

The London Organising Committee of the
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london2012.com



Greenwich Park Eventing Invitational

CIC2*

Greenwich Park, London, Great Britain

4th – 6th July 2011



GENERAL CONDITIONS

The event will be run in accordance with:

- FEI Statutes, 22nd Edition, effective 15 April 2007, updates effective 1st January 2011
- FEI General Regulations, 23rd Edition, 1st January 2009, updates effective 1st January 2011
- FEI Veterinary Regulations, 12th edition effective 5th April 2010, updates effective 1st January 2011
- FEI Rules for Eventing, 23rd Edition, 1st January 2009, updated 1st January 2011
- 2011 FEI World Cup™ Eventing Rules (if applicable)
- Equine Anti-Doping and Controlled Medication Regulations (EADCMR), 1st Edition, effective 5 April 2010, updates effective 1st January 2011
- FEI Anti-Doping Rules for Human Athletes (ADRHA), 2nd Edition, effective 1st January 2009
- All subsequent corrections and modifications as published by the FEI with its provisions taking 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.

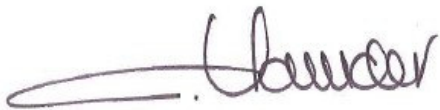
It is the responsibility of NFs to ensure their participants are of the correct age and that athletes and horses are registered with the FEI.

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Approved by the FEI

Lausanne, on 09.03.2011

Signature:



**Catrin Norinder
Director Eventing & Olympic Departments**

I. GENERAL INFORMATION

1. TYPE OF EVENT

Status: CIC
Invitational
Category: Seniors
Level: 2*
Date: 4th – 6th July 2011
Place: Greenwich Park, London
Country: GBR

2. ORGANISER

Name: London Organising Committee of the Olympic Games and
Paralympic Games Ltd
Address: One Churchill Place
Canary Wharf
London
Postal Code: E14 5LN
Phone: Switchboard: +44 (0)203 2012 000
Fax : +44 (0)203 2012 001
Email: equestrian@london2012.com
Website: www.london2012.com

3. CONTACT PEOPLE

Name: Tim Hadaway
Title: Equestrian Sport Manager
Address: One Churchill Place
Canary Wharf
London
Postal Code: E14 5LN
Phone: +44 (0)203 2012 000
Email: equestrian@london2012.com

Name: Alec Lochoe
Title: Eventing Manager
Address: One Churchill Place
Canary Wharf
London

Postal Code: E14 5LN

Phone: +44 (0)203 2012 000

Email: equestrian@london2012.com

Name: Anna Greenway
Title: Media contact
Email: anna.greenway@london2012.com

4. CONTACT DETAILS ON SHOW GROUND

The LOCOG Test Event Office will be open onsite from midday Friday 1st July until midday Thursday 7th July only

Address: Devonport House Hotel , King William Walk, Greenwich, London, SE10 9JW

Telephone: 0208 2695400

II. OFFICIALS

1. GROUND JURY (Art. 550.1/.2 & Table under Section B attached)

President:
Member:
Member:
Jumping Test Judge:

2. TECHNICAL DELEGATE

1. TECHNICAL DELEGATE

Name:
Email: plewa@wrf.de

2. ASSISTANT TECHNICAL DELEGATE

Name:
Email: pereiraataide@gmail.com

3. COURSE DESIGNER

Name:
Email: Suehenson@aol.com

1. JUMPING COURSE DESIGNER (Art. 549.3.3)

Name:
Email: bobellis@btopenworld.com

4. CHIEF STEWARD

Name: Frances Hesketh-Jones Triulzi (ITA)

Email: frances@hestri.com

5. VETERINARY DELEGATE & ASSOCIATE MEMBER (Art. 549.4 & 550.4. Associate Member compulsory for CCIIs)

Veterinary Delegate: Dr Kent Allen (USA)

6. VETERINARY COMMISSION (Art. 158, 549.4 & 550.4)

N/A

7. APPEAL COMMITTEE

N/A

8. EVENT TREATING VETERINARIAN

Name: Jenny Hall MRCVS

Title: Vet Services Manager

Address: Fernham Farm, Fernham, Faringdon, Oxfordshire, SN7 7NX

9. DOCTOR

Name: Peter Whitehead (GBR)

10. FARRIER

Name: Haydn Price (GBR)

III. TECHNICAL CONDITIONS

1. TENTATIVE TIMETABLE

- Opening of stables:
- Official Course Inspection:
- 1st Horse Inspection:
- Declaration of Starters:
- 1st Start – Dressage:
- 1st Start - Cross-Country:
- 2nd Horse Inspection:
- 1st Start – 1st Jumping Test :
- 1st Start – 2nd Jumping Test :
- Prize-giving:

Date Time

Date	Time
Fri 1 st July	12.00
Sat 2 nd July	14.00
Sun 3 rd July	14.45
Sun 3 rd July	16.00
Mon 4 th July	09.00
Tue 5 th July	11.00
Wed 6 th July	08.30
Wed 6 th July	12.30
Wed 6 th July	15.15
Wed 6 th July	16.25

**To enable LOCOG to test technology and scoring systems the Olympic Games Eventing Competition format is being simulated. There are therefore two rounds of jumping. Ranking points and MER will be based on the results of the 1st jumping test (Individual Result). The 2nd jumping test will determine the final classification of the event and form the basis for prize money distribution.*

