

# CONCURSO DE SALTOS

CENTRO HÍPICO IR. PEDRO COELHO | BARCELOS

# INTERNACIONAL



20 a 22 de Maio



## I. DENOMINATION OF THE EVENT

**Venue:** CSI\* BARCELOS - PORTUGAL

**Date:** 20 - 22 MAY 2016

**NF:** POR

**Indoor:** ☐

**Outdoor:** ☒

### EVENT CATEGORIES:

CSIO5*	<input type="checkbox"/>	CSI5*-W	<input type="checkbox"/>	CSI5*	<input type="checkbox"/>	CSIU25-A	<input type="checkbox"/>	CSIU25-B	<input type="checkbox"/>
CSIO4*	<input type="checkbox"/>	CSI4*-W	<input type="checkbox"/>	CSI4*	<input type="checkbox"/>	CSIY-A	<input type="checkbox"/>	CSIY-B	<input type="checkbox"/>
CSIO3*	<input type="checkbox"/>	CSI3*-W	<input type="checkbox"/>	CSI3*	<input type="checkbox"/>	CSIJ-A	<input type="checkbox"/>	CSIJ-B	<input type="checkbox"/>
CSIO2*	<input type="checkbox"/>	CSI2*-W	<input type="checkbox"/>	CSI2*	<input type="checkbox"/>	CSIch-A	<input type="checkbox"/>	CSIch-B	<input type="checkbox"/>
CSIO1*	<input type="checkbox"/>	CSI1*-W	<input type="checkbox"/>	CSI1*	<input checked="" type="checkbox"/>	CSIV-A	<input type="checkbox"/>	CSIV-B	<input type="checkbox"/>
CSIOY	<input type="checkbox"/>			CSIL1*	<input type="checkbox"/>	CSIAm-A	<input type="checkbox"/>	CSIAm-B	<input type="checkbox"/>
CSIOJ	<input type="checkbox"/>			CSIYH2*	<input type="checkbox"/>	CSIP	<input type="checkbox"/>		
CSIOPI	<input type="checkbox"/>			CSIYH1*	<input type="checkbox"/>				
CSIOCh	<input type="checkbox"/>								

Championship ☐

Games ☐

## II. GENERAL CONDITIONS

- FEI Statutes, 23<sup>rd</sup> edition, effective 29<sup>th</sup> April 2014
- FEI General Regulations, 23<sup>rd</sup> edition, effective 1<sup>st</sup> January 2009, updates effective 1<sup>st</sup> January 2016
- FEI Veterinary Regulations, 13<sup>th</sup> edition 2014, effective 1<sup>st</sup> January 2016
- **The Jumping Rules and its Annexes, 25<sup>th</sup> edition, updates effective 1<sup>st</sup> January 2016**
- **CSI Invitations System according to Annex V of the FEI Jumping Rules and its Annexes 25<sup>th</sup> edition, effective 1<sup>st</sup> January 2016**
- **CSI AND CSIO Requirements according to Annex VI of the FEI Jumping Rules and its Annexes 25<sup>th</sup> edition, effective 1<sup>st</sup> January 2016**
- **CSI/CSIO Prize Money requirements**  
<http://www.fei.org/system/files/2016%20PM%20Requirements.pdf>
- **Longines Rankings – Groups Categories**  
<http://www.fei.org/system/files/2016%20Final%20Longines%20Ranking%20Groups.pdf>
- Equine Anti-Doping and Controlled Medication Regulations (EADCMR), 2<sup>nd</sup> Edition, effective 1<sup>st</sup> January 2015, updates effective 1<sup>st</sup> January 2016
- FEI Anti-Doping Rules for Human Athletes (ADRHA), based upon 2015 WADA Code, effective 1<sup>st</sup> January 2015
- All subsequent published revisions, the provisions of which will take precedence.

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**THE ANNEXE(S) IS/ARE PART OF THIS APPROVED AND SIGNED SCHEDULE AND MUST BE  
DISTRIBUTED TO ALL OFFICIALS AND NFs AND IS AVAILABLE TO OTHERS UPON REQUEST**

Approved by the FEI, Lausanne, on 09.05.2016

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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.

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. The Code is also available on the FEI's website: [www.fei.org](http://www.fei.org)

