

## I. DENOMINATION OF THE EVENT

**Venue:** Vimeiro (POR)

**Date:** 14 - 17 July

**NF:** (POR)

**Indoor:**

**Outdoor:**

### EVENT CATEGORIES:

|                                 |                                  |   |                                   |                                   |
|---------------------------------|----------------------------------|---|-----------------------------------|-----------------------------------|
| CSIO5* <input type="checkbox"/> | CSI5*-W <input 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 checked="" type="checkbox"/> |                                   |                                   |
| CSIOCh <input type="checkbox"/> |                                  |   |                                   |                                   |

Championship

Games

## II. GENERAL CONDITIONS

- FEI Statutes, 23<sup>rd</sup> edition, effective 29<sup>th</sup> April 2014
- FEI General Regulations, 23<sup>rd</sup> edition, effective 1<sup>st</sup> January 2009, updates effective 1<sup>st</sup> January 2016
- FEI Veterinary Regulations, 13<sup>th</sup> edition 2014, effective 1<sup>st</sup> January 2016
- **The Jumping Rules and its Annexes, 25<sup>th</sup> edition, updates effective 1<sup>st</sup> January 2016**
- **CSI Invitations System according to Annex V of the FEI Jumping Rules and its Annexes 25<sup>th</sup> edition, effective 1<sup>st</sup> January 2016**
- **CSI AND CSIO Requirements according to Annex VI of the FEI Jumping Rules and its Annexes 25<sup>th</sup> edition, effective 1<sup>st</sup> 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), 2<sup>nd</sup> Edition, effective 1<sup>st</sup> January 2015, updates effective 1<sup>st</sup> January 2016
- FEI Anti-Doping Rules for Human Athletes (ADRHA), based upon 2015 WADA Code, effective 1<sup>st</sup> 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 26.05.2016

## TABLE OF CONTENTS

|              |  |           |
|--------------|--|-----------|
| <b>I.</b>    | <b>DENOMINATION OF THE 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>3</b>  |
| <b>IV.</b>   | <b>GENERAL INFORMATION</b> .....   | <b>4</b>  |
| 1.           | ORGANISER .....  | 4         |
| 2.           | ORGANISING COMMITTEE .....   | 4         |
| 3.           | EVENT DIRECTOR .....   | 4         |
| <b>V.</b>    | <b>OFFICIALS</b> .....   | <b>5</b>  |
| <b>VI.</b>   | <b>TECHNICAL CONDITIONS</b> .....  | <b>8</b>  |
| 1.           | TIMETABLE (TO BE PROVIDED PER CATEGORY/LEVEL IF MULTIPLE EVENTS) .....   | 8         |
| 2.           | COMPETITION ARENA(S) .....   | 8         |
| 3.           | PRACTICE ARENA(S) .....  | 8         |
| 4.           | STABLES .....  | 8         |
| 5.           | SAFETY CUPS .....  | 9         |
| 6.           | TIMING DEVICE .....  | 9         |
| 7.           | SCORING/TIMING PROVIDER .....  | 9         |
| 8.           | DRAW .....   | 9         |
| 9.           | PRIZE GIVING CEREMONY .....  | 9         |
| 10.          | ADVERTISING ON ATHLETES AND HORSES .....   | 9         |
| 11.          | TICKETING .....  | 10        |
| 12.          | BETTING .....  | 10        |
| <b>VII.</b>  | <b>INVITATIONS</b> .....   | <b>11</b> |
| 1.           | GENERAL .....  | 11        |
| 2.           | ENTRY RIGHT TO SHOWGROUNDS/ACCREDITED PERSONS .....  | 11        |
| <b>VIII.</b> | <b>ENTRIES</b> .....   | <b>12</b> |
| 1.           | ENTRY DATES .....  | 12        |
| 2.           | NO-SHOWS/LATE WITHDRAWALS .....  | 12        |
| 3.           | ADDITIONAL FEES/CHARGES BY THE ORGANISER .....   | 13        |
| <b>IX.</b>   | <b>FACILITIES OFFERED</b> .....  | <b>15</b> |
| 1.           | ATHLETES .....   | 15        |
| 2.           | GROOMS .....   | 15        |
| 3.           | TRANSPORT REIMBURSEMENT HORSES / PONIES .....  | 15        |
| 4.           | WELCOME .....  | 15        |
| 5.           | LOCAL TRANSPORTATION - ARRANGEMENTS FROM HOTEL TO SHOWGROUNDS .....  | 15        |
| <b>X.</b>    | <b>COMPETITIONS</b> .....  | <b>16</b> |
| <b>XI.</b>   | <b>VETERINARY MATTERS</b> .....  | <b>24</b> |
| 1.           | CUSTOMS FORMALITIES .....  | 24        |
| 2.           | HEALTH REQUIREMENTS .....  | 25        |
| 3.           | NATIONAL REQUIREMENTS .....  | 25        |
| 4.           | PONIES .....   | 25        |
| 5.           | INJURY SURVEILLANCE .....  | 25        |
| 6.           | TRANSPORT OF HORSES .....  | 26        |
| 7.           | VENUE ARRIVAL INFORMATION & FITNESS TO COMPETE .....   | 26        |
| 8.           | EQUINE ANTI-DOPING AND CONTROLLED MEDICATION PROGRAMME (EADCMP). FEI VETERINARY REGULATIONS,<br>CHAPTER VI ..... | 27        |
| <b>XII.</b>  | <b>HUMAN ANTI-DOPING</b> .....   | <b>28</b> |
| <b>XIII.</b> | <b>ADDITIONAL INFORMATION</b> .....  | <b>29</b> |
| 1.           | INSURANCES AND NATIONAL REQUIREMENTS .....   | 29        |

