



CSI-W
★★★★★
LONGINES

 **A CORUÑA** | **CASAS NOVAS** | **9, 10, 11 DECEMBER** 

I. DENOMINATION OF THE EVENT

Venue: La Coruña

Date: 09th - 11th December 2016 **NF:** ESP

Indoor: **Outdoor:**

EVENT CATEGORIES:

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

Championship Games

II. GENERAL CONDITIONS

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

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

Approved by the FEI, Lausanne, on 04.11.2016



John P. Roche
FEI Director Jumping

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

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

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

A full copy of this Code can be obtained from the Fédération Equestre Internationale, HM King Hussein I Building, Chemin de la Joliette 8, 1006 Lausanne, Switzerland. Telephone: +41 21 310 47 47. The Code is available in English. The Code is also available on the FEI’s website: www.fei.org

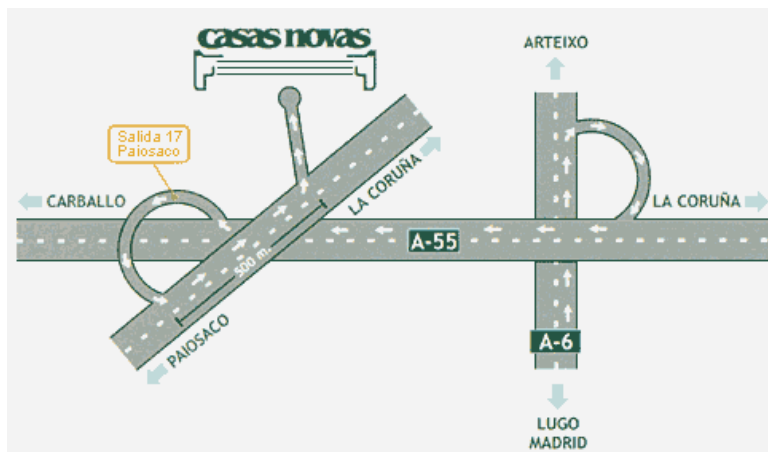
IV. GENERAL INFORMATION

1. ORGANISER

Name: Centro Hípico Casas Novas (Grilse, S.L.)
Address: Larín de Arriba, 2
15.144 Larín – Arteixo (La Coruña)
Telephone: +34 981 606 499
Email: info@csicasasnovas.com
Website: www.csicasasnovas.com

Contact Details Show Ground:

Address: Centro Hípico Casas Novas
Larín de Arriba, 2
15.144 Larín – Arteixo (La Coruña)
Telephone: +34 981 606 499
GPS Coordinates: Latitude: 43°16'14.72"N Longitude: 8°32'25.88"O



BY CAR:

Travelling on highway A-6 Madrid - La Coruña, continue direction Arteixo until km. 592. Change to highway number A-55, direction Carballo. Leave the highway at exit number 17, Paiosaco, and go direction La Coruña after the toll. Continue about 500 metres and turn left at the entrance of the club.

BY BUS:

Take the bus direction Carballo with the company Arriba from the bus-station of La Coruña. There are departures every half hour. Get of the bus at bus-stop called "Anide" right beside the club.

BY PLANE:

Flight to A Coruña (LCG) from Madrid, Barcelona, Bilbao, Seville, Lisbon or London and by taxi from the airport of La Coruña to the club.

2. ORGANISING COMMITTEE

President of the Event:	Flora Pérez	
Members:	Mrs. María Cano Mr. Jaime Guimaraens	
Protocol:	Mrs. María Cano	
Show Secretary:	Mrs. Lucía Dumont	luciadj@oxersport.com
	Mrs. Melanie Aragón	melanieal@oxersport.com
Press Officer:	Ms. Alejandra Cámara	alejandracc@oxersport.com
Speaker:	Mr. Carlos Miguel Mr. Steven Wilde	

3. EVENT DIRECTOR

Name:	Mr. Pablo García Piqueres
Address:	C/ Pokopandegi 11, oficinas 209-210 20018 San Sebastián Guipúzcoa (SPAIN)
Telephone:	0034 943 636 049
Email:	pablogp@oxersport.com

Name:	Mr. Alvaro Arrieta Konyay
Address:	C/ Pokopandegi 11, oficinas 209-210 20018 San Sebastián Guipúzcoa (SPAIN)
Telephone:	0034 943 636 049
Email:	alvaroak@oxersport.com

FEI APPROVED SCHEDULE JUMPING 2016

V. OFFICIALS

* Compulsory

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

Ref.	Panel	Function	FEI ID	Name	NF	Level	E-mail & Mobile
1	Ground Jury	Ground Jury President	10052375	Mr. Enrique REY SEIJO	ESP	3	enriquerey@gmail.com
		Ground Jury Member	10051191	Mrs. Maria Fernanda CUERVO MUÑIZ	ESP	4	mf-cuervo@hotmail.com
		Ground Jury Member	10051821	Mr. Ugo FUSCO	ITA	3	ugo_fusco@yahoo.it
2	Foreign Judge	Foreign Judge	10049373	Alan Charles GOLLEDGE	GBR	3	+44 7984 169725 alangolledge@btinternet.com
3	Foreign Technical Delegate	Foreign Technical Delegate					
4	Course Designer	Course Designer	10050474	Mr. Santiago VARELA ULLASTRES	ESP	4	santiagovarela@gmail.com
		Assistant Course Designer	10049471	Mr. Javier TRENOR PAZ	ESP	3	+34 616 320 801 chatrenor@hotmail.com
		Assistant Course Designer	10052875	Mrs. Elena BOIX GRACIA	ESP	3	eboixg@hotmail.com
		Assistant Course Designer		Mr. Jorge REY MTNZ SAPIÑA	ESP	Nat.	jorgereyms@gmail.com
5	Appeal Committee	Appeal Committee President					
		Appeal Committee Member					

