



In Partnership with



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## CAIO4\* Schedule of Events

*2nd - 5th May 2024*

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## 2024 FEI APPROVED SCHEDULE

Royal Windsor Horse Show (GBR) 2nd - 5th May 2024

### I. DENOMINATION OF THE EVENT

**Venue :** Royal Windsor Horse Show

**Dates :** 2<sup>nd</sup> - 5<sup>th</sup> May 2024 **NF:** GBR

**Indoor:**

**Outdoor:**

**EVENT CATEGORIES:**

<b>Seniors</b>	
Horses	
CAI3*-H1	CAIO4*-H4 WcupQ

### II. GENERAL CONDITIONS

- FEI Statutes, 24th edition, effective 21st November 2023.
- FEI General Regulations, 24th edition, 1st January 2020, updates effective 1st January 2024.
- FEI Veterinary Regulations, 15th edition, effective 1st January 2023, updates effective 1st January 2024.
- **FEI Driving and Para Driving Rules, 12<sup>th</sup> edition, effective 1<sup>st</sup> January 2022, updates effective 1st January 2024.**
- Equine Anti-Doping and Controlled Medication Regulations (EADCMR), 3rd Edition, effective 1st January 2021.
- FEI Anti-Doping Rules for Human Athletes (ADRHA), based upon the 2021 WADA Code, effective 1st January 2021.
- All subsequent published revisions, the provisions of which will take precedence.

Approved by the FEI, Lausanne, on 08.03.2024



Manuel Bandeira de Mello  
FEI Director Endurance & Driving

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

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

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

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

The Long version of this Code can be obtained from the Fédération Equestre Internationale, HM King Hussein I Building, Chemin de la Joliette 8, 1006 Lausanne, Switzerland. Telephone: +41 21 310 47 47. The Code is available in English. The Code is also available on the FEI's website: <http://inside.fei.org/>.

**IV. GENERAL INFORMATION**

**1. ORGANISER**

Name: Royal Windsor Horse Show  
Address: The Royal Mews, Windsor Castle, Berkshire, SL4 1NG  
Telephone: +44(0)1753 860633  
Email: hollyf@hpower.co.uk  
Website: www,rwhs.co.uk

Contact Details Show Ground:

Address: Home Park Private, Windsor Castle, Berkshire, SL4 1QE  
Telephone: +44(0)1753 860633  
GPS Coordinates: 51°29'16.05"N, 0°36'06.00W

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

**Airport: London Heathrow**

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

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

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

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

**Travelling from the North and East: Please approach via the M25 (J 13) or M4 (J5) at Colnbrook. Designated routes will direct you via Datchet to showground**

**2. ORGANISING COMMITTEE**

Honorary President:  
President of the Event: HRH The Duke of Edinburgh KG, GCVO, ADC  
Show Secretary: Mrs Annabel Brooks-Ward, Mrs Holly Farr, Ms Cindy Timmer  
Press Officer: Mrs Jo Peck

**3. EVENT DIRECTOR**

Name: Simon Brooks-Ward CVO, CBE, TD  
Address: The Royal Mews, Windsor Castle, Berkshire SL4 1NG  
Telephone: +44(0)1753 860633  
Mobile: +44(0)7966 421779  
Email: hollyf@hpower.co.uk

