

## I. DENOMINATION OF EVENT

VENUE: Lisbon  
DATE: 27/09/2018 - 30/09/2018  
NF: POR  
Indoor:  Outdoor:   
 CDI1\*  CDI2\*  CDI3\*  CDI4\*  CDI5\*  
 CDI-W  
 CDIO2\*  CDIO3\*  CDIO4\*  CDIO5\*  
 CDIJ  CDIY  CDIP  CDIU25  CDICH  
 CDIOJ  CDIOY  CDIOP  CDIOU25  CDIOCh  
 CDIAm  
 Young Horses  
 Championship  Games

## II. GENERAL CONDITIONS

- FEI Statutes, 23<sup>rd</sup> edition, effective 29<sup>th</sup> April 2015
- FEI General Regulations, 23<sup>rd</sup> edition, 1<sup>st</sup> January 2009, updates effective 1<sup>st</sup> January 2018
- FEI Veterinary Regulations, 14<sup>th</sup> edition, effective 1<sup>st</sup> January 2018
- **FEI Dressage Rules (25<sup>th</sup> edition, effective 1<sup>st</sup> January 2014, updates 1<sup>st</sup> January 2018) and if applicable the FEI Dressage World Cup™ Rules and FEI Dressage Nations Cup™ Rules**
- Equine Anti-Doping and Controlled Medication Regulations (EADCMR), 2<sup>nd</sup> Edition, effective 1<sup>st</sup> January 2018
- FEI Anti-Doping Rules for Human Athletes (ADRHA), based upon the 2015 WADA Code, effective 1<sup>st</sup> January 2015
- All subsequent published revisions, the provisions of which will take precedence.

.....  
Approved by the FEI, Lausanne, on 25.07.2018

Bettina De Rham  
FEI Director  
Dressage & Para-Equestrian Dressage



**TABLE OF CONTENTS**

<b>I.</b>	<b>DENOMINATION OF EVENT .....</b>	<b>1</b>
<b>II.</b>	<b>GENERAL CONDITIONS.....</b>	<b>1</b>
<b>III.</b>	<b>THE FEI CODE OF CONDUCT FOR THE WELFARE OF THE HORSE.....</b>	<b>4</b>
<b>IV.</b>	<b>GENERAL INFORMATION .....</b>	<b>5</b>
1.	ORGANISER .....	5
2.	ORGANISING COMMITTEE .....	5
3.	EVENT DIRECTOR.....	5
<b>V.</b>	<b>OFFICIALS.....</b>	<b>6</b>
<b>VI.</b>	<b>INVITATIONS .....</b>	<b>7</b>
<b>VII.</b>	<b>ENTRIES .....</b>	<b>7</b>
1.	ENTRY DATES AND FEES: .....	7
2.	NO-SHOWS/LATE WITHDRAWALS: .....	8
3.	ADDITIONAL FEES/CHARGES BY ORGANISING COMMITTEE:.....	8
4.	DEGREE OF DIFFICULTY – FLOORPLAN GRAND PRIX FREESTYLE .....	9
<b>VIII.</b>	<b>TIMETABLE .....</b>	<b>10</b>
<b>IX.</b>	<b>COMPETITIONS DETAIL.....</b>	<b>11</b>
<b>X.</b>	<b>FACILITIES OFFERED.....</b>	<b>16</b>
1.	ATHLETES .....	16
2.	GROOMS .....	16
<b>XI.</b>	<b>LOGISTICAL/ADMINISTRATIVE/TECHNICAL INFORMATION.....</b>	<b>17</b>
1.	DRAW .....	17
2.	COMPETITION ARENA(S) .....	17
3.	PRACTICE ARENA(S).....	17
4.	STABLES .....	17
5.	SCORING PROVIDER / TIMING PROVIDER .....	17
6.	AVERAGE SCORE / OPEN SCORING.....	17
7.	PRIZE GIVING CEREMONY .....	17
8.	ADVERTISING ON ATHLETES AND HORSES.....	17
9.	TICKETING .....	17
10.	BETTING .....	17
11.	TRANSPORT REIMBURSEMENT HORSES / PONIES .....	18
12.	WELCOME.....	18
13.	LOCAL TRANSPORTATION - ARRANGEMENTS FROM HOTEL TO SHOWGROUNDS .....	18
14.	ENTRY RIGHT TO SHOWGROUNDS/ACCREDITED PERSONS .....	18
15.	SUSTAINABILITY .....	18