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	Appeal Committee Member							
6	Chief Steward	10052818	Mr. Joaquín MORTERA de GARAY	ESP	3	joaquinmortera@wanadoo.es +34 609 742 026		
7	Assistant Steward	10108051	Galo GIJON FEBREL	ESP	1	gijonfebrel@amirola.com		
	Assistant Steward	10067371	Anna SOLER BOIXES	ESP	2	hipicaniubo@hotmail.com		
	Assistant Steward	10092887	Elizabeth BLANCO PEREZ	ESP	1	elizabethblanco@hotmail.com		
	Assistant Steward	10094815	Angel PEREZ RODRIGUEZ	ESP	2	anpero5@hotmail.com		
	Assistant Steward	10025487	Paola SEMINTENDI	ITA	2	paolasemintendi@gmail.com		
8	Assistant Steward	10050760	José María VIDAL GOMEZ DE TRAVESEDO	ESP	2	vidaltravecedo@yahoo.es		
	FEI Veterinary Delegate	10050704	Dr. Pablo CRECENTE MASEDA	ESP		info@hospitalequinum.com +34 670 800 100		
9	Veterinary Service Manager	10087275	Dr. Juan TURRERO	ESP		ecuestrevet@hotmail.com		
	FEI Permitted Treating Veterinarian	10087275	Dr. Juan TURRERO	ESP		ecuestrevet@hotmail.com +34 609 006 768		
10	Medical Doctor		Centro Hípico Casas Novas	ESP		info@csicasasnovas.com +34 981 606 499		
11	Farrier		Mr. José MARTINEZ	ESP		info@csicasasnovas.com		

VI. TECHNICAL CONDITIONS

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

	Day	Date	Time
• Opening of stables	Tuesday	06.12.2016	09:30
• Horse Inspection <i>All horses taking part at this Event must be present during the first horse inspection, unless unable to do so due to "force majeure"</i>	Thursday	08.12.2016	15:00
• Horse Re-Inspection	Friday	09.12.2016	11:00
• Declaration of Starters per Competition	Thursday	08.12.2016	19:00
• Competition n°1 - CSI2* - 130 – F&T – 238.2.1	Friday	09.12.2016	13:00
• Competition n°2 - CSI2* - 140 – 2 Ph. Both against clock – 273.5.3	Friday	09.12.2016	15:00
• Competition n°3 - CSI5*-W - 145 - F&T – 238.2.1	Friday	09.12.2016	17:15
• Competition n°4 - CSI5*-W - 150-155 – Jump Off – 238.2.2 World Cup™ Qualifier	Friday	09.12.2016	20:00
• Competition n°5 - CSI2* - 130 – Table C - 239	Saturday	10.12.2016	16:00
• Competition n°6 - CSI2* - 140 – F&T– 238.2.1	Saturday	10.12.2016	18:00
• Competition n°7 - CSI5*-W – 160 – GP Jump Off – 238.2.2	Saturday	10.12.2016	20:30
• Competition n°8 - CSI2* - 130 – 2 Ph. Both against clock – 273.5.3	Sunday	11.12.2016	09:30
• Competition n°9 - CSI5*-W - 145 – 2 Ph. 2nd Table C – 274.5.5	Sunday	11.12.2016	11:45
• Competition n°10 - CSI2* - 145 – Jump Off – 238.2.2	Sunday	11.12.2016	14:30
• Competition n°11 CSI5*-W – 160 – FEI World Cup™ - Jump Off - 238.2.2	Sunday	11.12.2016	17:00

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

2. COMPETITION ARENA(S)

Dimensions: 80 x 40 mts. = 3.200 m². Indoor
 Type of Footing: Equitrack. Silica sand with geo-textile.

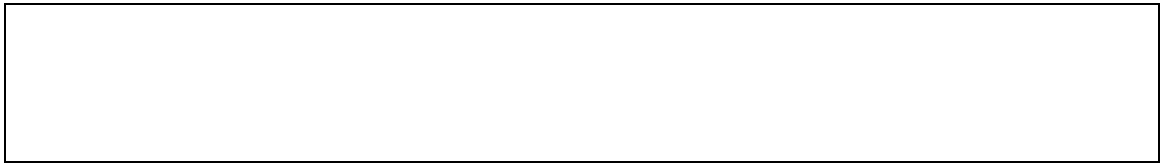
3. PRACTICE ARENA(S)

Dimensions: 60 x 22 mts. = 1.320 m². Indoor.
 Type of Footing: Equitrack. Silica sand with geo-textile.

4. STABLES

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

Square for organiser to include details if necessary



5. SAFETY CUPS

Name of Manufacturer: BECK & HEUN GmbH
Steinstrasse 4
D – 35794 Mengerskirchen
Tel: +49 6476 91 320
Fax: + 49 6476 91 32 30
e-mail: sonja.engelmann@beck-heun.de

6. TIMING DEVICE

Name of Manufacturer: ALGE
Model: TIMY PXE / RLS 1n / TED-TX10/RX10
FEI Report number: 22002008A / 22020010B / 22020013C

7. SCORING/TIMING PROVIDER

Name of the company: Longines timing
Name contact person: Mario Cron
Contact email: mc@hippodata.net

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

8. DRAW

List of Draws:
Time, date and location:

CSI5*-W

Longines FEI World Cup Competition acc to article 655.4.2

Saturday 10.12.2016, 12:00 at the Show Office

The starting order for the competition will be as follows:

First competition – special draw

Second of following competitions – rotation

Grand Prix: there will be a draw for the starting order.

