

# CHECKLIST FOR DRAFT SCHEDULE EVENTING 2014



**Event** (category): CIC\*/CIC\*\* (Place): Vale Sabroso, Alcácer do Sal (NF): POR  
**Date:** 20-23 February 2014

Updated 03.12.2013

## I. DENOMINATION OF THE EVENT

**Status:**  Short (CIC)  Long (CCI)  CIO-long (CCIO)  CIO-short (CICO)  
 Championship  Games  
**Category:**  Seniors  Young Rider  Junior  Pony  Young Horses  
**Level:**  1\*  2\*  3\*  4\*  
**Date:** 20-23 February 2014  
**Place:** Vale Sabroso, Alcácer do Sal  
**Country:** Portugal

## II. GENERAL CONDITIONS

This event is organised in accordance with:

- FEI Statutes, 23<sup>rd</sup> edition, effective 7<sup>th</sup> November 2013
- FEI General Regulations, 23<sup>rd</sup> edition, effective 1<sup>st</sup> January 2009, updates effective 1<sup>st</sup> January 2014
- FEI Veterinary Regulations, 13<sup>th</sup> edition, effective 1<sup>st</sup> January 2014
- FEI Eventing Rules, 24<sup>rd</sup> Edition, effective 1<sup>st</sup> January 2014.
- FEI Equine Anti-Doping and Controlled Medication Regulations (EADCMR), 1<sup>st</sup> Edition, effective 5<sup>th</sup> April 2010, updates effective 1<sup>st</sup> January 2014
- FEI Anti-Doping Rules for Human Athletes (ADRHA), based on the 2009 revised Code, effective 1<sup>st</sup> January 2012, updates effective 1<sup>st</sup> January 2014
- 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.

\*\*\*\*\*

**Approved by the FEI**

**Lausanne, on 27.01.2014**

**Signature:**

**Catrin Norinder**  
**Director Eventing & Olympic Departments**

Draft schedules and results are to be sent by e-mail to [frederique.reffet@fei.org](mailto:frederique.reffet@fei.org)

**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 Hussein I Building, Chemin de la Joliette 8, 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).

### **III. GENERAL INFORMATION**

#### **1. ORGANISER**

Name: Mifape, Gestão Imobiliária SA  
Address: Herdade Vale Sabroso, Santa Catarina, 7580-077 Alcácer do Sal  
Telephone: +351 914603190 Fax: +351 214768138  
Email: info@herdadevalesabroso.pt Website: www.eventing-portugal.com

#### Contact Details Show Ground:

Address: Herdade Vale Sabroso Telephone: +351 914603190

Brief summary of your venue's accessibility details (directions by road, nearest airport / train station). Just outside the town of Alcácer do Sal, 1 hour south of Lisbon. 7Kms after the village of Santa Catarina, road to Alcaçovas

#### **2. ORGANISING COMMITTEE**

President of the Event: Francisco Sousa Tudella  
Show Secretary: Rute Duque  
Press Officer: Manuel Olaio

#### **3. EVENT DIRECTOR**

Name: Francisco Tudella Jr.  
Address: Herdade Vale Sabroso  
Telephone: +351 914603190  
Email: tudellajr@herdadevalesabroso.pt

#### **4. Please indicate a 24 hours Veterinary Services Manager Contact details:** Lusopecus, Samora Correia, Dr<sup>a</sup> Cristina Cosinha, +351 917717455

