



World Equestrian Festival  
[www.CHIO Aachen.com](http://www.CHIO Aachen.com)

July 19<sup>th</sup>- July 21<sup>st</sup>, 2018

# **SCHEDULE**

## **CICO3\* Aachen**



## I. DENOMINATION OF THE EVENT

**Venue:** Aachen

**Date:** 19/07/2018 - 21/07/2018

**NF:** Germany

### EVENT CATEGORIES:

Long		Short		Long		Short	
CCI4*	<input type="checkbox"/>	CIC(O)1*	<input type="checkbox"/>	CCIYR2*	<input type="checkbox"/>	CICYR2*	<input type="checkbox"/>
CCI(O)3*	<input type="checkbox"/>	CIC(O)2*	<input type="checkbox"/>	CCIJ1*	<input type="checkbox"/>	CICJ1*	<input type="checkbox"/>
CCI(O)2*	<input type="checkbox"/>	CIC(O)3*	<input checked="" type="checkbox"/>	CCIH1*	<input type="checkbox"/>	CIC1H1*	<input type="checkbox"/>
CCI(O)1*	<input type="checkbox"/>			CCIH2*	<input type="checkbox"/>	CIC1H2*	<input type="checkbox"/>

CCI Intro / New Introductory level

CCI(O)P1\*

CCI(O)P2\*

CCI1\* reserved for ponies

CIC1\* reserved for ponies

### CHAMPIONSHIP CATEGORIES:

Championship 3\*  Championship 2\*  Championship 1\*

Senior  Young Rider  Junior  Pony  Young Horses

Championship official title: (as per contract)

## 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, effective 1<sup>st</sup> January 2009, updates effective 1<sup>st</sup> January 2018
- FEI Veterinary Regulations, 14<sup>th</sup> edition, effective 1 January 2018
- FEI Eventing Rules and its Annexes, 25<sup>th</sup> Edition, updates effective 1<sup>st</sup> January 2018
- 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 2015 WADA Code, effective 1<sup>st</sup> January 2015
- All subsequent published revisions/updates, the provisions of which will take precedence.

\*\*\*\*\*

Approved by the FEI, Lausanne, on 28 February 2018

Catrin Norinder  
FEI Director Eventing and Olympic

Draft schedules are to be sent by e-mail to [eventingschedules@fei.org](mailto:eventingschedules@fei.org)

## TABLE OF CONTENTS

<b>I.</b>	<b>DENOMINATION OF THE EVENT</b> .....	<b>1</b>
<b>II.</b>	<b>GENERAL CONDITIONS</b> .....	<b>2</b>
<b>III.</b>	<b>THE FEI CODE OF CONDUCT FOR THE WELFARE OF THE HORSE</b> .....	<b>5</b>
<b>IV.</b>	<b>GENERAL INFORMATION</b> .....	<b>6</b>
1.	ORGANISER .....	6
2.	ORGANISING COMMITTEE .....	7
3.	EVENT DIRECTOR .....	7
<b>V.</b>	<b>OFFICIALS</b> .....	<b>8</b>
<b>VI.</b>	<b>INVITATIONS</b> .....	<b>9</b>
1.	GENERAL .....	9
2.	ENTRY RIGHT TO SHOWGROUNDS/ACCREDITED PERSONS .....	10
<b>VII.</b>	<b>ENTRIES</b> .....	<b>12</b>
1.	ENTRY DATES AND ENTRY FEES .....	12
2.	OTHER FEES .....	14
3.	NO-SHOWS/LATE WITHDRAWALS .....	14
4.	QUALIFICATION .....	14
<b>VIII.</b>	<b>TIMETABLE</b> .....	<b>15</b>
1.	TIMETABLE (TO BE PROVIDED PER CATEGORY/LEVEL IF MULTIPLE EVENTS) .....	ERROR! BOOKMARK NOT DEFINED.
<b>IX.</b>	<b>COMPETITION DETAIL</b> .....	<b>16</b>
<b>X.</b>	<b>FACILITIES OFFERED</b> .....	<b>19</b>
1.	ATHLETES .....	ERROR! BOOKMARK NOT DEFINED.
2.	GROOMS .....	ERROR! BOOKMARK NOT DEFINED.
<b>XI.</b>	<b>LOGISTICAL/ADMINISTRATIVE/TECHNICAL</b> .....	<b>19</b>
1.	DRAW .....	20
2.	COMPETITION ARENA(S) .....	20
3.	PRACTICE ARENA(S) .....	20
4.	STABLES .....	20
5.	SCORING/TIMING PROVIDER .....	20
6.	PRIZE GIVING CEREMONY .....	21
7.	ADVERTISING ON ATHLETES AND HORSES .....	21
8.	TICKETING .....	21
9.	BETTING .....	21
10.	TRANSPORT REIMBURSEMENT HORSES / PONIES .....	21
11.	WELCOME .....	21
12.	LOCAL TRANSPORTATION - ARRANGEMENTS FROM HOTEL TO SHOWGROUNDS .....	21
13.	LORRY / CARAVAN FACILITIES .....	22
14.	SUSTAINABILITY .....	22
<b>XII.</b>	<b>VETERINARY MATTERS</b> .....	<b>23</b>
1.	CUSTOMS FORMALITIES .....	23
2.	HEALTH REQUIREMENTS .....	23
3.	NATIONAL REQUIREMENTS .....	24
4.	PONIES .....	24
5.	INJURY SURVEILLANCE .....	24
6.	TRANSPORT OF HORSES .....	24
7.	VENUE ARRIVAL INFORMATION & FITNESS TO COMPETE .....	25
7.1.	PASSPORTS. FEI General Regulations Article 137 .....	25
7.2.	VACCINATIONS - EQUINE INFLUENZA. FEI Veterinary Regulations Article 1028 .....	25
7.3.	EXAMINATION ON ARRIVAL. FEI Veterinary Regulations Article 1032 .....	25

