

## I. DENOMINATION OF EVENT

VENUE: SOPOT  
DATE: 22-25.06.2023  
NF: POLAND  
Indoor: ☐ Outdoor: X

### **EVENT CATEGORIES:**

☐ CPEDI1\* X CPEDI2\* X CPEDI3\*  
☐ Championships ☐ Games

## II. GENERAL CONDITIONS

This event is organised in accordance with:

- FEI Statutes, 24<sup>th</sup> edition, effective 17<sup>th</sup> November 2021.
- FEI General Regulations, 24<sup>th</sup> edition, 1<sup>st</sup> January 2020, updates effective 1<sup>st</sup> January 2023.
- FEI Veterinary Regulations, 15<sup>th</sup> edition, effective 1<sup>st</sup> January 2023
- **FEI Rules for Para Dressage Events – 4<sup>th</sup> edition, effective 1 January 2023**
- Equine Anti-Doping and Controlled Medication Regulations (EADCMR), 3<sup>rd</sup> Edition, effective 1<sup>st</sup> January 2021
- FEI Anti-Doping Rules for Human Athletes (ADRHA), based on the 2021 WADA Code, effective 1<sup>st</sup> January 2021
- All subsequent published revisions, the provisions of which will take precedence.
- Given the current covid-19 situation, please note that the FEI's approval of a Schedule should not be taken as an absolute guarantee that the Event will definitely go ahead. The decision whether the Event can take place in consideration of the Covid-19 situation must be made by the OC and NF in close consultation with the applicable domestic government and public health authorities. It is the responsibility of each Participant to check the status of the Event and Covid-19 related measures, if any, prior to planning their travel to the Event. It is the responsibility of the OC/NF to elaborate, communicate and enforce a Covid-19 mitigation plan if requested by the locally applicable laws and policies.

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Approved by the FEI, Lausanne, on 25/04/2023

Signature:



Sabrina Ibáñez  
FEI Secretary General

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

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

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

The Long version 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: PL 81-745 Sopot, Polna 1  
Telephone: +48 58 551 78 96  
Email: [zawody@hipodrom.sopot.p](mailto:zawody@hipodrom.sopot.p)  
Website: [www.hipodrom.sopot.pl](http://www.hipodrom.sopot.pl)

#### Contact Details Show Ground:

Address: Main gate – Łokietka Street (opposite to Ergo Arena)  
Telephone: +48 58 551 78 96  
GPS Coordinates: N 54.42606, E 18.57483  
Accessibility details (directions by road, nearest airport / train station / GPS Coordinates):  
Nearest airport: Gdańsk - Lech Walesa Airport ([www.airport.gdansk.pl](http://www.airport.gdansk.pl))  
Train station: International - Gdańsk Główny ([www.pkp.pl](http://www.pkp.pl))  
Local – Sopot Wyścigi

### **2. ORGANISING COMMITTEE**

Honorary President: Jacek Karnowski, Mayor of Sopot  
President: Kaja Koczurowska Wawrzekiewicz  
Show Secretary: Patrycja Witkowska  
Press Officer: Alicja Kocik

### **3. EVENT DIRECTOR**

Name: Leszek Pawlak  
Address: PL 81-745 Sopot, Polna 1  
Telephone:  
Mobile: +48 667 540 540  
Email: [leszekpawlak@icloud.com](mailto:leszekpawlak@icloud.com)

