

I. DENOMINATION OF THE EVENT**Venue :** BABORÓWKO - Baborówko Driving Show**Dates :** 7-10.09.2023 **NF:** POL**Indoor:** ☐ **Outdoor:** ☒**EVENT CATEGORIES:**

Seniors
Horses
CAI2*-H4
CAIO4*-H2
CAIO4*-H4 WcupQ

II. GENERAL CONDITIONS

- FEI Statutes, 24th edition, effective 17 November 2021.
- General Regulations, 24th edition, 1st January 2020, updates effective 1st January 2023
- FEI Veterinary Regulations, 15th edition, effective 1st January 2023.
- **FEI Driving and Para Driving Rules, 12th edition, effective 1st January 2022, updates effective 1st January 2023.**
- Equine Anti-Doping and Controlled Medication Regulations (EADCMR), 3rd Edition, effective 1st January 2021.
- FEI Anti-Doping Rules for Human Athletes (ADRHA), based upon the 2021 WADA Code, effective 1st January 2021.
- Given the current covid-19 situation, please note that the FEI's approval of a Schedule should not be taken as an absolute guarantee that the Event will definitely go ahead. The decision whether the Event can take place in consideration of the Covid-19 situation must be made by the OC and NF in close consultation with the applicable domestic government and public health authorities. It is the responsibility of each Participant to check the status of the Event and Covid-19 related measures, if any, prior to planning their travel to the Event. It is the responsibility of the OC/NF to elaborate, communicate and enforce a Covid-19 mitigation plan if requested by the locally applicable laws and policies. All subsequent published revisions, the provisions of which will take precedence.
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THE ANNEXE(S) IS/ARE PART OF THIS APPROVED AND SIGNED SCHEDULE AND MUST BE DISTRIBUTED TO ALL OFFICIALS AND NFs AND IS AVAILABLE TO OTHERS UPON REQUEST

Approved by the FEI, Lausanne, on 04.08.2023, updated on 31.08.2023

Signature: 

Manuel Bandeira de Mello
FEI Director Driving and Para Driving

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

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

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

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

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

IV. GENERAL INFORMATION**1. ORGANISER**

Name: Stowarzyszenie Jeździeckie Baborówko and Pałac Baborówko
Address: Baborówko, Parkowa 1, 64-500 Szamotuły Poland
Telephone: +48 795 556 230
Email: office@baborowko.pl
Website: <http://www.equestrian.baborowko.pl/>

Contact Details Show Ground:

Address: Baborówko, Parkowa 1, 64-500 Szamotuły Poland
Telephone: +48 795 556 230
GPS Coordinates: Lat: 52.58312, Long: 16.63508

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

Arrival by car: route from Western Europe - motorway A2 to Warsaw, exit – Poznań Zachód, road S11 direct Pila, exit in Napachanie than road 184 to Szamotuły

Gate for cars and trucks - only entrance form Szamotulska street, gates form Dworcowa and Parkowa are closed during event.

Arrival by train to Poznań (main station), suburban train to Baborówko

Arrival by plane to Poznań Airport (appr. 30 km)

2. ORGANISING COMMITTEE

Honorary President: Roman Roszkiewicz
President of the Event: Henryk Święicki
Show Secretary: Kaja Radzikowska
Press Officer: Magdalena Skorlińska

3. EVENT DIRECTOR

Name: Henryk Jan Święicki
Address: Baborówko, Parkowa 1, 64-500 Szamotuły Poland
Telephone: +48 795 556 230
Mobile:
Email: office@baborowko.pl