2. DRESSAGE TEST

FEI 2009 2* A

3. CROSS-COUNTRY

Event	Phases	D
	Type of ground	Grass
	Length	3000m
	Speed	550 m/m
	Approx. number of efforts	26

4. JUMPING

Event	Type of ground:	Sand
	Distance	550m
	Speed:	350 m/min
	Number of efforts:	14
	Number of Obstacles:	11

IV. PRIZE – CLASSIFICATION

Total amount of prize money	£3210
Breakdown per category / placing (1 prize per 4 athletes)	1 st 500 2 nd 450 3 rd 400 4 th 350 5 th 300 6 th 250 7 th 200 8 th 200 9 th 200 10 th 200
Other details on PM distribution	Prize money will be mailed to the Athlete after the event
U.K. Tax deduction:	Prize money won by athletes resident outside the U.K. will be subject to deduction of UK Tax in accordance with HMRC regulations.

V. PARTICIPATION / INVITATIONS

One groom per athlete

Number of NFs invited	See invitations policy below
Number of athletes from the host nation	See invitations policy below
Number of athletes per NF	See invitations policy below
Number of horses per athlete	1
Ballot procedure in case of excessive entries. Must be specified.	See invitations policy below

Invitation Policy

All Athletes and horses must be qualified as per regular FEI MER rules 2011 and athletes and horses must be registered with the FEI for 2011 - no exceptions will be made.

For MER see Appendix 1

For all Visa requirements see Appendix 2

LOCOG & FEI reserve the right, without question, to change numbers, to offer, accept and refuse invitations to/from NF's within and outside of this invitation policy.

Maximum number of Athletes: 40

Individuals to qualify in the following order:

1. Those nations who have already qualified for the London 2012 Olympic Games Eventing Competition – 3 Athletes
GBR, CAN, NZL, USA, GER, BEL
2. Those nations (not otherwise listed in 1) who had a team compete at the 2010 FEI Alltech World Equestrian Games Eventing Competition – 2 Athletes
IRL, FRA, JPN, SWE, ITA, BRA, RSA, AUS
3. Those nations (not otherwise listed in 1 & 2) who had an individual compete at the 2010 FEI Alltech World Equestrian Games Eventing Competition – 1 Athlete
AUT, DEN, POL, ARG, NED, POR, FIN
4. On order of ranking, nations (not otherwise listed in 1- 3) whose Athletes hold the highest FEI World Rankings for Eventing as at Monday 9th May 2011 – 1 Athlete per nation to make the total number of competitors up to 40

Entries will be accepted for the first 40 athletes from the nations in Groups 1 - 4

Nations in groups 1 – 3 who do not wish to, or are unable to accept some or all of their invitations, will have their additional place(s) allocated to the nations in group 4.

Athletes may only ride 1 horse.

A reserve list will be held from 16th May until 13th June of group 4 nations/athletes. NF's will be notified as soon as their Athlete is to be offered a competition place.

VI. REGISTRATION OF ATHLETES & HORSES

All Athletes & horses participating in any International Eventing competition must be registered with the FEI. (Gen. Rules Art. 113, Art. 511.1 and 511.2)

1. QUALIFICATIONS

Each NF must certify the qualification of each horse and athlete and list the competitions which enabled horse and athlete to qualify, according to the qualification procedure established for each star level. Please include the relevant procedure according to level of event in schedule (refer to Part B attached and Rules for Eventing Art. 506).

MER's will be checked by the FEI.

2. ENTRIES

All athletes and horses participating in any International competition must be registered with the FEI. Any athlete and/or horse who is not registered with the FEI (at the start of the event) shall be automatically disqualified.

For sample of entry form see Appendix 3

Entries in principle/Invitation acceptance:	Date: 18th April
Nominated entries: NB. With reference to entries policy above, NFs may nominate 3 times the number of permitted starters for those nations in groups 1-3. Those NFs who will have riders from group 4 may nominate a max of 3 riders.	Date : 16th May
Definite Entries:	Date: 7th June
LOCOG's last wait list acceptance :	Date : 13th June
Entry fee & stabling charge per horse:	Free of charge
Nominated entries must be made on the Official Test Event Entry form which, if not attached, can be obtained by emailing: equestrian@london2012.com This entry form must be completed and returned by email and will only be accepted if fully completed.	All entry forms to be emailed to: FAO: Sophie Attwood Email: equestrian@london2012.com
Refund procedure if rider or horse cannot participate: (presentation of certificate)	There is no refund policy as there are no charges for entry

3. ADVERTISING & PUBLICITY ON ATHLETES & HORSES

The athletes are authorised to carry the logo of their personal sponsor in accordance with Art. 135.1 & .2

4. ADDITIONAL KEY INFORMATION

See Appendix 4

5. FACILITIES OFFERED

1. ATHLETES & TEAM OFFICIALS ACCOMODATION

See Appendix 5

Accommodation (bed and breakfast) has been BLOCK BOOKED at a range of local hotels in and around Greenwich for Athletes, Team Officials, NFs, and observers from 1st July to 7th July.

All accommodation (with the exception of grooms – see below) will be at the NF/occupiers' expense.

Rooms can be booked directly with the Hotels listed in appendix with the codes attached – **see appendix 5**

There are a limited number of rooms which will be allocated on a first come first served basis. Any rooms not booked by 20th May will be released by the hotel.

For transport details see below.

NB. Accommodation in lorries will not be permitted.

