

I. DENOMINATION OF THE EVENT

VENUE: Barroca d'Alva

DATE: 5 - 8 March 2020

NF: **POR**

EVENT CATEGORIES:

Long	Short	Long	Short
CCI5*-L <input type="checkbox"/>	CCI(O)4*-S <input type="checkbox"/>	CCIYR3*-L <input type="checkbox"/>	CCIYR3*-S <input type="checkbox"/>
CCI(O)4*-L <input checked="" type="checkbox"/>	CCI(O)3*-S <input checked="" type="checkbox"/>	CCIJ2*-L <input type="checkbox"/>	CCIJ2*-S <input type="checkbox"/>
CCI(O)3*-L <input checked="" type="checkbox"/>	CCI(O)2*-S <input type="checkbox"/>	CCIIH3*-L <input type="checkbox"/>	CCIIH3*-S <input type="checkbox"/>
CCI(O)2*-L <input checked="" type="checkbox"/>		CCIIH2*-L <input type="checkbox"/>	CCIIH2*-S <input type="checkbox"/>

CCI1*-Intro

CCI(O)P1-L CCI(O)P1-S

CCI(O)P2-L CCI(O)P2-S

CCI2*-L reserved for ponies CCI2*-S reserved for ponies

CHAMPIONSHIP CATEGORIES:

Championship 4* Championship 3* Championship 2*

Senior Young Rider Junior Pony

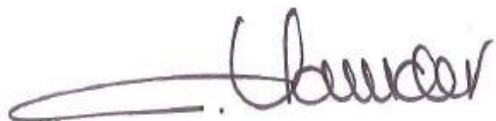
Young Horses

Championship official title: (as per contract)

II. GENERAL CONDITIONS

- FEI Statutes, 24th edition, effective 19 November 2019
- FEI General Regulations, 24th edition, effective 1st January 2020
- FEI Veterinary Regulations, 14th edition, effective 1 January 2018, updates effective 1st January 2020
- FEI Eventing Rules and its Annexes, 25th Edition, effective 1st January 2020
- Equine Anti-Doping and Controlled Medication Regulations (EADCMR), 2nd Edition, effective 1st January 2018, updates effective 1st January 2020
- FEI Anti-Doping Rules for Human Athletes (ADRHA), based upon the 2015 WADA Code, effective 1st January 2015
- All subsequent published revisions/updates, the provisions of which will take precedence.

Approved by the FEI, Lausanne, on 16 January 2020, **modified on 07 February 2020**



Catrin Norinder
FEI Director Eventing and Olympic

Draft schedules are to be sent by e-mail to eventingschedules@fei.org

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	PRESS EQUIPMENT AND OTHER ITEMS LEFT IN THE PRESS WORKROOM, PRESS LOCKERS, THE PRESS TRIBUNE OR ANYWHERE ON THE SHOWGROUNDS ARE LEFT ENTIRELY AT THE OWNER'S RISK. THE ORGANISING COMMITTEE DOES NOT ACCEPT ANY RESPONSIBILITY FOR ANY LOSS OR DAMAGE TO SUCH EQUIPMENT OR ITEMS. MEMBERS OF THE PRESS ARE ADVISED NOT TO LEAVE ANY EQUIPMENT OR PERSONAL ITEMS UNATTENDED.	27
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III. 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.

The Long version of this Code can be obtained from the Fédération Equestre Internationale, HM King Hussein I Building, Chemin de la Joliette 8, 1006 Lausanne, Switzerland. Telephone: +41 21 310 47 47. The Code is available in English. The Code is also available on the FEI's website: <https://inside.fei.org/fei/regulations/general-rules>.

IV. GENERAL INFORMATION

1. ORGANISER

Name: Country Poney, Assoc. Equestre de Alcochete
Address: Barroca d'Alva, 2890-152 Alcochete, Portugal
Telephone: 00 351 919702405
Fax:
Email: chbarroca@gmail.com
Website: www.barrocahorsetrials.com

Contact Details Show Ground:

Address: same as above
Telephone: same as above
GPS Coordinates: 38o44`03.02"N 8o53`44"O
Accessibility details (directions by road, nearest airport / train station): EN 118, Km 7 From Lisbon: A12 (Vasco da Gama bridge), 1st exit towards Alcochete, then exit Alcochete / Pégões, at the round about first exit Pégões / Barroca d'Alva, next round about 3rd exit Barroca; Lisbon airport (20 minutes driving)

2. ORGANISING COMMITTEE

Honorary President:
President of the Event: José Samuel Pereira Lupi
Show Secretary: Maria da Graça Lupi
Press Officer: to be confirmed

3. EVENT DIRECTOR

Name: Nicholas Melbourne Hart
Address: same as above
Telephone:
Mobile: 00 351 917224879
Fax:
Email: nicholasgamhart@gmail.com