## V. OFFICIALS

Ref	Panel	Function	FEI ID	Name	NF	Level	Contact Email
<b>1</b>	Ground Jury	Ground Jury President	10052898	Katarzyna Widalska	POL	L3/4*	k.widalska@o2.pl
		Foreign Judge	10049288	Freddy Leyman	BEL	L4/5*	freddyleyman@skynet.be
		Ground Jury Member	10026159	Kristi Wysocki	USA	L4/5*	sk.wysocki@att.net
		Ground Jury Member	10111074	Marjukka Manninen	FIN	L3/4*	
		Ground Jury Member	10050045	Mary A. Robins	NZL	L2/3*	
<b>3</b>	Classifiers	Chief Para-Classifier	10052664	Elisabeth Trille Staubo	NOR	4	etstaubo@gmail.com
		Assistant Para Classifier	10165573	Geke Van Den Heuvel	NED	2	
<b>4</b>	Chief Steward	Chief Steward	10102860	Gabriela Nowicka	POL	3	gabriela.nowicka@uj.edu.pl
<b>5</b>	Assistant Stewards	Assistant Steward	10036293	Didier Ferrer	FRA	1	sd.ferrer@wanadoo.fr
		Assistant Steward	10162027	Kana Tanuma	JPN	1	
<b>6</b>	FEI Veterinary Delegate	Veterinary Delegate	10051661	Grzegorz Chajęcki	POL	3	gchajęcki@poczta.onet.pl
<b>8</b>	VSM Veterinary Services Manager / Treating Veterinarian (VR Art 1103/1105) / 24h V	Veterinary Services Manager	10049905	Zdzisław Peczyński	POL	3	topwet@pro.onet.pl +48 502 657 021
		Treating Veterinarian (one for every 200 horses)	10049905	Zdzisław Peczyński	POL	3	topwet@pro.onet.pl +48 502 657 021
<b>9</b>	Doctor/Medical Service	Doctor/Medical Service		Nordambulanse			
<b>10</b>	Farrier	Farrier		Adam Potrykus	POL		+48 695 516 342

\* 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

### 1. GENERAL

Number of NFs invited:	all
State which NFs are invited:	n/a
Reserve NFs:	n/a
Number of home athletes:	unlimited
Number of athletes per NF:	unlimited
Number of horses per athlete:	2

Open to all National Federations with Para riders: Yes ☒ No ☐  
Athletes are invited by the Organiser through their National Federation.

One (1) groom per athlete.

Square for Organiser to include additional details if necessary

## VII. ENTRIES

**All Athletes & Horses participating in any International competition must be registered with the FEI.**

### 1. ENTRY DATES:

Definite Entries:	12.06.2023
Last date for substitutions:	22.06.2023
Entries have to be sent to:	sopotparadressage@gmail.com

<b>Entry fee per horse:</b>	390 EUR (VAT included)
Stabling fee per horse (if any):	included
Starting fee per horse (if any):	included
<b>VAT:</b>	8%
<b>Total fee per horse:</b>	390 EUR

**IMPORTANT – Entries must include the following information on :**

**Horses:** • name of horse • date of birth • breed • country of birth • stud-book initials •  
passport number/FEI horse registration number • colour • sex • name(s) of owner(s)  
**Athletes:** • name of athlete • nationality of athlete • FEI rider registration number

**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: 250 EUR

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

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

EADCMP Fee:            Included in entry fee ☐            Not included in entry fee X

Lower Level Events (CIMs) **CHF 18 (2\*)** per horse per event  
(For definition of CIMs see Appendix E of the FEI General Regulations)  
Higher Level Events **CHF 25 (3\*)** per horse per event  
(All other events not defined as CIM)

Electricity (upon request):	90 EUR
Manure disposal:	40 EUR
Hay:	8 EUR per bale
Straw:	6 EUR per bale
Shavings:	25 EUR per 20 kg pack
Other (please specify):	
Health/customs documents per horse:	30 EUR (if requested by the Athlete)
Tack box (upon request with entry):	200 EUR per box
Box for non-competing horse:	250 EUR per box
Additional day:	50 EUR

**All arrivals before opening of the stables must be booked with stable manager in advance!**

Payments should be done before arrival to the:

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

PKO Bank Polski S.A. o/POB  
PLN  
73 1440 1101 0000 0000 1146 9353

EURO  
SWIFT CODE (BIC) BPKOPLPW  
54 1440 1101 0000 0000 1268 9567

**All aforementioned amounts are including VAT**

VAT Number of the Organiser: PL 585-10-01-930

## 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>	Wednesday	21.06.2023	15:00
• <u>Horse Inspection:</u>	Thursday	22.06.2023	19:00
• <u>Declaration of Starters</u>	Not later than two (2) hours before the draw.		
• <u>Draw:</u>			
For Friday Competitions	Thursday	22.06.2023	30 min after HI
For Saturday Competition	Friday	23.06.2023	30 min after last cla
For Sunday Competition	Saturday	24.06.2023	30 min after last cla

