à-Mazel 10, 2000 Neuchâtel
3	Parking des Jeunes – Rives	Jeunes Rives, 2000 Neuchâtel
4	Parking Panespo	Robert-Comtesse 4, 2000 Neuchâtel



HOW TO GET TO THE VENUES IN NEUCHÂTEL

VENUES



Patinoires du Littoral

The main competition arena

Adress:

Quai Robert Comtesse 4
2000 Neuchâtel



La Riveraine

The second competition arena

Adress:

Rue du Littoral 1
2000 Neuchâtel

By public transport (train station Neuchâtel):

1. Take the Funicular railway to Neuchâtel-Université (1 stop) (Ticket costs 2.10CHF)
2. Short walk by following the signage to the arena (Patinoire du Littoral 5 minutes, La Riveraine 7 minutes)

The next bus station is Neuchâtel, Maladière (right in front of the football stadium)



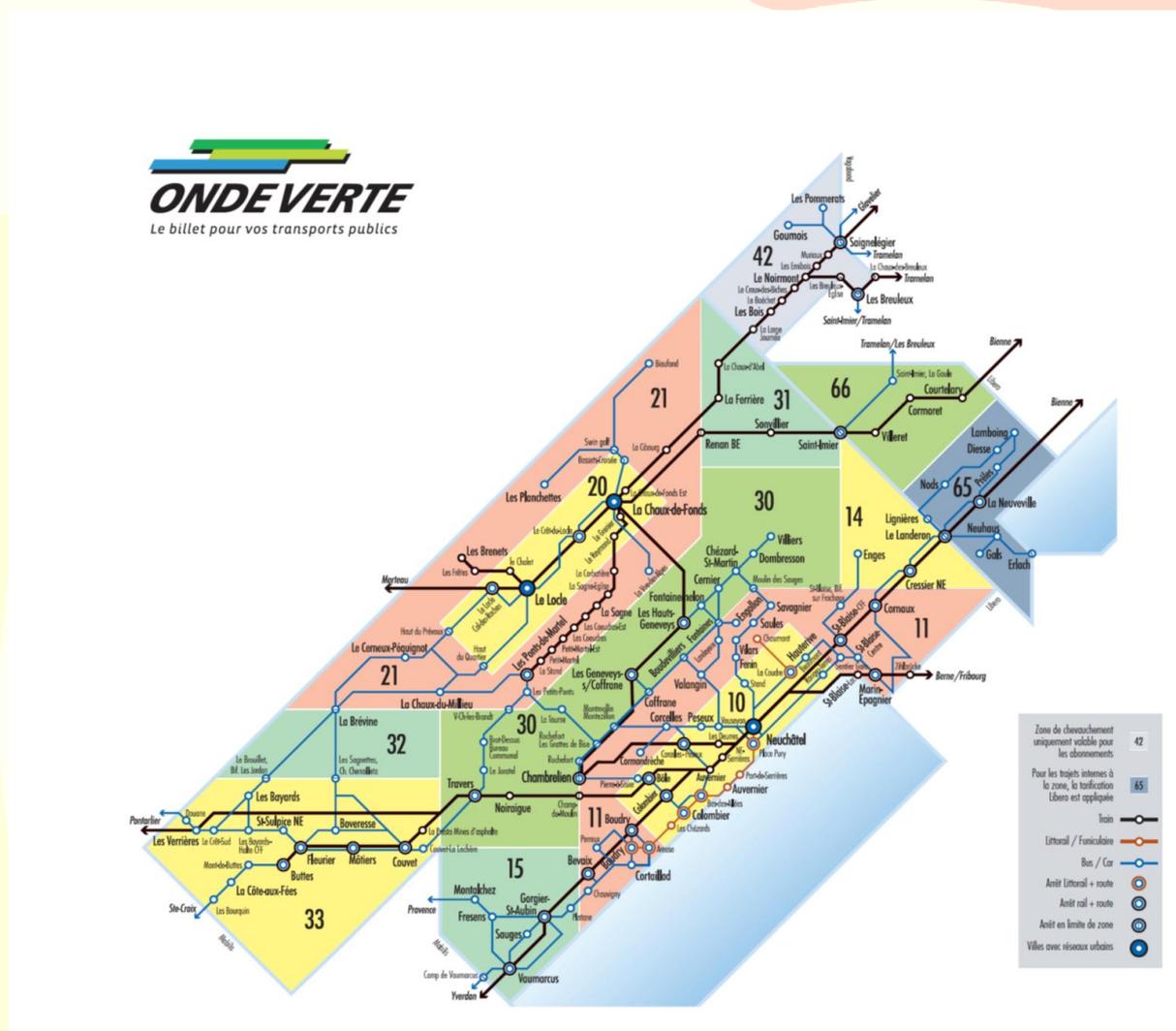
TRANSPORTATION IN NEUCHÂTEL

The easiest way to get around Neuchâtel is by foot.

If you need to take the public transportation. Normally a short distance ticket (up to 5 bus stops in zone 10 and 11) is enough. Below you see the bus ticket prices and the entire public transport network Neuchâtel and region. Further information under <https://www.transn.ch/> (only in French)

