

## I. DENOMINATION OF EVENT

VENUE: Aachen  
DATE: 28/11/2019 - 01/12/2019  
NF: GER  
Indoor:  Outdoor:

CDI1\*     CDI2\*     CDI3\*     CDI4\*     CDI5\*     CDI-W  
 CDIO2\*     CDIO3\*     CDIO4\*     CDIO5\*     -NC  
 CDIJ     CDIY     CDIP     CDIU25     CDICH  
 CDIOJ     CDIOY     CDIOP     CDIOU25     CDIOCh  
 CDIAm     CDIYH  
 Championship     Games

## II. GENERAL CONDITIONS

- FEI Statutes, 24<sup>th</sup> edition, effective 20 November 2018
- FEI General Regulations, 23<sup>rd</sup> edition, 1<sup>st</sup> January 2009, updates effective 1<sup>st</sup> January 2019
- FEI Veterinary Regulations, 14<sup>th</sup> edition, effective 1<sup>st</sup> January 2018, updates effective 1<sup>st</sup> January 2019
- **FEI Dressage Rules (25<sup>th</sup> edition, effective 1<sup>st</sup> January 2014, updates 1<sup>st</sup> January 2019) and if applicable the FEI Dressage World Cup™ Rules and FEI Dressage Nations Cup™ Rules**
- Equine Anti-Doping and Controlled Medication Regulations (EADCMR), 2<sup>nd</sup> Edition, effective 1<sup>st</sup> January 2018, updates effective 1<sup>st</sup> January 2019
- FEI Anti-Doping Rules for Human Athletes (ADRHA), based upon the 2015 WADA Code, effective 1<sup>st</sup> January 2015
- All subsequent published revisions, the provisions of which will take precedence.

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Approved by the FEI, Lausanne, on 19/09/2019. Updated 09/10/2019.



Bettina De Rham  
FEI Director  
Dressage & Para-Equestrian Dressage

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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: Aachen-Laurensberger Rennverein e.V.  
Address: Albert-Servais Allee 50, 52070 Aachen, Germany  
Telephone: +49 241 9171- 164/109  
Email: info@aachenyoungstars.de  
Website: http://www.aachenyoungstars.de/

#### Contact Details Show Ground:

Address: "Albert-Vahle Halle"  
Hubert-Wienen-Straße  
52070 Aachen  
Telephone: +49 241 9171- 164/109  
GPS Coordinates: Latitude: 50.79492 / Longitude: 6.0977

#### Accessibility Details:

Arrival by road: From direction Cologne  
- A 4 (Köln - Aachen)  
- Exit Würselen/Aachen Zentrum  
- turn right into Krefelder Straße  
- follow the signs  
From direction Düsseldorf  
- A 44 to Autobahnkreuz Aachen  
- A 4 direction Aachen/Heerlen  
- Exit Würselen/Aachen Zentrum  
- turn right into Krefelder Straße  
- follow the signs  
From direction Belgium  
- follow the A 44 up to the Autobahnkreuz Aachen  
A 4 direction Antwerpen  
- Exit Würselen/Aachen Zentrum  
- turn right into Krefelder Straße  
- follow the signs  
From direction Netherlands  
- follow the A 4  
- Exit Würselen/Aachen Zentrum  
- turn right into Krefelder Straße  
- follow the signs  
Arrival by train: Hauptbahnhof (Central Station) Aachen, Lagerhausstraße  
Arrival by plane: nearest airport: Cologne/Bonn, Duesseldorf,  
Maastricht-Aachen-Airport/NED

Directions to the show grounds: (Navigation: Hubert-Wienen-Straße)

### **2. ORGANISING COMMITTEE**

Honorary President: Klaus Pavel  
President of the event: Carl Meulenbergh  
Show Secretary: Jana Kun / Birgit Rosenberg  
Press Officer: Niels Knippertz

**3.EVENT DIRECTOR**

Name: Frank Kemperman  
Address: Albert-Servais Allee 50  
52070 Aachen  
Telephone: +49 241 9171 105  
Mobile: ./.  
Email: frank.kemperman@chiaoachen.de

