

I. DENOMINATION OF EVENT

VENUE: SOPOT

DATE: 09-11/11/2018

NF: POL

Indoor: Outdoor:

- CDI1* CDI2* CDI3* CDI4* CDI5*
 CDI-W
 CDIO2* CDIO3* CDIO4* CDIO5*
 CDIJ CDIY CDIP CDIU25 CDIOCh
 CDIOJ CDIOY CDIOU25 CDIOCh
 CDIAm
 Young Horses
 Championship Games

II. GENERAL CONDITIONS

- FEI Statutes, 23rd edition, effective 29th April 2015
- FEI General Regulations, 23rd edition, 1st January 2009, updates effective 1st January 2018
- FEI Veterinary Regulations, 14th edition, effective 1st January 2018
- **FEI Dressage Rules (25th edition, effective 1st January 2014, updates 1st January 2018) and if applicable the FEI Dressage World Cup™ Rules and FEI Dressage Nations Cup™ Rules**
- Equine Anti-Doping and Controlled Medication Regulations (EADCMR), 2nd Edition, effective 1st January 2018
- 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.

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Approved by the FEI, Lausanne, on 18.09.2018.



Bettina De Rham
FEI Director
Dressage & Para-Equestrian Dressage

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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: Hipodrom Sopot sp. z o.o.
Address: Polna 1, 81-745 Sopot, Poland
Telephone: +48 58 551 78 96
Email: hipodrom@sopot.pl
Website: www.hipodrom.sopo.pl

Contact Details Show Ground:

Address: Łokietka 1, 81-745 Sopot, Poland
Telephone: +48 58 551 78 96
GPS Coordinates: Łokietka/Rybacka/Gospody corner 54°25'29" North
/18°34'37" East

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

NEAREST AIRPORT - LECH WALESIA AIRPORT -- >www.airport.gdansk.pl

NEAREST LOCAL TRAIN STATION - SOPOT WYŚCIGI -->www.skjm.pkp.pl

NEAREST INTERNATIONAL TRAIN STATION - GDAŃSK GŁÓWNY

2. ORGANISING COMMITTEE

Honorary President: Jacek Karnowski Mayor of Sopot
President of the event: Kaja Koczurowska Wawrzekiewicz
Show Secretary: Agnieszka Maziarka
Press Officer: Alicja Kocik

3. EVENT DIRECTOR

Name: Agata Jarzycka
Address: Łokietka 1
Telephone: +48 551 78 96
Mobile: +48 516 132 072
Email: ajarzycka@sopot.pl

V. OFFICIALS

Ref.	Panel	Function	FEI ID	Name	NF	Level	Contact Email
1	Ground Jury	Ground Jury President	10053127	Irina Maknami	RUS	5*	imcnamee@yandex.ru
		Ground Jury Member	10102853	Marlena Gruca - Rucińska	POL	3*	stajnia-equus.gruca@wp.pl
		Ground Jury Member	10147116	Małgorzata Pawłowska	POL	3*	gosia@arpav.pl
		Ground Jury Member	10049610	Sławomir Pietrzak	POL	4*	pietrzaks@interia.pl
		Ground Jury Member	10052349	Nataliia Rubashko	BLR	4*	rnk@telegraf.by
		Foreign Judge	10053656	Eduard De Wolff Van Westerrode	NED	5*	eddy@dewolffvanwesterrode.nl
2	Foreign Technical Delegate	Foreign Technical Delegate					
3	Appeal Committee	Appeal Committee President					
		Appeal Committee Member					
		Appeal Committee Member					
4	Chief Steward	Chief Steward	10052898	Katarzyna Widalska	POL	2	k.widalska@o2.pl +48 504243467
5	Assistant Stewards	Assistant Steward	10102852	Natalia Smagacz	POL	1	
		Assistant Steward	10036293	Didier Ferrer	FRA	2	
		Assistant Steward	10102859	Tadeusz Wajs	POL	2	
6	FEI Veterinary Delegate	Veterinary Delegate	10051661	Grzegorz Chajęcki	POL		gchajęcki@poczta.onet.pl +48 601652 703
		Assistant Veterinary Delegate					
	FEI Veterinary Commission	Veterinary Commission President					
		Foreign Veterinary Delegate					
		Veterinary Commission Member					
7	Veterinary Services Manager / Treating Veterinarian	Veterinary Services Manager	10049905	Zdzisław Peczyński	POL		+48 502 657 021
		Permitted Treating Veterinarian					
8	Doctor/Medical Service	Doctor/Medical Service		NORDAMBULANCE			+48 664 223 999
9	Farrier	Farrier		Adam Czerwiński	POL		+48 690 967 267
10	NF Delegate	NF Delegate (if applicable)					