The Organising Committee has the right to make changes in the timetable providing the ground jury gives its approval. With exception of the World Cup competition

The Organising Committee has the right to make changes in the timetable providing the ground jury gives its approval. With exception of the World Cup competition

CSI2*

The draw for competition n°10 will be on Saturday at the Show Office after the end of the classes.

9. PRIZE GIVING CEREMONY

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

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

- 5 in CSI2* competitions
- 5 in CSI5*-W competitions

No prize money will be paid to a rider who does not take part in the prize giving ceremonies and/or press conferences without being excused by the Ground Jury and the OC.

10. ADVERTISING ON ATHLETES AND HORSES

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

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

11. TICKETING

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

Name of your ticketing provider:

Web address to buy ticket:

12. BETTING

Betting will be authorised by the Organiser: Yes No

VII. INVITATIONS

1. GENERAL

CSI2* Invitational:	
NF's invited:	All FEI Registered NF's
Reserve NFs:	All FEI Registered NF's
Total number of athletes:	50
Number of home athletes:	+/- 20
Number of foreign athletes:	+/- 30
Number of horses per athlete:	Maximum 2 horses per rider (according to the invitation)

Approximately 50 riders from the host nation and from all FEI Registered NF's directly invited by the Organizing Committee through their NF.

Riders entered in the CSI2* cannot ride in the CSI5*-W
Horses can only start in one competition per day.
Horses entered in CSI2* cannot take part in CSI5*-W competitions.

CSI5*-W:	
Article 654 - FEI WORLD CUPTM JUMPING RULES	
Top Ten of the Longines Rankings	10 Athletes
NF's hosting an FEI World Cup™ Competition	10 Athletes
Western European countries - 3.5 Million inhabitants	5 Athletes
Three NFs of Athletes with most Points	3 Athletes
Five additional home Athletes	5 Athletes
OC Wild Cards	7 Athletes (including FEI wild card)
Extra athletes:	10
NFs invited:	
Reserve NFs:	All FEI Registered NF's
Total number of athletes:	50
Number of horses per athlete:	2
The Longines Rankings number 188 – 31/08/2016, will be used for the invitation of athletes. Riders who participate at the CSI5*-W cannot participate at the CSI2* and vice-versa. Horses can only participate in one competition per day	



Athletes are invited by the Organiser through their National Federation.

One (1) groom per athlete.

2. ENTRY RIGHT TO SHOWGROUNDS/ACCREDITED PERSONS

Entry right to the stable area according to FEI Veterinary Regulations Art. 1023 VI.

NUMBER OF ACCREDITED PERSONS:

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

All riders, grooms, owners and partners must go to the Accreditation Office in order to get their Accreditations as soon as possible.

Additional accreditation can be purchased upon approval by the OC for 150 €.

This charge
will also apply to accreditation lost or stolen that is replaced.

All participants must check in at the Show Office upon arrival.

VIII. ENTRIES

IMPORTANT

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

1. ENTRY DATES

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

Deadlines for Entries:

Entries in Principle:	(For Championships and Games only)
Nominated Entries:	(For Championships and Games only)
Definite Entries:	23.11.2016
Last date for substitutions:	08.12.2016 one hour before the Horse Inspection

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

Entry fee per horse:	None for the CSI2* Invitational 410€ for the CSI5*-W (VAT excluded)
Stabling fee per horse:	None (Not applicable for CSIs in Europe or for CSI5* and CSIOs worldwide)

VAT	21%
Total fee per horse:	496,10 € for the CSI5*-W
For obtaining the invitation of the O.C., please contact email: luciadj@oxersport.com	

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

2. NO-SHOWS/LATE WITHDRAWALS

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

Amount charged: 600 €

3. ADDITIONAL FEES/CHARGES BY THE ORGANISER

All additional fees must be listed hereunder with the details of the amounts to be charged and approved by the FEI. Only fees approved by the FEI and listed in the approved Schedule can be charged by the OC.

EADCMP Fee: Included in entry fee Not included in entry fee
Lower Level Events (CIMs) CHF 18
Higher Level Events CHF 25

Electricity (upon request): 80 €
Manure disposal: 40 €
Hay: Apply to local supplier
Straw: Apply to local supplier/ free for CSI5*-W.
Shavings: Apply to local supplier
Other (please specify) : Consult at the show office for more supplies
Health Papers Management: 10 € per horse

All aforementioned amounts are including VAT

VAT number of the organiser: ES B-85 22 44 00

Square for organiser to include details if necessary

FEI APPROVED SCHEDULE JUMPING 2016



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

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

IX. FACILITIES OFFERED

1. ATHLETES

CSI5*-W

Accommodation

Hotel: HOTEL NH ATLANTICO ****
Address: Jardines de Méndez Núñez
15006 LA CORUÑA
Telephone: (+34) 981 22 65 00

At the expense of: The Organiser or Athletes
Accommodated (bed and breakfast) from 08.12.2016 to 11.12.2016

All additional costs are at rider's expense. For this reason, please note that you have to give your credit card details when checking-in.

Cancellations have to be done 72 hours before arrival; no shows or late cancellations will be charged to the Athletes (entire amount of the room).

Meals

At the expense of: The Organiser or Athletes
Meals provided from 09.12.2016 to 11.12.2016 at the venue Restaurant using the tickets provided by the O.C.

CSI2*

Accommodation

Hotel: HOTEL NH ATLANTICO ****
Address: Jardines de Méndez Núñez
15006 LA CORUÑA
Telephone: (+34) 981 22 65 00

At the expense of: The Organiser or Athletes
The Organising Committee has obtained a special price. Interested guests must confirm their reserves before 02.12.2016 in the O.C. fax: +34 981 159 866 or in the e-mail luciadj@oxersport.com

Cancellations have to be done 72 hours before arrival; no shows or late cancellations will be charged to the Athletes (entire amount of the room).