<b>XII. VETERINARY MATTERS .....</b>	<b>18</b>
1. CUSTOMS FORMALITIES.....	18
2. HEALTH REQUIREMENTS .....	19
3. NATIONAL REQUIREMENTS.....	19
4. PONIES .....	19
5. INJURY SURVEILLANCE .....	19
6. TRANSPORT OF HORSES .....	19
7. VENUE ARRIVAL INFORMATION & FITNESS TO COMPETE .....	19
8. EQUINE ANTI-DOPING AND CONTROLLED MEDICATION PROGRAMME (EADCMP). FEI Regulations, Chapter V.....	21
 <b>XIII. HUMAN ANTI-DOPING .....</b>	 <b>21</b>
 <b>XIV. ADDITIONAL INFORMATION .....</b>	 <b>22</b>
1. INSURANCES AND NATIONAL REQUIREMENTS .....	22
2. PROTESTS/APPEALS .....	23
3. DISPUTES.....	23
4. MODIFICATION TO SCHEDULE .....	23
5. ADDITIONAL INFORMATION FROM THE ORGANISER .....	24
 <b>XV. ANNEXES .....</b>	 <b>26</b>
1. FEI Entry System .....	26
2. RESULTS .....	27

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

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

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

A full copy of this Code can be obtained from the Fédération Equestre Internationale, Chemin de la Joliette 8, CH-1006 Lausanne, Switzerland. Telephone: +41 21 310 47 47. The Code is available in English. The Code is also available on the FEI's website: <http://inside.fei.org/>

## **IV. GENERAL INFORMATION**

### **1. ORGANISER**

Name: Sociedade Hípica Portuguesa  
Address: Hipódromo do Campo Grande, 1600-008 Lisbon  
Telephone: +351 21 781 74 10  
Email: geral@sociedadehipica.pt  
Website: www.sociedadehipica.pt

#### Contact Details Show Ground:

Address: Hipodromo do Campo Grande  
Telephone: +351 21 781 74 10  
GPS Coordinates: 38° 45'24.92' 'N-9° 09' 37.49' 'W  
Accessibility details (directions by road, nearest airport / train station):  
Means of transport near the airport to get to the CSIO  
Underground Station – Station Airport exit to station Cidade Universitária  
BUS – Nº 731 Station Cidade Universitária

### **2. ORGANISING COMMITTEE**

Honorary President: President of the Portuguese Equestrian Federation - Mr. Manuel Cidade Moura  
President of the event: Mr. José Manuel Figueiredo  
Show Secretary: Mrs. Nelia Costa | Mrs. Felicidade Tarelho  
Press Officer: Mrs. Rita Guerreira

### **3. EVENT DIRECTOR**

Name: Mr. Miguel Costa Dias  
Mr. Manuel Ataide  
Telephone: +351 21 781 74 10  
Mobile: Mr. Miguel Costa Dias (+351 91 814 96 67)  
Mr. Manuel Ataide (+351 91 409 31 28)  
Email: [costadias.m@gmail.com](mailto:costadias.m@gmail.com) or [m.ataide@sociedadehipica.pt](mailto:m.ataide@sociedadehipica.pt)