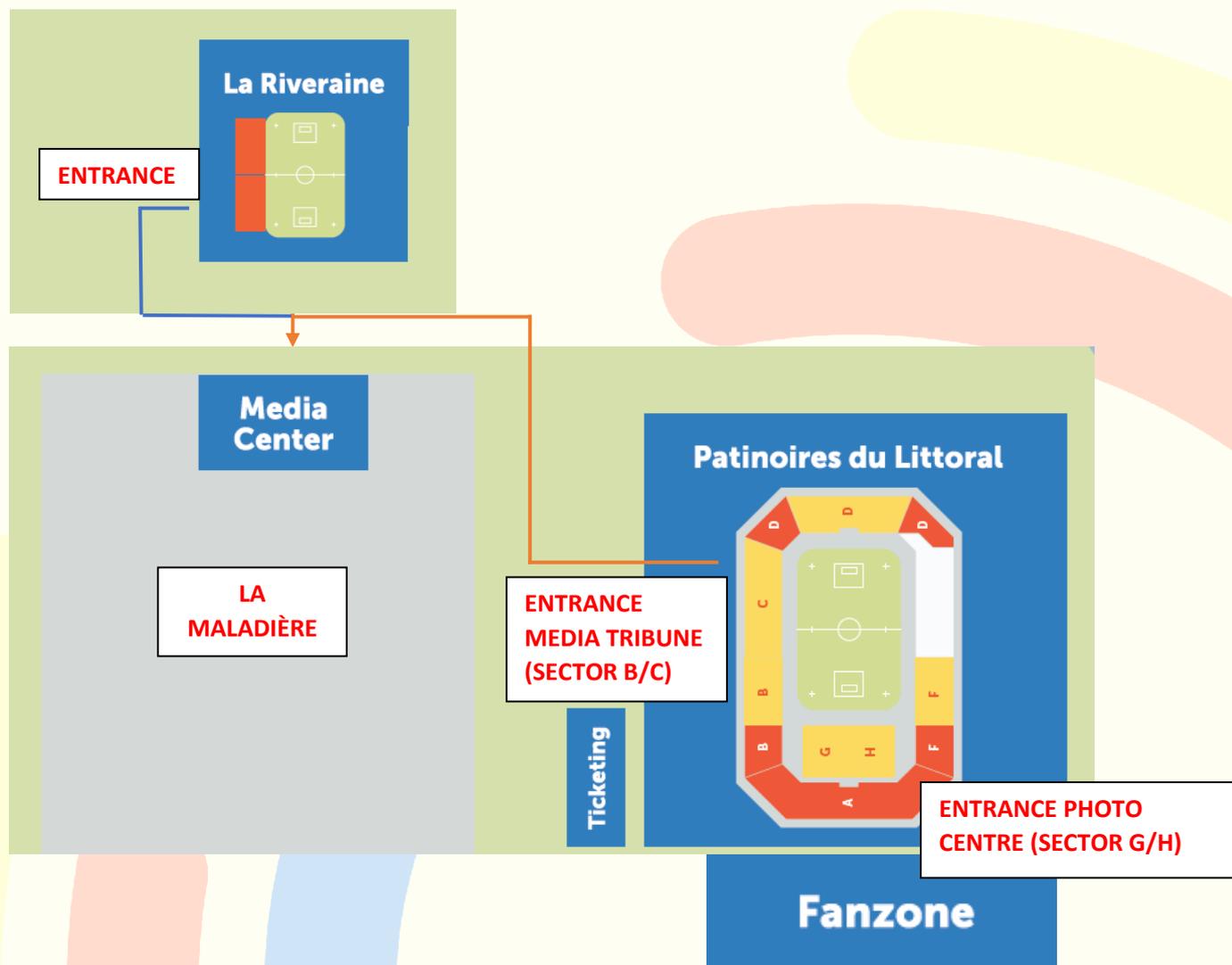
Number of zones	Full ticket (per trip)	Reduced ticket (per trip)
short distance*	CHF 2.30	CHF 2.10
1 – 2	CHF 4.20	CHF 2.10
3	CHF 6.20	CHF 3.10
4	CHF 8.20	CHF 4.10
5	CHF 10.40	CHF 5.20

*up to 5 stops on the transN Littoral network (zones 10 and 11), and up to 2 stops on the Littorail Neuchâtel - Boudry



SITUATION PLAN

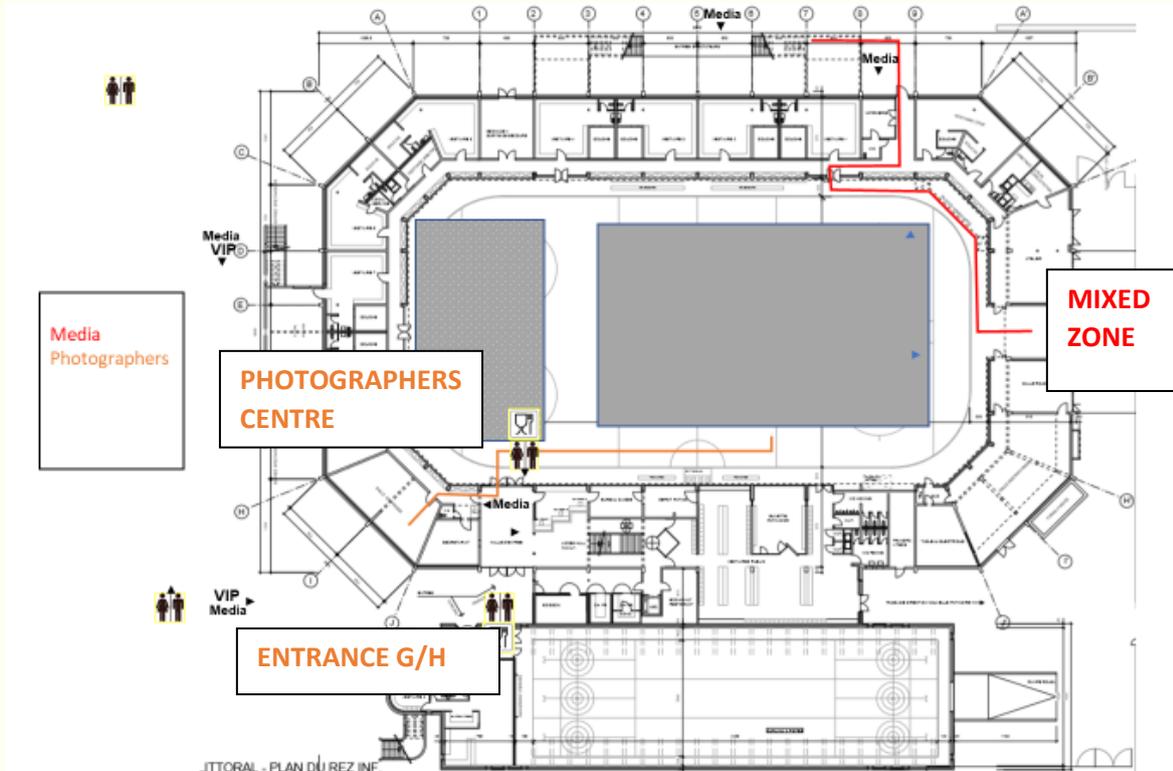
The main media centre is located in the football stadium «La Maladière» in the middle of both arenas. From the Patinoires du Littoral it is about 3 minutes to walk. In the La Riveraine there is another media centre. For the photographers in the Patinoires du Littoral, there is a room for working and upload the photos also during the breaks, see plan page 8.