Meals

At the expense of: The Organiser or Athletes
Meals provided from 09.12.2016 to 11.12.2016 at the venue Restaurant using the tickets provided by the O.C.

2. GROOMS

Accommodation.

Requests for accommodation must be sent with entries.

Accommodation will be at the cost of: Athletes **X**

Meals.

At the expense of: The Organiser **X**

Meals provided from 09.12.2016 to 11.12.2016 at the Grooms' restaurant using the tickets provided by the O.C.

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

3. TRANSPORT REIMBURSEMENT HORSES / PONIES

Transport expenses to be paid by:

The Athlete **X**

**Arrival time: from 09:00 to 22:00
OUT OF THIS TIMETABLE, NO LORRIES
CAN ENTER THE VENUE**

Horses may not be unloaded without the authorisation of the Stable Manager. For any problem contact the Stable Manager at the number: 0034 676 576 541

Horses may not be unloaded on their arrival without the authorization of the Stable Manager.

- Stables will be allocated on arrival but PLEASE MAKE SPECIAL REQUESTS (e.g. stallions, corner box) with definite entries.
- Stables must be mucked out daily and dirty bedding and rubbish placed in the special containers.
- All horses will be bedded on shavings unless specifically requested otherwise with entries.
- Further supplies will be provided daily according to instructions & prices available on arrival.
- Horses must be stabled within the FEI stable area for the duration of the event.
- The stables will be closed between 00.00 am and 07.00 am. No horse may leave the stable area between 01.00 am & 06.30 am without the specific authorization of the Chief Steward unless there is an emergency
- Horses may not leave their boxes without the official show starting number

**DOGS ARE ONLY ALLOWED IN THE STABLES AREA AND OUTSIDE THE BUILDINGS
FINE OF 500 € CHARGED IF IT'S NOT RESPECTED**

**We have to ask you to help us enforce our smoking rules. Smoking in the stables is strictly forbidden! Please help us enforce this rule by informing your grooms.
FINE OF 500 € CHARGED IF IT'S NOT RESPECTED**

4. WELCOME

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

Please provide date and time of arrival to the OC by e-mail to: luciadj@oxersport.com

Please, in order to made the health papers procedure more agile, send your horses transport detail:

- + Date and approximate time of the arrival.
- + Name and FEI Passports of the horses and rider's name.
- + Horse Truck brand model and plate number.
- + Driver's name and license number.
- + After CSI5*-W / CSI2* La Coruña Destination.

5. LOCAL TRANSPORTATION - ARRANGEMENTS FROM HOTEL TO SHOWGROUNDS

Organiser Shuttle Service **X**

Public Transport to be paid by the Athlete **X**

Cars provided by PORSCHE will be organized to shuttle officials, riders, and journalists between the hotel, the arena and the airport.

Bus services from the Official Hotel to the Casas Novas Equestrian Center and from Casas Novas to the Official Hotel will be organized.

Please make your reserves in advance: In the fax: +34 981 159 866 or in the e-mail luciadj@oxersport.com

X. COMPETITIONS

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

EVENT CATEGORY: CSI2* PRIZE MONEY: 46.000 €
EVENT CATEGORY: CSI5*-W PRIZE MONEY: 742.000 €

TOTAL PRIZE MONEY: 788.000 €

	Name of Competition	Amount (Currency)	
Competition No 1	CSI2* - 130 – Fault & Time – 238.2.1	3.000 €	
Competition No 2	CSI2* - 140 – 2 Ph. Both against clock – 273.5.3	6.000 €	
Competition No 3	CSI5*-W - 145 - Fault & Time – 238.2.1	25.000 €	LR
Competition No 4	CSI5*-W - 150-155 – Jump Off – 238.2.2	92.000 €	LR
Competition No 5	CSI2* - 130 – Table C - 239	3.000 €	
Competition No 6	CSI2* - 140 - Fault & Time – 238.2.1	6.000 €	
Competition No 7	CSI5*-W -160 GP – Jump Off - 238.2.2	270.000 €	LR
Competition No 8	CSI2* - 130 – 2 Ph. Both against clock – 273.5.3	3.000 €	
Competition No 9	CSI5*-W - 145 – 2 Ph. 2nd Table C – 274.5.5	25.000 €	LR
Competition No 10	CSI2* - 145 – Jump Off – 238.2.2	25.000 €	LR
Competition No 11	CSI5*-W – 160 – Jump Off - 238.2.2 LONGINES FEI World Cup™	330.000 €	LR

GENERAL CLASSIFICATION AT THE END OF THE COMPETITIONS:

Leading athlete award – -
 Best foreign athlete - -
 Best home athlete – Grand Prix 1 Trophy
 Team awards – -

PRIZE – CLASSIFICATION:

DEDUCTIONS FROM PRIZE MONEY AT COMPETITIONS:

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

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

The prize money won will be paid after deduction of any possible outstanding debts of the respective rider and/or his horses' owners at or in connection with CSI5*-W/CSI2*.

In accordance with the Spanish Tax Laws, the Organizing Committee will withhold the percentage established by the Law from the amount of prizes.

As a consequence and regarding prizes won by non Spanish riders (considered as tax residents in another country different from Spain), a withholding tax of 24% will be deducted from the gross amount of the prizes.

Please note that the amount withheld is considered a payment on account of the Personal Income Tax of the rider and, consequently, may be partially or total recovered following the tax treatment provided in the corresponding double tax treaty, if applicable, or under the provisions set forth in the legislation of the country of residence.

For further information the riders may contact:
MINISTERIO DE ECONOMÍA Y HACIENDA
Delegación de Hacienda de Madrid
Guzmán el Bueno, 73 28015 MADRID (España)

The VAT (21%) is included in all the quantities that figure in this program as prizes.