FEI APPROVED SCHEDULE

BABORÓWKO - Baborówko Driving Show (POL) 7-10.09.2023

V. OFFICIALS

* Compulsory

Ref.	Panel	Function	FEI ID	Name	NF	Level	Email/mobile
1	Ground Jury	Ground Jury President	10049113	Stefan Kęszycki	POL	4	*keszycki@interia.eu
		Ground Jury Member	10071344	Elimar Thunert	GER	4	
		Ground Jury Member	10051989	Bert Jambon	BEL	4	
		Ground Jury Member	10052326	Joaquin Medina Garcia	ESP	4	
2	Foreign Judge	Foreign Judge	10049614	Anne-Marie Turbe	FRA	4	*anne-marie.turbe@wanadoo.fr
3	Technical Delegate	Technical Delegate	10106541	Ekkehard Freiberg	GER	3	
4	Assistant Technical Delegate	Assistant Technical Delegate	1025561	Czesława Grycz	POL	2	
5	Course Designer	Course Designer	10079575	Josef Middendorf	GER	4	*josefmiddendorf@t-online.de
6	Assistant Course Designer	Assistant Course Designer	1022999	Błażej Czajka	POL	2	
7	Chief Steward	Chief Steward	10049967	Jan Posłuszny	POL	4	*jan.posluszny@gmail.com
8	Assistant Stewards	Steward	10051303	Witold Bogacz	POL	3	
		Steward	10154096	Joanna Mularczyk-Czajka	POL	2	
		Steward	10052982	Anna Kęszycka	POL	3	
		Steward	10051303	Witold Bogacz	POL	3	
9	FEI Veterinary Delegate	FEI Veterinary Delegate	10086688	Lukasz Gatkiewicz	POL	3	*lukasz.gatkiewicz@evan-vet.pl
		Assistant FEI Delegate	10018663	Jacek Kwiatkowski	POL	3	
		Assistant FEI Delegate	10052216	Petr PRIKRYL	CZE	3	
10	Veterinary Service Manager (VSM) Treating Veterinarian (PTV)	Veterinary Service Manager	10180096	Marta Zmierzka	POL	1	* +48 604 343 802
		Permitted Treating Veterinarian	10180096	Marta Zmierzka	POL	1	* +48 604 343 802
11	Doctor / Medical Service	Doctor / Medical Service	-	Transport Medyczny Krzysztof Wojna	POL	-	* +48 512 413 019
12	Farrier	Farrier	-	Waldemar Olech	POL	-	* +48 501 095 985
13	NF Delegate	NF Delegate (if applicable)					

VI. INVITATIONS

4. GENERAL

NFs invited (mandatory for CAI2* and above)	all NF's invited
Number of home drivers	unlimited
Number of foreign drivers	unlimited
Number of horses/ponies per driver	max 3 per pair, 5 per four -in hand
Number of start per driver, per category	2 in CAI2*, 1 in CAIO4*

Competitors are invited by the Organizing Committee through their NF

5. CAIO/CHAMPIONSHIPS

Number of home drivers (Team)	3
Number of foreign drivers (Team)	3
Number of horses/ponies per driver + one reserve horse per Team	max 3 per pair, 5 per four -in hand

5.2. Additional Entries for CAIO/Championships

Additional Individual Entries (article 927)– to be confirmed after the Nominated entries	23.08.2023
Number of foreign individual additional drivers (<i>Max 6 as per Art 927.3.1</i>)	6
Number of home individual additional drivers (<i>Max 6 as per Art 927.3.1</i>)	6

VII. ENTRIES**IMPORTANT**

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

1. ENTRY DATES AND ENTRY FEES**Deadlines for Entries**

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

Definite entries:	22.08.2023
Last date for substitutions: (one hour prior the Horse Inspection)	Date :07.09.2023 Time :14:00

LIST OF COMPULSORY FEES:

• Entry Fee per Turnout	
Single	n/a
Pairs	CAIO4* 460 EUR - 2 horses 580 EUR - 3 horses (stables and first bedding with straw included)
Four-in-hand	CAIO4* 740 EUR - 4 horses 860 EUR - 5 horses CAI2* 630 EUR - 4 horses 750 EUR - 5 horses (stables and first bedding with straw included)
• Stabling fee per horse/pony	incl. in entry fee Additional box - 120Eur - has to be orderd by email and confirm by OC The organizer does not agree to set up own stable. Frist bedding with shavings payed extra - 30 EUR pre

	box and need to be requested with the entries or by email
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VAT:	incl. in entry fee
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• EADCMP Fee:	<input type="checkbox"/> Included in entry fee
	<input checked="" type="checkbox"/> Not included in entry fee

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

Details entry procedure fee / Payment:	
<p>The athletes have to pay with the entries prepayment of the amount of minimum 120 EUR or 550 PLN per reserved box by the date of definite entries, to the account of:</p> <p>Stowarzyszenie Jeździeckie Baborowko Address: Baborowko Parkowa 1 64-500 Szamotuly, Poland Bank: BNP Paribas Bank Polska S.A.</p> <p>Account number: 1. PLN: 14 2030 0045 1110 0000 0209 7090 2. EUR: PL 56 2030 0045 3110 0000 0018 5150 SWIFT code: PPABPLPKXXX</p> <p>Title: BDS/Driver/TAX identification number</p> <p>Only bank transfers will be accepted. The rest of the fees has to be paid on arrival (by Friday, by card on in cash in EUR or PLN).</p> <p>INVOICE In accordance with the regulations, the seller may issue the buyer (VAT payer) an invoice to the receipt only if the buyer's tax identification number is on the receipt. Therefore, people who want to receive an invoice for the company are asked to write a tax identification number in the title of the transfer and send information to the email address: office@baborowko.pl</p> <p>After issuing a receipt without a tax identification number, it will not be possible to issue an invoice to the company.</p>	

2. NO-SHOWS/LATE WITHDRAWALS:

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

Refund procedure:

Withdrawal before the date of definite entries - OC refund all fees.