PATINOIRES DU LITTORAL

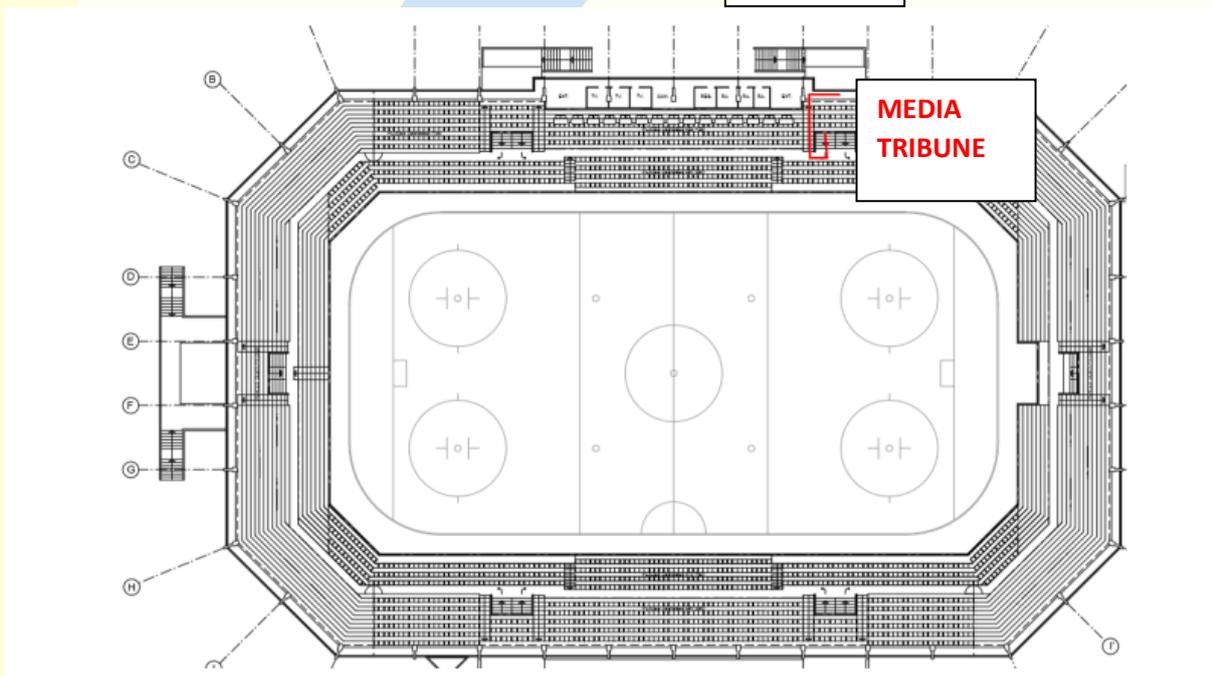
LEVEL 0

**ENTRANCE
(SECTOR B/C)**



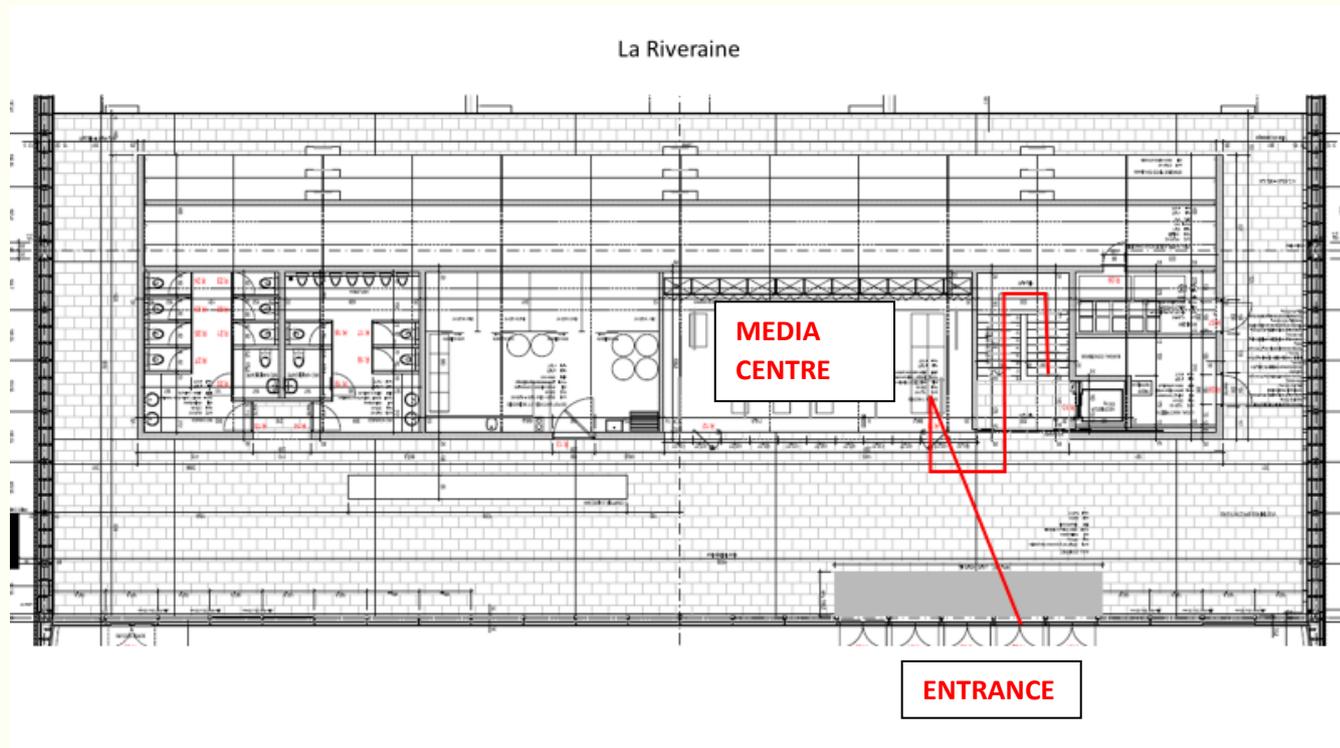
LEVEL 1

ENTRANCE

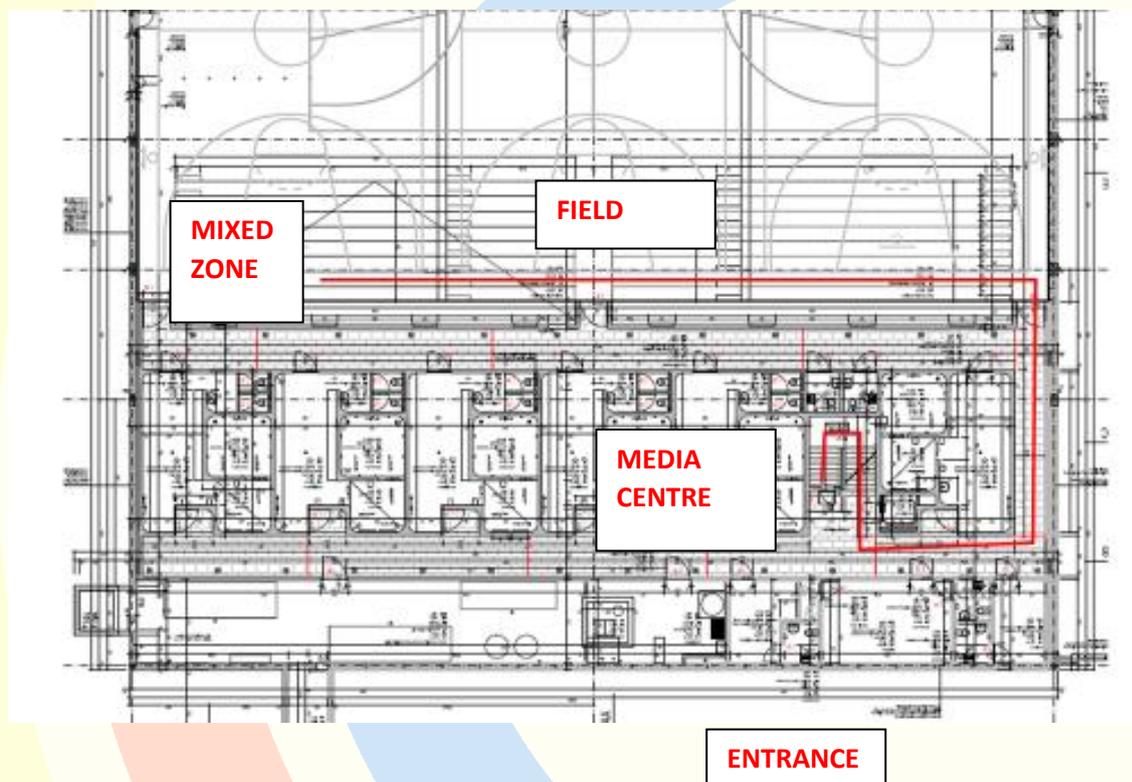


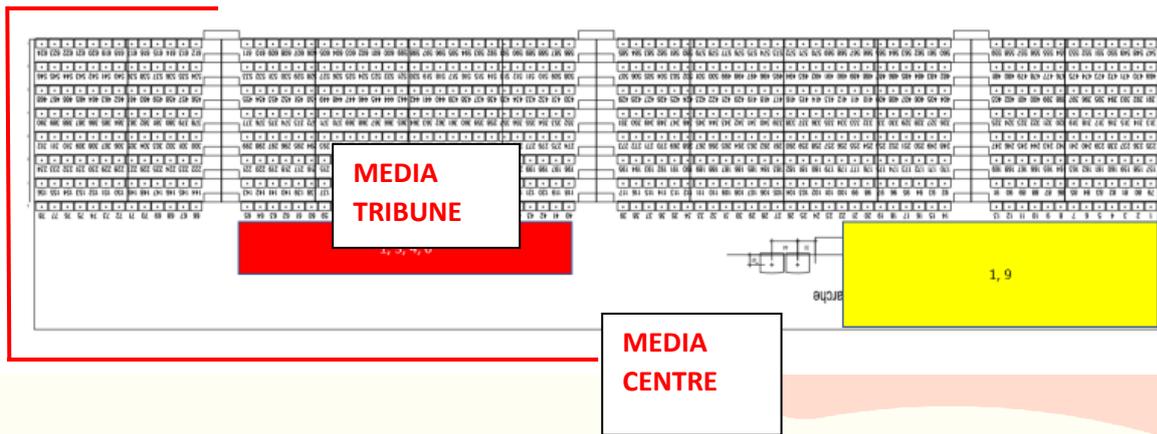
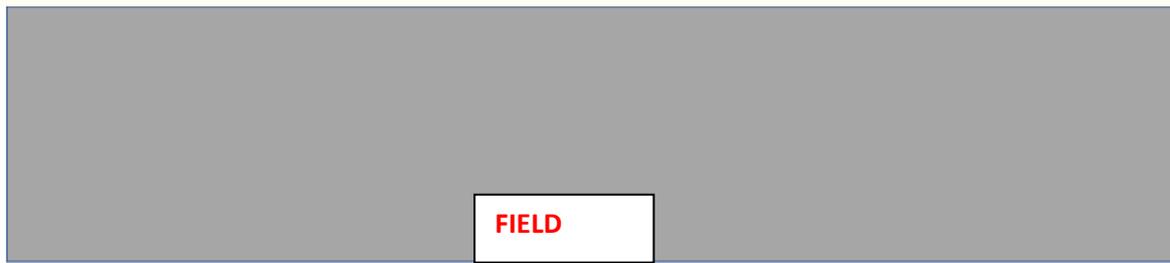
LA RIVERAINE

LEVEL 1



LEVEL 0





MIXED ZONE

The Mixed Zone for media will be arranged. The coaches and players of both teams are required to exit the court via the Mixed Zone and are taken in immediately after leaving the floor (no cooling down on the court).

Right holders have a priority to interviews in the Mixed Zone area. All pre-game and post-game interviews including the interviews during the breaks by the right holders in the Mixed Zone area must take place in the right holder's interview area or in front of the official WFC 2019 backdrops. All players are requested to wear the official playing uniform in all interviews in such cases.

PRESS CONFERENCE

There are no press conferences with coaches and players after the matches during the event. Use the Mixed zone for making all interviews you need.

STATISTICS

All tournament results and statistics in English can be found at the official web page of the WFC 2019. At the venues, statistics service is provided as paper copies of results and statistics and statistics are delivered to the media centres.



INTERNET

Following places are provided with Wi-Fi : media centre La Maladière, media centre La Riveraine, photographers centre, media tribune La Riveraine, media tribune Patinoires du Littoral.

CATERING

Complimentary water, coffee, small snacks (sandwiches, fruits and cookies) will be available in all media centres as well in the photographers centre. For lunches and dinners, in the shopping mall «La Maladière center» are restaurants as well as food shops.

PHOTOGRAPHERS

Access to photo positions is possible only with a special photo bibs. Photo bibs are granted at the media centre and are for both arenas. They must be worn at all times together with the accreditation card. Photographers are allowed to make picture only from marked photo positions. You can keep the photo bib for the entire tournament and give it back at the end of your stay at the WFC 2019.

In both arenas, the photo positions are behind the LED perimeters. Photographers are required to sit on chairs all the time.