4. STABLE MANAGER

Name: Antonio Lupi
Telephone: 00 351 962407714
Email: lupiantonio48@gmail.com

V. OFFICIALS

Ref	Panel	Competition	Function	FEI ID	NAME	NF	Level (Nat, 1, 2, 3)	Contact details
1	Ground Jury 1 st Competition	CCI2*L	Ground Jury President	10051199	Delano Bastos Miranda	BRA	2	delanomiranda@ig.com.br
			Ground Jury Member	10205617	Pedro Mendes	POR	N	pedro-mendes91@hotmail.com
	Ground Jury 2 nd Competition	CCI3*L	Ground Jury President	10007134	Anne Marie Taylor	GBR	3	annemarietaylor@clara.co.uk
			Ground Jury Member	10016156	Antonio Braz	POR	N	
	Ground Jury 3 rd Competition	CCI4*L	Ground Jury President	10049152	Jutta Koivula	FIN	3	jutta.koivula@gmail.com
			Ground Jury Member	10007134	Anne Marie Taylor	GBR	3	annemarietaylor@clara.co.uk
			Ground Jury Member	10051199	Delano Bastos Miranda	BRA	2	delanomiranda@ig.com.br
	Ground Jury 4 rd Competition	CCI4*S	Ground Jury President	10007134	Anne Marie Taylor	FIN	3	annemarietaylor@clara.co.uk
Ground Jury Member			10049152	Jutta Koivula	FIN	3	jutta.koivula@gmail.com	
Jumping test Judge		Jumping test Judge		Ground Jury				
2	Technical Delegate	CCI4* S & L	Technical Delegate	10069036	Dave Thompson	GBR	3	davethompson1954@hotmail.com
		CCI2*L & 3*S	2nd Technical Delegate	10016044	Jean-Marc Varillon	FRA	2	jmarcvarillon@gmail.com
		All	Assistant Technical Delegate	10004225	Gert Boonzaaijer	NED	N	hcdeschalm@hotmail.com
3	Course Designer	CCI3*L & 4*L & S	Course Designer	10004096	Eric Winter	GBR	3	svec@clara.co.uk
		CCI2*L	Course Designer	10052059	Nicholas Hart	POR	2	nicholasgamhart@gmail.com
		All	Assistant Course Designer	10025916	Konsntantin Georgiev Hadzhikotsev	BUL	N	elviejoroblek@gmail.com
			<i>Course Builder (& company name if applicable)</i>					
		All	Jumping Course Designer	10041070	Luis Xavier de Brito	POR	3	lvxbrito@gmail.com
4	Chief Steward	CCI4* Short	Chief Steward	10052937	Michael Stilwell	POR	2	michaelstilwell1953@gmail.com

FEI APPROVED SCHEDULE
Barroca d'Alva II (POR) 5-8 March 2020

		& CCI4* Long						
5	Assistant Stewards	CCI2* & CCI3*Long	Chief Steward	10114476	Rodrigo Franco	POR	1	rodrigo.franco@vodafone.pt
			Assistant Steward					
			Assistant Steward					
			Assistant Steward					
6	FEI Veterinary Delegate		FEI Veterinary Delegate	10049973	Dr. José Prazeres	POR		vestoestevao@gmail.com
			Assistant FEI Delegate					
	FEI Veterinary Commission (for Championships only)		President					
			Foreign Veterinary Delegate					
			Assistant FEI Delegate					
7	Veterinary Service Manager (VSM) (VR Art 1103) Treating Veterinarian (VR Art 1105)		Veterinary Service Manager	10051437	Dra. Maria Antonia Nabais	POR		manabais@gmail.com
			FEI Permitted Treating Vet	10051437	Dra. Maria Antonia Nabais	POR		manabais@gmail.com
8	Chief Medical Officer		Chief Medical Officer		Dr. Pedro Barradas	POR		drbarradas@gmail.com
	Medical services		Medical Services		Pedro Barradas Ortopedia, Lda.	POR		drbarradas@gmail.com
9	Farrier		Farrier		Manuel Almeida	POR		00 351 965816907
10	NF Delegate		NF Delegate (if applicable)					

VI. INVITATIONS

1. GENERAL

Number of NFs invited	unlimited
Number of Athletes from the host nation	unlimited
Number of Athletes per NF	unlimited
Number of Horses per Athlete	5
Ballot procedure in case of excessive entries. <i>Must be specified</i>	date of FEI Entry System

Number of Horses per Athlete in the competition is 5, maximum 3 per level

Athletes are invited by the Organiser through their National Federation.

One (1) groom per athlete.

2. ENTRY RIGHT TO SHOWGROUNDS/ACCREDITED PERSONS

Entry right to the stable area according to FEI Veterinary Regulations Articles 1008-1009.

NUMBER OF ACCREDITED PERSONS:

Athlete: 1

Partner: 1

Groom: 1

Horse Owner: 2 two (2) accreditations per horse acc. to FEI-Passport

Entry right to the stables area will only be permitted with identification given at the show office

VII. ENTRIES

IMPORTANT

- Entries must be made through the FEI Entry System for all categories of this Event (<https://entry.fei.org>);
- Additional documentation can be found at:
<https://inside.fei.org/fei/your-role/it-services/fei-entry-system>
- All Athletes and Horses participating in any International Competition must be registered with the FEI;
- Athletes and/or Horses present at the Event without having been entered through the FEI's Online Entry System will automatically be disqualified unless compelling circumstances warrant otherwise.

