



Event (category): CCI 1* and CCI 2*	(Place): Waregem	(NF): Belgium
Date: 09-09-2010 to 13-09-2010		

Updated April 2010

GENERAL CONDITIONS

The event will be run in accordance with:

- FEI Statutes, 22nd Edition, effective 15 April 2007, updated 21 November 2008
- FEI General Regulations, 23rd Edition, effective 1st January 2009
- **FEI Veterinary Regulations, 12th edition effective 5th April 2010**
- FEI Rules for Eventing, 23rd Edition, 1st January 2009, updated 1st January 2010
- 2010 FEI World Cup™ Eventing Rules (if applicable)
- Equine Anti-Doping and **Controlled Medication Regulations** (EADCMR), effective **5 April 2010**
- FEI Anti-Doping Rules for Human Athletes (ADRHA), 2nd Edition, effective 1st January 2009
- All subsequent corrections and modifications as published by the FEI with its provisions taking precedence.

An arbitration procedure is provided for in the FEI "Statutes" and "General Regulations" referred to above. In accordance with this procedure, any appeal against a decision rendered by the FEI or its official bodies is to be settled exclusively by the Court of Arbitration for Sport (CAS) in Lausanne, Switzerland.

It is the responsibility of NFs to ensure their participants are of the correct age and that athletes and horses are registered with the FEI.

This schedule is approved, provided the corrections and additions as made by the FEI have been made. The National Federation and Organising Committee are obliged to ensure that the mandatory sections in the approved schedule are forwarded to guest NFs and Officials for their information.

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

The following must be printed in the schedule

Approved by the FEI

Lausanne, 16 July 2010

Signature:

**Catrin Norinder
Director Eventing & Olympic Departments**

N.B. All text in GREEN must be carefully noted by Organising Committees and NFs and may be deleted from the schedule before printing, ONLY after the final approval of the FEI.

NOTICE FOR ALL INTERNATIONAL EVENTS

Schedules for CICs, CCIs, Championships and Games are approved by the FEI.

Schedules for these events must be sent to the FEI Secretariat for approval by the NF concerned, 16 weeks before the event is due to take place.

Final approval of the Check-List for this Draft Schedule by the FEI, in accordance with Art. 115.1 denotes only that the contents are conform to the FEI Statutes, General Regulations and Rules. By no means does this entail implicit acceptance of any liability of the FEI for any damages to third parties caused by the Organising Committee and its officials, athletes, owners, and their horses.

IMPORTANT

The Definite Schedules must be sent to the FEI Secretariat by the NFs concerned no later than 4 weeks before the event takes place.

Draft schedules will be approved only when the final corrections have been made and definitive schedules received by the FEI.

The draft schedules check-lists received will be checked and sent back to your NF with FEI updates/corrections/comments by e-mail. All corrections will be mentioned in red on the schedule.

When corrections/modifications have been made and final copy received by the FEI, the schedule will then be approved and signed and sent back to your NF by e-mail together with other documents.

List of Attachements to Check-List

1. Entry Form & Qualification Form
2. Results Forms
3. MCP Forms
4. Athlete Coordinator at CCI/CIC – information – sent with approved draft schedule
5. Medical Card (personal details) – sent with approved draft schedule
6. TD's compensation form (if applicable) – sent with approved draft schedule
7. Request for qualifications 4/3* level events (if applicable) – sent with approved draft schedule
8. Media Guidelines – requirements – sent with approved draft schedule
9. FEI Requirements for Equine Influenza vaccination (rules, vaccines, sanctions) – information – sent with approved draft schedule

Please note that all information included in this section must be in accordance with FEI Rules. All final printed schedules must take into consideration the Rules extracts as included in Rules References.

I. GENERAL INFORMATION (Art. 115)

1. TYPE OF EVENT (Art. 103 & 503)

Status: CCI
Category: Seniors
Level: 1* 2*
Date: 09-09-2010 to 13-09-2010
Place: Waregem
Country: Belgium

2. ORGANISER (Complete Address)

Name: VZW MILITARY WAREGEM
Address: Veldloopstraat 11
Postal Code: 8790 WAREGEM
Phone: 00 32 56 60 14 44 Fax : 00 32 56 60 93 36
Email: carine.ghyselinck@skynet.be
Website: www.eventingwaregem.be

3. ORGANISING COMMITTEE (Art. 101.6)

President of the Event: Mr. Rudy LEFEVERE
Event Director: Mr. Tom RYCKEWAERT
Show Secretary: Mrs. Carine GHYSELINCK
Email: carine.ghyselinck@skynet.be
Press Officer: Mr. Patrick KEEREMAN
Email: patrick.keereman@vitamex.com

