

**I. DENOMINATION OF THE EVENT**

**Venue:** CS12\*-W Cidade de Curitiba

**Date:** 26 - 29/04/2018 **NF:** BRA

**Indoor:**  **Outdoor:**

**EVENT CATEGORIES:**

- |                                 |                                             |                                  |                                   |                                   |
|---------------------------------|---------------------------------------------|----------------------------------|-----------------------------------|-----------------------------------|
| CSIO5* <input type="checkbox"/> | CS15*-W <input type="checkbox"/>            | CS15* <input type="checkbox"/>   | CSIU25-A <input type="checkbox"/> | CSIU25-B <input type="checkbox"/> |
| CSIO4* <input type="checkbox"/> | CS14*-W <input type="checkbox"/>            | CS14* <input type="checkbox"/>   | CSIY-A <input type="checkbox"/>   | CSIY-B <input type="checkbox"/>   |
| CSIO3* <input type="checkbox"/> | CS13*-W <input type="checkbox"/>            | CS13* <input type="checkbox"/>   | CSIJ-A <input type="checkbox"/>   | CSIJ-B <input type="checkbox"/>   |
| CSIO2* <input type="checkbox"/> | CS12*-W <input checked="" type="checkbox"/> | CS12* <input type="checkbox"/>   | CSIch-A <input type="checkbox"/>  | CSIch-B <input type="checkbox"/>  |
| CSIO1* <input type="checkbox"/> | CS11*-W <input type="checkbox"/>            | CS11* <input 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"/>     |                                   |
| CSIOP <input type="checkbox"/>  |                                             | CSIYH1* <input type="checkbox"/> |                                   |                                   |
| CSIOCh <input type="checkbox"/> |                                             |                                  |                                   |                                   |

Championship  Games

**II. GENERAL CONDITIONS**

- FEI Statutes, 23<sup>rd</sup> edition, effective 29April 2015
- FEI General Regulations, 23<sup>rd</sup> edition, effective 1 January 2009, updates effective 1January 2018
- FEI Veterinary Regulations, 14<sup>th</sup> edition, effective 1 January 2018
- The Jumping Rules and its Annexes, 26<sup>th</sup> edition, effective 1 January 2018
- CSI Invitation Rules according to Annex V of the FEI Jumping Rules and its Annexes 25<sup>th</sup> edition, effective 1 January 2016  
<http://inside.fei.org/fei/your-role/organisers/jumping/csi-invitation-rules>
- CSI AND CSIO Requirements according to Annex VI of the FEI Jumping Rules and its Annexes 25<sup>th</sup> edition, effective 1 January 2018
- CSI/CSIO Prize Money requirements 2018  
<http://inside.fei.org/system/files/Final%20CSI-CSIOs%20-%202018.pdf>
- Longines Rankings – Groups Categories 2018  
<http://inside.fei.org/system/files/2018%20Final%20Longines%20Rankings%20Groups.pdf>
- Equine Anti-Doping and Controlled Medication Regulations (EADCMR), 2<sup>nd</sup> Edition, effective 1 January 2015, updates effective 1 January 2018
- FEI Anti-Doping Rules for Human Athletes (ADRHA), based upon 2015 WADA Code, effective 1 January 2015
- All subsequent published revisions/updates, 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 19.03.2018



John P. Roche  
FEI Director Jumping

**NB: No modifications to the approved Schedule will be accepted less than two weeks prior to the event.**

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### **III. THE FEI CODE OF CONDUCT FOR THE WELFARE OF THE HORSE**

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

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

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

## **IV. GENERAL INFORMATION**

### **1. ORGANISER**

Name: Sociedade Hipica Paranaense  
Address: BR-116, nº 6055 - Tarumã - Curitiba/PR  
Telephone: (55) 41 3266-6644 / 41 3266-6921  
Fax:  
Email: secretaria@hipicaparanaense.com.br  
Website: www.shpr.com.br

#### Contact Details Show Ground:

Address: BR-116 nº 6055 - Tarumã - Curitiba/PR  
Telephone: (55) 41 3266-6644 / 41 3266-6921  
GPS Coordinates:  
Accessibility details (directions by road, nearest airport / train station): 20 minutes by car from Afonso Pena Intl Airport

