

# I.C.E HORSEBOXES ALL ENGLAND DRESSAGE FESTIVAL

9 - 14 MAY 2023



## I. DENOMINATION OF EVENT

VENUE: HICKSTEAD  
DATE: 11 - 14 MAY 2023  
NF: GBR  
Indoor: ☐ Outdoor: ☒

<input checked="" type="checkbox"/> CDI1*	<input type="checkbox"/> CDI2*	<input checked="" type="checkbox"/> CDI3*	<input type="checkbox"/> CDI4*	<input type="checkbox"/> CDI5*	<input type="checkbox"/> CDI-W
<input type="checkbox"/> CDIO1*	<input type="checkbox"/> CDIO2*	<input type="checkbox"/> CDIO3*	<input type="checkbox"/> CDIO4*	<input type="checkbox"/> CDIO5*	<input type="checkbox"/> -NC
<input checked="" type="checkbox"/> CDIJ	<input checked="" type="checkbox"/> CDIY	<input checked="" type="checkbox"/> CDIP	<input checked="" type="checkbox"/> CDIU25	<input checked="" type="checkbox"/> CDICH	
<input type="checkbox"/> CDIOJ	<input type="checkbox"/> CDIOY	<input type="checkbox"/> CDIOP	<input type="checkbox"/> CDIYOU25	<input type="checkbox"/> CDIOCh	
<input type="checkbox"/> CDIAm	<input type="checkbox"/> CDIYH				
<input type="checkbox"/> Championship		<input type="checkbox"/> Games			

## II. GENERAL CONDITIONS

- FEI Statutes, 24<sup>th</sup> edition, effective 17 November 2021.
- FEI General Regulations, 24<sup>th</sup> edition, 1<sup>st</sup> January 2020, updates effective 1<sup>st</sup> January 2023.
- FEI Veterinary Regulations, 15<sup>th</sup> edition, effective 1<sup>st</sup> January 2023.
- **FEI Dressage Rules (26<sup>th</sup> edition, effective 1<sup>st</sup> January 2023) and if applicable the FEI Dressage World Cup™ Rules 2022/2023 and 2023/2024 and FEI Dressage Nations Cup™ Rules 2023.**
- Equine Anti-Doping and Controlled Medication Regulations (EADCMR), 3<sup>rd</sup> Edition, effective 1<sup>st</sup> January 2021.
- FEI Anti-Doping Rules for Human Athletes (ADRHA), based upon the 2021 WADA Code, effective 1<sup>st</sup> January 2021.
- All subsequent published revisions, the provisions of which will take precedence.
- Given the current covid-19 situation, please note that the FEI's approval of a Schedule should not be taken as an absolute guarantee that the Event will definitely go ahead. The decision whether the Event can take place in consideration of the Covid-19 situation must be made by the OC and NF in close consultation with the applicable domestic government and public health authorities. It is the responsibility of each Participant to check the status of the Event and Covid-19 related measures, if any, prior to planning their travel to the Event. It is the responsibility of the OC/NF to elaborate, communicate and enforce a Covid-19 mitigation plan if requested by the locally applicable laws and policies.

Approved by the FEI, Lausanne, on 27/03/2023. Updated 06/04/2023.

Updated 08/05/2023.

**Sabrina Ibáñez**  
Secretary General

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

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

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

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

## **IV. GENERAL INFORMATION**

### **1. ORGANISER**

**Name:** GEMMA HORNE  
**Address:** ALL ENGLAND JUMPING COURSE, HICKSTEAD,  
HASOCKS, WEST SUSSEX BN6 9NS  
**Telephone:** +44 1273 834315  
**Email:** dressage@hickstead.co.uk  
**Website:** www.hickstead.co.uk

#### Contact Details Show Ground:

**Address:** ALL ENGLAND JUMPING COURSE, HICKSTEAD,  
HASOCKS, WEST SUSSEX BN6 9NS  
**Telephone:** +44 1273 834315  
**GPS Coordinates:** N 50.967806, W 0.195007

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

Accessibility details (directions by road, nearest airport / train station): Hickstead is situated on the main A23 road, 10 miles north of Brighton and 10 miles south of London Gatwick Airport. The nearest train stations are Gatwick and Haywards Heath, and taxis operate to the showground from both. Horseboxes should use RH17 5NU for sat navs.