4. CONTACT DETAILS ON SHOW GROUND

Address: Veldloopstraat 11 8790 Waregem
Telephone: sport office 00 32 475 902 452

II. OFFICIALS (*last name, first name and nationality*)**1. GROUND JURY** (*Art. 550.1/.2 & Table under Section B attached*)

President: Mr. D. Verlinden, Belgium, CCI** I
 Member: Mr. E. Liéby, France, CCI** I
 President: Mr. M. Van Gerwen, Belgium, CCI* C
 Member: Mr. F. Laureyssen, Belgium, CCI* national

2. TECHNICAL DELEGATE (*Art. 550.1/.2, 550.8 & Table under section B attached*)**1. TECHNICAL DELEGATE** (*one TD per 2 categories of events*)

Name: Mr. M. MOMBERS, Belgium, I
 Email: mmomers@skynet.be

ASSISTANT TECHNICAL DELEGATE

Mr. J. COULIER, Belgium, N

3. COURSE DESIGNER (*Art. 550.1/.2 & Table under section B attached – must be present during the Cross Country*)

Name: Mr. Tom RYCKEWAERT, Belgium, I
 Email: tom.ryckewaert@bloso.be

1. JUMPING COURSE DESIGNER (*Art. 549.3.3*)

Name: Mr. Dominique DENGIS, Belgium, N

4. CHIEF STEWARD (*Art. 550.6*)

Name: Mr. A. Mc PHERSON, Belgium, I ✓
 Email: Anthony.mcpherson39@gmail.com

5. VETERINARY DELEGATE & ASSOCIATE MEMBER (*Art. 549.4 & 550.4. Associate Member compulsory for CCIs*)

Veterinary Delegate: Dr. Marc BUCHET, Belgium ✓

Associate Veterinarian: Dr. Bernard VANGELUWE, Belgium national – Art. 549.4.1.2 applies?

6. EVENT TREATING VETERINARIAN (*must be different from the Official Veterinary Delegate*)

Name: Dr. José LANDUYT, Belgium
 Address: Tieltsteenweg 117, 8780 Oostrozebeke

7. DOCTOR

Name: DR Dirk VANRYCKEGHEM

8. FARRIER

Name: Mr. Eric DEBODE – Wouter VANKERCKHOVE

III. TECHNICAL CONDITIONS

1. TENTATIVE TIMETABLE *(Art. 509 & 518)*

- Opening of stables:
- Official Course Inspection:
- 1st Horse Inspection:
- Declaration of Starters:
- 1st Start – Dressage:
- 1st Start Cross-Country:
- 2nd Horse Inspection:
- 1st Start – Jumping:
- Prizegiving:

Date	Time
08-09-10	10.00
09-09-10	10.00
09-09-10	15.00
10-09-10	09.00
12-09-10	11.00
13-09-10	09.00
13-09-10	11.00
13-09-10	16.00

2. DRESSAGE TEST *(Rules for Eventing Art. 524, Annex 2)*

FEI 2009 4* A
FEI 2009 3* A
FEI 2009 2* A
FEI 2009 1* A

FEI 2009 4* B	
FEI 2009 3* B	
FEI 2009 2* B	X
FEI 2009 1* B	X

3. CROSS-COUNTRY *(See Rules for Eventing Annex 3a - Annex 3b. If event with Steeple-chase please add details for Phases A, B and C)*

Event	Phases	D
CCI*	Type of ground	Grass/Wood
	Length	Approx 4000 m
	Speed	520 mm
	Approx. number of efforts/ obstacles	30 approx

Event	Phases	D
CCI**	Type of ground	Grass/Wood
	Length	Approx 4600 m
	Speed	550 mm
	Approx. number of efforts/ obstacles	34 approx

4. JUMPING *(See Rules for Eventing Annex 3a - Annex 3b)*

Event	Type of ground:	Grass
	Distance	CCI* 350-450 m CCI** 400-500 m

Speed:	350 mm
Number of efforts:	CCI* 13/ CCI** 14
Number of Obstacles:	10-11

STABLES:

Size of boxes 3m x 3m

IV. PRIZE – CLASSIFICATION (Art. 128, 129 & 130)

Total amount of prize money CCI* € 4000.00

Total amount of prize money CCI** € 8000.00

V. PARTICIPATION / INVITATIONS (Art.107, 108, 120, 507)

Competitors are invited by the Organizing Committee through their NF (Art. 120.1 will apply). Include details of ballot procedure if entries are excessive.