**V. OFFICIALS**

Ref.	Panel	Function	FEI ID	Name	NF	Level	Contact Email
1	Ground Jury	Ground Jury President	10050457	Jacques van Daele	BEL	4*	<a href="mailto:vandaelejacques@telenet.be">vandaelejacques@telenet.be</a>
		Ground Jury Member	10147045	Janine van Twist	NED	3*	<a href="mailto:j.vantwist@mvogroep.nl">j.vantwist@mvogroep.nl</a>
		Ground Jury Member	10023389	Alban Tissot	FRA	4*	<a href="mailto:alban.tissot@orange.fr">alban.tissot@orange.fr</a>
		Ground Jury Member	10082567	Reinhard Richenhagen	GER	3*	<a href="mailto:reinhard.richenhagen@waldhausen.com">reinhard.richenhagen@waldhausen.com</a>
		Ground Jury Member	10000045	Peter Storr	GBR	4*	<a href="mailto:peter.storr2@virgin.net">peter.storr2@virgin.net</a>
		Foreign Judge	10083464	Lars Andersson	SWE	4*	<a href="mailto:lars.andersson2011@live.com">lars.andersson2011@live.com</a>
2	Foreign Technical Delegate	Foreign Technical Delegate		N/A			
3	Appeal Committee	Appeal Committee President		N/A			
4	Chief Steward	Chief Steward	10053919	Rolf-Peter Fuß	GER	3	<a href="mailto:rpf@ropefu.de">rpf@ropefu.de</a>
5	Assistant Stewards	Assistant Steward	10102857	Dr. Barbara Szymczak	POL	2	<a href="mailto:szymbarkwp@wp.pl">szymbarkwp@wp.pl</a>
		Assistant Steward	10103205	Sandra Ernst	GER	1	<a href="mailto:s.ernst-schilling@web.de">s.ernst-schilling@web.de</a>
		Assistant Steward	10095171	Andrea Schmittert	GER	NAT	<a href="mailto:andrea@schmittert.de">andrea@schmittert.de</a>
		Assistant Steward	10052440	Anne Kolwes	GER	2	<a href="mailto:anne.kolwes@web.de">anne.kolwes@web.de</a>
		Assistant Steward	10051914	Diana Münnich	GER	2	<a href="mailto:dmuennich@fn-dokr.de">dmuennich@fn-dokr.de</a>
6	FEI Veterinary Delegate	Veterinary Delegate	10050710	Dr. Friedrich Appelbaum	GER		<a href="mailto:friedrich.appelbaum@t-online.de">friedrich.appelbaum@t-online.de</a>
7	Veterinary Services Manager / Treating Veterinarian	Veterinary Services Manager	10048947	Dr. Friedrich Hanbücken	GER		<a href="mailto:hanbuecken@skynet.be">hanbuecken@skynet.be</a>
		Permitted Treating Veterinarian	10161564	Theresa Friess	GER		<a href="mailto:theresa-friess@web.de">theresa-friess@web.de</a>
		Permitted Treating Veterinarian	10125963	Anna Stühl	GER		<a href="mailto:anna.stuehl@web.de">anna.stuehl@web.de</a>
		Permitted Treating Veterinarian	10094650	Dr. Dorothee Dahmen	GER		<a href="mailto:dorothee.dahmen@web.de">dorothee.dahmen@web.de</a>
8	Doctor/Medical Service	Doctor/Medical Service		Dr. Simone Hamm	GER		<a href="mailto:hamm.s@web.de">hamm.s@web.de</a>
9	Farrier	Farrier		Gerd Lamberty	GER		<a href="mailto:gerdlamberty@outlook.de">gerdlamberty@outlook.de</a>
10	NF Delegate	NF Delegate		Reinhard Richenhagen	GER		<a href="mailto:reinhard.richenhagen@waldhausen.com">reinhard.richenhagen@waldhausen.com</a>

**VI. INVITATIONS**

Number of NFs invited :	12
State which NFs are invited:	AUT, BEL, DEN, ESP, FRA GBR, GER, ITA, LUX NED, SUI, SWE
Reserve NFs:	CZE, HUN, TUR, POR, RUS, NOR, UKR, USA

**Ponies:**

Total Number of athletes:	approx. 20
Number of home athletes:	approx. 8 (acc. to a special handicap agreed upon with NF GER)
Number of athletes per NF:	1 (in consideration with OC, more athletes will be allowed)
Number of ponies per athlete:	1, on request athletes may start with two horses.

**Juniors:**

Total Number of athletes:	approx. 25
Number of home athletes:	approx.10 (acc. to a special handicap agreed upon with NF GER)
Number of athletes per NF:	1 (in consideration with OC more athletes will be allowed)
Number of ponies per athlete:	1, on request athletes may start with two horses.