### **2. ORGANISING COMMITTEE**

**Honorary President:** N/A  
**President of the event:** EDWARD BUNN & LIZZIE BUNN  
**Show Secretary:** GEMMA HORNE  
**Press Officer:** VICTORIA GOFF

### **3. EVENT DIRECTOR**

**Name:** EDWARD BUNN  
**Address:** ALL ENGLAND JUMPING COURSE, HICKSTEAD,  
HASOCKS, WEST SUSSEX BN6 9NS  
**Telephone:** +44 1273 837252  
**Mobile:** +44 7785 255750  
**Email:** edward@hickstead.co.uk

# FEI APPROVED SCHEDULE HICKSTEAD (GBR) 11-14 May 2023



## V. OFFICIALS

Please note that the schedule has been approved under the provision that all appointed Officials have successfully passed the on-line FEI Competency Evaluation Test, and that the appointed VSM fulfils the requirement of being listed as Level 1 OV before the start of the event.

	Panel	Function	FEI ID	Name	NF	Level/*	Contact Email
1	Ground Jury	Ground Jury President	10053540	Stephen Clarke	GBR	L4/5*	<a href="mailto:clarkesd@supernet.com">clarkesd@supernet.com</a>
		Ground Jury President	10050045	Mary Robins	NZL	L3/4*	<a href="mailto:maryruk@aol.com">maryruk@aol.com</a>
		Ground Jury Member	10052562	Ulrike Nivelles	GER	L4/5*	<a href="mailto:ulrike.nivelles@web.de">ulrike.nivelles@web.de</a>
		Ground Jury Member	10083465	Magnus Ringmark	SWE	L4/5*	<a href="mailto:magri@telia.com">magri@telia.com</a>
		Ground Jury Member	10087950	Clive Halsall	GBR	L4/5*	<a href="mailto:clive.halsall@waltonfoldfarm.com">clive.halsall@waltonfoldfarm.com</a>
		Ground Jury Member	10053106	Mary-Anne Horn	GBR	NAT	<a href="mailto:maryanne_horn@hotmail.com">maryanne_horn@hotmail.com</a>
		Ground Jury Member	10052064	Juan Carlos Campos Escribano	ESP	L3/4*	<a href="mailto:Juancarlos.campos@dxc.com">Juancarlos.campos@dxc.com</a>
		Ground Jury Member	10033571	Michael Osinski	USA	L3/4*	<a href="mailto:Mike98516@gmail.com">Mike98516@gmail.com</a>
		Ground Jury Member	10051971	Anne Prain	FRA	L3/4*	<a href="mailto:nanouprain@gmail.com">nanouprain@gmail.com</a>
		Ground Jury Member	10050045	Mary Robins	NZL	L3/4*	<a href="mailto:maryruk@aol.com">maryruk@aol.com</a>
		Ground Jury Member	10238276	Christine Prip	DEN	L2/3*	<a href="mailto:pripchristine@hotmail.com">pripchristine@hotmail.com</a>
		Ground Jury Member	10082880	Alexandre Lacerda Leao	BRA	L2/3*	<a href="mailto:alleao@gmail.com">alleao@gmail.com</a>
		Foreign Judge	10053656	Eduard De Wolff Van Westerrode	NED	L4/5*	<a href="mailto:eddy@dewolffvanwesterrode.nl">eddy@dewolffvanwesterrode.nl</a>
2	Foreign Technical Delegate	Foreign Technical Delegate					
3	Chief Steward	Chief Steward	10141251	Tessa Clarke	GBR	3	<a href="mailto:Info.tclarke@gmail.com">Info.tclarke@gmail.com</a>
4	Assistant Stewards	Assistant Steward	10049182	Sandy Laflin	GBR	3	<a href="mailto:laflsan@aol.com">laflsan@aol.com</a>
		Assistant Steward	10073235	Sharon Arnott	GBR	3	<a href="mailto:sharonarnott@me.com">sharonarnott@me.com</a>
		Assistant Steward	10141255	Sian Barnard	GBR	1	<a href="mailto:sianbarnard@msn.com">sianbarnard@msn.com</a>
5	FEI Veterinary Delegate	Veterinary Delegate	10050285	James Sutton	GBR	4	<a href="mailto:james.sutton@insurancevet.co.uk">james.sutton@insurancevet.co.uk</a>
6	Veterinary Services Manager / Treating Veterinarian	Veterinary Services Manager	10088017	Mr Ed Lyall	GBR	1	<a href="mailto:edlyall@aol.com">edlyall@aol.com</a> +44 7767 478468
		Permitted Treating Veterinarian (one for every 200 horses)	10088017	Mr Ed Lyall	GBR		<a href="mailto:edlyall@aol.com">edlyall@aol.com</a> +44 7767 478468
7	Doctor/Medical Service	Doctor/Medical Service		Mr Mike Crockford	GBR		<a href="mailto:mike@eventmedicservices.co.uk">mike@eventmedicservices.co.uk</a> +44 7990 757526
8	Farrier	Farrier		Mr Steven Dean	GBR		+44 7914 591506
9	NF Delegate	NF Delegate (if applicable)					