### **2. ORGANISING COMMITTEE**

Honorary President: Mr. Ronaldo Bittencourt  
President of the Event: Mr. Marcelo Mocellin and Mr. Marcelo Messias  
Show Secretary: Miss Gabriely Colaço and Mrs. Rosana Ventura  
Press Officer:

### **3. EVENT DIRECTOR**

Name: Mr. Vailton Jaci Cordeiro  
Address: BR-116 Km 93 - Tarumã - Curitiba/PR  
Telephone: (55) 41 9 9987-4578  
Mobile:  
Fax:  
Email: baicahipismo@terra.com.br

### **4. STABLE MANAGER**

Name: Mr. Marco Antônio Araujo  
Telephone: (55) 41 9 8527-5830  
Email:

### **5. ANNOUNCER**

Name: Andersom De Barros  
Email: barroscwb@gmail.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	10049354	Elaine Zander	BRA	3	elainezander@outlook.com* (55) 19 9 8124 4555
		Ground Jury Member	10093462	Roberta Milani	BRA	2	<a href="mailto:milani.roberta@gmail.com">milani.roberta@gmail.com</a> (55) 11 98369 5121
		Ground Jury Member		Edson Vargas	BRA	NAT	<a href="mailto:edsonvargas51@gmail.com">edsonvargas51@gmail.com</a> (55) 41 99181 0527
		Ground Jury Member		Denise Duwe	BRA	NAT	fprh@fprh.com.br (55) 41 3363 3406
2	Foreign Judge	Foreign Judge	10049362	Gloria Vinueza de Cuesta	ECU	3	<a href="mailto:gloriavinueza@gmail.com">gloriavinueza@gmail.com</a>
3	Foreign Technical Delegate	Foreign Technical Delegate					
4	Course Designer	Course Designer	10052029	Vailton Jaci Cordeiro	BRA	3	<a href="mailto:baicahipismo@terra.com.br">baicahipismo@terra.com.br</a> (55) 41 99987 4578
		Assistant Course Designer					
		Assistant Course Designer					
5	Appeal Committee	Appeal Committee President					
		Appeal Committee Member					

**FEI APPROVED SCHEDULE  
JUMPING 2018**



		Appeal Committee Member						
6	<b>Chief Steward</b>	Chief Steward	10081895	Tatiana Gutierrez	BRA	2	tati.guti@gmail.com	
							(55) 11 99491 6355	
7	<b>Foreign Steward (only for 5* Events FEI appointed)</b>	Foreign Steward					*	
8	<b>Assistants Stewards</b>	Assistant Steward	10114545	Ricardo Casale	BRA	1	racasale1963@gmail.com (55) 48 99930 6033	
		Assistant Steward	10114531	Heitor Banciela	BRA	1	hbanciella@hotmail.com (55) 11 98673 2222	
		Assistant Steward	10114522	André Luís Gomes Corrêa	BRA	1	andre.fhbr@gmail.com (55) 61 98470 7162	
		Assistant Steward	10114524	Carlos Heitor Banciela	BRA	1	Cadubanceila@hotmail .com (55)11986203308	
9	<b>FEI Veterinary Delegate</b>	FEI Veterinary Delegate	10109242	Mr.Valdir R. Tonin	BRA		valdiroberto@globo.com (55) 41 99974 2888	
	<b>Veterinary Commission</b>	Veterinary Commission President					*	
		Foreign Veterinary Delegate						*
		Assistant FEI Delegate						
10	<b>Veterinary Service Manager (VSM) (VR Art 1103) Treating Veterinarian (VR Art 1105)</b>	Veterinary Service Manager	10109241	Ricardo T. Leal	BRA		(55) 41 99665 6555	
		FEI Permitted Treating Veterinarian	10109241	Ricardo T. Leal	BRA		(55) 41 99665 6555*	
11	<b>Medical Doctor</b>	Medical Doctor		Estrela da Vida	BRA		jcwremocoos@yahoo.com.br	

**FEI APPROVED SCHEDULE  
JUMPING 2018**



<b>12</b>	<b>Farrier</b>	Farrier		Mr. Luciano Pio			
<b>13</b>	<b>NF Delegate</b>	NF Delegate (if applicable)					*

## **VI. INVITATIONS**

### **1. GENERAL**

Horses are not permitted to be changed from one CSI star level to another CSI star level during the same Event.