**Young Riders:**

Total Number of athletes:	approx. 25
Number of home athletes:	approx.10 (acc. to a special handicap agreed upon with NF GER)
Number of athletes per NF:	1 (in consideration with OC more athletes will be allowed)
Number of ponies per athlete:	1, on request athletes may start with two ponies.

Athletes are invited by the Organiser through their NF.

One (1) groom per athlete.

The Organising Committee reserves the right to increase the number of horses / ponies per athlete.  
 The Organising Committee reserves the right to invite additional NFs in case one of the invited NFs will not be able to participate.  
 The Organising Committee reserves the right to invite athletes personally through the respective NF.



## VII. ENTRIES

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

- German Athletes have to enter through the German Entry System NeOn! Entries of German Athletes will then be uploaded into the FEI Online Entry System!

### 1. ENTRY DATES AND FEES:

#### Deadlines for entries

Definite Entries: 04/11/2019

Last date for substitutions: 28/11/2019

Entries have to be in accordance with art 423 of the Dressage Rules and art 116 of the General Regulations.

**Entry fee per horse:** 300 Euro (VAT n/a)

Stabling fee per horse: included in the entry fee

**VAT:** n/a

**Total fee per horse:** 300 Euro

Entry fee and fee for power supply

- of German Athletes will be subject to direct credit through the German online system NeOn.

- of Foreign Athletes will be due on site at the latest.

EADCMP fee, manure disposal, costs for forage etc. (see "ADDITIONAL FEES/CHARGES BY OC") will be invoiced in addition on site.

Contact details:

Aachen-Laurensberger Rennverein  
Name: Ellen Detje-Stroink  
Address: Albert-Servais Allee 50, 52070 Aachen, Germany  
Telephone: +49 241 9171 101  
Fax: +49 241 9171 199  
Email: [ellen.detje-stroink@chiaoachen.de](mailto:ellen.detje-stroink@chiaoachen.de)

**Important:**

All entry fees and additional fees to be paid at the show office on Sunday 1st December 2019.

Privacy Policy Declaration:

Based on Article 6 paragraph 1 a, b & f, GDPR (General Data Protection Regulation of the European Union), presenting the entries for the Aachen Dressage Youngstars 2019 all parties concerned (Chefs d'Equipe, athletes, horse owners, grooms, vets, trainers and other accompanying persons) consent that the organising committee Aachen-Laurensberger Rennverein e.V. (ALRV) may process their personal data for the purpose of organisation and safe execution of this Aachen Dressage Youngstars and may also forward them to third parties for this purpose. Dependent of the role and possibly already elsewhere given consent, this personal data may be processed as long as up to 3 months after the next Aachen Dressage Youngstars.

The Privacy Policy of the ALRV can be viewed here <http://www.aachenyoungstars.de>. The consent may be revoked in writing at any time with effect for the future. Revoking the consent may result in withdrawal of entry right as well as withdrawal of show pass.

**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: 200 Euro per horse/pony

**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. 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)

Electricity: 30 Euro per charge

Manure disposal: none

Hay: 8 Euro per bale

Straw: 5 Euro per bale (1st bedding at OC's expense)

Shavings: 12 Euro per bale

Other (please specify):

Tack Box: 100 Euro per box

Training Horse: 150 Euro per box

EADCMP fee: 18 Euro per horse/pony

Prices of hay, straw and shavings are subject to change

**VAT: n/a**

VAT Number of the Organiser: n/a

**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.

## VIII. TIMETABLE

**Competitions must not start before 08:00 h and must not finish after 23:00 h unless prior approval is granted by the FEI.**  
**All Dressage Tests to be ridden from memory.**

	Day	Date	Time
• <u>Opening of stables:</u>	Wednesday	27/11/2019	14.00 h – 20.00 h
• <u>Horse Inspection:</u>			
CDIY	Thursday	28/11/2019	11.00 h
CDIJ	Thursday	28/11/2019	15.15 h
CDIP	Thursday	28/11/2019	15.45 h
• <u>Declaration of Starters:</u>			
CDIY	Thursday	28/11/2019	12.00 h
CDIJ/CDIP	Thursday	28/11/2019	17.00 h
• <u>Draw for each first competition:</u>			
CDIY	Thursday	28/11/2019	12.30 h
CDIJ/CDIP	Thursday	28/11/2019	17.30 h

Competitions CDIY:	Day	Date	Time	Prize Money
<b>Competition 5</b> Team Test Young Riders	Thursday	28/11/2019	17.00 h	750 Euro
<b>Competition 6</b> Individual Test Young Riders	Friday	29/11/2019	18.00 h	750 Euro
<b>Competition 7</b> Freestyle Young Riders	Saturday	30/11/2019	17.45 h	1.500 Euro
<b>Total Prize Money</b>				<b>3.000 Euro</b>
<b>Prizes in Kind</b>				None