One groom per athlete (Art. 507.2)

Number of NFs invited	ALL
Number of athletes from the host nation	
Number of athletes per NF	
Number of horses per athlete	
Ballot procedure in case of excessive entries. Must be specified.	

VI. REGISTRATION OF ATHLETES & HORSES

All Athletes & horses participating in any International Eventing competition must be registered with the FEI. (Gen. Rules Art. 113, Art. 511.1 and 511.2)

1. QUALIFICATIONS

Each NF must certify the qualification of each horse and athlete and list the competitions which enabled horse and athlete to qualify, according to the qualification procedure established for each star level. Please include the relevant procedure according to level of event in schedule (refer to Part B attached and Rules for Eventing Art. 506).

2. ENTRIES (Art. 121 & 510 & Annex 1 of this Check List for all information to be included on all starting lists and final results sheets).

Athletes are entered by the Organising Committee through their NF (Art. 121.1 will apply)

All athletes and horses participating in any International competition must be registered with the FEI. Any athlete and/or horse who is not registered with the FEI (at the start of the event) shall be automatically disqualified.

a) CCI / CIC / CCIO – Closing Date for entries is established by the OC

Entry Closing	02-08-2010
Entry fee per horse	CCI ** € 350 CCI* € 300
Details Entry procedure fee / payment	Do the payment to the following account. VZW MILITARY Waregem IBAN BE40 4682 2602 9163 BIC : KREDBEBB
Entries to be sent to:	OC carine.ghyselinck@skynet.be

(Art. 510.1)

3. ADVERTISING & PUBLICITY ON ATHLETES & HORSES (Art. 135.1 & 2 & Art. 521.8 new provisions)

The athletes are authorised to carry the logo of their personal sponsor in accordance with Art. 135.1 & .2 (compulsory for all events).

Yes No

4. FACILITIES OFFERED (Art. 132, 133 & 508) (refer to attached for standard entry form for details to be included).

1. ATHLETES & GROOMS

Hotel Ambassade Waregem	tel: 056/606212	fax: 056/603484
Hotel Anna's Place Waregem	tel: 056/601172	fax: 056/614586
Bloso Sports Hotel	tel: 056/601444	fax: 056/609336
Hotel De Peracker Waregem	tel: 056/600331	fax: 056/608378
Hotel Happy Golf Waregem	tel: 056/605279	fax: 056/606388
Hotel Nazareth Nazareth	tel: 09/3856083	fax: 09/3857043
Hotel Rembrandt Vichte	tel: 056/777355	fax: 056/775704

Hotel at expense of athletes and grooms.

Breakfast for athletes and grooms at expense of the OC from 09-09-10 till 13-09-10

All other meals on the showground at reasonable prizes

2. HORSES / PONIES

Transport expenses to be paid by the athlete.

Stable and strawbedding at the expense of the OC

3. WELCOME

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

4. LOCAL TRANSPORTATION - ARRANGEMENTS FROM HOTEL TO SHOWGROUNDS

Please provide details

VII. VETERINARY ASPECTS (*Art. 1004.2, 1005, 1011, 1021.1 & 518*)

Please refer to part B attached

CUSTOM FORMALITIES & HEALTH REQUIREMENTS FOR THE ENTRY OF HORSES

1. CUSTOM FORMALITIES

Details of required customs documents, border crossing points, times of opening and customs agencies.

NFs holding an international event in their country should inform their National Veterinary Authority and their Customs Authority at least four weeks beforehand. They should request every facility to assist the movement of horses accompanied by FEI Passports, and the necessary veterinary certification at frontier crossing points into and out of their countries. (Vet. Regs. Art. 1004.2)

Name of horse transport company representing the OC:

Full address/ Phone /Telefax/E-mail:

2. HEALTH REQUIREMENTS FOR THE ENTRY OF HORSES

Details on compulsory health tests and, where applicable, quarantine, etc.

Please annex specimen import licences (for Laboratory Health Tests), which will be applied to horses attending this event. In case of doubts or problems, please contact the FEI Veterinary Department as soon as possible.

3. APPROVED LABORATORY

Details of FEI Approved Laboratory appointed to carry out analyses on samples collected at this event (*"Veterinary Regulations", Art. 1021 & Notice sent 19th August 2009 to NFs – new FEI Central Laboratory as of 1st September 2009*).

Horseracing Forensic Laboratories (H.F.L) Sport Science,
Quotient Bioresearch Limited
Newmarket Road Fordham,
Cambridgeshire CB7 5WW

WELFARE OF THE HORSE

The following is to be published in verbatim in all schedules:

The following Code of Conduct was elaborated by the FEI for all people involved in the welfare of competing horses. The purpose is to ensure the health and welfare of horses participating under FEI Rules and Regulations and protecting the good image of the equestrian sport. To achieve the widest possible publicity it must be included in the **Schedules** and it is recommended that it also be included in the **Programmes** of all major international events.