**For all Events, with exception of the two pilot phases, the 2016 CSI Invitation Rules will apply until the FEI Online Invitation System is implemented.**

CSI2\*-W:

NF's invited:	Unlimited
Reserve NFs:	None
Total number of athletes:	100
Number of home athletes:	80
Number of foreign athletes:	20
Number of horses per athlete:	3

Athletes are invited by the Organiser through their National Federation.

One (1) groom per athlete.

Square for organiser/NF to include details if necessary

## **VII. ENTRIES**

### **IMPORTANT**

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

### **1. ENTRY DATES AND ENTRY FEES**

Entries have to be in accordance with Art.251 of the FEI Jumping Rules, 26<sup>th</sup> edition, effective 1 January 2018.

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

Nominated Entries:

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

Definite Entries:

**21/04/2018**

Last date for substitutions:

**26/04/2018 until one hour before the VET Inspection. Substitutions of horses will only be accepted in the FEI entry system**

#### **Entry fee per horse(per category):**

<b>Category</b>	<b>Amount</b>
CSI2*-W	BRL 2'000 (VAT excluded)

**VAT(in %) :**

**free of charges**

Please refer to definition of Entry fees and Compulsory fees in the Glossary of the FEI Jumping Rules 26<sup>th</sup> Edition effective 1 January 2018, that is copied in Section XIV point 10.

#### **Compulsory fees per horse:**

- EADCMP Fee: Included in entry fee   
Not included in entry fee 
  - Lower Level Events (CIMs) CHF 18 per horse per event
  - Higher Level Events CHF 25 per horse per event(For definition of CIMs see Appendix E of the FEI General Regulations, all other events not defined as CIMs)
- Fee for manure disposal (at OC discretion; maximum € 40 per horse per Event).n/a

- Fee for health/customs-related documents for Horses, if applicable(at OC discretion)  
n/a

**All aforementioned amounts are including VAT**

**Total maximum Compulsory fee per horse:** n/a

**Compulsory fees per athlete:**

- NF fee if applicable n/a
- NF medication control programme fee if applicable n/a
- Fee for lorry parking if applicable (Athletes may opt out of this fee only if they do not have a lorry at the Event) n/a
- Fee for electric hook-up for lorry (Athletes may opt out of this fee only if they do not have a lorry at the Event) n/a

**All aforementioned amounts are including VAT**

**Total maximum Compulsory fee per Athlete:** n/a

**2. OTHER FEES**

All other fees must optional fees and 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.

Hay: n/a

Straw: n/a

Shavings: n/a

Other (please specify):

**All aforementioned amounts are including VAT**

VAT number of the organiser:

**3. NO-SHOWS/LATE WITHDRAWALS**

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

**Amount charged:**

**Withdrawals after the closing of the definite entries will be equivalent to the costs of the box itself**

**VIII. TIMETABLE**

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

*(to be provided per category/level if multiple events)*

	Day	Date	Time
• Opening of stables	TUESDAY	24/04/2018	0800
• 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	26/04/2018	0900/12:00
• Horse Re-Inspection	FRIDAY	27/04/2018	0800/0900
• Chefs d'Equipes Meeting at CSIO's (FEI Jumping Rules article253)	XXXXXXX	XXXXXXXXX	XXXXXXXXX

Competitions CSI:	Day	Date	Time	Art	Prize Money
• Declaration of Starters				///////	///////
• WARM UP	Friday	27/04/2018	16:00	238.2.1	N/A
• COMPETITION 01	Saturday	28/04/2018	15:00	238.2.2	BRL 20.000,00
• COMPETITION 02	Monday	30/04/2018	14:00	273.3.3 .1	BRL 113.000,00
• Total Prize Money	BRL 133'000				
• Prizes in Kind					

**Applicable government tax to be deducted from Prize Money (see also p. 25): \_\_\_\_\_%**

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

**PRIZE – CLASSIFICATION:**

Each athlete will receive his/her prize-money by bank transfer within 15 days after the event.