**FEI APPROVED SCHEDULE  
LISBON (POR) 27-30 September 2018**

**V. OFFICIALS**

Ref.	Panel	Function	FEI ID	Name	NF	Level	Contact Email	
1	Ground Jury	Ground Jury President	10052580	Carlos Lopes	POR	4*		
		Ground Jury Member	10053125	Hans-Christian Matthiesen	DEN	5*		
		Ground Jury Member	10052064	Juan Carlos Campos	ESP	4*		
		Ground Jury Member	10053827	Ghislain Fouarge	NED	5*		
		Ground Jury Member	10000525	Miguel Jordá	ESP	3*		
		Foreign Judge	10050487	Francis Verbeek Van Rooy	NED	5*		
2	Foreign Technical Delegate	Foreign Technical Delegate						
3	Appeal Committee	Appeal Committee President						
		Appeal Committee Member						
		Appeal Committee Member						
4	Chief Steward	Chief Steward	10050871	Luís Pedro Machado	POR	3		
5	Assistant Stewards	Assistant Steward	10063553	Armindo Caixinha	POR	2		
		Assistant Steward	10052052	Dinário Seromenho	POR	2		
		Assistant Steward						
		Assistant Steward						
6	FEI Veterinary Delegate	Veterinary Delegate	10053600	Dr. João Pedro Costa Pereira	POR			
		Assistant Veterinary Delegate	10053024	Dr. Bruno Miranda	POR			
	FEI Veterinary Commission	Veterinary Commission President						
		Foreign Veterinary Delegate						
		Veterinary Commission Member						
7	Veterinary Services Manager / Treating Veterinarian	Veterinary Services Manager	10112680	Dr <sup>a</sup> . Sara Abreu	POR		+351966225328	
		Permitted Treating Veterinarian	10160234	Dr. Rodrigo Cunha Rego	POR		+351966225328	
8	Doctor/Medical Service	Doctor/Medical Service		Solusaude			+351917288671	
9	Farrier	Farrier		Alexandre Ferreira			+351 755 15 19	
10	NF Delegate	NF Delegate (if applicable)						

## VI. INVITATIONS

Number of NFs invited:	All
State which NFs are invited:	All
Reserve NFs:	
Total Number of athletes:	60
Number of home athletes:	30
Number of athletes per NF:	max: 20
Number of horses per athlete:	3

Athletes are invited by the Organiser through their NF.

One (1) groom per athlete.

## VII. ENTRIES

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

### 1. ENTRY DATES AND FEES:

#### Deadlines for entries

Definite Entries: 17/09/2018

Last date for substitutions: 25/09/2018

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

**Entry fee per horse:** 450€

Stabling fee per horse (if any): no stabling fee

Starting fee per horse (if any): no stabling fee

**VAT:** N/A

**Total fee per horse:** 450€

Entries Fee have to be paid until the definite entries date: 17/09/2018 by bank transfer to: IBAN PT 50007900000305538410155  
Swift : BNPPTPL

## **2.NO-SHOWS/LATE WITHDRAWALS:**

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

Amount charged: 350€

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

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

EADCMP Fee:

Included in compulsory entry fee  Not included in compulsory entry fee

Lower Level Events (CIMs) CHF 18 per horse per event  
(For definition of CIMs see Appendix E of the FEI General Regulations)  
Higher Level Events CHF 25 per horse per event  
(All other events not defined as CIM)

Electricity (upon request): N/A  
Manure disposal: N/A  
Hay: 10€ per bale  
Straw: 10€ per bale  
Shavings: 20€ per bale  
Health Papers: N/A  
Credit Card fee: 3%  
Tack box: 100€ (limited), to book only through the OC.

### **All aforementioned amounts are including VAT**

VAT Number of the Organiser: PT 500.266.425

The OC will make automatic box reservation for one box per athlete.

- Tack boxes will be available on a first come first serve base and have to be ordered by 17/09/2018
- All Entry fees and additional fees have to be paid at the show office on Friday 28th September 2017 latest.



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

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

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

the horse inspection.

the draw of the Grand Prix.

