

**I. DENOMINATION OF EVENT**

VENUE: Hamburg  
DATE: 08/05/2024 - 12/05/2024  
NF: Germany  
Indoor:  Outdoor:

CDI1\*     CDI2\*     CDI3\*     CDI4\*     CDI5\*     CDI-W  
 CDIO1\*     CDIO2\*     CDIO3\*     CDIO4\*     CDIO5\*     -NC  
 CDIJ     CDIY     CDIP     CDIU25     CDICH  
 CDIOJ     CDIOY     CDIOP     CDIOU25     CDIOCh  
 CDIAm     CDIYH  
 Championship     Games

**II. GENERAL CONDITIONS**

- FEI Statutes, 24<sup>th</sup> edition, effective 21<sup>st</sup> November 2023.
- FEI General Regulations, 24<sup>th</sup> edition, 1<sup>st</sup> January 2020, updates effective 1<sup>st</sup> January 2024.
- FEI Veterinary Regulations, 15<sup>th</sup> edition, effective 1<sup>st</sup> January 2023, updates effective 1<sup>st</sup> January 2024.
- **FEI Dressage Rules (26<sup>th</sup> edition, effective 1<sup>st</sup> January 2024) and if applicable the FEI Dressage World Cup™ Rules 2023/2024 and 2024/2025 and FEI Dressage Nations Cup™ Rules 2024.**
- 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 upon the 2021 WADA Code, effective 1<sup>st</sup> January 2021.
- All subsequent published revisions, the provisions of which will take precedence.

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Approved by the FEI, Lausanne, on 29/02/2024. Updated 06/03/2024.



**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: Norddeutscher und Flottbeker Reiterverein e.V.  
in cooperation with EN GARDE Marketing GmbH  
Address: Ellhornstr. 17, D-27628 Hagen im Bremischen  
Telephone: +49-4296-748740  
Email: [info@engarde.de](mailto:info@engarde.de)  
Website: [www.engarde.de](http://www.engarde.de)

#### Contact Details Show Ground:

Address: Baron-Voght-Strasse, D-22609 Hamburg  
for lorries: Quellental, D-22609 Hamburg  
Telephone: +49-4296-748740  
GPS Coordinates: Latitude: 53.5563464 / Longitude: 9.865097500000047

#### Accessibility Details:

Arrival by road: motorway A7, exit Othmarschen  
Arrival by train: Hamburg  
Arrival by plane: Hamburg

### **2. ORGANISING COMMITTEE**

Honorary President: ./.  
President of the event: Volker Wulff  
Show Secretary: Conny Reuss, Andrea Wulff  
Press Officer: Kirsten Maier

### **3. EVENT DIRECTOR**

Name: Volker Wulff  
Address: Ellhornstr. 17, D-27628 Hagen im Bremischen  
Telephone: +49-4296-748740  
Email: [info@engarde.de](mailto:info@engarde.de)

**V. OFFICIALS**

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, and that the appointed VSM fulfils the requirement of being listed as Level 1 OV before the start of the event.

	<b>Panel</b>	<b>Function</b>	<b>FEI ID</b>	<b>Name</b>	<b>NF</b>	<b>Level</b>
<b>1</b>	Ground Jury	President	10051974	Elke Ebert	GER	4/YH
		Member	10095170	Knut Danzberg	GER	3/YH
		Member	10154399	Hans Voser	SUI	3/YH
		Member	10051721	Annette Fransen-Iacobaeus	SWE	4/YH
		Foreign Judge	10052348	Thomas Lang	AUT	4/YH
<b>2</b>	Foreign Technical Delegate	Foreign Technical Delegate		N/A		
<b>3</b>	Chief Steward	Chief Steward	10093345	Ulrike Zobel	GER	3
<b>4</b>	Assistant Stewards	Assistant Steward	10104136	Sigrid Sollböhrmer	GER	2
		Assistant Steward	10052898	Katarzyna Widalska	POL	3
		Assistant Steward	10191646	Beate Hoffmeister	GER	nat.
<b>5</b>	FEI Veterinary Delegate	Veterinary Delegate	10050626	Wolfgang Asendorf	GER	3
		Additional Veterinary Delegate	10098631	Malte Penning	GER	2
<b>6</b>	Veterinary Services Manager / Treating Veterinarian	Veterinary Services Manager	10052201	Michael Köhler	GER	4
		Permitted Treating Veterinarian (one for every 200 horses)	10125961	Camilla Winter	GER	
		Permitted Treating Veterinarian (one for every 200 horses)	10249306	Frauke Biber	GER	
<b>7</b>	Doctor/Medical Service	Doctor/Medical Service		Dr. Michael Rüping DRK Hamburg-Altona	GER	
<b>8</b>	Farrier	Farrier		Kai Scharffetter	GER	
<b>9</b>	NF Delegate	NF Delegate		Elke Ebert	GER	