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.*

Rules References - This section includes supporting articles and the FOLLOWING TEXT MUST BE INCLUDED AND SOME PARTS VERBATIM IN ALL SCHEDULES

1. EVENTING MINIMUM ELIGIBILITY REQUIREMENTS OF ATHLETES & HORSES (Art. 506) – Please include relevant part for level and category of event

Each NF must certify the minimum eligibility requirements of each horse and athlete and list the competitions which enabled horse and athlete to qualify, according to the qualification procedure established for each star level as laid out in Art. 506. Relevant level and criteria must be included in the schedule.

1.1. Principles

In order to compete at an international event, an athlete and horse must have obtained the minimum eligibility requirements at a number of events at a lower level.

The requirements are laid out below. With the approval of the FEI and their own NF, OCs may impose additional qualifications for horses and/or athletes, which must be published in the schedule.

1.2. Minimum eligibility requirements

The minimum eligibility requirements are achieved by completing a competition within minimum parameters of all round performance. As follows:

- Dressage Test: not more than 75 penalty points;
- Cross-Country Test:
 - From 2009 onwards, the results at obstacles at International events need to include, where applicable, a clear round (0 penalties) at obstacles for CICs events and maximum 20 penalties at a CCI.
 - Not more than 90 seconds exceeding the optimum time in the Cross. At 4* events, the maximum time by which the optimum time may be exceeded is 120 seconds; and
- Jumping Test: not more than 16 penalties at obstacles.

1.3. Certification of Qualification for Events

1.3.1. All NFs, including the host nation, are responsible to certify that athletes and horses entered by them in international events are correctly qualified in accordance with all the requirements of the Rules.

1.3.2. All qualifying events must be identified, and any national events must be certified as of at least the equivalent standard of difficulty as the relevant international star level of competition.

1.3.3. The Technical Delegate or his nominee shall check that all horses and athletes starting at all International events are properly certified as qualified by their NF or duly exempted in accordance with this article.

1.4. Qualifying Period and Deadline

1.4.1 Minimum eligibility requirements for CIOs, CCIs and CICs must be obtained in the calendar year in question or the 2 preceding calendar years.

1.4.2 The Minimum Eligibility Requirement at a CCI must be obtained at least 24 days before the Cross Country test of the event for which it is needed; a Minimum Eligibility Requirement at a CIC must be obtained at least 10 days before the event for which it is needed.

1.4.3 Minimum eligibility requirements may be achieved as a combination or separately by athlete and horse.

1.4.4 Where a Minimum Eligibility Requirement at a CIC is specified, one Minimum Eligibility Requirement at a CCI of the same level is equally acceptable.

1.5. Required minimum Eligibility Requirements (MER) for CCIO/CCI/CIC/CICO

	CCI / CCIO	CIC / CICO
1 *	Horses and Athletes must be certified as competent to take part by their NF	Horses and Athletes must be certified as competent to take part by their NF
2 *	Minimum 2 MER required: 1x CCI 1* or 1x CIC 2* <u>plus</u> 1x CIC 2* or 2x CNC 2*	Minimum 1 MER required: 1x CIC 1* or 1x CNC 2*

3 *	Minimum 3 MER required: 1x CCI 2* <u>plus</u> 1x CIC 3* <u>plus</u> 1x CIC 3* or CNC 3*	Minimum 2 MER required: 1x CIC 2* <u>plus</u> 2x CIC 2* or 1x CNC 3*
4 *	Minimum 3 MER required: 1x CCI 3* <u>plus</u> 1x CIC 3* <u>plus</u> 1x CIC 3* or 2x CNC 3*	Not applicable

1.6 EVENTING CHAMPIONSHIPS (CH) – Minimum eligibility requirements: see Art. 506.7

2. OFFICIALS (for reference only – please appoint accordingly)

Judges, Technical Delegates and Course Designers for all international events will be appointed in accordance with the table below (Art. 550).

