

**FEI APPROVED SCHEDULE  
DRIVING 2018  
Windsor (GBR) 09-13.05.2018**

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**I. DENOMINATION OF THE EVENT**

**Venue :** Royal Windsor Horse Show  
**Dates :** 9<sup>th</sup> - 13<sup>th</sup> May 2018 **NF:** GBR  
**Indoor:**  **Outdoor:**

**EVENT CATEGORIES:**

**Seniors:**

**CAI3\*-H2**   
**CAI3\*-P4**   
**CAIO4\*-H4 WcupQ (outdoor)**

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**II. GENERAL CONDITIONS**

- FEI Statutes, 23<sup>rd</sup> edition, effective 29 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
- **The FEI Rules for Driving Events and its Annexes, 11<sup>th</sup> edition effective 1<sup>st</sup> January 2014, 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, the provisions of which will take precedence.

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**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 08/02/2018; updated on 26.02.2018; Updated on 19/03/2018; updated on 26/03/2018; Updated on 27/03/2018; updated on 01/05/2018

Signature:



Manuel Bandeira de Mello  
 FEI Director Endurance & Driving

**NB: No modifications to the approved Schedule will be accepted less than two weeks prior to the event.**

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

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

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

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/>.

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**IV. GENERAL INFORMATION**

**1. ORGANISER**

Name: Royal Windsor Horse Show  
Address: The Royal Mews, Windsor Castle, Berkshire, SL4 1NG  
Telephone: +44 1753 860 633  
Fax:  
Email: celinek@hpower.co.uk  
Website: www.rwhs.co.uk

Contact Details Show Ground:

Address: Home Park Private, Windsor Castle, Berkshire, SL4 1QE  
Telephone: +44 1753 860 633  
GPS Coordinates: +51.48615, -0.5969444

Accessibility details (directions by road, nearest airport / train station):

Airport: London Heathrow (LHR)

Train Station: Windsor and Eton Central or Windsor and Eton Riverside

Travelling from the South and West: Please use the A303 / M3 (J3) as opposed to the M4 (J6) wherever possible, thus avoiding Windsor Town Centre.

- Travelling from the M4 Maidenhead (J7/8) and Slough (J6): Follow the event signage.

- Travelling from the M3 (J3): Designated routes will direct you via Ascot, Windsor Great Park and Datchet.

Travelling from the North and East: Please approach via the M25 (J13) or M4 (J5) at Colnbrook. Designated routes will direct you via Datchet to the showground.

**2. ORGANISING COMMITTEE**

Honorary President: HRH The Prince Philip, Duke of Edinburgh, KG, KT  
President of the Event:  
Show Secretary: Ms Celine Kahn (CAI)  
Mrs Annabel Brooks-Ward, Mrs Cindy Timmer (CAI)  
Press Officer: Mrs Jo Peck

**3. EVENT DIRECTOR**

Name: Simon Brooks-Ward CVO, OBE, TD  
Address: The Royal Mews, Windsor Castle, Berkshire, SL4 1NG  
Telephone: +44 1753 860 633  
Mobile:  
Fax:  
Email: celinek@hpower.co.uk

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**V. OFFICIALS (refer to Memo on following pages)**