## **IV. GENERAL INFORMATION**

### **1. ORGANISER**

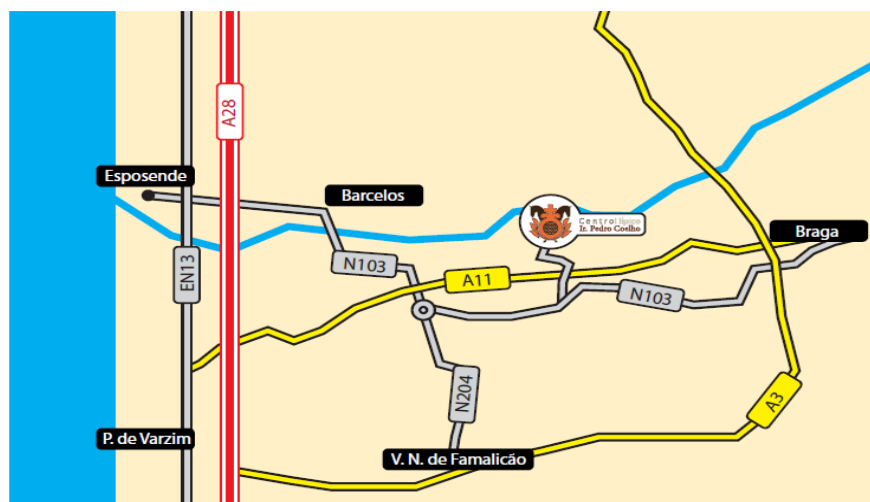
Name: Centro Hípico Irmão Pedro Coelho  
Address: Largo S. João de Deus, nº 1 – Areias de Vilar  
4755-044 Barcelos – Portugal  
Fax: (+351) 253 919 008  
Mobile: (+351) 927427567 / (+351) 963662349 / (+351) 966856078  
Email: [info@csibarcelos.com](mailto:info@csibarcelos.com)  
Website: [www.chirpc.com](http://www.chirpc.com) / [www.csibarcelos.com](http://www.csibarcelos.com)

#### Contact Details Show Ground:

Address: Largo S. João de Deus, nº 1 – Areias de Vilar  
4755-044 Barcelos  
PORTUGAL

Brief summary of your venue's accessibility details (directions by road, nearest airport / train station).

**LOCALIZATION GPS COOR: 41°32'24.34"N 8°33'28.80**



### **2. ORGANISING COMMITTEE**

Honorary President	Mr. Luis Daniel Fernandes (POR)
Public Relations	Mr. Bruno Barros (POR)
Show Secretary	Melissa Akers (UK)

### **3. EVENT DIRECTOR**

Name: Mr. João Miguel Barros (POR)  
Address: Largo S. João de Deus, nº 1 – Areias de Vilar  
4755-044 Barcelos – Portugal  
Fax: (+351) 253 919 008  
Mobile: (+351) 96 685 6078  
(+351) 92 742 7567  
Email: [geral@chirpc.com](mailto:geral@chirpc.com)

## V. OFFICIALS

\* Compulsory

In case there are several categories and officials are not the same, please complete an additional chart per category.

Ref.	Panel	Function	FEI ID	Name	NF	Level	E-mail & Mobile
1	Ground Jury	Ground Jury President	10011044	Teresa Bourbon	POR	3	bourbon.teresa@gmail.com + 351 969 075 942
		Ground Jury Member	10075849	João Gilbert Reinas	POR	2	
		Ground Jury Member		Pedro Pestana	POR	Nac	
		Ground Jury Member		João Barros	POR	Nac	
2	Foreign Judge	Foreign Judge					
3	Foreign Technical Delegate	Foreign Technical Delegate					
4	Course Designer	Course Designer	10095640	CABRITA Lucia Claire	POR	2	+351 912 117 158
		Assistant Course Designer					
		Assistant Course Designer					
5	Appeal Committee	Appeal Committee President					
		Appeal Committee Member					
6	Chief Steward	Chief Steward	10051037		POR	3	

# FEI APPROVED SCHEDULE JUMPING 2016



				LOPES MATEUS Antonio			+351 963415897
<b>7</b>	<b>Assistants Stewards</b>	Assistant Steward	10052052	SEROMENHO, Dinário	POR	2	
		Assistant Steward		PAIXÃO, Pedro	POR	Nac	
		Assistant Steward		VILA LUZ, Francisco	POR	Nac	
		Assistant Steward		CRESPO, Hugo	POR	Nac	
<b>8</b>	<b>FEI Veterinary Delegate</b>	FEI Veterinary Delegate	10051105	BARBOSA Mário José	POR		mjose.barbosa@dgav.pt +351 961 733 333
	<b>Veterinary Commission</b>	Veterinary Commission President					
		Foreign Veterinary Delegate					
		Assistant FEI Delegate					
<b>9</b>	<b>Veterinary Service Manager (VSM) Treating Veterinarian (VR Art 1010)</b>	Veterinary Service Manager	10095198	Inês Leal Reis	POR		(+351) 918063232
		FEI Permitted Treating Veterinarian	10095198	Inês Leal Reis	POR		* (+351) 918063232
<b>10</b>	<b>Medical Doctor</b>	Medical Doctor		Luis Sá e Melo / Bombeiros Voluntários de Barcelinhos	POR		(+351) 253 839 700
<b>11</b>	<b>Farrier</b>	Farrier		José Oliveira	POR		(+351) 962 519 424

