

I. DENOMINATION OF EVENT

VENUE: São Paulo SP

DATE: 11-14 September 2025

NF: BRA

Indoor: ☐

Outdoor: ☒

☒ CDI1*	☒ CDI2*	☒ CDI3*	☐ CDI4*	☐ CDI5*	☐ CDI-W
☐ CDIO1*	☐ CDIO2*	☐ CDIO3*	☐ CDIO4*	☐ CDIO5*	☐ -NC
☐ CDIJ	☐ CDIY	☐ CDIP	☐ CDIU25	☐ CDICH	
☐ CDIOJ	☐ CDIOY	☐ CDIOP	☐ CDIYOU25	☐ CDIOCh	
☐ CDIAm	☐ CDIYH				
☐ Championship		☐ Games			

II. GENERAL CONDITIONS

- FEI Statutes, 25th edition, effective 21 November 2023.
- FEI General Regulations, 24th edition, 1 January 2020, updates effective 1 January 2025.
- FEI Veterinary Regulations, 15th edition, 1 January 2023, updates effective 1 January 2025.
- **FEI Dressage Rules (26th edition, 1 January 2023, updates effective 1 January 2025) and if applicable the FEI Dressage World Cup™ Rules 2024/2025 and 2025/2026 and FEI Dressage Nations Cup™ Rules 2025.**
- FEI Equine Anti-Doping and Controlled Medication Regulations, 4th Edition, effective 1 January 2025.
- FEI Anti-Doping Rules for Human Athletes, adopted on 23 November 2020. Takes effect on 1 January 2021, updates effective 1 January 2024.
- All subsequent published revisions, the provisions of which will take precedence.

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Approved by the FEI, Lausanne, on 06/07/2025.



Ronan Murphy
FEI Dressage Director.

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

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

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

A full copy of this Code can be obtained from the Fédération Equestre Internationale, Chemin de la Joliette 8, CH-1006 Lausanne, Switzerland. Telephone: +41 21 310 47 47. The Code is available in English. The Code is also available on the FEI's website: <http://inside.fei.org/>

IV. GENERAL INFORMATION

1. ORGANISER

Name: Coudelaria Rocas do Vouga
Address: Estrada do Jacu s/n
Telephone: 55 114022-0488
Email: secretaria@rocasdovouga.com.br
Website: www.rocasdovouga.com.br

Contact Details Show Ground:

Address: Rua: Estrada do Jacobs - s/nº | Itu
Telephone: 55 11 4022-0488
GPS Coordinates: S 023º 17' 80 W 047º 24' 10
Accessibility details (directions by road, nearest airport/train station):
Airport Viracopos Interncaional (VCP)

2. ORGANISING COMMITTEE

Honorary President: Constantino Scampini - CBH
President of the event: Manuel Tavares de Almeida Filho
Show Secretary: Vincenzo de Freitas
Press Officer: Carola May

3. EVENT DIRECTOR

Name: Orpheu Avila
Address: Rodovia Senador Laurinho Dias Minhoto km 24
Mobile: +55 15 98116-9998
Email: orpheuavila@gmail.com

FEI APPROVED SCHEDULE
SAO PAULO (BRA) 11-14 September 2025



V. OFFICIALS

	Panel	Function	FEI ID	Name	NF	Level
1	Ground Jury	President	10051728	MOREIRA DE MESQUITA Claudia	BRA	3
		Member	10003134	GRIBBONS Anne	USA	4
		Member	10048827	HOLLER Peter	GER	4
		Member	10048829	LOPARDO GRANA Cesar	ARG	3
		Member	10037645	SMITH Sandra Andrea	ARG	3
		Foreign Judge	10052580	LOPES Carlos	POR	4
2	Foreign Technical Delegate	Foreign Technical Delegate				
3	Stewards	Chief Steward	10050082	ROSSETTI BARRETTO RIBEIRO Laura	BRA	3
		Steward	10135403	VICENTE PRESTES GIL Renan	BRA	1
		Steward	10355995	FRIZZO PESSINI Renata	BRA	1
		Steward	10110198	DIBBERN SACCHI Gabriel	BRA	1
		Steward				
4	FEI Veterinary Delegate	Veterinary Delegate	10090832	ALEXANDRE Mauricio	BRA	3
		Additional Veterinary Delegate	10103976	WORTHINGTON Rachel	BRA	2
	FEI Veterinary Commission	Veterinary Commission President				
		Foreign Veterinary Delegate				
		Veterinary Commission Member				
5	Veterinary Services Manager / Treating Veterinarian	Veterinary Services Manager	10088109	SIQUEIRA MORAES CAMARGO Fabio	BRA	1
		Permitted Treating Veterinarian (One for every 200 horses)	10316913	TOFANI MAIA Beatriz	BRA	
		Permitted Treating Veterinarian (One for every 200 horses)	10090831	MACEDO NEUENSCHWANDER	BRA	
6	Doctor/Medical Service	Doctor/Medical Service		A Cargo da Coudelaria Rocas do Vouga		
7	Farrier	Farrier		A Cargo da Coudelaria Rocas do Vouga		
8	NF Delegate	NF Delegate (if applicable)				

