In order to complete this schedule as a ‘form’ please protect the document, in order to make additions/slight changes please unprotect the document.

**Please note that schedules will only be accepted when submitted in the provided format of the Official FEI Draft Schedule.**

**Event** : **CSI3\*** **Place**: **PORTO**

 **Indoor:** **[x]  Outdoor:** **[ ]**

**Date**: **8th – 11th December 2011** **NF**: **Portugal**

**STATUS:** CSIO5\* [ ]  CSI5\*-W [ ]  CSIYR-A [ ]  CSI5\* [ ]

 CSIO4\* [ ]  CSI4\*-W [ ]  CSIJ-A [ ]  CSI4\* [ ]

 CSIO3\* [ ]  CSI3\*-W [ ]  CSIP [ ]  CSI3\* [x]

 CSIO2\* [ ]  CSI2\*-W [ ]  CSICh-A [ ]

 CSIO1\* [ ]  CSI1\*-W [ ]  CSIV-A [ ]

 CSIOYR [ ]  CSIAm-A [ ]

 CSIOJ [ ]  CSIU25-A [ ]

 CSIOP [ ]

 CSIOCh [ ]  Championship [ ]  Games [ ]

 Other [ ]

CSIYH1\* [ ]  CSIYH2\* [ ]

**(Please place an “X” in the appropriate box. Please note that Young Horse classes – 1\*/2\* are approved by the NF but if these classes are organised together with a Higher Level Event, the details of these classes must be included in the schedule of the Higher Level Event. Please refer to Annex I of this schedule for Prize Money requirements)**

**GENERAL CONDITIONS**

This event is organised in accordance with:

- FEI Statutes, 22nd edition, effective 15th April 2007, updates effective 1st January 2011

- FEI General Regulations, 23rd edition, effective 1st January 2009, updates effective 1st January 2011

- FEI Veterinary Regulations, 12th edition, effective 5th April 2010, updates effective 1st January 2011

- The Rules for Jumping Events and its Annexes, 23rd edition, effective 1st January 2009, updates effective 1st January 2011, and if applicable the Rules for the FEI World Cup™ Jumping Events

- CSI/CSIO requirements (For all CSI events in Europe and Worldwide – except for CSIO and Amateur events) <http://www.fei.org/Disciplines/Jumping/Organisers/Pages/Draft_Schedules.aspx>

- CSI requirements for North America (Canada, Mexico and USA) <http://www.fei.org/Disciplines/Jumping/Organisers/Pages/Draft_Schedules.aspx>

- CSI 3\*, 4\* invitation system (Europe) and 5\* invitation system (Worldwide)

- Equine Anti-Doping and Controlled Medication Regulations (EADCMR)*,* 1stEdition, effective 5th April 2010, updates effective 1st January 2011

- FEI Anti-Doping Rules for Human Athletes (ADRHA), based on the 2009 revised Code, effective 1st January 2011

- All subsequent published revisions, the provisions of which will take precedence.

- An arbitration procedure is provided for in the FEI Statutes and General Regulations referred to above. In accordance with this procedure, any appeal against a decision rendered by the FEI or its official bodies is to be settled exclusively by the Court of Arbitration for Sport (CAS) in Lausanne, Switzerland.

- It is the responsibility of NFs to ensure their participants are of the correct age.

\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*

**THE APPENDIX (13 PAGES) IS PART OF THIS APPROVED AND SIGNED SCHEDULE AND MUST BE DISTRIBUTED TO ALL OFFICIALS AND NFs AND IS AVAILABLE TO OTHERS UPON REQUEST**

**The following signature must be printed in the schedule**

Approved by the FEI, Lausanne, on 09th November 2011

John P. Roche

FEI Director Jumping

Director FEI World Cup™ Jumping

**This schedule is approved, provided the corrections and additions as made by the FEI have been made. The National Federation and Organising committee are obliged to ensure that the mandatory sections in the approved schedule are forwarded to guest NFs and Officials for their information.**

**Furthermore, the entire schedule, as approved by the FEI, must be published by the event’s OC on the event’s website.**

**N.B. All text in GREEN must be carefully noted by Organising Committees and NF and be deleted from the schedule before printing, ONLY after the final approval of the FEI.**

**NOTICE FOR ALL INTERNATIONAL EVENTS**

**Any competitions other than those covered in the Rules for Jumping Events must be approved by the FEI before they may be added to the schedule**

**Schedules for CSI Cat. A for Ch/J/YR/V, CSI-P, CSIs 3\*, 4\*, 5\*, CSIOs, CSI-Ws, Championships and Games are approved by the FEI.**

**Schedules for these events must be sent by the NF concerned to the FEI Headquarters for approval, at least 16 weeks before the event is due to take place.**

**Final approval of the draft schedule by the FEI, in accordance with Art. 115.1, denotes only that the contents conform to the FEI Statutes, General Regulations and Rules. By no means does this entail implicit acceptance of any liability by the FEI for any damages to third parties caused by the Organising Committee and its officials, athletes, owners and horses.**

**Please note that it is no longer possible to include Young Horse classes within a normal CSI, any classes for Young Horses must figure as a separate CSIYH event run in conjunction with a normal CSI.**

**IMPORTANT**

**The Definite schedule must be sent to the FEI Headquarters by the NFs concerned, no later than 4 weeks before the start of the event. Schedules received after this deadline will not be accepted.**

**For all CSIs, please submit the schedule as well as the results to:**

**philippe.maynier@fei.org**

**For all CSIOs, CSI-Ws and Championships, please submit the schedule as well as the results to:**

**marysa.zoureli@fei.org**

1. **GENERAL INFORMATION**
2. **DETAILS OF EVENT (Art. 420.1, 445)**

DATE (dd/mm/yy): 08/12/2011 – 11/12/2011

PLACE: Porto COUNTRY: Portugal

Website: www.csiporto.com

Contact Details Show Ground:

Address: EXPONOR – Feira Internacional do Porto

 4450-617 – Leça da Palmeira – Portugal

 Telephone: (+351) 917 595 104

Please add a brief summary of your venue’s accessibility details (directions by road, nearest airport / train station).