Competitions CPEDI 2*:	Day	Date	Time	Prize Money
No 1 Grade I Para Intermediate Test A	Friday	23.06.2023	nb 10:00	n/a
No 2 Grade II Para Intermediate Test A	Friday	23.06.2023	following	n/a
No 3 Grade III Para Intermediate Test A	Friday	23.06.2023	following	n/a
No 7 Grade IV Para Intermediate Test A	Friday	23.06.2023	following	n/a
No 8 Grade V Para Intermediate Test A	Friday	23.06.2023	following	n/a
No 11 Grade I Para Intermediate Test B	Saturday	24.06.2023	nb 11:00	n/a
No 12 Grade II Para Intermediate Test B	Saturday	24.06.2023	following	n/a
No 13 Grade III Para Intermediate Test B	Saturday	24.06.2023	following	n/a
No 17 Grade IV Para Intermediate Test B	Saturday	24.06.2023	following	n/a
No 18 Grade V Para Intermediate Test B	Saturday	24.06.2023	following	n/a
No 21 Grade IV Para Intermediate Freestyle	Sunday	25.06.2023	nb 9:00	n/a
No 22 Grade V Para Intermediate Freestyle	Sunday	25.06.2023	following	n/a
No 25 Grade I Para Intermediate Freestyle	Sunday	25.06.2023	following	n/a
No 26 Grade II Para Intermediate Freestyle	Sunday	25.06.2023	following	n/a
No 27 Grade III Para Intermediate Freestyle	Sunday	25.06.2023	following	n/a
<b><u>Total Prize Money</u></b>				n/a
<b><u>Prizes in Kind</u></b>				rosettes and cu

Competitions CPEDI 3*:	Day	Date	Time	Prize Money
No 4 Grade I Para Grand Prix A	Friday	23.06.2023	following	n/a
No 5 Grade II Para Grand Prix A	Friday	23.06.2023	following	n/a
No 6 Grade III Para Grand Prix A	Friday	23.06.2023	following	n/a
No 9 Grade IV Para Grand Prix A	Friday	23.06.2023	following	n/a
No 10 Grade V Para Grand Prix A	Friday	23.06.2023	following	n/a
No 14 Grade I Para Grand Prix B	Saturday	24.06.2023	following	n/a



No 15 Grade II Para Grand Prix B	Saturday	24.06.2023	following	n/a
No 16 Grade III Para Grand Prix B	Saturday	24.06.2023	following	n/a
No 19 Grade IV Para Grand Prix B	Saturday	24.06.2023	following	n/a
No 20 Grade V Para Grand Prix B	Saturday	24.06.2023	following	n/a
No 23 Grade IV Para Grand Prix Freestyle	Sunday	25.06.2023	following	n/a
No 24 Grade V Para Grand Prix Freestyle	Sunday	25.06.2023	following	n/a
No 28 Grade I Para Grand Prix Freestyle	Sunday	25.06.2023	following	n/a
No 29 Grade II Para Grand Prix Freestyle	Sunday	25.06.2023	following	n/a
No 30 Grade III Para Grand Prix Freestyle	Sunday	25.06.2023	following	n/a
<b>Total Prize Money</b>				n/a
<b>Prizes in Kind</b>				rosettes and cu

### 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: 23/06/2023

#### **COMPETITION No 1**

2\* Grade I Para Intermediate Test A

Grade/Test:	Grade I Para Intermediate Test A, to be ridden from memory
Number of horses per athlete:	2
Starting order:	Draw - 8414
Total prize money:	n/a

\* \* \* \* \*

#### **COMPETITION No 2**

2\* Grade II Para Intermediate Test A

Grade/Test:	Grade II Para Intermediate Test A, to be ridden from memory
Number of horses per athlete:	2
Starting order:	Draw - 8414
Total prize money:	n/a