Entries will only be accepted after payment of the stabling fee has been received. Please send a copy of the payment to chbarroca@gmail.com with the name of horse and rider.

Non competing horses will only be accepted with information by email to the show secretary within 2 weeks prior to the competition, with full information about the horse and compelling with all the FEI VET regulations. All special requests must be confirmed by the OC. Please email the show secretary to confirm if the special requests are possible

Any MER timing exemption obtaining from Barroca I to Barroca II will only be granted for:
- obtaining of an MER in the CCI2*-S (Barroca I) to compete in the CCI2*-L (Barroca II)
- obtaining of an MER in the CCI3*-S (Barroca I) to compete in the CCI3*-L (Barroca II)

1. ENTRY DATES AND ENTRY FEES

Entries have to be in accordance with Art. 509 of the FEI Eventing Rules, 25th edition, updates effective 1 January 2020.

Deadlines for Entries:

Nominated Entries:

(NB: Nominated Entries apply to Championships and Games **ONLY**)

Closing date for Definite Entries: 27 Jan.2020

Last date for substitutions: 21 Feb.2020

FEES FOR HORSES

Entry fee per horse:	CCI2* & CCI3* Long- 280€(*) CCI4* Long-390€(*) CCI4* Short-375€(*)
Stabling fee per horse:	120€(**)
TOTAL per Horse	CCI2* & 3* Long – 400€(*) CCI4* Long – 510€ CCI4* Short – 495€(*)
EADCMP fee	2* & 3* - CHF 18

Lower Level Events (CIMs) CHF 18 per horse per event (For definition of CIMs see Appendix E of the FEI General Regulations) Higher Level Events CHF 25 per horse per event (All other events not defined as CIMs) Included in entry fee <input type="checkbox"/> Not included in entry fee <input checked="" type="checkbox"/>	4* - CHF 25
Details entry procedure fee / Payment:	At arrival in cash or by bank transfer until the 20th February
(*) Second and more horses / per rider 10% discount on Entry fee (**) Stabling for both weeks (Barroca I & II): 25% discount Bank details for payment of fees: Name: Country Poney – Associacao Equestre de Alcochete IBAN: PT50 0007 0000 0039 1903 0872 3 BIC: BESCPTPL Please send a copy of the payment referring horse and rider to: chbarroca@gmail.com Please, also send details for invoice (name, address, VAT number)	

2. OTHER FEES

All other fees must be listed hereunder with the details of the amounts to be charged and approved by the FEI. Only fees approved by the FEI and listed in the approved Schedule can be charged by the OC.

Electricity for boxes (upon request): 12€ / day
 Manure disposal: free of charge
 Hay: at reasonable price
 Straw: at reasonable price
 Shavings: at reasonable price
 Sanitary facilities: free of charge

Lorry/ Caravan area
 Parking: price:

Power supply: provided by the OC Not provided by the OC Price: 15€/day
 Water supply: provided by the OC Not provided by the OC Price: free of charge

Other (please specify): Requests for Lorry / Caravan and Parking area must be sent by email to chbarroca@gmail.com

All aforementioned amounts include VAT, if applicable

VAT number of the Organiser: 513858261

3. NO-SHOWS/LATE WITHDRAWALS

NB: In the case of withdrawals after the date of definite entries or no-shows, the athlete or the respective NF 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.

Amount charged and refund procedure: full refund until 14th February

WITHDRAWALS: after the 14th February, no stable fee will be refund and entry fees will be refund with 50% . If the withdrawals are caused by illness (both rider or horse) fees will be refund by 100% with declaration from doctor or veterinarian
NO-SHOWS: all fees must be paid to the OC 100%

4. QUALIFICATION

Entries have to be in accordance with Art. 520 and 521 of the FEI Eventing Rules, 25th edition, effective 1 January 2020.

The eligibility to compete will be determined by a combination of the following:

- The level of the Athlete category (National, D, C, B, A) (Art.519)
- The achievement of a number of Minimum Eligibility Requirements according to the eligibility matrix of requirements (Art. 520)

VIII. TIMETABLE

Competitions must not start before 08:00 and must not finish after 23:00, unless prior approval is granted by the FEI.

1. TIMETABLE (TO BE PROVIDED PER CATEGORY/LEVEL IF MULTIPLE EVENTS)

<u>Long format competition</u>	Competition	Day	Date	Time
• Opening of stables: / Vet examination on arrival:	All	Monday	2/3/2020	7:00
• Official Course Inspection:	CCI2*&3*L	Wednesday	4/3/2020	16:00
•	CCI4*L	Thursday	5/3/2020	11:00
• 1 st Horse Inspection:	CCI2*&3*L	Wednesday	4/3/2020	11:00
	CCI4*L	Thursday	5/3/2020	16:00
• Declaration of Starters:				
• 1st Start – Dressage:	CCI2*&3*L	Thursday	5/3/2020	8:30
•	CCI4*L	Friday	6/3/2020	13:30
• 1st Start - Cross-Country:	CCI4*L CCI3*L CCI2*L	Saturday	7/3/2019	8:30 30min between levels
• 2 nd Horse Inspection:	CCI2*L CCI3*L CCI4*L	Sunday	8/3/2020	7:30
• 1st Start – Jumping:	CCI2*L CCI3*L CCI4*L	Sunday	8/3/2020	10:30 1 hour between levels
• Prize-giving:	All	Sunday	8/3/2020	Immediately after each competiiton