**GPS COOR. 41º11’58.51’’N – 8º41’31.89’’W**

More information about the localization of the event under point VI.10 bellow

1. **ORGANISER**

Name: GOON – Sport Events,Lda.

Address: Rua Sousa Aroso 556 2º Esq. frente

 4450-287 - Matosinhos – Portugal

Telephone: (+351) 917 595 104 Fax: (+351) 220 196 084

Email: info@csiporto.com Website: [www.csiporto.com](http://www.csiporto.com)

1. **ORGANISING COMMITTEE (Appendix A GR)**

Honorary President Mr. Francisco Lobo Guedes (POR) – (In Memoriam)

Event Director Mr. Gonçalo Portal (POR)

Members Mrs. Teresa Portal (POR)

 Mr. Filipe Pimenta (POR)

 Mr. João Reinas (POR)

Show Secretary Mrs. Diana Cunha (POR)

 Mrs. Paula Castro Lima (POR)

1. **EVENT DIRECTOR**

Name: Mr. Gonçalo Portal (POR)

Address: Rua Sousa Aroso,556 2º Esq. Frente

 4450-287 - Matosinhos – Portugal

Telephone (+351) 91 935 87 41 Fax (+351) 220 196 084

Email gportal@csiporto.com

1. **HONORARY COMMITTEE**

Exmo. Sr. Ministro da Presidência

Exmo. Sr. Secretário de Estado do Desporto e Juventude

Exmo. Sr. Secretário de Estado do Turismo

Exmo. Sr. Presidente da Câmara Municipal de Matosinhos

Exmo. Sr. Presidente da Câmara Municipal do Porto

Exmo. Sr. Governador Civil do Distrito do Porto

Exmo. Sr. Presidente do Instituto do Desporto de Portugal

Exmo. Sr. Presidente do Turismo de Portugal

Exmo. Sr. Presidente do Turismo do Porto e norte

Exmo. Sr. Presidente da CCDR-N

Exmo. Sr. Presidente da AEP

Exmo. Sr. Presidente da Federação Equestre Portuguesa

Exmo. Sr. Presidente do Centro Hípico do Porto e Matosinhos

1. **OFFICIALS (refer to Memo on following pages)**
2. **GROUND JURY : (Art. 144, 149, 259.1)**

President: Mr. Joao Bourbon (POR) INT

Member Mr. Daniel Balbino Gonzalez Alvarez (ESP) INT

Member Mrs. Ana Jordão (POR) INT

Member Mr. João Gilbert Reinas (POR) INT CAND

1. **FOREIGN JUDGE : (Art. 148, 259.1)**

Name : Mr. Daniel Balbino Gonzalez Alvarez (ESP) INT

Email : daniel\_balbinog@hotmail.com

1. **FOREIGN TECHNICAL DELEGATE : (Art. 152, 153, 446)**

**(Compulsory only for FEI World Cup™ Finals, Championships and Games and appointed by the FEI)**

Name: (Name and nationality)

Email:

1. **COURSE DESIGNER (Art. 151, 259.5.1)**

Name: Mr. Bernardo Costa Cabral (POR) INT3\*

Email address: bsccabral@yahoo.com

**Assistant Course Designer** **Only an FEI CD may be mentioned.**

Name: (Name and nationality)

1. **APPEAL COMMITTEE : (Art. 150, 160, 259.3)**

President: (Name and nationality)

Email:

Members: (Name and nationality)

 (Name and nationality)

1. **CHIEF STEWARD : (Art. 155, 244.5, 259.6 and manual for Stewards)**

Name: Mr. Antonio Lopes Mateus (POR)

Email:

1. **ASSISTANT STEWARDS :**

Name: Mr. Pedro Paixão (POR)

Name: Mr. Armando Rebelo (POR)

Stable Manager: Mr. Gian Andrin Schmid (POR)

1. **FEI VETERINARY DELEGATE : (Art. 154, 259.4.2, 1003, 1007)**

Name: Dr. Mário Barbosa (POR)

Email: Mariobarbosa@dgv.min-agricultura.pt

 **OR**

**VETERINARY COMMISSION : (Art. 154, 259.4.1, 1003, 1008)**

President: (Name and nationality)

Foreign Veterinary Delegate: (Name and nationality)

Associate Member: (Name and nationality)

**Memo concerning Officials and Prize Money requirements**

To establish the star level of an event, please refer to the fixed exchange rate available on the FEI Website, <http://www.fei.org/Disciplines/Jumping/Results/Documents/conversion%20rates.pdf>

**CSI3\***

Ground Jury: The President and two Members must be at least International Judges

Foreign Judge: One member of the Ground Jury must be nominated in the schedule as Foreign Judge and must be International Judge (The FJ is considered as a Member of the GJ)

Course Designer: Must be at least an International Course Designer

Appeal Committee: The Appeal Committee is optional. If appointed by the OC, one Member at least must be either an active or a retired International Jumping Judge

Chief Steward: Must be selected from the FEI Directory List of Chief Stewards for Jumping

FEI Vet Delegate: Must be selected from the FEI Directory

Prize Money: CHF 150’000.- to 249’999.- (Please refer to Annex I of this Draft Schedule for full details of Prize money in your respective currency)

**CSI4\***

Ground Jury: The President and two Members must be International Judges

Foreign Judge: Must be at least International Judge and appointed by the FEI (The FJ is considered as a Member of the GJ)

Course Designer: Must be at least International Course Designer

Appeal Committee: One Member at least must be either an active or a retired International Jumping Judge