Ref.	Panel	Function	FEI ID	Name	NF	Level	Email/mobile *Compulsory
1	Ground Jury	Ground Jury President	10051989	Bert Jambon	BEL	4	stoeterij@diepensteyn.be +32 477 43 33 04
		Ground Jury Member	10049174	Jiri Kunat	CZE	4	jiri.kunat@seznam.cz
		Ground Jury Member	10053067	Zsuzsanna Mihok	HUN	3	zsuzsanna.mihok82@gmail.com
		Ground Jury Member	10051295	Jan-Erik Pålsson	SWE	3	nickepalsson50@gmail.com
2	Foreign Judge	Foreign Judge	10052340	Pia Skar	DEN	4	bettegaarden@mail.dk +45 2329 1092
3	Technical Delegate	Technical Delegate	10052326	Joaquin Medina Garcia – CAIO4* H4	ESP	3	joaquinmenda@hipica.com +34 636319152
			10049316	Philip Bateman – CAI3* H2/P4	GBR	4	standish55@btinternet.com
4	Assistant Technical Delegate	Assistant Technical Delegate					
5	Course Designer	Course Designer	10050307	Johan Jacobs	NED	4	info@coursedesign.nl +31 612 719463
6	Assistant Course Designer	Assistant Course Designer					
7	Appeal Committee	Appeal Committee President					
		Appeal Committee Member					
		Appeal Committee Member					
8	Chief Steward	Chief Steward	10049680	Jan Devaere	BEL	3	jandevaere@telenet.be +32 498 885462
		Assistant Steward	10094111	Harry Luff	GBR	2	harryluff@hotmail.co.uk
		Assistant Steward	10094110	Katy Stewart	GBR	2	
		Assistant Steward	10087074	Louise Andreason	SWE	1	
		Assistant Steward	10066985	Jeannie Lane	GBR	1	
		Assistant Steward	10135518	Camille Eslan	FRA	2	
10	FEI Veterinary Delegate	FEI Veterinary Delegate	10051188	Frederic Barrelet	SUI		Fred.barrelet@rossdales.com +44 7767 873598
	FEI Veterinary Delegate or Veterinary Commission	Veterinary Commission President	10053766	Paul Farrington BVetMed MRCVS	GBR		paulfarrington@newbury.net +44 7774 605353
11	Veterinary Service Manager (VSM) (VR art. 1103) Treating Veterinarian	Assistant FEI Delegate					
		Veterinary Service Manager	10087186	Martin Watson LVO BVMS MRCVS	GBR		martin@foresthousenvets.com +44 1753858877



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	(VR Art 1105)	FEI Permitted Treating Veterinarian	10052192	Dr Karen Coumbe MA VetMB CertEP CertVA MRCVS	GBR	Karen.m.coumbe@sagnet.co.uk +44 7802 313026
			10086593	Rosie Mould	GBR	
<b>12</b>	<b>Medical Doctor</b>	Medical Doctor		Colonel Katharine Hartington MB BChir MA MRCP FRCM	GBR	Katharine.hartington@porthosp.nhs.uk +44 7795 650621
<b>13</b>	<b>Farrier</b>	Farrier		Chris Carrel	GBR	cjcarrel@aol.com +44 7788 971942
<b>14</b>	<b>NF Delegate</b>	NF Delegate (if applicable)				

\* **Compulsory**

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

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**VI. INVITATIONS**

**1. GENERAL**

NFs invited (mandatory for CAI2* and above)	BEL/ESP/FRA/GBR/GER/HUN/ITA/IRL/NED/POR/SUI/SWE/USA/ARG/AUS/AUT/DEN Maximum <del>55</del> 57 competitors in total over 3 classes NF's may enter more competitors in the FEI Entry System but will have to make their definite choice upon the definite entry date. The other competitors will be put on a waiting list. NF's: please indicate per class who will be 1st, 2nd and so on on the waiting list.
Number of home drivers	10 GBR drivers over 3 classes
Number of foreign drivers	2 per nation CAI3* H2 2 per nation CAI3* P4
Number of horses/ponies per driver	5 per four-in-hand 3 per pair
Number of start per driver, per category	1

**Competitors are invited by the Organizing Committee through their NF**

**2. CAIO/Championships**

Number of home drivers	TBC by GBR NF (8 GBR competitors in total over 3 classes)
Number of foreign drivers	1 team (3 competitors) per nation
Number of horses/ponies per driver + one reserve horse per Team	5 per four-in-hand
Number of Foreign Individual driver	<del>1</del> 0 2
Number of Home Individual driver	

**2.2. Additional Entries for CAIO/Championships**

<b>Additional Individual Entries</b> (article 927)- <b>to be confirmed after the Nominated entries</b>	
Number of foreign individual <b>additional</b> drivers	
Number of home individual <b>additional</b> drivers	

## **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-driving>
- All Athletes and Horses participating in any International competition must be registered with the FEI.
- Athletes and/or Horses present at the Event without having been entered through the FEI's Online Entry System will automatically be disqualified unless compelling circumstances warrant otherwise.