Withdrawal after the date of definite entries the athletes or respective NF has to pay the amount of 120 EUR per reserved box.

3. ADDITIONAL FEES/CHARGES BY ORGANISING COMMITTEE:

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

Electricity for boxes (upon request):	-
Manure disposal (maximum € 40 per horse per Event):	included in entry fee
Health/customs-related documents for Horses if applicable:	20 EUR
Hay:	8 EUR per small bale
Straw:	6 EUR per small bale
Shavings:	20 EUR per bale
Other (please specify):	120 EUR - tack box/
extra horse	

Lorry/Caravan:

Power supply: provided by the OC ☒ Not provided by the OC ☐ Price: 60 EUR per electric hook up

Water supply: provided by the OC ☒ Not provided by the OC ☐ Price: incl.

Sanitary facilities: provided by the OC ☒ Not provided by the OC ☐ Price: incl.

Catering facilities: provided by the OC ☐ Not provided by the OC ☐ Price: own expences, facilities on showground

All aforementioned amounts are including VAT

VAT number of the Organiser	PL7872039063
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VIII. TIMETABLE

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

	Day	Date	Time
• Opening of stables	Tuesday	5.09.2023	18.00
• Arrival & examination at the arrival time slots	Tuesday	5.09.2023	18.00-20.00
	Wednesday	6.09.2023	7.00-19.00
	Thursday	7.09.2023	7.00-12.00
• Familiarisation on dressage arena	Thursday	7.09.2023	12.00
• 1 st Horse Inspection: <i>All horses taking part at this event must be present during the first horse inspection, unless unable to do so due to "force majeure"</i>	Thursday	7.09.2023	15.00
• Chefs d'Equipes Meeting for CAIO	Thursday	7.09.2023	18.30
• Declaration of Starters	Thursday	7.09.2023	18.30
• Nations Evening Welcome party for all athletes and team members! Please bring your national specialities!	Thursday	7.09.2023	19.30
• Dressage competition	Thursday	7.09.2023	9.00
• Dressage competition	Friday	8.09.2023	8.30
• Marathon	Saturday	9.09.2023	10.00
• Cones competition	Sunday	10.09.2023	9.00

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

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

CAI2* - three days	Format 1	Format 2
Please check the box	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Day 1	Dressage	Dressage
Day 2	Marathon	Cones
Day 3	Cones	Marathon

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

2. PRIZE MONEY

TOTAL PRIZE MONEY	EUR	CHF
Total - 215 000 PLN	-	-
CAIO4*-H4 - 160 000 PLN		
CAI2*-H4 - 5 000 PLN		
CAIO4*-H2 -50 000 PLN		

Breakdown of prize money – Dressage Competition

PRIZE MONEY	EUR					CHF
CAIO4*-H4 - 15 000 PLN						
CAIO4*-H2 - 4 000 PLN						
Class	1 st place	2 nd place	3 rd place	4 th place	5 th place	Others
CAIO4*-H4	4000PLN	3000PLN	2500PLN	1600PLN	1000PLN	6 th - 800PLN 7 th - 600PLN 8 th - 500PLN 9 th - 500PLN 10 th - 500PLN
CAIO4*-H2	1000PLN	800PLN	700PLN	600PLN	500PLN	6 th - 400 PLN

Breakdown of prize money – Marathon Competition

PRIZE MONEY		EUR				CHF
CAIO4*-H4 - 20000 PLN CAIO4*-H2 - 6000PLN						
Class	1 st place	2 nd place	3 rd place	4 th place	5 th place	Others
CAIO4*-H4	5000PLN	4000PLN	3000PLN	1900PLN	1500PLN	6 th - 1300PLN 7 th - 1100PLN 8 th - 900PLN 9 th - 700PLN 10 th - 600PLN
CAIO4*-H2	1500PLN	1200PLN	800PLN	600PLN	600PLN	6 th - 500PLN 7 th - 400PLN 8 th - 400PLN