Chief Steward: Must be selected from the FEI Directory List of Chief Stewards for Jumping

FEI Vet Delegate: Must be selected from the FEI Directory

Prize Money: CHF 250’000.- to 499’999.- (Please refer to Annex I of this Draft Schedule for full details of Prize money in your respective currency)

**CSI5\***

Ground Jury: The President and two Members must be International Judges

Foreign Judge: Must be at least International Judge and appointed by the FEI (The FJ is considered as a Member of the GJ)

Course Designer: Must be at least International Course Designer

Appeal Committee: One Member at least must be either an active or a retired International Jumping Judge

Chief Steward: Must be selected from the FEI Directory List of Chief Stewards for Jumping

FEI Vet Delegate: Must be selected from the FEI Directory

Prize Money: CHF 500’000.- and above (Please refer to Annex I of this Draft Schedule for full details of Prize money in your respective currency)

**CSI Cat A (Young Rider, Junior, Children, Amateur, Veteran) / CSI-P**

Ground Jury: The President must be at least International Judge, one Member must be at least International Candidate Judge

Foreign Judge: One member of the Ground Jury must be nominated in the schedule as Foreign Judge and must be at least International Candidate Judge (The FJ is considered as a Member of the GJ)

Course Designer: Must be at least International Candidate Course Designer

Appeal Committee: The Appeal Committee is optional. If appointed by the OC, one Member at least must be either an active or a retired International Jumping Judge

Chief Steward: Must be selected from the FEI Directory List of Chief Stewards for Jumping

FEI Vet Delegate: Must be selected from the FEI Directory

Prize Money: Must be offered Young Athletes, Juniors, Veteran and Amateurs (Please refer to Annex I of this Draft Schedule for full details of Prize money in your respective currency)

**CSIO 1\* to 5\***

Ground Jury: Composed of one President and three Members, the President and two Members must be at least International Judges

Foreign Judge: (The FJ is considered as a Member of the GJ)

 For 3\* to 5\*: must be at least International Judge and appointed by the FEI

 For 1\* & 2\*: must be at least International Judge

Course Designer: Must be at least International Course Designer

Appeal Committee: One Member at least must be either an active or a retired International Jumping Judge

Chief Steward: Must be selected from the FEI Directory List of Chief Stewards for Jumping

Vet. Commission: Compulsory, one President and two Members must be selected from the FEI Directory

Prize Money: **CSIO3\*/CSIO2\* Promotional level**

Prize money minimum CHF 15’000.- for the FEI Nations Cup competition.

 **CSIO4\* Promotional level**

 Prize money minimum CHF 30’000.- for the FEI Nations Cup competition

 **CSIO5\* Promotional level**

 Prize money minimum CHF 80’000.- for the FEI Nations Cup competition.

 **CSIO5\* FEI Nations Cup Top Level**

 Prize money minimum EUR 200’000 for the Grand Prix.

 (Please refer to Annex I of this Draft Schedule for full details of Prize money in your respective currency)

**CSIO YR, J, P, Ch**

Ground Jury: Composed of one President and three Members: the President and two Members must be at least International Judges

Foreign Judge: Must be at least International Judge (The FJ is considered as a Member of the GJ)

Course Designer: Must be at least International Course Designer

Appeal Committee: One Member at least must be either an active or a retired International Jumping Judge

Chief Steward: Must be selected from the FEI Directory List of Chief Stewards for Jumping

FEI Vet Delegate: Must be selected from the FEI Directory

 (Please refer to Annex I of this Draft Schedule for full details of Prize money in your respective currency)

**CSI-W**

Officials: Please comply with the FEI World CupTM Rules

Prize Money: Please comply with the FEI World CupTM Rules

(Please refer to Annex I of this Draft Schedule for full details of Prize money in your respective currency)

1. **SPECIFIC TECHNICAL CONDITIONS** **(Art. 201, 202)**
2. **VENUE** :

The event will take place: [x]  indoors [ ]  outdoors

1. **COMPETITION ARENA (Art. 201):**

Dimensions: 80m x 40m

Type of Footing: Silica Sand with Geo-Textile (Mr. Poels)

1. **PRACTICE ARENA :**

Dimensions: 60m x 20m

Type of Footing: Silica Sand with Geo-Textile (Mr. Poels)

1. **STABLES :**

Size of boxes 3 m x 3 m **(minimum 3m x 3m)**

1. **INVITATIONS** **(Art. 115, 250, 251.1)**

**For CSI5\*, 4\* and 3\*, please comply with the relevant Invitation Systems available in the Appendix. Please note that the details below must be completed for each CSI separately (eg. A schedule for a CSI3\*/CSIJ-A must list the numbers first for the CSI3\* and then after for the CSIJ-A).**

Number of NFs invited: 36

NFs invited: **ARG; AUS; AUT; BEL; BRA; CAN; CHI; COL; DEN; ESP; FIN; FRA; GBR; GER; GRE; HUN; IRL; ITA; JOR; JPN; LIE; LUX; MAR; MEX; MLT; MON; NED; NOR; PHI; POL; RSA; SUI; SWE; UKR; USA; VEN**

Reserve NFs: All Others

Total number of athletes: ±90

Number of home athletes: ±36 (40%) **(% for** **CSI4\*/3\*)**

Number of foreign athletes: ±54 (60%) **(% for** **CSI4\*/3\*)**

Number of athletes per NF: 1, 2, 3, 4 or 5

Number of horses per athlete: 3

Number of athletes per team:       **(only for CSIOs)**

Number of Individual athletes per NF, if applicable:       **(only for CSIOs)**

OC Wild Cards: 14 **(only for CSI5\***/**4\*/3\*)**

FEI Wild Cards: 2 **(only for CSI5\***/**4\*/3\*)**

The Rolex Rankings number **128**, established three months prior to this event, will be used for the invitation of athletes. **(only for CSI4\*/CSI3\*)** 

 Athletes are invited by the Organising Committee through their NF.