2. GROOMS ACCOMODATION

LOCOG is providing complimentary accommodation (full board) for all grooms (one per horse). These have been reserved from 1st July to 7th July at Devonport House Hotel, King William Walk, Greenwich, London, SE10 9JW (located less than a 2 minute walk from the stables).

Grooms will be accommodated on a twin room shared basis. Unless specific room share requests are made, LOCOG will pair grooms up. LOCOG will make every effort to accommodate requests but reserve the right to determine all accommodation allocations.

These rooms will be reserved automatically on receipt of an entry. Requests for accommodation detailing approximate arrival and departure times, together with sex of groom must be sent with entries by 7th June.

Any NF not wishing to use this grooms accommodation must notify the OC as early as possible.

3. ATHLETES, TEAM OFFICIALS AND ACCREDITED PERSONS MARQUEE

There will be a marquee situated adjacent to the Main Arena providing complimentary meals to those who qualify on production of a valid voucher (see below) as well as a retail catering facility for all other accredited people. This facility will also be used for some meetings and briefings.

4. MEALS

Athletes - Lunch will be provided to all athletes in the LOCOG Catering Tent adjacent to the Main Arena on Monday 4th July – Wed 6th July. This will take the form of a monetary value voucher which will be issued on arrival.

Team Officials - Lunch will be provided to one Team Official per nation in the

Athletes/Team Officials Tent adjacent to the Main Arena on Monday 4th July – Wed 6th July. This will take the form of a monetary value voucher which will be issued on arrival.

There is also a retail option within the Athletes/Team Officials Tent where any accredited person can purchase the same food options as Athletes.

Grooms – all meals will be provided in Devonport House Hotel for the duration of their stay. Vouchers will be issued on arrival.

5. HORSES TRANSPORT

Transport expenses to be paid by the athlete/NOC.

6. WELCOME

The time and date of arrival of athletes and horses, together with the means of transport must be given to LOCOG in order to facilitate the arrivals process.

See Appendix 4

7. LOCAL TRANSPORTATION - ARRANGEMENTS FROM HOTEL TO VENUE

There will be a shuttle service running between 3 of the 4 approved hotels on a regular basis throughout each day. The Ibis Hotel is a 2 minute walk from the venue.

A schedule for the bus route will be available nearer the time of the Test Event.

8. STABLES

For further Stable compound info see Appendix 6

The size of stables will be 4m x 3m. There will be 1 tack/equipment stable allocated per 4 stables.

VII. VETERINARY ASPECTS (*Art. 1004.2, 1005, 1011, 1012, 1021.1 & 518*)

1. CUSTOM FORMALITIES & HEALTH REQUIREMENTS FOR THE ENTRY OF HORSES TRAVELING TO THE EVENT FROM OUTSIDE THE UK.

For all Customs enquiries and information on any required import licences (incl. for Laboratory Health Tests), which will be applied to horses attending this event, please contact our Official Transport Agent:

Peden Bloodstock

Dogtails, Borough Court Road, Hartley Wintney, Hampshire RG27 8JA Great Britain

Tel: +44 (0) 1252 844042 / Fax: +44 (0) 1252 844043

e-mail: henry@peden.co.uk; atock@peden.de;
henry.bullen@london2012.com

Peden Bloodstock must be given the following information at least ten days prior to the arrival of horses of EU origin, and at least two weeks prior to the arrival of horses from outside the EU:

Information on all horses - EU and non-EU

- Name, age, colour, sex, FEI Passport Number and height
- Name and address of Owner and/or Rider
- Address where the horse is resident
- Address to which the horse will return after the event
- Port and date of arrival in Great Britain
- Port and date of departure from Great Britain

- Registration number of the vehicle that the horse will travel in

Horses from the European Union

All horses from EU nations must be accompanied by the official health certificate for travel within the Union; the certificate must show the FEI Passport Number, and the Passport must accompany the horse at all times. This certificate is not required for horses from Ireland or France.

Horses from outside the European Union

Horses from outside the EU must be accompanied by the health certificate appropriate to their country of origin; details of the correct certificate and of any blood tests which may be needed can be obtained from the Official Transport Agents. As DEFRA has to be advised well in advance of the arrival of horses from outside the EU, it is important that full details of travel plans are provided to Peden Bloodstock at least three weeks prior to arrival.

Horses that arrive with incorrect certification may be refused entry into Great Britain.

Customs Documentation

Horses from outside the EU must arrive with an ATA Carnet issued in the country of origin, to cover the horse and its accompanying equipment. Should any horse travel without an ATA Carnet then either the National Federation or the competitor concerned will be responsible for the costs in connection with temporary import into the EU.

Export of Horses

All horses will require an Export Licence and Health Certificate to leave Great Britain. These are issued by DEFRA, and Peden Bloodstock will obtain them providing the essential information is supplied at least ten days before the start of the event.

PLEASE NOTE that the Organising Committee will not be responsible for any taxes or fines which may be due if any horse or equipment does not return to its country of origin at the end of the event. Should any claim be made against the Organising Committee for any taxes or fines on horses or equipment which has remained in Great Britain or the European Union the National Federation making the entry will be responsible for paying these.

2. APPROVED LABORATORY

Details of FEI Approved Laboratory appointed to carry out analyses on samples collected at this event

Name: HFL Sport Science
Address: Newmarket Road, Fordham, Cambridgeshire
Post Code: CB7 5WW
Phone: 01638 720500

3. TEAM/NATIONAL FEDERATION VETS

See Appendix 7

All vets who will be accompanying and potentially administering treatment to competition horses will be required to be registered with the Royal College of Veterinary Surgeons (RCVS).

