

I. DENOMINATION OF THE EVENT

Venue: Santa Eulália - Elvas Portugal

Date: 18 January - **2020**

NF: POR

Status : CEI1* 100 km

II. GENERAL CONDITIONS

This event is organised in accordance with:

- FEI Statutes, 24th edition, effective 19 November 2019
- FEI General Regulations, 24th edition, 1st January 2020
- FEI Veterinary Regulations, 14th edition, effective 1st January 2018, updates effective 1st January 2020
- ***The FEI Rules for Endurance , 10th edition, effective 1st January 2020***
- Equine Anti-Doping and Controlled Medication Regulations (EADCMR), 2nd Edition, changes effective 1st January 2020
- FEI Anti-Doping Rules for Human Athletes (ADRHA), based upon the 2015 WADA Code, effective 1st January 2015
- All subsequent published revisions, the provisions of which will take precedence.

Approved by the FEI, Lausanne, on 26.12.2019, updated on 06.01.2020 and 16.01.2020



Signature :
Manuel Bandeira de Mello
FEI Director Endurance

III. CONTENTS

I. DENOMINATION OF THE EVENT 1

II. GENERAL CONDITIONS 1

III. CONTENTS 2

IV. THE FEI CODE OF CONDUCT FOR THE WELFARE OF THE HORSE 3

V. GENERAL INFORMATION 4

 1. Organiser4

 2. Organising Committee4

 3. Event Director4

VI. OFFICIALS 5

VII. INVITATIONS 6

 1. General6

 2. Eligibility of Athletes/Horse age in FEI Endurance Events:6

VIII. TIMETABLE 7

IX. ENTRIES 7

 1. Entry dates and Entry fee:7

 2. Substitutions of Horses and/or Athletes and/or Trainer:7

 3. No-Shows/Late Withdrawals:7

 4. Additional fees/Charges by the Organiser:8

X. COMPETITION DETAIL 9

 1. Competition9

 2. Place and Time of Start9

 3. Heart Rates9

 4. Minimum Weight9

 5. Minimum Distance Per Day10

XI. FACILITIES OFFERED 11

 1. Athletes11

 2. Crew members11

XII. LOGISTICAL / ADMINSTRATIVE / TECHNICAL INFORMATION 12

 3. Stables12

 4. Scoring/Timing Provider12

 5. Other Technology/Service Provider(s)12

 6. Advertising And Publicity On Athletes And Horses (Art. Gr 135)13

 7. Prize Giving Ceremony13

 8. Horses / Ponies13

 9. Welcome13

 10. Entry Right To Showgrounds/Accredited Persons13

 11. Sustainability13

XIII. VETERINARY MATTERS 14

 1. Customs Formalities14

 2. Health Requirements14

 3. National Requirements14

 4. Injury Surveillance14

 5. Transport Of Horses14

 6. Venue Arrival Information & Fitness To Compete15

 7. Equine Anti-Doping And Controlled Medication Programme (EADCMP).16

XIV. HUMAN ANTI-DOPING 17

XV. ADDITIONAL INFORMATION 17

 1. Insurances And National Requirements17

 2. Protests / Appeals18

 3. Disputes18

 4. Modifications Of Schedule18

 5. Additional Information from the OC19

 6. Prize Money Distribution:19

 6.1 Total Prize Money 019

 6.2 Breakdown of prize money:19

 6.3 Awards19

XVI. ANNEXES 20

 1. FEI Entry System20

 2. Results21

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

A full copy of this Code can be obtained from the:

Fédération Equestre Internationale
HM King Hussein I Building
Chemin de la Joliette 8
1006 Lausanne, Switzerland.
Telephone: +41 21 310 47 47.

The Code is available in English & French.

The Code is also available on the FEI's website: [inside.fei.org](https://www.inside.fei.org).

