

# I. DENOMINATION OF THE EVENT

Venue: Melbourne, Werribee Park National Equestrian Centre

Date: 7-10 June 2019 NF: Australia

## EVENT CATEGORIES:

Long	Short	Long	Short
CCI5* <input type="checkbox"/>	CCI(O)4*-S <input type="checkbox"/>	CCIYR3*-L <input type="checkbox"/>	CCIYR3*-S <input type="checkbox"/>
CCI(O)4*-L <input checked="" type="checkbox"/>	CCI(O)3*-S <input type="checkbox"/>	CCIJ2*-L <input checked="" type="checkbox"/>	CCIJ2*-S <input type="checkbox"/>
CCI(O)3*-L <input checked="" type="checkbox"/>	CCI(O)2*-S <input type="checkbox"/>	CCIH3*-L <input type="checkbox"/>	CCIH3*-S <input type="checkbox"/>
CCI(O)2*-L <input checked="" type="checkbox"/>		CCIH2*-L <input type="checkbox"/>	CCIH2*-S <input type="checkbox"/>

CCI1\*-Intro

CCI(O)P1-L  CCI(O)P1-S   
CCI(O)P2-L  CCI(O)P2-S   
CCI2\*-L reserved for ponies  CCI2\*-S reserved for ponies

## CHAMPIONSHIP CATEGORIES:

Championship 4\*  Championship 3\*  Championship 2\*   
Senior  Young Rider  Junior  Pony  Young Horses   
Championship official title: (as per contract)

# II. GENERAL CONDITIONS

- FEI Statutes, 24<sup>rd</sup> edition, effective 20 November 2018
- FEI General Regulations, 23<sup>rd</sup> edition, effective 1<sup>st</sup> January 2009, updates effective 1<sup>st</sup> January 2019
- FEI Veterinary Regulations, 14<sup>th</sup> edition, effective 1 January 2018, updates effective 1<sup>st</sup> January 2019
- FEI Eventing Rules and its Annexes, 25<sup>th</sup> Edition, updates effective 1<sup>st</sup> January 2019
- Equine Anti-Doping and Controlled Medication Regulations (EADCMR), 2<sup>nd</sup> Edition, effective 1<sup>st</sup> January 2018, updates effective 1<sup>st</sup> January 2019
- FEI Anti-Doping Rules for Human Athletes (ADRHA), based upon 2015 WADA Code, effective 1<sup>st</sup> January 2015
- All subsequent published revisions/updates, the provisions of which will take precedence.

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Approved by the FEI, Lausanne, on 20 March 2019

Catrin Norinder  
FEI Director Eventing and Olympic

## TABLE OF CONTENTS

<b>I.</b>	<b>DENOMINATION OF THE EVENT</b> .....	<b>1</b>
<b>II.</b>	<b>GENERAL CONDITIONS</b> .....	<b>1</b>
<b>III.</b>	<b>THE FEI CODE OF CONDUCT FOR THE WELFARE OF THE HORSE</b> .....	<b>4</b>
<b>IV.</b>	<b>GENERAL INFORMATION</b> .....	<b>5</b>
1.	ORGANISER .....	5
2.	ORGANISING COMMITTEE .....	5
3.	EVENT DIRECTOR .....	5
<b>V.</b>	<b>OFFICIALS</b> .....	<b>6</b>
<b>VI.</b>	<b>INVITATIONS</b> .....	<b>9</b>
1.	GENERAL .....	9
2.	ENTRY RIGHT TO SHOWGROUNDS/ACCREDITED PERSONS .....	9
<b>VII.</b>	<b>ENTRIES</b> .....	<b>10</b>
1.	ENTRY DATES AND ENTRY FEES .....	10
2.	OTHER FEES .....	11
3.	NO-SHOWS/LATE WITHDRAWALS .....	11
4.	QUALIFICATION .....	11
<b>VIII.</b>	<b>TIMETABLE</b> .....	<b>13</b>
1.	TIMETABLE (TO BE PROVIDED PER CATEGORY/LEVEL IF MULTIPLE EVENTS) .....	13
<b>IX.</b>	<b>COMPETITION DETAIL</b> .....	<b>15</b>
<b>X.</b>	<b>FACILITIES OFFERED</b> .....	<b>19</b>
1.	ATHLETES .....	19
2.	GROOMS .....	19
<b>XI.</b>	<b>LOGISTICAL/ADMINISTRATIVE/TECHNICAL</b> .....	<b>20</b>
1.	DRAW .....	20
2.	COMPETITION ARENA(S) .....	20
3.	PRACTICE ARENA(S) .....	20
4.	STABLES .....	20
5.	SCORING/TIMING PROVIDER .....	20
6.	PRIZE GIVING CEREMONY .....	20
7.	ADVERTISING ON ATHLETES AND HORSES .....	21
8.	TICKETING .....	21
9.	BETTING .....	21
10.	TRANSPORT REIMBURSEMENT HORSES / PONIES .....	21
11.	WELCOME .....	21
12.	LOCAL TRANSPORTATION - ARRANGEMENTS FROM HOTEL TO SHOWGROUNDS .....	21
13.	LORRY / CARAVAN FACILITIES .....	21
14.	SUSTAINABILITY .....	21
<b>XII.</b>	<b>VETERINARY MATTERS</b> .....	<b>22</b>
1.	CUSTOMS FORMALITIES .....	22
2.	HEALTH REQUIREMENTS .....	22
3.	NATIONAL REQUIREMENTS .....	22
4.	PONIES .....	22
5.	INJURY SURVEILLANCE .....	22
6.	TRANSPORT OF HORSES .....	23