## CHECKLIST FOR DRAFT SCHEDULE EVENTING 2014



### IV. OFFICIALS

Ref	Panel	Competition	Function	FEI ID	NAME	NF	Level (Nat, 1/2*, 3/4*)	Contact details
1	Ground Jury 1 <sup>st</sup> Competition	CIC1*	Ground Jury President	10049345	Tim Downes	GBR	3/4*	
			Ground Jury Member	10049734	José M. Mexia de Almeida	POR	1/2*	
	Ground Jury 2 <sup>nd</sup> Competition	CIC2*	Ground Jury President	10049345	Andrew Bennie	GBR	3/4*	
			Ground Jury Member	10049151	Jutta Koivula	FIN	3/4*	
2	Technical Delegate	CIC1*/2*	Technical Delegate	10049177	Gillian Kyle	IRL	3/4*	
3	Course Designer	CIC1*/CIC2*	Course Designer	10004096	Eric Winter	GBR	3/4*	svec@clara.co.uk
		CIC1*/CIC2*	Jumping Course Designer	10041070	Luis Xavier de Brito	POR	3	
4	Chief Steward	CIC1*/CIC2*	Chief Steward	10049712	Anthony McPherson	BEL	3	
		CIC1*/CIC2*	Assistant Steward	10052937	Michael Stilwell	POR	2	
6	FEI Veterinary Delegate (or Veterinary commission for Championships)	CIC1*/CIC2*	<b>Veterinary Delegate</b>	10051584	Joao Paulo Marques	POR		
7	Veterinarian Services Manager and Treating Vet	CIC1*/CIC2*	VSM	10025654	Cristina Cosinha	POR		
			Treating Vet					

## CHECKLIST FOR DRAFT SCHEDULE EVENTING 2014

---



### 9. Farrier

Name: Jean-François Jenard  
Telephone: + 351 913085782

### 10. Medical Services

Name: João Goulão  
Telephone: +351 919 725 977

## V. TECHNICAL CONDITIONS

### 1. OVERALL TIMETABLE

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

**Please specify per competition**

Competition	Date	Time
-------------	------	------

CIC1*/CIC2*	17 Feb.	10:00
CIC1*/CIC2*	19 Feb.	16:00
CIC1*/CIC2*	20 Feb.	08:00
CIC1*	20 Feb.	10:00
CIC2*	20 Feb.	14:00
CIC1*	22 Feb.	10:00
CIC2*	22 Feb.	14:00
CIC1*/CIC2*	23 Feb.	08:00
CIC1*	23 Feb.	11:00
CIC2*	23 Feb.	14:00
CIC1*/CIC2*	23 Feb.	16:00

### 2. VENUE

<b>DRESSAGE</b>	<b>Sand</b>
<b>CROSS COUNTRY</b>	<b>Type of ground: Natural</b>
<b>JUMPING</b>	<b>Sand    Size of arena: 90 x 60 m</b>

#### STABLES:

Size of boxes      3 m x3 m (**minimum 3m x 3m**)

## VI. INVITATIONS

One groom per athlete

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 horses
Ballot procedure in case of excessive entries. <i>Must be specified</i>	Entry Date

## VII. ENTRIES

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.

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

**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/FEI ID • colour • sex • name(s) of owner(s)

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

### 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 Rules References attached and Rules for Eventing Art. 517).

In addition 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)

#### Minimum Age Limitation:

	<b>RIDERS</b>	<b>HORSES</b>
<b>1*</b>	14	6
<b>2*</b>	16	6
<b>3*</b>	18	7
<b>4*</b>	18	8

### 2. DEADLINES

**a. CI-long / CI-short / CIO-short/long –Closing Date for entries is established by the OC (Art. 509.1)**

Entry Closing	6th February 2014
Entry fee:	CIC* - <b>200€</b> +23%VAT=246€ CIC**- <b>240€</b> +23%VAT=295€
Details Entry procedure fee / payment	Fee payable during show in cash or cheque/credit card subject to additional bank taxes
Entries to be sent to:	OC
Refund procedure if rider/horse cannot compete : (presentation of certificate)	<u>Entries are definitive after 11 Feb.</u> - No show or cancelation is subject to full payment. If certificate is presented no fee is due.

**3. ADDITIONAL FEES/CHARGES BY OC:**

<b>Stables:</b>	100 €
<b>MCP Fee:</b>	12 €
<b>Electricity:</b>	50 €
<b>Manure disposal:</b>	included
<b>Hay:</b>	6 €
<b>Straw:</b>	4 €
<b>Shavings:</b>	10 €
<b>Other:</b>	Stables and use of facilities for non-competing horse: 200€ or 150€ if booked in advance

VAT not included

**VIII. FACILITIES OFFERED**

**1. ATHLETES**

Hotel: Check our website for full details

Accommodated (bed and breakfast) from 40 € to 180 € at athlete expense

Meals: at the expense of athlete from 12 € at showground.