## **VI. TECHNICAL CONDITIONS**

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

	Day	Date	Time
• Opening of stables	Wednesday	18/05/2016	10h00
• Horse Inspection <i>All horses taking part at this Event must be present during the first horse inspection, unless unable to do so due to "force majeure"</i>	Thursday	19/05/2016	16h30 to 18h30
• Horse Re-Inspection	Friday	20/05/2016	08h30
• Declaration of Starters per competition:	Thursday	19/05/2016	Until 19h30
• Competition Nr 1 – CSI 1* (1.30m)	Friday	20/05/2016	10h00
• Competition Nr 2 – CSI 1* (1.40m)	Friday	20/05/2016	12h00
• Competition Nr 3 – CSI 1* (1.20m)	Friday	20/05/2016	14h30
• Competition Nr 4 – CSI 1* (1.20m)	Saturday	21/05/2016	10h00
• Competition Nr 5 – CSI 1* (1.30m)	Saturday	21/05/2016	12h00
• Competition Nr 6 – CSI 1* (1.40m)	Saturday	21/05/2016	14h30
• Competition Nr 7 – CSI 1* (1.20m)	Sunday	22/05/2016	9h30
• Competition Nr 8 – CSI 1* (1.30m)	Sunday	22/05/2016	11h30
• Competition Nr 9 – CSI 1* Grand Prix	Sunday	22/05/2016	14h30

Riders must have the possibility to exercise their horses in an exercise area under a Steward's supervision at least 30 minutes per day outside of the competition warm-up period. Details of opening times of exercise areas must be included in the timetable.

### **2. COMPETITION ARENA(S)**

Dimensions: 100m x 50m  
Type of Footing: Silica Sand and Fibers

### **3. PRACTICE ARENA(S)**

Dimensions: 60m x 40m  
Type of Footing: Silica Sand and Fibers

### **4. STABLES**

Size of boxes 3 m x 3 m+20% 3m x 4m

### **5. SAFETY CUPS**

Name of Manufacturer: Caro / Cardinali & Rothenberger, GmbH

### **6. TIMING DEVICE**

Name of Manufacturer: Alge  
Model: TdC8001  
FEI Report number: 22020007A

**7. SCORING/TIMING PROVIDER**

Name of the company: Aluinvest Azemeis  
Name contact person: Rui Santos  
Contact email: aluinvestazemeis@gmail.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.

**8. DRAW**

List of Draws:

Time, date and location:

21/05/2016 – 19.00 H – Jury Box

**9. PRIZE GIVING CEREMONY**

The owner of the winning horse/pony is invited to the prize giving ceremony for the Grand Prix: Yes ☒ No ☐

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

**10. ADVERTISING ON ATHLETES AND HORSES**

At CSI events, and all competitions except for the Nations Cup, athletes are authorised to carry the logo of their personal sponsor in accordance with the articles 256.3 and 257.3 of the FEI Jumping Rules.

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

**11. TICKETING**

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

Name of your ticketing provider:

Web address to buy ticket:

**12. BETTING**

Betting will be authorised by the Organiser: Yes ☐ No ☒

## **VII. INVITATIONS**

### **1. GENERAL**

CSI's:	
NF's invited CSI1*:	Unlimited
Reserve NFs:	All
Total number of athletes:	130
Number of home athletes:	+/- 80
Number of foreign athletes:	+/- 50
Number of horses per athlete:	3
OC Wild Cards:	
FEI Wild Cards:	

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 Art. 1023 VI.

NUMBER OF ACCREDITED PERSONS:

Athlete:	1
Partner:	1
Groom:	1
Horse Owner:	2 two (2) accreditations per horse acc. to FEI-Passport

## **VIII. ENTRIES**

### **IMPORTANT**

- You must use the FEI Entry System for all categories of this Event (<https://entry.fei.org>);
- You will find additional documentation on:  
<http://www.fei.org/fei/your-role/nfs/entry-system-jumping>;
- 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.

### **1. ENTRY DATES**

Entries have to be in accordance with Art.251 of the FEI Jumping Rules, 25<sup>th</sup> edition, effective 1 January 2016.

#### **Deadlines for Entries:**

Definite Entries:	14/05/2016
Last date for substitutions:	17/05/2016

**IMPORTANT:** Please note that all accepted entries will be publicly available on the FEI Website 5 days before the beginning of the Event.

Entry fee per horse:	219,5122 € (VAT excluded)
Stabling fee per horse:	Included (Not applicable for CSIs in Europe or for CSI5* and CSIOs worldwide)

**VAT** 23%  
**Total fee per horse:** **270,00 €**

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

**Account Details:**  
**IBAN: PT50 0018 0003 2340 9717 0208 7**  
**SWIFT / BIC: TOTAPTPL**

For the maximum entry fee please refer to the CSI/CSIO requirements on Annex VI of the FEI Jumping Rules: CSI requirements for Europe, North America/CSIO Requirements Worldwide.

## **2. 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: 270,00 €**

## **3. ADDITIONAL FEES/CHARGES BY THE ORGANISER**

All additional 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.