Competitions CDIJ:	Day	Date	Time	Prize Money
<b>Competition 8</b> Team Test Juniors	Friday	29/11/2019	11.30 h	650 Euro
<b>Competition 9</b> Individual Test Juniors	Saturday	30/11/2019	07.30 h	650 Euro
<b>Competition 10</b> Freestyle Juniors	Sunday	01/12/2019	11.30 h	1.200 Euro
<b>Total Prize Money</b>				<b>2.500 Euro</b>
<b>Prizes in Kind</b>				None

Competitions CDIP:	Day	Date	Time	Prize Money
<b>Competition 11</b> Team Test Ponies	Friday	29/11/2019	08.00 h	400 Euro
<b>Competition 12</b> Individual Test Ponies	Saturday	30/11/2019	14.30 h	400 Euro
<b>Competition 13</b> Freestyle Ponies	Sunday	01/12/2019	15.30 h	1.000 Euro
<b>Total Prize Money</b>				<b>1.800 Euro</b>
<b>Prizes in Kind</b>				None

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

Leading athlete award – ./.  
Best foreign athlete - ./.  
Best home athlete – ./.  
Team awards – ./.

**IX. COMPETITIONS DETAIL**

**FIRST DAY: Thursday** **DATE: 28/11/2019**

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**COMPETITION No 5 - CDIY**

**Team Competition for Young Riders**

Test: Young Riders Team Competition (Edition 2009)  
update 2018  
Number of horses per athlete: 1 or respectively 2 horses (see preamble)  
Open to: all athletes acc. to preamble  
Draw/Art: by draw acc. to Art. 425.2 (ordinary draw)  
Prize money: EUR 750  
Breakdown: 175/125/100/80/2x70/2x65  
If more Athletes are placed the next receive: € 45,00 each.

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**SECOND DAY: Friday** **DATE: 29/11/2019**

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**COMPETITION No 11 – CDIP**

**Team Competition for Ponies**

Test: Pony Riders Team Competition (Edition 2012) update  
2018  
Number of ponies per athlete: 1 or respectively 2 ponies (see preamble)  
Open to: all athletes acc. to preamble  
Draw/Art: by draw acc. to Art. 425.2 (ordinary draw)  
Prize money: EUR 400  
Breakdown: 85/75/65/50/35/3x30  
If more Athletes are placed the next receive: € 30,00 each.

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**COMPETITION No 8 - CDIJ**

**Team Competition for Juniors**

Test: Juniors Team Competition (Edition 2009) update  
2018  
Number of horses per athlete: 1 or respectively 2 horses (see preamble)  
Open to: all athletes acc. to preamble  
Draw/Art: by draw acc. to Art. 425.2 (ordinary draw)  
Prize money: EUR 650  
Breakdown: 160/130/95/70/60/3x45  
If more Athletes are placed the next receive: € 40,00 each.

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**COMPETITION No 6 - CDIY**

**Competition for Young Riders**

**Qualifier for Competition No 7 (Freestyle Young Riders)**

Test: Young Riders Individual Competition (Edition 2009)  
update 2018  
Number of horses per athlete: 1 or respectively 2 horses (see preamble)  
Open to: all athletes acc. to preamble  
Draw/Art: by draw acc. to Art. 425.2 (ordinary draw)  
Prize money: EUR 750  
Breakdown: 175/125/100/80/2x70/2x65  
If more Athletes are placed the next receive: € 45,00 each.

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**THIRD DAY: Saturday**

**DATE: 30/11/2019**

**COMPETITION No 9 - CDIJ**

**Competition for Juniors**

**Qualifier for Competition No 10 (Freestyle Juniors)**

Test: Juniors Individual Competition (Edition 2009) update  
2018  
Number of horses per athlete: 1 or respectively 2 horses (see preamble)  
Open to: all athletes acc. to preamble  
Draw/Art: by draw acc. to Art. 425.2 (ordinary draw)  
Prize money: EUR 650  
Breakdown: 160/130/95/70/60/3x45  
If more Athletes are placed the next receive: € 40,00 each.