Meal Package available on arrival (9meals) for 70 €

**2. GROOMS**

Accommodated (bed and breakfast) from 40 € to 180 € at athlete expense

Meals: at the expense of athlete from 12 € at showground.

Meal Package available on arrival (9 meals) for 70 €

**3. HORSES / PONIES**

Transport expenses to be paid by the athlete.

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

Non-existent.

**5. WELCOME**

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

**IX. ADDITIONAL INFORMATION / INSURANCES/ MEDICAL CARD**

**1. EVENTING MEDICAL CARD**

OCs must draw the attention of all competitors that they must carry readily accessible on themselves a medical card for the Cross-Country Test. Armbands must be checked by the OC upon arrival to the competition by the athletes and checked by the Official Doctor and the Technical Delegate for accurate information.



## 2. INSURANCES

Details pertaining to insurance of competitors, horses, etc

Responsibility of OC for damages, fire, theft, etc

"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".

The FEI insures all FEI Officials, whose names are published in the FEI Officials lists, against third party liability including Judges, Course Designers, Technical Delegates, FEI Stewards, FEI Veterinary Delegates, Para Classifiers, Members of the Judges' Supervisory Panel, Members of the Appeal committee (FEI MCP Veterinarians are covered under a different policy):

- Who are acting for or on behalf of the FEI as stated in the approved schedule of the Event or who are acting in the scope and course of the FEI's Business as described in the final approved schedule; and
- Who have received the status of FEI Officials at FEI Events through a qualification process.

The FEI will NOT insure:

- National officials officiating at FEI Events; and/or
- FEI Officials, who have no official function at the Event.

The insurance extended is for any liability that the FEI Official incurs to a third party, and for the costs of defending any such claim arising as a result of actions undertaken by the FEI Official in good faith (including errors and omissions) on behalf of the FEI. However, the insurance for obvious reasons does not extend to any liabilities incurred as a result of an FEI Official's dishonest, fraudulent, malicious, and/or illegal act.

## 3. PRIZE GIVING CEREMONY

Number of athletes to present themselves for the prize-giving ceremony of each competition: to be determined

Other details:

## 4. ENTRY RIGHT TO SHOW GROUNDS (Art. 132)

5. Those with right to enter the show grounds will be given an identification bracelet given by the OC.

## 6. ADVERTISING AND PUBLICITY ON ATHLETES AND HORSES

The Athletes **are** authorised to carry the logo of their personal sponsor in accordance with Art. 541 of the FEI Rules for Eventing. The Chief Steward will check that the advertising and publicity on Athletes and horses complies with these Articles.

## 7. PROTESTS (Art. 163-168)

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

## 8. EVENT'S ORGANISATION (Art. 109)

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 must have the approval of the FEI Secretary General.

## 9. DISPUTES

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

## 10. RESULTS

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. Any result must be provided to the FEI in a format specified by the FEI in the approved schedule. 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.

In order to proceed with the results publication and for qualification purposes the FEI requires results to be sent in immediately after the conclusion of the event.

Results are to be sent by e-mail to [frederique.reffet@fei.org](mailto:frederique.reffet@fei.org) in the proper Excel or XML file immediately after the event. Please refer to compulsory format for Eventing competitions; the file can be downloaded using the following link:

<http://www.fei.org/fei/your-role/organisers/eventing/results-forms>

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

**All athletes who have not completed the event must appear on the results**

## X. VETERINARY MATTERS

VETERINARY REGULATIONS (VRs), 13<sup>th</sup> edition, effective 1 January 2014

### 1. CUSTOMS FORMALITIES

Address:

Telephone:

Fax:

Email:

### 2. HEALTH REQUIREMENTS

#### GENERAL

In accordance with the FEI Code of Conduct 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

Not applicable

### 3. NATIONAL REQUIREMENTS

#### **4. TRANSPORT OF HORSES**

Horses must be fit to travel and be transported in vehicles suitable for the transport of horses. Any government requirements for disease testing and control must be requested well in advance, and the Horse be in compliance by the time of arrival at the border of the country where the Event is taking place. Athletes, or their representatives, have a responsibility to be in compliance of national legislation in both the country of origin, return, 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.