See Appendix 7 for further details including a form to be completed and

returned to the RCVS for vets seeking further clarification.

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, 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: <http://www.fei.org/about-us/standards>.

APPENDIX 1 – Further Relevant FEI Rules and Regulations

1. EVENTING MINIMUM ELIGIBILITY REQUIREMENTS OF ATHLETES & HORSES (Art. 506) – *Please include relevant part for level and category of event*

Each NF must certify the minimum eligibility requirements of each horse and athlete and list the competitions which enabled horse and athlete to qualify, according to the qualification procedure established for each star level as laid out in Art. 506. Relevant level and criteria must be included in the schedule.

1.1. Principles

In order to compete at an international event, an athlete and horse must have obtained the minimum eligibility requirements at a number of events at a lower level.

The requirements are laid out below. With the approval of the FEI and their own NF, OCs may impose additional qualifications for horses and/or athletes, which must be published in the schedule.

1.2. Minimum eligibility requirements

The minimum eligibility requirements are achieved by completing a competition within minimum parameters of all round performance. As follows:

- Dressage Test: not more than 75 penalty points;
- Cross-Country Test:
 - From 2009 onwards, the results at obstacles at International events need to include, where applicable, a clear round (0 penalties) at obstacles for CICs events and maximum 20 penalties at a CCI.
 - Not more than 90 seconds exceeding the optimum time in the Cross. At 4* events, the maximum time by which the optimum time may be exceeded is 120 seconds; and
- Jumping Test: not more than 16 penalties at obstacles.

1.3. Certification of Qualification for Events

1.3.1. All NFs, including the host nation, are responsible to certify that athletes and horses entered by them in international events are correctly qualified in accordance with all the requirements of the Rules.

1.3.2. All qualifying events must be identified, and any national events must be certified as of at least the equivalent standard of difficulty as the relevant international star level of competition.

1.3.3. The Technical Delegate or his nominee shall check that all horses and athletes starting at all International events are properly certified as qualified by their NF or duly exempted in accordance with this article.

1.4. Qualifying Period and Deadline

1.4.1 Minimum eligibility requirements for CIOs, CCIs and CICs must be obtained in the calendar year in question or the 2 preceding calendar years.

1.4.2 The Minimum Eligibility Requirement at a CCI must be obtained at least 24 days before the Cross Country test of the event for which it is needed; a Minimum Eligibility Requirement at a CIC must be obtained at least 10 days before the event for which it is needed.

1.4.3 Minimum eligibility requirements may be achieved as a combination or separately by athlete and horse.

1.4.4 Where a Minimum Eligibility Requirement at a CIC is specified, one Minimum Eligibility Requirement at a CCI of the same level is equally acceptable.

1.5. Required minimum Eligibility Requirements (MER) for CCIO/CCI/CIC/CICO

	CCI / CCIO	CIC / CICO
2 *	Minimum 2 MER required: 1x CCI 1* or 1x CIC 2* <u>plus</u> 1x CIC 2* or 2x CNC 2*	Minimum 1 MER required: 1x CIC 1* or 1x CNC 2*

2. VETERINARY ASPECTS / ISSUES

2.1 VETERINARY EXAMINATIONS, HORSE INSPECTIONS & PASSPORT CONTROLS

These will be carried out in accordance with the "Veterinary Regulations", Art. 1010, 1011 & "Rules for Eventing" **Art. 518.1 for CCIIs and 518.2 for CICs.**

Art. 511.2.2

Every horse entered for any competition at CCNs, CICs 2/1* or CCIIs 2/1* in a foreign country (GRs Art. 141.2), and all horses entered for CICs 3*, CCIIs 4/3*, CCIOs, Championships, Regional and Olympic Games, whether at home or in foreign countries, must have an official valid FEI Passport, or a National Passport approved by the FEI and accompanied by an FEI Recognition Card and, when applicable, an FEI registration number, as a means of identification and to establish ownership.

Art. 511.2.3

Horses taking part in CCNs, CICs 2/1* or CCIIs 2/1* in the country in which they are resident are not required to have such a passport as is mentioned Paragraph 2.2. All such horses must be properly registered and identifiable and unless there is no national requirement for equine influenza vaccination in the host country and in the country of origin, all horses must have a valid vaccination certificate.

2.2 EQUINE INFLUENZA VACCINATION, VET. REGS. ANNEX VI (except events taking place in NZL & AUS) **UPDATE 1st SEPTEMBER 2009**

Please see FEI Veterinary Regulations **Annex VI** at www.fei.org.

2.3 SAMPLING PROCEDURE FOR PROHIBITED SUBSTANCES (Vet. Regs, Ch. V & VI and Annex IV)

Regular sampling is carried out in CCIIs 4/3*, CCIOs, World Cup™ Qualifiers and Finals, Championships and Games, whereas at other CCIIs/CICs sampling is recommended. When testing takes place, the number of horses tested is at the discretion of the Testing Veterinarian/Veterinary Delegate; however, a minimum of three is recommended (Vet. Regs. Art. 1016).

Special guidelines are applicable for events covered by the FEI Medication Control Programme (Groups I & II only).

2.4 MEDICATION CONTROL PROGRAMME (GROUP I & II ONLY)

The Organising Committees of FEI events within Groups I & II are advised to charge competitors the equivalent of CHF 12.50 per horse per event as a contribution towards the costs of the MCP programme.

