

**I. DENOMINATION OF EVENT**

VENUE: Esposende  
DATE: 26-29 September 2024  
NF: POR  
Indoor:  Outdoor:

- |   |   |   |  |   |                                |
|---|---|---|--|---|--------------------------------|
| <input checked="" type="checkbox"/> CDI1* | <input checked="" type="checkbox"/> CDI2* | <input checked="" type="checkbox"/> CDI3* | <input type="checkbox"/> CDI4*             | <input type="checkbox"/> CDI5*            | <input type="checkbox"/> CDI-W |
| <input type="checkbox"/> CDIO1*           | <input type="checkbox"/> CDIO2*           | <input type="checkbox"/> CDIO3*           | <input type="checkbox"/> CDIO4*            | <input type="checkbox"/> CDIO5*           | <input type="checkbox"/> -NC   |
| <input checked="" type="checkbox"/> CDIJ  | <input checked="" type="checkbox"/> CDIY  | <input checked="" type="checkbox"/> CDIP  | <input checked="" type="checkbox"/> CDIU25 | <input checked="" type="checkbox"/> CDIch |                                |
| <input type="checkbox"/> CDIOJ            | <input type="checkbox"/> CDIOY            | <input type="checkbox"/> CDIOP            | <input type="checkbox"/> CDIYOU25          | <input type="checkbox"/> CDIOCh           |                                |
| <input type="checkbox"/> CDIAm            | <input type="checkbox"/> CDIYH            |   |  |   |                                |
| <input type="checkbox"/> Championship     |   | <input type="checkbox"/> Games            |  |   |                                |

**II. GENERAL CONDITIONS**

- FEI Statutes, 24<sup>th</sup> edition, effective 21<sup>st</sup> November 2023.
- FEI General Regulations, 24<sup>th</sup> edition, 1<sup>st</sup> January 2020, updates effective 1<sup>st</sup> January 2024.
- FEI Veterinary Regulations, 15<sup>th</sup> edition, effective 1<sup>st</sup> January 2023, updates effective 1<sup>st</sup> January 2024.
- **FEI Dressage Rules (26<sup>th</sup> edition, effective 1<sup>st</sup> January 2024) and if applicable the FEI Dressage World Cup™ Rules 2023/2024 and 2024/2025 and FEI Dressage Nations Cup™ Rules 2024.**
- Equine Anti-Doping and Controlled Medication Regulations (EADCMR), 3<sup>rd</sup> Edition, effective 1<sup>st</sup> January 2021.
- FEI Anti-Doping Rules for Human Athletes (ADRHA), based upon the 2021 WADA Code, effective 1<sup>st</sup> January 2021.
- All subsequent published revisions, the provisions of which will take precedence.

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Approved by the FEI, Lausanne, on 05/09/2024. Updated 06/09/2024.

Updated 11/09/2024. Updated 18/09/2024. Updated 25/09/2024.



**Ronan Murphy**  
FEI Dressage Director.

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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, Chemin de la Joliette 8, CH-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: Federação Equestre Portuguesa  
Address: Av. Manuel da Maia, nº 24 - 4º Dto.  
Telephone: 218478774  
Email: geral@fep.pt  
Website: www.fep.pt

#### Contact Details Show Ground:

Address: Caminho do Areal S/N 4740-474 4740-474 Esposende  
Telephone: +351 963 662 349  
GPS Coordinates: Lat: 41.5172, Long: -8.75478  
Accessibility details (directions by road, nearest airport/train station):  
Porto Airport.