**VIII. TIMETABLE**

	<b>Day</b>	<b>Date</b>	<b>Time</b>
• <u>Opening of stables:</u>	Wednesday	26/09/2018	09h00
• <u>Horse Inspection:</u>	Thursday	27/09/2018	09h00 – 12h00
• <u>Declaration of Starters</u>	Not later than one (1) hour after the horse inspection.		
• <u>Draw:</u>	Wednesday	26/09/2018	18h00

<b>Competitions CDIP:</b>	<b>Day</b>	<b>Date</b>	<b>Time</b>	<b>Prize Money</b>
01 – FEI Ponies Team	Friday	28/09	Not Before 08:00	In Kind
09 – FEI Ponies Individual	Saturday	29/09	Not Before 08:00	In Kind
17 – Ponies Freestyle	Sunday	30/09	Not Before 08:00	In Kind
<b><u>Prizes in Kind</u></b>				

<b>Competitions CDIJ:</b>	<b>Day</b>	<b>Date</b>	<b>Time</b>	<b>Prize Money</b>
03 – FEI Juniors Team Test	Thursday	27/09	Not Before 14:00	In Kind
11 – FEI Juniors Individual Test	Friday	28/09	Not Before 08:00	In Kind
19 – FEI Juniors Freestyle Test	Saturday	29/09	Not Before 08:00	In Kind
<b><u>Prizes in Kind</u></b>				

<b>Competitions CDIY</b>	<b>Day</b>	<b>Date</b>	<b>Time</b>	<b>Prize Money</b>
04 – FEI Young Riders Team Test	Thursday	27/09	Not Before 14:00	In Kind
12 – FEI Young Riders Individual Test	Friday	28/09	Not Before 08:00	In Kind
20 – FEI Young Riders Freestyle Test	Saturday	29/09	Not Before 08:00	In Kind
<b><u>Prizes in Kind</u></b>				

<b>Competitions CDIU25:</b>	<b>Day</b>	<b>Date</b>	<b>Time</b>	<b>Prize Money</b>
05 – FEI Intermediate II	Thursday	27/09	Not Before 08:00	In Kind
13 – FEI Grand Prix 16-25	Saturday	29/09	Not Before 08:00	In Kind
<b><u>Prizes in Kind</u></b>				

<b>Competitions CDI3*</b>	<b>Day</b>	<b>Date</b>	<b>Time</b>	<b>Prize Money</b>
06 – FEI Prix Saint Georges	Thursday	27/09	Not Before 14:00	In Kind
14 – FEI Intermediate I	Friday	28/09	Not Before 08:00	In Kind
21 – FEI Intermediate I Freestyle	Saturday	29/09	Not Before 08:00	In Kind
07 – FEI Intermediate A	Friday	28/09	Not Before 14:00	In Kind
15 – FEI Intermediate B	Saturday	29/09	Not Before 08:00	In Kind
08 – FEI Grand Prix	Friday	28/09	Not Before 08:00	In Kind
16 – FEI Grand Prix Special	Saturday	29/09	Not Before 08:00	In Kind
23 – FEI Grand Prix Freestyle	Saturday	29/09	Not Before 08:00	In Kind

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

Leading athlete award –

Yes, Trophies

**IX. COMPETITIONS DETAIL**

**FIRST DAY: Thursday**

**DATE: 27/09/2018**

**COMPETITION No 05 – U25 INTERMEDIATE II TEST**

Test: Intermediate II Test (Edition 2014) update 2018, to be ridden from memory  
Number of horses per athlete: 1  
Open to: 10 participants  
Draw/Art: Art. 425.2 ordinary draw  
Prize money: In Kind  
Breakdown: ---

\* \* \* \* \*

**COMPETITION No 04 – YOUNG RIDERS TEAM TEST**

Test: Young Riders Team Test (Edition 2009) update 2018, to be ridden from memory  
Number of horses per athlete: 1  
Open to: 15 participants  
Draw/Art: Art. 425.2 ordinary draw  
Prize money: In Kind  
Breakdown: ---

\* \* \* \* \*

**COMPETITION No 03 – JUNIORS TEAM TEST**

Test: Juniors Team Test (Edition 2009) update 2018, to be ridden from memory  
Number of horses per athlete: 1  
Open to: 15 participants  
Draw/Art: Art. 425.2 ordinary draw  
Prize money: In Kind  
Breakdown: ----