2.5 GROUPS I & II ONLY - MCP CENTRAL LABORATORY UPDATE 1st SEPTEMBER 2009

Under the Medication Control Programme (MCP) in **Groups I and II**, all samples collected in accordance with Vet. Regs. Art. 1016 will be analysed by the **Horseracing Forensic Laboratories (H.F.L) Sport Science, Quotient Bioresearch Limited Newmarket Road Fordham, Cambridgeshire CB7 5WW**. For events other than those listed in Vet. Regs. Art. 1016 or for events other than in Groups I and II, samples may be analysed at an alternative FEI listed laboratory (Vet. Regs. Art. 1021).

3. MISCELLANEOUS

3.1 OBJECTIONS/COMPLAINTS (Art. 163, 167)

All complaints to be valid must be made in writing and accompanied by a deposit of CHF 150 or equivalent.

3.2 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.

3.3 EVENTING MEDICAL CARD (Annex 7 "Rules for Eventing")

All athletes must carry readily accessible on themselves, a medical card for the Cross-Country Test. Armbands must be submitted for checking by the Official Doctor and the Technical Delegate for accurate information. These to be submitted to the Stable Manager's Office upon arrival to the competition.

3.4 INSURANCES

LOCOG the OC have a full and comprehensive Public Liability insurance policy.

"All owners and competitors 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 a third-party insurance providing full coverage for participation in equestrian events at home and abroad and to keep the policy up to date".

3.5 EVENT'S ORGANISATION (Art. 109 & 110)

The OC reserves the right to modify the schedule in order to clarify any matters or matters arising from an omission or due to unforeseen circumstances. All modifications made to the schedule will have the approval of the FEI Secretary General.

3.6 ENTRY RIGHT TO SHOWGROUNDS

Accreditation will be issued on arrival to all Athletes, Grooms, Owners & trainer etc. as per the accreditation details attached. There will be strictly no entry without accreditation to the competition area and NF's will be responsible for ensuring that the correct accreditation is given out.

3.7 STABLE

There will be 24 hour security on the stables entrance.

3.8 RESULTS

In order to proceed with the results publication for qualification purposes, the FEI requires results to be sent in immediately after the conclusion of the event. Please refer to compulsory format for CCIs and CICs. Results to be sent by e-mail to sandra.lecoultre@fei.org, preferably on Excel file immediately after the event. All results must include FEI Passport Registration number of horses. **All athletes who have not completed the event must appear on the results sheets.** Exact distance of the Cross-country course must be included on result sheet.

APPENDIX 2 – Visa Information

Sports Visitor Visa

Do I need a visa?

Yes, you will need a visa if your passport or travel document is from one of the countries listed at figure 1 at the end of this note (see also www.ukvisas.gov.uk/en/doineedavisa/visadatvnationals)

No, you do not need a visa if your passport or travel document is from either:

- (a) a country in the European Economic Area (which includes all EU member states plus Iceland, Norway, Liechtenstein) or Switzerland
- (b) a country outside the EEA and not on the list at Figure 1 and you are coming to the UK as a visitor for six months or less.

The UK is not a member of the Schengen group of countries, so a Schengen visa (applicable in other European countries) is not valid for entry to the UK.

A valid UK visa will allow you to transit through an airport in a Schengen country, but if you plan to pass through border control in the airport you will need to check whether you require a Schengen visa.

Who can apply for a Sports Visitor Visa?

The Sports Visitor visa is available to people who wish to travel to the UK for up to six months at a time to take part in a specific sports event, tournament or series of events, or to train in the UK. Support staff accompanying a sports person to a specific sports event, tournament or series of events will also be eligible, as will sports officials and specialist sports volunteers.

What events are you coming for?

- **Training in the circumstances described above**
- **London 2012 Test Event or Qualification Event**
- **Other sports event, tournament, series of events**

What does the Sports Visitor visa entitle me to do?

A Sports Visitor visa allows the holder to enter the UK to take part in a specific sports event, tournament or series of events and to train. A UK body may pay the Sports Visitor a cash prize, board and lodging and other reasonable expenses, but cannot make any other payments to the Sports Visitor (i.e. an appearance fee)

- **A maximum stay of six months in the UK on each visit;**
- **Multiple entries to the UK while your visa is valid;**
- **Apply for a long term visa (1,2,5 or 10 years validity) – helpful if making several trips to the UK in the next few years (in the case of the 5 and 10 year visas you will need to provide evidence of a good travel history to the UK and provide evidence that you have a need to travel to the UK regularly over a number of years);**
- **Enter the UK as a general tourist while your visa is valid.**

If you do intend to receive an appearance fee when you participate in a sports event, you will need to apply under Tier 5 of the UK's Points Based System – see <http://www.bia.homeoffice.gov.uk/workingintheuk/>

How do I apply?

You should apply well in advance of travel (at least two months) to ensure there is sufficient time for your visa to be processed. Details of where to apply can be found at www.ukvisas.gov.uk/en/howtoapply/wheretooapply.

Applying online

In some countries you must apply online: see www.visa4uk.fco.gov.uk/ApplyNow.aspx. You may also be able to make an appointment during this online process to submit your printed and signed form in person at the nearest Visa Application Centre (VAC) or at a British Mission (Embassy, Consulate-General etc) overseas to provide your biometric details – a photograph and fingerprints (you must present these in person).