#### **5. VENUE ARRIVAL INFORMATION & FITNESS TO COMPETE**

##### **PASSPORTS**

##### **General Regulations Article 137**

**For all Horses FEI Passports/FEI Recognition Cards issues, please address to 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, with the exception of CNs and CIMs as outlined below.

<b>Event's Category</b>	<b>FEI Passport and or Recognition Card</b>
National Events	Not compulsory
CI-short/long 1* and 2*	Not compulsory for Horses from the host Nation – Compulsory for Horses from the invited Nations
CI-long 3* and 4* CI-short 3* CHs / Games of all levels	Compulsory

Athletes whose Horse's Passport and/or Recognition Card is not correctly validated, or failing to meet other passport requirements including for vaccination and Equine Anti-Doping and Controlled Medication control (Veterinary Regulations Article 1030) will be **subject to Sanctions in accordance with Annex II of the Veterinary Regulations** and may not be allowed to compete.

Athletes will be required to write their name and counter sign next to any passport irregularity entry noted, as an acknowledgement, prior to receiving the passport and leaving the show ground. Following a warning being issued for such an irregularity the Athlete will have 30 days to correct this, failure to correct such irregularities within 30 days will result in a sanction being imposed.

Note 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.

##### **VACCINATIONS - EQUINE INFLUENZA 2014 Veterinary Regulations Article 1028**

Horses competing at FEI Events must comply with the requirements for Equine Influenza

## CHECKLIST FOR DRAFT SCHEDULE EVENTING 2014



vaccination in accordance with the Veterinary Regulations and as summarised below.

VACCINATION	PROTOCOL	ELIGIBILITY TO ENTER VENUE
<b>Primary Course</b>	1 <sup>st</sup> Vaccination: day 0 (e.g. 1 January) 2 <sup>nd</sup> Vaccination: day 21-92 (e.g. 1 February)	May compete 7 days after the 2 <sup>nd</sup> Vaccination
<b>First Booster</b>	Within 7 months of the 2 <sup>nd</sup> vaccination of the Primary Course (e.g. 1 August)	May compete for 6 months +21 days after the 2 <sup>nd</sup> vaccination of the Primary Course Must not compete in the 7 days after receiving a vaccination (e.g. may enter venue after 7 August)
<b>Boosters</b>	<b>MINIMUM:</b> within one year of previous booster vaccination <b>IF COMPETING:</b> must be competing in the 6 months +21 days of the previous booster vaccination	Must have been vaccinated with the 6 months +21 days before arriving at the Event Must not compete in the 7 days after receiving a vaccination

Exceptions to the requirement for FEI equine influenza vaccinations currently exist only for those Horses competing at CNs or CIMs where there are no national requirements for influenza vaccination in both the Event host country and the Horse's country of origin (General Regulations Article 137).

### **EXAMINATION ON ARRIVAL** **2014 Veterinary Regulations Article 1032**

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

### **HORSE INSPECTIONS** **2014 Veterinary Regulations Article 1033**

All Horses will be assessed for their orthopaedic 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 not to compete will be eliminated by the Ground Jury and not be permitted to continue in the competition.

### **LIMB SENSITIVITY EXAMINATION** **2014 Veterinary Regulations Article 1034**

Horses are not eligible to compete when a limb, or part of a limb, is hyposensitive or hypersensitive (both of which shall constitute "abnormal limb sensitivity"). Hypersensitive limbs have an excessive or abnormal reaction to palpation. Hyposensitive limbs include any alteration in sensitivity induced by a neurectomy or chemical desensitisation for as long as the alteration in sensitivity persists.