CCI	4 Star	3 Star	2 Star	1 Star
Ground Jury	3 Judges		Option of 2 or 3 Members	
	All GJ Members must be chosen from FEI lists		1 GJ member must be chosen from FEI lists	Can be national Judges if TD on FEI lists
	Three "I" or "O" Judges compulsory	One "I" or "O" Judge compulsory		Either a Member of the GJ or TD to be chosen from FEI lists
	Jumping Judge compulsory		n/a	
	Foreign Member of GJ compulsory		Foreign Official compulsory	
Technical Delegate				Either Member of the GJ or TD to be chosen from FEI lists
	TD must be chosen from FEI "I" lists		CD & TD to be chosen from FEI lists	TD may be national if a Member of GJ from FEI lists
Course Designer	CD must be chosen from FEI "I" list		CD & TD to be chosen from FEI lists	CD may be national
Jumping Course Designer	"I" Jumping Course Designer	National Jumping Course Designer	Nationally recognised Jumping Course Designer recommended	
Veterinarians	1 Vet Delegate & 1 Associate Vet selected from FEI list of Eventing Veterinarians			
Appeal Committee	Full Appeal Committee (a President and at least 2 Members) or 1 Member or Ground Jury			
Chief Steward	Selected from FEI Eventing Stewards List		Can be national Steward	

CIC	3 Star	2 Star	1 Star
Ground Jury	2 or 3 Members		2 or 3 Members
	Either Foreign TD or Foreign Member of GJ compulsory		
	All GJ Members must be chosen from FEI lists	At least one GJ member must be chosen from FEI lists	Either Member of the GJ or TD to be chosen from FEI lists

	One "I" or "O" Judge compulsory		Can be national Judges if TD on FEI lists
	Jumping Judge compulsory	n/a	
Technical Delegate	TD must be chosen from FEI "I" lists	TD must be chosen from FEI lists	Either Member of the GJ or TD to be chosen from FEI lists
	Either Foreign TD or Foreign Member of GJ compulsory	Foreign requirement not compulsory, however one member of GJ, TD or CD must be from "I" lists	TD may be national if a Member of GJ from FEI lists
Course Designer	Must be chosen from FEI lists	Can be National CD	
Jumping Course Designer	National Jumping CD	Nationally recognised Jumping CD recommended	
(Exceptional Case) AUS & NZL only for cost reasons	Foreign official not compulsory, however two GJ members, TD and CD must be from "I" lists	n/a	n/a
Veterinarians	1 Vet Delegate from FEI Eventing Veterinarians list and a holding box Vet		
Chief Steward	Selected from FEI Eventing Stewards list	Qualified National steward	

Championships, Games, World Cups Final	4 Star	3 Star	2 Star	1 Star
Ground Jury (appointed by FEI with consultation NF/OC)	3 Judges	3 Judges	2 or 3 Members	2 or 3 Members
	All GJ Members must be chosen from FEI "I" lists			
	International Ground Jury compulsory			
	Jumping Judge compulsory			
Foreign Technical Delegate	From FEI "I" lists			
Course Designer	From FEI "I" lists			
Jumping Course Designer	From FEI Jumping "I" list		Minimum National listed Jumping Course Designer	
Veterinary Commission	Foreign Veterinary Delegate & Associate Veterinarian selected from FEI list of Eventing Veterinarians			
Appeal Committee	President & 2 Members (one foreign & 1 Eventing Official & 1 with legal knowledge)			
Chief Steward	From FEI Eventing list			

3. VETERINARY ASPECTS / ISSUES

3.1 VETERINARY EXAMINATIONS, HORSE INSPECTIONS & PASSPORT CONTROLS These will be carried out in accordance with the "Veterinary Regulations", Art. 1011 & "Rules for Eventing" **Art. 518.1 for CCIs and 518.2 for CICs.**

Art. 511.2.2

Every horse entered for any competition at CCNs, CICs 2/1* or CCIs 2/1* in a foreign country (GRs Art. 141.2), and all horses entered for CICs 3*, CCIs 4/3*, CCIos, Championships, Regional and Olympic Games, whether at home or in foreign countries, must have an official valid FEI Passport, or a National Passport approved by the FEI and accompanied by an FEI Recognition Card and, when

applicable, an FEI registration number, as a means of identification and to establish ownership.

Art. 511.2.3

Horses taking part in CCNs, CICs 2/1* or CCIIs 2/1* in the country in which they are resident are not required to have such a passport as is mentioned Paragraph 2.2. All such horses must be properly registered and identifiable and unless there is no national requirement for equine influenza vaccination in the host country and in the country of origin, all horses must have a valid vaccination certificate.

NEW 3.2 EQUINE INFLUENZA VACCINATION, VET. REGS. ANNEX VI (except events taking place in NZL & AUS) **UPDATE 1st SEPTEMBER 2009**

Please see FEI Veterinary Regulations **Annex VI** at www.fei.org.