ACCREDITATION

Media can collect their accreditation cards from the media centre in the «La Maladière». To avoid any issues, you must carry the accreditation confirmation mail with you and must present your proof of identity upon collection. Media accreditation will be valid in both playing arenas. A blanket rule – no accreditation, no access – will apply throughout the event, so please don't forget to bring your accreditation pass with you every day. Accreditation cards must be worn at all times when in the venue area with the picture side easily visible. No pins, stickers etc. should be attached to the card. This helps in keeping order and in security issues. Accreditation card is non-transferable and if lost or damaged, the holder must inform the person in the media centre immediately. In the event of this card being misused or the holder does not behave in a manner considered appropriate in conformity with the prevailing standards of decent behaviour and sporting ethics, the card will be withdrawn without prior notice and all privileges forfeited.

The IFF and the WFC 2019 LOC not liable for any damages to property, loss, injury or casualty of the accredited participants.



MEDIA ACCREDITATION ZONES

ACCREDITATION ZONES

0	Rink	5	Photo Positions
1	Organisation Areas	6	TV/Radio Areas
2	Team Areas	7	Entertainment
3	Media Areas	8	Volunteer Areas
4	Media Tribune	9	VIP Area

Zone N°3 is dedicated to the following areas:

- Media centres
- Mixed Zone

Zone N°4 is dedicated only for written press.

Zone N°5 is dedicated only for photographers.

Zone N°6 is dedicated to the commentary positions

OPENING HOURS

At the weekend, the media centre «La Maladière» will be open two hours before the first game and during the week one hour before the first game. The centre will be closed one hour after the last game is over.



GAME SCHEDULE

GAME SCHEDULE

Time and arena changes of the schedule due to TV and/or spectator reasons might be done in September



PATINOIRES DU LITTORAL

LA RIVERAINE

SAT, 7th DECEMBER

12:00	Finland - Poland	Grp A
14:45	Opening ceremony	
15:15	Switzerland - Germany	Grp A
18:15	Slovakia - Sweden	Grp B

12:00	Japan - Denmark	Grp C
15:15	Estonia - Norway	Grp C
18:15	Australia - USA	Grp D

SUN, 8th DECEMBER

10:30	Latvia - Czech Republic	Grp B
13:30	Finland - Switzerland	Grp A
16:30	Poland - Germany	Grp A

12:00	Thailand - Singapore	Grp D
15:00	Japan - Estonia	Grp C
18:00	Denmark - Norway	Grp C

MON, 9th DECEMBER

10:30	Australia - Thailand	Grp D
13:30	Slovakia - Latvia	Grp B
16:30	Norway - Japan	Grp C
19:30	Sweden - Czech Republic	Grp B

15:00	USA - Singapore	Grp D
18:00	Germany - Finland	Grp A

TUE, 10th DECEMBER

10:30	Singapore - Australia	Grp D
13:30	Denmark - Estonia	Grp C
16:30	Czech Republic - Slovakia	Grp B
19:30	Poland - Switzerland	Grp A

16:30	USA - Thailand	Grp D
19:30	Sweden - Latvia	Grp B

WED, 11th DECEMBER

10:00	3rd group B - 2nd group C	PO2
13:00	4th group A - 1st group D	PO3
***16:00	4th group B - 1st group C	PO4
19:00	3rd group A - 2nd group D	PO1

12:00	3rd group D - 4th group C	13-16:1
15:00	3rd group C - 4th group D	13-16:2

THU, 12th DECEMBER

10:00	Loser 13-16:1 - Loser 13-16:2	15th
13:00	Winner 13-16:1 - Winner 13-16:2	13th
16:00	1st group A - Winner QF4	QF1
*19:00	2nd group A - Winner PO2	QF3

12:00	Loser PO2 - Loser PO3	9-12:1
15:00	Loser PO1 - Loser PO4	9-12:2

FRI, 13th DECEMBER

10:00	Loser 9-12:1 - Loser 9-12:2	11th
13:00	Winner 9-12:1 - Winner 9-12:2	9th
16:00	2nd group B - Winner QF1	QF4
***19:00	1st group B - Winner PO3	QF2

SAT, 14th DECEMBER

11:30	Loser QF1 - Loser QF4	5-8:1
14:30	Winner QF2 - Winner QF3	Semi 1
**17:45	Winner QF1 - Winner QF4	Semi 2

10:00	Loser QF2 - Loser QF3	5-8:2
-------	-----------------------	-------

SUN, 15th DECEMBER

10:30	Winner 5-8:1 - Winner 5-8:2	5th place
13:30	Loser Semi 1 - Loser Semi 2	3rd place
16:30	Winner Semi 1 - Winner Semi 2	Final

10:00	Loser 5-8:1 - Loser 5-8:2	7th place
-------	---------------------------	-----------

*Switzerland is to play at this time if directly qualified
**Switzerland is to play at this time if qualified
***Sweden is to play at this time if directly qualified
****Slovakia to play their PO match at this time if qualified



PRACTICES

Generally, the practices are closed for media and public (except IFF and LOC representatives). All teams need to be available for media for up to 15 minutes after each training session. If a team decides to open some practice for media or public (e.g. school visits), it is up to each team.

Teams are obliged to go through the Mixed Zone after the practice in playing arenas on the 6th December 2019. The plan for these practices is as follows:

Time	Patinoires du Littoral	La Riveraine
10:00-11:00	Switzerland	
11:00-12:00	Finland	Thailand
12:00-13:00	Poland	Japan
13:00-14:00		Norway
14:00-15:00		Denmark
15:00-16:00	Czech Republic	USA
16:00-17:00	Germany	Australia
17:00-18:00	Slovakia	Singapore
18:00-19:00	Sweden	Estonia

MEDIA MATCH

Media match will be played on Friday 13th December at 21:30 – 22:30 in the Patinoires du Littoral. Don't forget to take your floorball equipment with you.

More information and applications for the media game will be given at the media centre La Maladière during the WFC 2019.

VIDEO GUIDELINES

MEDIA GUIDELINES FOR IFF EVENTS: VIDEO FILMING (EDITION 2018)

In order to protect the IFF's TV and marketing rights, the following rules apply:

1. When a match is in progress, it is not allowed to do live publishing of the field of play (FOP)* to Facebook, Instagram, Twitter, Snapchat, or to any other social media platforms nor websites. If you wish to use match footage, you can use material from the IFF YouTube channels. This footage must always include the IFF logo watermark (in the bottom right hand corner) – you must not edit or crop it from the material.
2. It is permitted to video the FOP for a maximum of 30 seconds to use with published video (NOT LIVE VIDEOS). You must add a link to IFF YouTube. One single clip can be the maximum of 30 seconds, meaning you can film more than one 30-second clip and use it. However, you can't have more than 3 minutes of self-filmed material of the FOP per a published video clip. If you wish to use more than 3 minutes, you need to apply for a permission from the IFF.
3. It is permitted to use the FOP (even when a match is in play) as a background for interviews. This includes taking a selfie video of yourself talking, but you need to be visible on the video at all times.
4. You can use the material on IFF YouTube to make video clips. The match footage used in each clip can be no longer than 45 seconds in total. These video clips can be posted to any



platform and must credit the IFF for the material as well as provide a link to IFF continuous clip can be a maximum of 45 seconds, however, there can't be more than 6 minutes of material of the FOP per a published video clip. If you wish to use more than 6 minutes, you need to apply for a permission from the IFF.