All Horses are subject to Examination under the Protocol for abnormal limb sensitivity throughout the Period of an Event, including, but not limited to, between rounds and before the Jump Off.

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.

**6. EQUINE ANTI-DOPING AND CONTROLLED MEDICATION  
2014 Veterinary Regulations, Chapter VI  
EQUINE ANTI-DOPING AND CONTROLLED MEDICATION PROGRAMME (EADCMP)**

Within FEI Groups I & II, the Organising Committee should charge competitors the equivalent of CHF 12.50 towards the cost of the EADCMP, which is affected by the FEI Veterinary Department.

**SAMPLING**

All horses competing at FEI Events may be subject to sampling for the presence of FEI Equine Prohibited Substances in accordance with the FEI Equine Anti-Doping and Controlled Medication Regulations (EADCMRs). Horses may be selected for sampling in accordance with obligatory testing, targeted or random sampling procedures (2014 Veterinary Regulations Article 1057 and 1058).

**CLEAN SPORT INFORMATION**

The current FEI Equine Prohibited Substances List of Banned Substances and Controlled Medications (the EPSL) is available on the FEI Clean Sport website: [www.FEICleanSport.org](http://www.FEICleanSport.org) as a PDF document, database or smart phone app. Detection times are also provided for a limited number of Controlled Medication substances where available.

Elective Testing may be carried out, by Competitors for their Horses, prior to an Event to check for the presence of prohibited substances (please refer to [www.FEI.org/veterinary](http://www.FEI.org/veterinary) for information and details). **(Art. 1956)**

**FEI LABORATORY FOR SAMPLE ANALYSIS**

GROUPS I & II ONLY – FEI CENTRAL LABORATORY

Under Veterinary Regulations Chapter VI, Article 1057 all samples collected in Groups I and II, must be analysed by the FEI Central Laboratory, currently Horseracing Forensic Laboratories (H.F.L) Sport Science, Quotient Bioresearch Limited Newmarket Road Fordham, Cambridgeshire CB7 5WW.

Samples collected outside of FEI Groups 1 and 2 may be analysed at an alternative FEI Approved Laboratory. Addresses and contact details can be found at [http://www.fei.org/sites/default/files/file/VETERINARY/Doping\\_and\\_Controlled\\_Medication/list%20of%20labs%20%2711.pdf](http://www.fei.org/sites/default/files/file/VETERINARY/Doping_and_Controlled_Medication/list%20of%20labs%20%2711.pdf)

Details of FEI Approved Laboratory appointed to carry out analyses on samples collected at this event. (Vet. Regs. Art. 1064). The list of approved Laboratories and further information is available on the FEI website.

Name: Horseracing Forensic Laboratories (H.F.L) Sport Science

Address: Quotient Bioresearch Limited Newmarket Road Fordham, Cambridgeshire, CB7 5WW

Telephone: +44 (0)1638 724400

Fax: +44 (0)1638 724401

Email: [info@hfl.co.uk](mailto:info@hfl.co.uk)

## FURTHER QUERIES ON THIS INFORMATION NOTE

If you have any further questions please check: [www.fei.org/Veterinary](http://www.fei.org/Veterinary)

Please feel free to contact [Inka.Sayed@fei.org](mailto:Inka.Sayed@fei.org) or [veterinary@fei.org](mailto:veterinary@fei.org) for further information. Tel +41 21 544 10 44 or +41 21 310 47 39

## 7. PONIES

For all Pony Events, Ponies must be available for Pony Measurement prior to the Horse Inspection (2013 Veterinary Regulations, Chapter IV).

## 8. INJURY SURVEILLANCE

Horses participating in FEI Events are subject to injury surveillance protocols; such information is essential to ensure that (i) the Horse's welfare remains paramount at all times and (ii) sound scientific reasoning is applied to the safety of all Horses and Athletes participating at Events.