VI. INVITATIONS

Number of NFs invited :	All interested
State which NFs are invited:	N/A
Reserve NFs:	N/A
Total Number of athletes:	100
Number of home athletes:	unlimited
Number of athletes per NF:	unlimited
Number of horses per athlete:	5

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>
- You will find additional documentation on:
<https://inside.fei.org/fei/your-role/nfs/entry-system-dressage>
- 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: 29.10.2018

Last date for substitutions: 08.11.2018 at latest 2 hours prior to horse inspection

Entries have to be in accordance with art 423 of the Dressage Rules and art 116 of the General Regulations.

Entry fee per horse:

CDI3* 350€

CDIP, CDICh, CDIJ, CDIY 300€

Stabling fee per horse (if any): included

Starting fee per horse (if any): N/A

VAT: 8%

Total fee per horse:

CDI3*	378€
CDIP, CDICH, CDIJ, CDIY	324€

The payment of the entries has to be made to the OC before the closing date of Definite Entries.

The name of the Participating Rider must be stated in the Bank Transfer information. Any Bank transfer that does not include this information will not be considered valid.

Hipodrom Sopot sp. z o.o., Polna 1, 81-745 Sopot

PKO Bank Polski S.A. o/POB

Swift Code (BIC) BPKOPLPW

PL 73 1440 1101 0000 0000 1146 9353

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: 300€

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):	60€
Manure disposal:	20€
Hay:	8€
Straw:	8€ (first straw bedding free of charge)
Shavings:	15€ (available only if requested in entries)
Other (please specify):	
1 car per rider	free of charge
Tack box:	100€
Non competing horse:	150€
Additional day of stabling:	30€

All aforementioned amounts are including VAT

VAT Number of the Organiser: PL 585 10 01 930

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.

VIII. TIMETABLE

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

	Day	Date	Time
• <u>Opening of stables:</u>	Thursday	08/11/2018	10:00
• <u>Horse Inspection:</u>	Thursday	08/11/2018	17:00
Re-inspection	Friday	09/11/2018	7:30
• <u>Declaration of Starters</u>	Not later than one (1) hour after the horse inspection.		
• <u>Draw:</u>	Thursday	08/11/2018	Following declarations.

Competitions CDI3*:	Day	Date	Time	Prize Money
No 5 Prix St-Georges	Friday	09/11/18	Not before 8AM	300€
No 6 Grand Prix	Friday	09/11/18	Not before 8AM	600€
No 11 Intermediate I	Saturday	10/11/18	Not before 8AM	300€
No 12 Grand Prix Special	Saturday	10/11/18	Not before 8AM	600€
No 17 Intermediate I Freestyle	Sunday	11/11/18	Not before 8AM	400€
No 18 Grand Prix Freestyle	Sunday	11/11/18	Not before 8AM	1200€
<u>Total Prize Money</u>				3400€
<u>Prizes in Kind</u>				Trophies & Rosettes

Competitions CDIY:	Day	Date	Time	Prize Money
No 4 YR Team	Friday	09/11/18	Not before 8AM	
No 10 YR Individual	Saturday	10/11/18	Not before 8AM	
No 16 YR Freestyle	Sunday	11/11/18	Not before 8AM	
<u>Total Prize Money</u>				-
<u>Prizes in Kind</u>				500€

Competitions CDIJ:	Day	Date	Time	Prize Money
No 3 Junior Team	Friday	09/11/18	Not before 8AM	
No 9 Junior Individual	Saturday	10/11/18	Not before 8AM	
No 15 Junior Freestyle	Sunday	11/11/18	Not before 8AM	
<u>Total Prize Money</u>				-
<u>Prizes in Kind</u>				500€