7.	VENUE ARRIVAL INFORMATION & FITNESS TO COMPETE .....	23
7.1.	PASSPORTS. FEI General Regulations Article 137.....	23
7.2.	VACCINATIONS - EQUINE INFLUENZA. FEI Veterinary Regulations Article 1003.....	23
7.3.	EXAMINATION ON ARRIVAL. FEI Veterinary Regulations Article 1031 .....	24
7.4.	HORSE INSPECTIONS. FEI Veterinary Regulations Articles 1034-1042.....	24
7.5.	LIMB SENSITIVITY EXAMINATION. FEI Veterinary Regulations Articles 1048-1053 .....	24
8.	EQUINE ANTI-DOPING AND CONTROLLED MEDICATION PROGRAMME (EADCMP). FEI VETERINARY REGULATIONS, CHAPTER VII.....	24
8.1.	SAMPLING. FEI VETERINARY REGULATIONS CHAPTER VII .....	24
8.2.	ELECTIVE TESTING. FEI VETERINARY REGULATIONS ARTICLES 1057 AND 1058.....	24
<b>XIII.</b>	<b>HUMAN ANTI-DOPING .....</b>	<b>25</b>
<b>XIV.</b>	<b>ADDITIONAL INFORMATION .....</b>	<b>25</b>
1.	MEDICAL INFORMATION FORM FOR ARMBANDS .....	25
2.	INSURANCES AND NATIONAL REQUIREMENTS.....	25
2.1.	ATHLETES, OWNERS AND SUPPORT PERSONNEL .....	25
	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. ....	26
2.2.	ATHLETES AND OWNERS.....	26
3.	PROTESTS/APPEALS.....	26
4.	DISPUTES .....	27
5.	MODIFICATION TO SCHEDULE .....	27
6.	ADDITIONAL INFORMATION FROM THE ORGANISER .....	27
7.	MINIMUM AGE LIMITATION .....	27
8.	PRIZEMONEY DISTRIBUTION .....	27
<b>XV.</b>	<b>ANNEXES.....</b>	<b>28</b>

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

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

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

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

## **IV. GENERAL INFORMATION**

### **1. ORGANISER**

Name: Equestrian Victoria  
Address: 400 Epsom Road, Flemington, Victoria, Australia 3031  
Telephone: +61 3 90130707  
Fax: n/a  
Email: susan\_mckay@equestrianvictoria.com.au  
Website: www.equestrianvictoria.com.au

#### Contact Details Show Ground:

Address: 170 K Road, Werribee, Victoria, Australia 3030  
Telephone: +61 3 9013 0707  
GPS Coordinates:

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

Werribee Park National Equestrian Centre is located within 25 minutes driving distance from the Melbourne CBD. For road directions please follow the M1 Princes Freeway and take the Werribee South exit, Geelong bound, or Werribee exit (City bound) and follow the signs to the Werribee Park Precinct. The closest airports are Melbourne International and Avalon Airport (domestic). A train station is located in Werribee and there are bus services from Werribee to the Werribee Park precinct.

### **2. ORGANISING COMMITTEE**

Honorary President: Barry Roycroft  
President of the Event: Vivian Stephens  
Show Secretary: Susan McKay  
Press Officer: Ute Raabe  
Stable Manager: Clinton Hedger

### **3. EVENT DIRECTOR**

Name: Janet Houghton  
Address: C/- Equestrian Victoria, 400 Epsom Road, Flemington, Vic. 3031  
Telephone: + 61 3 9013 0707  
Mobile: + 61 419 003 068  
Fax: n/a  
Email: janethoughton@equestrianvictoria.com.au