EADCMP Fee:	Included in entry fee <input type="checkbox"/>	Not included in entry fee <input checked="" type="checkbox"/>
Lower Level Events (CIMs)	CHF 18	
Higher Level Events	CHF 25	
Electricity (upon request):	Included	
Manure disposal:	Included	
Hay:	7,00 € per bale	
Straw:	6,00 € per bale	
Shavings:	10,00 € per bale	
Other (please specify):	Tack Room: 50€	
Extra Stable fee for non-competing horse	90,00 €	

**All aforementioned amounts are including VAT**

VAT number of the organiser: PT 506 127 095

# FEI APPROVED SCHEDULE JUMPING 2016



## Age of Athletes and Horses according to the Event's Category

Event's Category	Age of Athletes	Age of Horses
<b>Olympic Games/WEG</b>	As of 18 <sup>th</sup> year	Min 9 y.o.
<b>Continental Championships Senior</b>	As of 18 <sup>th</sup> year	Min 8 y.o.
<b>Regional Championships/Games (all regions except Latin America)</b>	As of 18 <sup>th</sup> year	Min 8 y.o.
<b>Regional Championships/Games in Latin America</b>	As of 18 <sup>th</sup> year As of 16 <sup>th</sup> year if height of obstacles max.1.40m (JRs Annex IX, Art. 6.1)	Min. 8 y.o. Min. 7 y.o. if height of obstacles max. 1.40m (JRs Art. 254.1.1)
<b>World Cup Final</b>	As of 18 <sup>th</sup> year	Min. 8 y.o.
<b>Nations Cup Final</b>	As of 18 <sup>th</sup> year	Min. 8 y.o.
<b>CSI-W1*-5*/CSIO-W1*-5*</b> Grand Prix, World Cup, Nations Cup, Power and Skill, Derby or Competition with the highest prize money Other Competitions Other Competitions if height max. 1.40m Other Competitions if height max. 1.30m	As of 18 <sup>th</sup> year As of 16 <sup>th</sup> year with permission of their NF As of 14 <sup>th</sup> year " " As of 12 <sup>th</sup> year " "	Min. 7 y.o. Min. 7 y.o. Min. 7 y.o. Min. 7 y.o.
<b>CSI3*-5*/CSIO1*-5*</b> Grand Prix, Nations Cup, Power and Skill, Derby or Competition with the highest prize money Other Competitions Other Competitions if height max. 1.40m Other Competitions if height max. 1.30m	As of 18 <sup>th</sup> year As of 16 <sup>th</sup> year with permission of their NF As of 14 <sup>th</sup> year " " As of 12 <sup>th</sup> year " "	Min. 7 y.o.
<b>CSI2*</b> Power and Skill or Derby Other Competitions Other Competitions if height max. 1.40m Other Competitions if height max. 1.30m	As of 18 <sup>th</sup> year As of 16 <sup>th</sup> year with permission of their NF As of 14 <sup>th</sup> year " " As of 12 <sup>th</sup> year " "	Min. 6 y.o.
<b>CSI1*</b> Power and Skill or Derby Other Competitions Other Competitions if height max. 1.30m	As of 18 <sup>th</sup> year As of 14 <sup>th</sup> year with permission of their NF As of 12 <sup>th</sup> year " "	Min. 6 y.o.
<b>CH-Y</b>	As of 16 <sup>th</sup> year to end 21 <sup>st</sup> year	Min. 7 y.o.
<b>CSI/CSIO-Y</b>	As of 16 <sup>th</sup> year to end 21 <sup>st</sup> year	Min. 7 y.o.
<b>CH-J</b>	As of 14 <sup>th</sup> year to end 18 <sup>th</sup> year	Min. 7 y.o.
<b>CSI/CSIO-J</b>	As of 14 <sup>th</sup> year to end 18 <sup>th</sup> year	Min. 6 y.o.
<b>CSI/CSIO-Ch/CH-Ch</b>	As of 12 <sup>th</sup> year to end 14 <sup>th</sup> year	Min. 6 y.o.
<b>CSI/CSIOP/CH-P</b>	As of 12 <sup>th</sup> year to end 16 <sup>th</sup> year Ponies must be registered as ponies with the FEI	Min. 6 y.o.
<b>CSIU-25</b>	As of 16 <sup>th</sup> year to end 25 <sup>th</sup> year As of 14 <sup>th</sup> year if height max. 1.40m	Min. 7 y.o.
<b>CSIV</b>	As of 45 <sup>th</sup> year for women and 49 <sup>th</sup> for men	Min. 6 y.o.
<b>CSIAm</b>	As of 12 <sup>th</sup> year for CSIAm-B As of 14 <sup>th</sup> year for CSIAm-A	Min. 6 y.o. for Cat. B Min. 7 y.o. for Cat. A;
<b>CSIYH</b>	per Art. 255.3	Min. 6 y.o. – Max. 8 y.o.
<b>CH-M-YH-S</b>	As of 18 <sup>th</sup> year or 16 <sup>th</sup> year for athletes qualified with the same horse	5 y.o. / 6 y.o. / 7 y.o.