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

#### **Deadlines for Entries**

<b>Definite entries:</b>	2 <sup>nd</sup> April 2018 5 <sup>th</sup> April 2018
<b>Last date for substitutions:</b> (one hour prior the Horse Inspection) <i>Entries have to be in accordance with article 946.1.1 of the Driving rules and 116 of the General regulations</i>	Date :9th May 2018 Time :8.00am



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**LIST OF COMPULSORY FEES:**

• <b>Entry Fee per Turnout</b>	
Single	
Pairs	<b>H2: GBP 300</b>
Four-in-hand	<b>H4: GBP 500 P4: GBP 300</b>
• <b>Stabling fee per horse/pony</b>	<b>No Cost but ALL horses/ponies including GBR will be stabled in compound. Lorries outside compound</b>
• <b>EADCMP Fee:</b>	<input type="checkbox"/> Included in entry fee
	<input checked="" type="checkbox"/> Not included in entry fee

<i>Lower Level Events (CIMS)</i> <i>(For definition of CIMS see Appendix E of the FEI General Regulations)</i>	<i>CHF 18 for Driving per turnout per event</i>
<i>Higher Level Events</i> <i>(All other events not defined as CIMS)</i>	<i>CHF 25 for Driving per turnout per event</i>

<b>VAT:</b>	
<b>Total fee per Turnout:</b>	<b>Depends on the turnout (total amount)</b>

Details entry procedure fee / Payment:	Payment by BACS prior to arrival or by cash on arrival
<b>Bank Details for Transfer:</b>	
Royal Bank of Scotland Sort Code: 15-10-00 - Account No: 22286113 IBAN: GB RBOS 1510 0022 2861 13 Bank Code: RBOSGB2L Account: Windsor Equestrian Promotions Ltd	

**2. OTHER FEES/CHARGES BY ORGANISING COMMITTEE:**

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

Electricity for boxes (upon request):	£65
Manure disposal (maximum € 40 per horse per Event):	£40 per competitor
Health/customs-related documents for Horses if applicable:	
Hay:	Day rate
Straw:	Not Available
Shavings:	2 per horse FOC on
arrival, then payment at rate on the day.	
Other (please specify):	Extra caravans @ £150
to be booked prior to 1 <sup>st</sup> May direct to Celinek@hpower.co.uk	

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Lorry/Caravan: \_\_\_\_\_  
 Power supply: provided by the OC  Not provided by the OC  Price: £65.00  
 Water supply: provided by the OC  Not provided by the OC  Price: \_\_\_\_\_  
 Sanitary facilities: provided by the OC  Not provided by the OC  Price: \_\_\_\_\_  
 Catering facilities: provided by the OC  Not provided by the OC  Price: \_\_\_\_\_

The OC will provide:

- Electricity for 1 x lorry and 1 x caravan per competitor
- Water
- Sanitary facilities

If you would like to park next to a friend please arrive with them, there is no reserving places.

Extra caravans will be charged £150 each and will be parked separately.

Extra cars will be charged £50 each for the week to be parked separately.

**All aforementioned amounts are including VAT**

VAT number of the Organiser	GB6740574
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**3. 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.

**Refund procedure:**

Cancellations of entries made before {def. Entry date}: no penalty. Cancellations of entries made after {def. Entry date} the fee for the amount of boxes reserved, the entry fee and the accommodation fee will be charged to the National Federation.

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**VIII. TIMETABLE**

(to be provided per category/level if multiple events)

	Day	Date	Time
• Opening of stables	Monday	7 <sup>th</sup> May	0700hrs
• 1 <sup>st</sup> 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	9 <sup>th</sup> May	0900hrs
• Chefs d'Equipes Meeting at CAIOs (FEI Driving Rules art. 947)	Tuesday	8 <sup>th</sup> May	1700hrs
• Declaration of Starters	Wednesday	9 <sup>th</sup> May	1400hrs
• Dressage competition	Thursday	10 <sup>th</sup> May	1000hrs
• Dressage competition	Friday	11 <sup>th</sup> May	0900hrs
• Marathon	Saturday	12 <sup>th</sup> May	1030hrs
• Cones competition	Sunday	13 <sup>th</sup> May	1000hrs