## **VI. INVITATIONS**

### **CDI4\***

Number of NFs invited:	6
State which NFs are invited:	DEN, GBR, FIN, NED, SWE, GER
Reserve NFs:	AUT, ESP, SUI
Total Number of athletes:	approx. 30
Number of home athletes:	approx. 15 (acc. to a special handicap agreed upon with NF GER)
Number of athletes per NF:	2
Number of horses per athlete:	approx. 2
Number of FEI Wild Cards:	1
Number of OC Wild Cards:	2

Athletes are invited by the Organiser through their NF.  
One (1) groom per athlete.

### **CDIYH**

Number of NFs invited:	6
State which NFs are invited:	DEN, GBR, FIN, NED, SWE, GER
Reserve NFs:	all NFs affiliated to the FEI upon request
Total Number of athletes:	10
Number of home athletes:	approx. 5 (acc. to a special handicap agreed upon with NF GER)
Number of horses per athlete:	2 (max. 1 per age group 6- and 7 years old)
Number of OC Wild Cards:	2

Athletes are invited by the Organiser through their NF.  
One (1) groom per athlete.

### **CDI4\***

Athlete/Horse combination must qualify at a CDI3\* (63 % in one GP or GPS)

## 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](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.

- German Athletes have to enter through the German Entry System NeOn! Entries of German Athletes will then be uploaded into the FEI Online Entry System!

### 1. ENTRY DATES AND FEES:

#### Deadlines for entries

German Online System:	16/04/2024 (only German athletes)
FEI entry system:	19/04/2024
Last date for substitutions:	08/05/2024, two hours prior to the horse inspection

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

#### CDI4\*

<b>Entry fee per horse:</b>	330,00 EUR
Stabling fee per horse:	140,00 EUR
<b>VAT:</b>	23,10 EUR (7%)
Stabling:	26.60 EUR (19%)
<b>Total fee per horse:</b>	519,70 EUR

#### CDIYH

<b>Entry fee per horse:</b>	290,00 EUR
Stabling fee per horse:	140,00 EUR
<b>VAT:</b>	20,30 EUR (7%)
Stabling:	26.60 EUR (19%)
<b>Total fee per horse:</b>	476,90 EUR

Entry fee and fee for power supply

- of German Athletes will be subject to direct credit through the German online system NeOn.

- of Foreign Athletes will be due on site at the latest.

Further compulsory fees for horses and athletes as well as further other fees - if applicable – (see below) will be invoiced in addition on site.

Contact details:

Name: Conny Reuss  
Telephone: +49 4296 7487426  
Fax: +49 4296 7487444  
Email: [reuss@engarde.de](mailto:reuss@engarde.de)



**2. NO-SHOWS/LATE WITHDRAWALS:**

**NB:** In the case of withdrawals after the date of definite entries or no-shows the athlete or the respective NF will be held liable to reimburse the Organiser for the actual financial loss incurred by the Organiser (i.e., stabling and hotel expenses) as a result of the late withdrawal or no-show.