\* \* \* \* \*

**COMPETITION No 12 - CDIP**

**Competition for Ponies**

**Qualifier for Competition No 13 (Freestyle Pony Riders)**

Test: Pony Riders Individual Competition (Edition 2012)  
update 2018  
Number of ponies per athlete: 1 or respectively 2 ponies (see preamble)  
Open to: all athletes acc. to preamble  
Draw/Art: by draw acc. to Art. 425.2 (ordinary draw)  
Prize money: EUR 400  
Breakdown: 85/75/65/50/35/3x30  
If more Athletes are placed the next receive: € 30,00 each.

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**COMPETITION No 7 – CDI Y**

**Competition for Young Riders**

Test: Young Riders Freestyle to Music (Edition 2006, revision 2009) update 2017  
Music: Sound carrier (2 copies) have to be given to the show office the previous evening.  
Number of horses per athlete: 1  
Open to and compulsory for: the best 12 athlete/horse combinations from **competition no 6.**  
In case a rider is qualified with two horses, the rider has to take the better placed horse from **competition no 6.**  
Draw/Art: acc. to Article 425.5; draw in groups of five (5) in reverse order from **competition no 6.**  
Total prize money: EUR 1.500  
Breakdown: 325/220/190/160/130/115/100/80/60/45/40/35  
\* \* \* \* \*

**FOURTH DAY: Sunday** **DATE: 01/12/2019**

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**COMPETITION No 10 – CDI J**

**Competition for Juniors**

Test: Juniors Freestyle to Music (Edition 2006, revision 2009) update 2017  
Music: Sound carrier (2 copies) have to be given to the show office the previous evening  
Number of horses per athlete: 1  
Open to and compulsory for: the best 12 athlete/horse combinations from **competition no 9**  
In case a rider is qualified with two horses, the rider has to take the better placed horse from **competition no 9.**  
Draw/Art: acc. to Article 425.5; draw in groups of five (5) in reverse order from **competition no 9**  
Total prize money: EUR 1.200  
Breakdown: 245/160/140/120/100/90/85/75/60/55/40/30  
\* \* \* \* \*



**COMPETITION No 13 – CDIP**

**Competition for Pony Riders**

Test: Pony Riders Freestyle to Music (Edition 2007, revision 2009) update 2017

Music: Sound carrier (2 copies) have to be given to the show office the previous evening

Number of ponies per athlete: 1

Open to and compulsory for: the best 12 athlete/pony combinations from **competition no 12.**  
In case a rider is qualified with two horses, the rider has to take the better placed horse from **competition no 12.**

Draw/Art: acc. to Article 425.5 Draw in groups of five (5) in reverse order from **competition no 12.**

Prize money: EUR 1.000

Breakdown: 215/150/125/105/90/75/70/60/35/30/25/20

\* \* \* \* \*

## X. FACILITIES OFFERED

### 1. ATHLETES

#### **Accommodation**

OC does not provide accommodation.  
Please contact the Aachen tourist service:

Aachen tourist service e.V.  
Markt 45-47, 52062 Aachen, Germany  
Phone: (49) 241 – 180 29 50  
Fax: (49) 241 – 180 29 30  
Email: [booking@aachen-tourismus.de](mailto:booking@aachen-tourismus.de)

Accommodation will be at the Athletes' own expense.

#### **Meals**

Meals will be provided on the show grounds at the Athletes' own expense.  
Meals will be provided in the Restaurant Stables' Inn.

### 2. GROOMS

#### **Accommodation**

OC does not provide accommodation.  
Please contact the Aachen tourist service:

Aachen tourist service e.V.  
Markt 45-47, 52062 Aachen, Germany  
Phone: (49) 241 – 180 29 50  
Fax: (49) 241 – 180 29 30  
Email: [booking@aachen-tourismus.de](mailto:booking@aachen-tourismus.de)

Accommodation will be at the Athletes' expense.

#### **Meals**

Meals will be provided on the show grounds at the Athletes' own expense.  
Meals will be provided in the Restaurant Stables' Inn.

**N.B. Organiser's 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

Location of the draw: Meeting Room "Piaff" at the "Deutsche Bank Stadium"

### 2. COMPETITION ARENA(S)

Total dimensions : 27 x 75 m

Type of Footing: sand

(Competition arena - dimensions: 20 x 60 m)

### 3. PRACTICE ARENA(S)

Dimensions : 20 x 40m

Type of Footing: sand

Dimensions : 20 x 60m

Type of Footing: sand

### 4. STABLES

Size of boxes: 3 m x 3 m (permanent stables, larger boxes cannot be made available)

Arrival will be possible as of Wednesday, November 27<sup>th</sup> 2019 between 14.00 and 20.00h.