**IX. COMPETITION DETAIL**

**1. TYPE OF COMPETITIONS**

**International Competitions must not start before 8:00 and should not finish after 23:00 unless otherwise approved by the FEI.**

<b>CAI3*</b>	<b>Format 1</b>	<b>Format 2</b>
Please check the box	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Day 1	Dressage	Dressage
Day 2	Marathon	Cones
Day 3	Cones	Marathon

<b>CAIO4*</b>	<b>Format 1</b>	<b>Format 2</b>
Please check the box	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Day 1	Dressage	Dressage
Day 2	Marathon	Cones
Day 3	Cones	Marathon

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**2. PRIZE MONEY**

TOTAL PRIZE MONEY	EUR	CHF
CAIO4*	£12,300	
CAI3* H2	£2,200	
CAI3* P4	£1,800	

**Breakdown of prize money – Dressage Competition**

PRIZE MONEY		EUR		CHF		
CAIO4*		£2,500				
CAI3* H2		£550				
CAI3* P4		£450				
Class	1 <sup>st</sup> place	2 <sup>nd</sup> place	3 <sup>rd</sup> place	4 <sup>th</sup> place	5 <sup>th</sup> place	Others
CAIO4*	£520	£470	£400	£320	£250	6th: £220 7th: £180 8th: £140
CAI3* H2	£180	£130	£100	£80	£60	
CAI3* P4	£140	£110	£80	£65	£55	

**Breakdown of prize money – Marathon Competition**

PRIZE MONEY		EUR		CHF		
CAIO4*		£3,180				
CAI3* H2		£550				
CAI3* P4		£450				
Class	1 <sup>st</sup> place	2 <sup>nd</sup> place	3 <sup>rd</sup> place	4 <sup>th</sup> place	5 <sup>th</sup> place	Others
CAIO4*	£600	£500	£440	£380	£350	6th: £330 7th: £300 8th: £280
CAI3* H2	£180	£130	£100	£80	£60	
CAI3* P4	£140	£110	£80	£65	£55	

**Breakdown of prize money – Cones Competition**

PRIZE MONEY		EUR		CHF		
CAIO4*		£2,500				
CAI3* H2		£550				
CAI3* P4		£450				
Class	1 <sup>st</sup> place	2 <sup>nd</sup> place	3 <sup>rd</sup> place	4 <sup>th</sup> place	5 <sup>th</sup> place	Others
CAIO4*	£520	£470	£400	£320	£250	6th: £220 7th: £180 8th: £140
CAI3* H2	£180	£130	£100	£80	£60	
CAI3* P4	£140	£110	£80	£65	£55	

**Breakdown of prize money – Combined Competition**

PRIZE MONEY		EUR		CHF		
CAIO4*		£4,120				
CAI3* H2		£550				
CAI3* P4		£450				
Class	1 <sup>st</sup> place	2 <sup>nd</sup> place	3 <sup>rd</sup> place	4 <sup>th</sup> place	5 <sup>th</sup> place	Others
CAIO4* TEAM	£600	£400	£250	£150	£100	
CAIO4* INDIVIDUAL	£610	£510	£410	£360	£260	6th: £210 7th: £150 8th: £110
CAI3* H2	£180	£130	£100	£80	£60	
CAI3* P4	£140	£110	£80	£65	£55	

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

Leading athlete award –	(N/A)
Best foreign athlete -	(N/A)
Best home athlete –	(N/A)
Team awards –	(N/A)

**PRIZE - CLASSIFICATION**

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.