|             |  |           |
|-------------|--|-----------|
| 2.          | PROTESTS/APPEALS.....                    | 30        |
| 3.          | SCHOOLING DURING COMPETITIONS.....       | 30        |
| 4.          | STEWARDING.....                          | 30        |
| 5.          | DISPUTES.....                            | 31        |
| 6.          | MODIFICATION TO SCHEDULE.....            | 31        |
| 7.          | ADDITIONAL INFORMATIONS FROM THE OC..... | 31        |
| 8.          | PRIZE MONEY DISTRIBUTION.....            | 32        |
| <b>XIV.</b> | <b>ANNEXES.....</b>                      | <b>33</b> |

### **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](http://www.fei.org)

## **IV. GENERAL INFORMATION**

### **1. ORGANISER**

Name: Centro Hípico Hotel Golf Mar  
Address: Praia do Porto Novo  
2560 – 100 Maceira – TVD  
Portugal  
Telephone: +351 261 980 800  
Fax: +351 261 984 621  
Email: [com.org@csivimeiro.com](mailto:com.org@csivimeiro.com)  
Website: [www.csivimeiro.com](http://www.csivimeiro.com)

#### Contact Details Show Ground:

Address: Praia do Porto Novo  
2560 – 100 Maceira – TVD  
Portugal

Telephone: +351 261 980 800  
GPS Coordinates: +351 261 984 621  
Accessibility details (directions by road, nearest airport / train station):  
[http://www.csivimeiro.com/uk/contacts.php?op=map&contact\\_id=-1](http://www.csivimeiro.com/uk/contacts.php?op=map&contact_id=-1)

### **2. ORGANISING COMMITTEE**

Honorary President: Pedro Dória  
President of the Event: José Pedro Fezas Vital  
Show Secretary: Cláudia Santos Ferreira  
Press Officer: To be nominated

### **3. EVENT DIRECTOR**

Name: António José Macedo  
Address: Praia do Porto Novo  
2560 – 100 Maceira – TVD  
Portugal  
Telephone: +351 261 980 800  
Fax: +351 261 984 621  
Email: [amacedo@csivimeiro.com](mailto:amacedo@csivimeiro.com)

**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      | 10011044 | Teresa Bourbon           | POR | 3     | bourbon.teresa@gmail.com*     |
|      |                            | Ground Jury Member         | 10051338 | João Bourbon             | POR | 3     |                               |
|      |                            | Ground Jury Member         | 10053057 | Ana Maria Jordão         | POR | 3     |                               |
|      |                            | Ground Jury Member         |          |                          |     |       |                               |
| 2    | Foreign Judge              | Foreign Judge              | 10051495 | Dervilla Campbell-Grieve | IRL | 4     | dervillacampbell@hotmail.com* |
| 3    | Foreign Technical Delegate | Foreign Technical Delegate |          |                          |     |       |                               |
| 4    | Course Designer            | Course Designer            | 10051186 | Alejandro Ancín Berdegué | ESP | 3     | alejandroab@in2strides.com*   |
|      |                            | Assistant Course Designer  |          | Maria Antónia Vinagre    | POR | NAT   |                               |
|      |                            | Assistant Course Designer  |          |                          |     |       |                               |
| 5    | Appeal Committee           | Appeal Committee President |          |                          |     |       |                               |
|      |                            | Appeal Committee Member    |          |                          |     |       |                               |