One groom per athlete.

1. **ENTRIES** **(Art. 116, 251)**

**All Athletes & Horses participating in any International competition must be registered with the FEI.**

Entries in Principle: 15th November 2011

Nominated Entries: 15th November 2011

 **(compulsory for Championships & Games, must not be used for CSIO events)**

Definite Entries: 25th November 2011 **(should be as close as possible to the Horse Inspection)**

Last date for substitutions **(Art. 251.4)**: 2nd December 2011 **(latest one hour before the Horse Inspection)**

Entry fee per horse: € 400,00 (INCL. VAT)

Stabling fee per horse:

**Total fee per horse:** € 400,00 (INCL. VAT)

**The total charge of the combined entry and stabling fee (inclusive of VAT) must not exceed the established fee for the respective category of event. Please refer to Annex I of this Draft Schedule for full details on entry fees in your respective currency.**

MCP Fee: **(for group I & II)** Nil **(included in entry fee)** [ ]  CHF 12.50[x]

Entries have to be sent to:

GOON – Sport Events ,Lda.

Address: Rua Sousa Aroso 556 2º Esq. Frente

 4450- 287 - Matosinhos – Portugal

 Telephone: (+351) 220 196 083

 Fax: (+351) 220 196 084

E-mail: **info@csiporto.com** **with cc:** **jreinas@csiporto.com**

In order to be fully accepted, entries must be paid in advance after the confirmation of the Definite Entries by the O.C.

**Account Details:**

**IBAN:PT50 0010 0000 3943 0950 0015 2**

**BIC: BBPIPTPL**

**Organising Committees may include the following in the schedule:**

 **“NB: Withdrawals after the date of definite entries or no-shows will be held liable to reimburse the OC for the actual financial loss incurred by the OC (i.e. stabling and hotel expenses) as a result of the late withdrawal or no-show.”**

NB : Withdraws after the date of definite entries (25th November 2011) or no-shows will be held liable to reimburse the OC a basic 400€ by horse through the Organizing Committee or his own National Federation for the actual financial loss incurred by the OC as a result of the late withdrawal or no-show.

**IMPORTANT - Entry forms must include the following information on:**

**Horse/Pony:** • name • date of birth • breed • country of birth • stud-book initials

• (FEI) Passport number • colour • sex • name(s) of owner(s)

**Athlete:** • name • gender • date of birth • FEI ID number

1. **FACILITIES OFFERED (Art. 132, 133)**
2. **ATHLETES**

Hotel: **Name, star rating (3\*/4\*/5\*), address, tel. no.**

**Sheraton Porto Hotel & SPA 5\*** (7km away from the showground)

Accommodated (bed and breakfast) from       to       at OC [ ]  Athletes [x]  expense

Meals: at the expense of OC [ ]  Athletes [x]  from       to      . (**where**      ).

1. **GROOMS**

Requests for accommodation must be sent with entries.

Cost of accommodation will be at the cost of OC [ ]  Athletes [x]  from       to      .

Meals: at OC [ ]  Athletes [x]  expense from       to       (**where**      ).

**OCs must provide sufficient sanitary and showering facilities, with hot and cold water for male and female grooms. These must be regularly maintained in a proper state of cleanliness.**

1. **HORSES**

Transport expenses to be paid by:

The OC [ ]  at       per km.

The Athlete [x] .

For events in Europe, stabling is free of charge.

Outside Europe, stabling to be paid by OC [ ]  or Athlete [ ]  at       per stable.

The OC **will not** charge a manure disposal fee.

1. **ADDITIONAL FEES**

All further fees (i.e electricity, etc.) must be listed hereunder with the details of the amounts to be charged. These must have received FEI Approval before being included in the published schedule. **Only fees approved by the FEI and listed in the approved schedule can be charged by the OC.**

**As stabling is limited, extra tack-boxes or additional boxes for not competitive horses will only be provided if requested and authorized in advance by the O.C., at a fee of 300 € for every extra stable.**

1. **WELCOME**

The time and date of arrival of athletes and horses and their means of transport must be given to the OC in order to assist them on arrival.

The horses will be stabled in 3 x 3m portable boxes and welcomed since Tuesday, the 6th December 2011, on Gate (Entrada D – Expositores). All horses must leave until 19.00 o’clock of Monday, the 12th December 2011.

**ARRIVAL TIMES:**

**Tuesday 6th: 09:00 to 20:00 / Wednesday 7th: 09:00 to 15:00**

• The stable manager will direct the lorry parking as from arrival.

• Horses must be stabled in the boxes assigned to them on the show ground.

• Horses may not be unloaded on their arrival without the authorisation of the

Stable Manager.

• Stables must be mucked out daily and dirty bedding and rubbish placed in

the special containers.

• Further supplies will be provided daily according to instructions & prices

available on arrival.

• Horses may not leave their boxes without the official show starting number.

1. **LOCAL TRANSPORTATION - ARRANGEMENTS FROM HOTEL TO SHOWGROUNDS**

**Please provide details**

There will be a shuttle service available for officials and riders, between the Showground, the Official Hotels and the Porto Airport.

1. **ADVERTISING AND PUBLICITY ON ATHLETES AND HORSES (Art. 136.1-2)**

The Athletes**are** authorised to carry the logo of their personal sponsor on the saddle cloth in accordance with Art. 256.3 and 257.3 of the FEI Rules for Jumping. The Chief Steward will check that the advertising and publicity on Athletes and horses complies with these Articles.