## **IX. FACILITIES OFFERED**

Hotel

Accommodated (bed and breakfast) from \_\_\_\_\_ to \_\_\_\_\_ at OC ☐ Athletes ☒ expense  
Meals: at the expense of OC ☐ Athletes ☒ from \_\_\_\_\_ to \_\_\_\_\_ . ( \_\_\_\_\_ ) .



Telephone: +351 253 809 500 | Fax: +351 253 824 588  
E-mail: [geral@bagoeira.com](mailto:geral@bagoeira.com)  
Morada: Avenida Doutor Sidónio Pais, 495 | 4750-333 BARCELOS  
– PORTUGAL



Telephone: +351 252 967 099 / 916143990  
E-mail: [geral@casadocarvalho.com](mailto:geral@casadocarvalho.com)  
Morada: Rua Padre José Joaquim Garcia de Oliveira, 103  
Viatodos, BARCELOS – PORTUGAL



Telephone: +351 253 812810 | Fax: +351 253 816336  
E-mail: [geral@hoteldnuno.com](mailto:geral@hoteldnuno.com)  
Morada: Rua Dr. Francisco Torres 141 | 4750-324  
BARCELOS – PORTUGAL



Telephone: +351 253 808 380 | Fax: +351 253 808 383  
E-mail: [info@hoteldoterco.com](mailto:info@hoteldoterco.com)  
Morada: Rua de S. Bento, n.º 7 | 4750-267 BARCELOS

### **1. ATHLETES**

#### **Accommodation**

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 \_\_\_\_\_ . Where \_\_\_\_\_

**2. GROOMS**

**Accommodation.**

Requests for accommodation must be sent with entries.

Accommodation will be at the cost of: Organiser ☐ Athletes ☒ from to .

**Meals.**

At the expense of: The Organiser ☐ or Athletes ☒  
Meals provided from to . Where

**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.

**3. TRANSPORT REIMBURSEMENT HORSES / PONIES**

Transport expenses to be paid by:

The Organiser ☐ at per km.

The Athlete ☒

**4. 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.

Please provide date and time of arrival to the OC by: [geral@greenhorse.pt](mailto:geral@greenhorse.pt)

**5. 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:

## **X. COMPETITIONS**

**International Competitions must not start before 08:00 and should not finish after 23:00 unless otherwise approved by the FEI.**

**EVENT CATEGORY: CSI 1\***

**List of prizes in Kind and their value:**

**TOTAL PRIZE MONEY: 13.500,00 €**

Name of Competition		Amount (Currency)
Name of Class	Amount (Currency)	
Competition No 1	CSI1* - Medium Class	€ 1.000,00
Competition No 2	CSI1* - Big Class	€ 1.500,00
Competition No 3	CSI1* - Small Class	€ 750,00
Competition No 4	CSI1* - Small	€ 750,00
Competition No 5	CSI1* - Medium Class	€ 1.000,00
Competition No 6	CSI1* - Big Class	€ 1.500,00
Competition No 7	CSI1* - Small Class	€ 750,00
Competition No 8	CSI1* - Medium Class	€ 1.000,00
Competition No 9	CSI1* - Grand Prix	€ 5.250,00

### **GENERAL CLASSIFICATION AT THE END OF THE COMPETITIONS:**

Leading athlete award –	N/A
Best foreign athlete –	N/A
Best home athlete –	N/A
Team awards –	N/A

### **PRIZE – CLASSIFICATION:**

### **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.**

In accordance with the Portuguese tax legislation the prize money won in sporting competitions are subject to retention according to the following regulations:

#### **Resident Riders (Riders with Portuguese Fiscal ID)**

##### **1. With "Green Receipt"**

Retention up to 25% is made on the amount paid.

V.A.T. is included on all the prize money of this Show.

**2. With Invoice "company"**

Retention is not made.

V.A.T. is included on all the prize money of this Show.

**3. Without Documents**

The O.C will retain the prize money for 5 days, period in which the rider must present a document in accordance to points 1 or 2. After this period of time the prize money will not be paid under any pretence.

**Non Resident Riders (Riders without Portuguese Fiscal ID)**

**A) With or without legal document (invoice or receipt) as individual entities or companies.**

Retention of 25% or the tax defined by the Double Taxation Agreement (\*) is made on the amount paid.

If an invoice or receipt is not presented, the rider will have to sign a document elaborated by the O.C. for the effect and must present NIF (EU residents) or Passport (other countries) of the origin country.

**B) Without the presentation of Legal document and Refusal to sign the document issued by the O.C.**

The O.C will retain the prize money for 5 days, period in which the rider must present a document in accordance to point A). After this period of time the prize money will not be paid under any pretence.

**(\*) Double Taxation Agreement**

All riders who want to benefit from Double Taxation Agreement must provide the O.C with Model 21-RFI issued in the rider's origin country.

General Information:

Due to the existence of different taxations, the prize values presented will be the gross value, before taxation.