3.3 SAMPLING PROCEDURE FOR PROHIBITED SUBSTANCES (Vet. Regs, Ch. V & VI and Annex IV)

Regular sampling is carried out in CCIIs 4/3*, CCIIs, World Cup™ Qualifiers and Finals, Championships and Games, whereas at other CCIIs/CICs sampling is recommended. When testing takes place, the number of horses tested is at the discretion of the Testing Veterinarian/Veterinary Delegate; however, a minimum of three is recommended (Vet. Regs. Art. 1016).

Special guidelines are applicable for events covered by the FEI Medication Control Programme (Groups I & II only).

3.4 MEDICATION CONTROL PROGRAMME (GROUP I & II ONLY)

The Organising Committees of FEI events within Groups I & II are advised to charge competitors the equivalent of CHF 12.50 per horse per event as a contribution towards the costs of the MCP programme.

NEW 3.5 GROUPS I & II ONLY - MCP CENTRAL LABORATORY UPDATE 1st SEPTEMBER 2009

Under the Medication Control Programme (MCP) in **Groups I and II**, all samples collected in accordance with Vet. Regs. Art. 1016 will be analysed by the **Horseracing Forensic Laboratories (H.F.L) Sport Science, Quotient Bioresearch Limited Newmarket Road Fordham, Cambridgeshire CB7 5WW**. For events other than those listed in Vet. Regs. Art. 1016 or for events other than in Groups I and II, samples may be analysed at an alternative FEI listed laboratory (Vet. Regs. Art. 1021).

4. MISCELLANEOUS

4.1. OBJECTIONS/COMPLAINTS (Art. 166)

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

4.2. DEDUCTIONS FROM PRIZE MONEY

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

4.3 EVENTING MEDICAL CARD (Annex 7 "Rules for Eventing")

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

4.4. INSURANCES

Details pertaining to insurance of competitors, horses, etc

Responsibility of OC for damages, fire, theft, etc

The following is to be published **in verbatim** in all schedules:

"All owners and competitors are personally responsible for damages to third parties caused by themselves, their employees, their agents or their horses. They are therefore strongly advised to take out a third-party insurance providing full coverage for participation in equestrian events at home and abroad and to keep the policy up to date".

4.5 EVENT'S ORGANISATION (Art. 114 & 115)

The OC reserves the right to modify the schedule in order to clarify any matters or matters arising from an omission or due to unforeseen circumstances. All modifications made to the schedule must have the approval of the FEI Secretary General.

4.6 ENTRY RIGHT TO SHOWGROUNDS

OC to include details concerning right of entry to show-grounds of owners, grooms, athletes, other persons.

4.7 STABLE

Security and stewarding at International events, see Annex II of this Check List.

4.8 RESULTS

In order to proceed with the results publication for qualification purposes, the FEI requires results to be sent in immediately after the conclusion of the event. Please refer to compulsory format for CCIs and CICs. Results to be sent by e-mail to fabienne.diserens@fei.org, preferably on Excel file immediately after the event. All results must include FEI Passport Registration number of horses. **All athletes who have not completed the event must appear on the results sheets.** Exact distance of the Cross-country course must be included on result sheet.

STABLE SECURITY/STEWARDING AT INTERNATIONAL EVENTS
Minimum requirements to ensure implementation of Veterinary Regulations, Art.
1005.2 – SEE ALSO ANNEX 13 EVENTING RULES

1. ACCESS TO STABLE AREA

For an optimal stable security, the stables must be completely enclosed within a suitably restrictive perimeter (stable area) which will act both as a deterrent to the admission of unauthorised persons and to the exit of horses. The area must be sufficiently large to allow horses to be evacuated from the stables in an emergency but still remain within the confines of the perimeter. However, several disciplines allow in specific situations a lower level of stable security (see discipline rules).

Whenever possible the stable area must include only stables; lorries, caravans, etc., should not be permitted within the area unless specifically needed as accommodation for horses and/or grooms.

Access to stables must be limited to those persons indicated in VRs Art. 1005.2.5.2. It is essential that the official issuing authorised access be a responsible person of seniority within the OC.

2. CONTROL OF ACCESS

A control system must operate at all entrance gates so that there is an efficient and reliable method of identifying those who enter and leave the stable area at any time.

Extra vigilance must be used in establishing the identity of persons and reasons for entering the stables during the night.

3. STEWARDING OF STABLE AREA

At least one stable steward, directly responsible to the Chief Steward, must be present or readily available in the vicinity of the stable area 24 hours a day during the entire duration of the event. He may be assisted by deputies as required. The steward/deputies must regularly patrol the stable area, without establishing any predetermined pattern, to discourage any form of illegal practices or abuses to horses. Any misdemeanours must be reported immediately to the stable steward who must, in turn, report to the Chief Steward.