**IX. COMPETITION DETAIL**

**FIRST DAY : FRIDAY**

**DATE: 27/04/2018**

**COMPETITION No:**

**Time: 16:00**

Type of Competition: WARM UP

Acc to 238.2.1

Competition description: Table A against the clock, with no jump off

Jump-off (if any)	no
Speed/Fixed time	350m/m
Height of obstacles:	1.40m
Number of horses per athlete	02
Number of Starters: to Section XIV point 9)	100* (if more than 100 take part then please refer
Total prize money:	Not applicable
Chart to be used:	

\* \* \* \* \*

**SECOND DAY: SATURDAY**

**DATE: 28/04/2018**

**COMPETITION No: 01**

**Time: 15.00**

Competition description: With one jump off, Art. 238.2.2 – Table "A"

Jump-off (if any)	01
Speed/Fixed time	350m/m
Obstacles height:	1.45m
Number of horses per athlete	02
Number of Starters: to Section XIV point 9)	100* (if more than 100 take part then please refer
Total prize money:	BRL 20.000,00
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: BRL 150,00

\* \* \* \* \*

**THIRD DAY : MONDAY**

**DATE: 30/04/2018**

**COMPETITION No: 02**

**Time: 14.00**

Type of Competition: CSI2\*-W Grand Prix

Article:273.3.3.1 + 273.4.3 + 273.2.2 + Annex VIII art 6

Draw acc. to JR 252.6.3

Qualifier for WEG Tryon 2018 (certificates of capability)

Counts for the Longines ranking group D

Competition description: The competition will be judged under table A (art. 236) and will be carried out over two different rounds, according to FEI art. 273-3.3.1; the first and second round against the clock, with a time allowed. The 12 best athletes (at least 25%), go forward to the second round.

Jump-off (if any)	no
Speed/Fixed time	375m/m
Height of obstacles:	1.40 – 1.60m
Number of horses per athlete if an athlete rides two horses	02 – The declared World Cup horse must start first
Number of Starters:	100* (if more than 100 take part then please refer to Section XIV point 9 for additional prize money. If the competition must be split the World cup™ horses must be placed in the same group)
Total prize money:	BRL 113.000,00
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: BRL 1.050,00

All Athletes taking part in a Grand Prix at a CSIO or a CSI must have completed, with their Grand Prix Horse, the initial round of at least one competition prior to the Grand Prix. For competitions run under art 274.5.6 both phases must be completed in order to be eligible for the Grand Prix.

\* \* \* \* \*

## **X. FACILITIES OFFERED**

### **1. ATHLETES**

#### **Accommodation**

Hotel: Hotel Deville Business Curitiba  
Address: valdomira@deville.com.br- site: www.deville.com.br  
Telephone: Toll Free: 0800 703 1866, Fax:(41) 3219-4040  
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 on site

### **2. GROOMS**

#### **Accommodation.**

Requests for accommodation must be sent with entries.  
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 on site

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

## **XI. LOGISTICAL/ADMINISTRATIVE/TECHNICAL INFORMATION**

### **1. DRAW**

List of Draws, time, date and location: Competition 1 acc to art 252.2/ GP acc 252.6.3

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

Dimensions: 98 X 50  
Type of Footing: All weather footing

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

Dimensions: 90 X 50  
Type of Footing: All weather footing

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.

### **4. STABLES**

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

Larger boxes 3mX4m should be requested in time, prior to the arrival at the venue and subject to the OC availability. Late requests won't be granted.

### **5. SAFETY CUPS**

Name of Manufacturer: CARO Cardinally & Rothenberger

### **6. TIMING DEVICE**

Name of Manufacturer: TAG HEUER  
Model: CP540  
FEI Report number: 2201008A

### **7. SCORING/TIMING PROVIDER**

Name of the company: Federação Paranaense de Hipismo  
Name contact person: Mrs Josiane Maria Martins  
Contact email: josiane@fprh.com.br

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. PRIZE GIVING CEREMONY**

The owner of the winning horse/pony must be invited to the prize giving ceremony for the Grand Prix, if present at the event.

The number of athletes required to present themselves for the prize-giving ceremony of each competition is 06 (six).