**Applicable government tax to be deducted from Prize Money: \_\_\_\_\_%**

**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.**

20% on any winnings over £11,000
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**IMPORTANT**

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

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**3. "DRESSAGE" - COMPETITION**

**This competition will be in accordance with FEI Driving Rules**

**Dressage Test:**

<b>Event</b>	<b>Dressage Test</b>
<b>CAIO4*</b>	<b>3*B HP4</b>
<b>CAI3* P4</b>	<b>3*B HP4</b>
<b>CAI3* H2</b>	<b>3*B HP2</b>

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**4. "MARATHON" - COMPETITION**

**This competition will be in accordance with FEI Driving Rules**

<b>Option 1:</b>	<b>Distance</b>	<b>Pace</b>	<b>Average Speed</b>
<b>Section A</b>	<b>6km</b>	<b>Free</b>	<b>15kph Horses 14kph Ponies</b>
<b>Transfer</b>	<b>1km</b>	<b>Free</b>	
<b>Section B</b>	<b>9km</b>	<b>Free</b>	<b>14kph Horses 13kph Ponies</b>

**Indicate the number of obstacles in Section B (per category): 8 including Water**

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**5. "CONES" - COMPETITION**

**This competition will be in accordance with FEI Driving Rules**

**Type of Competition**

*Fault Competition	<input checked="" type="checkbox"/>
Time Competition	<input type="checkbox"/>
Competition in two phases	<input type="checkbox"/>
Competition with Wining Round	<input type="checkbox"/>

\*The score from this round will always be used solely to decide the Final Classification in all Events.

Please describe special obstacles: ~~n/a~~ **A bridge may be included in the course**

\*\*\*\*\*

## **X. FACILITIES OFFERED**

### **1. ATHLETES**

#### **Accommodation**

Hotel: n/a

Address:

Telephone:

At the expense of: The Organiser  or Athletes

Accommodated (bed and breakfast) from \_\_\_\_\_ to \_\_\_\_\_

#### **Meals**

At the expense of: The Organiser  or Athletes

Meals provided from \_\_\_\_\_ to \_\_\_\_\_

### **2. GROOMS**

#### **Accommodation**

Requests for accommodation must be sent with entries.

Accommodation will be at the cost of: Organiser  Athletes

from \_\_\_\_\_ to \_\_\_\_\_ .

#### **Meals**

At the expense of: The Organiser  or Athletes

Meals provided from \_\_\_\_\_ to \_\_\_\_\_ .

**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.**

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

### **1. DRAW**

Time, date and location: \_\_\_\_\_ Wednesday 9<sup>th</sup> May, 1400hrs, Driving Office

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

#### **DRESSAGE ARENA**

Length: 100 m Width: 40 m

Type of Footing : Grass

#### **CONES ARENA**

Length: 110 m Width: 70 m

Type of Footing : Grass

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**3. PRACTICE ARENA(S)**

DRESSAGE ARENA

Length: 100 m    Width: 40 m

Type of Footing : Grass

CONES ARENA

Length: 110 m    Width: 60 m

Type of Footing : Grass

**4. STABLES**

Size of boxes    3 m x 4 m

**(minimum 3m x 3m+20% 3m x 4m)**

Tack boxes are available but only on request and to be booked by Federations NO LATER than DEFINITE ENTRIES. £60 each and will not have lockable top doors.

**5. TIMING DEVICE**

Name of Manufacturer: Alge  
Model:    2202 2000 8A PXE Photocells  
FEI Report number:

**6. SCORING/TIMING PROVIDER**

Name of the Company: Philippe Lienart  
Name contact person: Philippe Lienart  
Contact email:    phlienart@gmail.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.

**7. PRIZE GIVING CEREMONY**

The owner(s) of the winning horse(s)/pony(ies) is/are 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  
CAIO4\*: 1<sup>st</sup> - 3<sup>rd</sup> Combined Nations Teams  
CAIO4\*: 1<sup>st</sup> - 3<sup>rd</sup> Combined Individuals  
CAI3\* H2: 1<sup>st</sup> - 3<sup>rd</sup> Combined Individuals  
CAI3\* P4: 1<sup>st</sup> - 3<sup>rd</sup> Combined Individuals.



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**8. ADVERTISING ON ATHLETES AND HORSES**

Advertising in Dressage and Cones Competition: The competitors are:  authorised  not authorised (*please indicate*) by the OC to display the logo of their personal sponsor on the carriage in accordance with General Regulations and Art. 941.1.

Advertising in Marathon Competition: The competitors are:  authorised  not authorised (*please indicate*) by the OC to display the logo of their personal sponsor on the marathon carriage and on the back(s) of the groom(s) in accordance with GR and Art. 941.2.