## **VI. INVITATIONS**

Number of NFs invited:	ALL
State which NFs are invited:	ALL
Reserve NFs:	ALL
Total Number of athletes:	150
Number of home athletes:	75
Number of athletes per NF:	UNLIMITED
Number of horses per athlete:	2
Athletes are invited by the Organiser through their NF.	
One (1) groom per athlete.	

## **VII. ENTRIES**

- You must use the FEI Entry System for all categories of this Event:  
[https://entry.fei.org/index.php?page=PFO\\_Entries\\_NF\\_EventSearch](https://entry.fei.org/index.php?page=PFO_Entries_NF_EventSearch)
- You will find additional documentation on:  
<https://inside.fei.org/fei/your-role/it-services/it-platforms/fei-entry-system>
- All Athletes and Horses participating in any International Competition must be registered with the FEI.
- Athletes and/or Horses present at the Event without having been entered through the FEI's Online Entry System will automatically be disqualified unless compelling circumstances warrant otherwise.

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

#### **Deadlines for entries**

Definite Entries:	27 April 2023
Last date for substitutions:	11 May 2023 (2 hours before horse inspection)
Entries have to be in accordance with the FEI Dressage Rules and the FEI General Regulations.	

<b>Entry fee per horse:</b>	£400
Stabling fee per horse (if any):	included in entry fee (Thurs, Fri & Sat)
Starting fee per horse (if any):	included
<b>VAT:</b>	exempt
<b>Total fee per horse:</b>	<b>£400</b>



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

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

Amount charged: £200

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

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

EADCMP Fee:

Included in compulsory entry fee ☐ Not included in compulsory entry fee ☒

Lower-Level Events (CIMS) CHF 18 per horse per event  
(For definition of CIMS see Appendix E of the FEI General Regulations)

Higher-Level Events CHF 25 per horse per event  
(All other events not defined as CIM)

Electricity (upon request): £120  
Manure disposal: £36  
Hay: £15 (haylage only)  
Straw: N/A  
Shavings: £12  
Tack box (duration): £120  
Non-competing horse: £120  
Additional day stabling: £40

**All aforementioned amounts are including VAT**

VAT Number of the Organiser: 190525761

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

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

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

- ☐ the horse inspection.
- ☐ the draw of the Grand Prix / Short Grand Prix.

## VIII. TIMETABLE

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

**The current edition of Dressage Tests at the date of the show will be used and all tests must be ridden from memory.**

<https://inside.fei.org/fei/your-role/organisers/dressage/tests>

	Day	Date	Time
• <u>Opening of stables</u>	Thursday	11.05.2023	09.00
• <u>Horse Inspection</u>	Thursday	11.05.2023	15.00 – 18.00
• <u>Declaration of Starters</u>	Not later than one hour after the horse inspection		
Draw: Friday's competitions	Thursday	11.05.2023	18.30
Draw: Saturday's competitions	Friday	12.05.2023	1hr after last class
Draw: Sunday's competitions	Saturday	13.05.2023	1hr after last class

<b>Competitions: CDIP</b>	Day	Date	Time	Prize Money
Class 201 Pony Riders Team	Friday	12.05.2023	To follow	£500
Class 208 Pony Riders Individual	Saturday	13.05.2023	To follow	£500
<b><u>Total Prize Money</u></b>				<b>£1,000</b>
<b><u>Prizes in Kind</u></b>				n/a

<b>Competitions: CDIJ</b>	Day	Date	Time	Prize Money
Class 202 Junior Team	Friday	12.05.2023	To follow	£500
Class 209 Junior Individual	Saturday	13.05.2023	To follow	£500
<b><u>Total Prize Money</u></b>				<b>£1,000</b>
<b><u>Prizes in Kind</u></b>				n/a

