



Wednesday 1st – Sunday 5th May 2024

NOTES TO ALL COMPETITORS

Key Messages

As a special request this year, we ask that you do not bring any unnecessary vehicles as space across all areas of the event is very limited. Thank you in advance for your assistance in this matter.

Horse numbers are required to be shown **at all times** when a horse/pony is out of their stable or horsebox.

Please take careful note of conditions 17 (Dress), 23 (No Admission to Show Ring), 34 (Horseboxes / Caravans), 35 (Exercising and Working In), 36 and 37 (Abusive Behaviour). These are available in the National Schedule from page 74 onwards.

Competitor Communication

On the run up to the show we will communicate any timetable changes or other important updates for National Competitors via email, to the Billing Contact email submitted at the time of making your entry on My Riding Life. Please let the Entries team know as soon as possible any changes to your contact details on the run up to the Show, so you do not miss any vital communications from the Entries team. The Entries team can be contacted via: entries@hpower.co.uk. We will also post these updates on our Royal Windsor Horse Show Facebook page. Please note slight changes to class timings may not be confirmed until the morning of Competition.

Intention not to compete

We would be grateful to all Competitor's not planning to compete at the Show to inform us in advance. It would help our team running the rings to know they do not need to expect someone. If you could let us know where possible by 3pm the day before you are due to compete. We would kindly request withdrawals are emailed through to entries@hpower.co.uk.

Judge Update

The current list of judges will be available on the [Competitor Notes](#) page on the RWHS website. Changes since the initial list was published are as follows:

Miss Zara Owen is now judging the Hacks (Ride), replacing Mrs F Preston-Smith

Miss Polly Coles is now judging the Coloured Ridden (Ride), replacing Mrs F Preston-Smith

Mr Christopher Hewlett is now judging the Amateur Hunters (Conformation), replacing W Moran Esq

Miss Zara Owen is now judging the Ladies Side Saddle, replacing Mrs K Masefield-Baker

British Dressage Young Horse Classes

Arrival instructions for Competitors participating in the British Dressage Young Horse classes will differ from the below. The Entries Secretary will email additional instructions directly to Competitors competing in these classes.

Class 49 Coaching Marathon

Arrival instructions and Accreditation arrangements for Competitors participating in the Coaching Marathon will differ from the below. The Entries Secretary will email additional instructions directly to Competitors competing in this class.

Receiving all your E-Ticket allocation

This year to receive your e-ticket allocation you will need to allocate your e-tickets to the individuals to whom the tickets will apply and who will be attending the Show with you. An e-ticket will not be released unless it is allocated to a valid email address. Please ensure this email address is for the person accompanying you to site and who will use the ticket.

Travelling to the Showground

Please follow the routing code on the yellow event traffic signage **RL Car Park** and you will then be directed to either the Horsebox Park or Owners' Car Park. The Postcode to follow is **SL4 6HX**.

Arriving at the Showground

The horsebox park will open daily at 5.30am and close at 10.00pm. It would be greatly appreciated that any Competitors not stabling onsite vacate the lorry park by one hour after the finish of the last class of the day.

Any vehicles arriving outside of these hours will not be able to access either the Horsebox parking area or the Owners' Car Park. The HORSEBOX e-ticket is to be used for horseboxes and cars towing trailers only. Please only use OWNERS' CAR PARK e-tickets for separate cars.

Accreditation arrangements

Competitor, Groom and Owner accreditation for access to the show in 2024 will once again be in the form of wristbands. All competitors will receive their entitlement to free passes in the form of WB e-vouchers by email.

On arrival at the show, take your WB e-vouchers to the Accreditation Office near Victoria Bridge to **exchange for a wristlet**, this is also the point at which you should sign for and **collect your horse number(s)**. Please elect one member of your party to collect the bridle number on your first day of competition, so that you all know who should be in possession of the bridle number, and reduce confusion on the day.

To receive your wristband you must be in receipt of your own valid e-ticket. Please allow enough time to collect your wristband before entering the Showground to compete.

The Victoria Bridge Wristband Exchange cabin will be open daily between the following hours:

Wednesday 1st May	8.00am – 4.00pm
Thursday 2nd – Saturday 4th May inclusive	5.45am – 6.00pm
Sunday 5th May	5.45am – 4.30pm

Additional competitor wristbands can be purchased on the day at the Victoria Bridge Wristband Exchange cabin (debit/credit card ONLY). They will be charged at the Adult General Entry rate for that day:

Wednesday 1st May: £25
Thursday 2nd May: £30
Friday 3rd May: £38
Saturday 4th May: £45
Sunday 5th May: £45

General Entry tickets can only access the Showground via the Public Entrance in the King Edward VII car park. Please do not try to enter the Victoria Bridge Competitor Entrance with these tickets as you will be refused entry, and directed to the Public Entrance.