<u>Short Format competition</u>	Competition	Day	Date	Time
• Opening of stables (If applicable): / Vet examination on arrival:	CCI4*S	Monday	2/3/2020	7:00
• Official Course Inspection:	CCI4*S	Thursday	5/3/2020	11:00
• 1 st Horse Inspection (If applicable):				
• Declaration of Starters:				
• 1st Start – Dressage:	CCI4*S	Friday	6/3/2020	8:30

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- 1st Start - Jumping:
- 2nd Horse Inspection (If applicable):
- 1st Start – Cross-Country:
- Prize-giving:

CCI4*S	Sunday	8/3/2020	12:30
CCI4*S	Sunday	8/3/2020	8:00
CCI4*S	Saturday	7/3/2020	11:00
CCI4*S	Sunday	8/3/2020	Immediately after last competitor

IX. COMPETITION DETAIL

Format : Long

Level : CCI2*

This competition will be in accordance with Rules for Eventing, 25th Edition,
updated 1 January 2020

Technical Conditions

DRESSAGE TEST

FEI Eventing 2* B

CROSS-COUNTRY

Event	Length	4000 m
	Speed	520 m/m
	Approx. number of efforts	28

JUMPING

Event	Distance	600 m
	Speed:	350 m/min
	Number of efforts:	13
	Number of Obstacles:	10

PRIZE – CLASSIFICATION

Total amount of prize money (currency)	1650€
Breakdown per category / placing (1 prize per 4 athletes, minimum 5 prizes and 1 st prize not more than 1/3 of total prizemoney)	1st place 500€ 2nd place 400€ 3rd place 300€ 4th place 200€ 5th place 150€ 6th to 25% starters 100€
Other details on PM distribution	Taxes deducted as per national regulations

Format : Long

Level : CCI3*

This competition will be in accordance with Rules for Eventing, 25th Edition,
updated 1 January 2020

Technical Conditions

DRESSAGE TEST

FEI Eventing 3* B

CROSS-COUNTRY

Event	Length	5000 m
	Speed	550 m/m
	Approx. number of efforts	33

JUMPING

Event	Distance	600 m
	Speed:	350 m/min
	Number of efforts:	13
	Number of Obstacles:	10

PRIZE – CLASSIFICATION

Total amount of prize money (currency)	2100 €
Breakdown per category / placing (1 prize per 4 athletes, minimum 5 prizes and 1 st prize not more than 1/3 of total prizemoney)	1st place 600€ 2nd place 500€ 3rd place 400€ 4th place 300€ 5th place 200€ 6th to 25% starters 100€
Other details on PM distribution	Taxes deducted as per national regulations

Format : Long

Level : CCI4*

This competition will be in accordance with Rules for Eventing, 25th Edition,
updated 1 January 2020

Technical Conditions

DRESSAGE TEST

FEI Eventing 4* A

CROSS-COUNTRY

Event	Length	5900 m
	Speed	570 m/m
	Approx. number of efforts	37

JUMPING

Event	Distance	600 m
	Speed:	375 m/min
	Number of efforts:	15
	Number of Obstacles:	12

PRIZE – CLASSIFICATION

Total amount of prize money (currency)	2550€
Breakdown per category / placing (1 prize per 4 athletes, minimum 5 prizes and 1 st prize not more than 1/3 of total prizemoney)	1st place 700€ 2nd place 600€ 3rd place 500€ 4th place 400€ 5th place 250€ 6th to 25% starters 100€
Other details on PM distribution	Taxes deducted as per national regulations

Format : Short

Level : CCI4*

This competition will be in accordance with Rules for Eventing, 25th Edition,
updated 1 January 2020

Technical Conditions

DRESSAGE TEST

FEI Eventing 4* A

CROSS-COUNTRY

Event	Length	3750 m
	Speed	570 m/m
	Approx. number of efforts	33

JUMPING

Event	Distance	600 m
	Speed:	375 m/min
	Number of efforts:	15
	Number of Obstacles:	12

PRIZE – CLASSIFICATION

Total amount of prize money (currency)	2100 €
Breakdown per category / placing (1 prize per 4 athletes, minimum 5 prizes and 1 st prize not more than 1/3 of total prizemoney)	1st place 600€ 2nd place 500€ 3rd place 400€ 4th place 300€ 5th place 200€ 6th to 25% starters 100€
Other details on PM distribution	Taxes deducted as per national regulations

PRIZEMONEY SUMMARY

Category	Level	Currency	Amount
CCI-L	2*	EUR	1650
CCI-L	3*	EUR	2100
CCI-L	4*	EUR	2550
CCI-S	4*	EUR	2100
TOTAL			8400 EUR

IMPORTANT

The total amount of prize money shown for each Competition in the schedule must be distributed. (FEI General Regulations articles 127 and 128)

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.