\* \* \* \* \*

#### **COMPETITION No 3**

2\* Grade III Para Intermediate Test A

Grade/Test:	Grade III Para Intermediate Test A, to be ridden from memory
Number of horses per athlete:	2
Starting order:	Draw - 8414
Total prize money:	n/a

\* \* \* \* \*

#### **COMPETITION No 4**

3\* Grade I Para Grand Prix A

Grade/Test:	Grade I Para Grand Prix A, to be ridden from memory
Number of horses per athlete:	2
Starting order:	Draw - 8414
Total prize money:	n/a

\* \* \* \* \*

#### **COMPETITION No 5**

3\* Grade II Para Grand Prix A

Grade/Test:	Grade II Para Grand Prix A, to be ridden from memory
Number of horses per athlete:	2
Starting order:	Draw - 8414
Total prize money:	n/a

\* \* \* \* \*

**COMPETITION No 6**

3\* Grade III Para Grand Prix A

Grade/Test: Grade III Para Grand Prix A, to be ridden from memory

Number of horses per athlete: 2

Starting order: Draw - 8414

Total prize money: n/a

\* \* \* \* \*

**COMPETITION No 7**

2\* Grade IV Para Intermediate Test A

Grade/Test: Grade IV Para Intermediate Test A, to be ridden from memory

Number of horses per athlete: 2

Starting order: Draw - 8414

Total prize money: n/a

\* \* \* \* \*

**COMPETITION No 8**

2\* Grade V Para Intermediate Test A

Grade/Test: Grade V Para Intermediate Test A, to be ridden from memory

Number of horses per athlete: 2

Starting order: Draw - 8414

Total prize money: n/a

\* \* \* \* \*

**COMPETITION No 9**

3\* Grade IV Para Grand Prix A

Grade/Test: Grade IV Para Grand Prix A, to be ridden from memory

Number of horses per athlete: 2

Starting order: Draw - 8414

Total prize money: n/a

\* \* \* \* \*

**COMPETITION No 10**

3\* Grade V Para Grand Prix A

Grade/Test: Grade V Para Grand Prix A, to be ridden from memory

Number of horses per athlete: 2

Starting order: Draw - 8414

Total prize money: n/a

\* \* \* \* \*

**SECOND DAY: SATURDAY**

**DATE: 24/06/2023**

**COMPETITION No 11**

2\* Grade I Para Intermediate Test B

Grade/Test: Grade I Para Intermediate Test B, to be ridden from memory

Number of horses per athlete: 2

Starting order: Draw - 8414

Total prize money: n/a

\* \* \* \* \*

**COMPETITION No 12**

2\* Grade II Para Intermediate Test B

Grade/Test: Grade II Para Intermediate Test B, to be ridden from memory

Number of horses per athlete: 2

Starting order: Draw - 8414

Total prize money: n/a

\* \* \* \* \*

**COMPETITION No 13**

2\* Grade III Para Intermediate Test B

Grade/Test: Grade III Para Intermediate Test B, to be ridden from memory

Number of horses per athlete: 2

Starting order: Draw - 8414

Total prize money: n/a

\* \* \* \* \*

**COMPETITION No 14**

3\* Grade I Para Grand Prix B

Grade/Test:

Number of horses per athlete:

Starting order:

Total prize money:

Grade I Para Grand Prix B, to be ridden from memory

2

Draw - 8414

n/a

\* \* \* \* \*

**COMPETITION No 15**

3\* Grade II Para Grand Prix B

Grade/Test:

Number of horses per athlete:

Starting order:

Total prize money:

Grade II Para Grand Prix B, to be ridden from memory

2

Draw - 8414

n/a

\* \* \* \* \*

**COMPETITION No 16**

3\* Grade III Para Grand Prix B

Grade/Test:

Number of horses per athlete:

Starting order:

Total prize money:

Grade III Para Grand Prix B, to be ridden from memory

2

Draw - 8414

n/a

\* \* \* \* \*

**COMPETITION No 17**

2\* Grade IV Para Intermediate Test B

Grade/Test:

Number of horses per athlete:

Starting order:

Total prize money:

Grade IV Para Intermediate Test B, to be ridden from memory

2

Draw - 8414

n/a

\* \* \* \* \*

**COMPETITION No 18**

2\* Grade V Para Intermediate Test B

Grade/Test:

Number of horses per athlete:

Starting order:

Total prize money:

Grade V Para Intermediate Test B, to be ridden from memory

2

Draw - 8414

n/a

\* \* \* \* \*

**COMPETITION No 19**

3\* Grade IV Para Grand Prix B

Grade/Test:

Number of horses per athlete:

Starting order:

Total prize money:

Grade IV Para Grand Prix B, to be ridden from memory

2

Draw - 8414

n/a

\* \* \* \* \*

**COMPETITION No 20**

3\* Grade V Para Grand Prix B

Grade/Test:

Number of horses per athlete:

Starting order:

Total prize money:

Grade V Para Grand Prix B, to be ridden from memory

2

Draw - 8414

n/a

\* \* \* \* \*

**THIRD DAY: SUNDAY**

**DATE: 24/06/2023**

At CPEDI 3\* only the best one third of the Athlete/Horse combinations per Grade of the total number of Athletes are qualified to participate in the Freestyle (based on the total result of the Para Grand Prix A and Para Grand Prix B). Where one third of the class is less than eight (8) Athletes, then eight (8) will be allowed to compete. However, all participants must have reached a minimum score of sixty percent (60%) as an average of the Para Grand Prix A and Para Grand Prix B. Athletes may only compete with one (1) Horse in the Freestyle Competition and for those with more than one (1) Horse qualified; they may choose one of the qualified Horses on which to compete and must declare the Horse at the latest one hour after the end of the previous Competition. Should a qualified combination withdraw or be disqualified etc. the next qualified combination may compete.

**COMPETITION No 21**

2\* Grade IV Para Intermediate Freestyle

Grade/Test: Grade IV Para Intermediate Freestyle, to be ridden from memory  
Number of horses per athlete: 2  
Starting order: Draw - 8414  
Total prize money: n/a

\* \* \* \* \*

**COMPETITION No 22**

2\* Grade V Para Intermediate Freestyle

Grade/Test: Grade V Para Intermediate Freestyle, to be ridden from memory  
Number of horses per athlete: 2  
Starting order: Draw - 8414  
Total prize money: n/a

\* \* \* \* \*

**COMPETITION No 23**

3\* Grade IV Para Grand Prix Freestyle

Grade/Test: Grade IV Para Grand Prix Freestyle, to be ridden from memory  
Number of horses per athlete: 1  
Starting order: Draw - 8414  
Total prize money: n/a

\* \* \* \* \*

**COMPETITION No 24**

3\* Grade V Para Grand Prix Freestyle

Grade/Test: Grade V Para Grand Prix Freestyle, to be ridden from memory  
Number of horses per athlete: 1  
Starting order: Draw - 8414  
Total prize money: n/a

\* \* \* \* \*

**COMPETITION No 25**

2\* Grade I Para Intermediate Test Freestyle

Grade/Test: Grade I Para Intermediate Freestyle, to be ridden from memory  
Number of horses per athlete: 2  
Starting order: Draw - 8414  
Total prize money: n/a

\* \* \* \* \*

**COMPETITION No 26**

2\* Grade II Para Intermediate Test Freestyle

Grade/Test: Grade II Para Intermediate Freestyle, to be ridden from memory  
Number of horses per athlete: 2  
Starting order: Draw - 8414  
Total prize money: n/a

\* \* \* \* \*

**COMPETITION No 27**

2\* Grade III Para Intermediate Freestyle

Grade/Test: Grade III Para Intermediate Freestyle, to be ridden from memory

Number of horses per athlete: 2  
Starting order: Draw - 8414  
Total prize money: n/a  
\* \* \* \* \*

**COMPETITION No 28**

3\* Grade I Para Grand Prix Freestyle

Grade/Test: Grade I Para Grand Prix Freestyle, to be ridden from memory  
Number of horses per athlete: 1  
Starting order: raw - 8414  
Total prize money: n/a  
\* \* \* \* \*