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

**9. TICKETING**

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

Name of your ticketing provider: The Ticket Factory

Web address to buy ticket: Theticketfactory.com

**10. BETTING**

Betting will be authorised by the Organiser: Yes  No

**11. TRANSPORT REIMBURSEMENT HORSES/PONIES**

Transport expenses to be paid by:

The Organiser  at CAIO only will have their ferries paid by the OC from Calais/Dover return to include 4 persons. CAI3\* H2 and P4 will cover their own travel and ferry crossings per km.

The Athlete

**12. WELCOME**

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

**13. LOCAL TRANSPORTATION - ARRANGEMENTS FROM HOTEL TO SHOW GROUNDS**

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: Any flights must be into London Heathrow. We cannot provide pick ups from any other airport. Any flight collections are to be given 48hrs notice.

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

**Entry right to the stable area according to FEI Veterinary Regulations Articles 1008-1009.**

NUMBER OF ACCREDITED PERSONS:

Athlete: 1

Partner: 1

Groom: 4

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

One groom per driver for Singles  
One groom per driver for Pairs  
Two grooms per driver for Four-in-Hands

### **15.LORRY / CARAVAN FACILITIES**

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

1 lorry, trailer and car and caravan can be parked near the stabling. All other vehicles will be parked away.

NO DOGS allowed within the lorry parking and stable compound.

### **16.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: Peden Bloodstock  
Address: Borough Court, Hartley Witney, Hants, RG27 8JA  
Telephone: +44 2528 44042  
Fax:  
Email: shipping@peden.co.uk  
Opening hours: 0900hrs - 1700hrs

### **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.

Space for organiser to include details if necessary

### **3. NATIONAL REQUIREMENTS**

If applicable please provide:

Peden Bloodstock must be given the following information at least ten days prior to the arrival of horses of EU origin, and at least three weeks prior to the arrival of horses from outside the EU:

Information on all horses / ponies - EU and non-EU  
C Name, age, colour, sex, FEI Passport Number and height  
C Name and address of Owner and/or Rider  
C Address where the horse / pony is resident  
C Address to which the horse / pony will return after the event  
C Port and date of arrival in Great Britain  
C Port and date of departure from Great Britain  
C Registration number of the vehicle that the horse / pony will travel in

Horses / ponies from the European Union

All horses / ponies from EU nations must be accompanied by the official health certificate for travel within the Union; the certificate must show the FEI Passport Number, and the Passport must accompany the horse / pony at all times. A Commercial Document (DOCOM) or health certificate is required for horses travelling from France. Certification is not required for horses / ponies travelling from Ireland.

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Horses / ponies from outside the European Union  
Horses / ponies from outside the EU must be accompanied by the health certificate appropriate to their country of origin; details of the correct certificate and of any blood tests which may be needed can be obtained from the Official Transport Agents. As DEFRA has to be advised well in advance of the arrival of horses from outside the EU, it is important that full details of travel plans are provided to Peden Bloodstock at least three weeks prior to arrival.

Horses / ponies that arrive with incorrect certification may be refused entry into Great Britain.

**Customs Documentation**

Horses / ponies from outside the EU must arrive with an ATA Carnet issued in the country of origin, to cover the horse / pony and its accompanying equipment. Should any horse / pony travel without an ATA Carnet then either the National Federation or the competitor concerned will be responsible for the costs in connection with temporary import into the EU.

**Export of Horses / Ponies**

All horses / ponies will require an Export Declaration and Health Certificate to leave Great Britain. These are issued by DEFRA, and Peden Bloodstock will obtain them providing the essential information is supplied at least ten days before the start of the event.

**Ferry / Eurotunnel Rates**

Peden Bloodstock has obtained special rates on most ferry crossings and the Eurotunnel. Please contact them to obtain further information.

**Lorry Tax**

All non-UK registered lorries weighing more than 12 tonnes are required to pay a Heavy Goods Vehicle Levy before entering the UK. This can be purchased on line at <https://www.hgvlevy.service.gov.uk/>

PLEASE NOTE that the Organising Committee will not be responsible for any taxes or fines which may be due if any horse / pony or equipment does not return to its country of origin at the end of the event. Should any claim be made against the Organising Committee for any taxes or fines on horses / ponies or equipment which have remained in Great Britain or the European Union the National Federation making the entry will be responsible for paying these.