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

Settlement of accounts per athlete

Reimbursement of prize-money will be paid out by bank transfer per athlete (not per horse resp. per horse owner) within 14 days after the Event. For this purpose the NF's 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 60,00 € for any handling fees charged by the bank.

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 requested 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.

IMPORTANT

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

For details of the Breakdown for each competition please refer to the tables at the end of this document; the Organiser must specify which of the two (2) tables will be used. The

total prize money for the Competition must be distributed among the first twelfth (12th) placed athletes.

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

FIRST DAY : FRIDAY

DATE: 09.12.2016

COMPETITION No1:

Time: 13:00

Type of Competition: CSI2* - 130 – Fault & Time

Acc. to Article: 238.2.1

Competition description: Against the clock

Jump-off (if any) No
Speed/Fixed time 350 m/m
Obstacles height: max 130
Number of horses per athlete 2
Number of Starters: 100
Total prize money: 3.000 €
Chart to be used: 1 (25% to winner)
2 (33% to winner)

Please specify prize money amount for each athlete placed 13th and beyond: 30 €

* * * * *

COMPETITION No2:

Time: 15:00

Type of Competition: CSI2* - 140 – 2 Ph. Both against clock

Acc. to Article: 274.5.3

Competition description: Two phases, both against the clock

Jump-off (if any) No
Speed/Fixed time 350 m/m
Obstacles height: max 140
Number of horses per athlete 2
Number of Starters: 100
Total prize money: 6.000 €
Chart to be used: 1 (25% to winner)
2 (33% to winner)

Please specify prize money amount for each athlete placed 13th and beyond: 60 €

* * * * *

COMPETITION No3:

Time: 17:15

Type of Competition: CS15*-W - 145 - Fault & Time
Counting for the Longines Rankings

Acc. to Article: 238.2.1

Competition description: Against the clock

Jump-off (if any)	No
Speed/Fixed time	350 m/m
Obstacles height: max	145
Number of horses per athlete	2
Number of Starters:	100
Total prize money:	25.000 €
Chart to be used:	1 (25% to winner) <input type="checkbox"/>
	2 (33% to winner) <input checked="" type="checkbox"/>

Please specify prize money amount for each athlete placed 13th and beyond: 250 €

* * * * *

COMPETITION No4:
World Cup™ Qualifier

Time: 20:00

Type of Competition: CS15*-W - 150-155 – Jump Off
Counting for the Longines Rankings

Acc. to Article: 238.2.2

Competition description: Against the clock with one jump-off

Jump-off (if any)	One against the clock
Speed/Fixed time	350 m/m
Obstacles height: max	150 - 155
Number of horses per athlete	1
Number of Starters:	50
Total prize money:	92.000 €
Chart to be used:	1 (25% to winner) <input type="checkbox"/>
	2 (33% to winner) <input checked="" type="checkbox"/>

Please specify prize money amount for each athlete placed 13th and beyond: 920 €

* * * * *

SECOND DAY : SATURDAY

DATE: 10.12.2016

COMPETITION No5:

Time: 16:00

Type of Competition: CSI2* - 130 – Speed & Handiness

Acc. to Article: 239 - 263

Competition description: The aim of these Competitions is to demonstrate the Horse 's obedience, handiness and speed.

Jump-off (if any)	No
Fixed time	120 or 180 sec depending on the length of the course
Obstacles height: max	130
Number of horses per athlete	2
Number of Starters:	100
Total prize money:	3.000 €
Chart to be used:	1 (25% to winner) <input type="checkbox"/>
	2 (33% to winner) <input checked="" type="checkbox"/>

Please specify prize money amount for each athlete placed 13th and beyond: 30 €

* * * * *

COMPETITION No6:

Time: 18:00

Type of Competition: CSI2* - 140 - Fault & Time

Acc. to Article: 238.2.1

Competition description: Against the clock

Jump-off (if any)	No
Speed/Fixed time	350 m/m
Obstacles height: max	140
Number of horses per athlete	2
Number of Starters:	100
Total prize money:	6.000 €
Chart to be used:	1 (25% to winner) <input type="checkbox"/>
	2 (33% to winner) <input checked="" type="checkbox"/>

Please specify prize money amount for each athlete placed 13th and beyond: 60 €

* * * * *

COMPETITION No7:

Time: 20:30

Type of Competition: CSI5*-W - 160 **Grand Prix – Jump Off
Counting for the Longines Rankings**

Acc. to Article: 238.2.2

Competition description: Against the clock with one jump-off

Jump-off (if any)		Yes
Speed/Fixed time		350 m/m
Obstacles height:	max	160
Number of horses per athlete		1
Number of Starters:		50
Total prize money:		270.000 €
Chart to be used:		1 (25% to winner) <input type="checkbox"/>
		2 (33% to winner) X

Please specify prize money amount for each athlete placed 13th and beyond: 2.700 €

All Athletes taking part in a Grand Prix at a CSIO or a CSI must have completed, with their Grand Prix Horse, the initial round of at least one competition prior to the Grand Prix.