Competitions CDICh:	Day	Date	Time	Prize Money
No 1 Children Preliminary B	Friday	09/11/18	Not before 8AM	
No 7 Children Team	Saturday	10/11/18	Not before 8AM	
No 13 Children Individual	Sunday	11/11/18	Not before 8AM	
<u>Total Prize Money</u>				-
<u>Prizes in Kind</u>				300€

**FEI APPROVED SCHEDULE
SOPOT (POL) 09-11 November 2018**

Competitions CDIP:	Day	Date	Time	Prize Money
No 2 Pony Team	Friday	09/11/18	Not before 8AM	
No 8 Pony Individual	Saturday	10/11/18	Not before 8AM	
No 14 Pony Freestyle	Sunday	11/11/18	Not before 8AM	
<u>Total Prize Money</u>				-
<u>Prizes in Kind</u>				300€

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: 09/11/2018

COMPETITION No 1

Test: Children Preliminary B competition (edition 2014, update 2018), to be ridden from memory
Number of horses per athlete: 2
Open to: All athletes entered
Draw/Art: Ordinary Draw (Article 425.2)
Prize money: No prize money
Breakdown: N/A

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COMPETITION No 2

Test: Pony Team Competition (edition 2012, update 2018), to be ridden from memory
Number of horses per athlete: 2
Open to: All athletes entered
Draw/Art: Ordinary Draw (Article 425.2)
Prize money: No prize money
Breakdown: N/A

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COMPETITION No 3

Test: Junior Team Competition (edition 2009, update 2018), to be ridden from memory
Number of horses per athlete: 2
Open to: All athletes entered
Draw/Art: Ordinary Draw (Article 425.2)
Prize money: No prize money
Breakdown: N/A

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COMPETITION No 4

Test: Young Riders Team Competition (edition 2009, update 2018), to be ridden from memory
Number of horses per athlete: 2
Open to: All athletes entered
Draw/Art: Ordinary Draw (Article 425.2)
Prize money: No prize money
Breakdown: N/A

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COMPETITION No 5

Test: Prix St. Georges Competition (edition 2009, update 2018), to be ridden from memory
 Number of horses per athlete: 2
 Open to: All athletes entered
 Draw/Art: Ordinary Draw (Article 425.2)
 Prize money: 300€
 Breakdown: 99 / 75 / 60 / 45 / 21
 Above 20 starters next prize = 15 €
 Distribution of prize money: distributed to 25 % of participants.
 If there are 4 or less athletes in the competition, the table below applies.

Classification	Number of starters in class			
	1	2	3	4
1st	99	99	99	99
2nd		75	75	75
3rd			60	60
4th				45

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COMPETITION No 6

Test: Grand Prix (edition 2009, revision 2014, update 2018), to be ridden from memory
 Number of horses per athlete: 2
 Open to: All athletes entered
 Qualifier for competitions 12 and 18
 Opting: Athletes must opt at the latest at the date of definite entry for which of the two (2) Competitions they wish to qualify: Grand Prix Freestyle or Grand Prix Special.
 Draw/Art: Ordinary Draw (Article 425.2.1.a)
 Prize money: 600€
 Breakdown: 198 / 150 / 120 / 90 / 42
 Above 20 starters next prize = 30 €
 Distribution of prize money: distributed to 25 % of participants.
 If there are 4 or less athletes in the competition, the table below applies.

Classification	Number of starters in class			
	1	2	3	4
1st	198	198	198	198
2nd		150	150	150
3rd			120	120
4th				90

SECOND DAY: SATURDAY

DATE: 10/11/2018

COMPETITION No 7

Test: Children Team Competition (edition 2015, update 2018), to be ridden from memory
Number of horses per athlete: 1
Open to: All athletes entered
Qualifier for competition 13
Draw/Art: Ordinary Draw (Article 425.2)
Prize money: No prize money
Breakdown: N/A

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COMPETITION No 8

Test: Pony Individual Competition (edition 2012, update 2018), to be ridden from memory
Number of horses per athlete: 2
Open to: All athletes entered
Qualifier for competition 14
Draw/Art: Ordinary Draw (Article 425.2)
Prize money: No prize money
Breakdown: N/A