## V. OFFICIALS

Ref	Panel	Competition	Function	FEI ID	NAME	NF	Level (Nat, 1, 2, 3)	Contact details
1	Ground Jury 1 <sup>st</sup> Competition	CCI2*L CCIJ2*L	Ground Jury President	10009735	Nicoli Fyfe	NZL	3	<a href="mailto:charltonstud@gmail.com">charltonstud@gmail.com</a>
			Ground Jury Member	10082863	Susan Nevett	AUS	2	<a href="mailto:suenevett@live.com.au">suenevett@live.com.au</a>
			Ground Jury Member	10052037	Veronica Steward	AUS	3	<a href="mailto:horses@netspace.net.au">horses@netspace.net.au</a>
	Ground Jury 2 <sup>nd</sup> Competition	CCI3*L	Ground Jury President	10065909	Nikki Herbert	GBR	3	<a href="mailto:herberthorses@gmail.com">herberthorses@gmail.com</a>
			Ground Jury Member	10049348	Helen Christie	NZL	3	<a href="mailto:rjhmchristie@gmail.com">rjhmchristie@gmail.com</a>
			Ground Jury Member	10049342	Beverley Shandley	AUS	3	<a href="mailto:bevsh@activ8.net.au">bevsh@activ8.net.au</a>
	Ground Jury 3 <sup>rd</sup> Competition	CCI4*L	Ground Jury President	10065909	Nikki Herbert	GBR	3	<a href="mailto:herberthorses@gmail.com">herberthorses@gmail.com</a>
			Ground Jury Member	10049348	Helen Christie	NZL	3	<a href="mailto:rjhmchristie@gmail.com">rjhmchristie@gmail.com</a>
			Ground Jury Member	10049348	Beverley Shandley	AUS	3	<a href="mailto:bevsh@activ8.net.au">bevsh@activ8.net.au</a>
	Jumping test Judge	All Classes	Jumping test Judge		President: each GJ			
2	Technical Delegate	CCI3*L/4*L	Technical Delegate	10050193	Geoff Sinclair	AUS	3	<a href="mailto:geoff@brigadoonhorses.com.au">geoff@brigadoonhorses.com.au</a>
		CCI2*L/J2*L	2nd Technical Delegate	10095246	Michelle Debenham	AUS	3	<a href="mailto:michdebenham@yahoo.com.au">michdebenham@yahoo.com.au</a>
		CCI3*L/4*L	Assistant Technical Delegate	10145391	Michael Dalmau	AUS	N	<a href="mailto:michael@dalm.au">michael@dalm.au</a>

**FEI APPROVED SCHEDULE  
Werribee (AUS) 7-10 June 2019**

3	Course Designer	CCI3*L CCI4*L	Course Designer	10004116	Ewan Kellett	AUS	3	<a href="mailto:kellettcrosscountry@yahoo.com.au">kellettcrosscountry@yahoo.com.au</a>
		CCI2*L CCIJ2*L	Assistant Course Designer	10138570	Mick Pineo	AUS	N	<a href="mailto:Mick.pineo@gmail.com">Mick.pineo@gmail.com</a>
		n/a	<i>Course Builder (&amp; company name if applicable)</i>					
		CCI2*/3*/4* L	Jumping Course Designer	10049371	David Sheppard	AUS	3	<a href="mailto:Davidsheppard629@gmail.com">Davidsheppard629@gmail.com</a>
4	Chief Steward		Chief Steward	10051934	Christine Wallis	AUS	3	<a href="mailto:gcwallis@active8.net.au">gcwallis@active8.net.au</a>
5	Assistant Stewards		Assistant Steward	10078041	Lindy Young	AUS	2	<a href="mailto:Jandlyoung236@bigpond.com">Jandlyoung236@bigpond.com</a>
			Assistant Steward	10118432	Doris Ridett	AUS	2	<a href="mailto:barkala1@hotmail.com">barkala1@hotmail.com</a>
			Assistant Steward					
			Assistant Steward					
6	Appeal Committee (Not compulsory except for Championships and Games as per article 513 of the FEI Eventing rules))	CCI2*L/2*JL CCI3*L CCI4*L	Appeal Committee President	10053575	Wayne Roycroft	AUS	NAT	<a href="mailto:patchcroft1@gmail.com">patchcroft1@gmail.com</a>
			Appeal Committee Member		Nina Clarke	AUS		<a href="mailto:nina@clarke.id.au">nina@clarke.id.au</a>
			Appeal Committee Member	10059648	Roger Kane	AUS	3	<a href="mailto:rm_kane@bigpond.com">rm_kane@bigpond.com</a>
7	FEI Veterinary Delegate		FEI Veterinary Delegate	10051151	David Johnson	AUS		<a href="mailto:david.johnson@pacificvetcare.com">david.johnson@pacificvetcare.com</a>
			Assistant FEI Delegate	10089875	Frank Low	AUS		<a href="mailto:frank@westvets.com.au">frank@westvets.com.au</a>
	FEI Veterinary Commission (for Championships only)		President					
			Foreign Veterinary Delegate					
			Assistant FEI					