**FEI APPROVED SCHEDULE  
JUMPING 2016**



|           |   |                                     |          |                      |     |   |                            |   |
|-----------|---|-------------------------------------|----------|----------------------|-----|---|----------------------------|---|
|           |   | Appeal Committee Member             |          |                      |     |   |                            |   |
| <b>6</b>  | <b>Chief Steward</b>  | Chief Steward                       | 10051037 | António Lopes Mateus | POR | 3 | a.lopesmateus@iol.pt*      |   |
| <b>7</b>  | <b>Assistants Stewards</b>  | Assistant Steward                   | 10108017 | Armando Rebelo       | POR | 1 |                            |   |
|           |   | Assistant Steward                   | 10106030 | Nuno Montefalco      | POR | 1 |                            |   |
|           |   | Assistant Steward                   |          | Joana Bourbon        | POR |   |                            |   |
|           |   | Assistant Steward                   | 10075849 | João Reinas          | POR | 1 |                            |   |
| <b>8</b>  | <b>FEI Veterinary Delegate</b>  | FEI Veterinary Delegate             | 10051105 | Mário Barbosa        | POR |   | +351 961 733 333*          |   |
|           | <b>Veterinary Commission</b>  | Veterinary Commission President     |          |                      |     |   | *                          |   |
|           |   | Foreign Veterinary Delegate         |          |                      |     |   |                            | * |
|           |   | Assistant FEI Delegate              |          |                      |     |   |                            |   |
| <b>9</b>  | <b>Veterinary Service Manager (VSM) Treating Veterinarian (VR Art 1010)</b> | Veterinary Service Manager          | 10051584 | João Paulo Marques   | POR |   |                            |   |
|           |   | FEI Permitted Treating Veterinarian | 10051584 | João Paulo Marques   | POR |   | jpaulomarques@hotmail.com* |   |
| <b>10</b> | <b>Medical Doctor</b>   | Medical Doctor                      |          | António Santos Moura | POR |   | Com.org@csevimeiro.com*    |   |
|           |   |                                     |          |                      |     |   | +351 261 980 800           |   |
| <b>11</b> | <b>Farrier</b>  | Farrier                             |          | Mário Santos         | POR |   | +351 919 637 658           |   |

**FEI APPROVED SCHEDULE  
JUMPING 2016**



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|           |                    |                             |  |  |  |  |   |
|-----------|--------------------|-----------------------------|--|--|--|--|---|
| <b>12</b> | <b>NF Delegate</b> | NF Delegate (if applicable) |  |  |  |  | * |
|           |                    |                             |  |  |  |  |   |

## **VI. TECHNICAL CONDITIONS**

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

|   | Day       | Date       | Time           |
|---|-----------|------------|----------------|
| • Opening of stables  | Tuesday   | 12/07/2016 | 07h00          |
| • 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> | Wednesday | 13/07/2016 | 15h00 to 18h00 |
| • Horse Re-Inspection   | Thursday  | 14/07/2016 | 09h00 to 10h00 |
| • Declaration of Starters per Competition   | Wednesday | 13/07/2016 | 15h00          |
| • Competition N.1 - CSI-YH  | Thursday  | 14/07/2016 | 14H30          |
| • Competition N.2   | Thursday  | 14/07/2016 | **             |
| • Competition N.3 - CSI-YH  | Friday    | 15/07/2016 | 10H00          |
| • Competition N.4   | Friday    | 15/07/2016 | **             |
| • Competition N.5   | Friday    | 15/07/2016 | **             |
| • Competition N.6   | Friday    | 15/07/2016 | **             |
| • Competition N.7 - CSI-YH  | Saturday  | 16/07/2016 | 10H00          |
| • Competition N.8   | Saturday  | 16/07/2016 | **             |
| • Competition N.9   | Saturday  | 16/07/2016 | **             |
| • Competition N.10  | Sunday    | 17/07/2016 | 10H00          |
| • Competition N.11  | Sunday    | 17/07/2016 | **             |
| • Competition N.12  | Sunday    | 17/07/2016 | **             |

**\*\* THE TIMETABLE WILL BE AVAILABLE THE DAY BEFORE**

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)**

#### **Classic Arena**

Dimensions: 120x75mts (9.00m2)  
Type of Footing: Grass

#### **Golf Arena**

Dimensions: 95x66mts ( 6.175m2)  
Type of Footing: Grass

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

Dimensions: 100x40mts  
Type of Footing: Silica sand and geotextiles

### **4. STABLES**

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



240 (3 m x 3 m)  
40 (4m x 3.5m)

**5. SAFETY CUPS**

Name of Manufacturer: Caro – Cardinali & Rothenberger GMBH

**6. TIMING DEVICE**

Name of Manufacturer: ALGE  
Model: TdC8001  
FEI Report number: 22020007A

**7. SCORING/TIMING PROVIDER**

Name of the company: JUMPOFF  
Name contact person: João Miguel Palla  
Contact email: info@jumpoffpor.com

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

**8. DRAW**

List of Draws:

CSI2\* / CSI-YH

Time, date and location:

13 July  
19h00  
Grand Jury Box

**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.

**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**

|  |   |
|--|---|
| CSI's: CSI2*/CSIYH1*   |   |
| NF's invited:  | Unlimited   |
| Reserve NFs:   | All   |
| Total number of athletes:  | ± 120   |
| Number of home athletes:   | ± 80 (CSI2* / CSIYH1, 6 yrs old)  |
| Number of foreign athletes:  | ± 40 (CSI2* /CSIYH1, 6 yrs old)   |
| Number of horses per athlete:<br>participate in both CSIs (14-17 and 21-24 July) | CSI2*: 4 (for athletes that<br>Other athletes: 3<br>CSIYH1: 2 (6 years old) |

The Organizing Committee reserves the right to give preference to the entries of the athletes who register for both CSIs (CSI2\* 14<sup>th</sup> - 17<sup>th</sup> July and CSI2\* 21<sup>st</sup> - 24<sup>th</sup> July 2016).