X. FACILITIES OFFERED

1. ATHLETES

Accommodation

Hotel:

Address:

Telephone:

At the expense of: The Organiser or Athletes

Accommodated (bed and breakfast) from _____ to _____

Meals

At the expense of: The Organiser or Athletes

Meals provided from _____ to _____

Please consult www.completobarroca.wixsite.com/eventing for list of hotels

2. GROOMS

Accommodation.

Requests for accommodation must be sent with entries.

Accommodation will be at the expense of: Organiser Athletes

Accommodated (bed and breakfast) from _____ to _____

Meals.

At the expense of: The Organiser or Athletes

Meals provided from _____ to _____

The OC does not provide accommodation for grooms

NB: If applicable, Organiser must provide proper sanitary conditions. The showering facilities should be sufficient for both male and female grooms with hot and cold water. Shower facilities as well as restrooms should at all times be in a state of cleanliness.

XI. LOGISTICAL/ADMINISTRATIVE/TECHNICAL INFORMATION

1. DRAW

List of Draws, time, date and location: CCI4*L & S, 12:00, 05/03/2020, Show Office

2. COMPETITION ARENA(S)

Dressage:

- Dimensions: 20m x 60m
- Type of Footing: CCI2* Long – natural
- CCI3* & 4* Long & 4* Short - sand
-

Cross Country:

- Type of Ground Natural

Jumping:

- Dimensions: 90 m x 90 m
- Type of Footing: grass

3. PRACTICE ARENA(S)

Dimensions: 40 x 75 / 20 x 60 / 200 x 200
Type of Footing: sand / natural / natural
Additional practice areas: roads and tracks - sand

4. STABLES

Size of boxes 3 m x 3 m (80% minimum 3m x 3m + 20% 3m x 4m)

3m x 4m stables only by request until 10/02/2020

5. SCORING/TIMING PROVIDER

Will you use a FEI Certified Service Provider to manage the scoring and timing at your Event?

(The list of certified Service Providers is available here: <https://inside.fei.org/fei/your-role/it-services/it-providers/list>)

Yes

Name of the company:
FEI Certified Service Provider ID number:
Contact person at Event
Name:
FEI ID number:
Contact email:

No

Name of the company: Jumpoffpor
Contact person at Event
Name: Teresa Marta O. Caldeira
FEI ID number:

Contact email: tmartalupi@hotmail.com

The FEI may require to be provided with real time results data feed of your events according to FEI requirements; in this case you and your provider will be informed accordingly.

6. OTHER TECHNOLOGY/SERVICE PROVIDER(S)

Will you use other technology/service provider(s) at your Event?

Yes

Name of Company:

Contact person

Name:

FEI ID number (if applicable):

Contact email:

Activity/Function:

(i.e.: Accreditations, Stable Management, Camera system, Sensors, etc...)

No

7. PRIZE GIVING CEREMONY

The owner of the winning horse/pony is invited to the prize giving ceremony:

Yes No

The number of athletes required to present themselves for the prize-giving ceremony of each competition is 5.

Athletes riding their horses: Yes No

8. ADVERTISING ON ATHLETES AND HORSES

At CI events, and all competitions except for the Nations Cup, athletes are authorised to carry the logo of their personal sponsor in accordance with article 541 of the FEI Eventing Rules.

For Championship or CIO Nations Cup Competitions, please specify below.

Championship: personal sponsor logo Authorised Not authorised

Nations Cup Competitions: personal sponsor logo Authorised Not authorised

The Chief Steward will check that the advertising on athletes and horses complies with these Articles.

9. TICKETING

Are you selling tickets for spectators to attend your event: Yes No

Name of your ticketing provider:

Web address to buy tickets:

10. BETTING

Betting will be authorised by the Organiser: Yes No

11. TRANSPORT REIMBURSEMENT HORSES / PONIES

Transport expenses to be paid by:

The Organiser at _____ per km.
The Athlete

12. WELCOME

The time and date of arrival of athletes, horses and their means of transport must be given to the Organiser in order to facilitate their arrival.

13. LOCAL TRANSPORTATION - ARRANGEMENTS FROM HOTEL TO SHOWGROUNDS

Walking distance
Organiser Shuttle Service
Public Transport to be paid by the Organiser / the Athlete
If paid by Athlete approximate cost per round trip:
Other:

Square for OC to include additional details if necessary
--

14. LORRY / CARAVAN FACILITIES

Lorry or caravan can be parked close to the stables Yes No

Requests for Lorry / Caravan and Parking area must be sent by email to chbarroca@gmail.com

15. SUSTAINABILITY

Please consider the environment when organising an FEI Event. Please find useful information on FEI Sustainability here:

<http://inside.fei.org/fei/your-role/organisers/handbook>

XII. VETERINARY MATTERS

1. CUSTOMS FORMALITIES

Contact details for Customs Formalities:

Name: Nuno Braancamp, Lda.
Address: Av. 24 de Julho, 52, 2º Dto.

Telephone: 00351 213920240 / 213907758
Fax:
Email: nuno.braancamp@despachante.cdo.pt
Opening hours: 9:00 - 19:00

Space for organiser to include details if necessary

2. HEALTH REQUIREMENTS

GENERAL

In accordance with the FEI Code of Conduct for the Welfare of the Horse it is imperative that all Horses at FEI Events are physically fit and free from infectious disease before being allowed to compete.