**FEI APPROVED SCHEDULE**  
**Werribee (AUS) 7-10 June 2019**

			Delegate					
8	Veterinary Service Manager (VSM) (VR Art 1103) Treating Veterinarian (VR Art 1105)		Veterinary Service Manager	10049280	Kirsten Neil	AUS		<a href="mailto:neilkirsten@hotmail.com">neilkirsten@hotmail.com</a>
			FEI Permitted Treating Vet	10049280	Kirsten Neil	AUS		<a href="mailto:neilkirsten@hotmail.com">neilkirsten@hotmail.com</a>
9	Chief Medical Officer		Chief Medical Officer		Dr. Tess Goodwin	AUS		<a href="mailto:dgoodwin@senet.com.au">dgoodwin@senet.com.au</a>
	Medical services		Medical Services		EMT Briefed by Dr. Tess Goodwin			+61 3 8588 4888
10	Farrier		Farrier		Will Collyer	AUS		+61 400 572142
11	NF Delegate		NF Delegate (if applicable)					



## VI. INVITATIONS

### 1. GENERAL

Number of NFs invited	1
Number of Athletes from the host nation	Unlimited
Number of Athletes per NF	Unlimited
Number of Horses per Athlete	Unlimited
Ballot procedure in case of excessive entries. <i>Must be specified</i>	CCI4*L/CCI3*L have preference, balloting to commence with CCI2*L

Space for organiser to include details if necessary
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Athletes are invited by the Organiser through their National Federation.

One (1) groom per athlete.

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

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

NUMBER OF ACCREDITED PERSONS:

Athlete: 1

Partner:

Groom: 1

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

Space for organiser to include details if necessary
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## VII. ENTRIES

### IMPORTANT

- Entries must be made through the FEI Entry System for all categories of this Event (<https://entry.fei.org>);
- Additional documentation can be found at: <http://inside.fei.org/fei/your-role/nfs/entry-system-eventing>
- 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.

Space for organiser to include details if necessary
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### 1. ENTRY DATES AND ENTRY FEES

Entries have to be in accordance with Art. 509 of the FEI Eventing Rules, 25<sup>th</sup> edition, updates effective 1 January 2019.

#### Deadlines for Entries:

Nominated Entries:

(NB: Nominated Entries apply to Championships and Games **ONLY**)

Closing date for Definite Entries: 15<sup>th</sup> May 2019

Last date for substitutions: 22<sup>nd</sup> May 2019

### FEES FOR HORSES

Entry fee per horse:	CCI4*L \$590 AUD CCI3*L \$500 AUD CCI2*L \$430 AUD CCIJ2*L \$430 AUD
Stabling fee per horse:	CCI classes \$260
TOTAL fee per horse	Dependant on class & additional venue fees

EADCMP 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 CIMs)  Included in entry fee <input type="checkbox"/> Not included in entry fee <input checked="" type="checkbox"/>	EADCMP Fee \$26 AUD for Lower levels and \$38 AUD for Higher levels.  Entries online via Nominate entry system.  <a href="http://www.nominate.com.au">www.nominate.com.au</a>
Details entry procedure fee / Payment:	Bank transfer/credit card
Space for organiser to include details if necessary	

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**2. OTHER FEES**

All other fees must be listed hereunder with the details of the amounts to be charged and approved by the FEI. Only fees approved by the FEI and listed in the approved Schedule can be charged by the OC.

Electricity for boxes (upon request): lighting is available in all boxes, power in breezeways

Manure disposal: \$30 AUD stable cleaning fee included in stable fee

Hay: available for purchase at venue or competitor supplied

Straw: n/a

Shavings: available for purchase at venue or competitor supplied

Sanitary facilities: provided by venue

Lorry/ Caravan area

Parking: price: \$100 AUD per powered campsite / \$60 AUD unpowered site

Power supply: provided by the OC  Not provided by the OC  Price: included

Water supply: provided by the OC  Not provided by the OC  Price: included

Other (please specify): Venue facility fee \$96 AUD

Compulsory Medical levy for all classes \$40 per horse

Compulsory Administration fee of \$50 per horse

All aforementioned amounts include VAT, if applicable

VAT number of the Organiser: n/a

**3. NO-SHOWS/LATE WITHDRAWALS**

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

**Amount charged and refund procedure:**

- Full refund less \$50 admin fee if scratched before entries close on 15/05/19 (5:00pm)
- From 16/05 – 22/05/2019 (5:00pm) Refund - 20% of Stated Entry Fee and Full Stable Fee, Facility Fee, Camping Fee refund (Vet/Doctor Certificate must be supplied within 48 hours)
- From 23/05 – 05/06/2019 (5:00pm) Full Stable Fee, Facility Fee, Camping fee refund (Vet/Doctor Certificate must be supplied within 48 hours)
- After 05/06/2019 no refund

**4. QUALIFICATION**

Entries have to be in accordance with Art. 520 and 521 of the FEI Eventing Rules, 25th edition, effective 1 January 2019.