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

2 bracelet for each Owner (who is not a rider) of each horse regardless of the number of horses he/she owns.

In case de owner is a company, the O.C will give 2 bracelets to the legal representative of the company.

Access to the stable area is carried out according to the FEI recommendations.

Stable Security will be enforced and access to the stables will be restricted.

NOTE: The loss of any bracelet implies a penalty of 20€ for a new breacelet. If any bracelet is damaged the O.C. will replace it for a new one without costs. The damaged bracelet must be handed in.

## 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://www.fei.org/fei/your-role/nfs/entry-system-jumping>;
- 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.

Square for organiser to include details if necessary

### 1. ENTRY DATES

Entries have to be in accordance with Art.520 and 521 of the FEI Eventing Rules, 24<sup>th</sup> 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:            | <b>1 July 2016</b> |                                    |
| Last date for substitutions: | <b>8 July 2016</b> |                                    |

**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:    | CSI2: 335,00€ (VAT and Legal Taxes excluded)                         |
|                         | CSi-YH: 240,00€ (VAT and Legal Taxes excluded)                       |
|                         | (VAT excluded)   |
| Stabling fee per horse: | (Not applicable for CSIs in Europe or for CSi5* and CSiOs worldwide) |
| <b>VAT</b>              | (VAT and Legal Taxes) CSI2: 41,85€ CSi-YH: 25,95€                    |

|                             |                        |
|-----------------------------|------------------------|
| <b>Total fee per horse:</b> | <b>CSI2: 376,85€</b>   |
|                             | <b>CSi-YH: 265,95€</b> |

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: 376,85€ CSI2 and 265,98€ CSi-YH (VAT and Legal Taxes Included)**

**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

Electricity (upon request):

Manure disposal: 40,00€

Hay: 9,00€

Straw: 8,00€

Shavings: 12,50€

Other (please specify): Vehicles Parking: 20,00€ with more than 9mts long  
15,00€ until 9 mts long  
7,50€ for other vehicles

**All aforementioned amounts are including VAT**

VAT number of the organiser: 500095809

EADCMP Fee: 18 CHF or 20 EUR

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

## **IX. FACILITIES OFFERED**

### **1. ATHLETES**

#### **Accommodation**

Hotel: Hotel Golf Mar \*\*\* (official hotel)  
Address: Praia do Porto Novo  
2560 – 100 Maceira TVD  
Telephone: +351 261 980 800  
Email: [reservasvimeiro@ohotelsandresorts.com](mailto:reservasvimeiro@ohotelsandresorts.com)  
Website: [www.ohotelsandresorts.com](http://www.ohotelsandresorts.com)

At the expense of: The Organiser  or Athletes **X**  
Accommodated (bed and breakfast) from \_\_\_\_\_ to \_\_\_\_\_

#### **Meals**

At the expense of: The Organiser  or Athletes **X**  
Meals provided from 10H00 to 19H00. Where: Show ground

### **2. GROOMS**

#### **Accommodation.**

Requests for accommodation must be sent with entries.

Accommodation will be at the cost of: Organiser  Athletes **X** from \_\_\_\_\_ to \_\_\_\_\_.

#### **Meals.**

At the expense of: The Organiser  or Athletes **X**  
Meals provided from 10H00 to 19H00. Where: Show ground

**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 Organiser  at \_\_\_\_\_ per km.  
The Athlete **X**

### **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.

The horses will be stabled in 3x3mts boxes and welcomed from 12 July between 07h00 until 23h00. The Stable Manager will direct the stabling of the horses and the lorry parking as from arrival.

### **5. LOCAL TRANSPORTATION - ARRANGEMENTS FROM HOTEL TO SHOWGROUNDS**

Walking distance x  
Organiser Shuttle Service  
Public Transport  to be paid by the Organiser  / the Athlete   
If paid by Athlete approximate cost per round trip:  
Other:

## **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\***

**TOTAL PRIZE MONEY: 67.600,00€**

**EVENT CATEGORY: CSI-YH**

**TOTAL PRIZE MONEY: 1.500,00€**

|                   | Name of Competition | Amount (Currency) |
|-------------------|---------------------|-------------------|
| Competition No 1  | CSI-YH              | 500,00€           |
| Competition No 2  | CSI2                | 5.000,00€         |
| Competition No 3  | CSI-YH              | 500,00€           |
| Competition No 4  | CSI2                | 1.500,00€         |
| Competition No 5  | CSI2                | 2.500,00€         |
| Competition No 6  | CSI2                | 24.600,00€        |
| Competition No 7  | CSI-YH              | 500,00€           |
| Competition No 8  | CSI2                | 1.500,00€         |
| Competition No 9  | CSI2                | 3.500,00€         |
| Competition No 10 | CSI2                | 1.500,00€         |
| Competition No 11 | CSI2                | 2.500,00€         |
| Competition No 12 | CSI2                | 25.000,00€        |