Traces Nº: PTAR5AA-CH

### **2. ORGANISING COMMITTEE**

Honorary President: Exmo. Senhor Dr. Bruno Rente  
President of the event: Exmo. Senhor Bruno Barros  
Show Secretary: Clube Hipico do Norte  
Press Officer: Clube Hipico do Norte

### **3. EVENT DIRECTOR**

Name: Exmo. Senhor Bruno Barros  
Address: Caminho do Areal S/N 4740-474 Esposende  
Telephone: +351 963 662 349  
Mobile: +351 963 662 349  
Email: [geral@chn.pt](mailto:geral@chn.pt)

# FEI APPROVED SCHEDULE ESPOSENDE (POR) 26-29 September 2024



## V. OFFICIALS

Please note that the schedule has been approved under the provision that all appointed Officials have successfully passed the on-line FEI Competency Evaluation Test, and that the appointed VSM fulfils the requirement of being listed as Level 1 OV before the start of the event.

	Panel	Function	FEI ID	Name	NF	Level
1	Ground Jury	President	10184209	Claudia Matos	POR	2
		Member	10279305	Pascal Strohbücker	GER	2
		Member	10087950	Clive Halsall	GBR	4
		Member	10050120	Mariano Santos	ESP	3
		Member	10049085	Isabelle Judet	FRA	4
		Member	10225367	João Pedro Miranda	POR	NAT
		Member	10056634	Ana Filipa Moura Carneiro	POR	NAT
		Member	10159460	André Santos	POR	NAT
		Member	10093970	Paula Nysten	FIN	3
			Foreign Judge		10048827	Peter Holler
2	Foreign Technical Delegate	Foreign Technical Delegate				
3	Chief Steward	Chief Steward	10063553	Armando Caixinha	POR	3
4	Assistant Steward	Assistant Steward	10159463	Bruno Caseirão	POR	3
		Assistant Steward	10050871	Luis Pedro Machado	POR	3
		Assistant Steward				
5	FEI Veterinary Delegate	Veterinary Delegate	10051105	Mário José Barbosa	POR	3
		Veterinary Delegate	10053024	Bruno Miranda	POR	3
		Additional Veterinary Delegate				
	FEI Veterinary Commission	Veterinary Commission President				
		Foreign Veterinary Delegate				
	Veterinary Commission Member					
6	Veterinary Services Manager / Treating Veterinarian	Veterinary Services Manager	10087286	Miguel Bahia	POR	1
		Permitted Treating Veterinarian (one for every 200 horses)	10087286	Miguel Bahia	POR	
		Permitted Treating Veterinarian				

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		(one for every 200 horses)				
<b>7</b>	Doctor/Medical Service	Doctor/Medical Service		Bombeiros Voluntários de Esposende/Fão	POR	
<b>8</b>	Farrier	Farrier	10041069	Bruno Moreira	POR	
<b>9</b>	NF Delegate	NF Delegate (if applicable)				

## **VI. INVITATIONS**

Number of NFs invited:	ALL
State which NFs are invited:	N/A
Reserve NFs:	N/A
Total Number of athletes:	80
Number of home athletes:	40
Number of athletes per NF:	NO LIMIT
Number of horses per athlete:	MAX. 2

Athletes are invited by the Organiser through their NF.

One (1) groom per athlete.

The OC reserves the right to invite athletes (through their respective NF) in the limit of available entries and to limit the entries in order to judge 40 horses per day and per judge. The OC reserves the right to increase or reduce the number of riders by NF and / or horses by rider in the case where nominative entries would be deficient or too numerous or according to the definite entries. Any such changes will be immediately notified to all competitors, officials, NFs and FEI include additional details if necessary.

## **VII. ENTRIES**

- You must use the FEI Entry System for all categories of this Event:  
[https://entry.fei.org/index.php?page=PFO\\_Entries\\_NF\\_EventSearch](https://entry.fei.org/index.php?page=PFO_Entries_NF_EventSearch)
- You will find additional documentation on:  
<https://inside.fei.org/fei/your-role/it-services/it-platforms/fei-entry-system>
- All Athletes and Horses participating in any International Competition must be registered with the FEI.
- Athletes and/or Horses present at the Event without having been entered through the FEI's Online Entry System will automatically be disqualified unless compelling circumstances warrant otherwise.

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

#### **Deadlines for entries**

Definite Entries:	16 September 2024
Last date for substitutions:	20 September 2024 until 12am

Entries have to be in accordance with the FEI Dressage Rules and the FEI General Regulations.