Arrival on Thursday, November 28<sup>th</sup> will be possible between 08.00h and 15.00 h.

Horses will be stabled (incl. 1st bedding) on the show grounds from November 27<sup>th</sup> to December 1<sup>st</sup>. Please enter the requested type of bedding for each horse into the FEI entry system. Only the assigned stables may be used.

The necessary number of boxes has to be ordered when handing in the entries – the order is binding. If no boxes have been ordered, the OC will reserve one box per horse entered.

### 5. SCORING PROVIDER / TIMING PROVIDER

Name contact person: SCG Visual – Arien Tolner

Contact email: arie@scgvisual.com

The FEI may require to be provided with real time results data feed of your events according to FEI requirements; in this case you and your provider will be informed accordingly.

### 6. AVERAGE SCORE / OPEN SCORING

Average Score and Open Scoring: Yes  No

**7. PRIZE GIVING CEREMONY**

The number of athletes required to present themselves for the prize-giving ceremony of each competition is 8

**8. ADVERTISING ON ATHLETES AND HORSES**

The athletes are authorised  not 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 Article 135 of the General Regulations.

**9. TICKETING**

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

Name of your ticketing provider: ./.

Web address to buy ticket: ./.

**10. BETTING**

Betting will be authorised by the Organiser. Yes  No

**11. TRANSPORT REIMBURSEMENT HORSES / PONIES**

Transport expenses to be paid by the Athlete.

**12. 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.

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

N/A

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

Entry right to the stable area acc. to FEI Veterinary Regulations Art. 1008-1009.

**NUMBER ACCREDITED PERSONS:**

Athlete: 1

Partner: 1

Groom: 1

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

**15. 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

For questions pertaining to the veterinary and animal diseases legislation for horses from abroad and regarding the horses' transportation, the OC is ready to assist.

Customs and veterinary fees will not be taken over.

### 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: ./.

Quarantine period: ./.

Specimen Import Licence applied: ./.

Every Athlete is obliged to deliver all necessary health certificates for the transport to the event or identification of the horses before they come into the stables:

a) in case of arrival from a EU-member-country, a health attestation for registered horses acc. to sample of Annex II to COUNCIL DIRECTIVE 2009/156/EC (see <http://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:32009L0156&from=DE>) of the currently valid version will be necessary.

b) in case of arrival from a country not belonging to the EU, a health certificate for registered horses acc. to sample of annex II (see [https://www.bmel.de/DE/Tier/TierhandelTransport/Gesundheitsbescheinigung/en/\\_texte/Pferde.html](https://www.bmel.de/DE/Tier/TierhandelTransport/Gesundheitsbescheinigung/en/_texte/Pferde.html)) of the decision of the commission 92/260/EG of the currently valid version will be necessary.

A certificate must be done in at least one official language of the country of destination and in one official language of the member country. The Athlete must carry with him the original certificate, not a copy.

The organiser sees to it that on the competition site, an official state veterinarian is present to issue the health certificates which are necessary for the transport of the horses to their destination abroad.

In case the OC has entrusted a forwarding agency, the latter is ready to assist regarding the required documents.

Furthermore, questions relating to health requirements for horses can be directed to the veterinary authorities in the country of origin or in Germany.

**3. NATIONAL REQUIREMENTS**

In addition to the Rules and Regulations applicable as set out above the following national regulations apply:

- German Animal Welfare Act (Tierschutzgesetz):  
[www.gesetze-im-internet.de/bundesrecht/tierschg/gesamt.pdf](http://www.gesetze-im-internet.de/bundesrecht/tierschg/gesamt.pdf)
- German Law concerning Manufacture and Distribution of Medicines (Arzneimittelgesetz):  
[www.gesetze-im-internet.de/bundesrecht/amg\\_1976/gesamt.pdf](http://www.gesetze-im-internet.de/bundesrecht/amg_1976/gesamt.pdf)
- German Animal Health Act (Tiergesundheitsgesetz):  
[www.gesetze-im-internet.de/tiergesg/TierGesG.pdf](http://www.gesetze-im-internet.de/tiergesg/TierGesG.pdf)
- German Regulation for Animal-Welfare during Transport (Tierschutztransportverordnung)  
[www.gesetze-im-internet.de/bundesrecht/tierschtrv\\_2009/gesamt.pdf](http://www.gesetze-im-internet.de/bundesrecht/tierschtrv_2009/gesamt.pdf)
- German Regulation regarding Livestock Transport (Viehverkehrsverordnung)  
[www.gesetze-im-internet.de/bundesrecht/viehverkv\\_2007/gesamt.pdf](http://www.gesetze-im-internet.de/bundesrecht/viehverkv_2007/gesamt.pdf)
- etc.