Applying on paper

If your country does not have the online application facility, you will need to complete a Visa Application Form – please see www.ukvisas.gov.uk/en/howtoapply/vafs. This also needs to be signed and presented in person at a VAC.

You must complete VAF 1J.

How much does it cost?

6 months - £70
1 or 2 years - £245
5 years - £450
10 years - £650

Can I extend my stay as a Sports Visitor?

The maximum time you can spend in the UK at any one time as a Sports Visitor is six months. If you applied for three months permission to enter (known as leave to enter) when you arrived this will be stamped in your passport. You may apply for an extension as long as your leave to stay would not go beyond six months in total.

Check List – What documents do I need to support my visa application?

You will need to bring **all** of the following materials with you to the VAC, Mission or Consulate when you submit your application. All documents must be **originals**:

- Signed invitation letter from the UK organiser inviting you to attend the event.
- Supporting letter from your Sporting Federation, home National Federation, National Olympic Committee or National Paralympic Committee confirming your attendance at the event for which you wish to enter the UK.
- A valid passport or travel document.
- One original passport sized colour photograph. This must not be more than six months old. Passport style (45mm high x 35 mm wide). Your facial expression must be neutral (no frowning or smiling).
- The appropriate fee (this can be paid in local currency).
- If you do not live in the country in which you are applying, evidence of your permission to be in that country – e.g. a residence permit, visa, green card.
- Evidence of how your trip is to be funded:-
 - If you are supporting yourself, you will need to provide evidence of how you will do this - i.e. bank statements.
 - If you are being funded to be in the UK, you will need to provide written confirmation of who will fund you and how – e.g. a letter from the relevant organisation confirming they will fund your stay in the UK.

It may also help support your application to provide the following:

- Unless single, please provide evidence of your marital status e.g. marriage or civil partnership certificate, divorce certificate, death certificate.
- Details of any hotel or flight bookings.
- Evidence of your current employment/self employment/work/studies or other means of support.
- Evidence of your total monthly income from all sources of employment or occupation after tax.

Who can I contact for further information?

All details on how to apply are available at www.ukvisas.gov.uk/en/howtoapply/wheretooapply

Please contact the NOC & NPC Relations team at LOCOG for NOC and NPC queries and the International Relations Team at LOCOG for all other queries.

APPENDIX 3 – Entry Form – SAMPLE

Greenwich Park Eventing Invitational

2011 Entry & Qualification Form

All relevant field to be completed

Event Name:	Greenwich Park Eventing Invitational		
Date:	4th - 6th July 2011		
Format:	CIC	Level	2*(two star)
Status:	Invitational		

ATHLETE: *(See separate sheet for qualifications)*

Family Name: Mr/Mrs/Miss

Given Name:

FEI Reg No:

Permanent Address:

Country:

Post/Zip Code:

Tel No:

Fax No:

Mobile No:

Email Address:

Nationality:

Date of Birth:

Country of Residence:

(for tax purposes)

Contact Address:

if different from above

Country:

Post/Zip Code:

Tel No:

Fax No:

Mobile No:

Email Address:

Grooms Name:

Grooms Sex:

Grooms Mobile contact no:

Athlete qualification - this must be completed and returned with Entry Form for all Athletes

Name of event	Level	Type Event	Date	Horse	Dressage %	XC Time Pen.	XC Jump Pen.	SJ Jumping Pen.	Final Placing

HORSE 1:

Name: **Sire:** **Dam:**

FEI Reg No: **Year of Birth:** **Breed code:**

Owners Name(s)

This must be completed for all horses being entered

Name of event	Level	Type of Event	Date	Athlete	Dressage %	XC Time Pen.	XC Jump Pen.	SJ Jumping Pen.	Final Placing

HORSE 2:

Only complete if double entering horses for the same Athlete

Name:

FEI Reg No: **Year of Birth:**

Owners Name(s)

[Redacted]

This must be completed for all horses being entered

Name of event	Level	Type of Event	Date	Athlete	Dressage %	XC Time Pen.	XC Jump Pen.	SJ Jumping Pen.	Final Placing

I certify that the above information is correct and that if the entry is accepted, I will abide by the FEI Rules and Regulations and by the conditions of the Schedule of the Competition.

Signed:

[Redacted]

Date:

[Redacted]

(Athlete)

National Federation Approval:

By electronically signing below and/or by submitting this application, the NF of the athlete mentioned on this entry form, confirms that the athlete and the horse (s) are duly qualified to compete at the event as per attached qualification.

Contact name & number of IF representative at event.

[Redacted]

Name of NF:

[Redacted]

Signature of NF Representative:

APPENDIX 4 - Additional key information*

The Test Event - Introduction

It is essential for all Athletes, Chefs d'Equipes, Team Officials and International Observers to understand that this Test Event is being run in order to test various facilities, practices and procedures intended for implementation for the London 2012 Olympic Games and Paralympic Games. It is also the intention of LOCOG to provide a useful, educational and enjoyable experience for all those who come to compete at or observe the Test Event in preparation for the Games.

Detailed below are an outline of some further details:

Accreditation

Accreditation will be named and applications must be made in advanced.

Accreditation forms will be sent out in early May 2011 to all NF's that have registered an interest whether with competition athletes or as International Observers.

Accreditations may be 'swapped' during the event however the additional accreditation will only be issued on the surrender of the original one for exchange. Advance notice of these changes will speed up the process.