Please note Victoria Bridge opens a minimum of 45 minutes before the first class of the day and will close each night at 8.00pm.

Exercise areas will only be available inside the Show Ground itself.

Passports and Vaccinations

Competitors **MUST** bring their horses passports with them to the show and ensure that their horse's vaccinations are up to date. Please refer to page 13 of the schedule for vaccination rules. Spot checks will be carried out and if there are any discrepancies, you will be refused access to the showground. There will be no exceptions.

Due to the increased risk of EHV infection, we shall be putting in place a strict biosecurity policy, including an increased frequency of examination of horses on arrival. We ask that owners / riders take their horse's / pony's temperature for the three days leading up to arrival at the Show, and on the morning of travel to ensure that it is not above 38.5 degrees. Please do not arrive on site if you are at all concerned about the health of your horse or pony before leaving home. If, upon arrival, you are concerned about anything, please speak to an official who will raise one of the Veterinary Team to assist you and make a decision about whether access to the site will be permitted. Please take great care with all your tack and anything associated with your horse/pony and ensure that there is no contact or possibility of cross contamination with other entrants and their belongings.

We are also requesting for all horses' competing in national competitions at the show to complete and bring with them the BEF Equine Health Status Declaration for Competition form supplied at the end of these notes.

Stabling

Stables (advance booking only) are situated in Home Park Public. Stables are available from 6.00pm on the day booked until 5.00pm the following day.

Please arrive between 6.00pm (or 2pm on Wednesday 1st May ONLY) – 10.00pm for your stable and bring a copy of your My Riding Life booking confirmation, show this either on your smart phone or printed. A key commitment for the Show is to minimise our environmental impact and maximise our sustainability. Please think before printing your booking confirmation.

Please note that all boxes will be made up with cardboard bedding only. Extra bedding may be purchased if ordered and paid for in advance. Please bring your own food/forage, there is none available on site.

Please note there will be no access to the Showground for exercise on Wednesday 1st May.

Competitors are asked to muck out their stables prior to departing. There will be a £30 cash deposit payable to the Stable Manager on arrival which is refundable when you leave and the stable has been inspected to ensure it is clean.

The selling on of stables between Competitors will not be tolerated. If we are made aware of anyone selling on a stable the original stable booking will be cancelled without a refund, and reallocated to a Competitor on the stable waiting list operated by the Entries team. If you no longer require your stable, please contact the Entries team as soon as possible.

Catering Facilities

Bar and food outlets will be available across the site. More information about the variety can be found on our [Where to Eat](#) page.

Organisers Office

The Organisers Office is located to the North of the Castle Arena. The number for the office is 01753 295872 / 01753 295873.

Show Catalogues and Merchandise

Some competitors have enquired regarding purchasing a Show Programme. These are available to purchase [here](#). If you select the day you are competing it will then allow you to add a Programme to your basket.

During the show, Catalogues can be purchased from various points around the showground, including just as you enter the Competitor Entrance at Victoria Bridge.

Our new merchandise range is available [here](#); including class hoodies and polo shirts. Please note class hoodies and polo shirts are not available to purchase at the show, pre-order only.

Daily Start Times

Competition is currently planned to start at the following times each day:

Wednesday 1st May	
The Martin Collins Enterprises Frogmore Arena	10:00am

Thursday 2nd May	
Castle Arena	7:00am
The Martin Collins Enterprises Frogmore Arena	7:15am
The New Horizon Plastics Copper Horse Arena	7:00am
Adelaide Arena	7:00am

Friday 3rd May	
Castle Arena	7:45am
The Martin Collins Enterprises Frogmore Arena	7:30am
The New Horizon Plastics Copper Horse Arena	8:45am
Adelaide Arena	8:45am

Saturday 4th May	
Castle Arena	7:00am
The Martin Collins Enterprises Frogmore Arena	7:00am
The New Horizon Plastics Copper Horse Arena	8:30am
Adelaide Arena	8:30am

Sunday 5th May	
Castle Arena	9:00am
The Martin Collins Enterprises Frogmore Arena	7:30am
The New Horizon Plastics Copper Horse Arena	8:00am
Adelaide Arena	7:45am

Royal Windsor Horse Show reserve the right to alter or change classes from times as they think fit

We will email competitors and post these updates on our Royal Windsor Horse Show Facebook page. Please note slight changes to class timings may not be confirmed until the morning of Competition.

Show Jumping Classes / Declarations

COMPETITORS ARE REQUIRED TO DECLARE THEIR STARTERS FOR ALL BRITISH SHOWJUMPING COMPETITIONS (CLASSES 7 AND 8) BY 6.00 P.M. ON MONDAY, 29TH APRIL 2024. **Class 125 – Under 25 Jumping Competition, should be made by 6.00pm on Saturday, 4th May 2024.**

Declarations details will be emailed to competitors the weekend before declarations open (27th/28th April).