**9. 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.

**10. TICKETING**

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

Name of your ticketing provider:

Web address to buy ticket:

**11. BETTING**

Betting will be authorised by the Organiser: Yes  No

**12. TRANSPORT REIMBURSEMENT HORSES / PONIES**

Transport expenses to be paid by:

The Organiser  at \_\_\_\_\_ per km.

The Athlete

**13. 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.

**14. 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:

**15. ENTRY RIGHT TO SHOWGROUNDS/ACCREDITED PERSONS**

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

NUMBER OF ACCREDITED PERSONS:

Athlete: 01

Partner: 01

Groom: 01

Horse Owner: 02two (2) accreditations per horse acc. to FEI-Passport

**16.SUSTAINABILITY**

Please consider the environment when organising an FEI Event. Please find useful information on FEI Sustainability here: <http://inside.fei.org/fei/your-role/organisers/handbook>

## **XII. VETERINARY MATTERS**

### **1. CUSTOMS FORMALITIES**

Contact details for Customs Formalities:

Name: FEAT Transportes Internacionais  
Address: Rua Martin Afonso 24 CJ 31 - Santos/SP/BRA  
  
Telephone: (55) 13 3229-2122  
Fax: (55) 13 3229-2124  
Email: [eguimarães@feats.com.br](mailto:eguimarães@feats.com.br)  
Opening hours: 09:00 til 17:00

Space for organiser to include details if necessary

### **2. HEALTH REQUIREMENTS**

#### **GENERAL**

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

#### **ENTRY OF HORSES**

Required health tests and vaccinations: Mormo, Influenza, Encephalomyelitis  
Quarantine period:  
Specimen Import Licence applied:

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

Space for organiser to include details if necessary

### **3. NATIONAL REQUIREMENTS**

If applicable please provide:

Space for organiser to include details if necessary

### **4. PONIES**

FEI Veterinary Regulations, Chapter IX:

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

**5. INJURY SURVEILLANCE**

FEI Veterinary Regulations, Chapter VIII:

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

**6. TRANSPORT OF HORSES**

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

**7. VENUE ARRIVAL INFORMATION & FITNESS TO COMPETE**

**7.1. PASSPORTS. FEI General Regulations Article 137**

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

All Horses competing at FEI Events must be registered with the FEI.

FEI Passports or FEI Recognition Cards (for those Horses with a national passport approved by the FEI) are compulsory for FEI Events.

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

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

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

**7.2. VACCINATIONS - EQUINE INFLUENZA.FEI Veterinary Regulations Article1003**

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

VACCINATION	PROTOCOL	ELIGIBILITY TO ENTER VENUE
<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	May compete for 6 months +21 days after the 2 <sup>nd</sup> vaccination of

	Course	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

### **7.3. EXAMINATION ON ARRIVAL.FEI Veterinary Regulations Article 1031**

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

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

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

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

All Horses are subject to examination under the protocol for abnormal limb sensitivity throughout the period of an Event, 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.

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

### **8.1. SAMPLING. FEI VETERINARY REGULATIONS Chapter VII**

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

## **8.2. ELECTIVE TESTING.FEI VETERINARY REGULATIONS ARTICLES 1058**

Elective Testing may be carried out prior to an Event to check for the presence of prohibited substances. Please refer to <http://inside.fei.org/fei/your-role/veterinarians> for information and details.

## **XIII. HUMAN ANTI-DOPING**

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

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

## **XIV. 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/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.

### **1.1.3. Press Equipment**

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

## **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**

Space for organiser to include reference to National Laws when necessary

### **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.

The OC reinforces that all horses should have an updated insurance

## **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://inside.fei.org/sites/default/files/FEI%20Protest%20Form.pdf>

Appeals: <http://inside.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, the President of the Ground Jury or the Foreign Judge, as applicable.

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

Space for organiser to include any additional information

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

<b>Event's Category</b>	<b>Age of Athletes</b>	<b>Age of Horses</b>
<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</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. 9 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 Grand Prix /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 As of 14 <sup>th</sup> year with permission of their NF 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	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. 255.2	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.