**V.A.T. is included on all the prize money of this Show.**

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

**IMPORTANT**

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

For details of the Breakdown for each competition please refer to the tables at the end of this document; the Organiser must specify which of the two (2) tables will be used. The total prize money for the Competition must be distributed among the first twelfth (12<sup>th</sup>) placed athletes.

The Organiser must provide additional created prizes for athletes placed beyond twelfth (12<sup>th</sup>) place. The minimum amount for each of these additional prizes, for athletes placed from thirteenth (13<sup>th</sup>) to last place, must be clearly specified in the approved schedule and not exceed the prize money of the athlete placed twelfth (12<sup>th</sup>).

**FIRST DAY : Friday**

**DATE (dd/mm/yy) : 20/05/2016**

**COMPETITION No 1 – CSI1\* - Medium Class** (will start at aprox. 10H00)

**Table A against the Clock**

FEI Article(s)	238.2.1
Jump-off (if any)	Without Jump Off
Speed/Fixed time	350m/min
Obstacles height: max	1,30m
Number of horses/ponies per athlete	2
Maximum number of Starters:	100, if more, the competition must be divided.
Total prize money:	1.000,00 €
Chart to be used:	1 (25% to winner) <input checked="" type="checkbox"/>
	2 (33% to winner) <input type="checkbox"/>

Please specify prize money amount for each athlete placed 13<sup>th</sup> and beyond: 15,00€

**COMPETITION No 2 – CSI1\* - Big Class** (will start at aprox. 12H00)

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

FEI Article(s)	274.5.3
Jump-off (if any)	No
Speed/Fixed time	350 m/min
Obstacles height: max	1,40m
Number of horses/ponies per athlete	2
Maximum number of Starters:	100, if more, the competition must be divided.
Total prize money:	1.500,00 €
Chart to be used:	1 (25% to winner) <input checked="" type="checkbox"/>
	2 (33% to winner) <input type="checkbox"/>

Please specify prize money amount for each athlete placed 13<sup>th</sup> and beyond: 20,00€

**COMPETITION No 3 – CSI1\* - Small Class** (will start at aprox. 14H30)

**Table A against the Clock**

FEI Article(s)	238.2.1
Jump-off (if any)	Without Jump Off
Speed/Fixed time	350m/min
Obstacles height: max	1,20m
Number of horses/ponies per athlete	2
Maximum number of Starters:	100, if more, the competition must be divided.
Total prize money:	750,00 €
Chart to be used:	1 (25% to winner) <input checked="" type="checkbox"/>
	2 (33% to winner) <input type="checkbox"/>

Please specify prize money amount for each athlete placed 13<sup>th</sup> and beyond: 10,00€

**SECOND DAY : Saturday**

**DATE (dd/mm/yy) : 21/05/2016**

**COMPETITION No 4 – CSI1\* - Small Class** (will start at aprox. 10H00)

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

FEI Article(s)	274.5.3
Jump-off (if any)	No
Speed/Fixed time	350 m/min
Obstacles height: max	1,20m
Number of horses/ponies per athlete	2
Maximum number of Starters:	100, if more, the competition must be divided.
Total prize money:	750,00 €
Chart to be used:	1 (25% to winner) <input checked="" type="checkbox"/>
	2 (33% to winner) <input type="checkbox"/>

Please specify prize money amount for each athlete placed 13<sup>th</sup> and beyond: 10,00€

**COMPETITION No 5 – CSI1\* - Medium Class** (will start at aprox. 12H30)

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

FEI Article(s)	238.2.2
Jump-off (if any)	1 Jump Off against the Clock
Speed/Fixed time	350 m/min
Obstacles height: max	1,30m
Number of horses/ponies per athlete	2
Maximum number of Starters:	100, if more, the competition must be divided.
Total prize money:	1.000,00 €
Chart to be used:	1 (25% to winner) <input checked="" type="checkbox"/>
	2 (33% to winner) <input type="checkbox"/>

Please specify prize money amount for each athlete placed 13<sup>th</sup> and beyond: 15,00€

**COMPETITION No 6 – CSI1\* - Big Class** (will start at aprox. 14H30)

**Table A against the Clock**

FEI Article(s)	238.2.1
Jump-off (if any)	Without Jump Off
Speed/Fixed time	350m/min
Obstacles height: max	1,40 m
Number of horses/ponies per rider	2
Maximum number of Starters:	100, if more, the competition must be divided.
Total prize money:	1.500,00€
Chart to be used:	1 (25% to winner) <input checked="" type="checkbox"/>
	2 (33% to winner) <input type="checkbox"/>

Please specify prize money amount for each athlete placed 13<sup>th</sup> and beyond: 20,00€

**THIRD DAY : Sunday**

**DATE (dd/mm/yy) : 13/09/2015**

**COMPETITION No 7 – CSI1\* – Small Class** (will start at aprox. 09H30)

**Table A against the Clock**

FEI Article(s)	238.2.1
Jump-off (if any)	Without Jump Off
Speed/Fixed time	350m/min
Obstacles height: max	1,20m
Number of horses/ponies per athlete	2
Maximum number of Starters:	100, if more, the competition must be divided.
Total prize money:	750,00 €
Chart to be used:	1 (25% to winner) <input checked="" type="checkbox"/>
	2 (33% to winner) <input type="checkbox"/>