VI. INVITATIONS

Number of NFs invited:	ALL
State which NFs are invited:	ALL
Reserve NFs:	./.
Total Number of athletes:	unlimited
Number of home athletes:	unlimited
Number of athletes per NF:	unlimited
Number of horses per athlete:	2 per CDI.
Athletes are invited by the Organiser through their NF.	
One (1) groom per athlete.	

VII. ENTRIES

- You must use the FEI Entry System for all categories of this Event:
https://entry.fei.org/index.php?page=PFO_Entries_NF_EventSearch
- You will find additional documentation on:
<https://inside.fei.org/fei/your-role/it-services/it-platforms/fei-entry-system>
- All Athletes and Horses participating in any International Competition must be registered with the FEI.
- Athletes and/or Horses present at the Event without having been entered through the FEI's Online Entry System will automatically be disqualified unless compelling circumstances warrant otherwise.

1.ENTRY DATES AND FEES:

Deadlines for entries

Definite Entries: 01/09/2025

Last date for substitutions: 10/09/2025

Entries have to be in accordance with the FEI Dressage Rules and the FEI General Regulations.

Entry fee per horse: BRL 2.500,00

VAT: N/A

Total fee per horse: **BRL 2.500,00**

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: BRL 1.500,00

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. (Refer to FEI Dressage Rules) Only fees approved by the FEI and listed in the approved Schedule can be charged by the Organiser.

EADCMP Fee:

Included in compulsory entry fee ☐ Not included in compulsory entry fee ☒

Lower-Level Events (CIMs) CHF 18 per horse per event
(For definition of CIMs see Appendix E of the FEI General Regulations)

Higher-Level Events CHF 25 per horse per event
(All other events not defined as CIM)

Stabling fee per horse:	BRL 550,00
Manure disposal:	N/A
Hay:	BRL 50 PER BALE
Straw:	N/A
Shavings:	BRL 50,00

All aforementioned amounts are including VAT.

VAT Number of the Organiser: N/A

VIII. TIMETABLE

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

The current edition of Dressage Tests at the date of the show will be used and all tests must be ridden from memory.

<https://inside.fei.org/fei/your-role/organisers/dressage/tests>

	Day	Date	Time
• <u>Opening of stables</u>	Tuesday	09/09/2025	10:00
• <u>Horse Inspection</u>	Wednesday	10/09/2025	08:30
• <u>Briefing Meeting (OC, Officials, Athletes, Trainers and if present, Chef's d'Equipe)</u>	Thursday	11/09/2025	Following the draw
• <u>Declaration of Starters</u>	Not later than one (1) hour after the horse inspection.		
• <u>Draw:</u>			
All Competitions (except GPS and GP FS)	Thursday	11/09/2025	Following the declaration of starters
GPS and GP FS	Friday	12/09/2025	Following the GP

Competitions CDI1*:	Day	Date	Time	Prize Money
Competition No 01 – Prix St Georges	Friday	12/09/2025	Not Before 8am	N/A
Competition No 04 – Intermediate I	Saturday	13/09/2025	Not Before 8am	N/A
Competition No 07 – Intermediate I Freestyle	Sunday	14/09/2025	Not Before 8am	N/A
<u>Total Prize Money</u>				N/A
<u>Prizes in Kind</u>				

Competitions CDI2*:	Day	Date	Time	Prize Money
Competition No 02 – Intermediate A	Friday	12/09/2025	Not Before 8am	N/A
Competition No 05 – Intermediate B	Saturday	13/09/2025	Not Before 8am	N/A
Competition No 08 – Intermediate A/B Freestyle	Sunday	14/09/2025	Not Before 8am	N/A
<u>Total Prize Money</u>				N/A
<u>Prizes in Kind</u>				

FEI APPROVED SCHEDULE
SAO PAULO (BRA) 11-14 September 2025

Competitions CDI3*:	Day	Date	Time	Prize Money
	Friday	12/09/2025	Not Before 8am	N/A
	Saturday	13/09/2025	Not Before 8am	N/A
	Sunday	14/09/2025	Not Before 8am	N/A
Total Prize Money				N/A
Prizes in Kind				

1. DEGREE OF DIFFICULTY – FLOORPLAN GRAND PRIX FREESTYLE

☐ DoD will be used. ☒ DoD will not be used. ☐ Not Applicable.