## XI. HUMAN ANTI-DOPING

At a minimum, and pursuant to the ADRHAs, Organisers must provide the following at Events where human anti-doping testing is scheduled to take place at least 2 months prior to the Event:

**1.** One (1) staff member able to act as point of contact and coordinator for the *Doping Control Officers (DCOs)* with the contact name and details of this staff member to be communicated to the *FEI* at least two (2) weeks prior to the starting date of the *Event*.

**2.** Human anti-doping facilities reasonably separated from public activity, consisting of:

- one (1) private room exclusively dedicated for use by the *DCOs* with one (1) table, two (2) chairs, pens and paper and one (1) lockable fridge; and

- a waiting room/area with a suitable number of chairs as well as an appropriate amount of individually sealed, non-caffeinated and non alcoholic beverages, which includes a mix of natural mineral water and soft drinks ; and

- one (1) private and clean bathroom/toilet, adjacent or as near as possible to the *DCO* room and waiting area.

**3.** Staff members (or volunteers) of both genders, able to act as *Chaperones*. The number of *Chaperones* available to the *OC* must be communicated to the *FEI* as early as possible following receipt by the *OC* of the *Testing* plan for the *Event*. Please see the qualifications for *Chaperones* in the ADRHAs.

## XII. Competitions

### COMPETITIONS

Category	Level	Amount	Currency
CIC	1*	2500	€
CIC	2*	3000	€
TOTAL			5500 €

#### **DEDUCTIONS FROM PRIZE MONEY AT COMPETITIONS 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.

Tax deduction of 35%

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

#### **IMPORTANT**

**The total amount of prize money shown for each Competition in the schedule must be distributed. (GR Art 127, 128, Eventing Rules Art 505.3)**

# CHECKLIST FOR DRAFT SCHEDULE EVENTING 2014



Category : CIC

Level : 1\*

This competition will be in accordance with Rules for Eventing, 24th Edition,  
*updated 1 January 2014*

## Technical Conditions

### DRESSAGE TEST

FEI 2009 1* B
---------------

### CROSS-COUNTRY

<b>Event</b>	Length	2600 m
	Speed	520 mpm
	Approx. number of efforts	25

### JUMPING

<b>Event</b>	Distance	550 m
	Speed:	350 m/min
	Number of efforts:	13
	Number of Obstacles:	11

### PRIZE – CLASSIFICATION

<b>Total amount of prize money (currency)</b>	<b>2500 €</b>
<b>Breakdown per category / placing (1 prize per 4 athletes)</b>	1st – 800 € 2nd – 600 € 3rd – 400 € 4th – 300 € 5th – 220 € 6th to 25% starters – 180 €
<b>Tax deduction</b>	PM subject to price deduction according to Portuguese law



# CHECKLIST FOR DRAFT SCHEDULE EVENTING 2014



Category : CIC

Level : 2\*

This competition will be in accordance with Rules for Eventing, 24th Edition,  
*updated 1 January 2014*

## Technical Conditions

### DRESSAGE TEST

FEI 2009 2* B
---------------

### CROSS-COUNTRY

<b>Event</b>	Length	3025m
	Speed	550 mpm
	Approx. number of efforts	29

### JUMPING

<b>Event</b>	Distance	550 m
	Speed:	350 m/min
	Number of efforts:	14
	Number of Obstacles:	11

### PRIZE – CLASSIFICATION

<b>Total amount of prize money (currency)</b>	<b>3000 €</b>
<b>Breakdown per category / placing (1 prize per 4 athletes)</b>	1st – 1000 € 2nd – 750 € 3rd – 500 € 4th – 350 € 5th – 220 € 6th to 25% starters – 180 €
<b>Tax deduction</b>	PM subject to price deduction according to Portuguese law

**ENTRY FORM**

**FEDERATION EQUESTRE INTERNATIONALE  
2014 Standard Entry Form/Qualification form**

**Event Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Format:**  CCI(long) /  CIC(short)      **Level**       1\*(one star)     2\*(two star)  
 3\*(three star)     4\*(four star)

**Status:**  Championship     Games     CCIO(long)/CICO(short)

**ATHLETE:** *(See separate sheet for qualifications)*

**Full Name:** \_\_\_\_\_ Mr/Mrs/Miss

**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: \_\_\_\_\_

**HORSE:** *(See separate sheet for qualifications)*

**Name:** \_\_\_\_\_

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

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: \_\_\_\_\_ Date: \_\_\_\_\_

*(Athlete)*

**National Federation Approval:**

By signing the below, the NF of the athlete mentioned on this entry form confirms that the athlete and the horse (s) are duly qualified as per attached qualification form or competent to compete (CCI\*, CIC\*, CCIO\*) for the event as per all applicable rules.