## 2024 FEI APPROVED SCHEDULE

Royal Windsor Horse Show (GBR) 2nd - 5th May 2024

### V. OFFICIALS

\* Compulsory

Ref.	Panel	Function	FEI ID	Name	NF	Level
1	Ground Jury	Ground Jury President	10051989	Bert Jambon	BEL	4
		Ground Jury Member	10000339	Barry Capstick	IRL	3
		Ground Jury Member	10071344	Elimar Thunert	GER	4
		Ground Jury Member	10094118	Hermann Van Den Bosch	NED	3
2	Foreign Judge	Foreign Judge	10049614	Anne Marie Turbe	FRA	4
3	Technical Delegate	Technical Delegate	10120284	Roland Morat	ITA	3
4	Assistant Technical Delegate	Assistant Technical Delegate	10066985	Jeannie Lane	GBR	3
5	Course Designer	Course Designer	10052794	Jeroen Houterman	NED	4
6	Assistant Course Designer	Assistant Course Designer	10086223	Heather Briggs	USA	3
7	Chief Steward	Chief Steward	10049680	Jan Devaere	BEL	4
8	Assistant Stewards	Steward	10008292	Marcie Quist	USA	3
		Steward	10114920	Marisa Pinnock	GBR	2
		Steward	10140102	Yvonne Woisetschlager	AUS	3
		Steward		Sue Squirrel	Nat	
9	FEI Veterinary Delegate	FEI Veterinary Delegate	10050374	Antonio Farrim	POR	4
	FEI Veterinary Delegate or Veterinary Commission	Veterinary Commission President	10087186	Martin Watson, CVO	GBR	3
		Assistant FEI Delegate	10052192	Karen Coumbe	GBR	3
		Assistant FEI Delegate				
10	Veterinary Service Manager (VSM) Treating Veterinarian (PTV)	Veterinary Service Manager	10053766	Paul Farrington	GBR	3
		Permitted Treating Veterinarian (one for every 200 Horses)	10086593	Rosemary Mould	GBR	
			10086596	Clive Hamblin	GBR	
			10086608	Richard Hepburn	GBR	
			10086609	Bobbi McEwen	GBR	
11	Doctor / Medical Service	Doctor / Medical Service		Katherine Hartington		
12	Farrier	Farrier		Chris Carrel		
13	NF Delegate	NF Delegate (if applicable)				

\* 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

**VI. INVITATIONS**

**4. GENERAL**

NFs invited (mandatory for CAI2* and above)	AUS/BEL/ESP/FRA/GBR/GER/HUN/NED/SUI/URU/USA Maximum 28 competitors in total over 2 classes. NF's may enter more competitors in the FEI Entry System but will have to make their definite choice upon the definite entry date. The other competitors will be put on a waiting list. NF's: please indicate per class who will be 1st, 2nd and so on on the waiting list.
Number of home drivers	CAIO4* 1 team (3 competitors) CAI3* unlimited
Number of foreign drivers	CAIO4* 1 team (3 competitors) CAI3* unlimited
Number of horses/ponies per driver	CAIO4* 5 CAI3* H1 1
Number of start per driver, per category	1

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

**5. CAIO/CHAMPIONSHIPS**

Number of home drivers (Team)	1 team, (3 competitors) per nation
Number of foreign drivers (Team)	1 team (3 competitors) per nation
Number of horses/ponies per driver + one reserve horse per Team	5

**VII. ENTRIES**

**IMPORTANT**

- Entries must be made through the FEI Entry System for all categories of this event (<https://entry.fei.org>)
- Additional documentation can be found at: <https://inside.fei.org/fei/your-role/it-services/fei-entry-system/fei-entry-system-driving>
- All Athletes and Horses participating in any International competition must be registered with the FEI.
- Athletes and/or Horses present at the Event without having been entered through the FEI's Online Entry System will automatically be disqualified unless compelling circumstances warrant otherwise.

**1. ENTRY DATES AND ENTRY FEES**

**Deadlines for Entries**

*Entries have to be in accordance with article 916 of the Driving rules and 116 of the General regulations*

<b>Definite entries:</b>	12th April 2024
<b>Last date for substitutions:</b> (one hour prior the Horse Inspection)	Date :2/5/2024 Time :0900

**LIST OF COMPULSORY FEES:**

<ul style="list-style-type: none"> <li>• <b>Entry Fee per Turnout</b></li> </ul>	
Single	<b>€250</b>
Pairs	
Four-in-hand	<b>€1000</b>
<ul style="list-style-type: none"> <li>• <b>Stabling fee per horse/pony</b></li> </ul>	<p><b>Included in entry fee for 5 stables (H4), 1 stable (H1). Additional stables available €160 each. All horses including GBR will be stabled in the compound. Lorries will be outside the compound.</b></p>

<b>VAT:</b>	<b>20%</b>
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<ul style="list-style-type: none"> <li>• <b>EADCMP Fee:</b></li> </ul>	<input type="checkbox"/> Included in entry fee
	<input checked="" type="checkbox"/> Not included in entry fee

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



Details entry procedure fee / Payment:	An invoice will be sent to all athletes after the definite entry date. Payment by BACS prior to arrival. Competitors must accept all bank charges.
Windsor Equestrian Promotions Euro bank account: IBAN: GB27BUKB20970987144500 Sort Code: 20 97 09 BIC BUKBG22 Bank address: Leicester, Leicestershire, LE87 2BB, United Kingdom	

**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 OC for the actual financial loss incurred by the OC (i.e. stabling and hotel expenses) as a result of the late withdrawal or no-show.