7.4.	<i>HORSE INSPECTIONS. FEI Veterinary Regulations Article 1033, Table 2</i> .....	26
7.5.	<i>LIMB SENSITIVITY EXAMINATION. FEI Veterinary Regulations Article 1034</i> .....	26
8.	<b>EQUINE ANTI-DOPING AND CONTROLLED MEDICATION PROGRAMME (EADCMP). FEI VETERINARY REGULATIONS, CHAPTER VI</b> .....	26
8.1.	<i>SAMPLING. FEI VETERINARY REGULATIONS ARTICLES 1057 AND 1058</i> .....	26
8.2.	<i>ELECTIVE TESTING. FEI VETERINARY REGULATIONS ARTICLES 1056</i> .....	26
<b>XIII.</b>	<b>HUMAN ANTI-DOPING</b> .....	<b>27</b>
<b>XIV.</b>	<b>ADDITIONAL INFORMATION</b> .....	<b>27</b>
1.	MEDICAL INFORMATION FORM FOR ARMBANDS .....	27
2.	INSURANCES AND NATIONAL REQUIREMENTS .....	27
2.1.	<i>ATHLETES, OWNERS AND SUPPORT PERSONNEL</i> .....	27
2.2.	<i>ATHLETES AND OWNERS</i> .....	28
3.	PROTESTS/APPEALS .....	28
4.	DISPUTES .....	28
5.	MODIFICATION TO SCHEDULE .....	29
6.	ADDITIONAL INFORMATION FROM THE ORGANISER .....	29
7.	MINIMUM AGE LIMITATION .....	29
8.	PRIZEMONEY DISTRIBUTION .....	30
<b>XV.</b>	<b>ANNEXES</b> .....	<b>31</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.

The Long version 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: <http://inside.fei.org/>.

## **IV. GENERAL INFORMATION**

### **1. ORGANISER**

Name: Aachen-Laurensberger Rennverein e.V.  
Address: Albert-Servais-Allee 50  
52070 Aachen  
Telephone: +49 241 9171 109 /-164  
Fax: +49 241 9171 198  
Email: showoffice@chioaachen.de  
Website: www.chioaachen.de

#### Contact Details Show Ground:

Address: Albert-Servais Allee 50  
52070 Aachen  
Telephone: +49 241 9171 0  
GPS Coordinates: Latitude: 51 / Longitude: 10  
Navigation Address: Hubert-Wienen-Straße

#### Accessibility Details:

##### Car/Lorry:

From direction Cologne

- A 4 (Köln - Aachen)
- Exit Würselen/Aachen Zentrum
- turn right into Krefelder Straße
- follow the signs

From direction Düsseldorf

- A 44 to Autobahnkreuz Aachen
- A 4 direction Aachen/Heerlen
- Exit Würselen/Aachen Zentrum
- turn right into Krefelder Straße
- follow the signs

From direction Belgium

- follow the A 44 up to the Autobahnkreuz Aachen
- A 4 direction Antwerpen
- Exit Würselen/Aachen Zentrum
- turn right into Krefelder Straße
- follow the signs

From direction Netherlands

- follow the A 4
- Exit Würselen/Aachen Zentrum
- turn right into Krefelder Straße
- follow the signs

Railway Station: Hauptbahnhof (Central Station) Aachen, Lagerhausstraße

Airports: Cologne/Bonn, Duesseldorf, Maastricht-Aachen Airport/NED,  
Brussels/BEL and Liège/BEL

**2. ORGANISING COMMITTEE**

Honorary President: Klaus Pavel  
President: Carl Meulenbergh  
Commissioner for Ethics,  
Animal Welfare and  
Fairplay: Baron Wolf von Buchholtz  
Show Secretary: Birgit Rosenberg  
Peter Dohn  
Jana Kun  
Bettina von Fallois  
Press Officer: Niels Knippertz

**3. EVENT DIRECTOR**

Name: Frank Kemperman  
Address: Albert-Servais Allee 50  
Telephone: +49 241 9171 107  
Mobile: +49 241 172 2924947  
Fax: +49 241 9171 199  
Email: frank.kemperman@chiaoachen.de