YouTube channel One

5. Filming / live publishing of match warm-ups and ceremonies is allowed. The warm-up and ceremonies includes all of the time the teams are on court prior to match play beginning, including the national anthems. At the end of the match it includes the rewarding of the best players and possible medal ceremonies. It does not include any match play.

6. The embedding and sharing of material from the IFF YouTube channels is permitted and highly recommended When you embed or share material by the IFF you must clearly state that the material is owned and created by the IFF. You must not take credit for yourself.

7. Only accredited photographers are allowed to the specially marked photographer zones

8. Photographers are NOT allowed onto the field of play, except when given direct permission to do so by the IFF &/or LOC .

9. Only the designated LOC photographer is allowed onto the field of play for the post-match player award ceremony. The rules in this document are effective in all IFF Events. The IFF has the right to enforce additional guidelines and change the rules for single events as necessary. Please follow all instructions given to you by the LOC and IFF. Any breaking of the above rules or failure to follow IFF / LOC instructions could result in your media accreditation being cancelled. * Field of play (FOP) consists of the rink where the play itself happens as well as the substitution benches

PROCEDURES AND CEREMONIES

PATINOIRES DU LITTORAL AND LA RIVERAINE

Pre-game procedure

Time	Activity
T-60'	Court ready
T-45'	Teams enter arena
T-20'	Team's line up
T- 15'	Teams leave the court
T-8'	Start staging of walk-in
T-7'15"	Walk-in Teams (home team first)
T-6'	National anthem away team
T-4'30"	National anthem home team
T-3'	Shakehands, team motivation
T-1'45"	Starting 6 away team
T-1'	Starting 6 home team
T-0'15"	Ready to play
T - 0	Start of the game

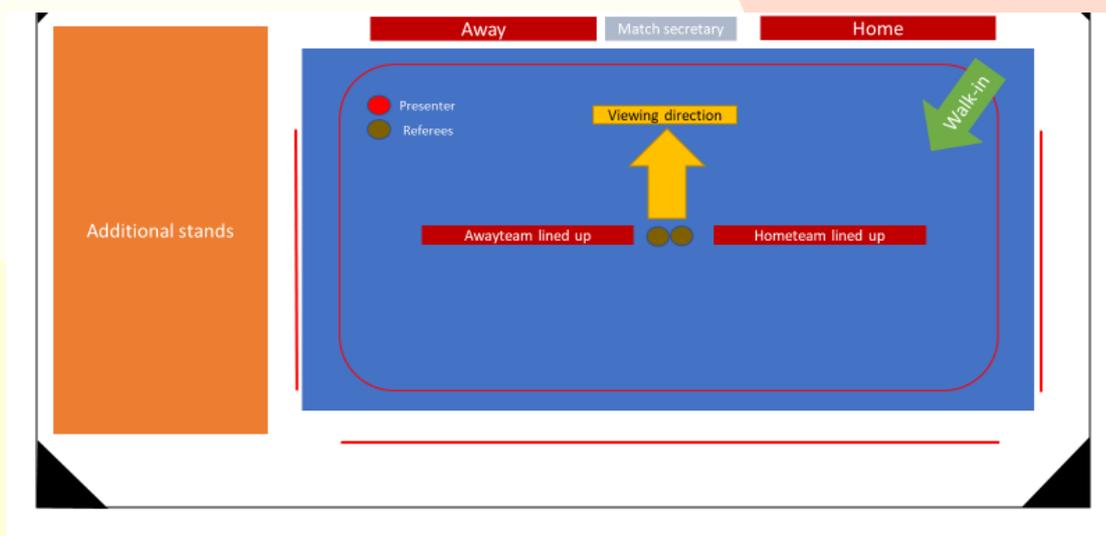
Breaks

- Patinoires du Littoral: 10minutes during the week and 15 minutes at the weekend
- La Riveraine: 10 minutes

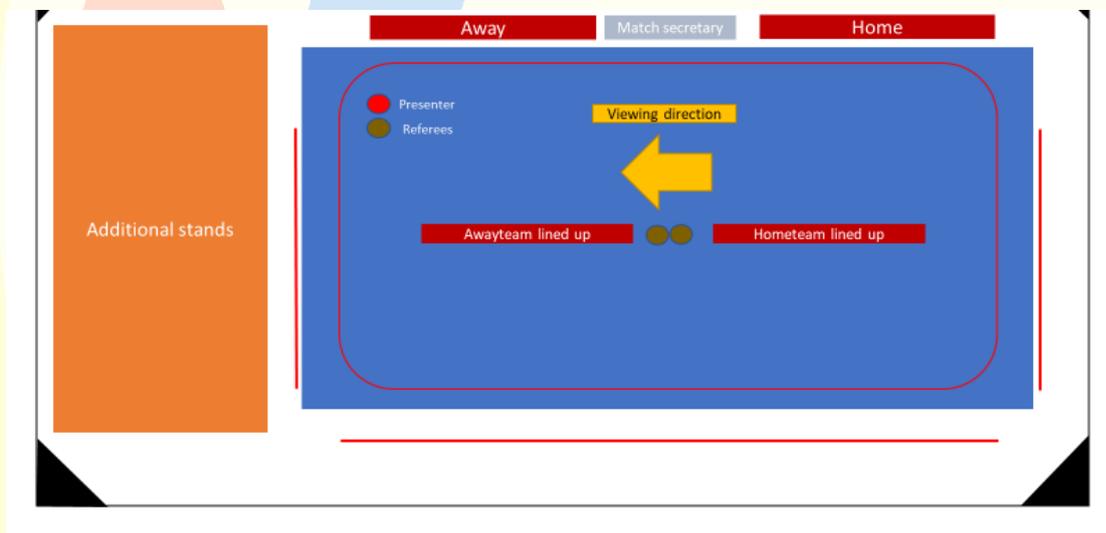
Post-game procedure

Time	Activity
T	Games finished
T+1	Awarding best player away team
T+2	Awarding best player home team
T+3	Handshake teams
T+5	Teams leaving court