**FEI APPROVED SCHEDULE  
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**Entry fee per horse:**

CDICh / CDIP / CDIJ / CDIY	350€ (VAT excluded)
CDIU25 / CDI1* / CDI2*	375€ (VAT excluded)
CDI3*	400€ (VAT excluded)
<b>VAT:</b>	N/A (VAT exempt)

**Total fee per horse:**

<b>CDICh / CDIP / CDIJ / CDIY</b>	<b>350€</b>
<b>CDIU25 / CDI1* / CDI2*</b>	<b>375€</b>
<b>CDI3*</b>	<b>400€</b>

Entry Fees have to be paid until the Definite Entries date: 16/09/2024 by bank transfer to:

IBAN: PT50 0036 0271 9910 0038 1960 7

SWIFT CODE: MPIOPTPL

Account holder name: CHN Desporto e Eventos Lda

The evidence of payment shall be sent to: [geral@chn.pt](mailto:geral@chn.pt)

Online payments: [www.yaevents.pt](http://www.yaevents.pt)

**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 Organiser for the actual financial loss incurred by the Organiser (i.e., stabling and hotel expenses) as a result of the late withdrawal or no-show.

Amount charged: 300€

**3.ADDITIONAL FEES/CHARGES BY ORGANISING COMMITTEE:**

All other fees must be listed hereunder with the details of the amounts to be charged and approved by the FEI. (refer to FEI Dressage Rules) Only fees approved by the FEI and listed in the approved Schedule can be charged by the Organiser.

EADCMP Fee:

Included in compulsory entry fee  Not included in compulsory entry fee

Lower-Level Events (CIMS) CHF 18 per horse per event  
(For definition of CIMS see Appendix E of the FEI General Regulations)

Higher-Level Events CHF 25 per horse per event  
(All other events not defined as CIM)

Stabling fee per horse: Included in the entry fee

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Manure disposal:	25€
Hay:	10€
Straw:	9€
Shavings:	12€
Health/customs documents per horse:	40€ (if requested by the Athlete).
Lorry Parking:	25,01€ per lorry/caravan (if requested by the Athlete).
Electricity hook-up:	12,30€ per lorry/caravan (if requested by the Athlete).
Additional night:	25€
Tack box:	150€
Non competing horse:	300€
Credit Card fee:	5%
VIP Table:	1.230,00 € per table

**All aforementioned amounts are including VAT.**

VAT Number of the Organiser: 517006456

**4. DEGREE OF DIFFICULTY – FLOORPLAN GRAND PRIX FREESTYLE**

DoD will be used.                       DoD will not be used.                       Not Applicable.

Athletes are required to login using their own credentials on to <http://dressagefreestyle.fei.org> to create or assign their Grand Prix Freestyle floorplan at the latest 2 hours prior to:

- the horse inspection.
- the draw of the Grand Prix / Short Grand Prix.

**VIII. TIMETABLE**

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

**The current edition of Dressage Tests at the date of the show will be used and all tests must be ridden from memory.**

<https://inside.fei.org/fei/your-role/organisers/dressage/tests>

	<b>Day</b>	<b>Date</b>	<b>Time</b>
• <u>Opening of stables</u>	Wednesday	25/09/2024	3pm
• <u>Horse Inspection</u>	Thursday	26/09/2024	10am
Familiarization – Grand Prix	Thursday	26/09/2024	12:00-13:30
Familiarization	Thursday	26/09/2024	16:30-18:30
• <u>Declaration of Starters</u>	Not later than one (1) hour after the horse inspection.		
• <u>Draw:</u>	Thursday	26/09/2024	1h after the vet inspection