The duty of the stewards is therefore to safeguard the welfare of the horses and to prevent any form of illegal practices.

4. GROOMS

It is appreciated that grooms wish to remain with their horses during the night. Only grooms duly registered with the OC are permitted to do so.

The Person Responsible must ensure that his/her grooms, or any other authorised persons with access to his/her horses, are familiar with the security and stewarding procedures operating at the event attended.

5. MOVEMENT THROUGHOUT EVENT GROUNDS

Movement of horses between the stables, practice, grazing and main arena must be strictly controlled. The optimum layout for Jumping and Dressage disciplines is attached. It is appreciated that flexibility will be required depending on the requirements of other disciplines.

6. STEWARDING OF PRACTICE ARENA

The Chief Steward must ensure that all practice arenas are adequately stewarded all the time that they are officially open. He must also ensure that these arenas are subject to random control when they are officially closed.

7. GRAZING AREA

It is recommended that a grazing area be provided at all outdoor events, and that this be subject to random control. If available, horses must only be grazed or walked in hand within this area.

The Foreign Judge/TD at events will be specifically asked to check that the relevant requirements are met as reasonably as can be expected, depending on the discipline, and to indicate clearly any shortfalls, following which consideration may be given to altering the category of the event in future.

This section includes documents that need to be returned to the OC/FEI for all International Eventing competitions.

I. ENTRY FORM**FEDERATION EQUESTRE INTERNATIONALE**

2010 Standard Entry Form/Qualification form *(to be included in all Entry forms)*

Event Name: _____

Date: _____

Format: CCI / CIC **Level** 1*(one star) 2*(two star)

3*(three star) 4*(four star)

Status: Championship Games CCIO World Cup™

ATHLETE: *(See separate sheet for qualifications)*

Full Name: _____ Mr/Mrs/Miss

FEI Reg No: _____

Permanent Address: _____

Country: _____ Post/Zip Code: _____

Tel No: _____ Fax No: _____

Mobile No: _____ Email Address: _____

Nationality: _____ Date of Birth: _____

Country of Residence: _____ *(for tax purposes)*

Contact Address: _____

(if different from above)

Country: _____ Post/Zip Code: _____

Tel No: _____ Fax No: _____

Mobile No: _____ Email Address: _____

HORSE: *(See separate sheet for qualifications)*

Name: _____

FEI Reg No: _____ **Year of Birth:** _____

I certify that the above information is correct and that if the entry is accepted, I will abide by the FEI Rules and Regulations and by the conditions of the Schedule of the Competition.

Signed: _____ Date: _____

(Athlete)

National Federation Approval:

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

Name of NF: _____

Signature of NF Representative: _____

Stamp of the NF: _____

2010 QUALIFICATIONS

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

HORSE Name..... FEI Registration No

Qualifying results as specified under Art 506.2

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

ATHLETE Name FEI Registration No

.....

(need only be completed if different to Horse qualification above)

Qualifying results as specified under Art 506.2

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

Signature: Athlete (Signed) (Signed) . NF

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

Recommended Entry Details

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

Contact Telephone Numbers:

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

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

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

 Country: _____ Post/Zip Code: _____
 Tel No: _____ Fax No: _____
 Mobile No: _____ Email Address: _____
 *Company contact name: _____

2. Full Name: _____ Mr/Mrs/Miss/Company
 Address: _____

 Country: _____ Post/Zip Code: _____
 Tel No: _____ Fax No: _____
 Mobile No: _____ Email Address: _____
 *Company contact name: _____

HORSE:

Name: _____
 FEI REG / FEI Pass.No: _____ Dam: _____
 Year of Birth: _____ Breed: _____
 Sex: _____ Height: _____
 Colour: _____ Stud Book No: _____
 Sire: _____ Country of Birth: _____ :

COMMENTARY NOTES

Horse: _____
Athlete: _____ XC Colours: _____
Marital Status: _____ Maiden Name: _____
Partner's Name _____ Occupation: _____
Previous Competitor at Event: _____
Name of Trainer: _____
Owner's Details: _____

Athlete's Equestrian History, i.e. important past successes:

Horse's Previous Form, e.g Three Day Events (CCI), Championship, CICs etc:

II.**RESULTS FORMS****CCI**Judges / *Juges* :Technical Delegate / *Délégué*

Technique :

Course Designer / *Chef de**Piste* :

Athlete's first name	Athlete's last name	FEI ID Number	NF	Horse's name	FEI Passport or FEI REG NO	Dressage Score	Cross-Country Jump Time	Jumping Time	Total
1Pippa	Funnell	10000521	GBR	Sally Doc	GBR12345	00.00	00	00.00	00.00
2						-	-	-	-
3						-	-	-	-
4						-	-	-	-
5						-	-	-	-
6						-	-	-	-
7						-	-	-	-
8						-	-	-	-
9						-	-	-	-
10						-	-	-	-
11						-	-	-	-
12						-	-	-	-
13						-	-	-	-
14						-	-	-	-
15						-	-	-	-

horses started the Dressage / *chevaux ont pris le départ du Dressage*

horses completed the Cross / *chevaux ont terminé le Cross*

horses completed the event / *chevaux ont terminé le concours*

If penalties in Phases A, B & C, please add columns.