**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.-	
		%		%	
winner	All athletes having completed the competition receive prize money, to be distributed according to the percentages at right from the 1 <sup>st</sup> placed to the last placed athlete. The remaining prizes, i.e. the prizes foreseen up to 12 <sup>th</sup> place, are then distributed in descending order starting again with the 1 <sup>st</sup> placed athlete until there are no more prizes to be distributed.  See examples below*.	25	10'000.-	25	10'000.-
2		20	8000.-	20	8000.-
3		15	6000.-	15	6000.-
4		10	4000.-	10	4000.-
5		7	2800.-	7	2800.-
6		5.5	2200.-	5.5	2200.-
7		4	1600.-	4	1600.-
8		3	1200.-	3	1200.-
9		3	1200.-	3	1200.-
10		2.5	1000.-	2.5	1000.-
11		2.5	1000.-	2.5	1000.-
12		n/a	2.5	1000.-	2.5
total	40'000	100	40'000.-	100	40'000
*Examples:				OC must provide additional prizes for the remaining placed athletes to fulfil quota of one prize per four athletes. The amount to be given to each of these athletes is to be stated in the Schedule.	
5 athletes: winner gets prize for 1 <sup>st</sup> (25%) and the other athletes get the relevant percentages down to the last athlete, i.e. 5 <sup>th</sup> place (7%). The prize for 6 <sup>th</sup> (5.5%) is then given to the winner, the prize for 7 <sup>th</sup> (4%) is given to the 2 <sup>nd</sup> placed athlete, the prize for 8 <sup>th</sup> (3%) is given to the 3 <sup>rd</sup> placed athlete, the prize for 9 <sup>th</sup> (3%) is given to the 4 <sup>th</sup> placed athlete and the prize for 10 <sup>th</sup> (2.5%) is given to the 5 <sup>th</sup> placed athlete. The prize for 11 <sup>th</sup> (2.5%) is then given to the 1 <sup>st</sup> place athlete and the prize for 12 <sup>th</sup> (2.5%) is given to the 2 <sup>nd</sup> placed athlete.					
10 athletes: winner gets prize for 1 <sup>st</sup> (25%) and 11 <sup>th</sup> (2.5%), second placed gets prize for 2 <sup>nd</sup> (20%) and 12 <sup>th</sup> (2.5%); the remaining athletes receive the prize money for their placing as per the percentages from 3 <sup>rd</sup> to 10 <sup>th</sup> place.					

**Chart 2: Prize money distribution with 33% 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.-	
		%		%	
winner	All athletes having completed the competition receive prize money, to be distributed according to the percentages at right from the 1 <sup>st</sup> placed to the last placed athlete. The remaining prizes, i.e. the prizes foreseen up to 12 <sup>th</sup> place, are then distributed in descending order starting again with the 1 <sup>st</sup> placed athlete until there are no more prizes to be distributed.  See examples below*.	33	13'200	33	13'200
2		20	8000	20	8000
3		15	6000	15	6000
4		10	4000	10	4000
5		6	2400	6	2400
6		4.5	1800	4.5	1800
7		3	1200	3	1200
8		2.5	1000	2.5	1000
9		2	800	2	800
10		2	800	2	800
11		1	400	1	400
12		n/a	1	400	1
total	40'000	100	40'000	100	40'000
*Examples:				OC must provide additional prizes for the remaining placed athletes to fulfil quota of one prize per four athletes. The amount to be given to each of these athletes is to be stated in the Schedule.	
5 athletes: winner gets the prize for 1 <sup>st</sup> (33%) and the other athletes get the relevant percentages down to the last athlete, i.e. 5 <sup>th</sup> place (6%). The prize for 6 <sup>th</sup> (4.5%) is then given to the winner, the prize for 7 <sup>th</sup> (3%) is given to the 2 <sup>nd</sup> placed athlete, the prize for 8 <sup>th</sup> (2.5%) is given to the 3 <sup>rd</sup> placed athlete, the prize for 9 <sup>th</sup> (2%) is given to the 4 <sup>th</sup> placed athlete and the prize for 10 <sup>th</sup> (2%) is given to the 5 <sup>th</sup> placed athlete. The prize for 11 <sup>th</sup> (1%) is then given to the 1 <sup>st</sup> placed athlete and the prize for 12 <sup>th</sup> (1%) is given to the 2 <sup>nd</sup> placed athlete.					
10 athletes: winner gets prize for 1 <sup>st</sup> (33%) and 11 <sup>th</sup> (1%), second placed gets prize for 2 <sup>nd</sup> (20%) and 12 <sup>th</sup> (1%); the remaining athletes receive the prize money for their placing as per the percentages from 3 <sup>rd</sup> to 10 <sup>th</sup> place.					

updated 17 October 2011

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.