<b>Competitions CDIP:</b>	<b>Day</b>	<b>Date</b>	<b>Time</b>	<b>Prize Money</b>
Competition 01 Pony Riders Team	Friday	27/09/2024	Not before 8:00	N/A
Competition 02 Pony Riders Individual	Saturday	28/09/2024	Not before 8:00	N/A
Competition 03 Pony Riders Freestyle	Sunday	29/09/2024	Not before 8:00	N/A
<b>Total Prize Money</b>				<b>N/A</b>
<b>Prizes in Kind</b>				Trophies/Rosettes

<b>Competitions CDICH:</b>	<b>Day</b>	<b>Date</b>	<b>Time</b>	<b>Prize Money</b>
Competition 04 Children Preliminary B	Friday	27/09/2024	Not before 8:00	N/A
Competition 05 Children Team	Saturday	28/09/2024	Not before 8:00	N/A
Competition 06 Children Individual	Sunday	29/09/2024	Not before 8:00	N/A
<b>Total Prize Money</b>				<b>N/A</b>
<b>Prizes in Kind</b>				Trophies/Rosettes

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<b>Competitions CDIJ:</b>	<b>Day</b>	<b>Date</b>	<b>Time</b>	<b>Prize Money</b>
Competition 07 Juniors Team	Friday	27/09/2024	Not before 8:00	N/A
Competition 08 Juniors Individual	Saturday	28/09/2024	Not before 8:00	N/A
Competition 09 Juniors Freestyle	Sunday	29/09/2024	Not before 8:00	N/A
<b>Total Prize Money</b>				<b>N/A</b>
<b>Prizes in Kind</b>				Trophies/Rosettes

<b>Competitions CDIY:</b>	<b>Day</b>	<b>Date</b>	<b>Time</b>	<b>Prize Money</b>
Competition 10 Young Riders Team	Friday	27/09/2024	Not before 8:00	N/A
Competition 11 Young Riders Individual	Saturday	28/09/2024	Not before 8:00	N/A
Competition 12 Young Riders Freestyle	Sunday	29/09/2024	Not before 8:00	N/A
<b>Total Prize Money</b>				<b>N/A</b>
<b>Prizes in Kind</b>				Trophies/Rosettes

<b>Competitions CDIU25:</b>	<b>Day</b>	<b>Date</b>	<b>Time</b>	<b>Prize Money</b>
Competition 13 Intermediate II	Friday	27/09/2024	Not before 8:00	N/A
Competition 14 Grand Prix 16-25	Saturday	28/09/2024	Not before 8:00	N/A
<b>Total Prize Money</b>				<b>N/A</b>
<b>Prizes in Kind</b>				Trophies/Rosettes

<b>Competitions CDI1*:</b>	<b>Day</b>	<b>Date</b>	<b>Time</b>	<b>Prize Money</b>
Competition 15 Prix St Georges	Friday	27/09/2024	Not before 8:00	N/A
Competition 16 Intermediate I	Saturday	28/09/2024	Not before 8:00	N/A
<b>Total Prize Money</b>				<b>N/A</b>
<b>Prizes in Kind</b>				Trophies/Rosettes

<b>Competitions CDI2*:</b>	<b>Day</b>	<b>Date</b>	<b>Time</b>	<b>Prize Money</b>
Competition 17 Intermediate A	Friday	27/09/2024	Not before 8:00	N/A
Competition 18 Intermediate B	Saturday	28/09/2024	Not before 8:00	N/A
<b>Total Prize Money</b>				<b>N/A</b>
<b>Prizes in Kind</b>				Trophies/Rosettes

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<b>Competitions CDI3*:</b>	<b>Day</b>	<b>Date</b>	<b>Time</b>	<b>Prize Money</b>
Competition 19 Grand Prix	Friday	27/09/2024	Not before 8:00	N/A
Competition 20 Grand Prix Special	Saturday	28/09/2024	Not before 8:00	N/A
Competition 21 Grand Prix Consolation	Saturday	28/09/2024	Not before 8:00	N/A
<b>Total Prize Money</b>				<b>N/A</b>
<b>Prizes in Kind</b>				Trophies/Rosettes