Name of NF: \_\_\_\_\_

Signature of NF \_\_\_\_\_

Representative: \_\_\_\_\_

Stamp of the NF: \_\_\_\_\_

# CHECKLIST FOR DRAFT SCHEDULE EVENTING 2014

---

## 2014 MINIMUM ELIGIBILITY REQUIREMENTS FOR ATHLETES AND HORSES

*This form must be completed and returned with Entry Form for all competitions above 1 star level*

**HORSE Name**..... **FEI Registration No** .....  
Minimum Eligibility Requirements as specified under Art 517

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

**ATHLETE Name** ..... **FEI Registration No** .....  
*(need only be completed if different to Horse qualification above)*  
Minimum Eligibility Requirements as specified under Art 517

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

Signature: Athlete  
(Signed) -----

NF  
(Signed) -----

# CHECKLIST FOR DRAFT SCHEDULE EVENTING 2014



Annex: **Entry Details** (specific to each Event and individual Events may add their own items)

## Recommended Entry Details

- Options:
- Method of Payment
  - Stabling requirements
  - Arrival and departure dates/times
  - Bedding
  - Forage
  - Horsebox electrical connection
  - Accommodation for athletes, grooms, owners
  - Eligibility for special prizes

Contact Telephone Numbers:

- Next of kin
- Groom / Athlete (night time)

## OWNER(S) *(As recorded in the FEI Passport)*

1. Full Name: \_\_\_\_\_ Mr/Mrs/Miss/\*Company  
Address: \_\_\_\_\_

Country: \_\_\_\_\_ Post/Zip Code: \_\_\_\_\_

Tel No: \_\_\_\_\_ Fax No: \_\_\_\_\_

Mobile No: \_\_\_\_\_ Email Address: \_\_\_\_\_

\*Company contact name: \_\_\_\_\_

2. Full Name: \_\_\_\_\_ Mr/Mrs/Miss/Company  
Address: \_\_\_\_\_

Country: \_\_\_\_\_ Post/Zip Code: \_\_\_\_\_

Tel No: \_\_\_\_\_ Fax No: \_\_\_\_\_

Mobile No: \_\_\_\_\_ Email Address: \_\_\_\_\_

\*Company contact name: \_\_\_\_\_

## HORSE:

Name: \_\_\_\_\_

FEI REG / FEI Pass.No: \_\_\_\_\_ Dam: \_\_\_\_\_

Year of Birth: \_\_\_\_\_ Breed: \_\_\_\_\_

Sex: \_\_\_\_\_ Height: \_\_\_\_\_

Colour: \_\_\_\_\_ Stud Book No: \_\_\_\_\_

Sire: \_\_\_\_\_ Country of Birth: \_\_\_\_\_ :

# CHECKLIST FOR DRAFT SCHEDULE EVENTING 2014

---



## COMMENTARY NOTES

Horse: \_\_\_\_\_

Athlete: \_\_\_\_\_ XC Colours: \_\_\_\_\_

Marital Status: \_\_\_\_\_ Maiden Name: \_\_\_\_\_

Partner's Name \_\_\_\_\_ Occupation: \_\_\_\_\_

Previous Competitor at  
Event: \_\_\_\_\_

Name of Trainer: \_\_\_\_\_

Owner's Details: \_\_\_\_\_

Athlete's Equestrian History, i.e. important past successes:    
Horse's Previous Form, e.g Three Day Events (CI-long), Championship, CI-short format etc:    