**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. 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 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 Article 1003**

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 Course	May compete for 6 months +21 days after the 2 <sup>nd</sup> vaccination of the Primary Course Must not compete in the 7 days after receiving a vaccination
<b>Boosters</b>	<b>MINIMUM:</b> within one year of previous booster vaccination <b>IF COMPETING:</b> must be in the 6 months +21 days of the booster previous vaccination	Must have been vaccinated within 6 months +21 days before arriving at the Event Must not compete in the 7 days after receiving a vaccination

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

**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-chip ID (where present), their vaccination status and general health. To protect all horses attending events, any Horse with a questionable health status concerning vaccination, disease or other concerns, must be stabled within the isolation facilities provided by the Organising Committee pending a decision on entering the venue.

**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 Regulations, Chapter VII****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 Article 1058**

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 article 22.3 of the FEIs' Anti-doping Rules for Human Athletes (ADRHA).

The ADRHA rules are published on the FEI's website at <http://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

#### 1.2.2.1 Participation at own risk

The athlete and the horse owner are aware that this FEI event can be a dangerous event. The athlete and the horse owner take part in the FEI event at their own risk.

#### 1.2.2.2 Liability of the Organiser

The organizer is liable without limitation only for intent and gross negligence. For simple negligence, the organizer is only liable in case of injury of life, body, health or an essential contractual obligation of the organizer. Essential contractual obligations are those whose fulfilment is necessary to achieve the objective of the contract and in whose fulfilment the athlete or the horse owner trusted and could trust.

In the event of a slightly negligent breach of material contractual obligations, the liability of the Organiser shall be limited to the foreseeable typical damage.

The above limitations of liability also apply in favour of the legal representatives and vicarious agents of the organizer.

Otherwise, liability is excluded.

#### 1.2.2.3 Release from liability

The athlete and the horse owner are jointly and severally liable to the organizer to indemnify the organizer against all claims of third parties, in particular visitors of the event and other athletes, regardless of fault, at first request, arising from the fact that a human being is killed or the body or health of a human being or an object is damaged by a horse of the athlete or the horse owner or by a person commissioned by the athlete or the horse owner.

#### 1.2.2.4 Choice of law

The liability and indemnity agreement shall be governed by German law.

### 1.2.3 Horse Insurance

As an Owner you should ensure that your Horses are adequately insured against any injuries or illnesses they may sustain while participating at a FEI Event.

## 2. PROTESTS/APPEALS

To be valid, all Protests and Appeals must be made in writing and accompanied by a deposit of CHF 150.- or equivalent.

Protest and appeal forms are available on the FEI website:

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

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

## 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

### 5.1 GERMAN SHOW RULES

The OC acknowledges that para 1.4 LPO (German Show Rules) is binding for international events in Germany.

### 5.2 TIMETABLE

The times stated under "VIII. TIMETABLE" are subject to alterations.

### 5.3 FEI-PASSPORTS

Horses entered in CIMs (CDI1\*/CDI2\*/CDIYH/CDIAm/CDIU25/CDIJ/CDIY/CDICh/CDIP) 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).

### 5.4 GERMAN ANIMAL WELFARE ACT

According to paragraph 6 of the German Animal Welfare Act, trimming the vibrissae around eyes and muzzle as well as clipping or cutting the hairs inside the ears of horses are prohibited.

### 5.5 HORSE LORRIES

Horse lorries can be parked near the show grounds, **but not inside the stable area**. Only the assigned place may be used without fail. Electricity is supplied through installations at the assigned place. Cable is to be supplied by the owner of the lorry.

### 5.6 MUSIC RIGHTS

The music rights for the freestyle competitions are the sole responsibility of the riders. The OC declines any responsibility.

### 5.7 MOTORISED VEHICLES OR MOTORBIKES

Motorised vehicles or motorbikes are strictly prohibited on the entire show grounds.

**5.8 ACKNOWLEDGEMENT OF SHOW GROUND REGULATIONS**

As soon as NFs have presented their entries, athletes, also on behalf of the horse owners, as well as their employees/grooms, representatives and accompaniments are obliged, from the moment of arrival on the show grounds, to acknowledge and keep within the ALRV show ground regulations and rules of the official show schedule, to acknowledge and keep within the German Animal and Welfare Laws and Guidelines, and to behave according to the ethical principles in common practice.