\* \* \* \* \*

**COMPETITION No 06 – PRIX ST. GEORGES TEST**

Test: Prix St. Georges Test (Edition 2009) update 2018, to be ridden from memory  
Number of horses per athlete: 1  
Open to: 15 participants  
Draw/Art: Art. 425.2 ordinary draw  
Prize money: In Kind  
Breakdown: ----

\* \* \* \* \*

**SECOND DAY: FRIDAY**

**DATE: 28/09/2018**

**COMPETITION No 11 – JUNIORS INDIVIDUAL TEST**

Test: Juniors Individual Test (Edition 2009) update 2018, to be ridden from memory  
Number of horses per athlete: 1  
Open to: 15 participants  
Draw/Art: Art. 425.2 ordinary draw  
Total prize money: In Kind  
Breakdown: ----

\* \* \* \* \*

**COMPETITION No 12 – YOUNG RIDERS INDIVIDUAL TEST**

Test: Young Riders Individual Test (Edition 2009) update 2018, to be ridden from memory  
Number of horses per athlete: 1  
Open to: 15 participants  
Draw/Art: Art. 425.2 ordinary draw  
Total prize money: In Kind  
Breakdown: ----

\* \* \* \* \*

**COMPETITION No 08 – GRAND PRIX TEST**

Test: Grand Prix Test (Edition 2009, revision 2014) update 2018, to be ridden from memory  
Number of horses per athlete: 2  
Opting: All athletes must opt at the latest at the date of the definite entries if they wish to qualify for the GPS or GP FS.  
Open to: 20 participants  
Draw/Art: Art. 425.2.1.a ordinary draw  
Prize money: In Kind  
Breakdown: ---

\* \* \* \* \*

**COMPETITION No 07 – INTERMEDIATE A TEST**

Test: Intermediate A Test (Edition 2015) update 2018, to be ridden from memory  
Number of horses per athlete: 1  
Open to: 10 participants  
Draw/Art: Art. 425.2 ordinary draw  
Prize money: In Kind  
Breakdown: ----

\* \* \* \* \*

**COMPETITION No 01 – PONY RIDERS TEAM TEST**

Test: Pony Riders Team Test (Edition 2012) update 2018,  
to be ridden from memory  
Number of horses per athlete: 1  
Open to: 5 participants  
Draw/Art: Art. 425.2 ordinary draw  
Prize money: In Kind  
Breakdown: ----  
\* \* \* \* \*

**COMPETITION No 14 – INTERMEDIATE I TEST**

Test: Intermediate I Test (Edition 2009) update 2018, to be  
ridden from memory  
Number of horses per athlete: 1  
Open to: 15 participants  
Draw/Art: Art. 425.2 ordinary draw  
Prize money: In Kind  
Breakdown: ----  
\* \* \* \* \*

**THIRD DAY: SATURDAY**

**DATE: 29/09/2018**

**COMPETITION No 16 – GRAND PRIX SPECIAL TEST**

Test: Grand Prix Special Test (Edition 2009, revision 2014) update 2018, to be ridden from memory  
Number of horses per athlete: 1  
Open to and compulsory for the best 15 athletes from the Grand Prix Competition 08 who opted for the GPS at the latest at the date of definite entries.  
Draw/Art: Art. 425.4  
Prize money: In Kind  
Breakdown: ----

**COMPETITION No 15 – INTERMEDIATE B TEST**

Test: Intermediate B Test (Edition 2015) update 2018, to be ridden from memory  
Number of horses per athlete: 1  
Open to: 10 participants  
Draw/Art: Art. 425.2 ordinary draw  
Prize money: In Kind  
Breakdown: ----

\* \* \* \* \*

**COMPETITION No 09 – PONY RIDER INDIVIDUAL TEST**

Test: Pony Riders Individual Test (Edition 2012) update 2018, to be ridden from memory  
Number of horses per athlete: 1  
Open to: 5 participants  
Draw/Art: Art. 425.2 ordinary draw  
Prize money: In Kind  
Breakdown: ----