V. GENERAL INFORMATION

1. Organiser

Name: Associação Humanitária de Santa Eulália

Address: Rua da Porta de Baixo - Santa Eulália

Telephone: +351969059960

Email: jfsantaeulalia@sapo.pt

Website:

Accessibility Details of the Show Ground:

Address: Silos da Cersul - Santa Eulália - Elvas - Portugal

Telephone: +351969059960

GPS Coordinates 39°00`51"N/7°15`26"W

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

2. Organising Committee

Honorary President: Claudio Carapuça

President of the Event: Rui Paulino

Show Secretary:

Press Officer:

3. Event Director

Name: João Caras Altas

Address: Rua da Porta de Baixo - Santa Eulália

Telephone: +351268671250

Mobile Phone: +351969059960

Email: jfsantaeulalia@sapo.pt

VI. OFFICIALS

The NF confirms that all officials listed above are in compliance with the FEI Officials' Code of Conduct

CEI1* <input type="checkbox"/> Date : 18.01.2019							
Ref.	Panel	Function	FEI ID	Name	NF	Level	Contact Email
							*compulsory
1	Ground Jury	Ground Jury President *	10050953	Joaquim Marçal	POR	4*✓	jmarcal@certis.pt
		Ground Jury Member		Ana Sofia Correia	POR	NAT	
		Ground Jury Member		João Ratinho	POR	NAT	
		Ground Jury Member		Vasco Avó	POR	NAT	
		Ground Jury Member		Tomé Correia	POR	NAT	
2	Foreign Judge	Foreign Judge		N/A			
3	Technical Delegate	Technical Delegate *	10051947	Rui Pedro Amante	POR	4*✓	ruipedroamante@gmail.com
			10049734	José Miguel Mexia de Almeida	POR	3*✓	mexiadealmeida@gmail.com
4	Chief Steward	Chief Steward *	10042467	Miguel Pinheiro	POR	3✓	gouveiapinheiro@gmail.com
5	Assistant Stewards	Assistant Steward					
		Assistant Steward					
6	FEI Foreign Veterinary (VR Art 1013)	Foreign Veterinary Delegate		N/A			
		Veterinary Commission President*	10051435	António Coimbra	POR	4*✓	antoniocoimbra@netcabo.pppt
	FEI Veterinary Delegate or Veterinary Commission (VR Art 1003,1006, 1013)	Veterinary Commission Member	10050374	António Farrim	POR	4*✓	
		Veterinary Commission Member	10064865	Tomé Fino	POR	4*✓	
		Veterinary Commission Member	10051112	Francisco Camacho	POR	2*✓	
		Veterinary Commission Member	10062053	Constança Fonseca	POR	4*✓	
		Veterinary Commission Member	10063867	Miguel Minas	POR	4*✓	
		Veterinary Commission Member	10084073	João Pedro Candeias	POR	PTV	
7	Treating Veterinarians (VR Art 1105) Veterinary Service Manager (VSM) (VR Art 1103)	Treating Veterinarian President *	10093084	Miguel Pereda	ESP	3*✓	mikympsvet@gmail.com
		Endurance Veterinary Treatment Member					
		Endurance Veterinary Treatment Member					
		Endurance Veterinary Treatment Member					
		24 Hours Veterinary Service Manager (VSM)	10093084	Miguel Pereda	ESP	3*	mikympsvet@gmail.com
8	Medical Doctor / Medical Services	Medical Doctor *		Bombeiros Voluntários de Elvas			+351268636320
9	Farrier	Farrier *		João Trabuço			+351964350789
10	IGA's	Independent Governance Advisor					

VII. INVITATIONS

1. General

a) Championships & CEIOs

Please refer to Art. 843.2 of the FEI Endurance Rules

b) CEIs

Countries invited (name)	All
Number of competitors per country	unlimited
Number of horses per competitor (max 2.)	2