There will be two levels of accreditation:

1. Test Event Athletes & Team Officials:

- For each horse there will be an accreditation allocation of:
 - 1 Athlete
 - 1 Groom
 - A max of 2 Owners (as detailed in the FEI Passport)
- For each nation with Athletes competing:
 - An additional allocation of accreditations: 3 horse nations – 8 accreds, 2 horse nations – 6 accreds, 1 horse nations - 4 accreds

This accreditation will gain access to all areas of the Test Event site.

2. National Federation International Observers:

- For each nation with athletes competing there will be an additional allocation of 7 accreditations for Observers.
- For all those nations who do not have Athletes competing in the Test Event there will be an allocation of a maximum of 10 accreditations.

This accreditation will gain access to Field of Play (at designated times only), the perimeter of the training areas, the briefing rooms within Devonport House Hotel (limited to 4 people per nation per briefing) and other relevant Back of House areas to be detailed in the information pack.

Officials, Athletes and Observers will also have access to the Marquee that has a full retail catering facility within. This marquee is located between the training area and the Main Arena.

Parking

Horse boxes will be parked within the venue however THERE WILL BE NO PRIVATE PARKING IN OR AROUND THE EVENT VENUE – PLEASE DO NOT PLAN TO DRIVE TO THE VENUE.

Equine Arrivals and Departures

Due to the complex nature of the site at Greenwich Park and the city location, there will be a detailed Arrivals and Departures log issued by LOCOG prior to the event. It is strongly requested that each nation arrives with all horses in a single lorry. Similarly with equipment, it is strongly advised that all Athletes travel/store all equipment in as few 'travel boxes or trunks' as possible.

Comprehensive Arrivals and Departures information pack will be issued in early May.

Transport

A further transport document will be issued to all accredited people prior to the event.

Greenwich is easily accessible from central London using excellent public transport links including rail, underground, bus, river and the Docklands Light Railway (DLR).

All London airports have train and bus services in to central London. (From London Luton airport there is a short bus ride from to the station)

Additional Briefings

There will be a series of additional briefings/seminars with Q & A sessions for International Observers. These sessions will be open to a maximum of 4 people per nation. These will be held during the day from Sunday 3rd – Wednesday 6th July. Only accredited persons with the relevant pass will be permitted to attend these sessions. Further details of these sessions will be sent out to NFs prior to the Test Event.

There will be a Test Event debrief session during the morning of Thursday 7th July.

Visas

Please see Appendix 5 outlining visa requirements. Please note that all applications must be returned to Equestrian Competition Manager at LOCOG – equestrian@london2012.com .

Event Reception

There will be a Welcome Reception for participants hosted by the British Equestrian Federation on the evening of Monday 4th July 2011.

Additional and more detailed information will be issued to all National Federations who have expressed an interest to attend with either Athletes or as International Observers in mid May

*LOCOG reserves the right to change any content/detail at any time without notice. All information correct at time of issue.

Annex 5 - Hotel Reservations

Bookings for LOCOG reserved rooms will be accepted by the hotels listed below from 8th April – please do not try and book before this date.

It is advised that when booking NF's establish the Cancellation Policy at the time that the booking is made.

PREMIER INN GREENWICH – 0.8 miles - 10 minute walk

Link: <http://www.premierinn.com/en/hotel/LONGRE/london-greenwich>

Number of rooms being reserved at the hotel: 60 twins from 01/07 to 07/07

Rate: £109 incl. B&B and VAT

Booking procedure:

Call 0871 527 9208 (as per website)

When calling QUOTE REF '**GRP TEST EVENT**'

Have the following details at hand :

- Arrival / Departure Date
- N. Rooms
- Room type
- Contact Name
- Address
- Tel
- Email
- Credit Card (ie: Visa, Visa Debit, Amex, Mastercard, Delta)
- Guest Names

Guest will be provided with their own Reservation Number which can also be emailed directly to them.

Premier Inn does not accept payment via phone. In case arriving guests are not paying for the rooms the booker will be requested to send a credit card authorization - Please see attached the credit card authorization.

Cash payments will be accepted by guests who must be able to provide proof of ID.

Release date: All rooms will be held until the Friday 20th May at which date all rooms not booked will be released. Should guests call after that date, they will not benefit from the discounted rate and will have to pay the best available rate at the time.

EXPRESS HOLIDAY INN GREENWICH – 1.6 miles – 20 minute walk

Link: <http://www.expressgreenwich.co.uk/Holiday-Inn-Express-London-Greenwich-Home/holiday-inn-express-london-greenwich-a102-m.html>

Number of rooms being reserved at the hotel: 20 twins + 3 accessible rooms from 01/07 to 07/07

Rate: £120 incl. B&B and VAT

Booking procedure: Call the hotel directly on 44 (0) 208 269 5000, between Monday to Friday 9am to 5pm and ask to speak to in-house reservation only. Ask your guests to quote "GRP TEST EVENT" when making the booking.

Release date: All rooms will be held until the Friday 20th May at which date all rooms not booked will be released. Should guests call after that date, they will not benefit from the discounted rate and will have to pay the best available rate at the time.

CLARENDON HOTEL - 0.3 mile from Blackheath Gate/0.9 mile from Main

Arena

Link: <http://www.clarendonhotel.com/>

Number of rooms being reserved at the hotel: 24 singles, 25 twins, 2 family rooms & 9 triples 01/07 to 07/07

Rate: £79 for singles, £99 for twins, £135 for family rooms and £120 for triples. All rates include B&B and VAT

Booking procedure: Call the hotel directly on 0208 318 7800, between Monday to Friday 9am to 5pm and ask to speak to Allison Jackaman or Audrey Lyttle or Kate Micklewhite. Quote "GRP TEST EVENT" when making the booking.