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COMPETITION No 9

Test: Junior Individual Competition (edition 2009, update 2018), to be ridden from memory
Number of horses per athlete: 2
Open to: All athletes entered
Qualifier for competition 15
Draw/Art: Ordinary Draw (Article 425.2)
Prize money: No prize money
Breakdown: N/A

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COMPETITION No 10

Test: Young Riders Individual Competition (edition 2009, update 2018), to be ridden from memory
Number of horses per athlete: 2
Open to: All athletes entered
Qualifier for competition 16
Draw/Art: Ordinary Draw (Article 425.2)
Prize money: No prize money
Breakdown: N/A

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COMPETITION No 11

Test: Intermediate I Competition (edition 2009, update 2018), to be ridden from memory
 Number of horses per athlete: 2
 Open to: All athletes entered
 Qualifier for competition 17
 Draw/Art: Ordinary Draw (Article 425.2)
 Prize money: 300€
 Breakdown: 99 / 75 / 60 / 45 / 21
 Above 20 starters next prize = 15 €
 Distribution of prize money: distributed to 25 % of participants.
 If there are 4 or less athletes in the competition, the table below applies.

Classification	Number of starters in class			
	1	2	3	4
1st	99	99	99	99
2nd		75	75	75
3rd			60	60
4th				45

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COMPETITION No 12

Test: Grand Prix Special (edition 2009, revision 2014, update 2018), to be ridden from memory
 Number of horses per athlete: 1
 Open to: and compulsory for the 15 best rider/horse combination (including those who tie for 15th place) from competition n° 6 who opted for Grand Prix Special at latest at the date of definite entries
 Draw/Art: Draw within groups of five in reverse order of the result of the Grand Prix (group of rider placed 11-15th to start first) Art 425.4
 Prize money: 600€
 Breakdown: 198 / 150 / 120 / 90 / 42
 Above 20 starters next prize = 30 €
 Distribution of prize money: distributed to 25 % of participants.
 If there are 4 or less athletes in the competition, the table below applies.

Classification	Number of starters in class			
	1	2	3	4
1st	198	198	198	198
2nd		150	150	150
3rd			120	120
4th				90

THIRD DAY: SUNDAY

DATE: 11/11/2018

COMPETITION No 13

Test: Children Individual Competition (edition 2014, update 2018), to be ridden from memory
Number of horses per athlete: 1
Open to: and compulsory for the 18 best rider/horse combination (including those who tie for 18th place) from competition n°7 Children Team
Draw/Art: Draw in groups of 5 (Article 425.8)
Prize money: No prize money
Breakdown: N/A

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COMPETITION No 14

Test: Pony Freestyle Competition (edition 2007, revision 2009, update 2017), to be ridden from memory
Number of horses per athlete: 1
Open to: and compulsory for the 18 best rider/horse combination (including those who tie for 18th place) from competition n°8 Pony Individual
Draw/Art: Draw in groups of 5 (Article 425.5)
Prize money: No prize money
Breakdown: N/A

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COMPETITION No 15

Test: Junior Freestyle Competition (edition 2006, revision 2009, update 2017), to be ridden from memory
Number of horses per athlete: 1
Open to: and compulsory for the 18 best rider/horse combination (including those who tie for 18th place) from competition n°9 Junior Individual
Draw/Art: Draw in groups of 5 (Article 425.5)
Prize money: No prize money
Breakdown: N/A

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COMPETITION No 16

Test: Young Riders Freestyle Competition (edition 2006, revision 2009, update 2017), to be ridden from memory

Number of horses per athlete: 1

Open to: and compulsory for the 18 best rider/horse combination (including those who tie for 18th place) from competition n°10 Young Rider Individual

Draw/Art: Draw in groups of 5 (Article 425.5)

Prize money: No prize money

Breakdown: N/A

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COMPETITION No 17

Test: Intermediate I Freestyle Competition (edition 1998, revision 2009, update 2017), to be ridden from memory

Number of horses per athlete: 1

Open to: and compulsory for the 15 best rider/horse combination (including those who tie for 15th place) from competition n°11 Intermediate I

Draw/Art: Draw in groups of 5 (Article 425.5)

Prize money: 400€

Breakdown: 132 / 100 / 80 / 60 / 28
Distribution of prize money: distributed to 25 % of participants.
If there are 4 or less athletes in the competition, the table below applies.