2. Eligibility of Athletes/Horse age in FEI Endurance Events:

Event's Category	Age of Athletes Art. 826 End. Rules	Age of Horses Art. 827 End. Rules	Age of Trainer Art. 826 End. Rules
3* Championships and CEIO 3* (160 km)	As of 14 th year with permission of their NF	Min 9 years old	Min. 18 years old
2* Senior Championships and CEIO 2* (120-139 km)	As of 14 th year with permission of their NF	Min 8 years old	
2* Junior/Young Rider Championships (120-139 km)	As of 14 th year with permission of their NF up to their 22 nd year	Min 8 years old	
1* Senior Championships and CEIO 1* (100-119 km)	As of 14 th year with permission of their NF	Min 7 years old	
Young Horses Championships	As of 14 th year with permission of their NF	Min. 8 years old	
CEI 3* and CEIYJ 3*	As of 14 th year with permission of their NF	Min 8 years old	Min. 18 years old
CEI 2* and CEIYJ 2*	As of 14 th year with permission of their NF	Min 7 years old	
CEI 1* and CEIYJ1*	As of 14 th year with permission of their NF	Min 6 years old	

Article 124 (GRs) - Young Riders, Juniors, Pony Riders, Children and Veterans

- Athletes of the appropriate age may take part in FEI Competitions and FEI Championships of more than one (1) Category for Young Riders, Juniors and Pony Riders, but in each Discipline only in one (1) of these FEI Championships in any one (1) calendar year.
- Athletes may take part in FEI Senior Competitions and Championships from the beginning of the year they reach the age of 18 (eighteen) but they may only take part either in a Junior or a Young Rider or a FEI Championship for Seniors in the same Discipline in any calendar year. Further exceptions regarding age limits are set forth in the Sport Rules of the relevant Disciplines.

VIII. TIMETABLE

(to be filled for each Event, please add rows if necessary)

• Opening of stables:	Date : 18 January Time: No stables
• Veterinary Examination:	Upon arrival
• First Veterinary Inspection:	Date : 18 January Time: 7.15-8.30 a.m
• Final Veterinary Inspection:	Within 20mn after arrival
• Best Condition Award:	No apply

IX. ENTRIES

IMPORTANT

- Entries must be made by NFs through the FEI Entry System for all categories of this Event (<https://entry.fei.org>);
- Additional documentation can be found at this link: [Click Here](#)
- 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 be automatically disqualified unless compelling circumstances warrant otherwise.

1. Entry dates and Entry fee:

Event	Definite entry date	Last substitution date and time <i>1h prior to the first vet inspection</i>	Entry Fee
CEI*	14 Jan 2020	18 January 2020 6.15 am	100 Euros

Entries have to be in accordance with Art. 844 of Endurance Rules and Art. 116 of the General Regulations

2. Substitutions of Horses and/or Athletes and/or Trainer:

846.1 After the deadline for Definite Entries:

846.1.1 substitution of Horses and/or Athletes may only be made with the permission of the National Federation and the OC, such consent not to be unreasonably withheld.
All substituted Horses and/or Athletes must be correctly qualified for the Competition;

846.1.2 the registered Trainer of a Horse taking part in the Competition may not be substituted.

3. No-Shows/Late Withdrawals:

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

Amount charged: 0

X. COMPETITION DETAIL

1. Competition

Classification Team Individual
 Time limit **7h 8m 34s. (Min speed 14 km/h)**
 Starting method Mass start Staggered start
(only for CEI1* or 2nd day of a 2-day events)
 Type of ground

2. Place and Time of Start

Event	Date of competition	Time of Start	Place of start	Altitude differentials
CEI*	18 January 2020	9 a.m	Silos Cersul Santa Eulalia	60 m

3. Heart Rates

Presentation Time	Requirements
On Loops	64 bpm within 15mn of crossing the end line of each loop
From Halfway point	If at first presentation HR more than 68 bpm, must do a re-inspection before starting the next loop
Final Loop	64 bpm within 20mn of crossing the end line of final loop

4. Minimum Weight

Event	Minimum weight
Young Rider/Junior	
Young Rider/Junior Competitions and Championships	60 kg
Senior	
CEI 1* and CEI 2*	70 kg
CEI 3*	75 kg
CEIOs and Championships	75 kg

805.3.3 Weight control must be carried out before the start of the Competition and (if so requested by an FEI Official) after the finish. Weight control inspections may also take place at random at any time during the Competition on request by an FEI Official.