Release date: All rooms will be held until the Friday 20th May at which date all rooms not booked will be released. Should guests call after that date, they will not benefit from the discounted rate and will have to pay the best available rate at the time.

IBIS GREENWICH - 0.1 mile – 5 min walk

Link: <http://www.ibishotel.com/gb/hotel-0975-ibis-london-greenwich/index.shtml>

Number of rooms being reserved at the hotel: 15 twins from 01/07 to 07/07

Rate: £121 incl. B&B and VAT

Booking procedure: Bookings should be made by emailing the General Manager Damien LERCHUNDI H0975-GM@accor.com

- NF's will have to send Credit Card details to this secured email address (the only person who has access is the General Manager)
- full prepayment will be taken and it will be non refundable
- bookings for the full stay only (guest will not be able to select individual dates within the period)

Release date: All rooms will be held until the Friday 20th May at which date all rooms not booked will be released. Should guests call after that date, they will not benefit from the discounted rate and will have to pay the best available rate at the time.

APPENDIX 6 – Stable security/Stewarding at International Events

Minimum requirements to ensure implementation of Veterinary Regulations, Art.1005.2 – SEE ALSO ANNEX 13 FEI EVENTING RULES

1. ACCESS TO STABLE AREA

Access to stables will be limited to accredited persons.

2. CONTROL OF ACCESS

There will be 24/7 security at the entrance to the stables. No un-accredited persons will be permitted to enter the area nor should they attempt to do so. No horse will be permitted to leave outside of the scheduled times. No horse will be permitted to leave the secure venue unless with specific permission to do so.

3. STEWARDING OF STABLE AREA

The stable manager will post opening times for the Stable Managers Office – indicatively this will be from early morning until late evening.

4. GROOMS

It is appreciated that grooms wish to remain with their horses during the night. Only grooms duly registered with the OC are permitted to do so.

The Person Responsible must ensure that his/her grooms, or any other authorised persons with access to his/her horses, are familiar with the security and stewarding procedures operating at the event attended.

5. MOVEMENT THROUGHOUT EVENT GROUNDS

Movement of horses between the stables, practice, grazing and main arena must be strictly controlled.

6. STEWARDING OF PRACTICE ARENA

The Chief Steward must ensure that all practice arenas are adequately stewarded all the time that they are officially open. He must also ensure that these arenas are subject to random control when they are officially closed.

7. GRAZING AREA

There will be limited grazing opportunities at the test event due to the restricted size of the venue.

APPENDIX 7

Initial Enquiry Form For Registration

London 2012 Olympic Games and Paralympic Games

(Including Equestrian Test Event – Greenwich Park Eventing Invitational CIC** 4-6 July 2011)

Initial details

All surnames	_____			
All forenames	_____			
Current contact address	_____ _____			
Email	_____			
Nationality	At birth:	_____	At present: <i>(If you hold dual nationality, list both/all)</i>	_____ _____
Title of primary veterinary degree	_____			
University awarding	_____			
Date of graduation	_____ / / Day Month Year			
Current registration authority	_____ _____			
Date registered	_____ (If you are currently registered with more than one registration board, please state all their names on a separate sheet of paper)			
Previous RCVS Registration	Have you ever been registered with the Royal College of Veterinary Surgeons previously? YES/NO (please circle as applicable) If yes, please indicate approximately when :- _____			

Signed **Date**

Please return this form by email to registration@rcvs.org.uk or to the address below.

Registration

All veterinary surgeons must be registered with the RCVS if working in the UK. Different routes apply to different groups of people. This is not a choice for the vet, i.e. they cannot choose a preferred type of registration, it is dependent upon their circumstances how they must register.

Types of registration:

1. EU nationals with EU registerable vet degree and established in another EU state:
 - Provision of Services Registration for one year on the basis of temporary and occasional provision of services during the registration period.
 - This is not available to non-EU Community Rights Persons who hold EU qualifications.
2. Foreign/Commonwealth/USA primary veterinary qualifications which are approved for recognition for full registration (not EU qualifications):
 - Full registration will have to take place which will include attendance at an agreed location to sign the Register and complete the registration process.
3. Non-registerable/non-recognised primary veterinary qualifications. (Also includes non-EU nationals with EU degrees):
 - Temporary Registration under 'accompanying animals' category.
 - For up to one year during which can provide services on temporary and occasional basis with prior notification of arrival in UK.
4. Past members of RCVS – those who have had their qualification recognised and been registered previously:
 - Need to restore, unless fall within the scope of Provision of Services and established elsewhere in EU, and can then provide services.
5. Practising overseas - current members
 - If 'overseas practising' members, will need to upgrade to 'UK practising'.
 - If EU established, can choose to either voluntary remove and provide services, or upgrade to 'UK practising'.

For all types of registration, on first registration there are a number of required documents.

Advice to applicants

1. **This Form should be submitted by email to registration@rcvs.org.uk or by post to the RCVS at the address below and then we can advise individually on the type of registration which applies to your circumstances, the documents and any further information which is required from you.**
2. **Registration using this form and process is only available for the purposes of the Olympic and Paralympic events, including the Equestrian Test Event.**
3. **If you require further information please contact Christine Fraser, Head of Registration
Email: c.fraser@rcvs.org.uk
Direct line telephone: 0207 202 0758**