**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

**IX. COMPETITIONS DETAIL**

**FIRST DAY: FRIDAY**

**DATE: 27/09/2024**

**COMPETITION No 01**

**CDIP**

Test: FEI Pony Riders Team  
Number of horses per athlete: 2  
Open to: All Athlete/Pony combinations entered  
Draw/Art: Ordinary draw Art. 417.3.1  
Prize money: None

**COMPETITION No 04**

**CDICH**

Test: FEI Children Preliminary B  
Number of horses per athlete: 2  
Open to: All Athlete/Horse combinations entered  
Draw/Art: Ordinary draw Art. 417.3.1  
Prize money: None

**COMPETITION No 07**

**CDIJ**

Test: FEI Juniors Team  
Number of horses per athlete: 2  
Open to: All Athlete/Horse combinations entered  
Draw/Art: Ordinary draw Art. 417.3.1  
Prize money: None

**COMPETITION No 10**

**CDIY**

Test: FEI Young Riders Team  
Number of horses per athlete: 2  
Open to: All Athlete/Horse combinations entered  
Draw/Art: Ordinary draw Art. 417.3.1  
Prize money: None

**COMPETITION No 13**

**CDIU25**

Test: FEI Intermediate II  
Number of horses per athlete: 2  
Open to: All Athlete/Horse combinations entered  
Draw/Art: Ordinary draw Art. 417.3.1  
Prize money: None

**COMPETITION No 15**

**CDI1\***

Test: FEI Prix St-Georges  
Number of horses per athlete: 2  
Open to: All Athlete/Horse combinations entered  
Draw/Art: Ordinary draw Art. 417.3.1  
Prize money: None

**COMPETITION No 17**

**CDI2\***

Test: FEI Intermediate A  
Number of horses per athlete: 2  
Open to: All Athlete/Horse combinations entered  
Draw/Art: Ordinary draw Art. 417.3.1  
Prize money: None

**COMPETITION No 19**

**CDI3\***

Test: FEI Grand Prix  
Number of horses per athlete: 2  
Open to: All Athlete/Horse combinations entered  
Draw/Art: Ordinary draw Art. 417.3.1  
Prize money: None

\* \* \* \* \*

**SECOND DAY: SATURDAY**

**DATE: 28/09/2024**

**COMPETITION No 02**

**CDIP**

Test: FEI Pony Riders Individual  
Number of horses per athlete: 2  
Open to: All Athlete/Pony combinations entered  
Draw/Art: Ordinary draw Art. 417.3.1  
Prize money: None

**COMPETITION No 05**

**CDICH**

Test: FEI Children Team  
Number of horses per athlete: 2  
Open to: All Athlete/Horse combinations entered  
Draw/Art: Ordinary draw Art. 417.3.1  
Prize money: None

**COMPETITION No 08**

**CDIJ**

Test: FEI Juniors Individual  
Number of horses per athlete: 2  
Open to: All Athlete/Horse combinations entered  
Draw/Art: Ordinary draw Art. 417.3.1  
Prize money: None

**COMPETITION No 11**

**CDIY**

Test: FEI Young Riders Individual  
Number of horses per athlete: 2  
Open to: All Athlete/Horse combinations entered  
Draw/Art: Ordinary draw Art. 417.3.1  
Prize money: None

**COMPETITION No 14**

**CDIU25**

Test: FEI Grand Prix 16-25  
Number of horses per athlete: 2  
Open to: All Athlete/Horse combinations entered  
Draw/Art: Ordinary draw Art. 417.3.1  
Prize money: None



**COMPETITION No 16**

**CDI1\***

Test: FEI Intermediate I  
Number of horses per athlete: 2  
Open to: All Athlete/Horse combinations entered  
Draw/Art: Ordinary draw Art. 417.3.1  
Prize money: None

**COMPETITION No 18**

**CDI2\***

Test: FEI Intermediate B  
Number of horses per athlete: 2  
Open to: All Athlete/Horse combinations entered  
Draw/Art: Ordinary draw Art. 417.3.1  
Prize money: None