**Refund procedure:**

Cancellation of entries before definite entry date: No penalty. Cancellation of entries after definite entry date: The following fee will be charged to the NF. H4 (5 stables at €160 each - €800) H1 (1 stable at €160)
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**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.

- Electricity for boxes (upon request): €80
- Manure disposal (maximum € 40 per horse per Event): €10 per stable
- Health/customs-related documents for Horses if applicable:
- Hay: €15
- Straw: Not available except in special circumstances (veterinary letter) and will be charged for €11 per bale
- Shavings: 1st bedding free and max 2 bales of 20kg (or equivalent amount). Further bales will be charged @ €15 per bale
- Other (please specify):

Lorry/Caravan:

- Power supply: provided by the OC  Not provided by the OC  Price:
- Water supply: provided by the OC  Not provided by the OC  Price:
- Sanitary facilities: provided by the OC  Not provided by the OC  Price:
- Catering facilities: provided by the OC  Not provided by the OC  Price:

**All aforementioned amounts are including VAT**

VAT number of the Organiser	GB674074
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**VIII. TIMETABLE**

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

	Day	Date	Time
• Opening of stables	Tuesday	30/4/2024	0800hrs
• 1 <sup>st</sup> Horse Inspection: <i>All horses taking part at this event must be present during the first horse inspection, unless unable to do so due to "force majeure"</i>	Thursday	2/5/2024	1000hrs
• Chefs d'Equipes Meeting at CAIOs & Championships	Thursday	2/5/2024	1230hrs
• Declaration of Starters	Thursday	2/5/2024	1230hrs
• Dressage competition	Friday	3/5/2024	
	H1		0900hrs
	H4		1140hrs
• Dressage competition			
• Marathon	Saturday	4/5/2024	
	H1		1130hrs
	H4		1240hrs
• Cones competition	Sunday	5/5/2024	
	H1		1000hrs
	H4		1130hrs
• Combined marathon			

**IX. COMPETITION DETAIL****1. FORMAT OF COMPETITIONS**

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

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

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

**2. PRIZE MONEY**

TOTAL PRIZE MONEY	EUR	CHF
CAIO4*	€13,575	
CAI3* H1	€1,800	

**Breakdown of prize money – Dressage Competition**

PRIZE MONEY	EUR					CHF
CAIO4*	€2,780					
CAI3* H1	€450					
Class	1 <sup>st</sup> place	2 <sup>nd</sup> place	3 <sup>rd</sup> place	4 <sup>th</sup> place	5 <sup>th</sup> place	Others
CAIO4*	€615	€555	€470	€375	€295	6 <sup>th</sup> €260 7 <sup>th</sup> €210
CAI3*	€140	€110	€80	€65	€55	

**Breakdown of prize money – Marathon Competition**

PRIZE MONEY	EUR					CHF
CAIO4*	€3,285					
CAI3* H1	€450					
Class	1 <sup>st</sup> place	2 <sup>nd</sup> place	3 <sup>rd</sup> place	4 <sup>th</sup> place	5 <sup>th</sup> place	Others
CAIO4*	€710	€590	€520	€450	€415	6 <sup>th</sup> €390 7 <sup>th</sup> €210
CAI3*	€140	€110	€80	€65	€55	

**Breakdown of prize money – Cones Competition**

PRIZE MONEY	EUR					CHF
CAIO4*	€2,780					
CAI3* H1	€450					
Class	1 <sup>st</sup> place	2 <sup>nd</sup> place	3 <sup>rd</sup> place	4 <sup>th</sup> place	5 <sup>th</sup> place	Others
CAIO4*	€615	€555	€470	€375	€295	6 <sup>th</sup> €260 7 <sup>th</sup> €210
CAI3*	€140	€110	€80	€65	€55	