The eligibility to compete will be determined by a combination of the following:

- The level of the Athlete category (National, D, C, B, A) (Art.519)
- The achievement of a number of Minimum Eligibility Requirements according to the eligibility matrix of requirements (Art. 520)

## VIII. TIMETABLE

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

### 1. TIMETABLE (TO BE PROVIDED PER CATEGORY/LEVEL IF MULTIPLE EVENTS)

<u>Long format competition</u>	Competition	Day	Date	Time
• Opening of stables:	All CCI L	Tuesday	04/06/19	2.00pm
/ Vet examination on arrival:	All CCI L	Wednesday	05/06/19	9.00am
• Official Course Inspection:	All CCI L	Wednesday	05/06/17	10.00am
• 1 <sup>st</sup> Horse Inspection:	CCI2*L/J2*L	Thursday	06/06/19	1.00pm
	CCI3*L	Thursday	06/06/19	2.00pm
	CCI4*L	Thursday	06/06/19	2.30pm
• Declaration of Starters:	All CCI	Thursday	06/06/19	6.00pm
• 1st Start – Dressage:	CCI2*L/J2*L	Friday & Saturday	07/06/19 08/06/19	8.30am
	CCI3*L	Friday & Saturday	07/06/19 08/06/19	9.00am
	CCI4*L	Saturday	08/06/19	12.00pm
• 1st Start - Cross-Country:	CCI2*L/J2*L	Sunday	09/06/19	8.00am
	CCI3*L	Sunday	09/06/19	11.30am
	CCI4*L	Sunday	09/06/19	2.30pm
• 2 <sup>nd</sup> Horse Inspection:	CCI2*L/J2*L	Monday	10/06/19	7.30am
	CCI3*L	Monday	10/06/19	8.00am
	CCI4*L	Monday	10/06/19	8.30am
• 1st Start – Jumping:	CCI3*L	Monday	10/06/19	9.00am
	CCI4*L	Monday	10/06/19	11.00am
	CCI2*L/J2*L	Monday	10/06/19	12.30pm
• Prize-giving:	All CCI L	Monday	10/06/19	After each class



## IX. COMPETITION DETAIL

Format : Long

Level : CCI4\*L

This competition will be in accordance with Rules for Eventing, 25th Edition,  
*updated 1 January 2019*

### Technical Conditions

#### DRESSAGE TEST

FEI 2015 4* A
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#### CROSS-COUNTRY

<b>Event</b>	Length	5700-6260m
	Speed	570m/min
	Approx. number of efforts	35 -40

#### JUMPING

<b>Event</b>	Distance	600m
	Speed:	375m/min
	Number of efforts:	15
	Number of Obstacles:	11-12

#### PRIZE – CLASSIFICATION

<b>Total amount of prize money (currency)</b>	\$10,500 AUD												
<b>Breakdown per category / placing</b> (1 prize per 4 athletes, minimum 5 prizes and 1 <sup>st</sup> prize not more than 1/3 of total prizemoney)	<table> <tr><td>1st</td><td>3,500.00</td></tr> <tr><td>2nd</td><td>2,300.00</td></tr> <tr><td>3rd</td><td>1,800.00</td></tr> <tr><td>4th</td><td>1,200.00</td></tr> <tr><td>5th</td><td>900.00</td></tr> <tr><td>6th</td><td>800.00</td></tr> </table>	1st	3,500.00	2nd	2,300.00	3rd	1,800.00	4th	1,200.00	5th	900.00	6th	800.00
1st	3,500.00												
2nd	2,300.00												
3rd	1,800.00												
4th	1,200.00												
5th	900.00												
6th	800.00												
<b>Other details on PM distribution</b>	Paid directly to bank account												

**Format :** Long

**Level :** CCI3\* L

This competition will be in accordance with **Rules for Eventing, 25th Edition,**  
*updated 1 January 2019*

## Technical Conditions

### DRESSAGE TEST

FEI 2015 3* A
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### CROSS-COUNTRY

<b>Event</b>	Length	4400 – 5500 m
	Speed	550m/min
	Approx. number of efforts	30 -35

### JUMPING

<b>Event</b>	Distance	600m
	Speed:	350m/min
	Number of efforts:	14
	Number of Obstacles:	10 -11