Amount charged: 300,00 EUR per horse

**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:	166,60 EUR
Manure disposal:	40 EUR
Tack box:	335 EUR
Hay:	15 EUR per unit
Straw (1 <sup>st</sup> bedding free):	15 EUR per unit
Shavings (1 <sup>st</sup> bedding free):	20 EUR per bale
Health/customs documents :	80 EUR per horse
Lorry Parking:	30 EUR per lorry/caravan
Electricity hook-up:	120 EUR per unit
Larger box -	59,50 EUR in addition to the stabling fee and has to be requested with the entries - necessary documents, such as extract from horse passport or veterinary confirmation has to be sent to the OC till 02.05.2024
Double Box	166,60 EUR in addition to the stabling fee and has to be requested with the entries

Additional accreditations for horse owners: 400 EUR

**All aforementioned amounts are including VAT**

VAT Number of the Organiser: DE 151408961

**4. DEGREE OF DIFFICULTY – FLOORPLAN GRAND PRIX FREESTYLE**

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

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

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

**VIII. TIMETABLE**

**Competitions must not start before 08:00 h and must not finish after 23:00 h 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>

	<b>Day</b>	<b>Date</b>	<b>Time</b>
• <u>Opening of stables</u>	Tuesday	07/05/2024	noon
• <u>Horse Inspection</u>			
CDI4*	Wednesday	08/05/2024	5:00 – 7:00 p.m.
CDIYH	Thursday	09/05/2024	6:30 – 7:30 p.m.
• <u>Declaration of Starters</u> Comp. 30	Wednesday	08/05/2024	7:00 p.m.
• <u>Comp. 31,32,33</u>	Thursday	09/05/2024	3:00 p.m.
• <u>Comp. 34, 41</u>	Thursday	09/05/2024	7:30 p.m.
• <u>Comp. 35, 42</u>	<b>Friday</b>	<b>10/05/2024</b>	<b>04:15 p.m.</b>
• <u>Draw:</u>			
Comp. 30	Wednesday	08/05/2024	7:30 p.m.
Comp. 31,32,33	Thursday	09/05/2024	3:00 p.m.
Comp. 34, 41	Thursday	09/05/2024	7:45 p.m.
Comp. 35, 42	Friday	10/05/2024	04:30 p.m.

<b>Competitions CDI4*:</b>	<b>Day</b>	<b>Date</b>	<b>Time</b>	<b>Prize Money</b>
Comp. 30: Grand Prix	Thursday	09/05/2024	8.00 a. m.	12.000,00
Comp. 31: Grand Prix Special	Saturday	11/05/2024	3.00 p. m.	15.000,00
Comp. 32: Grand Prix Freestyle	Saturday	11/05/2024	5.45 p. m.	15.000,00
Comp. 33: German Dressage Derby Change of horses	Sunday	12/05/2024	11.00 a. m.	30.000,00
<b><u>Total Prize Money</u></b>				<b>72.000,00</b>
<b><u>Prizes in Kind</u></b>				

<b>Competitions CDIYH:</b>	<b>Day</b>	<b>Date</b>	<b>Time</b>	<b>Prize Money</b>
Comp. 34: Preliminary test for 6 yo	Friday	10/05/2024	01:00 p.m.	800,00
Comp. 35: Final test for 6 yo	Saturday	11/05/2024	09:15 a.m.	1200,00
Comp. 41 Preliminary test for 7 yo	Friday	10/05/2024	02:45 p.m.	1000,00
Comp. 42: Final test for 7 yo	Saturday	11/05/2024	11:00 a.m.	1500,00
<b><u>Total Prize Money</u></b>				<b>4.500,00</b>
<b><u>Prizes in Kind</u></b>				

**GENERAL CLASSIFICATION AT THE END OF THE COMPETITIONS:**

Leading athlete award - ./.  
Best foreign athlete - ./.  
Best home athlete - ./.  
Team awards - ./.