Any competitors with accepted entries who do not declare before this time will be replaced by those competitors who have selected to be included on a waiting list. For this reason, late declarations will not be accepted under any circumstances. This policy is intended to maximise the numbers of national jumping competitors able to benefit from an opportunity to compete at the show.

No competitor will be allowed to jump Hors Concours.

All substitutions must be made at the time of declaration and must be made in accordance with British Showjumping Rule 79.4.

For British Showjumping competitions please note the horse substituted must be registered in the same ownership as that of the original entry and if so registered may be ridden by any rider qualified by the conditions of the competition to do so. Additionally, an Authorised Agent may substitute any horse for which he has authority to act under Rule 33.09.3 for an entered horse for which he has authority to act, but in this case the horse substituted must be ridden by the rider already entered to ride the original entry.

The order of jumping in all classes will be drawn. All competitors must jump in this order. **Any competitor missing their turn will be disqualified by the Judges. This rule will be strictly enforced.**

Non British Showjumping Classes requiring Competitors to declare (telephone declarations only 01753 295887):

- Class 95: Services Teams Jumping Competition: Must declare their starters by 7PM Thursday 2nd May
- Class 104: Inter Schools Show Jumping Competition: Must declare their starters by 6PM Friday 3rd May
- Class 135: Pony Club Show Jumping Competition: Must declare their starters by 6PM Saturday 4th May

Miscellaneous

The Organisers of the Royal Windsor Horse Show strongly discourage horses being left unattended on horseboxes. Owners' leave horses unattended at their own risk, please refer to Condition 3. No horse / pony should be left unattended tied to a horsebox or trailer.

To get to the arenas, follow the horse-walk which will be signed. Please ensure you are at the correct arena 30 minutes before your class starts in case of small changes to class timings.

The PA system in the lorry park will only be used to announce upcoming class starts if the class has had its start time altered on the morning of competition.

All Competitors must provide the Show Organiser with a contact telephone number in case of an emergency.

In the event of a competitor not presenting for their class; all fees will be forfeited including, but not limited to, entry fees.

Mark sheets will not be available to view during the show. These will however be available to download on our website [here](#).

Any objections to potential irregularities or errors on mark sheets should be made within 24 hours of the marks being posted to the Royal Windsor Horse Show website.

Currently there are no COVID-19 restrictions in place in the UK. Should government guidelines change, the show will follow those guidelines.

Prize Money: Prize money will be paid by bank transfer within six weeks following the Show. Please complete the form under ANNEX ONE and return to the Entries Team by email to entries@hpower.co.uk

ANNEX ONE – COMPETITOR’S BANK DETAILS 2024

Competitor's Name (Rider – Horse):
Class:

Bank Name:
IBAN:
BIC (SWIFT):
Account No:
Sort Code:
Name on Account:

Please return completed form to the Entries Team at Royal Windsor Horse Show by email at entries@hpower.co.uk

To be completed for each horse attending any show, training or activity run under the affiliation and rules of any British Equestrian member body between 29 March and 12 April 2021. This form should be completed by the rider or owner of the horse and submitted to the venue 24 hours before arrival at the show or as outlined in the event schedule. Failure to submit a declaration form before will result in the entry being forfeited and the horse will not be allowed on to the venue.

Member body/discipline:			
Horse name:		MB registration number:	
UELN number:		Microchip number:	
Rider name:		MB registration number:	
Owner name:		MB registration number:	
Show/venue/activity attending:		Date of show/activity:	
Please confirm your horse currently shows none of the clinical signs listed:	<ul style="list-style-type: none"> ● recent cough of unknown cause ● recent nasal discharge of unknown cause ● enlarged lymph nodes ● fever (>38.5°C) ● recent onset of neurological signs of unknown cause ● diarrhoea 		
Please confirm the following statements:	<p>The abovementioned horse:</p> <ul style="list-style-type: none"> ● is not under current investigation for EHV infection. ● has not been in contact with and is not kept on the same premises as a horse known to have or be under investigation for EHV. ● has been resident in the UK for the last 28 days. 		
Please agree to the following statement:	<p>The horse named above will have its temperature taken prior to travel and will not travel should the temperature reading be >38.5°C.</p>		
Declaration:	<p><i>To the best of my knowledge, I confirm and agree to all the statements outlined above. I confirm that I am over 18 years of age.</i></p>		
	Signed:		
	Print name:		
	Role: (rider/owner/administrator)		
	Date:		

* Please complete and bring this form with you to the show either on your smart phone or printed. We are using British Equestrian's 2021 declaration so please ignore the dates at the top of the form