<b>Competitions: CDIY</b>	Day	Date	Time	Prize Money
Class 203 Young Riders Team	Friday	12.05.2023	To follow	£500
Class 210 Young Riders Individual	Saturday	13.05.2023	To follow	£500
<b><u>Total Prize Money</u></b>				<b>£1,000</b>
<b><u>Prizes in Kind</u></b>				n/a

<b>Competitions: CDICH</b>	Day	Date	Time	Prize Money
Class 204 Children Team	Friday	12.05.2023	To follow	N/A
Class 211 Children Individual	Saturday	13.05.2023	To follow	N/A
<b><u>Total Prize Money</u></b>				N/A
<b><u>Prizes in Kind</u></b>				Yes

**FEI APPROVED SCHEDULE**  
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<b>Competitions: CDIU25</b>	<b>Day</b>	<b>Date</b>	<b>Time</b>	<b>Prize Money</b>
Class 205 Intermediate II	Friday	12.05.2023	To follow	£500
Class 212 Grand Prix 16-25	Saturday	13.05.2023	To follow	£500
<b>Total Prize Money</b>				<b>£1,000</b>
<b>Prizes in Kind</b>				n/a

<b>Competitions: CDI1*</b>	<b>Day</b>	<b>Date</b>	<b>Time</b>	<b>Prize Money</b>
Class 206 Prix St Georges	Friday	12.05.2023	To follow	£800
Class 213 Intermediate I	Sunday	14.05.2023	To follow	£800
<b>Total Prize Money</b>				<b>£1,600</b>
<b>Prizes in Kind</b>				n/a

<b>Competitions: CDI3*</b>	<b>Day</b>	<b>Date</b>	<b>Time</b>	<b>Prize Money</b>
Class 207 Grand Prix	Saturday	13.05.2023	To follow	£1,000
Class 214 Grand Prix Special	Sunday	14.05.2023	To follow	£1,000
Class 215 Grand Prix Freestyle	Sunday	14.05.2023	To follow	£1,000
<b>Total Prize Money</b>				<b>£3,000</b>
<b>Prizes in Kind</b>				n/a

**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

## **IX. COMPETITIONS DETAIL**

**FIRST DAY: FRIDAY**

**DATE: 12.05.2023**

### **COMPETITION No 201**

Test: Pony Riders Team  
Number of horses per athlete: 2  
Open to: All athletes entered  
Draw/Art: Ordinary draw 417.3.1  
Prize money: £500  
Breakdown: £150, £100, £80, £70, £60, £40

### **COMPETITION No 202**

Test: Junior Team  
Number of horses per athlete: 2  
Open to: All athletes entered  
Draw/Art: Ordinary draw 417.3.1  
Prize money: £500  
Breakdown: £150, £100, £80, £70, £60, £40

### **COMPETITION No 203**

Test: Young Riders Team  
Number of horses per athlete: 2  
Open to: All athletes entered  
Draw/Art: Ordinary draw 417.3.1  
Prize money: £500  
Breakdown: £150, £100, £80, £70, £60, £40

### **COMPETITION No 204**

Test: Children Team  
Number of horses per athlete: 2  
Open to: All athletes entered  
Draw/Art: Ordinary draw 417.3.1  
Prize money: In Kind

### **COMPETITION No 205**

Test: Intermediate II  
Number of horses per athlete: 2  
Open to: All athletes entered  
Draw/Art: Ordinary draw 417.3.1  
Prize money: £500  
Breakdown: £150, £100, £80, £70, £60, £40

**COMPETITION No 206**

Test: Prix St Georges  
Number of horses per athlete: 2  
Open to: All athletes entered  
Draw/Art: Ordinary draw 417.3.1  
Prize money: £800  
Breakdown: £250, £175, £150, £100, £75, £50

\* \* \* \* \*

**SECOND DAY: SATURDAY**

**DATE: 13.05.2023**

**COMPETITION No 207**

Test: Grand Prix  
Number of horses per athlete: 2  
Open to: All athletes entered  
Opting: All athletes must opt at the latest by the date of definite entries if they wish to qualify for the GPS or the GP FS. You must notify your NF of this choice and email the organiser [dressage@hickstead.co.uk](mailto:dressage@hickstead.co.uk)  
Draw/Art: Ordinary draw 417.3.1  
Prize money: £1,000  
Breakdown: £325, £275, £200, £100, £50, £50