Classification	Number of starters in class			
	1	2	3	4
1st	132	132	132	132
2nd		100	100	100
3rd			80	80
4th				60

* * * * *

COMPETITION No 18

Test: Grand Prix Freestyle (edition 1999, revision 2009, update 2017), to be ridden from memory

Number of horses per athlete: 1

Open to: and compulsory for the 15 best rider/horse combination (including those who tie for 15th place) from competition n°6 who opted for Grand Prix Freestyle at latest at the date of definite entries

Draw/Art: Draw in groups of 5 (Article 425.5)

Prize money: 1200€

Breakdown: 396 / 300 / 240 / 180 / 84

Distribution of prize money: distributed to 25 % of participants.

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

Classification	Number of starters in class			
	1	2	3	4
1st	396	396	396	396
2nd		300	300	300
3rd			240	240
4th				180

* * * * *

X. FACILITIES OFFERED

1. ATHLETES

Accommodation.

Recommended HOTELS

Sopot Focus Hotel Premium

<http://www.focushotels.pl/sopot,150.html>

Golden Tulip

<http://www.goldentulipgdanskresidence.com>

Sheraton Hotel Sopot

<http://www.sheratonsopot.pl>

At the expense of: The Organiser or Athletes

Meals.

At the expense of: The Organiser or Athletes

2. GROOMS

Accommodation.

Requests for accommodation must be sent with entries.

Accommodation will be at the cost of: The Organiser Athletes

Meals.

At the expense of: The Organiser or Athletes

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: Unicorn Restaurant at the indoor arena

2. COMPETITION ARENA(S)

Total dimensions : 80 x 40

Type of Footing: fiber sand

(Competition arena - dimensions: 20 x 60 m)

3. PRACTICE ARENA(S)

Dimensions : 45 x 17

Type of Footing: fiber sand

(Competition arena - dimensions: 20 x 60 m)

4. STABLES

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

Organizer provides 3 types of stabling:

20 boxes only in renewed stables: 3,0 x 3,3; - no tack box available

100 boxes in permanent stables:

stable no 1 – 3,5mx2,8m;

stable no 2 – 2,5mx3,15m;

stable no 3 – 2,65mx3,15m;

stable no 5 – 3,75mx2,8m;

stable no 6 and 7 – 3,10mx3,15m

Tent stables : 3,0mx3,0m

Organizer reserves the right on the allocation of boxes due to the availability but please indicate your preferences in the entry form.

5. SCORING PROVIDER / TIMING PROVIDER

Name contact person: HTE marketing

Contact email: j.ryczywolski@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.

6. AVERAGE SCORE / OPEN SCORING

Average Score and Open Scoring: Yes No

7. PRIZE GIVING CEREMONY

The number of athletes required to present themselves for the prize-giving ceremony of each competition is 6 for CDI3* and 5 for the other.

8. ADVERTISING ON ATHLETES AND HORSES

The athletes are authorised not 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 Article 135 of the General Regulations.

9. TICKETING

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

10. BETTING

Betting will be authorised by the Organiser. Yes No

11. TRANSPORT REIMBURSEMENT HORSES / PONIES

Transport expenses to be paid by:

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 them on arrival.

13. LOCAL TRANSPORTATION - ARRANGEMENTS FROM HOTEL TO SHOWGROUNDS

Walking distance

Organiser Shuttle Service

Public Transport to be paid by the Organiser Athlete

If paid by Athlete approximate cost per round trip: 1€

Taxi: to be paid by the Organiser Athlete .