Breakdown of prize money – Cones Competition

PRIZE MONEY		EUR				CHF
CAIO4*-H4 - 20000 PLN CAIO4*-H2 - 6000PLN						
Class	1 st place	2 nd place	3 rd place	4 th place	5 th place	Others
CAIO4*-H4	5000PLN	4000PLN	3000PLN	1900PLN	1500PLN	6 th -1300PLN 7 th -1100PLN 8 th -900PLN 9 th -700PLN 10 th - 600PLN
CAIO4*-H2	1500PLN	1200PLN	800PLN	600PLN	600PLN	6 th - 500PLN 7 th - 400PLN 8 th - 400PLN

Breakdown of prize money – Combined Competition

PRIZE MONEY		EUR				CHF
CAIO4*-H4 - 105 000 PLN CAIO4*-H2 - 34 000 PLN CAI2*-H4 - 5 000 PLN						
Class	1 st place	2 nd place	3 rd place	4 th place	5 th place	Others
CAIO4*-H4 ind	16000PLN	13000PLN	10000PLN	7000PLN	5500PLN	6 th - 4500PLN 7 th -

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						3500PLN 8th- 2600PLN 9th- 1900PLN 10th- 1000PLN
CAIO4*-H4 team	10000PLN	8000PLN	7000PLN	6000PLN	5000PLN	6th- 4000PLN
CAIO4*-H2 ind	5000PLN	4000PLN	3000PLN	1900PLN	1500PLN	6th- 1300PLN 7th- 1100PLN 8th- 900PLN 9th- 700PLN 10th- 600PLN
CAIO4*-H2 team	4500PLN	3500PLN	2500PLN	2000PLN	1500PLN	
CAI2*-H4	1500PLN	1200PLN	1000PLN	800PLN	500PLN	

PRIZE - CLASSIFICATION

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

Applicable government tax to be deducted from Prize Money: above 2000 PLN 10%

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

IMPORTANT

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

3. "DRESSAGE" - COMPETITION

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

Dressage Test:

Event	Dressage Test
CAIO4*-H4	Test 3*B H4 100x40 arena
CAI2*-H4	Test 3*B H4 100x40 arena
CAIO4*-H2	Test 3*HP2 - P4 80x40 arena

4. "MARATHON" - COMPETITION

This competition will be in accordance with FEI Driving Rules

<u>Option 1:</u>	Distance	Pace	Average Speed
Section A*	6000-7000m	Free	13 km/h
Section B	7000-9000m	Free	14 km/h
Cool Down Area	800-1200 m	Free	N/A

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

CAIO4* - 8

CAI2* - 6-7

course will include water obstacles

5. "CONES" - COMPETITION

This competition will be in accordance with FEI Driving Rules

Type of Competition

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

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

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

X. FACILITIES OFFERED

1. ATHLETES**Accommodation**

Hotel: Hotel Maraton

Address: Sportowa 6

64-500 Szamotuły Poland

Telephone:

At the expense of: The Organiser ☐ or Athletes ☒

Accommodated (bed and breakfast) from to

MealsAt the expense of: The Organiser ☐ or Athletes ☒

Meals provided from to

2. GROOMS**Accommodation**

Requests for accommodation must be sent with entries.

Accommodation will be at the cost of: Organiser ☐ Athletes ☒

from to .

MealsAt the expense of: The Organiser ☐ or Athletes ☒

Meals provided from to .

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

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

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

Time, date and location: during Chefsd'Equipes Meeting on Wednesday

2. COMPETITION ARENA(S)**First Dressage Arena**

Length: 100/80 m m

Width: 40m m

Type of Footing : all weather - ebb and flow system

CONES ARENA

Length: 115 m

Width: 70 m

Type of Footing : all weather - ebb and flow system

COMBINED MARATHON ARENA (if needed/applicable)

Length: - m

Width: - m

Type of Footing : -

3. PRACTICE ARENA(S)DRESSAGE ARENALength: 1st 120m //2nd 115 mWidth: 1st 70m //2nd 70 m

Type of Footing : first warm up: grass, second warm up: all weather - ebb and flow system

CONES ARENA

Length: 120 m

Width: 100 m

Type of Footing : all weather - ebb and flow system

COMBINED MARATHON ARENA

Length: - m

Width: - m

Type of Footing : -

4. STABLES

Size of boxes

3 m x 3 m

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

Stables open from Tuesday 5.09.2023 - 14:00h

There is no possibility to come earlier!