**COMPETITION No 208**

Test: Pony Riders Individual  
Number of horses per athlete: 2  
Open to: All athletes entered  
Draw/Art: Ordinary draw 417.3.1  
Prize money: £500  
Breakdown: £150, £100, £80, £70, £60, £40

**COMPETITION No 209**

Test: Junior Individual  
Number of horses per athlete: 2  
Open to: All athletes entered  
Draw/Art: Ordinary draw 417.3.1  
Prize money: £500  
Breakdown: £150, £100, £80, £70, £60, £40

**COMPETITION No 210**

Test: Young Riders Individual  
Number of horses per athlete: 2  
Open to: All athletes entered  
Draw/Art: Ordinary draw 417.3.1  
Prize money: £500  
Breakdown: £150, £100, £80, £70, £60, £40

**COMPETITION No 211**

Test: Children Individual  
Number of horses per athlete: 1  
Open to: And compulsory for the best 15 or 18??? combinations from the Children Team.  
Draw/Art: 417.3.3  
Prize money: In Kind

**COMPETITION No 212**

Test: Grand Prix 16-25  
Number of horses per athlete: 2  
Open to: All athletes entered  
Draw/Art: Ordinary draw 417.3.1  
Prize money: £500  
Breakdown: £150, £100, £80, £70, £60, £40

**THIRD DAY: SUNDAY**

**DATE: 14.05.2023**

**COMPETITION No 213**

Test: Intermediate I  
Number of horses per athlete: 2  
Open to: All athletes entered  
Draw/Art: Ordinary draw 417.3.1  
Total prize money: £800  
Breakdown: £250, £175, £150, £100, £75, £50

**COMPETITION No 214**

Test: Grand Prix Special  
Number of horses per athlete: 1  
Open to: And compulsory for the best 15 combinations from the Grand Prix who opted for the GPS at the latest at the date of the definite entries  
Draw/Art: 417.5  
Total prize money: £1,000  
Breakdown: £325, £275, £200, £100, £50, £50

**COMPETITION No 215**

Test: Grand Prix Freestyle  
Number of horses per athlete: 1  
Open to: And compulsory for the best 15 combinations from the Grand Prix who opted for the GP FS at the latest at the date of the definite entries  
Draw/Art: 417.6  
Prize money: £1,000  
Breakdown: £325, £275, £200, £100, £50, £50

## **X. FACILITIES OFFERED**

### **1.ATHLETES**

#### **Accommodation.**

Hotel: Sandman Signature London Gatwick Hotel

Address: 18-23 Tinsley Lane South, Crawley RH10 8XH

Telephone: 01293 561186

At the expense of the Organiser ☐ or the Athlete ☒

Accommodated (bed and breakfast) from Thursday 11 May to Sunday 14 May 2023 inclusive at athlete's own expense. If required, this must be booked at the time of definite entries.

#### **Meals.**

At the expense of the Organiser ☐ or the Athlete ☒

Meals provided from Friday 12 May to Sunday 14 May 2023

### **2.GROOMS**

#### **Accommodation.**

Requests for accommodation must be sent with entries.

At the expense of the Organiser ☐ or the Athlete ☒

Accommodated (bed and breakfast) from Thursday 11 May to Sunday 14 May 2023 inclusive at athlete's own expense. If required, this must be booked at the time of definite entries.

#### **Meals.**

At the expense of the Organiser ☐ or the Athlete ☒

Meals provided from Friday 12 May to Sunday 14 May 2023

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

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

### **1.DRAW**

Location of the draw: Show Office

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

Total dimensions: 85m x 48m (Competition arena - dimensions: 20 x 60 m)

Type of Footing: Wax-coated sand

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

Total dimensions: 100m x 50m (Competition arena - dimensions: 20 x 60 m)

Type of Footing: Wax-coated sand

### **4.STABLES**

Size of boxes: 3 m x 3 m (at least 3m x 3m)

An adequate number of stables must be at least 4m x 3m to accommodate the larger Horses.

### **5.PAPERLESS JUDGING**

It is compulsory to have a certified software/solution in order to offer Paperless Judging at FEI Dressage Events.