\* \* \* \* \*

**COMPETITION No 23 – GRAND PRIX FREESTYLE TEST**

Test: Grand Prix Freestyle Test (Edition 2009, revision 2014) update 2017, to be ridden from memory  
Number of horses per athlete: 1  
Open to and compulsory for the best 15 athletes from the Grand Prix Competition 08 who opted for the GP FS at the latest at the date of definite entries  
Draw/Art: Art. 425.5  
Prize money: In Kind  
Breakdown: ----

\* \* \* \* \*

**COMPETITION No 21 – INTERMEDIATE I FREESTYLE TO MUSIC TEST**

Test: Intermediate I Freestyle to Music Test (Edition 1998, revision 2009) update 2017, to be ridden from memory  
Number of horses per athlete: 1  
Open to and compulsory for the best 10 athletes from Intermediate I Comp. No 14  
Draw/Art: Art. 425.5  
Prize money: In Kind  
Breakdown: ----

\* \* \* \* \*

**COMPETITION No 19 – JUNIORS FREESTYLE TO MUSIC TEST**

Test: Juniors Freestyle to Music Test (Edition 2006, revision 2009) update 2017, to be ridden from memory  
Number of horses per athlete: 1  
Open to and compulsory for the best 12 athletes from Individual Competition No 11  
Draw/Art: Art. 425.5  
Prize money: In Kind  
Breakdown: ----

\* \* \* \* \*

**COMPETITION No 20 – YOUNG RIDERS FREESTYLE TO MUSIC TEST**

Test: Young Riders Freestyle to Music Test (Edition 2006, revision 2009) update 2017, to be ridden from memory  
Number of horses per athlete: 1  
Open to and compulsory for the best 12 athletes from Individual Competition No 12  
Draw/Art: Art. 425.5  
Prize money: In Kind  
Breakdown: ----

\* \* \* \* \*

**COMPETITION No 13 – U25 GRAND PRIX TEST**

Test: Grand Prix 16-25 Test (Edition 2009) update 2018, to be ridden from memory  
Number of horses per athlete: 1  
Open to 10 participants  
Draw/Art: Art. 425.2.1.a  
Prize money: In Kind  
Breakdown: ----

**FOURTH DAY: SUNDAY**

**DATE: 30/09/2018**

**COMPETITION No 17 – PONY RIDER FREESTYLE MUSIC TEST**

Test: Pony Rider Freestyle to Music Test (Edition 2007, revision 2009) update 2017, to be ridden from memory

Number of horses per athlete: 1

Open to: and compulsory for the best 5 athletes from Individual Test No 09

Draw/Art: Art. 425.5

Prize money: In Kind

Breakdown: ----

**X. FACILITIES OFFERED**

**1.ATHLETES**

**Accommodation.**

Hotel: TRYP AEROPORTO

Address: Aeroporto Internacional de Lisboa, Rua C, Nº2 1749-125 Lisboa

Telephone: +351 218 425 000

At the expense of: The Organiser  or Athletes

**Meals.**

At the expense of: The Organiser  or Athletes

**2.GROOMS**

**Accommodation.**

Requests for accommodation must be sent with entries.

Accommodation will be at the cost of: The Organiser  Athletes

**Meals.**

At the expense of: The Organiser  or Athletes

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



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

### **1.DRAW**

Location of the draw: at the show office

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

Total dimensions : 2 arenas 60x20

Type of Footing: DAMMANN EBB & FLOW System - All Weather Sand  
(Competition arena - dimensions: 20 x 60 m)

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

Dimensions : 70x30

Type of Footing: DAMMANN EBB & FLOW System - All Weather Sand  
(Competition arena - dimensions: 20 x 60 m)

### **4.STABLES**

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

### **5.SCORING PROVIDER / TIMING PROVIDER**

Name contact person: GQ HORSES - Gonçalo Queiroz

Contact email: geral@sociedadehipica.pt

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

### **6.AVERAGE SCORE / OPEN SCORING**

Average Score and Open Scoring: Yes  No

### **7.PRIZE GIVING CEREMONY**

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

### **8.ADVERTISING ON ATHLETES AND HORSES**

The athletes are authorised  not authorised  to carry the logo of their personal sponsor. The Chief Steward will check that the advertising and publicity on athletes and horses complies with Article 135 of the General Regulations.