5. Minimum Distance Per Day

Event:		CEI(O)1*/CEI(O)YJ1*	
Number of phases	KM	Minimum time for 18km/h¹	Into a hold (minutes) of
1	39	130 minutes	40
2	39	130 minutes	40
3	22	73 minutes	Into finish
Total KM	100		
	Number	Distance in-between	
Crewing Points	6	(max 1 per 5 km)	
Drinking water Points	10	(min 1 per 10 km)	

Note:

- For CEI 1* and 2* at least one timed hold not shorter than 40 minutes
- For CEI 3* and Championships at least one hold not shorter than 50 minutes
- No phase may exceed 40 km and be less than 20km
- Hold times must meet a minimum ration of 1 min per 1 km completed (each phase)
- Maximum hold time is 60 minutes

¹ - Minimum time for 18 km/h serves as informative time as per Art. 837

XI. FACILITIES OFFERED

Please specify travel, style of accommodation, length of time they are at the expense of the Organiser and any compensation scheduled for the following:

1. Athletes

Accommodation.

Hotel:

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 _____ . Where _____

2. Crew members

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 _____ . Where _____

N.B: If applicable, Organiser’s must provide proper sanitary conditions. The showering facilities should be sufficient for both male and female crew members with hot and cold water. Shower facilities as well as restrooms should at all times be in a state of cleanliness.

XII. LOGISTICAL / ADMINISTRATIVE / TECHNICAL INFORMATION

3. Stables

No stables

4. Scoring/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 the Company:
 FEI Certified Service Provider ID number:

Contact person at event

Name:
 FEI ID number:
 Contact email:

NO

Name of the Company: Jaquima

Contact person at event

Name: Javier Duarte
 FEI ID number:
 Contact email: jduarte@fiecco.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.

5. Other Technology/Service Provider(s)

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

YES

Name of the Company:

Contact person

Name:
 FEI ID number (if applicable):
 Contact email :
 Activity/Function:
 (i.e.: Accreditations, Stable Management, Camera system, Sensors, etc...)

NO

6. Advertising And Publicity On Athletes And Horses (Art. Gr 135)

allowed not allowed

The chief steward will check that the advertising on athletes and horses complies with these Articles.

7. Prize Giving Ceremony

The number of athletes required to present themselves for the prize-giving ceremony of each competition is 0

8. Horses / Ponies

Transport expenses to be paid by:

The Organiser at per km.
The Athlete

9. 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.

10. Entry Right To Showgrounds/Accredited Persons

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

NUMBER OF ACCREDITED PERSONS:

Athlete: 1
Partner: 1
Crew members (max 4 per horse): 4
Trainer: 1

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

11. 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>

XIII. VETERINARY MATTERS

1. Customs Formalities

Name: António Coimbra
Address:

Telephone:
Fax:
Email: antoniocoimbra@netcabo.pt
Opening hours:

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.

3. National Requirements

If applicable please provide:

4. 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.

5. Transport Of Horses

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

6. Venue Arrival Information & Fitness To Compete

6.1 Passports. FEI General Regulations

Article 137

For all Horses on FEI Passports/FEI Recognition Cards issues, please address to 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 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).

Event's Category	FEI Passport / FEI Recognition Card Required
National Events	No FEI Passport/FEI Recognition Card required
CEI1* - CEI 2*	1) FEI Passports/FEI Recognition Cards are not compulsory for horses competing in their country of residence 2) FEI Passports/FEI Recognition Cards are compulsory for horses competing in a country other than the country of the horse' residency
CEI 3*	FEI Passports/FEI Recognition Cards are compulsory for all Horses
All Championships/Games	FEI Passports/FEI Recognition Cards are compulsory for all Horses

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.