Will you use a FEI Certified Paperless Judging Software/Solution to manage judging at your Event? (The list of Certified Service Providers is available here: <https://inside.fei.org/fei/your-role/it-services/it-providers/list>)

No ☒ and as OC, we confirm that no Paperless Judging Software/Solution will be used.

### **6.SCORING PROVIDER/TIMING PROVIDER**

Will you use a FEI Certified Service Provider to manage the scoring and timing at your Event? (The list of Certified Service Providers is available here: <https://inside.fei.org/fei/your-role/it-services/it-providers/list>)

Yes ☒

Name of Company: Equipe

FEI Certified Service Provider ID number: GU22Y101AKSCH

Contact person at Event:

Name: Ellie Brown

FEI ID number: 10307827



Contact email: [ellie@hickstead.co.uk](mailto:ellie@hickstead.co.uk)

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.AVERAGE SCORE/OPEN SCORING**

Average Score and Open Scoring: Yes ☐ No ☒

**8.OTHER TECHNOLOGY/SERVICE PROVIDER(S)**

Will you use other technology/service provider(s) at your Event?

No ☒

**9.PRIZE GIVING CEREMONY**

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

**10. ADVERTISING ON ATHLETES AND HORSES**

The athletes are authorised to carry the logo of their personal sponsor. The Chief Steward will check that the advertising and publicity on athletes and horses complies with the FEI General Regulations.

**11. TICKETING**

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

**12. BETTING**

Betting will be authorised by the Organiser: Yes ☐ No ☒

**13. TRANSPORT REIMBURSEMENT HORSES/PONIES**

Transport expenses to be paid by the Organiser ☐ at \_\_\_\_\_ per km or to be paid by the Athlete ☒

**14. WELCOME**

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

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

Taxi ☒ to be paid by the Organiser ☐ or the Athlete ☒

If paid by the Athlete, approximate cost per round trip £80

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

Entry right to the stable areas according to the FEI Veterinary Regulations.

NUMBER ACCREDITED PERSONS:

Athlete: 1

Partner: 1

Groom: 2

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

**17. 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**

Name: Shelley Ashman International Shipping  
Address: Tythe Barn, Uffculme, Cullompton, Devon EX15 3DR  
Telephone: +44 1884 849008 (24 hours)  
Email: sheila@shelleyashmanshipping.co.uk

On arrival each horse must be accompanied by its FEI passport.

Shelley Ashman International Shipping will advise all relevant information to all parties. They must be given the following information at least three weeks prior to the arrival of horses:

Information on all horses -

Name, age, colour, sex, FEI Passport Number and height

Name and address of Owner and/or Rider

Address where the horse is resident

Address to which the horse will return after the event

Port and date of arrival in Great Britain

Port and date of departure from Great Britain

Registration number of the vehicle that the horse / pony will travel in

Horses 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 APHA has to be advised well in advance of the arrival of horses, it is important that full details of travel plans are provided to Shelley Ashman International Shipping at least three weeks prior to arrival.

Horses that arrive with incorrect certification may be refused entry into Great

Britain.

#### Customs Documentation

Horses must arrive with an ATA Carnet issued in the country of origin, to cover the horse and its accompanying equipment. Should any horse 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.

#### Export of Horses

All horses will require an Export Declaration and Health Certificate to leave Great Britain. These are issued by APHA, and Shelley Ashman International Shipping will obtain them providing the essential information is supplied at least 21 days before the start of the event.

#### Ferry / Eurotunnel Rates

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

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 the National Federation making the entry will be responsible for paying these.

The Organising Committee will not be liable for any costs incurred by extra horses or other goods being carried in horseboxes.

Athletes are reminded that the import of dogs and cats into Great Britain is strictly controlled. No quantity of hay other than that which the horse will consume during the journey may be brought into Great Britain.

## **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:	see above
Quarantine period:	see above
Specimen Import Licence applied:	see above

### **3.NATIONAL REQUIREMENTS**

see above
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### **4.PONIES**

Ponies must be in compliance with the Veterinary Regulations Chapter IX to be eligible to compete in pony events.

### **5.INJURY SURVEILLANCE**

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

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

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

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

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

**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 (FEI General Regulations).

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, Art. 1003**

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

All FEI registered Horses intending to compete at FEI Events (including CIMS) must be vaccinated against Equine Influenza in accordance with these Veterinary Regulations. 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, Art. 1029**

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. PRs must fulfil the Horse Health Requirements via the FEI HorseApp in advance of the event which will be checked at the Examination on Arrival.