* * * * *

THIRD DAY : SUNDAY

DATE: 11.12.2016

COMPETITION No8:

Time: 09:30

Type of Competition: CSI2* - 130 – 2 Ph. Both against clock

Acc. to Article: 274.5.3

Competition description: Two phases, both against the clock

Jump-off (if any)		No
Speed/Fixed time		350 m/m
Obstacles height:	max	130
Number of horses per athlete		2
Number of Starters:		100
Total prize money:		3.000 €
Chart to be used:		1 (25% to winner) <input type="checkbox"/>
		2 (33% to winner) X

Please specify prize money amount for each athlete placed 13th and beyond: 30 €

* * * * *

COMPETITION No9:

Time: 11:30

Type of Competition: CSI5*-W - 145 – 2 Ph. 2nd Table C
Counting for the Longines Rankings

Acc. to Article: 274.5.5

Competition description: Two phases, first phase against the clock, second phase Table C

Jump-off (if any) No
Speed/Fixed time 350 m/m
Obstacles height: max 145
Number of horses per athlete 2
Number of Starters: 100
Total prize money: 25.000 €
Chart to be used: 1 (25% to winner)
2 (33% to winner)

Please specify prize money amount for each athlete placed 13th and beyond: 250 €

* * * * *

COMPETITION No10:

Time: 14:00

Type of Competition: CSI2* - 145 – Jump Off

Acc. to Article: 238.2.2

Competition description: Against the clock with one jump-off

Jump-off (if any) One against the clock
Speed/Fixed time 350 m/m
Obstacles height: max 145
Number of horses per athlete 1
Number of Starters: 50
Total prize money: 25.000 €
Chart to be used: 1 (25% to winner)
2 (33% to winner)

Please specify prize money amount for each athlete placed 13th and beyond: 250 €

* * * * *

COMPETITION No11:

Time: 17:00

Type of Competition: CSI5*-W - 160 – Jump Off
FEI World Cup

Acc. to Article: 238.2.2 + Art.655

**LONGINES FEI World Cup™ competition
Counting for the Longines Rankings**

Competition description: Table A against the clock with a jump-off

Jump-off (if any)	One against the clock
Speed/Fixed time	350 m/m
Obstacles height:	min 140 max 160
Number of horses per athlete	1
Number of Starters:	40
Total prize money:	330.000 €
Chart to be used:	1 (25% to winner) <input type="checkbox"/>
	2 (33% to winner) <input checked="" type="checkbox"/>

Please specify prize money amount for each athlete placed 13th and beyond: 3.300 €

The Following athletes are pre-qualified for the Longines FEI World Cup™ competition:

- Top Ten of the Longines Rankings - article 654.1.1.1
- Athletes from NFs hosting an Longines FEI World Cup™ competition - article 654.1.1.2
- Athletes from Western European countries - 3.5 Million inhabitants not hosting a Longines FEI World Cup™ competition - article 654.1.1.3
- Five additional home Athletes – article 654.1.1.5
- **NOT PRE- QUALIFIED, QUALIFY THROUGH COMPETITION N°4**
- Athletes from Three NFs of Athletes with most Points - article 654.1.1.4
- Seven OC Wild Cards – article 654.1.1.6

Athletes taking part in the FEI World Cup™ Competition in the Western European League will be required to have completed at least one round of a table A Competition with their World Cup Horse prior to the day of the FEI World Cup™ Competition.

* * * * *

IMPORTANT

*: Maximum Number of starters per competition: 100.

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

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

OR

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

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

Prize Money Distribution:

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

XI. VETERINARY MATTERS

1. CUSTOMS FORMALITIES

Contact details for Customs Formalities:

Name: JESÚS ESTÉVEZ- TRANSHÍPICA
Address: Paseo de Ronda, 3
28690 Brunete - Madrid

Telephone: +34 918 158 276
Fax: +34 918 158 270
Email: info@jesusestevez.es
Opening hours:

Square for organiser to include details if necessary

2. HEALTH REQUIREMENTS

GENERAL

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

ENTRY OF HORSES

Required health tests and vaccinations:

Quarantine period:

Specimen Import Licence applied:

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

Absolutely necessary for Spanish Authorities:

- 1 - Horses coming from Galicia: Transport and health certificate or valid visa from the Xunta de Galicia.
- 2.- Horses coming from the rest of Spain: Transport and health certificate.
- 3.- Horses coming from EU: International Transport Certificate valid between EU members.
- 4.- Horses coming from other countries: Valid Certificate which is required at moment of import.

3. NATIONAL REQUIREMENTS

If applicable please provide:

CODIGO DE EXPLOTACION: 15 005 0087601

4. PONIES

2015 FEI Veterinary Regulations, Chapter IV:

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

5. INJURY SURVEILLANCE

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

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

6. TRANSPORT OF HORSES

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

7. VENUE ARRIVAL INFORMATION & FITNESS TO COMPETE

7.1. PASSPORTS. FEI General Regulations Article 137

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

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

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

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

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

7.2. VACCINATIONS - EQUINE INFLUENZA. FEI Veterinary Regulations Article 1028

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

VACCINATION	PROTOCOL	ELIGIBILITY TO ENTER VENUE
Primary Course	1 st Vaccination: day 0 2 nd Vaccination: day 21-92	May compete 7 days after the 2 nd Vaccination
First Booster	Within 7 months of the 2 nd vaccination of the Primary Course	May compete for 6 months +21 days after the 2 nd vaccination of the Primary Course Must not compete in the 7 days after receiving a vaccination
Boosters	MINIMUM: within one year of previous booster vaccination IF COMPETING: 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 1032

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

7.4. HORSE INSPECTIONS. FEI Veterinary Regulations Article 1033, Table 2

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

7.5. LIMB SENSITIVITY EXAMINATION. FEI Veterinary Regulations Article 1034

All Horses are subject to examination under the protocol for abnormal limb sensitivity throughout the period of an Event, including, but not limited to, between rounds and before the Jump Off. Horses may be examined once or on multiple occasions during the Period of an Event.

Horses may be selected for examination under the protocol randomly or they may be targeted. All Horses selected to be tested must submit promptly to the examination or are subject to immediate disqualification. There is no obligation to examine any specific number of Horses at an Event.