**IX. COMPETITIONS DETAIL**

**FIRST DAY: Thursday**

**DATE: 09/05/2024**

**COMPETITION No 30**

**Qualifier for comp. 31 (Grand Prix Special), Comp. 32 (Grand Prix Freestyle),  
Comp. 33 (GERMAN DRESSAGE DERBY)**

Test: FEI Grand Prix  
Number of horses per athlete: 2  
Open to: all athlete/horse combinations entered and accepted by the OC.  
Athletes must state, at the latest at the date of definite entries if they wish to qualify for comp. 31 (Grand Prix Special) or comp. 32 (Grand Prix Freestyle). The best 3 Athletes qualify for the German Dressage Derby (comp. No. 33) with a horse which has been started in comp. 30.  
In the German Dressage Derby (comp. No. 33) Athletes may start with another horse, that, not necessarily with the same Athlete, has been started in comp. 30. Please note that the OC will not provide horses for these Athletes. Qualified Athletes who will not compete in comp. no. 33 will be disqualified in comp. 30. In this case the next best Athlete moves up and the start in comp. 33 is even compulsory (see above). Exception for 2024 and only due to the Olympic Games in Paris: Athletes belonging to a Championship / Olympic cadre list (clearly defined and listed by each invited NF) can choose if they would like to compete in comp. 33 or not. If they will not compete the next best Athlete moves up and the start in comp. 33 is even compulsory. Athletes who are qualified for competition 33 may choose if they wish to start also in comp. 31 or 32 (acc. to their choice before the draw of the Grand Prix). If they do not want to start in comp. 31 or 32, the next best Athlete moves up.  
Draw/Art: Art. 417.3.1 (ordinary draw)  
Prize money: 12.000,00  
Breakdown: 3.300/2.700/1.800/1.200/840/660/480/420/2x300  
If more Athletes are placed the next receive: € 90 each.

\* \* \* \* \*

**SECOND DAY: Saturday**

**DATE: 11/05/2024**

**COMPETITION No 31**

Test: FEI Grand Prix Special  
Number of horses per athlete: 1  
Open to and compulsory for: the best 12 Athlete/horse combinations of comp. 30 who opted for the Grand Prix Special at the latest at the date of definite entry. In case an Athlete being qualified for comp. 33 does not want to start in comp. 31 or if an Athlete has to withdraw the next best moves up.  
Draw/Art: Art. 417.5 (by draw in groups of five)  
Total prize money: 15.000  
Breakdown: 4200/3000/2200/1500/1100/750/6 x 375  
If more Athletes are placed the next receive: € 110 each.

\* \* \* \* \*

**COMPETITION No 32**

Test: FEI Grand Prix Freestyle  
Sound carrier (2 copies) has to be handed in the evening before the competition in the show office.  
Number of horses per athlete: 1  
Open to and compulsory for: the best 12 Athlete/horse combinations of comp. 30 who opted for the Grand Prix Freestyle at the latest at the date of definite entry. In case an Athlete being qualified for comp. 33 does not want to start in comp. 32 or if an Athlete has to withdraw the next best moves up.  
Draw/Art: Art. 417.6 (by draw in groups of five)  
Prize money: 15.000  
Breakdown: 4200/3000/2200/1500/1100/750/6 x 375  
If more Athletes are placed the next receive: € 110 each.

**„Anrecht Investment Harmonie & Horsemanship Prize“:** An extra prize (5.000 EUR) is awarded to the Athlete to be nominated by the Ground Jury or by Spectator-Judging-App based on the criteria of harmony, horsemanship and lightness.

The athlete with the best score receives the "Anrecht Investment Harmony & Horsemanship Prize" in the award ceremony.

\* \* \* \* \*

**THIRD DAY: Sunday**

**DATE: 12/05/2024**

**COMPETITION No 33: GERMAN DRESSAGE DERBY with change of horses**

Test: special test Grand Prix level (see annex)  
Open to and compulsory for: the best 3 Athletes of comp. 30 with a horse that, not necessarily with the same Athlete, has been started in comp. 30.  
Please note that the OC will not provide horses for these Athletes.  
Qualified Athletes who will not compete in comp. no. 33 will be disqualified in comp. 30. In this case the next best Athlete moves up and the start in comp. 33 is even compulsory.  
Exception for 2024 and only due to the Olympic Games in Paris: Athletes belonging to a Championship / Olympic cadre list (clearly defined and listed by each invited NF) can choose if they would like to compete in comp. 33 or not. If they will not compete the next best Athlete moves up and the start in comp. 33 is even compulsory.

Saddlery: Change of saddle and bridle forbidden.  
Number of horses per Athlete: 1, however if an athlete is qualified with two horses they may choose which horse to start.