Please specify prize money amount for each athlete placed 13<sup>th</sup> and beyond: 10,00€

**COMPETITION No 8– CSI1\* - Medium Class** (will start at aprox. 11H30)

**Table A against the Clock**

FEI Article(s)	238.2.1
Jump-off (if any)	Without Jump Off
Speed/Fixed time	350m/min
Speed/Fixed time	350 m/min
Obstacles height: max	1,30m
Number of horses/ponies per athlete	2
Maximum number of Starters:	100, if more, the competition must be divided.
Total prize money:	1.000,00 €
Chart to be used:	1 (25% to winner) <input checked="" type="checkbox"/>
	2 (33% to winner) <input type="checkbox"/>

Please specify prize money amount for each athlete placed 13<sup>th</sup> and beyond: 15,00€

**COMPETITION No 9 – CSI1\* - Grand Prix** (will start at aprox. 14H30)

**Grand Prix – 2 Different Rounds - Both Rounds Table A against the Clock**

FEI Article(s)	273.2.2 / 273.3.3.1 / 273.4.3 / 261.5.3
Jump-off (if any)	Without Jump Off
Speed/Fixed time	375 m/min
Obstacles height: max	1,40 m
Number of horses per rider	1

The best 25% of competitors after the first round, in a minimum of 12 (twelve), based on penalties and time (and in any case all clear rounds), will take part in the second round, in reverse order of faults and time incurred in the first round.

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

Maximum Number of starters in this competition: 100.

The following Athletes (not Athlete/Horse combinations) are automatically qualified for the Grand Prix at CSI Events, if present:

- 261.4.2.1 The winner of that Event's Grand Prix the previous year;
- 261.4.2.2 The current National Champion of the host country;
- 261.4.2.3 The individual medal winners of the last Olympic and Pan-American Games, the last FEI World and FEI Continental Championships and the winner of the last FEI World Cup™ Final.

2 The remaining riders in competition n° 6, not already qualified, until the total of 100.

**All athletes qualified for the Grand Prix, including those automatically qualified must complete, with their Grand Prix horse, the initial round of at least one competition prior to the Grand Prix.**

Total prize money: 5.250,00€  
Chart to be used: 1 (25% to winner) ☒  
2 (33% to winner) ☐

Please specify prize money amount for each athlete placed 13<sup>th</sup> and beyond: 50€

\* \* \* \* \*

**IMPORTANT**

\*: Maximum Number of starters per competition: 100.

If more than 100 starters are declared, the OC must split the class and provide the equivalent amount of prize money for the additional Competition. OCs may apply either of the following methods for splitting the Competition:

The competition is split into two groups before it starts. There may be a different number of starters in each group. There may be athletes with multiple horses in each group but all horses of any one athlete must be in the same group.

OR

The competition is run as one single competition and split afterwards into two groups and the classification established as follows: the athlete with the best score is the winner of the first group, the athlete with the second best score is the winner of the second group and so on until prizes have been allocated to 25% of the total number of starters. *NB: In this case separate results must be sent to the FEI for each of the two groups, e.g. results for Competition 1a and for Competition 1b.*

In both cases above each group must offer the same amount of prize money as indicated for the original Competition. For the avoidance of doubt, it is the number of declared starters in the Competition, not the actual number of starters, that determines whether the Competition must be split.

**Prize Money Distribution:**

Please specify under each Competition which of the two charts you will be using for the distribution of the Prize Money (Chart 1 or Chart 2, see additional information).

## **XI. VETERINARY MATTERS**

### **1. CUSTOMS FORMALITIES**

Contact details for Customs Formalities:

Name: Custom's Broker  
Nuno Braamcamp  
Address: Av 24 de Julho, 52 – 2º Dto  
1200 Lisboa - Portugal  
  
Telephone: + 351 213 920 240  
Fax: + 351 213 907 758  
Email:  
Opening hours:

### **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: N/A  
Quarantine period: N/A  
Specimen Import Licence applied: N/A

For questions or problems, please contact your Government Veterinary Services.

#### **NATIONAL REQUIREMENTS**

If applicable please provide: N/A

### **3. PONIES**

2015 FEI Veterinary Regulations, Chapter IV:

For all Pony Events, Ponies must be available for Pony Measurement if requested by the FEI.

### **4. INJURY SURVEILLANCE**

2015 FEI Veterinary Regulations, articles 1036, 1039 and 1040:

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

### **5. 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.

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

### **6.1. 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.

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 II 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.