Athletes are required to login using their own credentials on to <http://dressagefreestyle.fei.org> to create or assign their Grand Prix Freestyle floorplan at the latest 2 hours prior to:

- ☐ the horse inspection.
☐ the draw of the Grand Prix / Short Grand Prix

2. 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: 12/09/2025

COMPETITION No 1

Test: Prix St Georges
Number of horses per athlete: 2
Open to: All Athlete/Horse Combinations entered.
Draw/Art: Ordinary draw Art. 417.3.1
Prize money: N/A

* * * * *

COMPETITION No 2

Test: Intermediate A
Number of horses per athlete: 2
Open to: All Athlete/Horse combinations entered.
Draw/Art: Ordinary draw Art. 417.3.1
Prize money: N/A

* * * * *

COMPETITION No 3

Test: Grand Prix
Number of horses per athlete: 2
Open to: All Athlete/Horse Combinations entered.
Opting: All Athletes must opt a the latest at the date of the definite entries if they wish to qualify for the GPS or the GP FS.
Draw/Art: Ordinary draw Art. 417.3.1.
Prize money: N/A

* * * * *

SECOND DAY: Saturday

DATE: 13/09/2025

COMPETITION No 4

Test: Intermediate I
Number of horses per athlete: 2
Open to: All Athlete/Horse combinations entered.
Draw/Art: Ordinary draw Art. 417.3.1
Prize money: N/A

* * * * *

COMPETITION No 5

Test: Intermediate B
Number of horses per athlete: 2
Open to: All Athlete/Horse combinations entered.
Draw/Art: Ordinary draw Art. 417.3.1
Prize money: N/A

* * * * *

COMPETITION No 6

Test: Grand Prix Special
Number of horses per athlete: 1 (2 if less than 18 starters in the qualifying Grand Prix)
Open to: and compulsory for the best 15 Athlete/Horse combinations from the Grand Prix who opted for the GPS at the latest at the date of the definite entries
Draw/Art: Art 417.3.3
Prize money: N/A

* * * * *

THIRD DAY: Sunday

DATE: 14/09/2025

COMPETITION No 7

Test: Intermediate I Freestyle
Number of horses per athlete: 1
Open to: and compulsory for the best 18 Athlete/Horse combinations from the Intermediate I.
Draw/Art: 417.3.3
Total prize money: N/A

* * * * *

COMPETITION No 8

Test: Intermediate A/B Freestyle
Number of horses per athlete: 1
Open to: and compulsory for the best 18 Athlete/Horse combinations from the Intermediate B
Draw/Art: 417.3.3
Total prize money: N/A

* * * * *

COMPETITION No 9

Test: Grand Prix Freestyle
Number of horses per athlete: 1 (2 if less than 18 starters in the qualifying Grand Prix)
Open to: and compulsory for the best 15 Athlete/Horse combinations from the GP who opted for the GP FS at the latest in the date of the definite entries.
Draw/Art: 417.3.3
Prize money: N/A

* * * * *

X. FACILITIES OFFERED

1.ATHLETES

Accommodation.

Hotel: Ibis Itu

Address: Avenida Wolko Orni Yedlin, 1251

Telephone: 11 3414-3454

At the expense of the Organiser ☐ or the Athlete ☒

Meals.

At the expense of the Organiser ☐ or the Athlete ☒

2.GROOMS

Accommodation.

Requests for accommodation must be sent with entries.

At the expense of the Organiser ☐ or the Athlete ☒

Meals.