### PRIZE – CLASSIFICATION

<b>Total amount of prize money (currency)</b>	\$6000 AUD	
<b>Breakdown per category / placing</b> (1 prize per 4 athletes, minimum 5 prizes and 1 <sup>st</sup> prize not more than 1/3 of total prizemoney)	1st	2,000.00
	2nd	1,500.00
	3rd	1,000.00
	4th	500.00
	5th	400.00
	6th	300.00
	7th	200.00
	8th	100.00
<b>Other details on PM distribution</b>	Paid directly to bank account	



**Format :** Long

**Level :** CCI2\* L & CCIJ2\* L

This competition will be in accordance with **Rules for Eventing, 25th Edition,**  
*updated 1 January 2019*

## Technical Conditions

### DRESSAGE TEST

FEI 2015 2\* A

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### CROSS-COUNTRY

<b>Event</b>	Length	3640 – 4680 m
	Speed	520m/min
	Approx. number of efforts	25 -30

### JUMPING

<b>Event</b>	Distance	600m
	Speed:	350m/min
	Number of efforts:	13
	Number of Obstacles:	10 -11

### PRIZE – CLASSIFICATION

<b>Total amount of prize money (currency)</b>	CCIJ2*L \$3,000 AUD CCI2* L \$4000 AUD		
<b>Breakdown per category / placing</b> (1 prize per 4 athletes, minimum 5 prizes and 1 <sup>st</sup> prize not more than 1/3 of total prizemoney)	Placing	CCI 1*J	CCI 1*
	1 <sup>st</sup>	1,000.00	1,200.00
	2 <sup>nd</sup>	600.00	700.00
	3 <sup>rd</sup>	500.00	550.00
	4 <sup>th</sup>	400.00	450.00
	5 <sup>th</sup>	300.00	300.00
	6 <sup>th</sup>	200.00	300.00
	7 <sup>th</sup>		200.00
	8 <sup>th</sup>		100.00
	9 <sup>th</sup>		100.00
	10 <sup>th</sup>		100.00
<b>Other details on PM distribution</b>	Paid directly to bank account		

**PRIZEMONEY SUMMARY**

Category	Level	Currency	Amount
CCI	4*L	AUD	10,500
CCI	3*L	AUD	6,000
CCI	2*L	AUD	4,000
CCI	J2*L	AUD	3,000
TOTAL			23,500 AUD

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

## X. FACILITIES OFFERED

### 1. ATHLETES

#### Accommodation

Hotel: Quest Apartments, Sanctuary Lakes [www.questsanctuarylakes.com.au](http://www.questsanctuarylakes.com.au)  
Quest Apartments Werribee, [www.questwerribee.com.au](http://www.questwerribee.com.au)

Address: Werribee, Victoria

Telephone:

At the expense of: The Organiser  or Athletes

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

#### Meals

At the expense of: The Organiser  or Athletes

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

Square for OC to include additional details if necessary

### 2. GROOMS

#### Accommodation.

Requests for accommodation must be sent with entries.

Accommodation will be at the expense of: Organiser  Athletes

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

#### Meals.

At the expense of: The Organiser  or Athletes

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

Square for OC to include additional details if necessary

**NB:** If applicable, Organiser must provide proper sanitary conditions. The showering facilities should be sufficient for both male and female grooms with hot and cold water. Shower facilities as well as restrooms should at all times be in a state of cleanliness.

## XI. LOGISTICAL/ADMINISTRATIVE/TECHNICAL INFORMATION

### 1. DRAW

List of Draws, time, date and location: Confirmed after 1<sup>st</sup> Horse Inspection

### 2. COMPETITION ARENA(S)

Dressage:

- Dimensions: 60m x 20m
- Type of Footing: Sand

Cross Country:

- Type of Ground: Grass

Jumping:

- Dimensions: 90m x 80m
- Type of Footing: Grass

### 3. PRACTICE ARENA(S)

Dimensions: 60m x 20m  
Type of Footing: Sand

Additional practice areas: 80m x 80m sand x 2 and grass 150m x 250m

### 4. STABLES

Size of boxes 3.6 m x 3.6 m (80% minimum 3m x 3m + 20% 3m x 4m)

The venue has 181 permanent stables, plus swabbing boxes

### 5. SCORING/TIMING PROVIDER

Name of the company: BSP Scoring Services  
Name contact person: Lynne Brown  
Contact email: bpscoring@yahoo.com.au

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.

### 6. PRIZE GIVING CEREMONY

The owner of the winning horse/pony is invited to the prize giving ceremony:

Yes  No

The number of athletes required to present themselves for the prize-giving ceremony of each competition is 1<sup>st</sup> - 6<sup>th</sup> or 1<sup>st</sup> - 10<sup>th</sup> in classes >40.

Athletes riding their horses: Yes  No

**7. ADVERTISING ON ATHLETES AND HORSES**

At CI events, and all competitions except for the Nations Cup, athletes are authorised to carry the logo of their personal sponsor in accordance with article 541 of the FEI Eventing Rules.