### **6.2. VACCINATIONS - EQUINE INFLUENZA. FEI Veterinary Regulations Article 1028**

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

<b>VACCINATION</b>	<b>PROTOCOL</b>	<b>ELIGIBILITY TO ENTER VENUE</b>
<b>Primary Course</b>	1 <sup>st</sup> Vaccination: day 0 2 <sup>nd</sup> Vaccination: day 21-92	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	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
<b>Boosters</b>	<b>MINIMUM:</b> within one year of previous booster vaccination <b>IF COMPETING:</b> 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

### **6.3. EXAMINATION ON ARRIVAL. FEI 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 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.

### **6.4. HORSE INSPECTIONS. FEI Veterinary Regulations Article 1033, Table 2**

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.

### **6.5. LIMB SENSITIVITY EXAMINATION. FEI Veterinary Regulations Article 1034**

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.

## **7. EQUINE ANTI-DOPING AND CONTROLLED MEDICATION PROGRAMME (EADCMP). FEI VETERINARY REGULATIONS, CHAPTER VI**

### **7.1. SAMPLING. FEI VETERINARY REGULATIONS ARTICLES 1057 AND 1058**

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.

#### **Fee for Worldwide Equine and Human Anti-Doping Program:**

(Applicable for all FEI Events Worldwide)

#### Lower Level Events (CIMs)

(For definition see Appendix E of the FEI General Regulations)

Per horse per event	CHF	18
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#### Higher Level Events

(All other events not defined as CIM)

Per horse per event	CHF	25
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OCs/NFs have the right to charge the athletes the above mentioned fee.

### **7.2. ELECTIVE TESTING. FEI VETERINARY REGULATIONS ARTICLES 1056**

Elective Testing may be carried out 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.

## **XII. 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 FEIs' Anti-doping Rules for Human Athletes (ADRHA).

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

## **XIII. ADDITIONAL INFORMATION**

### **1. 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.

#### **1.1. ATHLETES, OWNERS AND SUPPORT PERSONNEL**

##### **1.1.1. 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.

##### **1.1.2. 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.

#### **1.2. ATHLETES AND OWNERS**

##### **1.2.1. 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.

## 1.2.2. Additional Liability Information

## 1.2.3. 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.

## 2. 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: <http://www.fei.org/sites/default/files/FEI%20Protest%20Form.pdf>

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

## 3. SCHOOLING DURING COMPETITIONS

Athletes wishing to school during speed competitions (Table A and Table C) must inform the OC before these competitions begin. These athletes will start first in these competitions.

## 4. STEWARDING

- 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, Grand Prix, 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 replace 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).

## **5. DISPUTES**

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

## **6. 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.

## **7. ADDITIONAL INFORMATIONS FROM THE OC**

OC reserves the right to use photos and videos of all competition participants for publicity purposes.

## **8. PRIZE MONEY DISTRIBUTION**

### **Standardised prize money distribution**

**Chart 1:** Prize money distribution with **25%** of prize money offered to the winner

N° of starters	up to 11	12-48	over 48
N° of prizes	Same as the number of starters who finish the competition	12	more than 12
Prize money	40'000.-	40'000.-	40'000.-
		%	%

In case of a tie for the 12<sup>th</sup> place in a competition with 12 to 48 starters, the prize money foreseen for the 12<sup>th</sup> place will be divided equally among the athletes concerned.

**For Competitions run in two rounds with more than 12 starters in 2<sup>nd</sup> round:**

*OCs that indicate in the schedule that a specific number (that is more than 12) of athletes will return for the second round will be permitted to distribute the prize money for that competition among all the athletes taking part in the second round, even if the second round is followed by a jump-off in case of a tie on penalties for first place after the second round.*

## **XIV. 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 ID<sup>1</sup>:** 10097442

Name\*: Bruno

First Name\*: Barros

E-Mail\*: bruno@chirpc.com

Access Rights\*: ☒ Admin<sup>2</sup> ☐ Consult<sup>3</sup>

**Events<sup>4</sup>:**

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**FEI ID<sup>1</sup>:** 10097442

Name\*: Melissa

First Name\*: Akers

E-Mail\*: melissa@chn.pt

Access Rights\*: ☒ Admin<sup>2</sup> ☐ Consult<sup>3</sup>

**Events<sup>4</sup>:**

---

**FEI ID<sup>1</sup>:**

Name\*:

First Name\*:

E-Mail\*:

Access Rights\*: ☐ Admin<sup>2</sup> ☐ Consult<sup>3</sup>

**Events<sup>4</sup>:**

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<sup>1</sup> If already have an FEI user account.

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

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

<sup>4</sup> 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 five days after the conclusion of the event.

All relevant information, file format and tutorial can be found on this page:

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

If you or your provider are unable to produce the required files, results will be accepted by e-mail to [results@fei.org](mailto:results@fei.org), in the proper Excel or "XML" format immediately after the event.

Please refer to compulsory format for CSIs/CSIOs/Championships and Games; the file can be downloaded using the following link:

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

**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.

**THE APPENDIX (8 PAGES) IS PART OF THIS APPROVED AND SIGNED SCHEDULE AND MUST BE DISTRIBUTED TO ALL OFFICIALS AND NFs AND IS AVAILABLE TO OTHERS UPON REQUEST**