ENTRY OF HORSES

Required health tests and vaccinations: as per FEI Regulations
Quarantine period:
Specimen Import Licence applied:

Space for organiser to include details if necessary

3. NATIONAL REQUIREMENTS

If applicable please provide:

Space for organiser to include details if necessary

4. PONIES

FEI Veterinary Regulations, Chapter IX and Annex X: For all Pony Events, Ponies must be available for Pony Measurement if requested by the FEI.

5. INJURY SURVEILLANCE

FEI Veterinary Regulations, Chapter VIII: Horses participating in FEI Events are subject to injury surveillance protocols; and in the event of fatality, a post mortem examination.

6. TRANSPORT OF HORSES

Horses must be fit to travel and be transported in suitable vehicles for the transport of horses. Any government requirements for disease testing and control must be requested well in advance, to ensure that the horse is in compliance by the time of arrival at the border of the country where the Event is taking place. Athletes, or their representatives, have the responsibility to comply with national legislation in both their country of origin and the host nation of the Event. Where necessary athletes must contact local government authorities or veterinary advisors for information regarding animal health requirements and transport legislation. Within the European Union (EU), this includes EU Council Regulation (EC) No 1/2005 concerning the protection of animals during transport within the Member States of the EU.

7. VENUE ARRIVAL INFORMATION & FITNESS TO COMPETE

7.1. PASSPORTS. FEI General Regulations Article 137

For all issues relating to FEI Horse Passports/FEI Recognition Cards please contact your National Federation.

All Horses competing at FEI Events must be registered with the FEI. FEI Passports or FEI Recognition Cards (for those Horses with a national passport approved by the FEI) are compulsory for FEI Events.

NB: Horses entered in CIMs and in CSIP in their country of residence are not required to have an FEI Passport or FEI Recognition Card but must be properly registered with the FEI and identifiable (GRs 137.2).

Athletes who do not present a Horse's Passport and/or Recognition Card, or one that is not correctly validated or fail to meet other passport requirements will be **subject to Sanctions in accordance with Annex VI of the FEI Veterinary Regulations** and may not be allowed to compete.

NB for Horses permanently resident in a Member State of the European Union: all Horses must have a national EU passport in compliance with EU Regulations to which a FEI Recognition card is applied. The exception to this being Horses in possession of an FEI passport which has been continually revalidated without interruption.

7.2. VACCINATIONS - EQUINE INFLUENZA. FEI Veterinary Regulations Article 1003

Horses competing at FEI Events must comply with the requirements for Equine Influenza vaccination in accordance with the Veterinary Regulations and as summarised below.

VACCINATION	PROTOCOL	ELIGIBILITY TO ENTER VENUE
Primary Course	1 st Vaccination: day 0 2 nd Vaccination: day 21-92	May compete 7 days after the 2 nd Vaccination
First Booster	Within 7 months of the 2 nd vaccination of the Primary Course	May compete for 6 months +21 days after the 2 nd vaccination of the Primary Course Must not compete in the 7 days after receiving a vaccination
Boosters	MINIMUM: within one year of previous booster vaccination IF COMPETING: must be in the 6 months +21 days of the booster previous vaccination	Must have been vaccinated within 6 months +21 days before arriving at the Event Must not compete in the 7 days after receiving a vaccination

All FEI registered Horses intending to compete at FEI Events (including CIMs) must be vaccinated against Equine Influenza in accordance with these VRs. The exception being if the applicable domestic legislation prevents the use of Equine Influenza vaccines within the relevant territory.

7.3. EXAMINATION ON ARRIVAL. FEI Veterinary Regulations Article 1031

On arrival at an Event venue, all Horses must undergo an examination by a veterinarian to confirm their identification from their passport and micro-chip ID (where present), their vaccination status and general health. To protect all horses attending events, any Horse with a questionable health status concerning vaccination, disease or other concerns, must be stabled within the isolation facilities provided by the Organising Committee pending a decision on entering the venue.

7.4. HORSE INSPECTIONS. FEI Veterinary Regulations Articles 1034-1042

All Horses will be assessed for their fitness to compete during the Horse Inspection. Any Horse demonstrating questionable fitness may be referred to the Holding Box for further veterinary examination. Horses not deemed fit to compete by the Inspection Panel will not be permitted to compete.

7.5. LIMB SENSITIVITY EXAMINATION. FEI Veterinary Regulations Articles 1048-1053

All Horses are subject to examination under the protocol for abnormal limb sensitivity throughout the period of an Event. For Jumping that includes, but is not limited to, between rounds and before the Jump Off. For Endurance that includes, but is not limited to, pre-ride, during the ride and after the ride. Horses may be examined once or on multiple occasions during the Period of an Event. Horses may be selected for examination under the protocol randomly or they may be targeted. All Horses selected to be tested must submit promptly to the examination or are subject to immediate disqualification. There is no obligation to examine any specific number of Horses at an Event.