**4. STABLE MANAGER**

Name: Martin Ravenshorst  
Mobile: +31-651345507

**V. OFFICIALS**

Ref	Panel	Competition	Function	FEI ID	NAME	NF	Level	Contact details
1	Ground Jury 1 <sup>st</sup> Competition	CICO3*	Ground Jury President	10049956	Martin Plewa	GER	3	mail@martin-plewa.de +49 171-2196650
			Ground Jury Member	10051258	Anne-Mette Binder	DEN	3	
	Ground Jury Member		10003589	Andrew Bennie	NZL	3		
	Jumping test Judge		10049364	Stephan Ellenbruch	GER	4 CSI		
2	Technical Delegate		Technical Delegate	10024389	Giuseppe della Chiesa	ITA	3	giuseppe.della.chiesa@gmail.com+ 39 3482429653
			Assistant Technical Delegate	10052716	Matthias Otto-Erley	GER	3	
3	Course Designer		Course Designer	10050161	Rüdiger Schwarz	GER	3	ruediger.schwarz1950@icloud.com +49 160 4985736
			Assistant Course Designer	10003719	Bernd Backhaus	GER	2	
				10140590	Michael Gola	GER	nat.	
			Jumping Course Designer	10050086	Frank Rothenberger	GER	4 CSI	
4	Chief Steward		Chief Steward	10049929	Jürgen Petershagen	GER	3	j.petershagen@bewital.de +49 163 6258122
5	Assistant Stewards	Assistant Steward	10051916	Nathaly Fulda	GER	2		
		Assistant Steward	10050133	Caroline Schindlbeck	GER	2		
		Assistant Steward	10016044	Jean-Marc Varillon	FRA	1		
		Assistant Steward	10050249	Dieter Stut	GER	2		
		Assistant Steward	10052994	Caroline Farwick	GER	3		
		Assistant Steward	10120984	Iris Schless	GER	1		
6	Appeal Committee	Appeal Committee		n/a				
7	FEI Veterinary Delegate	FEI Veterinary Delegate	10048947	Dr. Friedrich-Wilhelm Hanbücken	GER		hanbuecken@skynet.be +49 170 9352251	
8	Veterinary Service Manager (VSM) (VR Art 1103) Treating Veterinarian (VR Art 1105)	Veterinary Service Manager	10094172	Anna Endrikat	GBR		anna.endrikat@bwequinevets.co.uk +49 163 1327956	
		FEI Permitted Treating Vet	10050710	Dr. Friedrich Appelbaum	GER		friedrich.appelbaum@t-online.de +49 171 2746930	
9	Chief Medical Officer	Chief Medical Officer		Prof. Dr. med Frank Hildebrand	GER		fhildebrand@ukaachen.de +49 176 23203803	
	Medical services	Medical Services		ARGE DRK/Johanniter	GER			
10	Farrier	Farrier		Team Andreas Paffen Gert Lamberty	GER		Lamberty: +49 171 4251031 Paffen: +49 172 9845171	
11	NF Delegate	NF Delegate		Martin Plewa	GER			



## VI. INVITATIONS

### 1. GENERAL

Number of NFs invited	7
Number of Athletes per NF represented with a team	5
Number of Athletes per team	4
Number of Athletes from the host nation	max. 10
Number of Athletes per NF	Represented with a team: 5 Number of athletes per team: minimum 3, maximum 4 Not represented by a team: 2
Number of Horses per Athlete	1 - 2 (see below)
Ballot procedure in case of excessive entries. <i>Must be specified</i>	./.

#### Teams

Invited will be the 7 best teams according to the standing of their top 4 riders in the World Ranking List valid January 2018 (AUS,FRA,GBR,GER,NZL,SWE,USA)

In case one of the invited teams will not be able to compete or with less combinations than invited, the OC has the right to invite another team or individual athletes.

The NF selects the Athletes that will represent the team. A team consists of 3-4 athletes with one horse each.

The invited teams are allowed to either bring a second horse for one team member or a fifth athlete from the NF for the individual competition. The team horses/athletes have to be declared with the definite entry.

#### Individual Athletes from NFs not invited with a team

A max. of three individual athletes will be invited according to the WRL plus another 2 individuals by wildcard of the OC

#### German Individuals

The OC reserves the right to invite individual athletes in addition to the team who are nominated by the NF with 1 or 2 horses

#### Qualification

##### Foreign Athletes:

Foreign Athletes, must be qualified acc. to "Minimum Eligibility Requirements of Athletes & Horses" (see Eventing Rules Art. 516 – 522).

##### German Athletes:

Acc. to a special handicap agreed upon with NF GER; however "Minimum Eligibility Requirements of Athletes & Horses" (see Eventing Rules Art. 516 – 522) have to be adhered to.

#### Additional qualification criteria set by the OC:

The athlete and horse are required to have one minimum eligibility result from a CIC3\* competition with the last 12 months of the nominative entry dates

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 Articles 1008-1009.