At the expense of the Organiser ☐ or the Athlete ☒

N.B. Organisers 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 INFORMATION

1.DRAW

Location of the draw: Show secretary

2.COMPETITION ARENA(S)

Total dimensions: 2 (Competition arena - dimensions: 20 x 60 m)

Type of Footing: sand

3.PRACTICE ARENA(S)

Total dimensions: 2 (Competition arena - dimensions: 20 x 60 m)

Type of Footing: sand

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 Paperless Judging at FEI 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 PROVIDER/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>)

No ☒

Contact person at Event:

Name: Vincenzo de Freitas

FEI ID number: 10306891

Contact email: vincenzo.freitas@cbh.org.br

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. AVERAGE SCORE/OPEN SCORING

Average Score and Open Scoring: Yes ☐ No ☒

8. OTHER TECHNOLOGY/SERVICE PROVIDER(S)

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

Yes ☒

Name of Company: gira.io

Contact person at Event:

Name: Vincenzo de Freitas

FEI ID number: 10306891

Contact email: vincenzo.freitas@cbh.org.br

Activity/Function: Sports coordinator

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

9. PRIZE GIVING CEREMONY

The number of athletes required to present themselves for the prize giving ceremony of each competition is three (3).

10. ADVERTISING ON ATHLETES AND HORSES

The athletes are 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 the FEI General Regulations.

11. TICKETING

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

12. BETTING

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

13. TRANSPORT REIMBURSEMENT HORSES/PONIES

Transport expenses to be paid by the Organiser ☒ at _____ per km or the Athlete ☐

14. 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.

15. LOCAL TRANSPORTATION - ARRANGEMENTS FROM HOTEL TO SHOWGROUNDS

Public Transport ☒ to be paid by the Organiser ☐ or the Athlete ☒

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

16. ENTRY RIGHT TO SHOWGROUNDS/ACCREDITED PERSONS

Entry right to the stable areas according to the FEI Veterinary Regulations.

NUMBER ACCREDITED PERSONS:

Athlete: 1

Partner: 1

Groom: 1

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

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: GTC GLOBAL
Address: JOCKEY CLUB DE SÃO PAULO
Telephone: 55 11 98133-8100
Email: GTC@GTCGLOBAL.COM.BR

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: AIE - MORMP - GTA

3.NATIONAL REQUIREMENTS

N/A

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.

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 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 at/participating in FEI Events.

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

1.1.2 Personal Property Insurance

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

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

1.1.3 Press Equipment

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

1.2 ATHLETES AND OWNERS

1.2.1 Third Party Liability Insurance

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

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

1.2.2 Additional Liability Information

N/A

1.2.3 Horse Insurance

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

2.PROTESTS/APPEALS

To be valid, all Protests and Appeals must be made in writing and accompanied by a deposit of CHF 150.- or equivalent, as mentioned in the FEI General Regulations: <https://inside.fei.org/content/general-regs-statutes>

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

N/A

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)

The value of the 1st prize must not exceed 1/3 of the total prize money announced for the competition. Distribution of prize money: distributed to 25 % of participants. If there are between 5 and 19 athletes in the competition, min 5 prizes must be distributed.

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

Number of Starters	1	2	3	4	From 5 and above
1 st	33%	33%	33%	33%	All the prize money scheduled must be distributed among all placed athletes.
2 nd		25%	25%	25%	
3 rd			20%	20%	
4 th				15%	
Total distributed	33%	58%	78%	93%	

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

XV. ANNEXES

1. FEI ENTRY SYSTEM

Please fill the form below in order to provide you and the other members of your committee access to the FEI Entry System.

FEI ID¹: 10081895

Name*: Gutierrez

First Name*: Tatiana

E-Mail*: secretariageral@cbh.org.br

Access Rights*: ☒ Admin² ☐ Consult³

FEI ID¹: 10106625

Name*: Freitas

First Name*: Vincenzo

E-Mail*: vincenzo.freitas@cbh.org.br

Access Rights*: ☒ Admin² ☐ Consult³

FEI ID¹:

Name*:

First Name*:

E-Mail*:

Access Rights*: ☐ Admin² ☐ Consult³

¹) If already have an FEI user account.

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

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

*) Mandatory Fields

2. RESULTS

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

All relevant information, file format and tutorial can be found on this page:
<https://inside.fei.org/fei/your-role/it-services/results/dressage-results-forms>

If you or your provider are unable to produce the required files, results will be accepted by e-mail to dressageresults@fei.org in the proper XML format immediately after the event.

Please refer to compulsory format for CDIs; the file can be downloaded using the following link: <https://inside.fei.org/fei/your-role/it-services/xml-format>

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

Please note that as per the FEI Regulations: 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.