**For Championship or CIO Nations Cup Competitions, please specify below.**

Championship: personal sponsor logo Authorised  Not authorised   
Nations Cup Competitions: personal sponsor logo Authorised  Not authorised

The Chief Steward will check that the advertising on athletes and horses complies with these Articles.

**8. TICKETING**

Are you selling tickets for spectators to attend your event: Yes  No

Name of your ticketing provider: Trybooking

Web address to buy tickets: www.trybooking.com

**9. BETTING**

Betting will be authorised by the Organiser: Yes  No

**10. TRANSPORT REIMBURSEMENT HORSES / PONIES**

Transport expenses to be paid by:

The Organiser  at \_\_\_\_\_ per km.

The Athlete

**11. WELCOME**

The time and date of arrival of athletes, horses and their means of transport must be given to the Organiser in order to facilitate their arrival.

**12. LOCAL TRANSPORTATION - ARRANGEMENTS FROM HOTEL TO SHOWGROUNDS**

Walking distance

Organiser Shuttle Service

Public Transport  to be paid by the Organiser  / the Athlete

If paid by Athlete approximate cost per round trip:

Other: Athletes stay on venue facilities

Powered camp site and amenities on venue

**13. LORRY / CARAVAN FACILITIES**

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

Powered camp site and amenities on venue

**14. 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

Contact details for Customs Formalities:

Name: IRT International Horse Transport  
Address: Suite 1501 / 401 Docklands Drive, Docklands, Victoria 3008  
  
Telephone: +61 3 9643 3000  
Fax:  
Email: irtaus@irt.com  
Opening hours:

Space for organiser to include 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:  
Quarantine period:  
Specimen Import Licence applied:

For questions or problems, please contact your Government Veterinary Services.

### 3. NATIONAL REQUIREMENTS

If applicable please provide:

Space for organiser to include details if necessary

### 4. PONIES

FEI Veterinary Regulations, Chapter IX:

For all Pony Events, Ponies must be available for Pony Measurement if requested by the FEI.

### 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 for the transport of horses. 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 Article 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 and in CSIP 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).

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 Article 1003

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

VACCINATION	PROTOCOL	ELIGIBILITY TO ENTER VENUE
<b>Primary Course</b>	1 <sup>st</sup> Vaccination: day 0 2 <sup>nd</sup> Vaccination: day 21-92	May compete 7 days after the 2 <sup>nd</sup> Vaccination
<b>First Booster</b>	Within 7 months of the 2 <sup>nd</sup> vaccination of the Primary Course	May compete for 6 months +21 days after the 2 <sup>nd</sup> vaccination of the Primary Course Must not compete in the 7 days after receiving a vaccination
<b>Boosters</b>	<b>MINIMUM:</b> within one year of previous booster vaccination <b>IF COMPETING:</b> must be in the 6 months +21 days of the booster previous vaccination	Must have been vaccinated within 6 months +21 days before arriving at the Event Must not compete in the 7 days after receiving a vaccination

All FEI registered Horses intending to compete at FEI Events (including CIMs) must be vaccinated against Equine Influenza in accordance with these VRs. 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 Article 1031**

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.

### **7.4. HORSE INSPECTIONS. FEI Veterinary Regulations Articles 1034-1042**

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 Articles 1048-1053**

All Horses are subject to examination under the protocol for abnormal limb sensitivity throughout the period of an Event, including, but not limited to, between rounds and before the Jump Off. 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 VETERINARY 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 1057 AND 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 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. MEDICAL INFORMATION FORM FOR ARMBANDS

#### Declaration of medical condition

Athletes with medical conditions that may be relevant in the case of a medical emergency are responsible, at every Event when riding, for wearing a medical data carrier\* from a system provider able to communicate information at least in English. Alternatively (and at the minimum) a medical armband of good quality can be used. Athletes who chose to wear an armband should download and fill the form available for this purpose on the FEI's website <http://inside.fei.org/fei/your-role/officials/eventing/forms>.

*\* Medical data carrier (also called "medical identification tag"): small emblem or tag worn on a bracelet, neck chain, or on the clothing, intended to alert paramedics/physicians/ first responders that the wearer has an important medical condition.*

Conditions that are relevant include recent head injury, serious past injuries/surgery, chronic health problems such as diabetes, long-term medications and allergies. If in doubt, the athlete should discuss this with his own treating physician."

### 2. 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.

#### 2.1. ATHLETES, OWNERS AND SUPPORT PERSONNEL

##### 2.1.1. 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.

##### 2.1.2. 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.

### **2.1.3. 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.

## **2.2. ATHLETES AND OWNERS**

### **2.2.1. 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.

### **2.2.2. Additional Liability Information**

Space for OC's to include reference to National Laws when necessary

### **2.2.3. Horse Insurance**

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

Space for OC's to include reference to National Laws when necessary

## **3. PROTESTS/APPEALS**

To be valid, all Protests and Appeals must be made in writing and accompanied by a deposit of CHF 150.- or equivalent.