**7.4 HORSE INSPECTIONS. FEI Veterinary Regulations, Art. 1032-1040**

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, Art. 1046-1051 and Annex VIII**

All Horses are subject to examination under the protocol for abnormal limb sensitivity throughout the period of an Event. For Jumping that includes, but is not limited to, between rounds and before the Jump Off. For Endurance that includes, but is not limited to, pre-ride, during the ride and after the ride. 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).**

**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, Art. 1056**

Elective Testing may be carried out prior to an Event to check for the presence of Prohibited Substances. Please refer to <https://inside.fei.org/fei/cleansport/horses> 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 the FEIs' Anti-doping Rules for Human Athletes (ADRHA).

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

## **XIV. ADDITIONAL INFORMATION**

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

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.

### **1.1.3 Press Equipment**

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

## **1.2 ATHLETES AND OWNERS**

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

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

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

### **1.2.2 Additional Liability Information**

Athletes/owners give up all the appeals which they could exercise against the organiser, the administration, and the owners of Hickstead. Horses are accommodated in temporary stables. The Organising Committee declines any responsibility in the event of an accident. Compulsory valid personal insurances for persons and horses: Civil liability, Automobile, Individual Accident, Disease, Any Risks, Mortality, etc. In all cases, the responsibility of the organiser may not be engaged further than the upper limit of its insurance coverage. FEI Permitted Treating Veterinarians (PTVs) (Art 1005) are to have adequate professional indemnity insurance.

### **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.

Athletes/owners give up all the appeals which they could exercise against the organiser, the administration, and the owners of Hickstead. Horses are accommodated in temporary stables. The Organising Committee declines any responsibility in the event of an accident. Compulsory valid personal insurances for persons and horses: Civil liability, Automobile, Individual Accident, Disease, Any Risks, Mortality, etc. In all cases, the responsibility of the organiser may not be engaged further than the upper limit of its insurance coverage. FEI Permitted Treating Veterinarians (PTVs) (Art 1005) are to have adequate professional indemnity insurance.

## **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, as mentioned in the FEI General Regulations: <https://inside.fei.org/content/general-regs-statutes>

## **3.DISPUTES**

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

## **4.MODIFICATION TO SCHEDULE**

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



**5.ADDITIONAL INFORMATION FROM THE ORGANISER**

**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.

**IMPORTANT**

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

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

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

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

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

## **XV. ANNEXES**

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

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

**FEI ID<sup>1</sup>:** 10170781  
**Name\*:** GOFF  
**First Name\*:** VICTORIA  
**E-Mail\*:** victoria@victoriagoff.co.uk  
**Access Rights\*:** ☐ Admin<sup>2</sup> ☒ Consult<sup>3</sup>

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**FEI ID<sup>1</sup>:** 10307827  
**Name\*:** BROWN  
**First Name\*:** ELLIE  
**E-Mail\*:** ellie@hickstead.co.uk  
**Access Rights\*:** ☒ Admin<sup>2</sup> ☐ Consult<sup>3</sup>

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

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

<sup>2</sup>) Provide 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.

\*) Mandatory Fields

## **2. RESULTS**

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

All relevant information, file format and tutorial can be found on this page:  
<https://inside.fei.org/fei/your-role/it-services/results/dressage-results-forms>

If you or your provider are unable to produce the required files, results will be accepted by e-mail to [dressageresults@fei.org](mailto:dressageresults@fei.org) in the proper XML format immediately after the event.

Please refer to compulsory format for CDIs; the file can be downloaded using the following link: <https://inside.fei.org/fei/your-role/it-services/xml-format>

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

Please note that as per the FEI Regulations: OCs of International Events must inform the FEI and NFs whose teams or individuals have taken part, of the results and prize money paid to each placed Athlete and team, within two (2) days following the Event for all disciplines managed by an online entry system and five (5) days for all other discipline(s), unless otherwise specified for qualification and ranking reasons as communicated by the FEI.

Failure from organisers of International Events to provide the FEI with the appropriate result(s) and/or prize money information by the aforesaid deadline and/or in the aforesaid format shall entail a warning for the first violation and thereafter a fine of CHF 1'000.- per violation.