8. EQUINE ANTI-DOPING AND CONTROLLED MEDICATION PROGRAMME (EADCMP). FEI VETERINARY REGULATIONS, CHAPTER VII

8.1. SAMPLING. FEI VETERINARY REGULATIONS CHAPTER VII

All horses competing at FEI Events may be subject to sampling for the presence of Prohibited Substances in accordance with the Anti-Doping and Controlled Medication Regulations (EADCMRs). Horses may be selected for sampling in accordance with obligatory testing, targeted or random sampling procedures. Refer to FEI Financial Charges for details of fees relating to Equine and Human Anti-Doping program (EADCMP), which OCs/NFs have the right to charge to the athlete (applicable for all FEI events worldwide).

8.2. ELECTIVE TESTING. FEI VETERINARY REGULATIONS ARTICLES 1057 AND 1058

Elective Testing may be carried out prior to an Event to check for the presence of Prohibited Substances. Please refer to <https://inside.fei.org/fei/cleansport/horses> for information and details.

XIII. HUMAN ANTI-DOPING

Athletes can be tested at any FEI Event, by the FEI or by other Anti-Doping Organisations with Testing jurisdiction. Organisers will have the responsibility to provide facilities and staff/volunteers to facilitate such Testing if requested by the FEI as outlined in article 22.3 of the FEI's Anti-doping Rules for Human Athletes (ADRHA).

The ADRHA rules are published on the FEI's website at <http://inside.fei.org/content/anti-doping-rules>.

XIV. ADDITIONAL INFORMATION

1. MEDICAL INFORMATION FORM FOR ARMBANDS

Declaration of medical condition

Athletes with medical conditions that may be relevant in the case of a medical emergency are responsible, at every Event when riding, for wearing a medical data carrier* from a system provider able to communicate information at least in English. Alternatively (and at the minimum) a medical armband of good quality can be used. Athletes who chose to wear an armband should download and fill the form available for this purpose on the FEI's website <http://inside.fei.org/fei/your-role/officials/eventing/forms>.

** Medical data carrier (also called "medical identification tag"): small emblem or tag worn on a bracelet, neck chain, or on the clothing, intended to alert paramedics/physicians/ first responders that the wearer has an important medical condition.*

Conditions that are relevant include recent head injury, serious past injuries/surgery, chronic health problems such as diabetes, long-term medications and allergies. If in doubt, the athlete should discuss this with his own treating physician."

2. INSURANCES AND NATIONAL REQUIREMENTS

Equestrian sports involve inherent dangerous risks. To the greatest extent permitted by law, the FEI and the FEI Event Organiser shall NOT be liable for any damages relating to loss of property or injury of any kind to Athletes, Owners, Support Personnel or Horses at or in connection with an FEI Event and the FEI expressly excludes all such liability.

2.1. ATHLETES, OWNERS AND SUPPORT PERSONNEL

2.1.1. Personal Accident and Health Insurance

It is your responsibility as an Athlete/Owner/ Support Personnel to ensure that you have adequate personal accident insurance in place to cover your participation at FEI Events and in particular to insure against any personal injury or medical expenses arising from an accident, injury or illness which may occur at a FEI Event.

You should check with your National Federation to confirm if your National Federation's insurance policy (if any) covers personal accidents and/or illnesses, which may occur when you are attending at/participating in FEI Events.

If your National Federation does not have a personal accident/health insurance policy or if the National Federation's insurance policy does not cover personal accident or health claims, then you should obtain your own personal accident and health insurance policy to cover your attendance/participation at FEI Events.

2.1.2. Press Equipment

Press equipment and other items left in the Press workroom, Press lockers, the Press Tribune or anywhere on the showgrounds are left entirely at the owner's risk. The Organising Committee does not accept any responsibility for any loss or damage to such equipment or items. Members of the Press are advised not to leave any equipment or personal items unattended.

2.1.3. Personal Property Insurance

You should also ensure that you are insured against property loss, theft or damage, which may occur at an FEI Event.

Again, the advice is to check with your National Federation to confirm if they have an insurance policy in place, which would cover you in case of such property loss, theft or damage. If not, then you should obtain your own personal property insurance to cover such situations.

2.2. ATHLETES AND OWNERS

2.2.1. Third Party Liability Insurance

As an Athlete/Owner you are personally responsible for damages to third parties caused by you, your employees, Support Personnel, your agents or your Horses. You are, therefore, strongly advised to take out third-party liability insurance providing full coverage in relation to FEI Events at home and abroad, and to keep the policy up to date.

The FEI and the Organiser will NOT be responsible for any damage caused to third parties by you, your employees, Support Personnel, your agents or your Horses.

2.2.2. Additional Liability Information

Space for OC's to include reference to National Laws when necessary

2.2.3. Horse Insurance

As an Owner you should ensure that your Horses are adequately insured against any injuries or illnesses they may sustain while participating at a FEI Event.

Space for OC's to include reference to National Laws when necessary

3. PROTESTS/APPEALS

To be valid, all Protests and Appeals must be made in writing and accompanied by a deposit of CHF 150.- or equivalent.

Protest and appeal forms are available on the FEI website:

Protests: <https://inside.fei.org/sites/default/files/FEI%20Protest%20Form.pdf>

Appeals: <https://inside.fei.org/sites/default/files/FEI%20Appeal%20Form.pdf>

4. DISPUTES

In the event of any discussion concerning the interpretation of the schedule (in translated languages), the English version will be decisive.