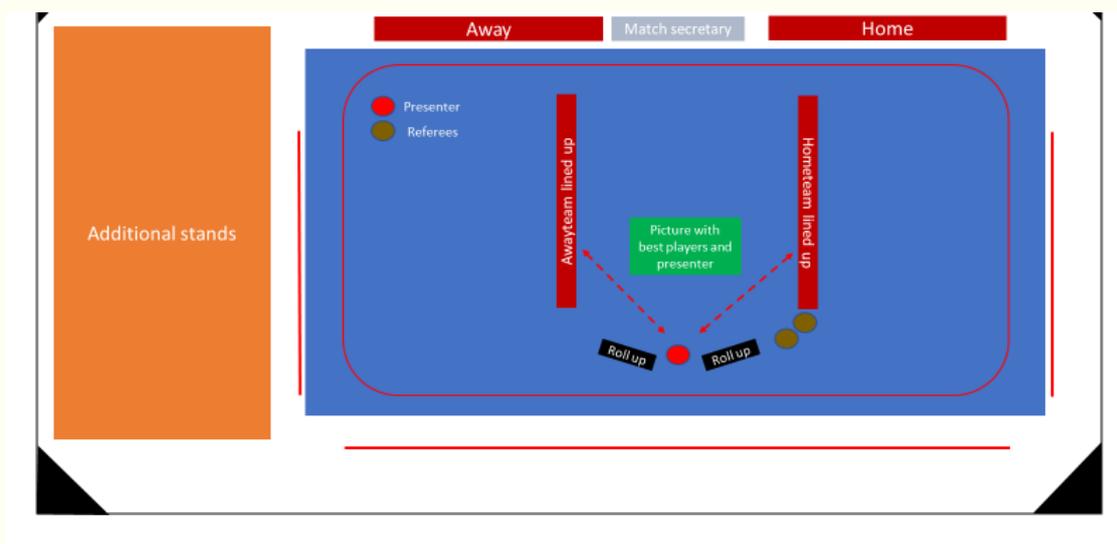
WALK IN



NATIONAL ANTHEMS

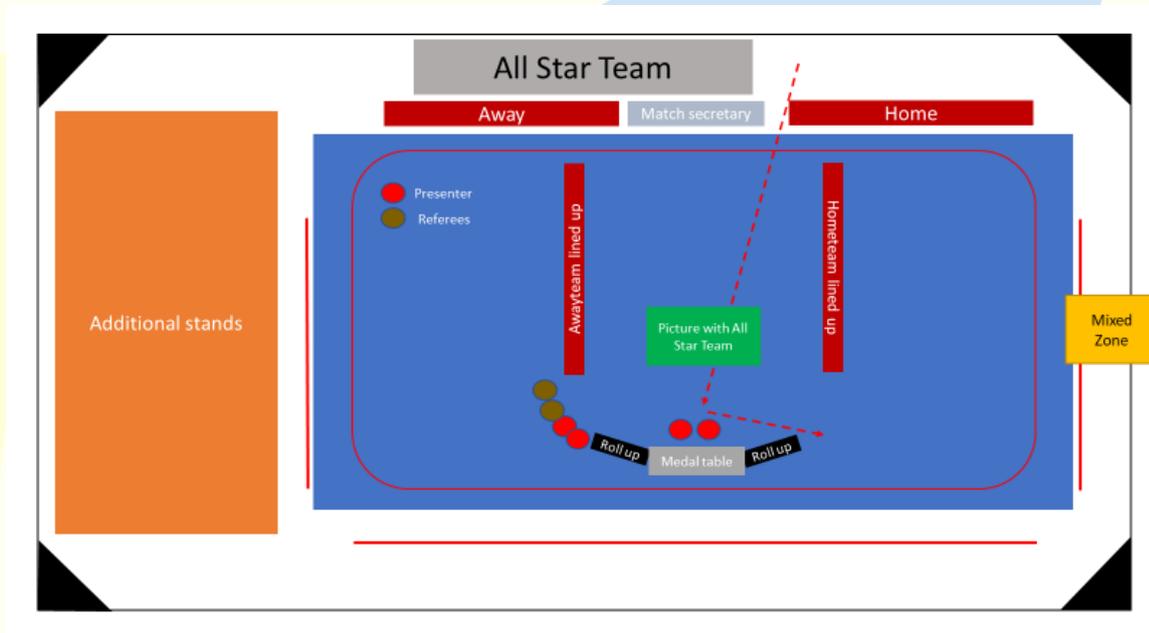


BEST PLAYERS

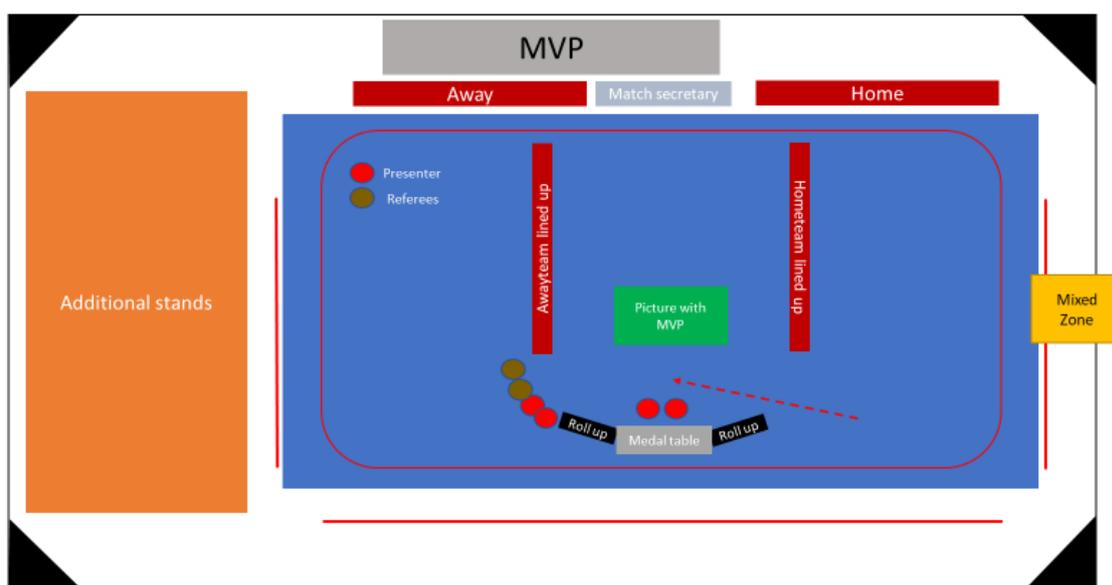


Best player of each team will be awarded after every game. The best players of each match will be interviewed by the LOC. Be aware that only official IFF/LOC photographers are allowed on the court to take photos of the best player ceremony. This photo will be placed to event Flickr.