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

|                         |                               |
|-------------------------|-------------------------------|
| Leading athlete award – | (Prize description and value) |
| Best foreign athlete -  | (Prize description and value) |
| Best home athlete –     | (Prize description and value) |
| Team awards –           | (Prize description and value) |

### **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.**

In accordance with the Portuguese tax legislation the prize money won in sporting competitions are subject to retention according to the following regulations:

Resident Riders (Riders with Portuguese Fiscal ID)



1. With "Green Receipt"

Retention of 25% is made on the amount paid.

2. With Invoice

Retention is not made. The O.C. will pay the VAT legally applicable, leaving it to the subject the responsibility of considering the amount paid in the rider's VAT declaration.

3. Without Documents

The O.C will retain the prize money for 5 days, period in which the rider must present a document in accordance to points 1 or 2. After this period of time the prize money will not be paid under any pretence.

Non Resident Riders (Riders without Portuguese Fiscal ID)

A) With or without legal document (invoice or receipt) as individual entities or companies.

Retention of 25% or the tax defined by the Double Taxation Agreement (\*) is made on the amount paid.

If an invoice or receipt is not presented, the rider will have to sign a document elaborated by the O.C. for the effect and must present NIF (EU residents) or Passport (other countries) of the origin country.

B) Without the presentation of Legal document and Refusal to sign the document issued by the O.C.

The O.C will retain the prize money for 5 days, period in which the rider must present a document in accordance to point A). After this period of time the prize money will not be paid under any pretence.

(\*) Double Taxation Agreement

All riders who want to benefit from Double Taxation Agreement must provide the O.C with Model 21-RFI issued in the rider's origin country.

General Information:

Due to the existence of different taxations, the prize values presented will be the gross value, before taxation.

**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 (12<sup>th</sup>) placed athletes.

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

**FIRST DAY : Thursday**

**DATE : 14/07/16**

**COMPETITION No: 1**

14H30

Type of Competition: CSI-YH (6yrs)

Acc. to Article: 238.2.1

Competition description: Table A against the clock

Jump-off (if any) No  
Speed/Fixed time 350m/min  
Obstacles height: max 1,25/1,30  
Number of horses per athlete 2  
Number of Starters: 100\* (if more than 100 take part then, the competition must be divided and the equivalent amount of prize money must be provided.)  
Total prize money: 500,00€  
Chart to be used: 1 (25% to winner)   
2 (33% to winner)

Please specify prize money amount for each athlete placed 13<sup>th</sup> and beyond: 10,00€

\* \* \* \* \*

**COMPETITION No: 2**

Type of Competition: CSI 2\*

Acc. to Article: 238.2.1

Competition description: Table A against the clock

Jump-off (if any) No  
Speed/Fixed time 350m/min  
Obstacles height: max 1,40  
Number of horses per athlete 2  
Number of Starters: 100\* (if more than 100 take part then, the competition must be divided and the equivalent amount of prize money must be provided.)  
Total prize money: 5.000,00€  
Chart to be used: 1 (25% to winner)   
2 (33% to winner)

Please specify prize money amount for each athlete placed 13<sup>th</sup> and beyond: 30,00€

Qualifying: The best 40 athletes qualify for the Grand Prix competition 12.

\* \* \* \* \*

**SECOND DAY : Friday**

**DATE: 15/07/16**

**COMPETITION No: 3**

10H00

Type of Competition: CSI-YH (6yrs) Acc. to Article: 274.5.3

Competition description: Two Phases - Table A  
Two Phases against the clock

Jump-off (if any) No  
Speed/Fixed time 350m/min  
Obstacles height: max 1,25 / 1,30  
Number of horses per athlete 2  
Number of Starters: 100\* (if more than 100 take part then, the competition must be divided and the equivalent amount of prize money must be provided.)  
Total prize money: 500,00€  
Chart to be used: 1 (25% to winner)   
2 (33% to winner)

Please specify prize money amount for each athlete placed 13<sup>th</sup> and beyond: 10,00€

\* \* \* \* \*

**COMPETITION No: 4**

Type of Competition: CSI 2\* Acc. to Article: 274.5.3

Competition description: Two Phases - Table A  
Two Phases against the clock

Jump-off (if any) No  
Speed/Fixed time 350m/min  
Obstacles height: max 1,25  
Number of horses per athlete 2  
Number of Starters: 100\* (if more than 100 take part then, the competition must be divided and the equivalent amount of prize money must be provided.)  
Total prize money: 1.500,00€  
Chart to be used: 1 (25% to winner)   
2 (33% to winner)