1. **MISCELLANEOUS**
2. **GENERAL CLASSIFICATION AT THE END OF THE COMPETITIONS**

**Full information on all special prizes for example:**

Leading athlete award – Not Applied

Best foreign athlete - Not Applied

Best home athlete – Not Applied

Team awards – Not Applied

1. **PRIZE - CLASSIFICATION (Art. 126, 127, 128)**

**Details of system to determine the leading athlete etc. Any other details pertaining to prize distribution.**

Not Applied

1. **PRIZE GIVING CEREMONY**

**Please indicate in the schedule the number of athletes to present themselves for the prize-giving ceremony of each competition.**

The owner of the winning horse is invited to the prize giving ceremony for the Grand Prix.

The prize distribution ceremony will take place shortly after the ending of each competition. The riders placed in the first 5 places should be ready at the entrance of the main arena and follow the instructions of the stewards.

1. **DEDUCTIONS FROM PRIZE MONEY**

**Full details of any deductions from prize money must be outlined in the schedule.**

**This includes government taxes. If it is necessary for OCs to deduct such taxes, they must provide participants with an official form indicating the amount of tax deducted.**

In accordance with the Portuguese Income Tax Law, the Organizing Committee will retain a percentage, established by law, over the amount of the prizes.

**Deductions:**

Single Persons:

Category B 21,5%

Non Residents 21,5%

National and Non Residents without Receipt

Document and without a Fiscal regime

more favourable: 50%

Non Residents without Receipt Document

with a fiscal regime more favourable: 35%

The values of the prize-money are all presented before taxes, due to different percentages applied.

The payment of the prize money will be conditioned by the presentation of the following documents:

 Receipt or documents accepted by the Fiscal Administration or ID Card or Passport and the Fiscal Identification Number of the respective country or from the EU.

The payment will only be made after the Organizing Committee has received these documents

1. **INSURANCES**

**Details pertaining to insurance of athletes, horses etc. Responsibility of OC for damages, fire, theft etc.**

All owners and athletes are personally responsible for damages to third parties caused by themselves, their employees, their agents or their horses. They are therefore strongly advised to take out third-party insurance providing full coverage for participation in equestrian events at home and abroad, and to keep the policy up to date.

All participants must make sure that their personal insurance for third party responsibilities, accidents, illness, etc. are valid.

* For the activity performed.
* For the country in which the activity is performed.

In the case of a competitor’s insurance not being valid, he will not be covered by the third party responsibility of the Organiser.

On the other hand, the horses, the material or the tack of the riders, remain totally under their responsibility and custody during the show.

All the repatriation costs caused by any accident will remain under the responsibility of the participant.

The Organising Committee and its officials are not responsible for material and corporal damages caused by accidents occurring to participants, horses or employees, including the damages to vehicles, belongings, tack and stable accessories and other objects (including thefts, losses, fire, floods and other accidents).

As a consequence, the participants renounce to any legal procedure against the organiser.

1. **SAFETY CUPS**

**Please state the name of the FEI approved safety cup manufacturer providing safety cups for the event. The list of approved safety cups is available on the following link:**

<http://www.fei.org/disciplines/officials-organisers/organisers/jumping/technical-info>

Name of Manufacturer: CARO - Cardinali & Rothenberger GMBH

1. **TIMING DEVICE**

**Please state the name of the FEI approved timing device manufacturer providing timing device for the event. The list of approved timing devices is available on the FEI website under Jumping/Technical Info.**

Name of Manufacturer: **ALGE** Model: **TdC8001** FEI report No. **22020007A**

1. **ENTRY RIGHT TO SHOWGROUNDS (Art. 132, 1005)**

**Please list the persons with right of entry to the show grounds (owners, grooms, athletes, and/or other)**

Owners (2 per horse), riders, grooms, and officials will receive credential that enables to circulate freely within all show areas.

1. **DOCTOR / MEDICAL SERVICE**

Name: Dr. Mario Castro Lima (POR) Telephone: (351) 91 760 67 57

1. **FARRIER**

Name: Mr. Jose Oliveira (POR) Telephone: (351) 96 251 94 24

Services given by the doctor, veterinary and farrier will be at the expense of the rider, owner or person responsible for the horses

1. **LOCALIZATION – GPS COOR. 41º11’58.51’’N – 8º41’31.89’’W**

|  |
| --- |
| http://www.equus.exponor.pt/versao_english/conteudos/informacoes/imagens/mapa-portugal.gif**Approaching from the South on Motorway A1**Enter Porto across the Arrabida or Freixo bridges. On the ring road of Porto (Via de Cintura Interna - VCI), take the Francos exit, following signs to Valença, Viana and the Leixões sea harbour. Take the IC 1 northwards for about 4.5 km until you pass a flyover with the Leixões harbour on your left. Exit immediately after the flyover, following signs to Leça da Palmeira. Follow the signs to EXPONOR.**Approaching from the North on Motorway A3**Immediately after the toll, exit onto the IC24 road following signs for Maia and "Aeroporto" (Airport). Continue straight on, driving eastwards, for several kilometres following signs to Matosinhos until you join the IC 1 road. A further 3 km south you will see the EXPONOR buildings on your right. Take the next exit, following the sign to Leça da Palmeira. Follow the signs to EXPONOR.  |
|  |
|  |
| Distances (in km):  |
|

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| AveiroBejaBragaBragançaCastelo BrancoCoimbraÉvoraFaroGuarda | 7045549209259116356568208 |   | LeiriaLisboaPortalegreSantarémSetúbalViana do CasteloVila RealViseu | 1773043292403497394132 |

 |



1. **VETERINARY MATTERS (Art. 280, 1004.2, 1005, 1011)**
2. **HORSE INSPECTION**

Date (dd/mm/yy): 07/12/2011 Time: 15:30h

**All horses taking part at this event must be presented during the first horse inspection otherwise they are not permitted to participate.**

**NEW – EQUINE INFLUENZA VACCINATION**

**All horses taking part must be vaccinated as per the FEI Vet. Regs. Annex VI (except events taking place in NZL and AUS) updated 1st September 2009.**