<b>Teams</b>			
<b>Function</b>	<b>Companion (max. 1)</b>	<b>Maximum number of show passes</b>	<b>Fee*</b>
Chef d'Equipe	yes (partner <b>or</b> assistant)	1 per team	no
Athlete	yes	4 per team	no
Team Veterinarian	no	1 per team	no
Groom	no	1 per athlete	no
Horse Owner	no	2 per horse	no
Team Additional Pass e.g. Farrier, Physio, etc.	no	2 per team	yes*
Athlete Additional Pass e.g. Trainer, Farrier, Physio, etc.	no	1 per athlete	yes*
<b>Individuals</b>			
<b>Function</b>	<b>Companion (max. 1)</b>	<b>Maximum number of show passes</b>	<b>Fee*</b>
Athlete	yes	2 per country	no
Groom	no	1 per athlete	no
Horse Owner	no	2 per horse	no
Athlete Additional Pass e.g. Trainer, Farrier, Physio, etc.	no	1 per athlete	yes*

**\*Fees** - Additional show passes at the expense of the NF will only be granted if the required information has also been entered into the online entry system by the respective NF at the latest by the closing date of the definite entries. The fee for these show passes must be paid by credit card or in cash at the accreditation office when picking up the pass.

<b>*Fees for Additional Show Passes Eventing</b>		
<b>Type of Pass</b>	<b>Access Areas</b>	<b>Price per Pass</b>
Access I	Discipline relevant areas, incl. warm-up and stables, incl. Athletes' Stand	350 EUR
Access II	Discipline relevant areas, incl. warm-up and stables, excl. Athletes' Stand	150 EUR
Upgrade Riders' Club*	Riders' Club Restaurant, incl. free drinks, excl. meals	120 EUR

\*) Upgrade Riders' Club only possible for persons with one of the following show passes: horse owner, access I, access II.

<b>Access Areas for Show Passes Eventing</b>				
<b>Function</b>	<b>Stable Area</b>	<b>Warm-Up</b>	<b>Athletes' Stand (Week 1)</b>	<b>Catering Areas</b>
Chef d'Equipe	A	A	all disciplines	V
Chef d'Equipe Companion/Assistant	A	A	all disciplines	A
Athlete	A	A	all disciplines	V
Athlete Companion	A	A	all disciplines	A
Team Veterinarian	A	A	only eventing	V
Groom	A	A	only eventing	V
Horse Owner	A	A	only eventing	F
Additional Pass / Access I	F	F	F / only eventing	F
Additional Pass / Access II	F	F	-	F
A = access excl. meals V = access incl. meal voucher F = access only against payment of fee (see above) Please note that additional meal vouchers can be bought in the catering areas.				

Show passes can only be picked up personally after presentation of a valid ID-card.

The passes must be worn at all times on the show grounds.

The passes will be withdrawn if they are passed on.

Entrance passes to the stable area are according to VR Art. 1008 III

At least one of the names of the owners must correspond with the horse owners registered in the FEI passport of the horse (GR Art. 137).

The owner of the show pass accepts the show ground regulations as well as the accreditation rules of the Aachen-Laurensberger Rennverein. On the show days, the show pass is valid for bus transfer to and from the show grounds with all ASEAG busses. In case of loss, a new show pass will be issued for a fee of 100 EUR.

## **VII. ENTRIES**

### **IMPORTANT**

- Entries must be made through the FEI Entry System for all categories of this Event (<https://entry.fei.org>);
- Additional documentation can be found at:  
<http://inside.fei.org/fei/your-role/nfs/entry-system-eventing>
- 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.

FEI Entry System and HippoBase: Entries made via the FEI Online Entry system do not have to be made in HippoBase again. When the OC accepts the entries in the FEI system they will transfer riders and horses to HippoBase. Once copied NFs are kindly requested to provide the additional information in the HippoBase System.

NFs please note: A show might not be listed in HippoBase before the OC has transferred your entries. The synchronization procedure between the two systems is based on FEI-IDs of athletes and horses; entries existing in both system will be detected and will not create duplicates.

NFs who do not yet have a login for HippoBase or who need technical assistance may contact [support@hippobase.com](mailto:support@hippobase.com).

Additional information to be entered in HippoBase:

Rider companions like grooms or horse owners who wish to access the venue must be entered under the respective rider and we kindly ask you to assign a picture to those people so accreditation passes can be prepared.

Requests for hotel reservations have to be specified with the room type (single/double) and the date of arrival and departure directly in HippoBase. If you do not need a room for someone please specify "none" as room type to clarify this.

### **1. ENTRY DATES AND ENTRY FEES**

Entries have to be in accordance with Art.509 of the FEI Eventing Rules, 25<sup>th</sup> edition, updates effective 1 January 2018.