THE IMPORT OF DOGS AND CATS ARE ONLY PERMITTED UNDER VERY STRICT RULES. THE IMPORT OF ALL OTHER ANIMALS IS STRICTLY FORBIDDEN.

**4. PONIES**

FEI Veterinary Regulations, Chapter IV:

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.

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**6. TRANSPORT OF HORSES**

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

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

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

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

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

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

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

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

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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 ARTICLE 1058**

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

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**XIII. HUMAN ANTI-DOPING**

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

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

**XIV. ADDITIONAL INFORMATION**

**9. 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**

It is a show rule that anyone mounted on a horse must wear a hard hat.

### **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.

Space for organiser to include reference to National Laws when necessary

## **2. PROTESTS/APPEALS**

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

Protest and appeal forms are available on the FEI website.

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

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

## **3. DISPUTES**

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

## **4. MODIFICATION TO SCHEDULE**

In exceptional circumstances, together with the approval of Chefs d'Equipe, host NF delegate, if any, and 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 Foreign Judge.

## **5. ADDITIONAL INFORMATION FROM THE ORGANISER**

Space for organiser to include reference to National Laws when necessary

- National Rules
- Dogs
- Vehicles



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**Minimum Age Limitation for Athletes and Grooms – Article 912:**

<b>Senior Classes</b>		<b>Athlete Minimum Age</b>
Horses Four-in-Hand		18 years
Horse Pairs		16 years
Horse Single		14 years
All Pony Classes		14 years
<b>Young Drivers Classes</b>		<b>Athlete Minimum Age</b>
Horses Four-in-Hand		18-21 years
Horse Pairs		16-21 years
Horse Single		16-21 years
All Pony Classes		16-21 years
<b>Juniors Classes</b>		<b>Athlete Minimum Age</b>
Horse Pairs		16-18 years
Horse Single		14-18 years
All Pony Classes		14-18 years
<b>Children Class</b>		<b>Athlete Minimum Age</b>
Single Pony		12-14 years
<b>Grooms</b>	<b>Minimum Age</b>	
All Classes	Athletes under the age of 18 years must be accompanied by a groom(s) of 18 years or older. Athletes of 18 years and above must be accompanied by a groom(s) of 14 years or older.	
Children	The groom must be over 18 years old. The NF must ensure that the groom must be knowledgeable and experienced in Driving.	

**Minimum Age Limitation for Horses – Article 929:**

<b>Horses</b>	<b>Minimum Age</b>
CAI1*	5 years old or over
CAI2* and above	6 years old or over

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**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>:** 10161647  
**Name\*:** Kahn  
**First Name\*:** Celine  
**E-Mail\*:** celinek@hpower.co.uk  
**Access Rights\*:**  Admin<sup>2</sup>  Consult<sup>3</sup>  
**Events<sup>4</sup>:** Royal Windsor Horse Show

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**FEI ID<sup>1</sup>:** 10087069  
**Name\*:** Lienart  
**First Name\*:** Philippe  
**E-Mail\*:** philienart@gmail.com  
**Access Rights\*:**  Admin<sup>2</sup>  Consult<sup>3</sup>  
**Events<sup>4</sup>:** Royal Windsor Horse Show

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**FEI ID<sup>1</sup>:** 10049316  
**Name\*:** Bateman  
**First Name\*:** Philip  
**E-Mail\*:** standish55@btinternet.com  
**Access Rights\*:**  Admin<sup>2</sup>  Consult<sup>3</sup>  
**Events<sup>4</sup>:** Royal Windsor Horse Show

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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**

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**2. RESULTS**

An online results interface is available to manage Driving results <http://forms.fei.org>

All results must be submitted to the FEI via this online platform or by uploading XML results file(s) directly on FEI Database. For additional information please browse to: <http://www.fei.org/fei/your-role/organisers/driving/results-forms>

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

Please note that as per Art. 109.6 (GR): 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.

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

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