Change of horses/  
Starting order: Each horse will be started by each Athlete, first by the own Athlete, then by the other Athletes by draw.  
Winner of the German Dressage Derby will be the Athlete with the best total points obtained by adding the points of all three performances. In case of equality of points the better start with the own horse will be decisive.  
Winning horse of the German Dressage Derby will be the horse with the best total points obtained by adding the points of its three performances.

Total prize money: Athletes: 15.000 / Horses: 15.000  
Breakdown of prize-money: Athletes: 7.000/5.000/3.000 –  
Horses: 7.000/5.000/3.000

\* \* \* \* \*

**CDIYH**

**FIRST DAY: FRIDAY**

**DATE: 10/05/2024**

**COMPETITION No 34**

Test: FEI Preliminary Test for 6-year-old-horses  
Number of horses per athlete: 1  
Open to: all athlete/horse combinations entered and accepted  
by the OC  
Draw/Art: Art. 417.3.1 (ordinary draw)  
Prizes 800  
Breakdown: 200/160/120/100/80/60/2x40  
If more Athletes are placed the next receive: € 10 each.

\* \* \* \* \*

**COMPETITION No 41**

Test: FEI Preliminary Test for 7-year-old-horses  
Number of horses per athlete: 1  
Open to: all athlete/horse combinations entered and accepted  
by the OC  
Draw/Art: Art. 417.3.1 (ordinary draw)  
Prizes 1000  
Breakdown: 250/200/150/125/100/75/2x50  
If more Athletes are placed the next receive: € 15 each.

**SECOND DAY: SATURDAY**

**DATE: 11/05/2024**

**COMPETITION No 35**

Test: FEI Final Test for 6-year-old-horses  
Number of horses per athlete: 1  
Open to: all athlete/horse combinations entered and accepted  
by the OC  
Draw/Art: Art. 417.3.1 (ordinary draw)  
Prizes 1200  
Breakdown: 300/240/180/150/120/90/2x60  
If more Athletes are placed the next receive: € 10 each.

\* \* \* \* \*

**COMPETITION No 42**

Test: FEI Final Test for 7-year-old-horses  
Number of horses per athlete: 1  
Open to: all athlete/horse combinations entered and accepted  
by the OC  
Draw/Art: Art. 417.3.1 (ordinary draw)  
Prizes 1500  
Breakdown: 375/300/225/190/150/110/2x75  
If more Athletes are placed the next receive: € 10 each.

## **X. FACILITIES OFFERED**

### **1. ATHLETES**

#### **Accommodation.**

Hotel: Hotel Klövensteen  
Address: Hauptstr. 83, D-22869 Hamburg  
Telephone: +49-40-8393630

Accommodation at the Athletes' own expense.  
Athletes have to confirm a hotel reservation till two weeks before the event (before 24/04/2024); the OC cannot guarantee a room without confirmation. All the extras will be paid directly in the hotel by the athlete at the checkout. Cancellations have to be done 7 days before arrival; no shows or late cancellations will be charged to the Athletes (entire amount of the room). Further rooms can be reserved at athletes' own expenses.  
Contact details for room reservations: Susanne Asendorf, email: [asendorf@sasportservice.de](mailto:asendorf@sasportservice.de) Only written reservations are accepted.  
For receiving the special rates, please do NOT book directly in the hotel.

#### **Meals.**

Meals will be provided from 09/05/2024 to 12/05/2024 at the OC's expense for the CDI4\*. For CDIYH at athlete's expense.

### **2. GROOMS**

#### **Accommodation.**

Requests for accommodation must be sent with entries. There will only be hotels available in the surroundings of Hamburg, not directly in Hamburg.  
Accommodation will be at the Athletes' expense.

#### **Meals.**

Meals from 08/05/2024 (dinner) to 12/05/2024 (lunch) will be at the OC's expense. Meals will be provided in the crew catering close to the stable area.