**COMPETITION No 29**

3\* Grade II Para Grand Prix Freestyle

Grade/Test: Grade II Para Grand Prix Freestyle, to be ridden from memory  
Number of horses per athlete: 1  
Starting order: Draw - 8414  
Total prize money: n/a  
\* \* \* \* \*

**COMPETITION No 30**

3\* Grade III Para Grand Prix B

Grade/Test: Grade III Para Grand Prix B, to be ridden from memory  
Number of horses per athlete: 1  
Starting order: Draw - 8414  
Total prize money: n/a  
\* \* \* \* \*

## **X. FACILITIES OFFERED**

### **1. ATHLETES (and Chefs d'Equipe)**

#### **Accommodation.**

Hotel:

Address:

Telephone:

At the expense of: The Organiser ☐ or Athletes X

Accommodated (bed and breakfast) from                      to

#### **Meals.**

At the expense of: The Organiser ☐ or Athletes X

Meals provided from                      to                      .

### **2. GROOMS**

#### **Accommodation.**

Requests for accommodation must be sent with entries.

Accommodation will be at the cost of: The Organiser ☐ Athletes X from                      to

#### **Meals.**

At the expense of: The Organiser ☐ or Athletes X

Meals provided from                      to                      .

**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. As much as possible in accordance with the Organisers Guide, [Point 4.7.2 - Facilities, Services & Conditions for Grooms.](#)

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

### **1. DRAW**

Location of the draw: Tent near main arena

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

#### **Outdoor Arena(s)**

Total dimensions: 110x65  
Type of Footing: fiber sand

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

Number of practice arenas 1  
Arena - Dimensions: 60x35  
Type of Sand Footing: fiber sand

Lunge facilities in place	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Restaurant on the grounds	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Toilets and showers Area	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Administration and Information Area	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
FEI Classification Area	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Free parking Area	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

Areas must be accessible for wheelchairs.

### **4. STABLES**

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

### **5. PAPERLESS JUDGING**

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

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

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

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

Will you use a FEI Certified Service Provider to manage the scoring and timing at your Event? The list of certified Service Providers is available here:

<https://inside.fei.org/fei/your-role/it-services/it-providers/list>.

Yes ☐

Name of the Company:

FEI Certified Service Provider ID number:

Contact person at Event

Name:

FEI ID number:

Contact email: (compulsory)

No ☒

Name of the Company: HTE Marketing

Contact person at Event

Name: Jacek Ryczywolski

FEI ID number: 10109685

Contact email: [hte.event@gmail.com](mailto:hte.event@gmail.com) (compulsory)

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

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

Yes ☐ No ☒

(i.e.: Accreditations, Stable Management, Camera system, Sensors, etc...)

## 8. PRIZE GIVING CEREMONY

The number of athletes required to present themselves for the prize-giving ceremony of each competition is 5.

## 9. 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.

## 10. TICKETING

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

Name of your ticketing provider:

Web address to buy ticket:

## 11. BETTING

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

## 12. TRANSPORT REIMBURSEMENT HORSES / PONIES

Transport expenses to be paid by:

The Organiser ☐ at per km.

The Athlete ☒



### 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 them on arrival.

### 14. 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: 3 EUR

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

If paid by Athlete approximate cost per round trip: 7 EUR

Other:

### 15. ENTRY RIGHT TO SHOWGROUNDS/ACCREDITED PERSONS

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

#### NUMBER ACCREDITED PERSONS:

Athlete: 1

Partner: 1

Groom: 2

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

### 16. 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: C. Hartwig S.A.  
Address: Gdynia, Śląska 78  
Telephone: +48 58 772 50 00  
Email: chg@chg.pl  
Opening hours: 7-17

Square for Organiser to include additional details if necessary

### 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

CVED reference number: 22644401

Sopot, Polna 1 street

### **3. NATIONAL REQUIREMENTS**

Square for Organiser to include additional details if necessary

### **4. PONIES**

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

### **5. INJURY SURVEILLANCE**

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

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

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

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

#### **7.1 PASSPORTS. FEI General Regulations, Art. 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 (FEI General Regulations, Art. 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, Art. 1003**

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

All FEI registered Horses intending to compete at FEI Events (including CIMs) must be vaccinated against Equine Influenza in accordance with these Veterinary Regulations. The exception being if the applicable domestic legislation prevents the use of Equine Influenza vaccines within the relevant territory.