**Breakdown of prize money – Combined Competition**

PRIZE MONEY		EUR				CHF	
CAIO4*		€4,730					
CAI3* H1		€450					
Class	1 <sup>st</sup> place	2 <sup>nd</sup> place	3 <sup>rd</sup> place	4 <sup>th</sup> place	5 <sup>th</sup> place	Others	
CAIO4* Team	€710	€470	€295	€175	€120		
CAIO4* IND	€720	€600	€485	€425	€305	6 <sup>th</sup> €250 7 <sup>th</sup> €175	
CAI3*	€140	€110	€80	€65	€55		

**PRIZE - CLASSIFICATION**

The value of the 1<sup>st</sup> prize must not exceed 1/3 of the total prize money distributed for the competition. The minimum number of prizes offered for each competition must be allocated on the basis of one prize for every commenced four Athletes, with a minimum of five prizes.

**Applicable government tax to be deducted from Prize Money: 20%**

**DEDUCTIONS FROM PRIZE MONEY AT COMPETITIONS:**

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

**The tax form must be provided to the athletes upon arrival and returned to the Organiser prior to departing.**

20% on any winnings over £12,500  
 All competitors or Chef's to go to the Driving Office to sort out Prize Money after the competition Sunday before they depart. Prize money will be paid by bank transfer. A bank details form must be filled in prior to the start of the competition

**IMPORTANT**

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

**3. "DRESSAGE" - COMPETITION**

Please find the applicable Dressage tests [here](#).

Dressage Test:

Event	Dressage Test
CAIO4*	3*B H4 100 x 40 m arena
CAI3* H1	3* HP1

\*\*\*\*\*

**4. "MARATHON" - COMPETITION**

This competition will be in accordance with FEI Driving Rules

Option 1:	Distance	Pace	Average Speed
Section A*	6km	Free	12-14kph
Section B	9km	Free	14kph
Cool Down Area	1km	Free	N/A

Indicate the number of obstacles in Section B (per category): 7

\*\*\*\*\*

**5. "CONES" - COMPETITION**

This competition will be in accordance with FEI Driving Rules

Type of Competition

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

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

Please describe special obstacles: A bridge maybe included in the course

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**X. FACILITIES OFFERED****1. ATHLETES****Accommodation**

Hotel: N/A

Address:

Telephone:

At the expense of: The Organiser  or Athletes 

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

**Meals**At the expense of: The Organiser  or Athletes 

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

**2. GROOMS****Accommodation**

Requests for accommodation must be sent with entries.

Accommodation will be at the cost of: Organiser  Athletes 

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

**Meals**At the expense of: The Organiser  or Athletes 

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

**NB. Organiser must provide proper sanitary conditions The showering facilities should be sufficient for both male and female grooms with hot and cold water. Shower facilities as well as restrooms should at all times be in a state of cleanliness, as much as possible in accordance with the Organisers Guide, Point 4.7.2 - Facilities, Services & Conditions for Grooms;**

<https://knowledgebase.fei.org/index.php?action=artikel&cat=11&id=132&artlang=en>

**XI. LOGISTICAL/ADMINISTRATIVE/TECHNICAL CONDITIONS****1. DRAW**

Time, date and location:

Thursday 2<sup>nd</sup> May, 1530hrs, Driving Office**2. COMPETITION ARENA(S)****First Dressage Arena**

Length: 100 m

Width: 40 m

Type of Footing : Grass

3\*HP1 length 80m Width 40 m arena

H4 length 100m Width 40m

**CONES ARENA**

Length: 110 m

Width: 70 m

Type of Footing : Grass

**3. WARM-UP ARENA(S)**

DRESSAGE ARENA

Length: 100 m

Width: 40 m

Type of Footing : Grass

CONES ARENA

Length: 110 m

Width: 60 m

Type of Footing : Grass

**4. STABLES**

Size of boxes

3 m x 4 m

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

Space for organiser to include details if necessary

**5. TIMING DEVICE**

Name of Manufacturer:

Alge

Model:

2202 2000 8A PXE Photocells

FEI Report number:

**6. 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**

**NO**

Name of the Company:

La Guenette SPRL

FEI Certified Service Provider ID number: GU52Y909ASCI

**Contact person at event (compulsory)**

Name: Philippe Lienart

FEI ID number: 10087069

Contact email: phlienart@gmail.com

The FEI may require to be provided with real time results data feed of your events according to FEI requirements; in this case you and your provider will be informed accordingly.