**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 office

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

Total dimensions: 23x63m (Competition arena - dimensions: 20 x 60 m)

Type of Footing: sand

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

Total dimensions: 20x60 m 2 arenas (Competition arena - dimensions: 20 x 60 m)

Type of Footing: sand

### **4. STABLES**

Size of boxes: 3 m x 3 m

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

Horses will be stabled (incl. 1st bedding – shavings or straw) on the show grounds from 07/05/2024 (noon) to 12/05/2024 (evening). The necessary number of boxes has to be ordered when handing in the entries – the order is binding. If no boxes have been ordered, the OC will reserve one box per horse entered. Only the assigned stables may be used. Please note that lorries will not be parked at the show ground but 15-30 minutes away

### **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>)

Yes

Name of Company: hippo data GmbH / Equi-score

FEI Certified Service Provider ID number: GV91V808AKSCGI

Contact person at Event:

Name: Jens Feth

FEI ID number: 10081662

Contact email: [jf@hippodata.net](mailto:jf@hippodata.net)

**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>)

Yes

Name of Company: Hippo Data GmbH

FEI Certified Service Provider ID number: GT21V808AKSCH

Contact person at Event:

Name: Jens Feth  
FEI ID number: 10081662  
Contact email: [jf@hippodata.net](mailto:jf@hippodata.net)

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

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

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

Yes

Name of Company: Equinis

Contact person at Event:

Name: Andreas Steidle  
FEI ID number: 10087636  
Contact email: [steidle@equinis.com](mailto:steidle@equinis.com)  
Activity/Function: accreditation system hippobase

**9. PRIZE GIVING CEREMONY**

The number of athletes required to present themselves for the prize giving ceremony of each competition is 6-8

**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

Name of your ticketing provider: EN GARDE Marketing GmbH

Web address to buy ticket: [www.engarde.de](http://www.engarde.de)

**12. BETTING**

Betting will be authorised by the Organiser: No

**13. TRANSPORT REIMBURSEMENT HORSES/PONIES**

Transport expenses to be paid by 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**

A shuttle service for athletes will be made available from 07/05/2024 – 12/05/2024 between the official show hotels and the show ground. Airport or railway station services can only be made if cars are available. Possible requests have to be made 2 days before arrival.

Public transport has to be paid by the Athletes appr. Cost per round trip: € 30.00

**16. ENTRY RIGHT TO SHOWGROUNDS/ACCREDITED PERSONS**

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

NUMBER ACCREDITED PERSONS:

Athlete: 1 (stables, riders grand stand dressage)

Partner: 1 (stables, riders grand stand dressage)

Groom: 1 (stables, riders grand stand dressage)

Horse Owner: 2 per horse acc. to FEI Passport (stables, riders grand stand)

**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: Johannsmann Transportservice GmbH  
Address: Hagenort 6, D-33803 Steinhagen  
Telephone: +49-5204-890111  
Fax: +49-5204-890222  
Email: info@johannsmann-pferdetransport.de  
Opening hours: during the horse inspections

Customs and veterinary fees will not be taken over.

### **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: ./.

Every Athlete is obliged to deliver all necessary health certificates for the transport to the event or identification of the horses before they come into the stables:

a) in case of arrival from an EU member country a health certificate "EQUI-INTRA-IND" according to implementing regulation (EU) 2021/403. The use of TRACES-NT is mandatory.

b) in case of arrival from a country not belonging to the EU a health certificate "EQUI-X" according to implementing regulation (EU) 2021/403.

A certificate must be done in at least one official language of the country of destination and in one official language of the member country. The Athlete must carry with him the original certificate, not a copy.

The organiser sees to it that on the competition site, an official state veterinarian is present to issue the health certificates which are necessary for the transport of the horses to their destination abroad.

In case the OC has entrusted a forwarding agency, the latter is ready to assist regarding the required documents.

Furthermore, questions relating to health requirements for horses can be directed to the veterinary authorities in the country of origin or in Germany.

A certificate must be done in at least one official language of the country of destination and in one official language of the member country. The Athlete must carry with him the original certificate, not a copy.

The organiser sees to it that on the competition site, an official state veterinarian is present to issue the health certificates which are necessary for the transport of the horses to their destination abroad.

In case the OC has entrusted a forwarding agency, the latter is ready to assist regarding the required documents.

Furthermore, questions relating to health requirements for horses can be directed to the veterinary authorities in the country of origin or in Germany.