**All information regarding the Equine Influenza is available on our website, under the link:**

<http://www.fei.org/veterinary/vaccinations-and-health-requirements>

1. **SHOW VETERINARIAN:**

**(The Show Veterinarian may never be the same person as the FEI Veterinary Delegate)**

Name: Dr. Joao Crespo (POR)

Address: Rua Adriano Correia de Oliveira, 141

 4430-757 Avintes - Portugal

Telephone (+351)917 506 040 Fax (+351)935 060 402

E-Mail amvclinica@netcabo.pt

1. **CUSTOMS FORMALITIES**

**Name of horse Transport Company representing the OC, required customs documents, border crossing points, times of opening etc.**

Address: Nuno Braamcamp

 Av. 24 de Julho, 52 – 2º Drtº

 1200 LISBOA - PORTUGAL

Telephone: (351) 213 920 240 Fax: (351) 213 907 758

1. **HEALTH REQUIREMENTS FOR THE ENTRY OF HORSES**

**Details on compulsory health tests and, where applicable, quarantine periods and protocol, etc. PLEASE APPEND SPECIMEN IMPORT LICENCES WHICH WILL BE APPLIED TO HORSES ATTENDING THIS EVENT. In case of doubt or problems, please contact the FEI Veterinary Department as soon as possible.**

Valid International Certificate for animal transportation as referred to in chapter I of the Annex to Directive 77/489/EEC.

1. **MEDICATION CONTROL LABORATORY**

**Details of FEI Approved Laboratory appointed to carry out analyses on samples collected at this event. (Vet. Regs. Art. 1021). The list of approved Laboratories and further information is available on the FEI website.**

Name: Horseracing Forensic Laboratories (HFL) Sport & Science

 Att.: Dr Steve Maynard

 Quotient Biosearch Limited

Address: Newmarket Road

 Fordham

 Cambridgeshire CB7 5WW

 United Kingdom

Telephone: +44-1638 724 406 Fax: +44-1638 724 407

Email: SMaynard@hfl.co.uk

***TO BE PUBLISHED VERBATIM IN ALL SCHEDULES***

 **THE FEI CODE OF CONDUCT**

FOR THE WELFARE OF THE HORSE

The Fédération Equestre Internationale (FEI) expects all those involved in international equestrian sport to adhere to the FEI’s Code of Conduct and to acknowledge and accept that at all times the welfare of the horse must be paramount and must never be subordinated to competitive or commercial influences.

1. At all stages during the preparation and training of competition horses, welfare must take precedence over all other demands. This includes good horse management, training methods, farriery and tack, and transportation.
2. Horses and Athletes must be fit, competent and in good health before they are allowed to compete. This encompasses medication use, surgical procedures that threaten welfare or safety, pregnancy in mares and the misuse of aids.
3. Events must not prejudice horse welfare. This involves paying careful attention to the competition areas, ground surfaces, weather conditions, stabling, site safety and fitness of the horse for onward travel after the event.
4. Every effort must be made to ensure that horses receive proper attention after they have competed and that they are treated humanely when their competition careers are over. This covers proper veterinary care, competition injuries, euthanasia and retirement.
5. **The FEI urges all involved with the sport to attain the highest levels of education in their areas of expertise.**

A full copy of this Code can be obtained from the Fédération Equestre Internationale, HM King HusseinI Building, Chemin des Délices 9, 1006 Lausanne, Switzerland. Telephone: +41 21 310 47 47. The Code is available in English & French. The Code is also available on the FEI’s website: [www.fei.org](http://www.fei.org).

**C O M P E T I T I O N S**

**International competitions should not start before 08:00 and should not finish after 23:00.**

**Preliminary Time-Table**

1st day, 8th December 2011 (Competitions No 1, 2 and 3)

2nd day, 9th December 2011 (Competitions No 4, 5 and 6)

3rd day, 10th December 2011 (Competitions No 7, 8 and 9)

4th day, 11th December 2011 (Competitions No 10 and 11)

**TOTAL AMOUNT OF PRIZE MONEY : € 113.000,00**

+ value prize in kind (if applicable)

Name of Class Amount

\* \* \* \* \* \* \* \* \* \* \* \* \* \* \*

Competition No 1 Small Class € 3.000,00

Competition No 2 Medium Class € 5.000,00

Competition No 3 Big Class € 23.000,00 **RR**

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Competition No 4 Small Class € 3.000,00

Competition No 5 Medium Class € 5.000,00

Competition No 6 Special Class Masters € 10.000,00

\* \* \* \* \* \* \* \* \* \* \* \* \* \* \*

Competition No 7 Small Class € 3.000,00

Competition No 8 Big Class € 23.000,00 **RR**

Competition No 9 Special Class Knock Out € 5.000,00

\* \* \* \* \* \* \* \* \* \* \* \* \* \* \*

Competition No 10 Medium Class € 5.000,00

Competition No 11 Grand Prix € 28.000,00 **RR**

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**IMPORTANT**

**The value of the 1st prize must not exceed 1/3 of the total prize money distributed for the competition. The minimum number of prizes offered for each competition must be allocated on the basis of one prize for every commenced four Athletes, with a minimum of five prizes. The total amount of prize money shown for each Competition in the schedule must be distributed. (GR Art 127, 128)**

**The retail value of all prizes in kind must be mentioned as well as detail of model, type and special features for cars.**

**Instructions for breakdown of prize money:**

* **Maximum 1/3 of the total prize money for the competition to the winner.**
* **Break down for 1st to 8th place (at least) in a reasonable descending order of distribution must be listed in the Schedule.**
* **The minimum amount the last placed competitor receives must be indicated in the Schedule.**
* **Minimum 25% of competitors must receive prize money (one prize for every four starters), however minimum 5 prizes if there are 20 or fewer athletes taking part in the competition.**
* **The FEI has the right to alter the amounts proposed for distribution if the necessity arises.**