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

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

**NO**

**8. PRIZE GIVING CEREMONY**

The number of athletes required to present themselves for the prize-giving ceremony of each competition is 1<sup>st</sup>- 3<sup>rd</sup> . The ceremony will be done  on the Carriages /  on foot

9. ADVERTISING ON ATHLETES AND HORSES

Advertising on Athletes/Grooms/Carriages must comply with Art 941 of the FEI Driving Rules and Art 135 of the FEI General Regulations.

The Chief Steward will check that the turnouts comply with these Articles.

10. TICKETING

Are you selling ticket for spectator to attend your event: Yes [x] No [ ]
Name of your ticketing provider: The Ticket Factory
Web address to buy ticket: www.rwhs.co.uk

11. BETTING

Betting will be authorised by the Organiser: Yes [ ] No [x]

12. TRANSPORT REIMBURSEMENT HORSES/PONIES

Transport expenses to be paid by:
The Organiser [x] at The OC will make a contribution of €4000 to each H4 team travelling from overseas. Please ignore the per km.
The Athlete [x]

13. 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.

14. LOCAL TRANSPORTATION - ARRANGEMENTS FROM HOTEL TO SHOW GROUNDS

Walking distance [ ]
Organiser Shuttle Service [ ]
Public Transport [ ] to be paid by the Organiser [ ] / the Athlete [x]
Taxi [ ] to be paid by the Organiser [ ] / the Athlete [ ]
If paid by Athlete approximate cost per round trip:
Other: Any flights must be to London Heathrow (LHR). We cannot provide pick ups from any other airport. Shuttle requests must be given at least 48hrs notice and are subject to availability.

15. ENTRY RIGHT TO SHOWGROUNDS/ACCREDITED PERSONS

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

NUMBER OF ACCREDITED PERSONS:

- Athlete: 1
Partner: 1
Groom: 2
Horse Owner: 2 two (2) accreditations per horse acc. to FEI-Passport

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

16. LORRY / CARAVAN FACILITIES



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

Lorry, trailer and car and caravan can be parked near the stabling.

1 x car for Chef d'equipe.

The OC will provide:

- Electricity for 1 x lorry and 1 x caravan per competitor (payable wth entry)
- Water
- Sanitary facilities

All lorries must arrive together if they wish to be parked together - spaces cannot be reserved. No extra lorries or caravans will be allowed. Extra cars to be approved by theOC and if allowed wil be €60. Please email hollyf@hpower.co.uk

NO DOGS are allowed within the showground, lorry parking and stable compound

**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: Peden Bloodstock Ltd  
Address: Dogtails, Borough Court Road, Hartley Wintney, Hampshire, RG27 8JA  
Telephone: +44 (0) 1252 844042  
Email: shipping@peden.co.uk

Peden Bloodstock will advise on and co-ordinate all import and re-export formalities.

**TRANSPORT INFORMATION**

The UK has now left the European Union.

EU - UK - EU Health Certificates must accompany each horse.

Each horse and associated equipment is subject to customs requirements.

Horseboxes are subject to UK and EU Transporter Requirements. Road Charges are payable in certain circumstances.

On return to the EU a veterinary inspection must take place.

In due course Peden Bloodstock, in conjunction with the OC, will confirm the technical

details of the logistical arrangements for travel of horses, grooms, horseboxes and horse

equipment from the EU to UK and return including the details of the charges.

Dogs are subject to travel rules and regulations so please be familiar with these before bringing dogs to the UK to ensure that you can return to the EU.

PLEASE NOTE that the Organising Committee will not be responsible for any taxes or

finances which may be due. Should any claim be made against the Organising Committee for

any taxes or fines on non-compliant vehicles or on horses / ponies or equipment which have

remained in United Kingdom or the European Union, the National Federation making the

entry will be responsible for paying these.

**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, free from infectious disease and meet the FEI's health requirements before being allowed to compete.