There will be no night arrival!

Hours of arrival at the competition site are limited to time slots listed in VIII TIMETABLE part of schedule

There is not possible to arrive at other times.

Outside of these hours the horses won't be checked and they won't be allowed to pass stable area

Request for first bedding in shavings must be sent to office@baborowko.pl till 30.08 and paid before with the entries - (2x bales) costs 30€ extra.

If not you will find straw in your boxes (if you want empty box please request it in email as well).

Private tents or stabling on lorries is not permitted.

5. TIMING DEVICE

Name of Manufacturer: Tag Heuer & Alge-Timing
Model: CP 545, HLS - RX & Timy3 WP, PR1aW
FEI Report number: 22010028A, 2016004B & 2014001 A, 2014002 B

6. SCORING/TIMING PROVIDER

Will you use a FEI Certified Service Provider to manage the scoring and timing at your Event?
(The list of certified Service Providers is available here: <https://inside.fei.org/fei/your-role/it-services/it-providers/list>)

YES ☐

NO ☒

Name of the Company:
FEI Certified Service Provider ID number:
Contact person at event (compulsory)
Name: Agnieszka Tarant
FEI ID number: 10139344
Contact email: agnieszkatarant@gmail.com

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

7. OTHER TECHNOLOGY/SERVICE PROVIDER(S)

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

YES ☐

Name of the Company:

Contact person

Name:
FEI ID number (if applicable):
Contact email :
Activity/Function:
(i.e.: Accreditations, Stable Management, Camera system, Sensors, etc...)

NO ☒

8. PRIZE GIVING CEREMONY

The number of athletes required to present themselves for the prize-giving ceremony of each competition is 8. The ceremony will be done ☒ on the Carriages / ☐ on foot

9. ADVERTISING ON ATHLETES AND HORSES

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

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

10. TICKETING

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

Name of your ticketing provider:

Web address to buy ticket:

11.BETTING

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

12.TRANSPORT REIMBURSEMENT HORSES/PONIES

Transport expenses to be paid by:

The Organiser ☐ at _____ per km.

The Athlete ☒

13.WELCOME

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

14.LOCAL TRANSPORTATION - ARRANGEMENTS FROM HOTEL TO SHOW GROUNDS

Walking distance ☐

Organiser Shuttle Service ☐

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

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

If paid by Athlete approximate cost per round trip:

Other:

15.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: 1

Groom: 4

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

One groom per driver for Singles

One groom per driver for Pairs

Two grooms per driver for Four-in-Hands

16.LORRY / CARAVAN FACILITIES

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

Square for OC to include additional details if necessary

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: C.Hartwing S.A. (international shipping company)

Address: Równoległa 4, 02-235 Warszawa

Telephone: +48 22 868 34 71

Email: k.jarosz@chg.pl

Under the law, all horses must have a health certificate – TRACES document.

This certificate is issued by an official veterinarian. The Rider is required to have a compulsory certificate per horse.

Documents will be verified by the Government Veterinary Inspection before and during the event.

If horse will not have a TRACES document - it will not be allowed into the competition area.

Athlete must declare the need for TRACES for return horses of the latest to THURSDAY in SHOW OFFICE.

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:

Square for Organiser to include additional details if necessary

3. NATIONAL REQUIREMENTS

Square for Organiser to include additional details if necessary

4. . PONIES

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

5. INJURY SURVEILLANCE

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

6. . TRANSPORT OF HORSES

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

7. VENUE ARRIVAL INFORMATION & FITNESS TO COMPETE**7.1 PASSPORTS. FEI General Regulations, Art. 137**

For all issues relating to FEI Horse Passports/FEI Recognition Cards please contact your National Federation.

All Horses competing at FEI Events must be registered with the FEI.

FEI Passports or FEI Recognition Cards (for those Horses with a national passport approved by the FEI) are compulsory for FEI Events.

NB: Horses entered in CIMs in their country of residence are not required to have an FEI Passport or FEI Recognition Card but must be properly registered with the FEI and identifiable (FEI General Regulations, Art. 137.2).

Athletes who do not present a Horse's Passport and/or Recognition Card, or one that is not correctly validated or fail to meet other passport requirements will be **subject to Sanctions in accordance with Annex VI of the FEI Veterinary Regulations** and may not be allowed to compete.

NB for Horses permanently resident in a Member State of the European Union: all Horses must have a national EU passport in compliance with EU Regulations to which a FEI Recognition card is applied. The exception to this being Horses in possession of an FEI passport which has been continually revalidated without interruption.