#### **Deadlines for Entries:**

Nominated Entries: **18/06/2018; to be sent to  
Jana.Kun@chiaoachen.de**

(NB: Nominated Entries apply to Championships and Games **ONLY**)

Closing date for Definite Entries: 02/07/2018

Last date for substitutions: 19/07/2018

### **FEES FOR HORSES**

Entry fee per horse:	none
Stabling fee per horse:	none
TOTAL fee per horse	none
EADCMP fee Lower Level Events (CIMs) CHF 18 per horse per event (For definition of CIMs see Appendix E of the FEI GR) Higher Level Events	CHF 25,00

**FEI APPROVED SCHEDULE  
Aachen (GER), 19-21 July 2018**



CHF 25 per horse per event (All other events not defined as CIMs) Included in entry fee <input type="checkbox"/> Not included in entry fee <input checked="" type="checkbox"/>	
Details EADCMP fee payment:	the EADCMP fee will be added to each rider's final account and payable at the end of the event

## 2. OTHER FEES

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 OC.

Electricity for boxes (upon request): none  
Manure disposal: none  
Health/customs-related documents for Horses if applicable: ./.  
Hay: € 8 per bale – prices subject to change  
Straw: € 5 per bale – prices subject to change  
Shavings: € 12 per bale – prices subject to change  
(2 bales straw or 2 bales shavings) is free of charge  
Sanitary facilities: free  
Other (please specify):  
Following feed and extra bedding per horse is also free:  
2 bales straw  
1 bale hay  
1 bag HAVENS horse feed

### Lorry/ Caravan area

Parking: free  
Power supply: provided by the OC ; price: free Not provided by the OC   
Water supply: provided by the OC ; price: free Not provided by the OC

### All aforementioned amounts include VAT

VAT number of the Organiser: DE 123603839

### 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 and refund procedure:  
refers to chefs d´equipe**

./.

## 3. QUALIFICATION

Entries have to be in accordance with Art.520 and 521 of the FEI Eventing Rules, 25th edition, effective 1 January 2018.

The eligibility to compete will be determined by a combination of the following:

- The level of the Athlete category (National, D, C, B, A) (art.519)
- The achievement of a number of Minimum Eligibility Requirements according to the eligibility matrix of requirements (art. 520)

## **VIII. TIMETABLE**

Competitions must not start before 08:00 and must not finish after 23:00, unless prior approval is granted by the FEI.

### Short format competition

Competition CICO3*	Day	Date	Time
• Opening of stables:	Wednesday	18/07/2018	16.00h
/ Vet examination on arrival:			
• Chef d'Equipe and Riders' Briefing	Thursday	19/07/2018	13.00h
• Official Course Inspection:	Thursday	19/07/2018	14.00h
• 1 <sup>st</sup> Horse Inspection:	Thursday	19/07/2018	17.00h
• Declaration of Starters:	Thursday	19/07/2018	18.00h
• 1st Start - Dressage:	Friday	20/07/2018	08.30h
• 1st Start - Jumping:	Friday	20/07/2018	17.45h
• 1st Start - Cross-Country:	Saturday	21/07/2018	10.00h
• Prize-giving:	Saturday	21/07/2018	14.45h
• Combined Eventing, Jumping and Driving Competition	Saturday	21/07/2018	21.30h

## IX. COMPETITION DETAIL

### COMPETITION C1

**Format : CICO**

**Level: 3\***

**This competition will be in accordance with Rules for Eventing, 25th Edition,  
effective 1 January 2018**

### Technical Conditions

#### DRESSAGE TEST

The Dressage test FEI 2015 3\* A has to be ridden from memory.

#### CROSS-COUNTRY

<b>Event</b>	Length	max. 3.990 m
	Speed	570 m/min.
	Number of efforts	30-35

#### JUMPING

<b>Event</b>	Distance	max. 600 m
	Speed:	375 m/min.
	Number of efforts:	15
	Number of obstacles:	11-12

#### PRIZE – CLASSIFICATION

<b>Total amount of prize money</b>	Individual Classification: 125.000 EUR Team Classification: 50.000 EUR
<b>Breakdown per category / placing (1 prize per 4 athletes)</b>	<b>Individual:</b> 37.000/25.000/18.000/12.000/10.000/7.000/5.000/3.500/ 2.500/2.000/6x500 <b>Team:</b> 16.500/11.000/7.500/6.000/4.000/3.000/2.000
<b>Other details on PM distribution</b>	see XIV.8



**COMPETITION No S14**

**Time: Saturday, 21/07/2018, 21.30 h**

**Lavazza-Cup**

**Combined Eventing-, Jumping and Driving Competition**

**Table**

**C acc. to Art. 268.1.4. Jumping Rules (for jumping and driving only)**

**For eventing there will be an optimum time acc. to Eventing Rules 545.2.1., 548.2 and Annex I (Indoor Arena Cross Country Rules)**

A team consists of 1 eventing rider, 1 jumping rider and one four-in-hand driver. They enter the arena together. The eventing athlete starts first and jumps a course of approx. 12 XC type obstacles.

As soon as the horses forefeet of the eventing rider jumping the last obstacle have reached the ground, the jumping rider may jump the first obstacle of his round.