### **9.TICKETING**

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

### **10. BETTING**

Betting will be authorised by the Organiser. Yes  No

**11. TRANSPORT REIMBURSEMENT HORSES / PONIES**

Transport expenses to be paid by the Athlete

**12. WELCOME**

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

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

Walking distance

Organiser Shuttle Service

Public Transport  to be paid by the Organiser  Athlete

If paid by Athlete approximate cost per round trip:

Taxi:  to be paid by the Organiser  Athlete .

If paid by Athlete approximate cost per round trip: ----

Other: ----

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

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

NUMBER ACCREDITED PERSONS:

Athlete: 1

Partner: 1

Groom: 1

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

**15. SUSTAINABILITY**

Please consider the environment when organising an FEI Event. Please find useful information on FEI Sustainability here:

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

## **XII. VETERINARY MATTERS**

### **1.CUSTOMS FORMALITIES**

Contact details for Customs Formalities:

Name: Nuno Braamcamp  
Address: Av. 25 de Julho, 1200-868 Lisboa  
Telephone: +351 213 922 040  
Email:  
Opening hours: 09h - 17h GMT

## **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: N/A

Quarantine period: N/A

Specimen Import Licence applied: N/A

## **3. NATIONAL REQUIREMENTS**

If applicable please provide: N/A

## **4. PONIES**

FEI Veterinary Regulations, Chapter IX: For all Pony Events, Ponies must be available for Pony Measurement if requested by the FEI.

## **5. INJURY SURVEILLANCE**

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

## **6. TRANSPORT OF HORSES**

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

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

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

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

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

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

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

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

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

## **7.2 VACCINATIONS - EQUINE INFLUENZA. FEI Veterinary Regulations Article 1003**

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

<b>VACCINATION</b>	<b>PROTOCOL</b>	<b>ELIGIBILITY TO ENTER VENUE</b>
<b>Primary Course</b>	1 <sup>st</sup> Vaccination: day 0 2 <sup>nd</sup> Vaccination: day 21-92	May compete 7 days after the 2 <sup>nd</sup> Vaccination
<b>First Booster</b>	Within 7 months of the 2 <sup>nd</sup> vaccination of the Primary Course	May compete for 6 months +21 days after the 2 <sup>nd</sup> vaccination of the Primary Course Must not compete in the 7 days after receiving a vaccination
<b>Boosters</b>	<b>MINIMUM:</b> within one year of previous booster vaccination <b>IF COMPETING:</b> must be in the 6 months +21 days of the booster previous vaccination	Must have been vaccinated within 6 months +21 days before arriving at the Event Must not compete in the 7 days after receiving a vaccination

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

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

On arrival at an Event venue, all Horses must undergo an examination by a veterinarian to confirm their identification from their passport and micro-chip ID (where present), their vaccination status and general health. To protect all horses attending events, any Horse with a questionable health status concerning

vaccination, disease or other concerns, must be stabled within the isolation facilities provided by the Organising Committee pending a decision on entering the venue.

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

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

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

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

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

**8. EQUINE ANTI-DOPING AND CONTROLLED MEDICATION PROGRAMME (EADCMP). FEI Regulations, Chapter V**

**8.1 SAMPLING. FEI Veterinary Regulations Chapter VII**

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

**8.2 ELECTIVE TESTING. FEI Veterinary Regulations Article 1058**

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

**XIII. HUMAN ANTI-DOPING**

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

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

## **XIV. ADDITIONAL INFORMATION**

### **1. INSURANCES AND NATIONAL REQUIREMENTS**

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.