**ENTRY OF HORSES**

Required health tests and vaccinations:

Quarantine period:  
Specimen Import Licence applied:

Square for Organiser to include additional details if necessary

**3. NATIONAL REQUIREMENTS**

Square for Organiser to include additional details if necessary

**4. PONIES**

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

**5. INJURY SURVEILLANCE**

FEI Veterinary Regulations: 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 infectious 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 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.**

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.**

On arrival at an Event venue, all Horses must undergo an examination by an FEI veterinarian to confirm their identification from their passport and microchip (where present), their vaccination status and meet the FEI's health requirements to access the FEI Stables Area. To protect all horses attending events, any Horse with a questionable health status concerning vaccination, infectious 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.**

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.**

Horses may be 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.**

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.**

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 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**

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/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**

It is a show rule that anyone mounted on a horse must wear a hard hat which complies to the current standards.

All exhibitors, competitors, owners, riders, handlers, drivers and/or producers, members of displays etc. at the Royal Windsor Horse Show are personally responsible for damages to any building, land, equipment or otherwise on the Showground or other areas of Home Park Private or Public or to any third persons caused by themselves, their employees, their agents or their horses. It is a requirement that they have in force third-party insurance providing full coverage for participation in or at the Royal Windsor Horse Show. Such insurance cover for third party liability should be for no less than £2 million.

**1.2.3. Horse Insurance**

As an Owner you should ensure that your Horses are adequately insured against any injuries or illnesses they may sustain while participating at a FEI Event.

Space for organiser to include reference to National Laws when necessary

**3. 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 (Art. 161-162) available at the following link: <https://inside.fei.org/content/general-regs-statutes>.

**4. DISPUTES**

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

**5. MODIFICATION TO SCHEDULE**

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

**6. ADDITIONAL INFORMATION FROM THE ORGANISER**

Please also see Royal Windsor Horse Show Conditions - Conditions can be found on [//www.rwhs.co.uk/competitors-windsor-horseshow/conditions/](http://www.rwhs.co.uk/competitors-windsor-horseshow/conditions/)

**NO DOGS ARE ALLOWED ON THE SHOWGROUND**

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

<b>Senior Classes</b>		<b>Athlete Minimum Age</b>
Horses Four-in-Hand		18 years
Horse Pairs		16 years
Horse Single		14 years
All Pony Classes		14 years
<b>Under 25 Classes</b>		<b>Athlete Minimum Age</b>
Horses Four-in-Hand		18-25 years
Horse Pairs		16-25 years
Horse Single		16-25 years
All Pony Classes		16-25 years
<b>Juniors Classes</b>		<b>Athlete Minimum Age</b>
Horse Pairs		16-18 years
Horse Single		14-18 years
All Pony Classes		14-18 years
<b>Children Class</b>		<b>Athlete Minimum Age</b>
Single Pony		12-14 years
<b>Grooms</b>		
<b>All Classes</b>		Athletes under the age of 18 years must be accompanied by a groom(s) of 18 years or older. Athletes of 18 years and above must be accompanied by a groom(s) of 14 years or older.
Para Driving		The groom must be over 18 years old. The NF must ensure that the groom must be knowledgeable and experienced in Driving.
Children		The groom must be over 18 years old. The NF must ensure that the groom must be knowledgeable and experienced in Driving.

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

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



**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>:** 10111287  
**Name\*:** Timmer  
**First Name\*:** Cindy  
**E-Mail\*:** h2t@xs4all.nl  
**Access Rights\*:**  Admin<sup>2</sup>  Consult<sup>3</sup>  
**Events<sup>4</sup>:** CAI

**FEI ID<sup>1</sup>:** 10119610  
**Name\*:** Farr  
**First Name\*:** Holly  
**E-Mail\*:** hollyf@hpower.co.uk  
**Access Rights\*:**  Admin<sup>2</sup>  Consult<sup>3</sup>  
**Events<sup>4</sup>:** CAI

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

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

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

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

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

**\* Mandatory Fields**

## 2. RESULTS

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

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

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

Please note that as per Art. 109.6 (GR): Failure from OCs of International Events to provide the FEI with the appropriate result(s) and/or prize money information by the aforesaid deadline and/or in the aforesaid format shall entail a warning for the first violation and thereafter a fine of CHF 1'000.- per violation.

**The FEI may request a copy of the official PDF result signed by the relevant Officials at the Event**

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

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