In the meantime the eventing rider dismounts his/her horse and the horse is brought outside of the arena by the groom. The eventing rider walks on foot to the finish line of the jumping course.

As soon as the jumping rider has crossed the finish line the eventing athlete runs to the drivers' waiting area and mounts the carriage. The carriage driver must then drive an obstacle course with cones and Marathon-type obstacles.

The total time for the team is taken from the moment when the jumping Athlete crosses the starting line until the driver passes the finishing line. Penalty seconds occurred by the eventing athlete are added to the total time of the team before the jumping rider starts.

Conversion of penalties into seconds:

knock-down:	3 seconds
disobedience with knock-down:	6 seconds
2 <sup>nd</sup> disobedience:	elimination
Eventer outside the flag:	5 seconds

If any of the members of a team is eliminated in his/her section 60 seconds on top of the time allowed/optimum time in this section will be added to the team result. However, the team is not eliminated and all other athletes may start their sections.

**FEI APPROVED SCHEDULE  
Aachen (GER), 19-21 July 2018**



Vehicle: according to Art. 918.1.2

Maximum number of Athletes: 6 jumping riders – on invitation of OC  
 6 eventing riders – on invitation of OC  
 acc. to qualification criteria outlined in the approved  
 schedule for the CICO3\* Aachen 2018  
 6 four-in-hand drivers – on invitation of OC

Starting order: by draw

Total prize money: 30.000 EUR

Breakdown of prize-money: Team 1<sup>st</sup> place: 3.500€ / each athlete  
 Team 2<sup>nd</sup> place: 2.000€ / each athlete  
 Team 3<sup>rd</sup> place: 1.500€ / each athlete  
 Team 4<sup>th</sup> place: 1.200€ / each athlete  
 Team 5<sup>th</sup> place: 1.000€ / each athlete  
 Team 6<sup>th</sup> place: 800€ / each athlete

\* \* \* \* \*

**PRIZEMONEY SUMMARY**

Category	Level	Currency	Amount
CICO	3* - Individual	EUR	125.000
	3* - Teams	EUR	50.000
TOTAL		EUR	175.000

**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 1<sup>st</sup> prize must not exceed 1/3 of the total prize money distributed for the competition. The minimum number of prizes offered for each competition must be allocated on the basis of one prize for every commenced four Athletes, with a minimum of five prizes.

## **X. FACILITIES OFFERED**

### **1. ATHLETES / CHEFS D´EQUIPE**

#### **Accommodation Athletes**

Athletes are responsible for making their own arrangements.  
Hotel will not be provided. Lorries can be parked free of charge near to the stables.

Hotel rooms at own expense can be booked through:

aachen tourist service e.V.  
Krefelderstraße 123, 52070 Aachen  
Phone: +49 241 1802952  
Fax: +49 241 1802930  
e-mail: chio@aachen-tourist.de

#### **Accommodation Chefs d´Equipe**

Hotel Ibis Aachen-Marschierter  
Friedlandstraße 8  
50264 Aachen  
Phone: +49 241 47880  
Fax: +49 241 4788110  
[www.ibishotel.com](http://www.ibishotel.com)

Accommodation (bed & breakfast) at OC expense from Wednesday 18/07/2018 to Saturday 21/07/2018

The OC kindly asks to submit hotel room requirements for their Chef d´Equipe with the nominated entries (18/06/2018). It is also necessary to state if hotel rooms will not be needed. The exact hotel room requirements must be stated at the latest with the definite entry (02/07/2018). Changes to the hotel reservation cannot be accepted after this date.

#### **Meals for Chefs d´Equipe and Athletes**

Meals from 18/07/2018 to 21/07/2018 will be at the OCs' expense.  
Meals will be provided in the Riders´ Club (lunch) and Restaurant Karli´s / Stables Inn (dinner)

### **2. GROOMS / TEAM VETS**

#### **Accommodation.**

Hotel rooms at own expense can be booked through:

aachen tourist service e.V.  
Krefelderstraße 123, 52070 Aachen  
Phone: +49 241 1802952  
Fax: +49 241 1802930  
e-mail: chio@aachen-tourist.de

#### **Meals.**

Meals from 18/07/2018 to 21/07/2018 will be at the OCs' expense.  
Meals will be provided in the Restaurant Stables´ Inn.

NB: Organiser provides 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**

List of Draws, time, date and location:

CIC acc. to Art. 533.2

1st test – Dressage: by draw

2nd test – Jumping: as Dressage

3rd test – Cross Country: in reverse order of classification for the best 25 % of athletes after Dressage and Jumping test at the end. For the remaining athletes the starting order will be as in the Dressage test.

In case an athlete rides two horses the better placed horse must be ridden last.

Time, date and location: Thursday, 19/07/2018, 13.00h, Press Conference Room.