**COMPETITION No 20**

**CDI3\***

Test: FEI Grand Prix Special  
Number of horses per athlete: 1  
Open to: and compulsory for the 15 best Athlete/Horse combinations from the Grand Prix  
Draw/Art: Art. 417.5  
Prize money: None

**COMPETITION No 21**

**CDI3\***

Test: FEI Grand Prix Consolation  
Number of horses per athlete: 1  
Open to: All Athlete/Horse combinations not qualified for the GPS  
Draw/Art: Ordinary draw Art. 417.3.1  
Prize money: None

\* \* \* \* \*

**THIRD DAY: SUNDAY**

**DATE: 29/09/2024**

**COMPETITION No 03**

**CDIP**

Test: FEI Pony Riders Freestyle  
Number of horses per athlete: 1  
Open to: and compulsory to the best 10 Athlete/Pony combinations from the Pony Riders Individual  
Draw/Art: draw in reverse order of qualification in group of five from the result of Competition 02, Art. 417.6  
Prize money: None

**COMPETITION No 06**

**CDICH**

Test: FEI Children Individual  
Number of horses per athlete: 1  
Open to: and compulsory to the best 10 Athlete/Horse combinations from the Children Team  
Draw/Art: draw in reverse order of qualification in group of five from the result of Competition 05, Art. 417.3.3  
Prize money: None

**COMPETITION No 09**

**CDIJ**

Test: FEI Juniors Freestyle  
Number of horses per athlete: 1  
Open to: and compulsory to the best 10 Athlete/Horse combinations from the Juniors Individual  
Draw/Art: draw in reverse order of qualification in group of five from the result of Competition 08, Art. 417.6  
Prize money: None

**COMPETITION No 12**

**CDIY**

Test: FEI Young Riders Freestyle  
Number of horses per athlete: 1  
Open to: and compulsory to the best 10 Athlete/Horse combinations from the Young Riders Individual  
Draw/Art: draw in reverse order of qualification in group of five from the result of Competition 11, Art. 417.6  
Prize money: None

## **X. FACILITIES OFFERED**

### **1.ATHLETES**

#### **Accommodation.**

Hotel: HOTEL AXIS OFIR

Address: Rua Raul Sousa Martins, nº 99, 4740-405 Ofir - Esposende

Telephone: (+351) 253 989 800

[reservas@axisofir.com](mailto:reservas@axisofir.com)

<https://www.axishoteis.com/localizacao-ofir.html>

Hotel: SUAVE MAR

Av Eng Eduardo Arantes e Oliveira, 4740-204 - Esposende

(+351) 253 969 400

[info@suavemar.com](mailto:info@suavemar.com)

<https://www.suavemar.com/contactos>

At the expense of the Organiser  or the Athlete

#### **Meals.**

At the expense of the Organiser  or the Athlete

### **2.GROOMS**

#### **Accommodation.**

Requests for accommodation must be sent with entries.

At the expense of the Organiser  or the Athlete

#### **Meals.**

At the expense of the Organiser  or the Athlete

**N.B.** Organisers 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.

As much as possible in accordance with the Organisers Guide, Point 4.7.2 - Facilities, Services & Conditions for Grooms"

<https://knowledgebase.fei.org/index.php?action=artikel&cat=11&id=132&artlang=en>

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

### **1.DRAW**

Location of the draw: At the Show Office

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

Total dimensions: 45x90m (Competition arena - dimensions: 20 x 60 m)

Type of Footing: **Silica and Geotextile Ebb&Flow**

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

Total dimensions: 20x60m (Competition arena - dimensions: 20 x 60 m)

Type of Footing: **Silica and Geotextile Ebb&Flow**

### **4.STABLES**

Size of boxes: 3 m x 3m m (at least 3m x 3m)

An adequate number of stables must be at least 4m x 3m to accommodate the larger Horses.

The stables will be closed from 21:00 till 6:30
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### **5.PAPERLESS JUDGING**

It is compulsory to have a certified software/solution in order to offer Paperless Judging at FEI Dressage Events.