6.2 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
Primary Course	1 st Vaccination: day 0 2 nd Vaccination: day 21-92	May compete 7 days after the 2 nd Vaccination
First Booster	Within 7 months of the 2 nd vaccination of the Primary Course	May compete for 6 months +21 days after the 2 nd vaccination of the Primary Course Must not compete in the 7 days after receiving a vaccination
Boosters	MINIMUM: within one year of previous booster vaccination IF COMPETING: 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.

6.3 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.

6.4 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.

6.5 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. 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.

7 Equine Anti-Doping And Controlled Medication Programme (EADCMP).

FEI Veterinary Regulations, Chapter VII

7.1 Sampling.

FEI Veterinary Regulations, Chapter VII

All horses competing at FEI Events may be subject to sampling for the presence of FEI Equine Prohibited Substances in accordance with the FEI Equine Anti-Doping and Controlled Medication Regulations (EADCMRs). Horses may be selected for sampling in accordance with obligatory testing, targeted or random sampling procedures. 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).

7.2 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.

XIV. 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>.

XV. ADDITIONAL INFORMATION

1. Insurances And National Requirements

In exceptional circumstances, together with the approval of Chefs d'Equipe, host NF delegate, if any, and the Ground Jury, the Organiser may change the schedule in order to clarify any matter arising from an omission or due to unforeseen circumstances. Any such changes must be notified to all athletes and officials as soon as possible and they must be reported to the FEI Secretary General by the Technical Delegate.

1.1 ATHLETES, OWNERS AND SUPPORT PERSONNEL

1.1.1 Personal Accident and Health Insurance

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

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

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

1.1.2 Personal Property Insurance

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

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

1.1.3 Press Equipment

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

1.2 ATHLETES AND OWNERS

1.2.1 Third Party Liability Insurance

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

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

1.2.2 Additional Liability Information

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.

[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 CHF150. – or equivalent.

Protest and appeal forms are available on FEI website.

<https://inside.fei.org/fei/regulations/general-rules>

3. Disputes

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

4. Modifications Of Schedule

In exceptional circumstances, together with the approval of Chefs d'Equipe and Ground Jury the OC reserves the right to modify the schedule in order to clarify any matter or matters arising from an omission or due to unforeseen circumstances.

Unforeseen circumstances do not include situations arising as a result of the OC altering the approved Schedule without FEI's authorisation. Any such changes must be notified to all competitors 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 OC

Square for organiser to include any additional information

6. Prize Money Distribution:

DEDUCTIONS FROM PRIZE MONEY AT COMPETITIONS

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

The tax form should be provided to the athletes upon arrival and returned to the organiser prior to departing.

6.1 Total Prize Money 0

6.2 Breakdown of prize money:

1st	3rd	5th
2nd	4th	6th

(to add more if applicable)

IMPORTANT

The value of the 1st 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. The total amount of prize money shown for each Competition in the schedule must be distributed. (Art 127, 128)

6.3 Awards

An award must be given to all competitors who complete the ride. Please describe awards to be distributed.

Trophy

XVI. 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 ID¹: 10103192
Name*: Carapuça
First Name*: Claudio
E-Mail*: jfsantaaulália@sapo.pt
Access Rights*: Admin² Consult³
Events⁴: CEI*

FEI ID¹: 10103194
Name*: Paulino
First Name*: Rui
E-Mail*: jfsantaaulália@sapo.pt
Access Rights*: Admin² Consult³
Events⁴: CEI*

¹ If already have an FEI user account.

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

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

⁴ Leave the field blank if the user deals with the entries of all events in the show.

*** Mandatory Fields**

2. Results

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

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

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

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

<https://inside.fei.org/fei/your-role/it-services/results/endurance-results-forms>

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

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