Please specify prize money amount for each athlete placed 13<sup>th</sup> and beyond: 10,00€

\* \* \* \* \*

**COMPETITION No: 5**

Type of Competition: CSI 2\* Acc. to Article: 274.5.3

Competition description: Two Phases - Table A  
Two Phases against the clock

Jump-off (if any) No  
Speed/Fixed time 350m/min  
Obstacles height: max 1,35  
Number of horses per athlete 2  
Number of Starters: 100\* (if more than 100 take part then, the competition must be divided and the equivalent amount of prize money must be provided.)  
Total prize money: 2.500,00€  
Chart to be used: 1 (25% to winner)   
2 (33% to winner)   
Please specify prize money amount for each athlete placed 13<sup>th</sup> and beyond: 15,00€

\* \* \* \* \*

**COMPETITION No: 6**

**This Competition counts for the LONGINES RANKINGS**

Type of Competition: CSI 2\* Acc. to Article: 238.2.2

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

Jump-off (if any) Yes  
Speed/Fixed time 350m/min  
Obstacles height: max 1,45  
Number of horses per athlete 2  
Number of Starters: 100\* (if more than 100 take part then, the competition must be divided and the equivalent amount of prize money must be provided.)  
Total prize money: 24.600,00€  
Chart to be used: 1 (25% to winner)   
2 (33% to winner)   
Qualifying: For the Grand Prix the best 40 Athletes, not qualified in Comp. No. 2, including the automatically pre-qualified athletes, until the number 40 is reached qualify.

Please specify prize money amount for each athlete placed 13<sup>th</sup> and beyond: 30,00€

**THIRD DAY : Saturday**

**DATE: 16/07/16**

**COMPETITION No: 7**

10H00

Type of Competition: CSI-YH (6yrs)

Acc. to Article: 238.2.1

Competition description: Table A against the Clock

Jump-off (if any) No  
Speed/Fixed time 350m/min  
Obstacles height: max 1,25 / 1,30  
Number of horses per athlete 2  
Number of Starters: 100\* (if more than 100 take part then, the competition must be divided and the equivalent amount of prize money must be provided.)  
Total prize money: 500,00€  
Chart to be used: 1 (25% to winner)   
2 (33% to winner)

Please specify prize money amount for each athlete placed 13<sup>th</sup> and beyond: 10,00€

\* \* \* \* \*

**COMPETITION No: 8**

Type of Competition: CSI 2\*

Acc. to Article: 238.2.1

Competition description: Table A against the Clock

Jump-off (if any) No  
Speed/Fixed time 350m/min  
Obstacles height: max 1,25  
Number of horses per athlete 2  
Number of Starters: 100\* (if more than 100 take part then, the competition must be divided and the equivalent amount of prize money must be provided.)  
Total prize money: 1.500,00€  
Chart to be used: 1 (25% to winner)   
2 (33% to winner)

Please specify prize money amount for each athlete placed 13<sup>th</sup> and beyond: 10,00€

\* \* \* \* \*

**COMPETITION No: 9**

Type of Competition: CSI 2\*

Acc. to Article: 238.2.2

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

Jump-off (if any) Yes  
Speed/Fixed time 350m/min  
Obstacles height: max 1,35  
Number of horses per athlete 2  
Number of Starters: 100\* (if more than 100 take part then, the competition must be divided and the equivalent amount of prize money must be provided.)  
Total prize money: 3.500,00€  
Chart to be used: 1 (25% to winner)   
2 (33% to winner)   
Please specify prize money amount for each athlete placed 13<sup>th</sup> and beyond: 15,00€

\* \* \* \* \*

**FOURTH DAY : Sunday**

**DATE: 17/07/16**

**COMPETITION No: 10**

10H00

Type of Competition: CSI 2\*

Acc. to Article: 238.2.1

Competition description: Table A against the Clock

Jump-off (if any) No  
Speed/Fixed time 350m/min  
Obstacles height: max 1,25  
Number of horses per athlete 2  
Number of Starters: 100\* (if more than 100 take part then, the competition must be divided and the equivalent amount of prize money must be provided.)  
Total prize money: 1.500,00€  
Chart to be used: 1 (25% to winner)   
2 (33% to winner)   
Please specify prize money amount for each athlete placed 13<sup>th</sup> and beyond: 10,00€

\* \* \* \* \*

**COMPETITION No: 11**

Type of Competition: CSI 2\* Acc. to Article: 238.2.1

Competition description: Table A against the Clock

Jump-off (if any) No  
Speed/Fixed time 350m/min  
Obstacles height: max 1,35  
Number of horses per athlete 2  
Number of Starters: 100\* (if more than 100 take part then, the competition must be divided and the equivalent amount of prize money must be provided.)  
Total prize money: 2.500,00€  
Chart to be used: 1 (25% to winner)   
2 (33% to winner)

Please specify prize money amount for each athlete placed 13<sup>th</sup> and beyond: 15,00€

\* \* \* \* \*

**COMPETITION No: 12**

**This Competition counts for the LONGINES RANKINGS**

Type of Competition: CSI 2\* Grand Prix Acc. to Article: 273.3.3.1 + 273.4.3

Competition description: Two different round under Table A  
Against the clock in both rounds

Second round for the 25% of Athletes on penalties and time from 1st round, in a minimum of 12 Athletes, in any case all clear rounds. Starting order for the second round in reverse order of penalties and time incurred in the first round.