**FIRST DAY : Thursday, 8th December 2011 DATE : 8/12/2011**

**COMPETITION No 1 – Small Class** (will start at 12:00h)

**Table A against the Clock -** (Without Jump Off)

FEI Article(s) 238.2.1

Jump-off (if any) No

Speed 350 m/min

Obstacles height 1,30 m (approx)

Number of horses per rider 1

**Total prize money** (gross amount) € 3.000,00

1st; € 750,00 / 2nd; 600,00 / 3rd; 450,00 / 4th; 300,00 / 5th; 210,00 / 6th; 180,00 / 7th; 150,00 / 8th; 120,00 / and 240€ to be divided between the following placed horses with max 90,00 € and min 30,00 € per horse.

Last prize (min): € 30,00

**COMPETITION No 2 – Medium Class** (will start at 17:00h)

**Two Phases –** Both Phases Table A against the Clock

FEI Article(s) 274.5.3

Jump-off (if any) No

Speed 350 m/min

Obstacles height 1,40 m (approx)

Number of horses per rider 1

**Total prize money** (gross amount) € 5.000,00

1st; € 1.250,00 / 2nd; 1.000,00 / 3rd; 750,00 / 4th; 500,00 / 5th; 350,00 / 6th; 300,00 / 7th; 250,00 / 8th; 200,00 / and 400€ to be divided between the following placed horses with max 150,00 € and min 50,00 € per horse.

Last prize (min): € 50,00

**COMPETITION No 3 – Big Class (Qualifying for Comp. 6+11)** (will start at 21:00h)

*This competition counts for the 2011 FEI Rolex Ranking*

**Table A against the Clock with 1 Jump Off against the Clock**

FEI Article(s) 238.2.2

Jump-off (if any) 1 Jump Off against the Clock

Speed 350 m/min

Obstacles height 1,45 m

Number of horses per rider 1

**Total prize money** (gross amount) € 23.000,00

1st; € 5.750,00 / 2nd; 4.600,00 / 3rd; 3.450,00 / 4th; 2.300,00 / 5th; 1.610,00 / 6th; 1.380,00 / 7th; 1.150,00 / 8th; 920,00 / and 1.840,00€ to be divided between the following placed horses with max 690,00 € and min 230,00 € per horse.

Last prize (min): € 230,00

**The 25 best classified riders of this competition will be qualified for Competition**

**No 11 – Grand Prix**

**SECOND DAY : Friday, 9th December 2011 DATE : 9/12/2011**

**COMPETITION No 4 – Small Class (Qualifying for Comp. 9)** (will start at 12:30h)

**Table C Speed and Handiness**

FEI Article(s) 239 and 263

Jump-off (if any) No

Obstacles height 1,30 m (approx)

Number of horses per rider 1

**Total prize money** (gross amount) € 3.000,00

1st; € 750,00 / 2nd; 600,00 / 3rd; 450,00 / 4th; 300,00 / 5th; 210,00 / 6th; 180,00 / 7th; 150,00 / 8th; 120,00 / and 240€ to be divided between the following placed horses with max 90,00 € and min 30,00 € per horse.

Last prize (min): € 30,00

**COMPETITION No 5 – Medium Class** (will start at 17:30h)

**Table A against the Clock with 1 Jump Off against the Clock**

FEI Article(s) 238.2.2

Jump-off (if any) 1 Jump Off against the Clock

Speed 350 m/min

Obstacles height 1,40 m (approx)

Number of horses per rider 1

**Total prize money** (gross amount) € 5.000,00

1st; € 1.250,00 / 2nd; 1.000,00 / 3rd; 750,00 / 4th; 500,00 / 5th; 350,00 / 6th; 300,00 / 7th; 250,00 / 8th; 200,00 / and 400€ to be divided between the following placed horses with max 150,00 € and min 50,00 € per horse.

Last prize (min): € 50,00

**COMPETITION No 6 – Special Class - Masters** (will start at 22:00h)

**Masters**

Speed 350 m/min

Obstacles height 1,45 m (approx)

Max Obstacles height in the last Round 1,70 m

Max Obstacles spread in the last Round 2,00 m

Number of horses per rider 1

**Regulations:**

According to article 260.2, competition nº 6 will be a special competition called “MASTERS”, which will be judged according to the following rules:

* Admitted Riders: The Total Number of admitted Riders is **10**, according to the following criteria:

1. The Winner of the CSI-3\* Porto 2010 Masters

2. The best-classified foreign rider of the Rolex Rankings nr 128, competing at the event

3. The best-classified home rider of the Rolex Rankings nr 128, competing at the event

4. The remaining riders will be qualified following the classification of competition nº 3.

* If any rider among those qualified for this competition “MASTERS” decides not to take part, his/her place will be substituted by the next rider, according to each of the above criteria.
* Riders qualified for this competition can choose to compete with any horse participating on the show.
* The starting order for the first round will be established by DRAW.
* The ORIGINAL COURSE of the competition will consist on 6 obstacles (with one double), with a maximal height of 1.50m.
* Riders qualified for this competition will jump the ORIGINAL COURSE, which will be judged, as well as the TWO (2) FIRST JUMP OFFS by table A, not against the clock (FEI Art. 238.1.1)
* Those riders who end the original course with equality of points for the first position may pass to the FIRST JUMP OFF.
* Riders in the next Jump Off retain the same starting order as in the ORIGINAL ROUND.
* In the FIRST JUMP OFF, each rider will choose an obstacle to be raised by the course designer. The obstacles raised by a rider may also be widened at the discretion of the course designer.
* If the rider makes a penalty at an obstacle or exceeds the time, the last elevated obstacle (chosen by the same rider), will be reduced in size to its previous dimension (height and spread), and the rider which has made the penalty will end his participation and will classify according to the number of penalties obtained.
* Each obstacle can be consecutive elevated a 2nd, a 3rd time…. once each obstacle on the course has been elevated for the 1st time.
* In case of equality of points for the FIRST POSITION, after the SECOND JUMP OFF, there will be a THIRD JUMP OFF against the clock, without modifications on the height and spread of the obstacles. The rest of the participants will be classified according to the penalties incurred during the ORIGINAL ROUND, or in the JUMP OFF, in which they were eliminated.