Protest and appeal forms are available on the FEI website:

Protests: <http://inside.fei.org/sites/default/files/FEI%20Protest%20Form.pdf>

Appeals: <http://inside.fei.org/sites/default/files/FEI%20Appeal%20Form.pdf>

4. DISPUTES

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

5. MODIFICATION TO SCHEDULE

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

6. ADDITIONAL INFORMATION FROM THE ORGANISER

Square for organiser to include details if necessary, such as: National Rules, Dogs or Vehicles.

7. MINIMUM AGE LIMITATION

LEVEL	ATHLETES	HORSES
1*	14	6
2*	14	6
3*	16	6
4*	18	7
5* + CH4*	18	8

8. PRIZEMONEY DISTRIBUTION

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

**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.**

Space for organiser to include details if necessary

## 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>: 10107711  
Name\*: Brown  
First Name\*: Lynne  
E-Mail\*: eventing@equestrianvictoria.com.au  
Access Rights\*: Admin<sup>2</sup>  Consult<sup>3</sup>   
Events<sup>4</sup>:

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FEI ID<sup>1</sup>: 10140208  
Name\*: McKay  
First Name\*: Susan  
E-Mail\*: susan\_mckay@bigpond.com  
Access Rights\*: Admin<sup>2</sup>  Consult<sup>3</sup>   
Events<sup>4</sup>:

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FEI ID<sup>1</sup>: 10140207  
Name\*: Amore  
First Name\*: Karen  
E-Mail\*: karenamore@equestrianvictoria.com.au  
Access Rights\*: Admin<sup>2</sup>  Consult<sup>3</sup>   
Events<sup>4</sup>:

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

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

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

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

\* **Mandatory Fields**

## 2. RESULTS

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 four days after the conclusion of the event. All relevant information, file format and tutorial can be found on this page:

<http://inside.fei.org/fei/your-role/organisers/xml-format>

If you or your provider are unable to produce the required files, results will be accepted by e-mail to [eventingresults@fei.org](mailto:eventingresults@fei.org), in the proper Excel or "XML" format immediately after the event. Please refer to compulsory format for CIs/CIOs/Championships and Games; the file can be downloaded using the following link:

<http://inside.fei.org/fei/your-role/organisers/eventing/results-forms>

**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 five (5) days following the Event, unless otherwise specified for qualification and ranking reasons as communicated by the FEI. Failure from OCs of International Events to provide the FEI with the appropriate result(s) and/or prize money information by the aforesaid deadline and/or in the aforesaid format shall entail a warning for the first violation and thereafter a fine of CHF 1'000.- per violation.

## 3. STEWARDING (Only for Jumping test of the Eventing competition, as per FEI Jumping rules)

- If an athlete is uncertain as to whether the boots he/she intends to use during an event are allowed, he/she or his/her representative should show the boots to the Chief Steward for his/her opinion before the boots are used in training or in competition.
- In addition, athletes are to be made aware that hind boots must be removed and placed again on the horse's legs in the presence of a Steward while in the warm-up arena prior to entering the competition arena for certain competitions. (If bandages are used in place of boots, athletes are not required to remove the bandages in the warm-up arena.) This procedure is compulsory for competitions for which boot and bandage control is mandatory, that is the Nations Cup, Championships, and the competition with the highest prize money, and is at the discretion of the Chief Steward for other competitions.
- As an alternative to carrying out this procedure at the time designated by the Steward an athlete may ask his/her groom to take the boots to the in-gate and place them on the horse's legs in front of the Steward prior to the combination entering the arena.
- The Steward has the authority to intervene if a boot is deemed excessively tight by instructing that the boot be removed and put on again correctly. *[Stewards are to note that it is normal for a horse's gait to be somewhat affected immediately after boots have been removed and re-placed.]* If an athlete or his/her groom refuses to remove and re-place the boot(s) when instructed to do so by the Steward, a Yellow Warning Card will be issued to the athlete in question.
- If it is deemed impossible or unsafe to remove the hind boots in the warm-up arena prior to the combination entering the competition arena, due to an extremely excited or nervous horse, the boots of the horse in question are to be removed by the athlete/groom following the athlete's round upon leaving the arena and inspected by the Steward. This inspection may be carried out during the boot and bandage control if the boot and bandage control is carried out for the competition in question.
- This procedure does not replace boot and bandage control after completion of an athlete's round for competitions for which boot and bandage control is mandatory (refer to JRs Art. 244.1)