**DEDUCTIONS FROM PRIZE MONEY AT COMPETITIONS:**

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

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

Space for organiser to include details if necessary

**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 prize money 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 twelve(12) 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>)

**9. MAXIMUM NUMBER OF STARTERS PER COMPETITION**

**\*Annex VI FEI Jumping Rules:**

Maximum 100 starters per Competition other than the GP. If more than 100 starters are declared, the OC must provide the following percentages of additional prize money for every ten declared starters, up to 120 declared starters:

- 101 to 110 declared starters: 133% of the original Competition prize money must be provided;
- 111 to 120 declared starters: 166% of the original Competition prize money must be provided;

If more than 120 starters are declared, the OC must split the Competition 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 afterward 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 final number of starters, that determines whether the Competition must be split.

If there are more than 240 declared starters, the OC must split the Competition into as many groups as and apply the same percentages of additional prize money as indicated above.

## **10. GLOSSARY**

### **\*Glossary FEI Jumping Rules:**

#### **Fees:**

- Compulsory Fee: Compulsory Fees are fees that may be charged by the OC for costs/services not included in the Entry Fee. Compulsory Fees, if charged, must be paid by all Athletes taking part in the Event. Only the following Compulsory Fees may be charged by the OC, providing full details of the amount to be charged is included in the Schedule and approved by the FEI:
  - NF fee if applicable
  - NF medication control programme fee if applicable
  - FEI EADCMR fee if applicable (OC to indicate in the Schedule if the EADCMR fee is included in the Entry Fee or not)
  - Fee for health/customs-related documents for Horses if applicable
  - Fee for manure disposal (maximum € 40 per horse per Event)
  - Fee for lorry parking if applicable (Athletes may opt out of this fee only if they do not have a lorry at the Event)
  - Fee for electric hook-up for lorry (Athletes may opt out of this fee only if they do not have a lorry at the Event)
- Discretionary Fee: Discretionary Fees are fees that may be charged for optional commodities/services that may be purchased by an Athlete if he so chooses and that do not affect the equity of the Athlete's right to compete at the Event or the well-being of the Horse, such as:
  - VIP or premium parking
  - VIP table
  - Extra box for tack or for non-competing Horse
  - Extra bedding and/or fodder (details to be included e.g. shavings, straw, hay)
  - Premium stabling (all stabling at the Event must meet minimum FEI requirements)
- Entry Fee: The Entry Fee is the fee charged to participate in an Event with one Horse and covers the following:
  - Stabling of one Horse for the duration of the Event (includes cleaning and disinfecting stables before the event, including between Events that are part of Tours, water and electricity in the stables, first bedding or a fixed amount of bedding depending on the type of event and 24 hour security services for the stables)
  - Use of all facilities at the Event (no infrastructure fees may be charged)
  - Right to participate in all Competitions in accordance with the conditions in the Schedule (no nomination fees or start fees may be charged)

- Administrative/Office fees (includes all services relating to administration of the Event and running of the Competitions: data/results/timing services, bookkeeping and accreditation services)

## **XV. ANNEXES**

### **1. FEI ENTRY SYSTEM**

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

**FEI ID: 10118024**

Name\*: COLAÇO

First Name\*: GABRIELY

E-Mail\*: [secretaria@hipicaparanaense.com.br](mailto:secretaria@hipicaparanaense.com.br)

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**FEI ID: 10118025**

Name\*: VENTURA

First Name\*: ROSANA

E-Mail\*: [financeiro@hipicaparanaense.com.br](mailto:financeiro@hipicaparanaense.com.br)

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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 twodays after the conclusion of the event.

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

<http://inside.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://inside.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 Jumping 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 two (2) 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**