7.2 VACCINATIONS - EQUINE INFLUENZA. FEI Veterinary Regulations, Art. 1003

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

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

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

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

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

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

be permitted to compete.

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

All Horses are subject to examination under the protocol for abnormal limb sensitivity throughout the period of an Event. For Jumping that includes, but is not limited to, between rounds and before the Jump Off. For Endurance that includes, but is not limited to, pre-ride, during the ride and after the ride. Horses may be examined once or on multiple occasions during the Period of an Event. Horses may be selected for examination under the protocol randomly or they may be targeted. All Horses selected to be tested must submit promptly to the examination or are subject to immediate disqualification. There is no obligation to examine any specific number of Horses at an Event.

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

8.1 SAMPLING. FEI Veterinary Regulations, Chapter VII

All horses competing at FEI Events may be subject to sampling for the presence of Prohibited Substances in accordance with the Anti-Doping and Controlled Medication Regulations (EADCMRs). Horses may be selected for sampling in accordance with obligatory testing, targeted or random sampling procedures. Refer to FEI Financial Charges for details of fees relating to Equine and Human Anti-Doping program (EADCMP), which OCs/NFs have the right to charge to the athlete (applicable for all FEI events worldwide).

8.2 ELECTIVE TESTING. FEI Veterinary Regulations, Art. 1058

Elective Testing may be carried out prior to an Event to check for the presence of Prohibited Substances. Please refer to <https://inside.fei.org/fei/cleansport/horses> for information and details.

XIII. HUMAN ANTI-DOPING

Athletes can be tested at any FEI Event, by the FEI or by other Anti-Doping Organisations with Testing jurisdiction. Organisers will have the responsibility to provide facilities and staff/volunteers to facilitate such Testing if requested by the FEI as outlined in article 22.3 of the FEIs' Anti-doping Rules for Human Athletes (ADRHA)

The ADRHA rules are published on the FEI's website at <http://inside.fei.org/content/anti-doping-rules>

XIV. ADDITIONAL INFORMATION**1. INSURANCES AND NATIONAL REQUIREMENTS**

Equestrian sports involve inherent dangerous risks. To the greatest extent permitted by law, the FEI and the FEI Event Organiser shall NOT be liable for any damages relating to loss of property or injury of any kind to Athletes, Owners, Support Personnel or Horses at or in connection with an FEI Event and the FEI expressly excludes all such liability.

1.1. ATHLETES, OWNERS AND SUPPORT PERSONNEL**1.1.1. Personal Accident and Health Insurance**

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

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

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

1.1.2. Personal Property Insurance

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

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

1.1.3. Press Equipment

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

1.2. ATHLETES AND OWNERS**1.2.1. Third Party Liability Insurance**

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

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

1.2.2. Additional Liability Information

Space for organiser to include reference to National Laws when necessary

1.2.3. Horse Insurance

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

Space for organiser to include reference to National Laws when necessary

3. PROTESTS/APPEALS

To be valid, all Protests and Appeals must be made in writing and accompanied by a deposit of CHF 150 or equivalent, as mentioned in the FEI General Regulations (Art. 161-162) available at the following link: <https://inside.fei.org/content/general-regs-statutes>.

4. DISPUTES

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

5. MODIFICATION TO SCHEDULE

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

6. ADDITIONAL INFORMATION FROM THE ORGANISER

Space for organiser to include reference to National Laws when necessary

Minimum Age Limitation for Athletes and Grooms – Article 912:

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

Minimum Age Limitation for Horses – Article 929:

Horses	Minimum Age
CAI1*	5 years old or over
CAI2* and above	6 years old or over

XV. ANNEXES**1. FEI ENTRY SYSTEM**

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

FEI ID¹: 10045444
Name*: Święcicki
First Name*: Henryk
E-Mail*: office@baborowko.pl
Access Rights*: ☒ Admin² ☐ Consult³
Events⁴: all

FEI ID¹: 10139344
Name*: Tarant
First Name*: Agnieszka
E-Mail*: agnieszkatarant@gmail.com
Access Rights*: ☐ Admin² ☒ Consult³
Events⁴: all

FEI ID¹: 10271680
Name*: Radzikowska
First Name*: Kaja
E-Mail*: kkaja.radzikowska@gmail.com
Access Rights*: ☐ Admin² ☒ Consult³
Events⁴: all

¹ If already have an FEI user account.

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

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

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

*** Mandatory Fields**

2. RESULTS

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

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

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

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

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

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

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