### **3. NATIONAL REQUIREMENTS**

In addition to the Rules and Regulations applicable as set out above the following national regulations apply:

- German Animal Welfare Act (Tierschutzgesetz):  
[www.gesetze-im-internet.de/bundesrecht/tierschg/gesamt.pdf](http://www.gesetze-im-internet.de/bundesrecht/tierschg/gesamt.pdf)
- German Law concerning Manufacture and Distribution of Medicines (Arzneimittelgesetz):  
[www.gesetze-im-internet.de/bundesrecht/amg\\_1976/gesamt.pdf](http://www.gesetze-im-internet.de/bundesrecht/amg_1976/gesamt.pdf)
- German Animal Health Act (Tiergesundheitsgesetz):  
[www.gesetze-im-internet.de/tiergesg/TierGesG.pdf](http://www.gesetze-im-internet.de/tiergesg/TierGesG.pdf)
- German Regulation for Animal-Welfare during Transport (Tierschutztransportverordnung):  
[www.gesetze-im-internet.de/bundesrecht/tierschtrv\\_2009/gesamt.pdf](http://www.gesetze-im-internet.de/bundesrecht/tierschtrv_2009/gesamt.pdf)
- German Regulation regarding Livestock Transport (Viehverkehrsverordnung):  
[www.gesetze-im-internet.de/bundesrecht/viehverkv\\_2007/gesamt.pdf](http://www.gesetze-im-internet.de/bundesrecht/viehverkv_2007/gesamt.pdf)
- etc.

### **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 the FEI's 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**

The organizer declines any liability for property or pecuniary damage which may happen to visitors, athletes, grooms and horse owners through slight negligence of the organizer, the organizer's delegates or assistants. The OC is liable in case of intent, gross negligence as well as in case of injury to life, body or health and in further cases he is liable for compelling legal liability acc. to the legal requirements.

Furthermore before the first use of the event area, before the first training resp. before the start of the completion, each participant will have to make oneself familiar with the conditions of the event area. With the first ride on the event area the participant accepts the conditions of the event ground as according to the rules and to the contract and he/she refrains from liability against the organizer, except when the OC acts reckless or deliberately on injury to life, body or health.

### **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.

N/A

## **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**

### **5.1 GERMAN SHOW RULES**

The OC acknowledges that para 1.4 LPO (German Show Rules) is binding for international events in Germany.

### **5.2 TIMETABLE**

The times stated under "VIII. TIMETABLE" are subject to alterations.

### **5.3 FEI-PASSPORTS**

Horses entered in CIMs (CDI1\*/CDI2\*/CDIYH/CDIAm/CDIU25/CDIJ/CDIY/CDICh/CDIP) in their country of residence are not required to have an FEI Passport or FEI Recognition Card but must be properly registered with the FEI and identifiable (GRs 137.2).

### **5.4 GERMAN ANIMAL WELFARE ACT**

According to paragraph 6 of the German Animal Welfare Act, trimming the vibrissae around eyes and muzzle as well as clipping or cutting the hairs inside the ears of horses are prohibited.

### **5.5. LORRIES**

Lorries will not be parked at the show ground but approx. 15 – 30 min. away.

### **5.6. PRIZE MONEY – RIDERS' ACCOUNTING**

Offsetting costs and prize money is not possible

### **All costs must be paid on site at the show office**

Prize money will be paid out per horse owner according to the FEI regulations. Usually, all athletes receive their prize money by bank transfer.

Therefore the athlete has to issue a corresponding invoice to the organizer: EN GARDE Marketing GmbH, Ellhornstr. 17, D-27628 Hagen im Bremischen  
eMail: [reuss@engarde.de](mailto:reuss@engarde.de)

The bank transfer will be made ONLY if this invoice has been received incl. of the following items: horse name, FEI number of the horse, name of the horse owner, address of the horse owner, tax-number of the horse owner, invoice number and bank details.

### **5.7 DOGS**

All dogs must be leashed and affixed to a human or stationary object on the whole show ground and in the stable area. Violation of this rule will incur a fine of CHF 100 per offence and, in case of a repeated offence at the Event, may lead to exclusion from the Venue (Art. 109.13 General RG).