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

8.1. SAMPLING. FEI VETERINARY REGULATIONS ARTICLES 1057 AND 1058

All horses competing at FEI Events may be subject to sampling for the presence of FEI Equine Prohibited Substances in accordance with the FEI Equine Anti-Doping and Controlled Medication Regulations (EADCMRs). Horses may be selected for sampling in accordance with obligatory testing, targeted or random sampling procedures.

Fee for Worldwide Equine and Human Anti-Doping Program:
(Applicable for all FEI Events Worldwide)

Lower Level Events (CIMs)

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

Per horse per event CHF 18

Higher Level Events

(All other events not defined as CIM)

Per horse per event CHF 25

OCs/NFs have the right to charge the athletes the above mentioned fee.

8.2. ELECTIVE TESTING. FEI VETERINARY REGULATIONS ARTICLES 1056

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

XII. HUMAN ANTI-DOPING

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

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

XIII. ADDITIONAL INFORMATION

1. INSURANCES AND NATIONAL REQUIREMENTS

Equestrian sports involve inherent dangerous risks. To the greatest extent permitted by law, the FEI and the FEI Event Organiser shall NOT be liable for any damages relating to loss of property or injury of any kind to Athletes, Owners, Support Personnel or Horses at or in connection with an FEI Event and the FEI expressly excludes all such liability.

1.1. ATHLETES, OWNERS AND SUPPORT PERSONNEL

1.1.1. Personal Accident and Health Insurance

It is your responsibility as an Athlete/Owner/ Support Personnel to ensure that you have adequate personal accident insurance in place to cover your participation at FEI Events and in particular to insure against any personal injury or medical expenses arising from an accident, injury or illness which may occur at a FEI Event.

You should check with your National Federation to confirm if your National Federation's insurance policy (if any) covers personal accidents and/or illnesses which may occur when you are attending at/participating in FEI Events.

If your National Federation does not have a personal accident/health insurance policy or if the National Federation's insurance policy does not cover personal accident or health claims, then you should obtain your own personal accident and health insurance policy to cover your attendance/participation at FEI Events.

1.1.2. Personal Property Insurance

You should also ensure that you are insured against property loss, theft or damage which may occur at an FEI Event.

Again, the advice is to check with your National Federation to confirm if they have an insurance policy in place which would cover you in case of such property loss, theft or damage. If not, then you should obtain your own personal property insurance to cover such situations.

1.2. ATHLETES AND OWNERS

1.2.1. Third Party Liability Insurance

As an Athlete/Owner you are personally responsible for damages to third parties caused by you, your employees, Support Personnel, your agents or your Horses. You are, therefore, strongly advised to take out third-party liability insurance providing full coverage in relation to FEI Events at home and abroad, and to keep the policy up to date.

The FEI and the Organiser will NOT be responsible for any damage caused to third parties by you, your employees, Support Personnel, your agents or your Horses.

1.2.2. Additional Liability Information

Square for organiser to include reference to National Laws when necessary

1.2.3. Horse Insurance

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

Square for organiser to include reference to National Laws when necessary

2. PROTESTS/APPEALS

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

Protest and appeal forms are available on the FEI website:

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

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

3. SCHOOLING DURING COMPETITIONS

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

4. STEWARDING

- If an athlete is uncertain as to whether the boots he/she intends to use during an event are allowed, he/she or his/her representative should show the boots to the Chief Steward for his/her opinion before the boots are used in training or in competition.
- In addition, athletes are to be made aware that hind boots must be removed and placed again on the horse's legs in the presence of a Steward while in the warm-up arena prior to entering the competition arena for certain competitions. (If bandages are used in place of boots, athletes are not required to remove the bandages in the warm-up arena.) This procedure is compulsory for competitions for which boot and bandage control is mandatory, that is the Nations Cup, Grand Prix, and the competition with the highest prize money, and is at the discretion of the Chief Steward for other competitions.
- As an alternative to carrying out this procedure at the time designated by the Steward an athlete may ask his/her groom to take the boots to the in-gate and place them on the horse's legs in front of the Steward prior to the combination entering the arena.
- The Steward has the authority to intervene if a boot is deemed excessively tight by instructing that the boot be removed and put on again correctly. *[Stewards are to note that it is normal for a horse's gait to be somewhat affected immediately after boots have been removed and re-placed.]* If an athlete or his/her groom refuses to remove and replace the boot(s) when instructed to do so by the Steward, a Yellow Warning Card will be issued to the athlete in question.
- If it is deemed impossible or unsafe to remove the hind boots in the warm-up arena prior to the combination entering the competition arena, due to an extremely excited or nervous horse, the boots of the horse in question are to be removed by the athlete/groom following the athlete's round upon leaving the arena and inspected by the Steward. This inspection may be carried out during the boot and bandage control if the boot and bandage control is carried out for the competition in question.
- This procedure does not replace boot and bandage control after completion of an athlete's round for competitions for which boot and bandage control is mandatory (refer to JRs Art. 244.1).

5. DISPUTES

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

6. MODIFICATION TO SCHEDULE

In exceptional circumstances, together with the approval of Chefs d'Equipe, host NF delegate, if any, and the Ground Jury, the Organiser may change the schedule in order to clarify any matter arising from an omission or due to unforeseen circumstances. Any such changes must be notified to all athletes and officials as soon as possible and they must be reported to the FEI Secretary General by the Technical Delegate.