Will you use a FEI Certified Paperless Judging Software/Solution to manage judging at your Event? (The list of Certified Service Providers is available here: <https://inside.fei.org/fei/your-role/it-services/it-providers/list>)

No  and as OC, we confirm that no Paperless Judging Software/Solution will be used.

### **6.SCORING PROVIDER/TIMING PROVIDER**

Will you use a FEI Certified Service Provider to manage the scoring and timing at your Event? (The list of Certified Service Providers is available here: <https://inside.fei.org/fei/your-role/it-services/it-providers/list>)

No

Contact person at Event:

Name: Rita Cabral Moura

FEI ID number: 10154843

Contact email: ritacabralmoura@sapo.pt

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.

**7.AVERAGE SCORE/OPEN SCORING**

Average Score and Open Scoring: Yes  No

**8.OTHER TECHNOLOGY/SERVICE PROVIDER(S)**

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

No

**9.PRIZE GIVING CEREMONY**

The number of athletes required to present themselves for the prize giving ceremony of each competition is three (3)

**10. ADVERTISING ON ATHLETES AND HORSES**

The athletes are authorised to carry the logo of their personal sponsor. The Chief Steward will check that the advertising and publicity on athletes and horses complies with the FEI General Regulations.

**11. TICKETING**

Are you selling ticket for spectator to attend your event: Yes  No

**12. BETTING**

Betting will be authorised by the Organiser: Yes  No

**13. TRANSPORT REIMBURSEMENT HORSES/PONIES**

Transport expenses to be paid by the Organiser  at \_\_\_\_\_ per km or to be paid by the Athlete

**14. 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 them on arrival.

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

Walking distance

Organiser Shuttle Service

Public Transport  to be paid by the Organiser  or the Athlete

If paid by the Athlete, approximate cost per round trip 10€

Taxi  to be paid by the Organiser  or the Athlete

If paid by the Athlete, approximate cost per round trip 20€

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

Entry right to the stable areas according to the FEI Veterinary Regulations.

NUMBER ACCREDITED PERSONS:

Athlete: 1  
Partner: 1  
Groom: 1  
Horse Owner: two (2) accreditations per horse acc. to FEI Passport  
Other: Extra Accreditation 70€

**17. 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**

Name: Nuno Braamcamp  
Address: Av. 25 de Julho, 1200-868 Lisboa  
Telephone: +351 213922040  
Email: nuno.braamcamp@despachante.cdo.pt

### **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, free from infectious disease and meet the FEI's health requirements 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

### **3. NATIONAL REQUIREMENTS**

N/A

### **4. PONIES**

Ponies must be in compliance with the Veterinary Regulations to be eligible to compete in pony events.

### **5. INJURY SURVEILLANCE**

FEI Veterinary Regulations: 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. Any government requirements for infectious 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.**

**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 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 (FEI General Regulations).

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 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.**

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

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

### **7.3 EXAMINATION ON ARRIVAL.**

On arrival at an Event venue, all Horses must undergo an examination by an FEI veterinarian to confirm their identification from their passport and microchip (where present), their vaccination status and meet the FEI's health requirements to access the FEI Stables Area. To protect all horses attending events, any Horse with a questionable health status concerning vaccination, infectious disease or other concerns, must be stabled within the isolation facilities provided by the Organising Committee pending a decision on entering the venue. PRs must fulfil the Horse Health Requirements via the FEI HorseApp in advance of the event which will be checked at the Examination on Arrival.



#### **7.4 HORSE INSPECTIONS.**

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.**

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

### **8.EQUINE ANTI-DOPING AND CONTROLLED MEDICATION PROGRAMME (EADCMP).**

#### **8.1 SAMPLING.**

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.**

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

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

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

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

## **XIV. ADDITIONAL INFORMATION**

### **1. 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.

##### **1.1.3 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**

N/A

### **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, as mentioned in the FEI General Regulations: <https://inside.fei.org/content/general-regs-statutes>

## **3. DISPUTES**

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

## **4. MODIFICATION TO SCHEDULE**

In exceptional circumstances, together with the Approval of the Chefs d'Equipe, host NF delegate, if any, and the Ground Jury, the OC may change the schedule in order to clarify any matters 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 by the Foreign Judge.