Jump-off (if any) **NO**  
Speed/Fixed time 375m/min  
Obstacles height: max 1,45  
Number of horses per athlete 1  
Maximum number of Starters: 80  
Total prize money: 25.000,00€  
Chart to be used: 1 (25% to winner)   
2 (33% to winner)

The following Athletes (not Athlete/Horse combinations) are automatically qualified for the Grand Prix at CSI Events, if present:

**261.4.2.1 The winner of that Event's Grand Prix the previous year;**

**261.4.2.2 The current National Champion of the host country;**

**261.4.2.3 The individual medal winners of the last Olympic and Pan-American Games, the last FEI World and FEI Continental Championships and the winner of the 2014 FEI World Cup™ Final.**

Qualifying: 80 Athletes qualified. 40 from competition 2, athletes automatically pre-qualified and the best athletes from competition 6 until the total of 80 athletes is reached.

Please specify prize money amount for each athlete placed 13<sup>th</sup> and beyond: 30,00€

**All athletes qualified for the Grand Prix including those automatically qualified must complete, with their Grand Prix horse, the initial round of at least one competition prior to the Grand Prix.**

### **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: Nuno Braamcamp  
Address: Av. 24 de Julho, 52 - 2º Drt.



1200 Lisboa - Portugal

Telephone: +351 213 920 240  
Fax: +351 213 907 758  
Email:  
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.

Square for organiser to include details if necessary

## **3. NATIONAL REQUIREMENTS**

If applicable please provide:

Square for organiser to include details if necessary

## **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  |
|-----------------------|---|---|
| <b>Primary Course</b> | 1 <sup>st</sup> Vaccination: day 0<br>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<br>Must not compete in the 7 days after receiving a vaccination |
| <b>Boosters</b>       | <b>MINIMUM:</b> within one year of previous booster vaccination<br><b>IF COMPETING:</b> must be in the 6 months +21 days of the | Must have been vaccinated within 6 months +21 days before arriving at the Event<br>Must not compete in the 7 days   |

|  |                              |                               |
|--|------------------------------|-------------------------------|
|  | booster previous vaccination | 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 |
|---------------------|-----|----|

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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 [www.FEI.org/veterinary](http://www.FEI.org/veterinary) 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://www.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://www.fei.org/sites/default/files/FEI%20Protest%20Form.pdf>

Appeals: <http://www.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**

Since the Riding Centre, Vimeiro Golf and Golf Mar Hotel are all property of the Empresa das Águas do Vimeiro, S.A., the Organizing Committee extends the application of the FEI's Discipline Regulation to all the areas mentioned.

**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   | All athletes having completed the competition receive prize money, to be distributed according to the percentages at right from the 1 <sup>st</sup> placed to the last placed athlete. The remaining prizes, i.e. the prizes foreseen up to 12 <sup>th</sup> place, are then distributed in descending order starting again with the 1 <sup>st</sup> placed athlete until there are no more prizes to be distributed.<br><br>See examples below*. | 25       | 10'000.- | 25  | 10'000.- |
| 2  |   | 20       | 8000.-   | 20  | 8000.-   |
| 3  |   | 15       | 6000.-   | 15  | 6000.-   |
| 4  |   | 10       | 4000.-   | 10  | 4000.-   |
| 5  |   | 7        | 2800.-   | 7   | 2800.-   |
| 6  |   | 5.5      | 2200.-   | 5.5   | 2200.-   |
| 7  |   | 4        | 1600.-   | 4   | 1600.-   |
| 8  |   | 3        | 1200.-   | 3   | 1200.-   |
| 9  |   | 3        | 1200.-   | 3   | 1200.-   |
| 10   |   | 2.5      | 1000.-   | 2.5   | 1000.-   |
| 11   |   | 2.5      | 1000.-   | 2.5   | 1000.-   |
| 12   |   | n/a      | 2.5      | 1000.-  | 2.5      |
| total  | 40'000  | 100      | 40'000.- | 100   | 40'000   |
| *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. |          |
| <p><b>5 athletes:</b> winner gets prize for 1<sup>st</sup> (25%) and the other athletes get the relevant percentages down to the last athlete, i.e. 5<sup>th</sup> place (7%). The prize for 6<sup>th</sup> (5.5%) is then given to the winner, the prize for 7<sup>th</sup> (4%) is given to the 2<sup>nd</sup> placed athlete, the prize for 8<sup>th</sup> (3%) is given to the 3<sup>rd</sup> placed athlete, the prize for 9<sup>th</sup> (3%) is given to the 4<sup>th</sup> placed athlete and the prize for 10<sup>th</sup> (2.5%) is given to the 5<sup>th</sup> placed athlete. The prize for 11<sup>th</sup> (2.5%) is then given to the 1<sup>st</sup> place athlete and the prize for 12<sup>th</sup> (2.5%) is given to the 2<sup>nd</sup> placed athlete.</p> <p><b>10 athletes:</b> winner gets prize for 1<sup>st</sup> (25%) and 11<sup>th</sup> (2.5%), second placed gets prize for 2<sup>nd</sup> (20%) and 12<sup>th</sup> (2.5%); the remaining athletes receive the prize money for their placing as per the percentages from 3<sup>rd</sup> to 10<sup>th</sup> place.</p> |   |          |          |   |          |