### **5.8 DATA PROTECTION BASIC REGULATION**

With the entry declaration the athlete agrees that the show organizers are permitted to save their data and uses photos and film footages made at the event of the athlete for publications.

### **5.9 HYGIENE MEASURES IN CONNECTION WITH THE EHV-1**

For all measures in place at the time of the Event, please refer to:

<https://inside.fei.org/fei/your-role/veterinarians/biosecurity-movements/biosecurity/ehv-1>

**5.10 STABLES REGULATIONS**

The following regulations must be obeyed:

- Keep the escape routes clear (no blocking by feeding stuff, saddle locker, chairs or similar)
- No riding through the stable ways
- The instructions of the stable manager have to be followed
- The horse boxes have to be locked with the mechanism provided
- Unload the horse dung ONLY at the provided places
- NO changes in the box arrangements without consulting the stable manager
- The removal of hay/straw/shavings has to be notified to the stable manager before removal
- Entering the stable area after 23:00 hrs has to be announced to the responsible security staff
- The athletes/grooms are responsible for the cleanliness in front of the respective boxes
- The laying of extension cables through the stable area is prohibited
- Smoking and open fires in the stable tents are strictly prohibited
- The storage of max. one daily ration of hay, straw and shavings in front of the box is permitted.
- Special equipment for stallions boxes is to be brought by the athletes themselves.

**DEDUCTIONS FROM PRIZE MONEY AT COMPETITIONS:**

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

**Distribution of Prizes and Indemnities**

All prize money and all prizes in kind rewarded instead of prize money as well as reimbursements (e. g. transport charges, travelling expenses) will be distributed acc. to FEI-RG Art. 127/128 following the last competition at the latest. Settlement will be done per athlete. Depending on the agreement with the horse owner, each athlete binds himself to pass on to the horse owners the prize money or prizes in kind rewarded instead of prize money. The organizer is allowed to deduct possibly outstanding debts of the athlete. Acc. to § 50a EstG this also applies to foreign horse owners. Taxes are due on prize money as well as on prizes given in kind instead of prize money and on reimbursements. As a rule, the deduction (based on the amount received per day) is 0 % on amounts up to and including 250 EUR, 15 % plus solidarity surcharge (currently 0.82 % on the prize money or 5.5 % on the amount of tax deduction) on amounts above 250 EUR. Travelling expenses being taken over or reimbursed are only regarded as revenues if they exceed the actual costs and the reimbursement for additional meal allowances acc. to § 4 Abs. 5 Satz 1 Nr. 5 EstG. The tax deduction has to be certified on demand. Those foreign athletes being exempted from tax deduction are kindly asked to submit an exemption certificate either with the entry or on the first show day at the latest. Every athlete himself is responsible for the correctness of the details he submits. If Athletes have to be placed equally, the money value of possible prizes in kind (e. g. a car) is divided accordingly.

**IMPORTANT**

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

The value of the 1<sup>st</sup> 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 <sup>st</sup>	33%	33%	33%	33%	All the prize money scheduled must be distributed among all placed athletes.
2 <sup>nd</sup>		25%	25%	25%	
3 <sup>rd</sup>			20%	20%	
4 <sup>th</sup>				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 or your IT Providers access to the FEI Entry System.

**FEI ID<sup>1</sup>:** 10097053  
**Name\*:** Reuss  
**First Name\*:** Conny  
**E-Mail\*:** [reuss@engarde.de](mailto:reuss@engarde.de)  
**Access Rights\*:**  Admin<sup>2</sup>

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**FEI ID<sup>1</sup>:** 10095461  
**Name\*:** Asendorf  
**First Name\*:** Susanne  
**E-Mail\*:** [asendorf@sasportservice.de](mailto:asendorf@sasportservice.de)  
**Access Rights\*:**  Admin<sup>2</sup>

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**FEI ID<sup>1</sup>:** 10175009  
**Name\*:** Cron  
**First Name\*:** Mario  
**E-Mail\*:** [mc@hippodata.net](mailto:mc@hippodata.net)  
**Access Rights\*:**  Consult<sup>3</sup>

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

<sup>2</sup>) Provide 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.

\*) 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](mailto: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.