#### **1.1 ATHLETES, OWNERS AND SUPPORT PERSONNEL**

##### **1.1.1 Personal Accident and Health Insurance**

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

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

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

##### **1.1.2 Personal Property Insurance**

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

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

##### **1.1.3 Press Equipment**

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

## **1.2 ATHLETES AND OWNERS**

### **1.2.1 Third Party Liability Insurance**

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

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

### **1.2.2 Additional Liability Information**

The Organising Committee will not accept responsibility for any accident happening to owners, participants, grooms to or because of their horses to third parties in whichever circumstances, inside or outside the show grounds, during, before or after competitions. The civil and financial responsibility of the Organising Committee and its co-operators will never be liable in any circumstance

### **1.2.3 Horse Insurance**

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

## **2. PROTESTS/APPEALS**

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

Protest and appeal forms are available on the FEI website:

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

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

## **3. DISPUTES**

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

## **4. MODIFICATION TO SCHEDULE**

In exceptional circumstances, together with the Approval of the Chefs d'Equipe, host NF delegate, if any, and the Ground Jury, the OC may change the schedule in order to clarify any matters arising from an omission or due to unforeseen circumstances. Any such changes must be notified to all Athletes and Officials as soon as possible and they must be reported to the FEI by the Foreign Judge.

**5.ADDITIONAL INFORMATION FROM THE ORGANISER**

Dogs should be on the leash at all time – FINE 150€

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

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

**DEDUCTIONS FROM PRIZE MONEY AT COMPETITIONS:**

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

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

Government taxes deducted from prize money: 35%

The prize-money will be paid by bank transference per athlete (neither per horse responsible nor per horse owner) within 8 working days after the CDI. For this purpose the athletes are requested to state the bank information (name of recipient, bank name, bank code, account number, Iban and BIC code).

The horse passports will only be handed out after the payment of the athlete respective entrie fee and other costs 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)

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

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

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

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

## **XV. ANNEXES**

### **1.FEI Entry System**

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

**FEI ID<sup>1</sup>:** 10097778  
**Name\*:** COSTA  
**First Name\*:** NELIA  
**E-Mail\*:** n.costa@sociedadehipica.pt  
**Access Rights\*:**  Admin<sup>2</sup>  Consult<sup>3</sup>

#### **Events<sup>4</sup>:**

---

**FEI ID<sup>1</sup>:** 10055057  
**Name\*:** COSTA DIAS  
**First Name\*:** MIGUEL  
**E-Mail\*:** costadias.m@gmail.com  
**Access Rights\*:**  Admin<sup>2</sup>  Consult<sup>3</sup>

#### **Events<sup>4</sup>:**

---

**FEI ID<sup>1</sup>:**  
**Name\*:**  
**First Name\*:**  
**E-Mail\*:**  
**Access Rights\*:**  Admin<sup>2</sup>  Consult<sup>3</sup>

#### **Events<sup>4</sup>:**

---

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

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

<http://inside.fei.org/fei/your-role/Organisers/dressage/results-forms>

If you or your provider are unable to produce the required files, results will be accepted by e-mail to [dressageresults@fei.org](mailto:dressageresults@fei.org), in the proper XML format immediately after the event. Please refer to compulsory format for CDIs; the file can be downloaded using the following link: <http://inside.fei.org/fei/your-role/Organisers/xml-format>

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

Please note that as per Art 109.6 (GR): OCs of International Events must inform the FEI and NFs whose teams or individuals have taken part, of the results and prize money paid to each placed Athlete and team, within two (2) days following the Event for all disciplines managed by an online entry system and five (5) days for all other discipline(s), unless otherwise specified for qualification and ranking reasons as communicated by the FEI. Failure from organisers of International Events to provide the FEI with the appropriate result(s) and/or prize money information by the aforesaid deadline and/or in the aforesaid format shall entail a warning for the first violation and thereafter a fine of CHF 1'000.- per violation.

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