7. ADDITIONAL INFORMATIONS FROM THE OC

Square for organiser to include any additional information

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8. PRIZE MONEY DISTRIBUTION

Standardised prize money distribution

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

N° of starters	up to 11	12-48		over 48	
N° of prizes	Same as the number of starters who finish the competition	12		more than 12	
Prize money	40'000.-	40'000.-		40'000.-	
winner		%		%	
2	All athletes having completed the competition receive prize money, to be distributed according to the percentages at right from the 1 st placed to the last placed athlete. The remaining prizes, i.e. the prizes foreseen up to 12 th place, are then distributed in descending order starting again with the 1 st placed athlete until there are no more prizes to be distributed. See examples below*.	25	10'000.-	25	10'000.-
3		20	8000.-	20	8000.-
4		15	6000.-	15	6000.-
5		10	4000.-	10	4000.-
6		7	2800.-	7	2800.-
7		5.5	2200.-	5.5	2200.-
8		4	1600.-	4	1600.-
9		3	1200.-	3	1200.-
10		3	1200.-	3	1200.-
11		2.5	1000.-	2.5	1000.-
12		2.5	1000.-	2.5	1000.-
total		40'000	100	40'000.-	100
*Examples:				OC must provide additional prizes for the remaining placed athletes to fulfil quota of one prize per four athletes. The amount to be given to each of these athletes is to be stated in the Schedule.	
5 athletes: winner gets prize for 1 st (25%) and the other athletes get the relevant percentages down to the last athlete, i.e. 5 th place (7%). The prize for 6 th (5.5%) is then given to the winner, the prize for 7 th (4%) is given to the 2 nd placed athlete, the prize for 8 th (3%) is given to the 3 rd placed athlete, the prize for 9 th (3%) is given to the 4 th placed athlete and the prize for 10 th (2.5%) is given to the 5 th placed athlete. The prize for 11 th (2.5%) is then given to the 1 st place athlete and the prize for 12 th (2.5%) is given to the 2 nd placed athlete.					
10 athletes: winner gets prize for 1 st (25%) and 11 th (2.5%), second placed gets prize for 2 nd (20%) and 12 th (2.5%); the remaining athletes receive the prize money for their placing as per the percentages from 3 rd to 10 th place.					

Chart 2: Prize money distribution with **33%** of prize money offered to the winner

N° of starters	up to 11	12-48		over 48	
N° of prizes	Same as the number of starters who finish the competition	12		more than 12	
Prize money	40'000	40'000.-		40'000.-	
winner		%		%	
2	All athletes having completed the competition receive prize money, to be distributed according to the percentages at right from the 1 st placed to the last placed athlete. The remaining prizes, i.e. the prizes foreseen up to 12 th place, are then distributed in descending order starting again with the 1 st placed athlete until there are no more prizes to be distributed. See examples below*.	33	13'200	33	13'200
3		20	8000	20	8000
4		15	6000	15	6000
5		10	4000	10	4000
6		6	2400	6	2400
7		4.5	1800	4.5	1800
8		3	1200	3	1200
9		2.5	1000	2.5	1000
10		2	800	2	800
11		2	800	2	800
12		1	400	1	400
total		40'000	100	40'000	100
*Examples:				OC must provide additional prizes for the remaining placed athletes to fulfil quota of one prize per four athletes. The amount to be given to each of these athletes is to be stated in the Schedule.	
5 athletes: winner gets the prize for 1 st (33%) and the other athletes get the relevant percentages down to the last athlete, i.e. 5 th place (6%). The prize for 6 th (4.5%) is then given to the winner, the prize for 7 th (3%) is given to the 2 nd placed athlete, the prize for 8 th (2.5%) is given to the 3 rd placed athlete, the prize for 9 th (2%) is given to the 4 th placed athlete and the prize for 10 th (2%) is given to the 5 th placed athlete. The prize for 11 th (1%) is then given to the 1 st placed athlete and the prize for 12 th (1%) is given to the 2 nd placed athlete.					
10 athletes: winner gets prize for 1 st (33%) and 11 th (1%), second placed gets prize for 2 nd (20%) and 12 th (1%); the remaining athletes receive the prize money for their placing as per the percentages from 3 rd to 10 th place.					

updated 17 October 2011

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

For Competitions run in two rounds with more than 12 starters in 2nd round:

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

XIV. ANNEXES

1. FEI ENTRY SYSTEM

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

FEI ID¹: 10096978
Name*: Lucía
First Name*: Dumont Jaspe
E-Mail*: luciadj@oxersport.com
Access Rights*: Admin² Consult³
Events⁴: CSI2* + CSI5*-W

FEI ID¹: 10104561
Name*: Mélanie
First Name*: Aragón Lorenzo
E-Mail*: melanieal@oxersport.com
Access Rights*: Admin² Consult³
Events⁴: CSI2* + CSI5*-W

FEI ID¹: 10131996
Name*: Alvaro
First Name*: Arrieta Konyay
E-Mail*: alvaroak@oxersport.com
Access Rights*: Admin² Consult³
Events⁴: CSI2* + CSI5*-W

¹ If already have an FEI user account.

² Provides 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.

⁴ Leave the field blank if the user deals with the entries of all events in the show.

*** Mandatory Fields**

2. RESULTS

In order to proceed with the results publication and for qualification purposes the FEI requires results **to be uploaded directly on the FEI Database** within five days after the conclusion of the event.

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

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

If you or your provider are unable to produce the required files, results will be accepted by e-mail to results@fei.org, in the proper Excel or "XML" format immediately after the event. Please refer to compulsory format for CSIs/CSIOs/Championships and Games; the file can be downloaded using the following link:

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

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

Please note that as per Art. 109.6 (GR): OCs of International Events must inform the FEI and NFs whose teams or individuals have taken part, of the results and prize money paid to each placed Athlete and team, within five (5) days following the Event, unless otherwise specified for qualification and ranking reasons as communicated by the FEI. Failure from OCs of International Events to provide the FEI with the appropriate result(s) and/or prize money information by the aforesaid deadline and/or in the aforesaid format shall entail a warning for the first violation and thereafter a fine of CHF 1'000.- per violation.

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