ALL STAR TEAM AND MVP



Media representatives will be asked to nominate WFC 2019 ALL Star Team. Media All Star forms could be picked up at the media centre «La Maladière». Forms should be delivered back to the media centre not later than at the end of the first break of the final game on 15th December. In addition to WFC 2019 All Stars team, the IFF Golden Floorball Shoe MVP prize will also be awarded.



MEDAL CEREMONIES

Guidelines for medal ceremonies will be given at the media centres during the event.

HOST BROADCASTER OPERATIONS

PRODUCTION OF THE INTERNATIONAL FEED

Pregame feed starts 10 minutes before face-off: opening sequence, venue and arena presentation, national anthems, presentation of key players, statistical feedbacks etc.

Intermission feeds: slow motion package, period highlights, statistics of the game's aspects

Post-game feed: live ceremonies, statistics of the game, game highlights, closing sequence

MATCH REPLAY/HIGHLIGHTS/INTERVIEWS

A full replay of all matches from the event will be available on YouTube within 1-2hrs after the match ends, as well as highlights and player interviews.

WFC 2019 CHANNELS



**WOMEN'S WORLD FLOORBALL
CHAMPIONSHIPS 2019**
7th – 15th December
Neuchâtel, Switzerland

LIVE INTERNET STREAMING

All matches will be streamed live on the IFF YouTube Channel 1:
www.youtube.com/iffchannel

WFC Facebook:

www.facebook.com/worldfloorballchampionships

IFF Facebook:

www.facebook.com/IFF.Floorball

Official Event website:

www.neuchatel2019.ch

IFF Flickr:

www.flickr.com/photos/IFF_Floorball

WFC Twitter:

twitter.com/iffwfc

IFF Twitter:

twitter.com/IFF_Floorball

WFC Instagram:

[instagram.com/iffwfc](https://www.instagram.com/iffwfc)

IFF Instagram:

[instagram.com/iff_floorball](https://www.instagram.com/iff_floorball)

SOCIAL MEDIA (#floorball #wfcneuchatel #floorballized)

IFF MOBILE APPLICATION

The IFF Mobile App will be used during this event. It includes match, player & team information. Live scores, videos, and an event guide. Guess the scores and win Unihoc prizes.

Android: Download the free app from Google Play

iOS: Download the free app from iTunes App Store



**WOMEN'S WORLD FLOORBALL
CHAMPIONSHIPS 2019**
7th – 15th December
Neuchâtel, Switzerland

CONTACTS EVENT

LOC

Marion Kaufmann Head of communication

media@neuchatel2019.ch / +41 79 245 49 14

Reto Gyger TV coordinator

info@neuchatel2019.ch / +41 79 384 49 66

IFF

Mari Myllarinen/Merita Bruun IFF Media contact

media@floorball.sport

Micael Fasth TV coordinator

micael.fasth@tv4.se / +46 703 238 670

IMPORTANT CONTACTS

Emergency: 112

Hospital neuchâtelois

Pourtalès

Rue de la Maladière 45

2000 Neuchâtel

Tel. +41 (0)32 713 30 00

Website : <https://www.h-ne.ch/contact/pourtales>

Tourist Information

Neuchâtel Tourismus

Hotel des Postes

CH-2001 Neuchâtel

Tel. +41 (0)32 889 68 90

E-Mail: info@ne.ch website: <https://www.j3l.ch/en/Z10488/neuchatel-tourism>



**WOMEN'S WORLD FLOORBALL
CHAMPIONSHIPS 2019**
7th – 15th December
Neuchâtel, Switzerland

ABOUT SWITZERLAND

Population: 8.5 Million (2018)

Capital: Bern

Official language: German

French

Italian

Rhaeto-Romanic

Time: Central European Summer Time (GMT + 2h)

Country Code: +41

Currency: CHF (Swiss francs)

1CHF ≈ 0.92 EUR (01.10.2019)

1CHF ≈ 1.00 USD (01.10.2019)

1CHF ≈ 9.92 SEK (01.10.2019)

1CHF ≈ 23.62 CZK (01.10.2019)



WHAT TO DO IN NEUCHÂTEL

Neuchâtel is easy to navigate by foot, bicycle, public transport, or car. It'll enchant you with its elegant yellow-ochre buildings and its privileged location at the largest entirely Swiss lake. Yellow limestone lights up and brightens the whole city. Neuchâtel's old town has many traditional shops where one can buy fine jewelry, local cheeses and some of Switzerland's world-famous chocolate.



Shopping hours (generally)

Monday – Friday: 08:00 – 19:00 (Thursday some shops stay open until 20:00)
Saturday: 16:00 (closing time vary)
Sunday: closed (except shops at the main station)

The Coop in the train station is open from 05:00-24:00 daily

The Maladière Center (right next to the two arenas)
opening hours:

Monday – Friday: 08:00* – 19 :00
Thursday: 08 :00* – 20 :00
Saturday: 08 :00* – 18 :00

*Only Coop, all the other shops from 08 :30 on

Address: Rue Pierre-à-Mazel 10, 2000 Neuchâtel

Many shoppers take the short train ride to Bern to enjoy the wide choice of shops in the capital city.

Museum visit

Art and History Museum
Laténium (Museum of archaeology)
Centre Dürrenmatt
Ethnographic Museum
Natural History Museum

Castle and Collegiate Church

Built in the late 10th century, the Castle not only gave birth to the city at the foot of its ramparts, but also gave the city its name: Novum Castellum (new castle). Proudly enthroned on their hill, the Castle and the 12th-century Collegiate Church are Neuchâtel's undisputed icons. From the ramparts of the castle, visitors can always admire the stunning view of the city's rooftops, the lake and the Alps.



**WOMEN'S WORLD FLOORBALL
CHAMPIONSHIPS 2019**
7th – 15th December
Neuchâtel, Switzerland

Funiculaire la Coudre – Chaumont:

The ideal outing if you want to see Neuchâtel from above! A 13-minute ride on the funicular takes you up 570 meters: at the top, you'll have a panoramic view of the Three Lakes Region and the Alpine chain.

Prices: Adults	4.20CHF
Children (6-16 years old):	2.20CHF

Adress: Rue de la Dîme 5 2000 Neuchâtel

More useful information in and around Neuchâtel you'll find under:

<https://www.j3l.ch/en/>