## **5. ADDITIONAL INFORMATION FROM THE ORGANISER**

<p>Dogs must be leashed and affixed to a human or stationary object on the showground and in the stable area. Violation of this rule will incur a fine of 100€ per offence and, in case of repeated offence at the Event, may lead to exclusion from the Venue (Art.109.13 General RG).</p>
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**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.

Government Taxes deducted from prize money: IVA 23% and/or IRS 25%

Reimbursement of prize money will be paid out by bank transfer per athlete (neither per horse responsible nor per horse owner) within 10 days after the CDI the invoice.

For this purpose the NFs are requested to state the bank information (name of recipient, bank name, bank code, account number, IBAN and BIC codes) of their athletes together with the online entries. In case the money transaction does not go through due to incorrect or incomplete bank information, the OC reserves the right to charge a lump sum of 50€ for any handling fees charged by the bank. The Organizing Committee is authorized to deduct any possible outstanding duties from the payment. Each athlete is obliged to forward the prize-money as well as any reimbursement to the respective horse owner. Each athlete is requested to check and sign the final account at the accounting office before departure. The horse passport will only be handed out after the accounts have been settled Square for Organizer 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)**

The value of the 1<sup>st</sup> prize must not exceed 1/3 of the total prize money announced for the competition. Distribution of prize money: distributed to 25 % of participants. If there are between 5 and 19 athletes in the competition, min 5 prizes must be distributed.

If there are 4 or less athletes in the competition, the table below applies.

Number of Starters	1	2	3	4	From 5 and above
1 <sup>st</sup>	33%	33%	33%	33%	All the prize money scheduled must be distributed among all placed athletes.
2 <sup>nd</sup>		25%	25%	25%	
3 <sup>rd</sup>			20%	20%	
4 <sup>th</sup>				15%	
Total distributed	33%	58%	78%	93%	

The amount to be given to each athlete must be stated in the schedule.

## **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<sup>1</sup>:** 10154843  
**Name\*:** Moura  
**First Name\*:** Rita  
**E-Mail\*:** [rita.moura@fep.pt](mailto:rita.moura@fep.pt)  
**Access Rights\*:**  Admin<sup>2</sup>  Consult<sup>3</sup>

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**FEI ID<sup>1</sup>:** 10239814  
**Name\*:** Barnstorf  
**First Name\*:** Catarina  
**E-Mail\*:** [Catarina\\_barnstorf@hotmail.com](mailto:Catarina_barnstorf@hotmail.com)  
**Access Rights\*:**  Admin<sup>2</sup>  Consult<sup>3</sup>

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**FEI ID<sup>1</sup>:** 10318558  
**Name\*:** Santos  
**First Name\*:** Miguel  
**E-Mail\*:** [info@chn.pt](mailto:info@chn.pt)  
**Access Rights\*:**  Admin<sup>2</sup>  Consult<sup>3</sup>

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- 1) If already have an FEI user account.  
2) Provide you the required access to manage entries and substitutions and download entries/lists.  
3) You are just able to consult and download the entries/lists.  
\*) 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 two days after the conclusion of the event.

All relevant information, file format and tutorial can be found on this page:  
<https://inside.fei.org/fei/your-role/it-services/results/dressage-results-forms>

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

Please refer to compulsory format for CDIs; the file can be downloaded using the following link: <https://inside.fei.org/fei/your-role/it-services/xml-format>

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

Please note that as per the FEI Regulations: 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 two (2) days following the Event for all disciplines managed by an online entry system and five (5) days for all other discipline(s), unless otherwise specified for qualification and ranking reasons as communicated by the FEI.

Failure from organisers 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.