Violations will be dealt with by the respective Ground Jury or Appeal Committee.

Violation of this code will be dealt with by the respective Ground Jury or Appeal Committee, in accordance with the Rules and Regulations of the FEI.

**5.9 DOGS**

If dogs are allowed at the event:

All dogs must be leashed and affixed to a human or stationary object on the whole show ground and in the stable area. Violation of this rule will incur a fine of CHF 100 per offence and, in case of a repeated offence at the Event, may lead to exclusion from the Venue (Art. 109.13 General RG).

**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>Grand Prix/Grand Prix Special/ Grand Prix Freestyle/ Intermediate II/Intermediate A/ Intermediate B</b>	As of 16 <sup>th</sup> year	Min 8 y.o.
<b>Prix St. Georges/Intermediate I/ Intermediate I Freestyle</b>	As of 16 <sup>th</sup> year	Min. 7 y.o.
<b>CH-Y/CDIY/CDIOY</b>	As of 16 <sup>th</sup> year to end 21 <sup>st</sup> year	Min. 7 y.o.
<b>CH-J/CDIJ/CDIOJ</b>	As of 14 <sup>th</sup> year to end 18 <sup>th</sup> year	Min. 6 y.o.
<b>CH-P/CDIP/CDIOP</b>	As of 12 <sup>th</sup> year to end 16 <sup>th</sup> year	Min. 6 y.o.
<b>CH-Ch/CDICh/CDIOCh</b>	As of 12 <sup>th</sup> year to end 14 <sup>th</sup> year	Min. 6 y.o.
<b>CH-U25/CDIU25/CDIOU25</b>	As of 16 <sup>th</sup> year to end 25 <sup>th</sup> year	Min. 8 y.o.
<b>CDIAm</b>	As of 26 <sup>th</sup> year	Min. 7 y.o. Medium tour Min. 8 y.o.
<b>CDIYH</b>	As of 16 <sup>th</sup> year	Min. 5 y.o. – Max. 7 y.o.
<b>CH-M-YH-D</b>	As of 16 <sup>th</sup> year	5 y.o. / 6 y.o. / 7 y.o.

**DEDUCTIONS FROM PRIZE MONEY AT COMPETITIONS:**

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

Distribution of Prizes and Indemnities

The account (one per athlete) will be made, based upon the definite entries. Payments must be made in € (Euro) in cash or by credit card.

Settlement of accounts per athlete

The Organising Committee is authorised 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 obliged to check and sign the final account at the accounting office before departure. The horse passports will only be handed out after the accounts have been settled.

Taxation of Foreign Horse Owners, Athletes and Grooms:

According to § 50a - Abs. 4 EStG of the German Tax Rights the OC must detain tax (withholding tax on income earned) from all accounts paid out to foreign horse owners, athletes and grooms.

The horse owners and athletes can apply for exemption of these taxes at the Central Federal Office for Finances, if the lawful requirements are met: Bundeszentralamt für Steuern, An der Kuppe 1, 53225 Bonn, Germany, phone: +49 228-4060, fax: +49 228-4062661. An exemption of these taxes is only possible if the appropriate certificate is submitted. The documents for the exemption of tax can be downloaded from the website [www.bzst.bund.de](http://www.bzst.bund.de). Subject to change.

**IMPORTANT**

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

The value of the 1st 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 athletes 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>:** 10003250  
**Name\*:** Kun  
**First Name\*:** Jana  
**E-Mail\*:** jana.kun@chiaoachen.de  
**Access Rights\*:**  Admin<sup>2</sup>  Consult<sup>3</sup>

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**FEI ID<sup>1</sup>:** 10105436  
**Name\*:** Rosenberg  
**First Name\*:** Birgit  
**E-Mail\*:** birgit.rosenberg@chiaoachen.de  
**Access Rights\*:**  Admin<sup>2</sup>  Consult<sup>3</sup>

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**FEI ID<sup>1</sup>:** 10108166  
**Name\*:** Nielsen  
**First Name\*:** Janine  
**E-Mail\*:** janine.nielsen@chiaoachen.de  
**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:

<http://inside.fei.org/fei/your-role/Organisers/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: <http://inside.fei.org/fei/your-role/Organisers/xml-format>

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

Please note that as per Art 109.6 (GR): OCs of International Events must inform the FEI and NFs whose teams or individuals have taken part, of the results and prize money paid to each placed Athlete and team, within 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.

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