**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  | All athletes having completed the competition receive prize money, to be distributed according to the percentages at right from the 1 <sup>st</sup> placed to the last placed athlete. The remaining prizes, i.e. the prizes foreseen up to 12 <sup>th</sup> place, are then distributed in descending order starting again with the 1 <sup>st</sup> placed athlete until there are no more prizes to be distributed.<br><br>See examples below*. | 33       | 13'200 | 33  | 13'200 |
| 2   |   | 20       | 8000   | 20  | 8000   |
| 3   |   | 15       | 6000   | 15  | 6000   |
| 4   |   | 10       | 4000   | 10  | 4000   |
| 5   |   | 6        | 2400   | 6   | 2400   |
| 6   |   | 4.5      | 1800   | 4.5   | 1800   |
| 7   |   | 3        | 1200   | 3   | 1200   |
| 8   |   | 2.5      | 1000   | 2.5   | 1000   |
| 9   |   | 2        | 800    | 2   | 800    |
| 10  |   | 2        | 800    | 2   | 800    |
| 11  |   | 1        | 400    | 1   | 400    |
| 12  |   | n/a      | 1      | 400   | 1      |
| total   | 40'000  | 100      | 40'000 | 100   | 40'000 |
| *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. |        |
| <p><b>5 athletes:</b> winner gets the prize for 1<sup>st</sup> (33%) and the other athletes get the relevant percentages down to the last athlete, i.e. 5<sup>th</sup> place (6%). The prize for 6<sup>th</sup> (4.5%) is then given to the winner, the prize for 7<sup>th</sup> (3%) is given to the 2<sup>nd</sup> placed athlete, the prize for 8<sup>th</sup> (2.5%) is given to the 3<sup>rd</sup> placed athlete, the prize for 9<sup>th</sup> (2%) is given to the 4<sup>th</sup> placed athlete and the prize for 10<sup>th</sup> (2%) is given to the 5<sup>th</sup> placed athlete. The prize for 11<sup>th</sup> (1%) is then given to the 1<sup>st</sup> placed athlete and the prize for 12<sup>th</sup> (1%) is given to the 2<sup>nd</sup> placed athlete.</p> <p><b>10 athletes:</b> winner gets prize for 1<sup>st</sup> (33%) and 11<sup>th</sup> (1%), second placed gets prize for 2<sup>nd</sup> (20%) and 12<sup>th</sup> (1%); the remaining athletes receive the prize money for their placing as per the percentages from 3<sup>rd</sup> to 10<sup>th</sup> place.</p> |   |          |        |   |        |

updated 17 October 2011

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

**For Competitions run in two rounds with more than 12 starters in 2<sup>nd</sup> 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 ID<sup>1</sup>:** 10097151  
**Name\*:** Macedo  
**First Name\*:** Antonio  
**E-Mail\*:** amacedo@csivimeiro.com  
**Access Rights\*:**  Admin<sup>2</sup>  Consult<sup>3</sup>  
**Events<sup>4</sup>:**

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**FEI ID<sup>1</sup>:** 10097153  
**Name\*:** Santos  
**First Name\*:** Claudia  
**E-Mail\*:** com.org@csivimeiro.com  
**Access Rights\*:**  Admin<sup>2</sup>  Consult<sup>3</sup>  
**Events<sup>4</sup>:**

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**FEI ID<sup>1</sup>:**  
**Name\*:**  
**First Name\*:**  
**E-Mail\*:**  
**Access Rights\*:**  Admin<sup>2</sup>  Consult<sup>3</sup>  
**Events<sup>4</sup>:**

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<sup>1</sup> If already have an FEI user account.

<sup>2</sup> Provides you the required access to manage entries and substitutions and download entries/lists.

<sup>3</sup> You are just able to consult and download the entries/lists.

<sup>4</sup> 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://www.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](mailto: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://www.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**