**Total prize money** (gross amount) € 10.000,00

**THIRD DAY : Saturday, 10th December 2011 DATE : 10/12/2011**

**COMPETITION No 7 – Small Class** (will start at 12:30h)

**Accumulator Competition -** (Without Jump Off)

FEI Article(s) 269 – 1, 2 and 5

Jump-off (if any) No

Speed 350 m/min

Obstacles height 1,30 m (approx)

Number of horses per rider 1

**Total prize money** (gross amount) € 3.000,00

1st; € 750,00 / 2nd; 600,00 / 3rd; 450,00 / 4th; 300,00 / 5th; 210,00 / 6th; 180,00 / 7th; 150,00 / 8th; 120,00 / and 240€ to be divided between the following placed horses with max 90,00 € and min 30,00 € per horse.

Last prize (min): € 30,00

**COMPETITION No 8 – Big Class (Qualifying for Comp. 11)**(will start at 18:30h)

*This competition counts for the 2011 FEI Rolex Ranking*

**Table A against the Clock -** (Without Jump Off)

FEI Article(s) 238.2.1

Jump-off (if any) No

Speed 350 m/min

Obstacles height 1,45 m

Number of horses per rider 1

**Total prize money** (gross amount) € 23.000,00

1st; € 5.750,00 / 2nd; 4.600,00 / 3rd; 3.450,00 / 4th; 2.300,00 / 5th; 1.610,00 / 6th; 1.380,00 / 7th; 1.150,00 / 8th; 920,00 / and 1.840,00€ to be divided between the following placed horses with max 690,00 € and min 230,00 € per horse.

Last prize (min): € 230,00

**The 25 best classified riders of this competition not yet qualified in Competition Nº 3, will be qualified for Competition No 11 – Grand Prix**

**COMPETITION No 9 – Special Class – Knock Out Competition** (will start at 22:00h)

**Knock Out Competition –** (judged under Table A)

FEI Article(s) 272

Eligible Riders **16 Best-Classified Riders from Competition Nr 4**

Obstacles height 1,30 m (approx)

Number of horses per rider 1

**Regulations:**

* The 16 Best-Classified Riders from Competition Nr. 4 are qualified to participate in this Special Class.
* If a rider qualified to take part in this competition does not want to participate, the next best-classified rider in Competition Nr. 4 is qualified to take her/his place.
* Riders that are not among the 16 best-classified, can inscribe a horse as reserve for this Special Class and inscribe the same horse in another competition until Knock Out Competition List is closed.
* Riders qualified for this competition can choose to compete with any horse participating on the show.
* If, at the end of the eliminating round, there is a dead heat between two competitors, the round must be started again.

**Total prize money** (gross amount) € 5.000,00

**FOURTH DAY : Sunday, 11th December 2011 DATE : 11/12/2011**

**COMPETITION No 10 – Medium Class** (will start at 11:30h)

**Table A against the Clock -** (Without Jump Off)

FEI Article(s) 238.2.1

Jump-off (if any) No

Speed 350 m/min

Obstacles height 1,40 m (approx)

Number of horses per rider 1

**Total prize money** (gross amount) € 5.000,00

1st; € 1.250,00 / 2nd; 1.000,00 / 3rd; 750,00 / 4th; 500,00 / 5th; 350,00 / 6th; 300,00 / 7th; 250,00 / 8th; 200,00 / and 400€ to be divided between the following placed horses with max 150,00 € and min 50,00 € per horse.

Last prize (min): € 50,00

**COMPETITION No 11 – GRAND PRIX** (will start at 16:30)

*This competition counts for the 2011 FEI Rolex Ranking*

**Grand Prix – 2 Different Rounds - Both Rounds Table A against the Clock** (Without Jump-off)

Admitted Riders: The Total Number of admitted Riders is 50, according to the following criteria:

 Open to the 25 best-classified riders from **Comp. No. 3**, and the 25 best-classified riders from **Comp. No. 8** not yet qualified on **Comp. No. 3**, with a horse of their own choice.

 In case a rider withdraws, no other rider may take his place;

 No Substitutions

It’s compulsory to complete the entry form at the show office for the Grand Prix

The best 25% of competitors after the first round, in a minimum of ten, based on penalties and time (and in any case all clear rounds), will take part in the second round, in reverse order of faults and time incurred in the first round.

Competitors are classified according to aggregate penalties over both rounds and the time incurred in the second round.

FEI Article(s) 273.3.3 / 273.4.3 / 261.5.3

Speed 375 m/min

Obstacles height 1,50 m

Number of horses per rider 1

**Total prize money** (gross amount) € 28.000,00

1st; € 7.000,00 / 2nd; 5.600,00 / 3rd; 4.200,00 / 4th; 2.800,00 / 5th; 1.960,00 / 6th; 1.680,00 / 7th; 1.400,00 / 8th; 1.120,00 / and 2.240€ to be divided between the following placed horses with max 840,00 € and min 280,00 € per horse.

Last prize (min): € 280,00

**THE APPENDIX (13 PAGES) IS PART OF THIS APPROVED AND SIGNED SCHEDULE AND MUST BE DISTRIBUTED TO ALL OFFICIALS AND NFs AND IS AVAILABLE TO OTHERS UPON REQUEST**