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

Dressage:

- Dimensions: 20 x 60m
- Type of Footing: sand

Cross Country:

- Type of Ground grass

Jumping:

- Dimensions: 125 x 145m
- Type of Footing: grass

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

Dimensions: 2 arenas of 20 x 60m plus 24 x 64m indoor arena - Dressage  
Type of Footing: sand

Additional practice areas: 110 x 130m - Jumping  
Type of footing grass

### **4. STABLES**

Size of boxes 3 m x 3 m (80% minimum 3m x 3m + 20% 3m x 4m)

Permanent stables – larger boxes cannot be made available! Horses will be stabled free of charge (incl. 1st bedding) on the show grounds from Wednesday 18/07/2018 to Saturday 21/07/2018. Please enter the requested type of bedding for each horse into the Hippobase entry system. Only the assigned stables may be used. Additional horses not officially participating at the CHIO Aachen can not be brought along.

**5. SCORING/TIMING PROVIDER**

Name of the company: SCG Visual  
Name contact person: Arend Tolner  
Contact email: arend@scgvisual.com

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

**6. PRIZE GIVING CEREMONY**

The owner of the winning horse/pony is invited to the prize giving ceremony:

Yes  No

The number of athletes required to present themselves for the prize-giving ceremony of each competition is 8 (individuals) / 3 (teams).

Athletes riding their horses: Yes  No

**7. ADVERTISING ON ATHLETES AND HORSES**

At CI events, and all competitions except for the Nations Cup, athletes are authorised to carry the logo of their personal sponsor in accordance with article 541 of the FEI Eventing Rules.

**For Championship or CIO Nations Cup Competitions, please specify below.**

Championship: personal sponsor logo Authorised  Not authorised

Nations Cup Competitions: personal sponsor logo Authorised  Not authorised

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

**8. TICKETING**

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

Name of your ticketing provider: SAP  
Web address to buy tickets: www.chioaachen.de

**9. BETTING**

Betting will be authorised by the Organiser: Yes  No

**10. TRANSPORT REIMBURSEMENT HORSES / PONIES**

Transport expenses to be paid by:  
The Organiser  at \_\_\_\_\_ per km.  
The Athlete

**11. 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.

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

Walking distance

Organiser Shuttle Service

Public Transport  to be paid by the Organiser  / the Athlete

If paid by Athlete approximate cost per round trip:

Other: A Shuttle-Service for chefs d'equipe and athletes from the airport Cologne/Bonn, Düsseldorf (but not Düsseldorf-Weeze), or Maastricht-Aachen Airport/NL and from the hotel to the show grounds and back is provided from Monday, July 16th until Sunday,

July 22nd, 2018, daily between 06.30-00.30 hours. On Monday, July 23rd, 2018, the shuttle service will only be available until 12.00 noon.

Please order the shuttle at least 24 hours in advance at [showoffice@chioaachen.de](mailto:showoffice@chioaachen.de).

Each team will receive 1 parking pass for the duration of the event for a parking area near the show grounds. Individuals will receive a parking pass on request and according to availability.

**13. LORRY / CARAVAN FACILITIES**

Lorry or caravan can be parked close to the stables Yes  No

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**14. 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: DHL Global Forwarding Agency GmbH - Claus Körner  
Address: Ettore-Bugatti-Straße 1, 51149 Cologne, Germany  
Telephone: +49 2203 9553252  
Fax: +49 2203 9553258  
Email: claus.koerner@dhl.com  
Opening hours: will be published in the show office

All customs documents (T1 documents) are to be submitted at the latest by the first day of competition to the entry office.

Customs and veterinary fees will not be taken over.

### **2. HEALTH REQUIREMENTS**

#### **GENERAL**

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

#### **ENTRY OF HORSES**

Required health tests and vaccinations: ./.  
Quarantine period: ./.  
Specimen Import Licence applied: ./.

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

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

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

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

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

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

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

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

### **3. NATIONAL REQUIREMENTS**

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

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

### **4. PONIES**

FEI Veterinary Regulations, Chapter IX:

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

### **5. INJURY SURVEILLANCE**

FEI Veterinary Regulations, Chapter VIII:

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

### **6. TRANSPORT OF HORSES**

Horses must be fit to travel and be transported in suitable vehicles 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.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

**8. EQUINE ANTI-DOPING AND CONTROLLED MEDICATION PROGRAMME (EADCMP). FEI VETERINARY 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 ARTICLES 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 FEI's 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. MEDICAL INFORMATION FORM FOR ARMBANDS**

#### Declaration of medical condition

Athletes with medical conditions that may be relevant in the case of a medical emergency are responsible, at every Event when riding, for wearing a medical data carrier\* from a system provider able to communicate information at least in English. Alternatively (and at the minimum) a medical armband of good quality can be used. Athletes who chose to wear an armband should download and fill the form available for this purpose on the FEI's website <http://inside.fei.org/fei/your-role/officials/eventing/forms>.

*\* Medical data carrier (also called "medical identification tag"): small emblem or tag worn on a bracelet, neck chain, or on the clothing, intended to alert paramedics/physicians/ first responders that the wearer has an important medical condition.*

Conditions that are relevant include recent head injury, serious past injuries/surgery, chronic health problems such as diabetes, long-term medications and allergies. If in doubt, the athlete should discuss this with his own treating physician."