Please include all athletes/horses, even those who did not finish the competition.

CICJudges / *Juges* :Technical Delegate / *Délégué*

Technique :

Course Designer / *Chef**de Piste* :

Athlete's first name	Athlete's last name	FEI ID Number	NF	Horse's name	FEI Passport	Dressage	Cross-Country	Jumping	Total
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					or FEI REG NO	Score	Jump	Time	Jump	Time
1	Pippa	Funnell	10000521	GBR Sally Doc	GBR12345	00.00	00	00.00	00.00	00.00
2						-	-	-	-	-
3						-	-	-	-	-
4						-	-	-	-	-
5						-	-	-	-	-
6						-	-	-	-	-
7						-	-	-	-	-
8						-	-	-	-	-
9						-	-	-	-	-
10						-	-	-	-	-
11						-	-	-	-	-
12						-	-	-	-	-
13						-	-	-	-	-
14						-	-	-	-	-
15						-	-	-	-	-

horses started the Dressage / *chevaux ont pris le départ du Dressage*

horses completed the Cross / *chevaux ont terminé le Cross*

horses completed the event / *chevaux ont terminé le concours*

Please include all athletes/horses, even those who did not finish the competition.

**EVENTING CHAMPIONSHIP
CHAMPIONNAT DE CONCOURS COMPLET**

Dates

Place

Judges / *Juges* :

Technical Delegate / *Délégué Technique* :

Course Designer / *Chef de Piste* :

TEAM CHAMPIONSHIP / CHAMPIONNAT PAR EQUIPE

	Country	Athlete (first and last name)	Horse	Result	TOTAL
1	XXX	A..... B..... B..... C..... D... E..... F..... G...	Y..... T..... J..... L.....	00.00 00.00 00.00 00.00	00.00
2					
3					
4					

Teams started the championship / *Equipes ont pris le départ*

Teams completed the competition / *Equipes ont terminé*

III. MCP FORM

ORDER FORM FOR FEI APPROVED SAMPLING KITS

The MCP is effected in Groups I and II, by Testing Teams of veterinarians and technicians and by Laboratories all directly instructed by the FEI.

At international events outside the MCP area or at those which are covered by the MCP but at which sampling is required when the Testing Teams are not present, the Veterinary Commission/Delegate will operate in accordance with Vet. Regs Chapter VI.

To provide for this eventuality, FEI Approved Sampling Kits should be ordered directly on the form provided, from:

Horseracing Forensic Laboratories (H.F.L) Sport Science
Dr. Steve Maynard
Quotient Bioresearch Limited Newmarket Road Fordham
Cambridgeshire CB7 5WW
Tel: +44 (0) 1638 724 229
Fax: +44 (0) 1638 724 221
Email: SMaynard@hfl.co.uk

Orders must be received at least two months in advance of the date required. Any kits ordered, other than by FEI appointed MCP Testing Veterinarians, will be invoiced directly by H.F.L.

NFs are encouraged to stock an adequate number of sampling kits for use by organisers of international events.

**FEI MEDICATION CONTROL PROGRAMME
EQUIPMENT ORDER FORM**

TO: Horseracing Forensic Laboratories (H.F.L) Sport Science
Dr. Steve Maynard
Quotient Bioresearch Limited Newmarket Road Fordham
Cambridgeshire CB7 5WW
Tel: +44 (0) 1638 724 229
Fax: +44 (0) 1638 724 221
Email: SMaynard@hfl.co.uk

cc: FEDERATION EQUESTRE INTERNATIONALE
Mrs Dominique Rochat, MCP Coordinator
Administrator of Medication Control Program
Avenue Rumine 37
P.O. Box 157

FAX: 0041 21 310 47 60

CH-1000 Lausanne 5

FROM: Name

Street

City

Country

Phone

Fax

Please invoice the following order to FEI as above:

FEI/LAB KITS

1 kit per horse to be sampled
(including syringes, needles, etc...)

indicate number required
.....

Date: Signature:

Please allow 28 days for delivery