## **7.3 EXAMINATION ON ARRIVAL. FEI Veterinary Regulations, Art. 1029**

On arrival at an Event venue, all Horses must undergo an examination by a veterinarian to confirm their identification from their passport and micro-chip ID (where present), their vaccination status and general health. To protect all horses attending events, any Horse with a questionable health status concerning vaccination, disease or other concerns, must be stabled within the isolation facilities provided by the Organising Committee pending a decision on entering the venue. PRs must fulfil the Horse Health Requirements via the FEI HorseApp in advance of the event which will be checked at the Examination on Arrival.

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

All Horses will be assessed for their fitness to compete during the Horse Inspection. Any Horse demonstrating questionable fitness may be referred to the Holding Box for further veterinary examination. Horses not deemed fit to compete by the Inspection Panel will not be permitted to compete.

## **7.5 LIMB SENSITIVITY EXAMINATION. FEI Veterinary Regulations, Art. 1046-1051 and Annex VIII**

All Horses are subject to examination under the protocol for abnormal limb sensitivity throughout the period of an Event. For Jumping that includes, but is not limited to, between rounds and before the Jump Off. For Endurance that includes, but is not limited to, pre-ride, during the ride and after the ride. Horses may be examined once or on multiple occasions during the Period of an Event. Horses may be selected for examination under the protocol randomly or they may be targeted. All Horses selected to be tested must submit promptly to the examination

or are subject to immediate disqualification. There is no obligation to examine any specific number of Horses at an Event.

## **8. EQUINE ANTI-DOPING AND CONTROLLED MEDICATION PROGRAMME (EADCMP). FEI Regulations, Chapter VII**

### **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 ARTICLES 1058**

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**

The FEI and the FEI Event Organiser shall NOT be liable for any damages relating to loss of property or injury of any kind to Athletes, Owners, Support Personnel or Horses at or in connection with an FEI Event and the FEI expressly excludes all such liability.

#### **1.1 ATHLETES, OWNERS AND SUPPORT PERSONNEL**

##### **1.1.1 Personal Accident and Health Insurance**

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

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

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

### **1.1.2 Personal Property Insurance**

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

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

### **1.1.3 Press Equipment**

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

## **1.2 ATHLETES AND OWNERS**

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

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

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

### **1.2.2 Additional Liability Information**

Square for Organiser to include reference to National laws when necessary

### **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: <https://inside.fei.org/content/general-regs-statutes>

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

The following stable security regulations MUST BE obeyed:

- Smoking is strictly prohibited in the entire stable area
- Open fires (e.g. camping stoves) are strictly prohibited
- Only the actually needed amount of feed supplies may be stored in the stables
- Open space and entry ways between the stables may not be obstructed by trucks or lorries
- Horses must be stabled in the boxes assigned to them on the showground within FEI stable area for the duration of the event.
- Horses may not be unloaded on their arrival without authorization of the stable manager.
- Stables can be allocated on arrival but PLEASE MAKE SURE SPECIAL REQUEST (e.g. stallions) with definite entries.
- Entry to the stables between 11.00 PM and 06.30 AM is allowed with authorization of the Stewards only, unless in an emergency
- Horse may not leave their boxes without the head number

## **DEDUCTIONS FROM PRIZE MONEY AT COMPETITIONS:**

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

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

## **IMPORTANT**

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

Nbr of Start	1	2	3	4	From 5 and a
	33%	33%	33%	33%	All the priz money sched must be distributed an all placed athl
		25%	25%	25%	
			20%	20%	
				15%	
Total distribu	33%	58%	78%	93%	

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

## **XV. ANNEXES**

### **1. RESULTS**

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

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

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

If you or your provider are unable to produce the required files, results will be accepted by e-mail to [para-dressageresults@fei.org](mailto:para-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 Riders.

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