If paid by Athlete approximate cost per round trip: 5€

Other:

14. ENTRY RIGHT TO SHOWGROUNDS/ACCREDITED PERSONS

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

NUMBER ACCREDITED PERSONS:

Athlete: 1

Partner: 1

Groom: 1

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

Others accredited persons into the stables area with special passes:

- President of Ground Jury & Foreign Judge
- Organizing Committee & employees

15. 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: C. Hartwig
Address: Równoległa 4, 02-235 Warszawa
Telephone: +48 22 868 34 71
Email: info@hartwig.com.pl
Opening hours: 8:00-16:00

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: N/A
Quarantine period: N/A
Specimen Import Licence applied: N/A

3. NATIONAL REQUIREMENTS

If applicable please provide: N/A

4. PONIES

FEI Veterinary Regulations, Chapter IX: For all Pony Events, Ponies must be available for Pony Measurement if requested by the FEI.

5. INJURY SURVEILLANCE

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

6. TRANSPORT OF HORSES

Horses must be fit to travel and be transported in suitable vehicles. 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 FEI Veterinary Regulations** and may not be allowed to compete.

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

7.2 VACCINATIONS - EQUINE INFLUENZA. FEI Veterinary Regulations Article 1003

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

VACCINATION	PROTOCOL	ELIGIBILITY TO ENTER VENUE
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

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 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.

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

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

N/A

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.

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:

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

Appeal: <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 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

<p>Dog only on leash</p> <p>Vehicles only one per rider</p> <p>Please be aware while driving in Poland ELECTRONIC TOLL COLLECTION SYSTEM "viaTOLL" is in charge.</p> <p>For more information please visit https://www.viatoll.pl/en/home</p> <p>In accordance with Art. 135.1 of the FEI General Regulations article, the OC reserves the right to use still images of Athletes/Horses taken during the Event for promotional and non-commercial purposes.</p>

Age of Athletes and Horses according to the Event's Category:

Event's Category	Age of Athletes	Age of Horses
Grand Prix/Grand Prix Special/ Grand Prix Freestyle/ Intermediate II/Intermediate A/ Intermediate B	As of 16 th year	Min 8 y.o.
Prix St. Georges/Intermediate I/ Intermediate I Freestyle	As of 16 th year	Min. 7 y.o.
CH-Y/CDIY/CDIOY	As of 16 th year to end 21 st year	Min. 7 y.o.
CH-J/CDIJ/CDIOJ	As of 14 th year to end 18 th year	Min. 6 y.o.
CH-P/CDIP/CDIOP	As of 12 th year to end 16 th year	Min. 6 y.o.
CH-Ch/CDICh/CDIOCh	As of 12 th year to end 14 th year	Min. 6 y.o.
CH-U25/CDIU25/CDIOU25	As of 16 th year to end 25 th year	Min. 8 y.o.
CDI Am	As of 26 th year	Min. 7 y.o. Medium tour Min. 8 y.o.
CDI YH	As of 16 th year	Min. 5 y.o. – Max. 7 y.o.
CH-M-YH-D	As of 16 th year	5 y.o. / 6 y.o. / 7 y.o.

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.

TAX - 10% from prize money above 760zł (aprox. 180€)

IMPORTANT

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

The value of the 1st 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 st	33%	33%	33%	33%	All the prize money scheduled must be distributed among all placed athletes.
2 nd		25%	25%	25%	
3 rd			20%	20%	
4 th				15%	
Total distributed	33%	58%	78%	93%	

The amount to be given to each athletes 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 ID¹: 10083948
Name*: Jarzycka
First Name*: Agata
E-Mail*: agatajarzycka@gmail.com
Access Rights*: Admin² Consult³

Events⁴:

FEI ID¹: 10109685
Name*: Ryczywolski
First Name*: Jacek
E-Mail*: j.ryczywolski@gmail.com
Access Rights*: Admin² Consult³

Events⁴:

FEI ID¹: 10173165
Name*: Włodarczyk
First Name*: Aleksandra
E-Mail*: sekretariat@hipodrom.sopot.pl
Access Rights*: Admin² Consult³

Events⁴:

- 1) If already have an FEI user account.
2) Provide 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/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, 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: <http://inside.fei.org/fei/your-role/Organisers/xml-format>

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

Please note that as per Art 109.6 (GR): OCs of International Events must inform the FEI and NFs whose teams or individuals have taken part, of the results and prize money paid to each placed Athlete and team, within 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.

**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**