5. MODIFICATION TO SCHEDULE

In exceptional circumstances, together with the approval of Chefs d'Equipe, host NF delegate, if any, and the Ground Jury, the Organiser may change the schedule in order to clarify any matter arising from an omission or due to unforeseen circumstances. Any such changes must be notified to all athletes and officials as soon as possible and they must be reported to the FEI Secretary General by the Technical Delegate.

6. ADDITIONAL INFORMATION FROM THE ORGANISER

Dogs on leach at all times. Fines will be applied.

7. MINIMUM AGE LIMITATION

LEVEL	ATHLETES	HORSES
1*	12	5
2*	14	6
3*	16	6
4*	18	7
5* + CH4*	18	8

8. PRIZEMONEY DISTRIBUTION

IMPORTANT

The total amount of prize money shown for each Competition in the schedule must be distributed. (FEI General Regulations articles 127 and 128)

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.

DEDUCTIONS FROM PRIZE MONEY AT COMPETITIONS:

Full details of any deductions from prize money must be outlined in the schedule. This includes government taxes. If it is necessary for Organisers to deduct such taxes, they must provide participants with an official form indicating the amount of tax deducted.

The tax form must be provided to the athletes upon arrival and returned to the Organiser prior to departing.

Space for organiser to include details if necessary

XV. ANNEXES

1. FEI ENTRY SYSTEM

Please fill the form below in order to provide you and the other members of your committee or your IT Providers access to the FEI Entry System.

FEI ID¹: 10135367
Name*: Lupi
First Name*: Maria
E-Mail*: CHbarroca@gmail.com
Access Rights*: Admin² Consult³
Events⁴:

FEI ID¹:
Name*:
First Name*:
E-Mail*:
Access Rights*: Admin² Consult³
Events⁴:

FEI ID¹:
Name*:
First Name*:
E-Mail*:
Access Rights*: Admin² Consult³
Events⁴:

¹ If already have an FEI user account.

² Provides you the required access to manage entries and substitutions and download entries/lists.

³ You are just able to consult and download the entries/lists.

⁴ Leave the field blank if the user deals with the entries of all events in the show.

* **Mandatory Fields**

2. RESULTS

In order to proceed with the results publication and for qualification purposes the FEI requires results **to be uploaded directly on the FEI Database** within four days after the conclusion of the event. All relevant information, file format and tutorial can be found on this page:

<https://inside.fei.org/fei/your-role/it-services/results/eventing-results-forms>

If you or your provider are unable to produce the required files, results will be accepted by e-mail to **eventingresults@fei.org**, in the proper Excel or "XML" format immediately after the event. Please refer to compulsory format for CIs/CIOs/Championships and Games; the file can be downloaded using the following link:

<http://inside.fei.org/fei/your-role/organisers/xml-format>

All results must include FEI Passport Registration number of horses and FEI ID number of Riders.

Please note that as per Art. 109.6 (GR): OCs of International Events must inform the FEI and NFs whose teams or individuals have taken part, of the results and prize money paid to each placed Athlete and team, within five (5) days following the Event, unless otherwise specified for qualification and ranking reasons as communicated by the FEI. Failure from OCs of International Events to provide the FEI with the appropriate result(s) and/or prize money information by the aforesaid deadline and/or in the aforesaid format shall entail a warning for the first violation and thereafter a fine of CHF 1'000.- per violation.

3. STEWARDING (Only for Jumping test of the Eventing competition, as per FEI Jumping rules)

- If an athlete is uncertain as to whether the boots he/she intends to use during an event are allowed, he/she or his/her representative should show the boots to the Chief Steward for his/her opinion before the boots are used in training or in competition.
- In addition, athletes are to be made aware that hind boots must be removed and placed again on the horse's legs in the presence of a Steward while in the warm-up arena prior to entering the competition arena for certain competitions. (If bandages are used in place of boots, athletes are not required to remove the bandages in the warm-up arena.) This procedure is compulsory for competitions for which boot and bandage control is mandatory, that is the Nations Cup, Championships, and the competition with the highest prize money, and is at the discretion of the Chief Steward for other competitions.
- As an alternative to carrying out this procedure at the time designated by the Steward an athlete may ask his/her groom to take the boots to the in-gate and place them on the horse's legs in front of the Steward prior to the combination entering the arena.
- The Steward has the authority to intervene if a boot is deemed excessively tight by instructing that the boot be removed and put on again correctly. *[Stewards are to note that it is normal for a horse's gait to be somewhat affected immediately after boots have been removed and re-placed.]* If an athlete or his/her groom refuses to remove and re-place the boot(s) when instructed to do so by the Steward, a Yellow Warning Card will be issued to the athlete in question.
- If it is deemed impossible or unsafe to remove the hind boots in the warm-up arena prior to the combination entering the competition arena, due to an extremely excited or nervous horse, the boots of the horse in question are to be removed by the athlete/groom following the athlete's round upon leaving the arena and inspected by the Steward. This inspection may be carried out during the boot and bandage control if the boot and bandage control is carried out for the competition in question.
- This procedure does not replace boot and bandage control after completion of an athlete's round for competitions for which boot and bandage control is mandatory (refer to JRs Art. 244.1)