### **2. 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.

#### **2.1. ATHLETES, OWNERS AND SUPPORT PERSONNEL**

##### **2.1.1. 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.

### **2.1.2. 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.

## **2.2. ATHLETES AND OWNERS**

### **2.2.1. 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.

### **2.2.2. Additional Liability Information**

The organizer declines any liability for property or pecuniary damage which may happen to visitors, athletes, grooms and horse owners through slight negligence of the organizer, his delegates or his assistants. The OC is liable in case of intent, gross negligence as well as in case of injury to life, body or health and in further cases he is liable for compelling legal liability acc. to the legal requirements.

### **2.2.3. 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.

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## **3. PROTESTS/APPEALS**

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

Protest and appeal forms are available on the FEI website:

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

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

## **4. DISPUTES**

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

**5. 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.

**6. ADDITIONAL INFORMATION FROM THE ORGANISER**

**6.1 GERMAN SHOW RULES**

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

**6.2 TIMETABLE**

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

**6.3 FEI-PASSPORTS**

Horses entered in CIMs (CCI1\*/CIC1\*/CCI2\*/CIC2\*/CCIP1/CCIP2) 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).

**6.4 GERMAN ANIMAL WELFARE ACT**

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

**6.5. BRIDLE NUMBERS**

Athletes must supply their own bridle number

**6.5. MOTORISED VEHICLES OR MOTORBIKES**

Are strictly prohibited on the entire show grounds and the XC course

**6.6. DOGS**

Are strictly prohibited on the entire show grounds and the XC course

**6.7. ACKNOWLEDGEMENT OF SHOW GROUND REGULATIONS**

As soon as NFs have presented their entries, all Chefs d'Equipe, athletes, also on behalf of the horse owners, as well as their employees/grooms, representatives and accompaniments are obliged, from the moment of arrival on the show grounds, to acknowledge and keep within the ALRV show ground regulations and rules of the official show schedule, to acknowledge and keep within the German Animal and Welfare Laws and Guidelines, and to behave according to the ethical principles in common practice. Violations will be dealt with by the respective Ground Jury or Appeal Committee.

**7. MINIMUM AGE LIMITATION**

<b>LEVEL</b>	<b>ATHLETES</b>	<b>HORSES</b>
<b>1*</b>	14	6
<b>2*</b>	16	6
<b>3*</b>	18	7
<b>4* + CH3*</b>	18	8

## **8. PRIZEMONEY DISTRIBUTION**

### **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 1<sup>st</sup> prize must not exceed 1/3 of the total prize money distributed for the competition. The minimum number of prizes offered for each competition must be allocated on the basis of one prize for every commenced four Athletes, with a minimum of five prizes.

### **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.**

Settlement of accounts per athlete

Reimbursement of prize-money will be paid out by bank transfer per athlete (not per horse resp. per horse owner) within 14 days after the CHIO.

For this purpose the NF's are requested to state the bank information (name of recipient, bank name, bank code, account number, IBAN and BIC codes) of their athletes together with the online entries. In case the money transaction does not go through due to incorrect or incomplete bank information, the OC reserves the right to charge a lump sum of 80,-€ for any handling fees charged by the bank.

The Organising Committee is authorised to deduct any possible outstanding duties from the payment. Each athlete is obliged to forward the prize-money as well as any reimbursement to the respective horse owner. Each athlete is requested to check and sign the final account at the accounting office before departure. The horse passports will only be handed out after the accounts have been settled.

Taxation of Foreign Horse Owners, Athletes and Grooms:

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

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

## **XV. ANNEXES**

### **1. FEI ENTRY SYSTEM**

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

**FEI ID<sup>1</sup>:** 10003250  
**Name\*:** Kun  
**First Name\*:** Jana  
**E-Mail\*:** jana.kun@chiaoachen.de  
**Access Rights\*:**  Admin<sup>2</sup>  Consult<sup>3</sup>  
**Events<sup>4</sup>:** CICO3\*

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**FEI ID<sup>1</sup>:** 10105436  
**Name\*:** Rosenberg  
**First Name\*:** Birgit  
**E-Mail\*:** birgit.rosenberg@chiaoachen.de  
**Access Rights\*:**  Admin<sup>2</sup>  Consult<sup>3</sup>  
**Events<sup>4</sup>:** CICO3\*

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**FEI ID<sup>1</sup>:** 10051247  
**Name\*:** Kemperman  
**First Name\*:** Frank  
**E-Mail\*:** frank.kemperman@chiaoachen.de  
**Access Rights\*:**  Admin<sup>2</sup>  Consult<sup>3</sup>  
**Events<sup>4</sup>:** CICO3\*

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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 four days after the conclusion of the event. All relevant information, file format and tutorial can be found on this page:

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

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

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

## **3. STEWARDING (Only for Jumping test of the Eventing competition, as per FEI Jumping rules)**

- 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, Championships, 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 re-place 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)